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In Memoriam



Vera A. (Ingemie) Mc Carthy

Vera resided in Lunenburg for 45 years with her husband. She owned and operated Associated Data Concepts in Fitchburg. She had a love for antiques and her home. Her family and grandchildren were the most important things in her life. She wrote a column "Observation Point" for the Lunenburg Ledger Newspaper and was a member of the Lunenburg Historical Commission. Before joining her husband in running their company, she worked for many years as a secretary at the Thomas Passios School.



Caroline C. (Fischer) Porter

Caroline, wife of Paul, was a longtime resident of Lunenburg and co-owner of Hearthstone Realty. For many years, from 1980 to 1998 she was a member of the Cemetery Commission. She enjoyed crocheting blankets for homeless veterans and scarves for Crocker Elementary School in Fitchburg. She loved to summer in Maine, but most of all she loved spending time with her family.



William George MacMunn Sr.

Bill was an entrepreneur and patent-holder. After his retirement he worked as the Cemetery Superintendent in Lunenburg, courier driver and school bus driver. Bill was instrumental in the establishment of the Mossman Teen Center and was on the ground floor of the weekly newspaper, the Lunenburg Ledger. He enjoyed hunting and fishing and watching his grandchildren participate in sports, concerts and plays. Most of all, he enjoyed time with his sons.

BOARD OF SELECTMEN

Following the Town Election in May 2011, board reorganized with Dave Matthews elected as Chairman, Tom Alonzo as Vice Chair and Ernie Sund as Clerk. Paula Bertram and Steve deBettencourt being the other two members.

In 2011 the board continued forward progress on existing and/or began efforts on the following projects:

- Returning the Jones House to the tax rolls with a second RFP process with the continued guidance of the Historical Commission
- Moving the DPW renovation project forward with revised funding in face of increased material and labor costs
- Fully enacted the Municipal Energy Aggregation Plan with Colonial Power Group with participating citizens enjoying reduced electric supply costs
- Continued support for the redevelopment of the old Primary School into affordable senior housing with the developer working to obtain Federal Housing and Urban Development funding
- Moved forward with the cost effective renovation and reorganization of Town Hall to improve accessibility and extend its useful life using funding from the sale of the surplus Susan Brown House.
- Implemented use of the DPW Director's Pavement Management Plan ensuring limited paving dollars are spent as effectively and fairly as possible
- Moved the Summer Street redesign and redevelopment forward with engineering firm VHB in conjunction with Leominster and Fitchburg so a construction ready project will qualify for state grant funding to improve this area aesthetically and with an eye to future development.
- After a full RFP process, entered into a long term contract with Casella Waste to provide garbage and recycling service to town participants saving \$60,000 per year in cost
- Drained the tanks at the abandoned service station at 925 Mass Ave to avoid environmental damage with the costs liened to the property.
- Signed a state wide mutual aid agreements for Public Safety and DPW allowing for shared resources as needed and as made available
- After much research and study agreed to regionalize Public Safety Dispatch avoiding new extensive costs in state mandated staffing requirements while enabling a robust operation.
- Dealt with another crippling storm in October which caused extensive damage to power system and trees requiring a significant, expensive clean up effort. Lessons learned in the 2008 storm were enacted across Public Safety and DPW lightening the load significantly.

2012 will be another challenging year with finances at the core or every decision and effort. As the town continues to work with revenue growth out of pace with national inflation, additional cuts and reductions will be unavoidable with the public feeling the brunt of lost services and response.

REPORT OF THE TOWN MANAGER

Progress was made on many levels within the Town in 2011, from approving a Pavement Management Plan, to entering into a long-term contract for solid waste, to building renovations, and joining a regional emergency dispatch district. In short, many advances were made to ensure that the Town is addressing critical needs.

We continue to work on addressing long overdue building issues. By the end of 2011, we had completed interior renovations at the Town Hall, to provide better, more efficient working space for our administrative offices. These renovations also included providing a more secure environment for our technology room and providing ADA compliant restrooms. By the end of 2011, we were also substantially complete with major renovations and expansion at our DPW Facility on Chase Road. Included in the project was a full renovation of the existing building, often referred to as “the Barn.” The existing garage space was retrofitted with a modern and compliant HVAC system and electrical and lighting systems, which provide for a greatly improved working environment. New office space was also created within the existing space, also provides conference meeting space for the Boards & Committees associated with the Department of Public Works. If you haven’t yet had a chance to tour the facility, please stop by and see it. The facility is spectacular. The DPW Building Committee did a fantastic job on a very small budget.

We continue to work on a plan to completely rehabilitate the Summer Street corridor. In 2011, the Town approved funding for an Alternatives Analysis to determine which roadway realignment would work best for both residential properties and the enhancement of commercial properties. The Board elected to pursue a realignment which provides for one lane of travel in each direction, with center turn lanes at certain intersections to enhance vehicular safety. The next step in moving the project forward is to secure funding for design. At the 2012 Annual Town Meeting, the Town will be asked to appropriate funding for Lunenburg’s share of the 25% design fee. Achievement of this milestone will allow the project’s construction to be programmed in the area Transportation Improvement Plan [TIP]. Construction of the project will be fully grant funded through the TIP.

This year, we also launched a new Town website, with the assistance of both staff and a citizens task force. The new website is more user friendly, both for the public and staff, and certainly more eye appealing. The Town will continue to make improvements to the website, by adding additional content and functionality.

During 2011, the Town entered into a 10-year contract for solid waste services with Casella Waste Systems, Inc. of Auburn, MA. This contract was structured in a way that citizens should see almost no increase in the cost of trash bags through its life. We were also able to modify the pickup schedule to a 5-day per week schedule, which means all trash pickup will occur earlier in the day and the trucks will be off the road during peak commuting times.

Finally, the single greatest achievement in 2011 was the formation of the Nashoba Regional Emergency Dispatch District, of which Lunenburg is a founding partner. Creation of this district has been years in coming and will provide the Town, along with its other founding partners- Devens, Harvard and Lancaster- superior, efficient and cost-effective Emergency 911 Dispatch, in a start of the art facility. Creation of the district pools together the resources of all the partnering communities as well as substantial grant funding from the State. It is estimated that each founding member will save approximately \$100,000 in annual operating costs, while at the same time meeting a new mandate which requires Emergency Medical Dispatch. If Lunenburg had to meet this mandate on its own, the increase in local operations would have been in excess of \$100,000. This effort would not have been possible without the support of the Fire Chief & Department, the Police Chief & Department, the Dispatcher’s Union, Board of Selectmen and Finance Committee.

I would be remiss if I did not take this opportunity to thank all of the people in this town who give of their time and many talents to make Lunenburg a better place. Thank you all for your dedicated service.

ABOUT THE TOWN

SETTLED:	1718
INCORPORATED:	August 1, 1728
TYPE OF GOVERNMENT:	Open Town Meeting
LOCATION:	North Central Massachusetts
COUNTY:	Worcester
ELEVATION AT TOWN HALL:	Approx. 570 ft above mean sea level
LAND AREA:	26.63 square miles
TOTAL AREA:	29 square miles
TOTAL ROADS:	Approximately 100 miles
STATE ROADS:	6 miles
POPULATION:	<u>10,085</u> (2010 U.S. Census) <u>9819</u> (2011) Town Census
DENSITY:	379 persons per square mile
ASSESSED VALUATION:	\$1,092,532,700. - Real Estate \$28,433,861. - Personal Prop. \$ 16.83 (Fiscal 2012)
TAX RATE:	
UNITED STATES SENATORS IN CONGRESS:	John F. Kerry (Boston) Scott P. Brown (Boston)
___(Washington, D. C. 20510)	
REPRESENTATIVE IN CONGRESS:	John W. Olver
___ 1st Congressional District	House of Representatives (Washington, D.C. 20510)
STATE SENATOR:	Jennifer L. Flanagan, Leominster
___ Worcester & Middlesex District	(State House, Boston 02133)
REPRESENTATIVE IN GENERAL COURT:	Jennifer Benson, Lunenburg
37 th Middlesex District	(State House, Boston 02133)

OFFICE HOURS

Assessors' Office	Monday, Wednesday & Thursday	8:00 AM – 4:00 PM
	Tuesday	8:00 AM – 6:30 PM
	Friday	CLOSED
{Building Department	Monday, Wednesday & Thursday	8:00 AM – 4:00 PM
{Planning Board	Tuesday	8:00 AM – 6:30 PM
{Selectmen/Licensing Authority	Friday	8:00 AM – 12:30 PM
{Treasurer/Collector		
Conservation Commission	Monday - Thursday	7:30 AM – 3:00 PM
	Friday	CLOSED
Council on Aging	Monday thru Friday	8:00 AM – 4:00 PM
DPW Department	Monday thru Friday	7:00 AM – 3:00 PM
Board of Health	Monday, Wednesday & Thursday	8:00 AM – 3:00 PM
	Tuesday	8:00 AM – 6:00 PM
	Friday	CLOSED
Lunenburg Public Library	Monday thru Thursday	10:00 AM – 8:00 PM
	Friday	CLOSED
	Saturday	10:00 AM – 2:00 PM
School Superintendent	Monday thru Friday	8:00 AM – 4:00 PM
Sewer Commission	Monday & Thursday	8:00 AM - 4:00 PM
	Tuesday	8:00 AM - 6:30 PM
	Wednesday	CLOSED
	Friday	8:00 AM - 12:30 PM
Town Clerk	Monday, Wednesday & Thursday	8:30 AM – 4:00 PM
	Tuesday	8:30 AM – 12:30 PM-2:30 PM- 6:30 PM
	Friday	CLOSED
Zoning Board of Appeals	Monday thru Thursday	8:00 AM 4:00 PM

MEETINGS

Annual Town Election	3 rd Saturday/May	7:00 AM Elementary School
Annual Town Meeting	1 st Saturday/May	9:00 AM High School Auditorium
Assessors	1 st Tuesday	6:30 PM Town Hall
Cemetery Commission	2 nd Wednesday <i>(except July/Aug)</i>	8:30 AM Cemetery Office
Council On Aging	2 nd Tuesday	9:30 AM Eagle House
Finance Committee	2 nd & 4 th Thursday	7:00 PM Town Hall
Board of Health	1 st & 3 rd Monday	7:00 PM Ritter Memorial Building
Historical Commission	1 st Monday <i>(except July/Aug)</i>	6:30 PM Lunenburg Public Library
Housing Authority	3 rd Tuesday	7:30 PM 131 White Street/Office
Housing Partnership	2 nd Wednesday <i>(Mar/June/Sept/Dec)</i>	7:30 PM Town Hall
Library Trustees	3 rd Thursday <i>(except July/Aug)</i>	7:00 PM Lunenburg Public Library
Public Access Cable Comm. (PACC)	2 nd Monday	7:00 PM Lunenburg Public Library
Personnel Board	1 st Thursday	6:00 PM Lunenburg Public Library
Planning Board	2 nd Monday (Televised) 4 th Monday	6:30 PM Town Hall 6:30 PM Ritter Memorial Building
Public Employee Committee	Wednesday (as needed)	3:30 PM Lunenburg Public Library
School Committee	1 st Wednesday (Televised) 3 rd Wednesday	7:00 PM Town Hall 7:00 PM Brooks House
Selectmen	Tuesdays (Televised) <i>(except last Tuesday of the month)</i>	7:00 PM Town Hall
Sewer Commission	2 nd Wednesday Last Tuesday of the Month (televised)	7:00 PM Ritter Memorial Building 7:00 PM Town Hall
Zoning Board of Appeals	2 nd & 4 th Wednesday <i>(as needed)</i>	7:00 PM Ritter Memorial Building

The following items were presented in the Plan.

<u>Department</u>	<u>Item</u>	<u>Amount</u>
Turkey Hill Middle School (THMS)	Parking Lot	\$110,000.00
DPW	Front End Loader	\$125,000.00
Technology	General	\$ 54,965.00
Technology	School	\$ 45,000.00
Police	Equip. Cruisers	\$ 24,000.00
Police	Bulletproof Vests	\$ 9,800.00
Fire	Engine 2 refit	\$ 50,000.00
Fire	Radios/DPW/Police	\$ 20,000.00
School, High	Asbestos Abatement	\$ 15,000.00
School, High	ADA Access-Main Entrance	\$ 25,000.00
School, THMS	Gym Bleachers/gym floor	\$ 35,000.00
School, THMS	Whiteboards	\$ 25,000.00

The items placed in the budget were Technology, Police vests (1/2 paid by grants), and cruiser equipment. The items placed under borrowing were DPW- loader, Fire- Engine 2 refit and radios, MS- Parking Lot, THMS- whiteboards, bleachers and gym floor, HS- Asbestos Abatement and ADA Access.

The Committee meets each year after the Capital Budget is presented to the Town Manager and considers improvement to the methodology of creating the budget. In future preparation the Committee will conduct more meetings on site.

Marion Benson, Planning Director, Chair
 Carl (Ernie) Sund, Board of Selectmen
 Colleen Shapiro, School Committee

Brian Laffond, Finance Committee
 Elaine Murphy, Citizens' Representative

PLANNING BOARD OPEN SPACE SUB-COMMITTEE

Fiscal Year 2011 marked a very important milestone for the Open Space Sub-Committee. The Commonwealth's Executive Office of Energy and Environmental Affairs Division of Conservation Services approved the revision to the Town's Open Space and Recreation Plan (OSRP). The OSRP gathered input and feedback from Town boards, organizations, and residents about the open space, conservation, and recreation needs. The Plan establishes an inventory of the resources our community already has, and creates an action plan for making improvements. This Plan was first drafted in 1978, and was subsequently revised and updated in 1985, 1990, and 1998.

Besides being an important step in addressing our Town's open space and recreation needs, having a state-approved Open Space and Recreation Plan makes the Town eligible to apply for certain State grants; these grants can reimburse the Town for up to 62% of the cost of open space and recreation acquisitions and improvements. Historically, the Town made regular use of these State grants, and much of Town-owned open space in Town was purchased and protected using these funds. However, the Town has not taken advantage of these grants since 1999. The State approval of the newly-revised Plan is valid for seven years.

Looking forward, the Open Space Sub-Committee transitioned from a group charged with developing a plan into the Town's first-ever advisory committee responsible for guiding the implementation of the Plan. As such, the Open Space Sub-Committee also began consideration of the first action items outlined in the OSRP. The Plan identifies numerous improvements to our existing open space and recreation infrastructure, policies, and bylaws, and the action items were designed intentionally to be cost-neutral to the Town. The sub-committee will be working with the community and other Town boards and committees in the coming year to begin implementation.

Marion M. Benson, Planning Director/Chair
 Richard A. Brockelman, Member At Large
 Brandon L. Kibbe, Member At Large

Robert Verge, Conservation Commission
 Sharon L. Jordan, Conservation Commission
 Janice P. Carrier, Conservation Commission

PLANNING BOARD

The Planning Board, aware of the economy in 2011, continued to monitor its effect on Lunenburg's housing situation. The office received many requests for information from the citizenry via personal concerns about housing status.

The number of ANR plans (subdivision of lots for separate building lots) decreased from the previous year from nine (9) submittals to five (5). The major large project, Emerald Place at Lake Whalom, continued construction according to the approved plan with three different housing styles: multi-style with twenty-four (24) living units per structure, townhouses with two (2) living units per structure, and villas with two (2) units (single floor design) per structure. Reports note that the developer's plans are to construct to completion. The units are occupied as each unit or set of units are completed, but instead of direct sales the units are contracted under "lease to own" agreements.

Tri Town Landing completed Building One (1) and Two (2). The 40R project is occupied as rentals and all sixty-six (66) units have been rented. This Department was notified in 2011 that Building Three (3) will be constructed in 2012.

Stone Farm, Massachusetts Avenue is still being constructed to completion. Highfield Village, Northfield Road is still in review and working with the Sewer Department with an updated sewer design. The projects entitled Whitetail Crossing, Sequoia Drive and White Woods Phase III are building upon request.

The Open Space Plan, under the auspices-of the Planning Board and Conservation Commission, was reported previously, approved by the State. The Ad Hoc Committee for that Plan continues to work, as recommended, to address implementation. In 2011 the Committee started to look into an important element in our community; the farming community. They began researching the possibility of recommending an Agricultural Commission and a creation of a "Right to Farm" bylaw. This work will continue in 2012 and will involve the farming community.

Work began in 2011 to update the Master Plan and Zoning Bylaw. Two Zoning Bylaws were approved at the December 2011 Special Town meeting; 1) Design Standards Bylaw and, 2) Summer Street Revitalization Overlay District Bylaw. Both of these have been approved by the Attorney General's office. The Board has been actively working with MRPC and the local Board of Selectmen regarding the revitalization of Summer Street. This project will be a redesign of Summer Street and the Design Standards Bylaw will affect the appearance in updating the area. These documents can be found on the Planning Board website. Work on these documents will continue.

2011 has brought forth a new element to this community and all communities in Massachusetts and across our country; the issue of renewable energy. The Planning Board has worked in an advisory capacity to the Green Community Task Force on two projects; the placement of solar panels on the Middle School and a planned project at the Town's old landfill. The latter part of 2011 brought forth the State's "as of right" construction of large solar farms. The Planning Board received an application, under the Development Plan Review, for a solar farm at 651 Chase Road. A second application, under the Development Plan Review, was received for 134 Electric Avenue. These applications prompted the Planning Board to review the Town's present solar bylaw.

Thomas Bodkin Jr., Clerk, remains the Planning Board representative to the Montachusets Regional Planning Commission. Robert Saiia, member, remains the representative to the Montachusets Joint Transportation Commission. Vice Chair Joanna Bilotta-Simeone served on the DPW Building Committee. Nathan Lockwood served in 2011 as the representative to the School Reconfiguration Committee.

Although individual development remains slow, the Planning office is kept busy with the large projects, individual service to residents, work on regulations, and daily updates and research for the future of the community.

The Planning Board continues to work toward the Goals as identified in the Master Plan for the betterment of the Town.

Emerick R. Bakaysa, Chair
Thomas W. Bodkin Jr., Clerk
Nathan J. Lockwood, Member

Joanna L. Bilotta-Simeone, Vice Chair
Robert J. Saiia, Member
Marion M. Benson, Planning Director

BUILDING DEPARTMENT

The Building Department is located on the second floor of the former Ritter Memorial Library, 960 Massachusetts Avenue. The new offices are in what is called the Ritter Administration Building which is the new home to the land use offices. Office hours for the Building Department are Monday, Wednesday and Thursday 8:00 A.M. until 4:00 P.M., Tuesday 8:00 A.M. until 6:30 P.M. and Friday 8:00 A.M. until 12:30 P.M. Michael J. Sauvageau serves as the Building Commissioner, James Maillet, Assistant Inspector and Lisa Normandin, Administrative Assistant. Please call to schedule inspections or to make appointments with the Building Inspector.

Building permits for new single-family dwelling units remains low due to the housing market. Additions and other renovations such as decks, roofing and siding permits remained steady. The number of building permits issued in 2011 was 290. A record number of wood and pellet stove permits were installed.

Emerald Place at the former Whalom Park site continues to move forward and is over fifty percent complete at this time. The former Tri-Town Drive In area is now two large buildings with a total of sixty-six units all occupied. There are four more buildings proposed.

The Commonwealth of Massachusetts has adopted the 2009 International Energy Conservation Code, which becomes the new code as of July 1, 2010. The new code affects commercial and residential buildings and additions. All contractors are encouraged to review the new compliance regulations of the code.

Carbon monoxide detectors are required in every home existing as well as new construction.

Homeowners should be aware that inflatable swimming pools do not meet code compliance, please contact our office to determine what needs to be done for compliance.

Residents should be aware that Massachusetts Law requires that all persons, partnerships and corporations who bid or perform residential contracting (reconstruction, alterations, additions etc.) for work exceeding \$1000.00 be registered with the Commonwealth. This office will enforce this provision; however you should ask your contractor about his/her registration. Please contact this office with any questions about this requirement or call for any information regarding zoning requirements or building code issues.

CENTRAL MASS MOSQUITO CONTROL

The Central Massachusetts Mosquito Control Project (CMMCP) currently provides its services to 39 cities and towns throughout Middlesex and Worcester Counties. The Project's headquarters is located at 111 Otis St., Northborough, MA. Project personnel are available to meet with any town board or resident to discuss the Project's procedures and activities. Our phone number is (508) 393-3055.

CMMCP practices Integrated Mosquito Management (IMM), blending state of the art methods and techniques with expertise, experience, and scientific research to provide our member communities with modern, environmentally sound, cost effective mosquito control. IMM encourages the use of non-chemical means to accomplish the goal of mosquito reduction.

The Mosquito Awareness program which we offer to elementary schools in our district is very popular. Project staff meets with students and teachers to discuss mosquito biology, mosquito habitat, and control procedures. Much of the presentation is directed towards what the children and their families can do to prevent mosquitoes from breeding around their homes. Slides, videos, handouts, and coloring books help to make this an interesting program.

As part of our effort to reduce the need for pesticides, our first line of control is our ditch maintenance program. By cleaning clogged and overgrown waterways, mosquito breeding can be reduced, drainage areas are returned to historical conditions, and water quality is improved. Source reduction, the elimination or reduction of a mosquito breeding source (i.e. water-holding containers), is practiced by alerting residents and business owners about potential mosquito producing sites they have created. They are informed about basic mosquito biology, and the need to eliminate these man-made breeding sources. A new program for CMMCP is a source reduction program, i.e. tire recycling. Used tire casings are a preferred habitat for several species of human-biting mosquitoes, species that also carry disease. CMMCP has implemented a program to be offered in several variants to remove these habitats from the environment.

Bacterial larval control with Bti (*Bacillus thuringiensis*) is used to treat areas where mosquito larvae are found and source reduction or wetland restoration is not feasible. We have an extensive database of known breeding sites, and we encourage the public to notify us of any areas they suspect could breed mosquitoes. Our field crews will investigate all requests and treat the area only if pre-determined thresholds of mosquito larvae are exceeded. Bti is a naturally occurring product, and is exclusive to mosquito larvae, preserving other aquatic organisms in their habitat.

Our goal is to handle all mosquito problems with wetlands restoration, source reduction or larval control, but we recognize that there are times when adult mosquito spraying is the only viable solution. In such cases residential areas are treated with either hand-held or pick-up truck mounted sprayers. Applications are site-specific and are determined by weather, type of area and mosquito population levels. These applications are initiated only by request of town residents. A phone notification system has been installed to announce potential spray areas for member cities and towns on their scheduled evening, and this information is listed on our website.

The project's surveillance program monitors adult mosquito and larval population density, and is the backbone for prescribing various control techniques. We have expanded the adult collection program to monitor for West Nile Virus in our service area. Specialized traps are used as a mobile force for viral monitoring, and are placed in member towns on a weekly basis for routine sampling. If a WNV or EEE hot spot is identified, surveillance is intensified to sample mosquitoes in that area and these collections are sent in to the Mass. Dept. of Public Health for virus testing.

We are now running a research and efficacy department which checks for efficacy of our products and techniques, and to research in new or different areas of mosquito control. GIS has been added to our operations to allow better data collection and analysis.

The Project has a website at www.cmmcp.org which has extensive information on our program, products we use, and mosquito control procedures. Requests for service can be made through the website, as well as pesticide exclusions.

Timothy Deschamps, Executive Director

Timothy E. McGlinchy, Director of Operations

CONSERVATION COMMISSION

The Lunenburg Conservation Commission is the town's focal point for environmental protection in accordance with the Wetlands Protection Act (G.L. Ch. 131 §40), and provides advice to other Town officials on related conservation issues. The Commission is also responsible for open space planning and protection, and encouraging and monitoring conservation and agricultural preservation restrictions. Lunenburg's wetlands bylaw provides for a 30-foot no-touch wetlands zone, and a 100-foot buffer zone. In 2011, the Commission published Land Use Policy rules which specify permitted and prohibited activities on Conservation land. In 2011, the Commission sponsored six "Walks in the Woods", leading visitors on local trails and byways. Our website includes a map of the Cowdrey Lot trails along the Mulpus Brook, and guidelines for the donation of property for permanent open space protection. We encourage Lunenburg residents and visitors to enjoy our trails and volunteer to join the Trail Steward program. Our public hearings are conducted every 1st and 3rd Wednesday of the month at 7 pm.

BOARD OF HEALTH

As a reminder, the Board of Health office has been relocated to the old Ritter Library building on the corner of Mass. Ave and Leominster Road. Our office is on the upper level at the end of the hall on the right. We can be reached at 978-345-4146, extension 430.

The Board of Health continued to its mission to maintain its focus on public health and safety issues during 2011, reviewing Title V Inspection Reports, building permits, septic and well permits, nuisance investigations, housing inspections, complaints and general public health related issues.

Homeland Security planning is ongoing. Meetings continue between our agents, other Town Departments and regional entities to develop a plan for not only Lunenburg but with our partner towns in our region.

This year, we received applications for 82 Septic Permit Lot Tests, 24 permits for new construction, 16 permits for repairs or upgrades to septic systems and 4 well permits. The Board continues its vigilance with regard to septic systems, wells, food service inspections, housing and nuisance complaints and its general mandate to protect the environment and groundwaters of the Commonwealth.

The Board of Health provides numerous other services in cooperation with our Health Agents, the Nashoba Associated Boards of Health. In addition to our environmental services, numerous clinics are provided throughout the year to our residents. These clinics provide inoculations, Blood Pressure screenings, Well Oldster Clinics and Dental screening and Fluoride treatment of our youngsters in the School System, among others.

With our Nashoba Nursing and Hospice partners we provide in home visits to ill residents recovering from illness and Hospice care and counseling to those in need of this service.

Please contact our office in the Ritter Building for more information. Please remember that our Board Members volunteer their time and efforts in behalf of you, the Citizens of Lunenburg. If you have something that you think we can help you with, we are at your service. Contact the Board office at 582-4146 ext. 430.

NASHOBA BOARD OF HEALTH

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

- Maintaining Nashoba's internet web site to provide information for the public. (See nashoba.org)
- Through our involvement in the Bioterrorism Regional Coalition we are keeping the Lunenburg Board of Health up-to date on matters of emergency preparedness planning. We are currently working on the Emergency Dispensing Site plan for Lunenburg.
- Nashoba assisted the Board with provided a school-located seasonal flu clinic at T.C. Passios Elementary School.
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

We look forward to continuing our work with Lunenburg's Board of Health. Included in the day-to-day work of Nashoba in 2011 were the following:

- Through membership in the Association Lunenburg benefited from the services of Nashoba staff including: Registered Sanitarians, Certified Health Officers, Registered Nurses, Nutritionists, Registered Physical & Occupational Therapists, Licensed Social Workers, Certified Home Health Aides, and Registered Dental Hygienists
- Provided health education programs in collaboration with the Lunenburg Council on Aging.
- Collaborated with Montachusett Home Care around elders at risk and other safety issues.
- Reviewed 47 Title 5 state mandated private Septic System Inspections for Lunenburg Board of Health. Received, reviewed, and filed these state mandated (but unfunded) Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Lunenburg Board of Health for enforcement action

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

Environmental Health Department

Environmental Information Responses

Lunenburg Office (days).....98

The Nashoba sanitarian is generally scheduled to be available for the public twice a week on Monday and Wednesday mornings at the Lunenburg Board of Health Office. Other meetings occur informally.

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

Food Service Licenses & Inspections.....55

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

Beach/Camp Inspections..... 35

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

Housing & Nuisance Investigations.....57

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications.....30

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests.....82

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications.....36

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews55

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

Septic System Permit Applications (new lots).....24

Septic System Permit Applications (upgrades)..... 16

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Construction Inspections.....79

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations.....44

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits.....4

Water Quality/Well Consultations.....11

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

Nashoba Nursing Service & Hospice

Home Health

Nursing Visits1136

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

Home Health Aide Visits304

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

Rehabilitative Therapy Visit808

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

Medical Social Service Visits63

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

Hospice Volunteer and Spiritual Care Visits21

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

Clinics

Local Well Adult, Support Groups, & Other Clinic

Visits473

Visits include well adult clinics, and immunization, cholesterol exercise, mental health and bereavement clinics.

Number of patients that attended

Flu Clinics held in Lunenburg.....209

Number of patients who received

Vaccine4

Number of patients whom attended Well

Adult Clinics from Lunenburg224

Communicable Disease

Communicable Disease Reporting & Control

Nashoba's Nursing Service & Environmental Health Department work together to meet the local Board of Health's responsibilities under the law to do the following:

- Investigate and control the spread of communicable diseases within **Lunenburg** (MGL Chap111, Sec 6, 7, and 92-116). Nashoba works with the Massachusetts Department of Public Health (MDPH) in this area.
- Receive and process reports from physicians concerning cases of diseases "dangerous to the

- public health” as defined by MDPH (MGL Chap111, Sec6)
- Notify MDPH Division of Epidemiology and Immunization within 24 hours of receiving notice of any case “dangerous to the public health”.
- Receive reports and undertake follow-up as necessary regarding certain food borne and waterborne diseases and diseases being monitored by the MDPH.
- Receives reports, investigates and conducts follow-up on all incidences involving positive rabies results.

Number of Communicable Disease cases
 Investigated.....17

Communicable Disease Number of Cases

- Giardia 1
- Hepatitis C 5
- Influenza 2
- Lyme Disease..... 8
- Measles 1

Health Promotion

Skilled Nursing 14

Dental Health Department

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

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

Students Eligible..... 349

Students Participating.....197

Referred to Dentist.....35

Instruction - Grades K, 1 & 5

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

Number of Programs.....10

HISTORICAL COMMISSION

The Lunenburg Historical Commission was created to identify, safeguard and help preserve for posterity, the unique physical assets of the Town as exemplified by the various sites, buildings and other edifices of historic, architectural or archeological significance to the Town of Lunenburg

The Mission Statement above continues to be the guiding principle for the Historical Commission to focus its efforts and work on a number of projects of historical consequence for the Town. The main initiatives implemented this year are as follows:

Jones House – A Request for Proposal was published by the Town in anticipation of the sale of the Jones House at 42 Main Street as a historic property. No substantive bids were received and the Selectmen chose to re-advertise the property with some minor revisions to the Proposal form. Those bids were expected in early 2012 and the expectation will be to proceed with the sale of the Jones House as a first step in preserving this historic property and returning it to the tax rolls of the Town.

Lunenburg Ledger – The program of periodic newspaper articles has continued to inform Town residents of the unique historical qualities of life in Lunenburg.

Demolition Delay Requests – The Commission continued to work closely with the Building Inspector to review and determine the appropriate course of action for properties seeking demolition permits. During the year 4 properties were reviewed and acted upon.

Computerized Database – The development of the town wide computerized database utilizing the Massachusetts Historical Commission website continued. Enhancing the database with photos of the historic properties has been enabled through the use of the Board of Assessors online photo inventory which saves both time and expense. The completion of the web based resource will be the main focus of the upcoming year’s activity.

New Members - Two new members were welcomed to the Commission. Damon McQuaid replaced Vera McCarthy and Amory Phelps replaced Chrztine Foltz.

In Memoriam: In March of 2011, the Historical Commission lost valued member, Vera McCarthy who passed away after a courageous battle with cancer. Vera brought an unmatched spirit of interest and enthusiasm to the Commission. Her positive contributions to our meetings and the operation of the Commission have been missed.

The Commission meetings are scheduled the first Tuesday of each month at 6:30PM at The Ritter Building except during the months of July & August when meetings are on an as needed basis.

Rebecca Lantry, Vice Chairman
Damon McQuaid, Secretary
Patrick J. Slattery, Member

Richard McGrath, Member
Amory Phelps, Member

FIRE DEPARTMENT

The Firefighters and Emergency Medical Technicians of the Lunenburg Fire Department are dedicated to providing the highest quality, most cost effective fire and emergency medical services to the citizens of the town of Lunenburg.

As I begin to write my final annual report as your Fire Chief, I want to remind everyone of the importance of smoke and carbon monoxide detectors. These detectors are required by law but more importantly, can save your life. These detectors will alarm very early in a smoke or carbon monoxide event and will provide you time to escape from the building. Please never go to bed knowing your detectors are not working. **YOU MAY NOT WAKE UP!** Should you need help to test or install your detectors, call us- we will be glad to help you.

This year we saw Tri Town Landing and Emerald Place develop into multi-unit housing. Tri Town currently has two fully occupied 32-unit buildings, Emerald Place has five 24-unit buildings, five 2-unit and two 4-unit buildings. Both developments are fully occupied as of this report. Emerald Place continues to build two and four-unit buildings and Tri Town is projecting construction of one more 32-unit building. Although progressing less rapidly, we still see other building projects in the planning stages in town. These projects combined with our other inspections and plan reviews keep the fire prevention office very busy.

Town meeting provided us the funding to replace our brush truck's body (Engine 2). The 1988 truck itself had very low mileage and was in excellent condition. The body on the truck needed replacement to meet our current needs. The truck was sent out at the end of January and should be back in service the first week in March. This work will make the truck much more functional as a forestry unit. The new body will also be able to be removed and reused when the chassis of the truck needs to be replaced. Town meeting also provided funding for upgrading the infrastructure of the police departments radio system and replacement of some portable radios.

Once again this year our department saw an increase in calls for service. As our town grows we will continue to see these requests increase. Our department remains committed to a combination of full and part time call firefighters and EMTs. We are obligated to address weekend and overnight coverage in the station for the safety of our community. Currently we staff the station from 6 am to 6 pm weekdays then depend on our call and career staff to respond to emergency calls after hours and on weekends. Although we have extremely committed and dedicated firefighters and EMT's on call, it still takes time to respond to the station, pick up the equipment and then respond to your call for assistance. When we have firefighters in the station, we can put the first piece of equipment in service in a minute or less. When we respond from our homes, it takes an additional 3 to 6 minutes to respond to your call for help. We can accomplish this with the hiring of more full time help or by using our call personnel on a per diem basis. In either case, we need to fund over night and weekend coverage for consistent response times 24 x 7. If we were to staff the station over night and on weekends we would consider staffing with two firefighter/EMTs in order to enable the first medical or fire piece of equipment to respond immediately to your call, with the remainder of the call firefighters responding from home as the situation warrants.

This year our incidents totaled 1780 and are as follows:

Fires	495	Emergency Medical	808
Inspections	417	Other	60

Our department continues to train for a wide variety of emergencies so we are as prepared as possible for the situations we are faced with. Keeping our training current is the only way we can be prepared. Even in these difficult economic times, funding training is not an option. The less we encounter certain emergencies, the more we need to train for them, not only for your safety and protection but for the firefighters' safety and survival. For example, we participated in a class regarding the new Hybrid technology in automobiles, in order to safely manage the hazards and extrication of victims of accidents involving hybrid automobiles.

We graduated two new recruits from the Mass Firefighting Academy call volunteer program again this year bringing our total membership to 46; our goal is to have 50 dedicated and committed firefighters and EMTs on our department. We continue to work with an intern program through the Lunenburg High School as a recruiting tool to encourage the youth of our community to consider a career in emergency services.

I would like to thank all the other department heads, boards, commissions and employees for all the cooperation and hard work we do together to make Lunenburg a safe community. I would also like to thank the residents of town for their continued support at town meetings in providing funding to support the services you expect from us.

As I stated at the start of this report, this is my final report as I am retiring in July 2012. The department has progressed from a respected well-trained department to one which is viewed as a best practice model career-call department in the nine years I have served as Chief. The Lunenburg Fire Department is an incredible team. We have been through a lot together and we have accomplished even more. It has been a privilege and an honor to lead this department. I cannot say enough about the dedication and commitment of the members of this Fire Department, they are second to none in what they do. Below is the roster of the Lunenburg Fire Department.

ROSTER OF THE LUNENBURG FIRE DEPARTMENT

***Scott F. Glenny, Chief of Department**

***Patrick A. Sullivan, Deputy Chief/EMT**

Peter Hyatt, Captian

***James Ricci, Captian/EMT**

***Scott Dillon, Lieutenant/EMT-I** ***Mark Bursch, Lieutenant/EMT**

***Kenneth Jones, Lieutenant/EMT-I** **J Gregory Massak, Lieutenant/EMT**

Rev. Andrew Burr, Chaplain ***Karen Weller, Paramedic/EMS Co-coordinator**

Seth Bernatchez, Firefighter/EMT

***Christos Lekaditis, Firefighter/EMT**

***Richard Bishop, EMT**

Peter Lekaditis, Firefighter/EMT

***Jason Boyle, Firefighter/EMT**

Charles Lowe, Firefighter/EMT

Joseph Cardone, Firefighter/EMT

Eric Martineau, Firefighter

Alexander Cloutier, Firefighter

Ryan Major, Firefighter/EMT

***Gregory Dik, Firefighter/EMT**

Shawn McKenna, Firefighter

Austin Flagg, Firefighter/EMT

Kelly Newton, EMT

Kyle Forrest, Firefighter/EMT

Eric Parsons, Firefighter

Matthew Glenny, Firefighter/EMT

Timothy Paton, Firefighter

***Daniel Gould, Firefighter/EMT**

Amanda Peterson, EMT

***Patrick Hakey, Firefighter/EMT**

Ian Reynolds, EMT

***James Hamilton, Firefighter**

***Lori Roach, Paramedic**

Kristen Hirsch, EMT

***Sean Roy, Firefighter/EMT**

Melissa Hippler, EMT-I

Charles Sampson, EMT

Erin Howard, EMT

Jamieson Shea, Firefighter/EMT

***Richard Howard, Firefighter/EMT**

Robert Szocik, Firefighter/EMT

***Kristopher Klein, Firefighter/EMT-I**

***Thomas Wilson, Firefighter/EMT**

Brian LeBlanc, Firefighter/EMT

***Indicates members of Specialized Response Teams including Dive and Trench Rescue Teams**

POLICE DEPARTMENT

CHIEF DANIEL F. BOURGEOIS

2011 Police Department Roster

Public Safety Coordinator Linda Carrier

Lieutenant

James Marino

Sergeants

Stanley Barney, Thomas Gammel and Ernest Gould

Detective Patrolman

Charles Deming

Patrolmen

Patrick Barney, Sean Connery, Omar Connor, Robert DiConza, Jack Hebert, Michael Luth, Jason Poitras, Jeffrey Thibodeau, Sean Zrate

Reserve Intermittent Officers

George Aho, Robert Ayles, Alphonse Baron, Jonathan Broc, Linda Carrier, Michael Connors, Robert DaCosta, Walter Godfrey, Daniel Gould, Paul Grunditz, Donald Letarte, Lisa Larkin, Wendy Lizotte, Joshua Mathieu, Paul Porter, Joshua Tocci, Michael Viola

It is with great pride I submit my final Town Report to the residents of Lunenburg. After thirty-four years of Law Enforcement service of which over thirty years were served here in Lunenburg and twelve as your chief, I have decided to retire. My decision to leave was reached with a heavy heart and not without considerable deliberation with my family. This decision is based heavily on family commitment, future employment hopes and life-long dreams and aspirations. I am extremely humbled to have served as a police officer, sergeant and chief of police for this community. I believe I've lead the department into the twenty-first century by example and have built into place the framework necessary to carry out our daily mission of community policing and effective law enforcement even during the most economically challenging times.

It seems like just yesterday Chief Hector Morin handed over the keys to the office, then located at the old station on School Street and wished me well. The budget was in place and the department had experienced officers and office staff anxious to offer their support. It is those officers and office staff I would first like to thank. I've been fortunate over the years to be honored by the presence and support of so many dedicated police officers who in a moment's notice and without hesitation are willing to put their lives on the line for the call of duty. My personal thanks to these dedicated men and women.

My thanks also go out to the personnel in the fire department, emergency medical staff and dispatchers whom I've worked with for the past thirty years. Your dedication to service goes beyond the call of duty and your friendship is so appreciated. I would also like to thank our town manager, board of selectmen, staff at the town hall and all the various boards, committees, commissions, school officials, DPW staff and department heads I've worked with over the years. Lunenburg is extremely fortunate to have so many public service professionals willing to work together for the good of the community. I would also like to thank the many residents and business owners who have offered their unconditional support and encouragement over the years. I cherish all the personal and professional relationships I've made over the years and I am thankful for the wisdom I've gained as a result of these relationships.

This year also saw the retirement of Sergeant Ernest Gould. After 26 years of dedicated police service Ernie decided to head south to enjoy the good weather year round. Our thanks and best wishes to Sergeant Gould and his family for their commitment to LPD.

I am happy to report that Lunenburg remains a safe community in which to reside and visit. Violent crime remains at a minimum. I must credit our staff for their dedication and perseverance as our community continues to grow and calls for service and administrative duties increase. The staff here at LPD commits themselves each day to providing the best professional, responsive public service possible. We continue to work with town officials as part of a concerted effort to address our department's staffing and capital needs. We must strive to keep pace with the ever changing world of technology, the rapid town and regional population/commercial growth and the resulting increased demands for services made on our department. We continue to participate in regional domestic violence roundtables and high risk DV teams as well as the North Worcester County Drug Task Force in order to identify and deter domestic violence, drug activity and related crimes in our area. We also continue to hold regular roundtable discussions with our school administration, District Attorney's Office, Juvenile Court officials and social service departments in order to identify and address crime trends and issues challenging our student population.

The department answered 19,750 calls for service and made 294 arrests in 2011. A portion of these calls for service include: 247 abandoned/hang-up 911 calls, 157 animal complaints, 568 assist to the Fire/EMS Department, 1069 burglar alarms, 53 assaults, 682 assists to citizens, 44 car breaks, 136 burglaries, 749 community policing events, 142 disturbances, 126 incidents of domestic abuse, 60 cases of harassment, 292 larcenies, 599 car accidents, 64 noise complaints, 34 neighbor disputes, 46 annoying phone call complaints, served 116 restraining orders, 187 shopliftings, 894 cases of suspicious activity, 120 cases of vandalism and 329 well-being/health and welfare checks. Traffic related issues, motor vehicle accidents, shopliftings and larceny, domestic violence calls for service and drug related issues remain a continuing challenge for our staff.

Let us continue to work together for a safer community. Please report any suspicious activity by calling 978-582-4531 and all emergency calls to 9-1-1.

It has been an honor and privilege to serve this community and I am proud to have worn the Lunenburg Police badge. "Crew 1 will be 10-7." Thank You!
Chief Dan Bourgeois

DEPARTMENT OF PUBLIC WORKS

"The mission of the Department of Public Works is to protect, preserve, and improve the Town's infrastructure and related assets in a manner which meets and enhances the current and future social and economic needs of the community, to contribute to a healthy, safe and quality environment for the Town's citizens and visitors, and to provide a cost effective and economically sound means of disposing of solid waste and wastewater"

Public works combines the resources of the Highway, Park, Cemetery, Sewer, and Facilities divisions, and Vehicle Maintenance services into one department organizing and scheduling personnel and equipment to best serve the residents of the community through the effective delivery of many services.

PAVEMENT MANAGEMENT

Consistent with the prioritization as determined by our Pavement Management Plan, road improvements were initiated on New West Townsend Rd., Lancaster Ave., and a limited section of Northfield Rd. to the Fitchburg line. The scope of the project included: a leveling course of asphalt followed by a top or finish course, sections of "berm" or curbing, shoulder work, drainage improvements and driveway aprons. As an issue of public safety, a leveling course was installed on Pleasant view Ave.

Expanding the scope of our pavement preservation methods we added "crack sealing" to the overall program. This process involves the installation of rubberized asphalt under high pressure to cracks or separations in the pavement. This application can add approximately 5 years or more to the existing surface. The aforementioned Pavement Management Plan also identifies specific areas where this method is the best option.

Funding continues to be the major detriment to improving the overall condition of our roadways. The primary source of funding is the Massachusetts Department of Transportation Chapter 90 program. The estimated value of our 90 miles of paved streets is, by industry standards, is calculated at 62 million dollars. The General Highway maintenance line within the operational budget remains stagnant. In order to initiate and sustain a road improvement program a substantial infusion of funds is necessary. A conservative estimate would be approximately 1.2 million dollars per year total or an additional \$800,000.00 to existing allocations.

Without additional funding our roads Town-wide will continue to deteriorate to a point where potentially the safety of our travelling public could be compromised.

Line Markings

For the first time in many years, adequate funding was made available to provide center line striping and fog lines at the curb on all our major roadways. Further, where applicable, crosswalks, stop bars and designated parking areas were repainted.

FLEET MAINTENANCE

The DPW is responsible for the fueling and repair of all Town vehicles and equipment excluding the Fire Dept. apparatus. High performance police units, park, cemetery, and school vehicles as well as over 30 pieces of highway related machinery are serviced by department personnel. Outsourcing of highly technical repairs has become more frequent. Due to the volatile global oil market, the overall cost of fuel and all petroleum based products continues to be a moving target.

FACILITIES MANAGEMENT

The following is a list of buildings and properties maintained by the DPW:

DPW Garage 520 Chase Road	Public Safety Complex
Park Bldg. Leominster Rd.	Town Hall
Cemetery Bldg. Holman St.	Eagle House
Town Beach	Town Common
Ritter Bldg.	Teen Center
Old Primary School	Jones House
Veterans Park	All athletic fields/playgrounds excluding school properties

Due to limited resources, only one individual is dedicated to the oversight of ALL municipal buildings. Much of the preventative maintenance is outsourced while daily work orders are handled by the facilities manager who remains on call 24/7 with minimal support.

ENVIRONMENTAL

Storm Water

The Environmental Protection Agency has not yet set the requirements for Phase II Storm water regulation and permits. As we await the potential of yet another unfunded Federal mandate the Town remains in compliance with current protocol. It is difficult to become proactive with such limited resources.

The DPW is forced to become reactionary to roadway drainage issues. A capital program in the 1990's earmarked \$20,000.00 annually toward rehabilitation/installation of piping and catch basins. The elimination of this dedicated funding placed the financial burden upon the overall General Highway maintenance allocation effectively reducing drainage repairs and roadway repairs as well.

As roadways are scheduled for pavement, drainage is surveyed and necessary repairs are addressed. Little or no preventative maintenance, short of catch basin cleaning can be done.

Waste Water

The DPW continues as the caretaker of the entire sewer system from permitting, inspections, and daily preventative maintenance of collector lines and pumping stations to billing and documentation. There is but one full time person who diligently remains on call, 24/7 365 for all sewer related emergencies. This is an enormous responsibility for one individual.

Landfill

The "capped" landfill off Young's Rd. is in compliance with the Division of Environmental Protection. Twice yearly the site is monitored for excessive methane gas as well as the possibility of groundwater contamination. The perimeter fencing is inspected on a regular schedule by DPW personnel.

Adjacent to the "cap" is a storage area for catch basin materials and street sweepings both determined to be hazardous waste. We are permitted to store these materials through the procurement of a (BUD) Beneficial Use Determination permit. The DEP requires yearly testing of these materials.

On weekends during the fall and springtime months DPW personnel oversee and manage the annual composting of brush, leaves and other organic debris providing a valuable service to our residents.

Solid Waste

Public works orders, stores and distributes trash bags in order to facilitate the curbside collection of trash and recyclables by our current vendor, Casella.

Lake Shirley Dam

In the early 1990's, with the structure in need of repair/rebuilding The Lake Shirley Association turned over ownership of the dam to the Town. After completion of the reconstruction process, responsibilities for maintenance, monitoring, and record keeping was completed solely by a small number of volunteers from the Lake Association with yearly assistance from the Lunenburg Fire Dept. Approximately five years ago custodianship of the dam, compliance with State dam regulations, the establishment of an operations manual as well as an emergency action plan was determined to come under the umbrella of the Department of Public Works. As with the storm water program and other EPA / DEP mandates compliance with current and future regulations is critical. We rely on the expertise and support of a professional consultant to assist with predetermined mandates.

WINTER OPERATIONS

Seasonal expenditures continue to exceed allocations resulting in deficit spending. During the winter months there is no task more important to public safety than clearing the roadways, sidewalks and municipal lots of ice and snow in an effort to assure the safe passage of pedestrian and vehicular traffic.

As first responders, DPW personnel with the assistance of dedicated subcontractors, work tirelessly from start to finish regardless of the severity or duration of the event. Nowhere is our performance more critically evaluated. Plow drivers are required to remain vigilant and on call throughout the winter season with no additional compensation.

PARKS

In conjunction with the three elected Park Commissioners one DPW employee, a Park Superintendent, oversees and maintains all parks and grounds exclusive of school property. Support staff and equipment is provided by public works. The new multi-use track complex remains under the control of the Commissioners with maintenance support from DPW personnel.

CEMETERY

One Cemetery Division Superintendent, a DPW employee, handles the duties of the North and South cemeteries, maintaining the grounds, coordinating burials, and meeting regularly with the three members of the Cemetery Commission. The DPW supplies equipment and support staff for, on average, forty burials a year.

As always, I am deeply appreciative of the continued patience and support of our residents and fellow Town employees as we persevere through these difficult times.

"As caretakers of the Town's infrastructure our goal is to preserve and enhance the resources of the Town of Lunenburg for future generations. To that end we strive to meet or exceed all expectations associated with the challenges of each of the divisions under the umbrella of public works"

LUNENBURG PUBLIC LIBRARY

The Lunenburg Public Library continued to be a popular destination in the community in 2011. The following are only a few of the statistics from last year.

LPL circulated over 118,000 items, which included

47,272 books,
4,349 eBooks,
3,729 DVD's
3,729 books on CD

These items do NOT include the 13,542 ILL's we provided to other libraries and 9,806 that we received for our patrons.

There were over 2,100 hours of volunteered time at our library.

Our library was open 2,146 hours and we had 92,260 visits to the library in FY11.

Over 3000 people attended our Children's programs, over 970 attended Young Adult programs and over 970 attended Adult programs.

6,751 people own Lunenburg Library cards in our community.

Our computers were used an average of 283 times per week year round.

The Lunenburg Public Library would not be so successful if it weren't for the hard work and dedication of the following people.

Trustees

John Mara (Chair)
Noelle Bodkin
Lisa Krowitz
Richard Mailloux
Kathleen Murray
Regina Raboin
Leonard Smetana

Friends

Beverly Guerin (President)
Jane Crook
Lydia Henshaw
Joan Mara
Elaine Morin
Pat Paton
Regina Raboin
Carolyn Sabol
Sonia LeBlanc

Staff

Amy Sadkin (Director)
Patricia Dupont
Jillian Fluet
Sherri Freeman
Karen Kemp
Jennifer Mason
Kathleen McCarron
Deborah Shields
Alexandra Widstrand

And a heartfelt thank you to the many, many volunteers who donated over 2100 hours of service last year!

PERSONNEL COMMITTEE

The Lunenburg Personnel Committee (LPC) met regularly over the 2011 calendar year. Current committee assignments are Chair – Robert Rand, Vice Chair – William Murray, Secretary – Deborah Christen, Barbara Reynolds and the Employee Representative position is vacant. For 2011, the committee renewed 6:00 PM, on the 1st Thursday of every month as the regular meeting schedule. The committee plans to maintain the same schedule for calendar year 2012. Meetings are scheduled to be held at the Town Library, usually in the Mary Ann Sudolnik conference room.

Doreen Noble resigned from the LPC in June, 2011. The LPC thanks Doreen for her participation and contribution. She was the Employee Representative and after six months the position remains vacant. It is important that the employees that fall under the Salary Administration Plan bylaw are represented at the LPC meetings. The committee hopes that a volunteer will come forward soon to be approved by the Board of Selectmen for this position. Barbara Reynolds volunteered, and was approved by the Board of Selectmen to fill the vacancy left by the resignation of Dawn Cacciotti in the summer of 2010. Barbara attended her first meeting this past September. During the 2011, there were only three to four members on the committee at any given time, out of the five called for under the Salary Administration Plan.

During 2011, the LPC reviewed and approved all personnel actions placed before them. As a result of the new Salary Schedule approved at the regular town meeting in 2010, almost all personnel actions take place at the beginning of the fiscal year. This makes it significantly easier to ensure that personnel get their salary actions on time.

CY 2011 was a less active year for the LPC, in part due to member turn over and in part due all almost all personnel actions being suspended for one year as part of the plan to deal the fiscal crisis. The committee developed and presented an article for the fall town meeting that revamped the Classifications Titles section of the Salary Administration Plan. The changes were to add some new job titles, remove those no longer needed, and remove all references to the point system which is no longer used. The article was approved as submitted.

The LPC, working with the Town Manager, continues to work on a project to both update and standardize the format of job descriptions that are on file at the town hall. This project has suffered from some LPC membership turnover but initial format and job descriptions are under review.

The LPC also participated in the conversion of the town website to the new platform called QScend. The LPC chair attended the 2 day training session. The LPC pages have been converted, revamped and updated with the latest information. Improvement and additions will continue to be made over the coming year.

The LPC members continue to review opportunities to make improvements where necessary and possible to the governing bylaw and general processes involved. The LPC continues to maintain a list of initiatives which we believe will make the committee more effective in supporting the Selectmen, the Town Manager, and the Town Departments. These can be found under the Lunenburg Personnel Committee webpage.

TECHNOLOGY DEPARTMENT

This last year has been another very productive year both at the Schools and the Town Offices. We continue to amaze ourselves at what we are able to do with our limited budgets. Here is a brief breakdown of some of our accomplishments this year:

- Installed server and 7 new computers in new DPW building. Set up network and a backup system.
- Installed phone systems in Town Hall and DPW.
- PCs were replaced in the Assessor's Office and the Accounting Office.
- Replaced remaining 15 computers at Town Library.
- Moved server room to new room in Town Hall.
- Purchased and setup used server cabinet in Town Hall.
- Purchased 4 Samsung Galaxy tablets for Emergency Operations Center at Public Safety Building.
- A wireless access point was installed in the Ritter Building to enable internet access from laptops.
- 40 Ipads and 2 mobile carts were purchased for Turkey Hill Middle School.
- We purchased and equipped 15 media carts for Lunenburg High School.
- We virtualized one of our High School servers, making better use of our equipment.
- Rewired rooms with known wiring issues at High School. Re-run cat5e and conduit.
- Replaced core switches at High School.
- Replaced 34 computers in Library Lab at High School.
- Replaced many of our aging printers.
- Set up 2 donated work benches in Tech Room at High School
- Installed wireless LAN in High School and Middle School

In addition, we spent this year experimenting with desktop virtualization in small groups in the high school. So far we are really happy with the results. We have decided to start replacing some of our high school lab computers with virtual desktops in the next fiscal year. These will be much cheaper and easier to maintain.

Our IT team continues to strive to keep our schools and town offices supplied with up-to-date equipment. We are very proud of what we have accomplished with the limited resources we have. We are also very proud of our very fast response times when providing technical assistance. Our IT staff is very driven and dedicated to their work.

Staff

Nancy Strom – Information Technology Director
Beth Caron - Tech Support for the Town

Josh Branham – Tech Support for the Schools
Alexander Smith – Tech Support for the Schools

Special thanks to Michael Stokes who has again volunteered his time to help streamline our networks.

SEWER COMMISSION

The five member Sewer Commission was originally established at the Special Town Meeting on May 6, 2006, with the Board of Selectmen serving as Sewer Commissioners during the construction and start-up of the sewer system. The Sewer Commission bears the responsibility of overseeing the Town's sewer system, planning for the future, and developing and implementing rules, regulations and policies, and through the DPW, manages and maintains the operational side of the system. Under the Town's Charter, responsibility for the day-to day operation, care and maintenance of the sanitary sewers are under the supervision of the town manager.

The Town of Lunenburg does not operate a sewer treatment plant. Approximately 70% of Lunenburg sewer is discharged to the City of Leominster, and the other 30% is discharged to the City of Fitchburg. Due to increases in the rates charged by the City of Leominster and the City of Fitchburg, the Commission again increased sewer rates by 20%, effective January 2012. The Commission continues to review our system for ways to reduce our expenses and improve operations to keep our costs down. In addition, we are working to avoid major cost increases in the future by adopting policies and maintenance procedures.

Two major issues that affect costs and operations of the sewer system are grease traps and infiltration and inflow (I/I). The Commission adopted a grease trap regulation requiring restaurants and other facilities which generate grease to implement regular cleaning and maintenance procedures. In addition, if such a facility renovates or expands their building, or if there are grease problems in their discharge lines, they will have to install an external grease trap to further protect the sewer system, avoiding costly repairs to our sewer system and the systems of Fitchburg and Leominster as well. This policy was communicated to all food service establishments in the sewer district after a public hearing. The school department is affected and has successfully worked with the Commission to implement a realistic schedule and process to handle their grease. Bootleggers was the first restaurant to fall under the renovation clause and is assuring the Commission that its operation will also comply. Controlling grease protects the system and prevents higher rate increases for all users. Both Fitchburg and Leominster have begun implementing similar regulations. We will continue to educate homeowners on how to protect the infrastructure by reducing their disposal of fats, oil and grease into the system and avoiding blockages.

The second major issue, I/I, is usually a result of groundwater entering the system through leaks in pipes and manholes, but can also come from the illegal connection of roof drains or sump pumps. The Commission has contracted with Weston & Sampson Engineering to address I/I issues and implement a flow metering program. Three new meters were installed at Massachusetts Avenue., Graham Street and Summer Street. Three temporary meters were also installed at other strategic locations in Town. The purpose of the meters was to monitor flow during high water events and help us find trouble areas that need attention. This testing was done in March and April and was followed up with smoke and dye testing in targeted areas. We were able to identify several sewer manhole construction and maintenance issues contributing to excess water entering the system, which have been addressed. The school department discontinued an old pipe from the Brooks House to the high school, and redirected a sump pump at the high school, further helping the system. However, while worthwhile, these actions only addressed a small portion of the excess water. Illegal sump pumps and leaking pipes leading from houses to the street are believed to be the major remaining issues. As a result, the Commission is communicating with residents in areas where there are known old pipes, and we will begin an inspection process of all homes connected to the sewer to assure that there are no extra sources of water. Several homes in the Whalom area, originally connected to the older Leominster sewer system, have already been required to connect to the Lunenburg system, discontinuing the use of a manhole and clay pipes found contributing to the I/I. We currently pay the City of Fitchburg and the City of Leominster for sewerage that is sent to them based on water meter readings of properties within the sewer district. But both the City of Fitchburg and the City of Leominster have stated that they will eventually start to charge the Town based on actual flows received into their systems, which could potentially increase our operational costs substantially. It is for this reason that the Commission will continue to actively work to reduce excess water in the system.

In November, we contracted for a comprehensive inspection and analysis of all pump stations. While most were in excellent condition, upgrades for efficiency were made and preventive maintenance needs reviewed in order to keep them running effectively for many more years. As part of the DPW building renovation, our sewer technician, Corey Dowd, was provided a work station and computer to monitor the pump stations and flow meters for up-to-the-minute reports. In addition, throughout the year, Corey was also able to complete the 20 training credit hours required to renew his certification as Wastewater Plant Operator, which was due to expire in December 2011. This certification is good for another 2 years.

The Commission continues to review several proposed developments (Highfields, Lunenburg Village) and some developments presently under construction (Stone Farm, Emerald Place) to ensure that the properties meet all requirements of the Sewer Commission bylaws and regulations. Most large projects require an engineered peer review by the Commission's engineering consultant which is paid for by the developer to avoid additional cost to the Town. The Commission requested and received approval to extend the sewer district to accommodate a bisected commercial lot at 357 Electric Avenue which could not support a Title V septic system at the Special Town Meeting in December.

The Commission is performing a comprehensive review of all its governing bylaws, regulations, policies, procedures and fees to assure that they are consistent and fair, meet all state and federal laws and allow us to be a state of the art operation. We will be continually seeking ways to increase the number of sewer users to support our operation while protecting the environment. Part of this will include outreach to residents in areas listed as "to be sewered" on our sewer district map, but without sewers currently installed.

The Commission continues to work on inter-municipal agreements with the City of Fitchburg and the City of Leominster to assure adequate capacity for the future and address cost and operational issues.

The Commission would like to thank Jack Rodriquez, DPW Director and his staff, Corey Dowd, Sewer Technician, and Jim Breault, Facilities Manager, who acts as back up technician, for their dedication, expertise and hard work. They can be counted on to keep the system in good shape and running effectively. The Commission would also like to thank Barb Lefebvre for her dedication and hard work as the Business Manager for the system.

There are currently 646 sewer connections and 10 pump stations in the system.

Robert Ebersole, Chair
 Carl Luck, Vice Chair
 Jay Simeone, Clerk

Dave MacDonald, Member
 Butch Bilotta, Member

ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard many petitions during calendar year 2011. There were several applicants seeking variances, special permits and dimensional variations. The Zoning Board meetings are held on the second and forth Wednesdays of the month on an “as needed” basis.

The Zoning Board consists of the following members: Donald F. Bowen, Chairman, Raymond Beal, Vice Chairman, James Besarkarski, Alfred Gravelle, Hans Wentrup and Associate members, David Blatt, Paul Doherty and Sheila Lumi. Lisa Normandin serves as the Administrative Assistant to the Zoning Board.

The functions of your Zoning Board of Appeals as required by statures are as follows:

- To hear and decide applications for Variances from Town’s Protective By-laws as authorized in the By-laws.
- To hear and decide applications for Special Permits as authorized in the Town’s Protective By-laws.
- To hear and decide appeals in accordance with Chapter 40A, Section 8 of the Massachusetts General Laws, as amended, from any person aggrieved by reason of his or her inability to obtain a permit or enforcement action from the Administrative Officer or Board in the Town, the Regional Planning Agency, abutting City or Town or other Administrative Official.
- To act upon application for comprehensive permits in accordance with Massachusetts General Laws, Chapter 40B. The Zoning Board of Appeals reviews requests for comprehensive permits submitted to the Board under Chapter 40B by developers who wish to create affordable housing. These requests can, by law, circumvent local ordinances.

The Office of the Zoning Board of Appeals is located in the Ritter Memorial Building, 960 Massachusetts Avenue. If you need any assistance from the Zoning Board of Appeals please contact us at 978-582-4146 X 421 during regular business hours. Zoning Board applications are available in the office of the Town Clerk and online at www.Lunenburgonline.com.

COUNCIL ON AGING

Doreen C. Noble, Director

The mission of the Council on Aging is to advocate for the improved quality of life for all seniors through supportive services, programs and education. Councils on Aging were established under Massachusetts General Law Chapter 40 section 8B to include; “setting policy for the administration of elder programs or services and to develop, coordinate and conduct such activities which advocate for elder issues.”

The Council on Aging staff consisted of; Doreen C. Noble, Director, Susan Doherty, Admin. Asst. &Transportation, Faith A. Anderson, Outreach, Chris McCarthy, Meal Site Manager, Ruth Swiecicki, Meal Site, Gerry Beloin, Van Driver and Hoyt (Bill) Anderson, Van Driver. Board Members during this period were Peter Lincoln, Chairperson, Mary Lynn Conrad, Vice Chair, Barbara Brown, Fred Crellin, Deb Seeley, Elizabeth Montuori, Jim Hays, Joyce Wass, Jane Doyle, and Sandy Flanagan.

In FY 11 the Council on Aging provided 32,883 units of service to 1766 participants . We assisted 920 residents age sixty and over from the town itself with 625 of them women, and 295 of them men.

The Chart below shows some of the ongoing services that we provide:

Transportation	Tax Assistance	Meals on Wheels
File for Life	TRIAD	SHINE (Health insurance needs)
Congregate Lunch	B/P , Glucose, and Flu Clinics	Friendly Visitors
Fitness Programs	Assistance w/ Food Stamp Apps.	Safe-Link Phone Apps.
Chair Massage	Book Club	Walking Club
Crafts	Cribbage, Bridge, Canasta	Bingo
Hit or Miss Bakery	Drop In	Line Dancing
Quilting	Lg. Print Library	Movies

In 2011 we added or conducted many new and existing programs for the community that covered a variety of topics and instruction they included:

Veteran's and Spouses Information Session	Baby Boomers Dine Around Club
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Nintendo Wii Bowling National Tournament	Lunch Bunch Club
Traveling Tooth Fairy	Free Respite Care from Nashoba Home Care
Manicure Monday	Pickles Diner
ACE/ACHIEVE PROGRAM	Stroke Awareness
Girl Scout Luncheon	Prescription Management
Volunteer Recognition Program	One Stroke Painting
Secret Pen Pal Program with 3 rd Graders	Sundaes on Tuesday

This year, The Lunenburg Gray Belts is a mixed martial arts senior self-defense program developed by Doreen Noble and Officer Mile Luth of the Lunenburg Police Department were nominated for the Innovator of the Year Award with the Massachusetts Council on Aging. The director, Doreen Noble was also nominate Advocate of the Year for her cable television program that reaches out locally to elders in our town and surrounding municipalities.

On March 7th, the Boston Post Cane was presented to Lunenburg's oldest living resident, Ruth Green age 101. Ruth was surrounded by family, friends, and dignitaries. The ceremony went viral and can be viewed on You Tube. You can view it by entering; "Lunenburg's Oldest resident receives Boston Post Cane.

Our funding comes from different sources. In FY11 we received a total of \$118,460 from the municipal budget for salaries and expenses. The Monachusett Area Regional Transit Authority (MART) funds the salaries of our van drivers and ½ time for our dispatcher. We also receive funding from the Massachusetts Department of Elder Affairs. The Friends of the Eagle House, Inc. a non-profit 501c3 organization is the fundraising group for the senior center. Their contributions are invaluable and they are ever ready to help us with things that cannot be covered by the municipal budget. Anyone wishing to make a donation to aid us in our services to the elderly can make donations to: The Friends of the Eagle House, Eagle House Senior Center, 25 Memorial Drive, and Lunenburg. A donation to the Eagle House is a nice way to honor the memory of a loved one.

Staffing at the Eagle House consisted of a full-time director; one 33 hour a week administrative assistant, one 19 hour a week Outreach worker and two food service coordinators who worked a total of 15 hours a week. We also have 2 van drivers who worked a combined total of 30-35 hours a week. Our staffing levels are minimal for a facility of our size, our programing levels are extremely high and the amount of services we provide is astronomical, therefore, volunteers are the backbone of the center, without them many of the services we provide would not be in place.

Volunteer jobs range from meals drivers, to Friendly visitors, to kitchen assistants, and program facilitators. In addition we have wonderful people who donate knitted items that are sent to schools, hospitals maternity wards and the veteran's homes. Many of the Town's elderly not only volunteer at the Eagle House but, also give of their time and talents to the Town and other community organizations. This year Eagle House volunteers clocked 8,162 hours of service. We also had 13 people participate in the Senior Tax Work Off program and they provided over 1,500 hours of labor to various town departments and the Lunenburg Public School System.

Without the generosity and overwhelming support of the community many of the programs we are able offer would not be possible.

GREEN COMMUNITY TASK FORCE

This has been a very busy year for the Green Community Task Force. We continue to focus our efforts on providing information to Town officials and residents with respect to Green Energy alternatives. The largest undertaking this year is the ongoing work to educate Town officials and residents on the impact and rewards of implementing the Green Community Act in Lunenburg.

The Task Force met on eleven occasions throughout the year and dealt with multiple Green topics ranging from solar electric and hot water generation, wind turbine energy, recycling opportunities, delivering of information and resources as well as the Green Communities Act.

This year the project to install solar panels on Turkey Hill Middle School is complete. The panels are working well and estimated yearly savings for the Town will be \$10,000. Another major project the Task Force has been working on is the proposal of a 1.5MW solar farm on the old Town landfill located on Youngs Road. The project has gone out for bid and the contractor we have selected is working with UNITIL on the details to implement the system. Hopefully we will be able to start negotiating the final numbers for electricity cost for the Town shortly. We have been looking into ways of implementing energy saving methods at the schools through Public-Private Partnership (PPP) contracts.

Probably the largest task for the group has been the evaluation and education to Town officials and residents on the impact of implementing the Green Community Act in Lunenburg. It was quickly brought up at Fall Town Meeting and failed. We are working on better educating the public in the hopes of having an Article on the Town Meeting floor at Spring Town Meeting.

The Task Force generally meets during the first week of each month at 7:00 PM at the Ritter Memorial Building and on an as-needed basis when required.

David Blatt, Chair
Steven DiCampo, Vice Chair
Joanne McQuaid, Secretary
Ernie Sund, Member
Neil Sullivan, Member

Zachary Cutting, Member
Marion Benson, Town Liaison
John Londa, Town Liaison
James Breault, Town Liaison

SCHOOL DEPARTMENT

LUNENBURG PUBLIC SCHOOLS

2011-2012

Our Vision: The Lunenburg Public Schools prides itself on excellence. We provide a child-centered environment that challenges all learners to achieve their highest potential. This is accomplished through a partnership with a supportive community.

Our Mission: We prepare our students for life-long learning and responsible community membership.

Our Guiding Beliefs:

- Education is a community partnership.
- Learning is reflective, creative, ongoing and takes place in all environments.
- A successful school actively engages students and staff.
- All students have talents and can excel.
- Professional growth is fundamental to instructional excellence.
- All students are capable of learning and are entitled to instructional excellence.
- Staff and students are entitled to a safe, healthy and positive learning environment.
- An atmosphere of mutual respect is essential for learning.

Lunenburg School Committee

Chairperson: David Reif, Term Expires: 2014

Vice-Chairperson: Gregory Berthiaume, Term Expires: 2013

Secretary: Michael Mackin, Term Expires: 2014

Member: Donna White, Term Expires: 2012

Member: Colleen Shapiro, Term Expires: 2013

Regular Meetings

First Wednesday of each month - 7:00 p.m. at Town Hall - Televised

Third Wednesday of each month - 7:00 p.m. at Brooks House

Special or changes in meetings are posted at Town Hall

Central Office Personnel

Office of the Superintendent of Schools

Loxi Jo Calmes, Superintendent
Karen Martin, Instructional Services Director
Mary Landi, Administrative Secretary

Student Services Office

Elaine Blaisdell, Special Services Coordinator
Anne-Rose Coyle, Secretary
Liz Peterson, Clerk

School Personnel/Business Services

Sandra Curley, School Personnel Services Manager
Kerry Cooper, Accounting/Data Reporting Services Mgr.
Nancy Forest, Accounts Payable Clerk

Office of Facilities & Grounds

John J. Londa, Director
Albert Carlson, Maintenance
Robert Roy, Maintenance
Brian Sanders, District-wide Utility/Custodial

Transportation Services

McCarty Limousine

Cafeteria Services

Patricia Pichnarcik, LHS Café Manager; Sue West, THMS Café Manager; Sandra Zagwyn, TCP Café Manager; Nadine Lorenzen, LPS Café Manager

SUPERINTENDENT'S MESSAGE

Loxi Jo Calmes, Superintendent of Schools

We have had another productive year teaching and learning in the Lunenburg Public Schools. The individual reports that follow from each of the buildings and school directors chronicle the outstanding performance of our students, their many events and achievements. I was pleased to recognize an outstanding member of the class of 2012, Derek Booth, as this year's Superintendent's Award recipient. We continue to take great pride in the work of our dedicated faculty and staff and the accomplishments of our wonderful students. Ours is a caring community of learners working hard each day, learning and growing in a safe, nurturing environment.

This past August the Lunenburg School Regionalization Committee unanimously voted to withdraw from discussion with the North Middlesex Regional School District (NMRSD) School Committee about joining the district in a regional expansion. The Committee worked for 15 months with a sub-committee of the NMRSD School Committee, and in July 2011 at a joint meeting, a detailed analysis of operational costs and benefits of an expanded region projected a positive economic impact for Lunenburg, but not for the NMRSD, resulting in a recommendation by their sub-committee to not pursue expanding the region. Lunenburg's Committee and the NMRSD sub-committee worked well together and in good faith, though the process was challenging at times.

Regionalization was one option to address the critical facility needs of Lunenburg High School. These needs were documented in a master plan study in 2007 as well as the recent accreditation report which placed Lunenburg High School on warning status. To quote the Commission's report, "The Lunenburg High School site and physical plant do not adequately support all aspects of the educational program and the support services for student learning. As a result of the age of the facility, the poor repair of the building, the limited technological resources, and limited space available in the building, the physical plant does not meet the demands of teaching and learning, and the basic expectations of a school's physical plant. These concerns dramatically limit the school's ability to meet the educational needs of students." The good news is that in January 2012 the Massachusetts School Building Authority moved Lunenburg High School into the eligibility phase to begin a partnership with the MSBA to identify a solution for the Lunenburg High School Facility.

Given that three of the four schools in the district have significant facility needs, and to address MSBA concerns for the number of students served in a school, the School Committee voted to reconfigure the Lunenburg Public Schools from four to three buildings with a combined 6-12 school. A School Building Committee has been formed. We are very excited to have this opportunity to address the urgent needs of Lunenburg High School.

Our schools are very fortunate to have a committed School Committee who dedicates countless hours in service to our students and education. These committed individuals work closely with members of other town boards and committees to ensure that our schools remain strong and responsive to the students we serve. We are also fortunate to have many involved parents who contribute in a variety of ways as classroom volunteers, in booster clubs, as Musicaiders and PTO members. The PTO, under the leadership of Wendy Bertrand as President again this year, is quite remarkable in the level of support it provides the students in our schools.

Students, with the support of their teachers, continue to engage in learning about topics of concern to them through community service learning. This year students in Mr. Truax's Algebra math class at Lunenburg High School researched and are working to construct and maintain an ice rink for community use. Josephine Bowen represented our schools and community at Governor Patrick's Project 351 – 2012 day of service. Every day students across the district serve as mentors and coaches, and they continue to collect for the town food bank giving back to the community that has supported them and their education. The difficult financial times linger for many Lunenburg families, but through the efforts of our students and generosity of the community-at-large, help is provided. We are very proud of the students of our schools!

This past year our schools bid farewell to two retirees who devoted many years to public service—their total tenure in Lunenburg represents 26 years of service. Retiring this past year were Scott Curtis, LHS tutor (13 years), and Judith Schenck, Grade 3 teacher (13 years). We deeply appreciate the many contributions of these dedicated and committed professionals and extend our best wishes to them in their retirement. This past year we bid farewell to Mike Barney when he accepted another position. I want to thank Mr. Barney for his 13 years of service. I also want to extend my appreciation to Mr. Joseph P. Dillon for serving our students as interim principal at LHS for the past year. Lunenburg is most fortunate to have such committed and caring educators, faculty and administrators.

SCHOOL FACILITIES

John Londa, Director

Long-range planning for renovations or replacement of Lunenburg High School moved forward following the termination of the investigation into the possibility of regionalization with North Middlesex Regional School District. In January 2012, the Massachusetts School Building Authority voted to move the Lunenburg High School project into the eligibility period for a project. A school building committee was formed by the Board of Selectmen in January 2012 to monitor the development of the project. In May 2012 at the annual town meeting, the school building committee will request funding in order to hire an Owner's Project Manager to oversee the scoping of the project, fund a designer to conduct a feasibility study and schematic design and fund testing needed to fully develop the scope of the project.

The condition of the T.C. Passios Elementary School's 25-year-old roof remains a pressing concern for the School District. The FY13 capital plan was submitted with a recommendation to re-seam the rubber membrane roof in order to buy additional time on the existing roof as the School Department's highest priority.

The focus of the school maintenance department continues to be efforts to stretch the life on the High School and Passios Elementary School roofs, to make improvements to the School Department's compliance with the American Disabilities Act (ADA), to upgrade security and to make improvements to energy efficiency.

At Lunenburg High School, the front lobby area was renovated to create a secure entry; modifications continue to develop the front entry into an accessible ingress. Students from Montachusett Regional Vocational High School are fabricating railings to be installed in the spring of 2012 to complete a ramp from the sidewalk in front of the school to the main entry.

A 102 Kilowatt solar photovoltaic system was completed at the Turkey Hill Middle School through the Energy Efficiency Conservation Block Grant Program using a power purchasing agreement with Broadway Electric, Inc. In June 2011 the system located on the classroom wing began energy production and will generate approximately 114,000 KWH a year (roughly 1/3 of the school's electricity consumption).

In February 2011 Unutil funded an energy audit of the Passios Elementary School. A lighting upgrade project was developed from the audit using \$13,973 in energy savings from the FY11 School Department operating budget and \$32,627 in rebate funds from Unutil. The project was completed in August 2011 with the conversion of classrooms to 25 W T8 lamps and occupancy sensors. Gym lighting was replaced with T5 high bay fixtures and exterior lights were converted to LED based lighting. The total project cost was \$46,660 with an estimated payback in 2.8 years based upon an estimated \$5,200 savings.

The Town FY12 capital program included asbestos repairs at Lunenburg High School and Passios Elementary School, front entry modification at Lunenburg High School, re-paving of the Turkey Hill Middle School parking lot with the addition of sidewalks to the track and to the classroom wing exits, and conversion of the blackboards to whiteboards at the Middle School.

INSTRUCTIONAL SERVICES OFFICE

Karen Martin, Director

During this past year, the Instructional Services Office continued to focus on three areas critical to the District's mission: (a) curriculum and assessment development, (b) continuous improvement for ALL and (c) meeting the academic, social and emotional needs of our students. Following is a summary of activities and results in each of these areas.

Curriculum and Assessment

This school year the Math Curriculum Taskforce developed the K-8 Math Assessments/Understanding by Design units. The 9th-12th curriculum is being developed in curriculum map format by individual course and aligned to the Common Core. Throughout the school year, each building has been involved in developing and refining common assessments, Understanding by Design units and curriculum maps. These tools will ensure students have common learning experiences and that there is regular monitoring of student performance against a standard. The Lunenburg High School has integrated school-wide rubrics to measure student learning expectations. During the 2011-12 school year, an English Language Arts Taskforce will develop a curriculum aligned with the Massachusetts Curriculum Framework for English Language Arts and Literacy which incorporates the Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects. The new framework includes literacies for science and social studies.

Our district uses our MCAS (Massachusetts Comprehensive Assessment System), our AYP (Adequate Yearly Progress) and the new Growth Model data to monitor overall performance and to provide specific feedback for teachers, students and our program. Analysis of the test data is done at the district, building, teacher and student level. We can draw some conclusions that will help us move forward and improve instruction for all students. Key findings:

- ❖ Lunenburg Primary School met AYP and is on target to meet NCLB goals.

- ❖ Thomas C. Passios met AYP in the aggregate and for all subgroups in ELA and Math and was a commended school for growth.
- ❖ Turkey Hill Middle School did not meet AYP in the aggregate and in subgroups for ELA and Math. Turkey Hill Middle School in 7th and 8th grade doubled the number of students in the Advanced level in ELA.
- ❖ Lunenburg High School met the NCLB goals.
- ❖ The district has been successful in moving students into the proficiency levels. Our challenge is to move beyond the state comparison to comparisons with the proficient and advanced levels.
- ❖ Our challenge is to accelerate improved student performance in all subjects through differentiation and personalization of learning.
- ❖ Meeting AYP for all of our subgroups, particularly with our students with disabilities and low income, continues to be an area of focus for the school district. Our challenge is to develop instructional strategies and models of interventions for students at risk and students with disabilities that significantly improve student performance.

CONTINUOUS IMPROVEMENT FOR ALL

The No Child Left Behind legislation provides an opportunity to carefully examine performance results for all students. This data helps guide the school councils, administrative team and Results teams to plan for appropriate interventions, programming and professional development.

School structures and collaboration focused on student learning ensure all students improve. The Lunenburg Public Schools has Results Teams, Understanding by Design training, Pyramid of Success/Response to Intervention, a comprehensive professional development program and new teacher induction program to support student learning.

Results Teams meet one time per month during faculty meeting time. The teams use data to set goals, plan teaching strategies and assess the results. This process ensures a regular review of student performance and effective teaching strategies. Through ongoing analysis of student results, refinement of units and increased awareness of effective assessments and instructional practices, student performance will improve. The UBD units provide additional measures in non-MCAS subjects and provide additional curriculum materials for new teachers. Community Service Learning projects are being developed to provide opportunities for the transfer of understandings to an authentic problem and need. The district received a number of CSL grants and presented at the state-wide conference on CSL with a presentation on start-up ideas for districts.

Ongoing and sustained professional development continues in a range of areas. This year graduate level courses were offered in Building Inclusive Practices, Healthy Update, Google and Teaching Like A Champion. Our new teacher induction program provides ongoing support for new teachers to the district. New teachers participate in a one-day orientation, regular meetings during the school year, and professional development for new teachers. A mentor team supported our new teachers within each of the buildings.

GEMS - Academic, Social and Emotional Learning

This year is the sixth year of implementation of the district-wide GEMS curriculum. The vision of GEMS is ensuring all students grow to their potential, develop empathy towards others, value the importance of self-discipline and become contributing members of the community. This year, all schools are working to establish school-wide routines and structures that support academic, social and emotional learning for ALL children. Teachers have been involved in professional development and Responsive Classroom training. On professional development days, nurses, counselors, and special educators have studied the needs of students with disabilities and are developing a Response to Intervention protocol.

SUMMARY

The Instructional Services Office has a strong partnership with the individual schools, the administrative team, faculty and community. The combined and integrated efforts of all parties ensure continued focus on improving student performance and strive to provide teachers, administrators, students and the community with the necessary data, educational research, professional development, support and resources needed to improve student performance.

For additional information on any of these topics, please contact Karen Martin, Instructional Services Director, at 978-582-4122 ext. 3112 or e-mail kmartin@lunenburgonline.com.

SPECIAL SERVICES DEPARTMENT

Elaine Blaisdell, Coordinator

There are two hundred and seventy-seven students with disabilities receiving special education or related services in Lunenburg. This represents 16.7% of our total student population. This percentage is less than the state average of 17%. Of the total number of students receiving services, fifteen students received services outside the district during the 2011/2012 school year. Of the fifteen students, thirteen are in day placements and two are in residential placements. Of the day placements, one is serviced in a Collaborative and the rest are in private day placements. Eighty-seven students identified with a disability

receive accommodations via 504 plans in Lunenburg.

This year as a district, students with Special Needs did reach the expected progress level to achieve adequate yearly progress. Students with disabilities at the elementary school level reached the mark for adequate yearly progress after not making it last year. This year we did not make AYP in certain subgroups at the Middle School level. This data can be found at the DESE website: (http://profiles.doe.mass.edu/ayp/ayp_report/district.aspx?linkid=30&orgcode=01620000&orgtypecode=5&#). Through our Pyramid for Success and by adding Power Blocks and Study Island to address the needs of students who are not making sufficient progress in the area of reading and math, the students showed nice improvement at the Elementary School level. The Pyramid for Success follows a Response to Intervention model which directly targets students identified through the district's progress monitoring systems. Three tiers of intervention provide students with direct interventions with varying degrees of intensity to address the areas in which they are struggling. Teachers and Administrators in each building are continuing to work on the implementation of their five-year plans to provide a series of services and interventions across the disciplines and in the areas of social/emotional learning to meet the needs of all of our learners.

The staff continues to use the triple threat: results teams, understanding by design for lesson planning and GEMS curriculum to accomplish our goals of continuous improvement. At team meetings parents and teachers engage in active discussions about the data and research-based practices necessary to address individual student's strengths and weaknesses. They continue to think outside the box in developing plans that meet the unique needs of each student in the least restrictive environment.

Instructional teaming across the district continues, and teams continue to refine their abilities to differentiate instruction and lessons that support students in achieving their educational goals through continued professional development activities provided by the district. The district strives to provide common planning and professional development to build effective instructional teams across the district.

Lunenburg's progress toward the Indicators monitored by the state can be found at http://profiles.doe.mass.edu/gis/sped_map.aspx?orgcode=01620000& . At this site residents will find information relative to drop-out rates, graduation rates, participation and performance of students with disabilities in state testing, suspension/expulsion data for students with IEP's, Early Childhood Transition Data, and Transition Data for students graduating with disabilities.

The Parent Advisory Council Supporting All Learners (PACSAL) continues to be an active support group for parents, teachers and administration. All parents and community members can join the group, which currently consists of parents of students receiving Title I services and parents of students with disabilities. Meetings are held the second Tuesday of each month, 6:30 PM, at the Lunenburg High School Library. The executive board is made up of Chairperson: Kelly Harvey and Treasurer: Pami Terren. Several events and presentations were organized by the PACSAL for both parents and teachers in Lunenburg this year. Topics covered include Physical Activity by Sandy Laserte, Executive Functioning by Gail Okerman, Growth Mind Set by Karen Martin, and Rights and Responsibility in Special Education by Elaine Blaisdell. The PACSAL had a viewing of *Including Samuel* this year, and it was well attended by parents, staff and students. The PACSAL continues to provide information on disabilities and its organization. For more information, go to: <https://sites.google.com/a/lunenburgschools.net/special-services/pacsal>.

In conclusion, the Lunenburg Public Schools provides a variety of special needs services to meet the varying needs of our students in the least restrictive environment. We have an experienced, hard working staff that works together with parents to provide these varied services. Our parents are equal partners in our efforts to develop challenging and focused educational programs for children. We remain committed to the Lunenburg Public Schools mission, "We prepare our students for lifelong learning and responsible community membership." This is a total community effort and we encourage ALL Lunenburg residents to join with us to create positive experiences and futures for our children.

For additional information, please visit our website at: <https://sites.google.com/a/lunenburgschools.net/special-services/>, or contact Elaine E. Blaisdell, Student Services Coordinator, Special Services Office, 129 Northfield Road, (978) 582-4110, ext. 519.

LUNENBURG PRIMARY SCHOOL

The Lunenburg Primary School is a child-centered school devoted to providing quality early childhood education for all students. We are a community of teachers, students, and parents working together to create a safe and respectful environment for children. Our current knowledge of child development guides the school's beliefs and practices and provides the foundation for student learning. This vision for our students keeps us focused on the goals and objectives of the school.

We started the 2011–2012 school year with 345 students in 15 classrooms for an average class size of 23. Our two Preschool classrooms have a combined total of 37 students. We persistently strive to find better ways to meet the collective, as well as the individual needs of our students. We piloted a new handwriting program in our five full-day Kindergarten classrooms called *Handwriting Without Tears*. Early results are quite positive! Our Professional Development focused on differentiating our Math Curriculum and Response to Intervention strategies. We refined our "best practices" in order to meet the needs of ALL learners. We worked with experts in the field to provide our staff with opportunities to be "coached" in Mathematics, Literacy, and Inclusive Practices. Teachers were trained to use a new student information management system called *PowerSchool*. Staff

is able to take attendance as well as complete report cards electronically. The new parent portal allows parents to see their child's report card, account balances, and attendance online.

The Primary School community continues to strive toward academic excellence. Common assessments are in place in the fall, winter, and spring for all children in grades K-2 in the areas of reading, writing, and math. These common assessments serve to monitor the effectiveness of teacher instruction and drive instruction. We are now able to track progress throughout the year in a faster, more efficient manner in order to improve instruction by using software to organize our data.

Our Pyramid of Success works to ensure that our students have the services they need to be successful. We continue to refine the Response to Reading and Math Intervention three-tiered process. The first tier is the largest and is fitted for universal instruction. Many best practices of teaching are used in this tier. The second tier is based on a targeted individual, and further, more intensive interventions to help that individual to be successful are used. The third tier is the smallest and involves special services with very intense interventions. Successful interventions are now in place in both Reading and Mathematics.

Our staff works hard to maintain a school culture which is positive, inclusive, and supportive of each of our members. We have high expectations, insist on respectful behavior, and recognize the importance of building a community where members feel a sense of belonging and responsibility to contribute. Our students have a right to be in an environment which is safe, promotes learning, and enables them to achieve success.

Successful fundraising, with the support of the Parent/Teacher organization, has allowed us to integrate a number of field trips into the curriculum. Students have attended live performances and visited museums and other cultural venues. In addition, we have experienced performances in the areas of Performing Arts, Native American culture and Animal Habitats. The Scholastic Books fundraising program has allowed us to purchase many books and other resource materials in order to support our Literacy program throughout the school. We also maintained partnerships with businesses that support education such as Hannaford Helps Schools, Target, Terra Cycle, Box Tops for Education (General Mills), and Campbell Soup. Our recycle efforts this school year included the elimination of plastic utensils in the cafeteria, as well as reducing the use of Styrofoam. We continue to recycle foil pouches and collected over 12,000 during the 2010-2011 school year.

Student Success Night was held for all Kindergarten, Grade 1 and 2 students, and their families in the spring of 2012. This night serves as the vehicle for students to display/articulate their strengths as a learner. To prepare for Student Success Night, students worked with their classroom teachers to identify and articulate their strengths in four areas: academics, habits of mind, creativity, and citizenship. Examples of student work in these areas were displayed in the classrooms. Students acted as tour guides for their families on Success Night.

The Primary School Council meets each month to discuss school issues, review the annual budget for the school, and develop the School Improvement Plan, as well as make revisions to the school's handbook.

Members of the Council for the 2011 – 2012 school year were:

Principal: Christine Bonci
 Teachers: n/a – due to contract dispute
 Parents: Christine Bowser, Tracey Kerins, Stephanie Page, Pami Terren
 School Committee Rep: Colleen Shapiro
 Community Member: Betty Jane Carbone

In closing, the faculty and staff of the Primary School is extremely proud of the work they do with young children. We are deeply committed to student learning and to our own professional growth. Only through working with parents as partners are we able to accomplish the goals set forth by the State and District.

PRIMARY SCHOOL FACULTY / STAFF ROSTER			
<u>PRESCHOOL</u>		<u>SPECIAL EDUCATION</u>	
Principal	Christine Bonci	Achieve I Teacher	Catherine Kiernan
Adm. Assist.	Denise Galloway	Tutors/Aides	Laurene Boden
Guidance	Kristin Mackay		Darlene Caron
Nurse	Carrie Jackson		Terri Green
<u>PRESCHOOL</u>			Patti McColl
Teacher	Nicole Johnson		Heather Morse
Teaching Assist.	Marie Martin		Katie Ruggles
Teaching Assist.	Susie Barney		Pat Siciliano
Teacher	Sherri Flynn	Speech/Language	Mary Schults (Prek-K)
Teaching Asst.	Jeanette Biery		Cathy Zayka (Grades 1 & 2)
<u>KINDERGARTEN</u>		Occup. Therap.	Maggie Porpora
K-1	Lisa Stone	COTA	Jayne Dusek
Teaching Asst.	Kristen Snape	Sch. Psychologist	Suzanne Saven
K-2	Maribeth Ford	Behavior Specialist	Christine DeFelice
Teaching Asst.	Cynthia Mobley	ELL Specialist	Lisa Palaia

K-3 Teaching Asst.	Sheila Bilotta Sharon Holman	RTI Specialist <u>SPECIAL AREAS</u>	Kristin Spadafino
K-4 Teaching Asst.	Debra Zivojinovic Monique Mola	Art/Library Music	Lori MacDougall Deborah Smith (pm only)
K-5 Teaching Asst.	Nancy Murray Debra Hall	Phys. Ed. Library Assistant	Gen Nass Suzanne Takvorian
Special Ed Teacher	Karen Rash	<u>CAFETERIA</u> Manager	Nadine Lorenzen Claudette Lachance Karolyn Braman
<u>GRADE 1</u>			
1A	Mike Courtemanche		
1B	Nicole Bienvenu		
1C	Joanne Londa	<u>CUSTODIAL ENGINEERS</u>	
1D	Christa Palma	Head Custodian	Rich Krafve Karen McNamara William Babineau
1E	Judy Moodie		
Special Ed Teacher	Michelle Withers	<u>EXTENDED DAY PROGRAM</u>	
Tutors	Jennifer Diedrich Julie Brodmerkle	Coordinator	Tammy Perry & Annette Queen
<u>GRADE 2</u>			
2A	Vickie Barber		
2B	Donna Dufour		
2C	Sara Kenney		
2D	Maria Courtemanche		
2F	Nancy Chapdelaine		
Special Ed Teacher	Renee Yoder		
Tutors	Betsy Carbone Lisa Hastings		

T.C. PASSIOS ELEMENTARY SCHOOL

Sara Lane, Principal

The 2011-2012 Thomas C. Passios Elementary School year began with 358 students in 15 classrooms for an average class size of approximately 24 students.

The school year began with great news. TCP made Adequate Yearly Progress (AYP) in student growth in the aggregate as well as in all of the subgroups and was designated a Commendation School by the Massachusetts Department of Elementary and Secondary Education (DESE).

The wonderful achievement of the students was a testament to all of the hard work that had been undertaken throughout the school year by all constituencies in the school community to find better ways to meet the collective as well as individual needs of all of our students. Monumental student growth and improvement was attributed to many different initiatives that contributed to the success of the students including the establishment of a school mantra: "Good Enough Is NOT Good Enough; Strive for Excellence" - as well as the launch of the Trifecta, a three-prong program that was designed to support traditional classroom teaching by tailoring ancillary programs to meet the dynamic learning needs of all students.

While all of the staff, parents, and students of TCP celebrated and were credited in making AYP, the celebration was tempered with the knowledge that regardless of the positive inroads achieved by the students, the school is not out of the woods yet. No Child Left Behind mandates that a school must continue to demonstrate growth for two years in a row to rid itself of the needs improvement and corrective action status. Furthermore, the deliberate commitment to continuous improvement cannot diminish because despite making significant strides in growth and gains in achievement, the school's performance targets were not met. Rather, the TCP MCAS scores demonstrate that the work has just begun and that everyone needs to stay the course.

Improved MCAS scores at TCP demonstrate that education is a journey and like any worthwhile endeavor there are always obstacles in the road to success that must be surmounted. Change is difficult and takes time and commitment as well as effort. For something to work, every member of the school community must be dedicated to working together to make it work 100 percent of the time. Every decision, every action, every result must be aligned with a shared vision that is consistent and driven by the pledge to do the right things for students. High expectations must be made clear and individuals must buy into the understanding that success is predicated upon everyone contributing. People must be given the knowledge, resources, and time to accomplish meaningful goals. All constituencies must be cognizant of the path as well as the destination.

Accordingly, during the 2011-12 school year, programs like the Trifecta were tweaked and enhanced by a longer school day, a modified 45-minute block schedule that supported common planning time, a revitalized Power Block that was more data driven, and the development and deployment of a Research Skills class using the Independent Investigation Method (IMM) that supports the growth mindset as well as the tenants of the School-wide Enrichment Model (SEM). The staff is also using Teach Like a Champion by Doug Lemov as an anchor book to examine best practices and share ideas at staff and common planning

time meetings. The specials block was expanded to accommodate a technology class and homeroom teachers were assigned weekly time in the computer lab to give students an opportunity to conduct Internet research, use Study Island, and explore the use of new technology tools like Prezi, Xtranormal, Animoto, Voice Thread, Glogster, blogs, wikis, and Google Docs.

The TCP Trifecta continues to integrate Power Block, Project-Based Learning, and Study Island into traditional classroom teaching by tailoring programs to individual needs and offering different modalities to access knowledge and support academic success. The goal of the initiatives is to provide greater opportunities to engage students in the learning process through the use of technology, intensive directed instruction, and project-based learning. While one of the original objectives of the Trifecta initiative was to increase MCAS test scores at all levels, the larger aim was to proactively engage more students in the learning process by appealing to different learning styles. The TCP Trifecta was specifically designed to provide students with multiple ways to support learning both in and out of the classroom. It was based on the premise that the more choices students are provided with at home and at school, the more engaging, successful, lasting, and meaningful the learning experience. The various programs that have been implemented at TCP were intended to offer greater rigor, challenge, and enrichment that support the academic and social-emotional success of all students.

Over the 2011 summer, staff participated in enhanced Response to Intervention (RTI training) and throughout the school year staff members had opportunities to work together to build inclusive practices. RTI initiatives and consultations at TCP have been expanded and resulted in the establishment of a Teacher Support Team (TST) that meets twice a week to assist teachers in dealing with the learning and behavioral issues of their students. Additionally, teachers are building an RTI Survival Kit that contains examples of strategies and tactics that may be used to address dynamic learning needs.

From July 5 – August 11, 2011, a Project-Based Learning Summer Adventures program was implemented featuring three two-week sessions of classes that ran four days a week for two hours each day from 9-11AM. The summer classes cost \$75.00 and offerings during the different sessions included Quidditch, Environmental Explorers, Techno Team, Art, Drama, Website Design, Babysitting and Childcare, Cake Decorating, Drama, and Mad Science. All of the TCP PBL classes were interdisciplinary, heterogeneous, and opened to all students entering or leaving grades 3, 4, and 5. Students who could not afford the fees were given scholarships. The activities were purposefully designed to be linked to life and encouraged authentic real-world connections.

In the 2011-2012 school year, the TCP after school Project-Based Learning classes continued. During the first session, classes were offered in Writing Comic Books, Babysitting and First Aid, Cooking, Cupcake Decorating, and Mad Science. During the second session, classes were offered in Homework Club, Power Up – Power Down, Music Movement, Clue Games, Mad Science and Arts and Crafts. To offset the costs of materials and personnel, students paid a \$20.00 program fee, which was waived if needed, and were provided with additional day care after the one-hour classes, until 5:30 PM at no additional cost.

The PBL program is grounded in the use of in-depth, high-interest, and rigorous projects to facilitate learning, attain practical knowledge, and provide academic enrichment. PBL focuses on student-centered inquiry to respond to a complex issue, problem, or challenge that links learning to real life. The PBL initiative allows students to work in groups or individually and encourages them to come up with creative ideas or realistic solutions and make presentations on their findings. All group learning is self-directed with the teacher acting as a facilitator. All of the PBL classes are infused with opportunities for research, reading, writing, and creative problem solving. The PBL programs have a culminating activity which is held during the last week. Parents were invited to attend demonstrations.

In addition to PBL classes, the use of Study Island, an instructional and diagnostic web-based resource, was continued. The secure 24/7 Study Island website is accessed with individualized IDs and passwords and provides students with lessons in both the math and ELA content areas that assist in the procurement and mastery of content. A state-of-the-art, multimodal resource, Study Island supported the after-school and/or at home use of technology to enhance the acquisition of skills as well as develop proficiencies assessed on standardized tests. Teachers also used the Study Island program to build formative assessments that were utilized to determine the pre- and post-mastery of skills. Additionally, a Study Island facilitator was responsible for generating user reports, monitoring access, working with teachers to infuse lessons into content areas, and troubleshooting problems.

The final component of the TCP Trifecta was the continuation of the Power Blocks that homogeneously grouped students based upon their needs, an examination of data from formative and summative assessments, and teacher input and recommendations. During Power Blocks, students are divided into small groups based upon their needs and abilities and each group was provided with strategies to help improve their achievement, increase their stamina, and acquire the test-taking techniques that will make them more successful. Student progress was continually assessed and monitored through the use of standardized tests, practice tests, and teacher feedback.

By design, the Power Block class time was divided into reading, writing, and math. All students are given warm-up activities, short stand-alone lessons with lots of practice, modeling, and quick assessments to insure that learning occurred through the creating, retaining, and transferring of knowledge. Power Block utilizes teachers, tutors, and aides to provide directed instruction in content areas while emphasizing the building and maintaining of skills through the use of best practices, enrichment, and linking learning to real life.

Additionally, work continued to empower students to assume more responsibilities by expanding the Principal's Council, improving recycling, initiating the Read Every Day (R.E.D.) program, establishing learning contests, scheduling school spirit days, and creating staff appreciation events.

Professional Development continued to be a fundamental tenant of continuous school improvement. The staff was committed to making the Trifecta a successful program. They were members of the ELA Taskforce and teachers learned to use PowerSchool to generate report cards, cutting turn-around time between grades closing and report cards being issued. The use of PowerSchool ensured a consistent format for report cards and expedited the use of report card data. The use of PowerSchool reduced data redundancy and updating errors. It also facilitated queries and data retrieval. Moreover, through the PowerSchool parent portal, parents are able to access their child's grades, attendance, content standards, lunch balances, and soon, the school bulletin.

Brain Gym, a movement-based learning program, was utilized daily and school-wide as a way to encourage students to experience the use of intentional movement to improve sensorimotor skills and achieve personal goals. The Brain Gym concept counters sedentary, passive behavior. It is based on the importance of play and physical exercise as a way to engage learners by carrying out certain movements, like touching an elbow to a knee. The use of Brain Gym activities, each of which takes about a minute to do, are believed to create pathways in the brain and help activate the brain for the optimal storage and retrieval of information.

The TCP Spelling Bee was held on Wednesday, February 8, 2012, and the winner, Jill Le, moved on to the regional spelling bee. The annual Lip Sync Soiree was held on May 30.

Read Across America Day was held on Dr. Seuss's birthday, March 2, 2011. TCP teachers asked community members as well as other teachers to come into their classrooms and share their favorite stories with the students.

The goal of all the new and time-tested programs and activities is to continue to support all of our students in attaining the skills that they need to become successful, contributing citizens in the global economy. We wish to further enable our students to collaborate, take risks, expand knowledge bases, and incorporate new tactics, technologies, and strategies into the learning process. Our belief is that students' skills need to be continually monitored, affirmed, reinforced, linked to life, and practiced in meaningful ways that promote achievement and success in and out of school.

THOMAS C. PASSIOS ELEMENTARY SCHOOL FACULTY
--

Principal	Dr. Sara Lane
Secretary	Dawn de Freitas
Counselor	Gail Okerman
Nurse	Mary Gallant

3A Justin Sparks
 3B Janet Marshall
 3C Susan Diamantopoulos
 3D Nicholette Dumont
 3E Danielle Celona
 4A Gina Cote
 4B Erin Blanchette
 4C Danielle Thompson
 4D Charlotte Letendre
 4E Heather Witham
 5A Lynn Major
 5B Lisa McCullah
 5C Susan Reardon
 5D Rhonda Connery
 5E Sherri Borrenson

Library/Media Victoria Whipple
 Technology Dana Belair

ENGLISH LANGUAGE LEARNERS (ELL)
 ELL Teacher Lisa Palaia

SPECIAL SERVICES
 Learning Center Molly Mulherin
 Maura Lizek
 Mary Ann Weisman
 Learning Center Tutors Amy Harrington
 Elisabeth Estrada
 Debra Hitchcock
 Jerianne Kelley
 Patti Kilcommins
 Susan Downey
 Judith Pierce
 Tamra Proulx
 Kerry Roder
 Sandra Sheehy
 Sarah Mulcahy
 Julie Drake
 Kimberly Hedlund
 Lizabeth Johnson

SPECIAL AREAS

Art Robin Warren
 Music Steve Archambault
 PE/Health Steve Kyajohnian

Achieve Teacher
 Achieve Assistants/Tutors

	Karen Smith	RTI Specialist	Kristen Spadafino
	Laurie Xarras	Custodians	Charles Swift, Jim Vaillancourt
Occupational Therapist	Maggie Porpora	Cafeteria	Manager – Sandra Zagwyn
Speech/Language	Elena Oksanish	Cafeteria Assistants – Stella Carlson, Judy Haley, Annette Kelly	
Behavioral Specialist	Christine DeFelice		
School Psychologist	Suzanne Saven		

TURKEY HILL MIDDLE SCHOOL

Timothy Santry, Principal

Our mission at Turkey Hill Middle School is to ensure that each child becomes a self-motivated, creative, lifelong learner in a safe, stimulating environment that encourages diversity and open honest communication. We have a talented and dedicated staff of professionals that encompasses the philosophy to meet the needs of each individual child, academically, socially and emotionally. We continue to evaluate the programs and services we provide and reflect and develop strategies to accomplish our goals.

% of STUDENTS SCORING IN THE ADVANCED/PROFICIENT RANGE

<u>GRADE</u>	<u>SUBJECT</u>	<u>THMS</u>	<u>STATE</u>
6	ELA	77%	58%
6	Math	68%	58%
7	ELA	85%	73%
7	Math	63%	51%
8	ELA	95%	79%
8	Math	66%	52%
8	Sci /Tech	49%	39%

In reviewing the results of the 2011 Spring M.C.A.S. tests, we are encouraged with the progress that our students are making. Turkey Hill Middle School continues to score higher than the state average in percentage of students that score in the advanced and proficient range in all tested content areas, in some cases well over 15% of the state average. Although we are proud of our students' performance, we continue to analyze data in our monthly results faculty meetings designed to improve our instruction for all students. We use information from the data to identify strengths and weaknesses in conjunction with the state standards to develop strategies to help students succeed.

One strategy our faculty has developed is the creation of intervention blocks during the school day. The intervention blocks allow teachers time to work with students on skills that have been identified as a weakness through our results meetings, teacher observation and data collection. The philosophy is to strengthen students' skills without burdening them with additional homework assignments. Teachers are able to work with students in a small group to answer individual questions or provide more individualized support. We envision this support to allow students to feel more confident, thus, perform better in the classroom. We will continue to refine our intervention block times to best meet the needs of our students.

We also continue to incorporate technology into the classroom through the acquisition of two wireless iPad 2 computer carts in our building. These carts are easily transferable from classroom to classroom for daily use and provide students infinite amounts of reference and research material in conjunction with the classroom teacher's lesson. Students are now able to incorporate the use of technology immediately in the classroom without having to transition to a computer lab. We have also purchased some applications for the iPads to enhance classroom instruction and aid students with disabilities access to the general education curriculum. As we pioneer this technology in our building, our faculty members develop additional uses for the iPads in order to meet the needs of a digital generation.

In order to better prepare our eighth grade students for the traditionally difficult transition to high school, our eighth grade teachers have been piloting a social/emotional program called the Metacognitive Approach to Social Skills Training (MASST- R). The program is designed to make students more aware of how to think and to how to make thoughtful decisions. The program also provides instruction on how to develop personal goals and what roadblocks might keep them from achieving those goals. The program runs twice a week for twenty-five minutes where teachers meet with students in smaller groups of learners to foster social relationships and build social skills. We continue to revise and adapt the program to ensure its success.

We continue to provide additional student supports through our Extended Learning Program. The program is developed to provide students access to grade-level experts, in order to provide additional support and instruction where students feel they need it most. Students can receive additional instruction on long-term projects, have material retaught to them in the small group environment or begin their homework assignments so they feel more confident when completing it independently at home. The goal of the program is for students to become more prepared for the classroom and more confident with their abilities, which in turn leads to improved student learning. The program

meets after school three times a week for 40 minutes a day until the end of May. The program is available to any student at T.M.H.S. and has been well attended by students striving towards success.

We make a positive impact on the students we serve through offering a variety of different programs developed to promote social and emotional growth, self-awareness and community service. We continue to provide the Developmental Design program to grades six and seven to deliver our social/emotional curriculum. This program works by students meeting with teachers in small groups to teach social responsibility and problem-solving skills, as well as to develop empathy and promote positive self-esteem. The results from this program have been a dramatic reduction in stress and anxiety-related nursing referrals. We continue to refine and enhance the program to incorporate anti-bullying lessons and meet the intricate social needs of our middle school students.

All of these programs have been developed to allow students to showcase their talents and abilities, grow and improve as individuals and promote community outreach for the younger generation.

Turkey Hill Middle School for the second straight year is a Great Books Foundation Model School, based on our excellence in instruction and ability to provide meaningful opportunities for the development of critical thinking skills. For the second straight year our faculty has been collaborating with the Great Books program experts on how to refine our instruction and improve writing skills throughout the curriculum. The feedback provided by the model school experts is positive and T.H.M.S. continues to excel in the targeted areas of writing and critical thinking when compared to other model schools in the country.

Turkey Hill Middle School continues to provide educational services and support that ensure student success and promote lifelong learning and responsible community membership. The key components to our success are our talented faculty committed to making a positive impact on students, our parents and community who support our teaching and learning and, most of all, our students who inspire us through their commitment to learning. Together we continue to make a difference in the lives of students.

TURKEY HILL MIDDLE SCHOOL STAFF ROSTER ~ 2011-2012

OFFICE

Timothy Santry, Principal
Chad Adams, Dean of Students
Fran McCluskey, Admin. Secretary
Sue Glenny, Nurse

GUIDANCE

Cheryl Nelson
Phil McMurray

SPECIAL AREAS

Steve Archambault/Caryn Wardwell, 118 Music
Dana Belair, 119 Technology Education
Dale Diamantopoulos, PE, mGym/Health
Sandra Laserte, PE, fGym/Health
Robin Warren/Nathan DiPerri, 114 Art
Victoria Whipple, 108 Library/Media Center
Computer Lab, Rm. 107

FOREIGN LANGUAGE

Lynn Radford, 205
Sharon Kimball, 102
Jessica Beardmore, 107
Tamara Yourk, 210
Peggy Proctor, 101

LEARNING CENTER

Erica Hardy, Speech-Language, 113
Sharon McCullah, 203 Grade 8 Teacher
Shirly Moore Grade 8 Tutor
Maribeth Ulf Grade 8 Tutor
Melanie Mobley, 113 Grade 7 Teacher
Vivian Butler Grade 7 Tutor

SIXTH GRADE

Beth Arsenault, 209 Science/Social Studies (RED)
Jeff Courmoyer, 211 ELA/Social Studies
Nancy Karis, 212 Math/Social Studies
Melanie Pouliot, 204 ELA/Social Studies (WHITE)
Kristine Bassett, 201 Math/Social Studies
Stephanie Madrigal, 202 Science/Social Studies

SEVENTH GRADE

Tim Sheasgreen, 213 Social Studies/Science (RED)
Joanne Deming, 215 Math/Science
Annica Scott, 216 ELA/Science
Heidi Champagne, 106 ELA/Social Studies (WHITE)
Natalie Davulis, 104 Math/Social Studies
Chad Adams, 111 Science/Social Studies

EIGHTH GRADE

Jennifer Biker, 109 Science/Social Studies
Meredith Cormier, 107 ELA/Social Studies
Martha Sullivan, 101 Math/Social Studies
Linda Collette, 105 Science/Math
Amy Raboin, 103 Math/7th Grade Geography
Mary Whitaker, 102 ELA/Social Studies

ACHIEVE PROGRAM, 110

Jaime Lyons, Teacher

Marlene Wiita Grade 7 Tutor
Kelsea Boucher, Grade 7 Tutor
Linda Papadopoulos, 214 Grade 6 Teacher
Judy Barone Grade 6 Tutor
Lynn Marabello, Grade 6, Tutor
Robert Britt, Grade 6 Tutor

Tina Stateler, Aide
Krista Diamantopoulos - Tutor
Donna Lavoie, Tutor
Mary Madrigal, Tutor
Erin Gyles, Tutor

CUSTODIAL

Jeri Sampson, Director
Dave Dawson, Nights
Bill Babineau, PT Nights

FLLAC CLASSROOMS

Dot Madden - 206
Jeanne Carguilo - 208

CAFETERIA

Sue West, Director
Donna Cameron, Sheryl Ewen & Joan Newell

HIGH SCHOOL

Joseph P. Dillon, Interim Principal

In July 2011, LHS Principal Mike Barney took a similar position at Mass Academy in Worcester and was replaced by Interim Principal Joseph Dillon for the 2011-2012 school year. During the first week of school, orientation meetings were held for all grades with an emphasis on the state's new bullying legislation and what the expectations were for all LHS students. In early September, a 9th grade orientation night was held with guest speaker Julie Lesure from the Worcester County District Attorney's office who discussed issues such as responsible Internet use, Facebook, cyber-bullying and Internet safety. The evening was capped off with a question and answer forum led by four LHS students.

NEASC ACCREDITATION

On December 1, 2011, LHS submitted a Special Progress Report to the New England Association of Schools and Colleges (NEASC) with an emphasis on the standards of Curriculum and Community Resources for Learning. In the area of curriculum, all LHS content areas identified the primary and secondary academic, social, and civic expectations for which they would be responsible to ensure that each student at LHS would have regular opportunities to practice and achieve these expectations. Additionally, a curriculum template was developed for all curricula which included the following; units of study with enduring understandings, essential questions, concepts and skill, the school's learning expectations, and instructional strategies that include the use of school-wide analytic and course specific rubrics.

The report also included technology upgrades that took place in 2011-2012. These upgrades included:

- Fifteen multimedia carts were purchased for LHS. Each cart is equipped with a laptop, projector, document camera and speakers. An additional fifteen carts are requested as part of the FY 13 Capital Plan.
- Created two virtual servers, eliminating the need for multiple servers.
- Completed work to provide wireless LAN throughout the school.
- Updated all computers to MS Office 2010.
- Rewired many of the high school rooms.
- Replaced computers in the following labs: Rooms 103, 105, 204 and the library.
- Purchased iPads for administrative staff.
- The district contracted with PowerSchool as the new student management system for the Lunenburg School District.

Regarding the Community Resources for Learning standard, the report focused on the shift from a regionalization discussion to a reconfiguration study. At the July 11, 2011, Lunenburg School Committee meeting, a recommendation was made by the School Committee Chair to form an advisory committee to explore reconfiguration as an option to address facility concerns at Lunenburg High School.

A six-member advisory committee for district reconfiguration was formed in September of 2011. The charge of the committee was to identify the long-term educational opportunities and challenges around the reconfiguration, to identify organizational and facility challenges, and to articulate the educational opportunities and communicate to the public. In the October 19, 2011, draft of the advisory committee's findings and recommendations, the committee supported reconfiguration to a new 6-12 facility. In February of 2012, the Lunenburg School Committee

voted unanimously to accept the advisory committee's recommendation to support reconfiguration to a new or renovated 6-12 facility.

MCAS RESULTS

In 2011, LHS demonstrated solid gains in all MCAS content area results. Kudos to both students and teachers for their effort and commitment to continued progress. Using combined percentage bands of the advanced and proficient range, LHS scored 96% in ELA (compared to 84% state). In Mathematics, LHS scored 94% advanced/proficient (compared to 77% state). In Science/Technology/Engineering, LHS scored 91% advanced/proficient (compared to 67% state). We are extremely proud of our students and teachers for their continued improvement, and we will work to move all students to the level of proficiency as measured by MCAS and our goal of college and career ready as they move through our curriculum.

We were also very pleased to learn that 35 members of the Class of 2012 at Lunenburg High School received the state's John and Abigail Adams Scholarship this year. The scholarship is available to students whose MCAS performance puts them at the top 25 percent of their district. To be eligible, students must either score Advanced on one exam and Proficient on the other, or Advanced on both the English and Math exams. We also had one student who has advanced as a finalist in the National Merit Scholarship competition, and three students who received a letter of commendation. Thirty-one students also earned AP scholar awards for their exceptional achievement on Advanced Placement exams.

HOMEcomings, ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Homecoming was once again a great town-wide celebration, culminating with a beautiful parade complete with floats representing all four high school classes. Many of our sports teams qualified for tournament and district play, and several school records in track were shattered by our talented student-athletes. LHS will be represented in the All-State Track by several of our outstanding female competitors. Mock trial, Latin club, marching band, jazz band and the math team represented LHS in numerous competitions. LHS was proud to announce that eight of our students were selected for the music districts, which is the highest number in recent history. Two of our students, one in band and one in chorus, were selected for the All-State competition. The 45th annual Competitive Class Plays and Freshmen Speeches delighted the audience, and the original play Miss Wallace Rhymes with William put on by the Class of 2012 was the highlight of the evening.

COMMUNITY BUILDING

National Honor Society successfully supported the annual "Toys for Tots" drive during the holidays, helping to provide joy to needy children in conjunction with the local Marine Corps. They also organized the annual Red Cross blood drive in March. The Renaissance committee hosted the annual academic rally in November honoring LHS students who have excelled in the classroom. Our Global Issues and Community Arts classes have been busy with community service learning projects, raising awareness, raising money and collecting items. A highlight of the community service club involved the planning, design and implementation of a community ice rink. Students from Mr. Truax and Mr. Koziol's math class presented their plan at a school committee meeting in January of 2012. Also, the LHS hockey team held a fundraising campaign in support of Billy Woitowicz, a former Groton-Dunstable Hockey player who was killed while serving in Afghanistan.

PROFESSIONAL DEVELOPMENT

The staff at Lunenburg High School focused their professional development activities in 2011-2012 working on several continuing as well as new initiatives. All teachers spent professional development time reviewing and revising their course syllabi to conform to the new curriculum template adopted in the summer of 2011. In the Fall of 2011, the staff was introduced to a Looking at Student Work (LASW) initiative that allows teachers from all content areas to collaborate on student work for the purpose of ensuring consistency in assessment practices. In addition, teachers in the English and History Department spent time during the 2011-12 school year developing interdisciplinary units. These units will be piloted during the Spring and Fall of 2012.

LUNENBURG HIGH SCHOOL

Faculty/Staff Roster 2011-2012

Interim Principal	Joseph Dillon	Administrative Secretary	Sheila Szocik
Assistant Principal	Brian Spadafino	Secretary	Tina Cooney
Director of Instruction	Karen Martin	Nurse	Carolyn Finch
<u>Math</u>		<u>Language Arts</u>	
Sarah Sabatini	Department Liaison	Erinanne Snyder	Department Liaison
Jennifer Miller		Martha Cheesman	

Eric Short
Robert Truax
Andrew Cantatore

Mary Foyle
Michael Hannigan
Stephanie Lizotte

Science

Helena Louzonis
Mitchel Friedman
Craig Pingsterhaus
Jennifer Biery
Dawn Gearin
Robert Hill

Department Liaison

Social Studies

Anna Keegan
Warren Stevenson
Timothy Normandin
Kaitlin Quinn-Stearns
Peter McCauliff
Kay Hillman

Department Liaison

Joanne McQuaid

Greenhouse Manager

Unified Arts

Alexis Pukaite
Steven Boone
Michael McLaughlin
Caryn Katz
Rhonda Malatos
Karyn Giuliani
Nathan Dipperri
Peter McCauliff
Darlene Steele

Department Liaison

Foreign Language

Kay Hillman
Jessica Beardmore
Tamara Yourk
Sharon Kimball
Peggy Proctor
Lynn Radford

Department Liaison

Media Specialist

Pamela Vallee

Athletic Director
Athletic Secretary

Special Services

Joshua Koziol
Brianna Lively
Nicole Kromer
Laura Rudy
Michelle Peterson

Guidance

Karma Tousignant
Sue Cavioli
Phil McMurray
Kristin Mackay
Debra Aro

Department Liaison

STEP
Guidance Secretary

Tutors/Aides

Joe Adamowicz
Penny Borneman
Donna Lee Duquette
Susan Greenough
Dawn McGuirl
Kim Melanson
Ann Maureen Pliska
Arline Rogers
Claire Courtemanche
James Steele

Cafeteria

Patti Pichnarcik
Carol Hamilton
Eleni Tsiakalos
Sheila Vaillancourt
Chantel Szlosek

Manager

Custodians

Timothy deBettencourt
Marc St. Jean
Patrick Baker
Tim Tenney

Head Custodian

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL (MONTY TECH)

Steven C. Sharek, Superintendent-Director

I am honored to serve as Superintendent-Director of Monty Tech, a school that has transformed secondary education in North Central Massachusetts, bringing to life lessons learned in a classroom, at the workplace, and in the community. This school exemplifies what I believe education is all about – a commitment to excellence and the provision of a relevant learning experience.

A Monty Tech education is grounded on workforce trends and labor markets, balanced by a rigorous academic curriculum. Our students are prepared not only to enter the workforce, but to also continue their education by enrolling in college. In fact, while 44% of the Class of 2011 is currently employed in a field related to their Monty Tech trade, 43% of 2011 graduates are currently seeking higher education.

Compiling information for the 2011 Annual Report has been an exercise of great value for me. As a new administrator, it has provided me with an opportunity to reflect on the achievements and activities of our students, faculty and staff. It has afforded me the opportunity to visit with thoughtful partners in vocational education, and has given me great insight into the achievements of the 2010-2011 academic year. Some of the more notable highlights include:

- 100% of the Class of 2011 successfully passed the state-required MCAS exam in English, Math and Biology.
- The Class of 2011 earned a 93% placement rate: 62% college acceptance or advanced technical training, 13% career bound in field, 9% career bound out of field, and 7% military.
- Seventy-eight members (25%) of the Class of 2011 were awarded the John and Abigail Adams Scholarship for outstanding performance on the MCAS examination.
- 100% of Dental Assisting graduates passed the Dental Assisting National Board exams in both Radiation Health and Safety and Infection Control.
- 2011 graduate Alicia McKean was the first student in the school's history to be named a National Achievement Scholar, and was the first to receive the coveted Presidential Scholar Award, providing a "full-ride" to attend Boston College.
- Eleven students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri. The Monty Tech delegate was awarded four silver medals and one bronze medal.
- Victoria Holbert was elected to the office of National SkillsUSA President.
- Two cadets in the Class of 2011 were awarded Naval Reserve Officers Training Corps Scholarships- a first for the Monty Tech MJROTC unit and the school. Selected students were awarded full tuition, fees, books, uniforms, summer experiences, as well as monthly stipends.
- Monty Tech was selected as one of only sixteen schools in the country and the only vocational school in the nation to have a student science experiment launch into space aboard the last shuttle flight of the U.S. Space Program, STS-135.

Much like districts across the state, Monty Tech has been affected by the nationwide economic recession. Maintaining high standards of fiscal responsibility, with an eye on our over-arching mission of increasing student achievement and understanding, this school has been able to maintain our high standards of academic success, while presenting a budget that is fiscally conservative. Our FY11 Annual Budget was unanimously accepted by each of the eighteen member communities, and reflected less than a 1% increase over the 2009-2010 Educational Plan. We recognize that we are in the midst of some of the most difficult economic times faced by public education and, as a result, we will continue to strive to seek creative ways to reduce member town assessments.

Thank you for your interest in our 2011 Annual Report, your continued support of vocational education in North Central Massachusetts, and for providing our students – your students – with the resources that enable them to become successful, contributing members of our communities.

Our Mission

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

Our District

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

Ashburnham
Athol
Barre
Fitchburg

Ashby
Gardner
Harvard
Holden

Hubbardston
Lunenburg
Petersham
Phillipston
Princeton

Royalston
Sterling
Templeton
Westminster
Winchendon

Leadership

There were major changes in the school's leadership during the 2010-2011 school year.

James R. Culkeen, who served as Superintendent-Director at Monty Tech for eight years, resigned in December of 2010. Francine K. Duncan, the school's Director of Technology, was named Acting Superintendent-Director, a position she held for just over two months. Dr. Frank R. Llamas, retired Superintendent-Director of Smith Vocational and Agricultural High School in Northampton, became interim Superintendent-Director on February 14. I was appointed Superintendent-Director during the summer and began work on July 18.

Katy Whitaker was promoted to the position of Development Coordinator.

Enrollment

Monty Tech's October 1, 2010, enrollment included 1,400 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (46), Ashby (42), Athol (122), Barre (37), Fitchburg (393), Gardner (193), Harvard (3), Holden (46), Hubbardston (53), Lunenburg (63), Petersham (6), Phillipston (20), Princeton (14), Royalston (21), Sterling (53), Templeton (104), Westminster (57), and Winchendon (115). The remaining twelve students were from out-of-district towns, including Clinton, Lancaster, Leominster, Orange and Townsend.

The Guidance/Admissions Department received 736 applications for admission to the school. Of those, 636 were from students hoping to enter our incoming ninth-grade class. The balance of the applications came from students hoping to enter the school as upperclassmen. There were only a limited number of slots for students applying in either category. We admitted 382 freshmen. We admitted 28 students to the tenth- and eleventh-grade classes.

Monty Tech continued to offer a variety of opportunities for students, parents and community members to learn about and visit the school. In October 2010, 1,110 district eighth graders participated in Tour Days. Students toured many of our twenty vocational/technical areas and learned about the challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return at night, with their family members, to explore the facilities and talk with staff members. Career Awareness Night, as well as last spring's Open House, was attended by an estimated one thousand individuals per event, comprised of students, parents, and community members from throughout the district.

The Vocational Interest Program (V.I.P.) continued to attract large numbers of seventh and eighth grade students during the 2010-2011 school year. Due to the high enrollment, a third five-week session was implemented and this is our second year doing all three sessions. Participants had opportunities to attend hands-on after-school sessions in a variety of vocational/technical areas. A satisfaction survey rated this program 4.75 out of 5. Enrollment was 725, among the highest ever.

Class of 2011 Awards

Members of the Class of 2011 were awarded at least \$52,225 in scholarships. The Monty Tech Foundation provided \$21,000 in scholarships to graduating seniors, ranging in amounts of \$100 to \$1,500. The Foundation also awarded \$6,000 to the practical nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges continue to play an important role in helping our graduates enter college through credits earned at Monty Tech. Approximately 65% of our graduates entered a two-or four-year college. This number has continued to grow over the years.

Financial Report

Numerous challenges were faced during the development of the fiscal year 2010-2011 budget including rising health insurance, student transportation, and utility costs. Considerable effort was put forth by the School Committee, administration and staff to develop a cost-effective budget. The final fiscal year 2010-2011 Educational Plan totaled \$22,225,324, which represents less than a 1% increase over the 2009-2010 Educational Plan.

The District was audited in August 2011 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and an "excellent" report is anticipated.

Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds assist in providing many educational and social services to the student population. For fiscal year 2011, state and federal grant sources provided the school with \$1,236,639. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Drug Free Schools, Perkins Occupational Education, and Summer Academic Support.

In addition to state and federal grant sources, Monty Tech was also the recipient of private and competitive grant awards totaling \$22,084. For Fiscal Year 2011, Monty Tech received \$13,334 in grant funds from the Community Foundation of North Central Massachusetts, to support the Student Spaceflight Experiment Program. The Massachusetts Space Grant Consortium and the North Central Massachusetts Workforce Investment Board also contributed to this ground-breaking program, by adding an additional \$6,873 in grant funds. Finally, the school received I-Car grant funds (to be used toward instructional equipment) and a Lowe's Toolbox for Education Grant, totaling just under \$2,000.

Grants totaled \$1,258,723 for fiscal year 2011.

Academic Achievement

Montachusett Regional Vocational Technical School continued to see significant improvement in MCAS scores in English Language Arts, Mathematics, and Biology. In the spring of 2011, Monty Tech's passing rate on the English Language Arts exam was 100%, Mathematics 98%, and Biology 97%. More specifically, students achieving proficiency or advanced status on MCAS exams also increased, satisfying all AYP requirements for each subgroup within the school.

English Language Arts Students tested:	2009 (318)	2010 (351)	2011 (358)
Passing	99%	99.9%	100%
Adv/Prof	80%	83%	87%
Needs Improvement	19%	17%	13%
Failing	1%	.0001%	0%

Mathematics Students tested:	2009 (318)	2010 (351)	2011 (358)
Passing	99%	97%	98%
Adv/Prof	78%	80%	86%
Needs Improvement	21%	17%	12%
Failing	1%	3%	2%

Biology Students tested:	2009 (353)	2010 (383)	2011 (362)
Passing	95%	95%	97%
Adv/Prof	65%	68%	71%
Needs Improvement	29%	27%	27%
Failing	5%	5%	3%

The following data represents the percentage of students who met the competency score in English Language Arts, Mathematics and Biology at the time of graduation:

English Language Arts

Mathematics

Biology

Class of 2011	100%	100%	100%
Class of 2010	100%	100%	100%
Class of 2009	100%	100%	
Class of 2008	100%	100%	
Class of 2007	100%	100%	
Class of 2006	100%	98.3%	
Class of 2005	100%	98.6%	
Class of 2004	100%	94.8%	

Vocational Projects In Your Community

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

The 2010-2011 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body: Collision Repair Technology: During 2010-2011, the program had eight students participate in SkillsUSA, all of whom finished in the top ten of their competition. There were two seniors accepted into the co-operative educational program, completing their work at local collision shops. The shop continued to repair many vehicles and equipment for staff, the school and district communities. The shop is pleased to have a new spray booth being installed, providing students with training in more efficient water borne paint systems. The shop is in the process of re-certifying NATEF certification. (Total enrollment: 59; 40 males, 19 females)

Automotive Technology: Two of our top students were asked to compete at the state level in the Mass Tech Competition. Alex Gay and Jonathan Erickson (Class of 2011) represented Monty Tech as Team Audi. Four students attended the SkillsUSA district competition- Alex Gay, Jonathan Erickson, Robin Murray and Daniel Mugure (Class of 2011). The automotive program was fortunate to receive numerous equipment upgrades throughout the year, including: a new Coates tire changer, new shop benches with drawers for the freshmen tools, a new Brannik strut compressor, and a new fluid exchange machine. An updated scan tool was added to the new Snap On Verdict, providing a new graphing system operation and wireless communication capabilities, and the Hunter alignment machine was updated to be compatible with the new electronic steering systems and wireless communication. (Total enrollment: 63; 54 males, 9 females)

Business Technology: The Business Technology program has been enhanced by the addition of new software and technology, a new exploratory process and curriculum, and an increased presence in the school community. Students and instructors in the Business Technology program assist shops and offices throughout the school by coordinating bulk mailing, labeling, and organizing collating jobs. Offices that receive direct support from the Business Technology program include: Monty Tech Nurses Office, front office, and Student Support Services. Students also assist wherever there is a customer service need, as in the annual greenhouse project, directed by Mr. Dylan Hagar. Students serve as customer service representatives and cashiers for this very busy seasonal operation. Students also run a successful school store, refining their skills in cash handling, customer service, organization, and marketing. During 2010-2011, the shop received new software programs that have had a direct impact on the students' employability: WinWay Resume Deluxe and QuickBooks Pro 2011. (Total enrollment: 60; 11 males, 49 females)

Cabinetmaking: Cabinetmaking students spent a great deal of time building and installing over forty custom bookcases in the Barre children's library, a project with an estimated value exceeding \$40,000. Students also made and installed all of the architectural millwork inside the Stone House at Fitchburg's Coggshall Park, made over eighty feet of railings for the outside of the Stone House, crafted numerous gift sets for the Annual Monty Tech Golf Tournament and the Annual Superintendent's Dinner, and built and installed custom solid cherry kitchen cabinets, vanities, and solid surface counters in the house built by Monty Tech students (located in Gardner). Five student projects traveled from Monty Tech to the annual New England Student Wood Design Competition, held at Marlborough High School. There were forty-six student projects submitted from all over New England and Monty Tech students placed 12th, 5th, 3rd, and 1st. First place went to Leighton Noel from Barre (Class of 2012), who entered a solid cherry gun cabinet, and received the top award \$500. Finally, the program also purchased an OMGA cross cut saw and a new Powermatic wood lathe, and is training students to use this new technology safely and efficiently. (Total enrollment: 71; 38 males, 33 females)

Cosmetology: Over the course of the 2010-2011 school year, twelve Seniors took and passed the Massachusetts State Board exam. The program continues to run a full-service clinic, servicing many outside clients as well as staff and students that walk-in. Two cosmetology students qualified for the SkillsUSA State competition. Allison Soucy (Class of 2011) placed 2nd, and was awarded a silver medal, selected from over five hundred entrants, and Kaitlyn Thibault

(Class of 2011) placed 1st in the nail competition, and traveled to the national SkillsUSA competition. Senior students continue to take great pride and satisfaction in the community services activities, including providing monthly cosmetology services to the residents of the Gardner High Rise. (Total enrollment: 92; 1 male, 91 females)

Culinary Arts: Students and instructors in the Monty Tech Culinary Arts program are among the busiest in our school. In addition to operating a full-service dining room and bakery, culinary students and instructors participated in the Wachusett Chamber of Commerce "Taste of Wachusett" at Wachusett Mountain, and continue to showcase their talents at similar trade shows and events throughout the year. The program was fortunate to receive new equipment this year, including a walk-in cooler and freezer and a bread slicer for the bakery. (Total enrollment: 101; 43 males, 58 females)

Dental Assistant: 2010-2011 proved to be a busy one for the students and instructors in the Dental Assisting program. The program supported four students who competed at the district level for SkillsUSA. Two went on to compete at the state level, and one, Sarah Marshall (Class of 2011), attended the national competition during the summer. Monty Tech welcomed Community Health Connections, a school-based dental hygiene program whose goal is to provide dental services to students in need. Approximately thirty-five students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. Dental Assisting students also attended the Yankee Dental Convention, and learned about the most current trends and practices in the field. Finally, the Class of 2011 was the first graduating class to have all students take and pass the Dental Assisting National Board exams, becoming certified in Infection Control and Radiology on their first attempt. (Total enrollment: 58; 3 males, 55 females)

Drafting Technology: The Drafting program began with some new additions to the program, both in the form of equipment/technology and faculty. Genevieve Castillo was hired to replace long-time Drafting Technology teacher, George Tignor. Ms. Castillo has previous educational experience, as a former instructor at Assabet Regional Vocational Technical School where she taught Architectural Design, as well as industry experience, specializing in Architectural Design. The shop has benefited from the addition of nineteen new Dell Optiplex computers, one 32" LCD monitor, a SMARTBoard with overhead monitor, and the AutoCad educational bundle 2011 (including AutoCad, Inventor, Architectural, and 3D studioMax). Every Drafting Technology student competed in the SkillsUSA local competition, where two students advanced to the state level. The shop continued to provide countless community services in the form of banners, signage, building plans, interior design plans, and decorating for school-sponsored events. A capstone project for the 2010-2011 year came in the form of developing plans for a much-needed nurse's station renovation. Students and instructors worked closely with nurses, facility director and building personnel to design a more efficient and modernized space that will provide students with increased confidentiality, cleanliness, and access to efficient medical care. (Total enrollment: 45; 33 males, 12 females)

Early Childhood Education: The Early Childhood Education program at Monty Tech proudly graduated sixteen students, all females, all college bound, from the program in June. The program continues to be a popular trade, with an emphasis on community service and continued education. During 2010-2011, Early Childhood education students participated in the Fitchburg Public Schools: Math & Literacy Fair, operating a table, and engaging children in an activity-based scavenger hunt, based on two popular children's books. The Monty Tech Childcare Center continues to operate at full capacity, and serves as a co-operative education site for one student (Class of 2012). The Childcare Center graduated seventeen children, and prepared them for transition into Kindergarten. The Center's Director, Ms. Amanda Kelly, visits with prospective parents almost daily and handles frequent calls for Fall placement. (Total enrollment: 66; 2 males, 64 females)

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2010-2011 year, students and instructors completed in excess of two hundred projects that required repair or installation. Some of the more notable accomplishments from this shop include: all electrical work (including wiring and installation) at the Coggshall Park Stone House project (Fitchburg), all electrical work (including wiring and installation) for Monty Tech House project (Gardner), work in Toy Town Elementary School (Winchendon) to replace fixtures in gymnasium and install motion sensors and hand dryers in restrooms, installation of energy efficient lighting fixtures in the Monty Tech warehouse, installment of all wiring for residential wind turbine and photovoltaic array for on-site training center, and installation of new lighting fixtures in MJROTC. (Total enrollment: 84; 78 males, 6 females)

Engineering Technology: The Monty Tech Engineering program has undergone a great transformation over the course of the past three years. During the 2010-2011 exploratory process, the project was changed to attract the interest of more students, and the exploratory project was changed from a robot to an IPOD stereo amplifier. As a result, sixteen freshmen listed this program as their top choice. We are pleased to report 100% placement for our graduating class (all but one going to college in the Fall, with the remaining student employed). Our graduates are attending Wentworth Institute of Technology, UMASS Lowell, Fitchburg State University, and Mount Wachusett Community College. The shop continues to complete numerous repairs for faculty, staff and students, including: in excess of one-hundred fifty headphones, video game systems, IPods, phones, hair driers, and other electronic devices. (Total enrollment: 43; 35 males, 8 females)

Graphic Communications: The Monty Tech Graphic Communications program is pleased to announce 100% placement for the Class of 2011. In June, the program graduated twenty students: eighteen were accepted to colleges, one entered the workforce, and one enlisted in the military. The shop continues to produce large quantities of print projects for district towns and community service organizations. This year, the shop produced over four hundred projects, billing in excess of \$15,000. This may be calculated as a savings of up to \$50,000. The shop also produces yearbooks for local institutions, saving each school approximately \$2,000 - \$3,000, as the billing only reflects cost of materials. In our student-operated copy center, over three million black and white copies and one hundred fifty thousand color copies were completed. The program developed an innovative partnership with Boutwell Owens (Fitchburg), where two students were placed on co-op, and received an opportunity to put into practice what they have learned in the shop. (Total enrollment: 89; 31 males, 58 females)

Health Occupations: The Health Occupations program at Monty Tech continues to incorporate the EMT curriculum into the program, providing students with a wide range of medical knowledge and exposure to a variety of health related career options. In an effort to increase opportunities for hands-on application and deeper understanding, the number of program affiliation sites has been increased. Due to rising numbers of students in this popular program, an additional LPN was also hired. The program also benefited by the addition of new technology and equipment, including a new EKG machine, hodoscopes, ophthalmoscopes, books, a SMARTBoard, and printer. The program, which boasts an enrollment of ninety-eight students, continues to participate in community service programs, including the annual Red Cross Blood Drives and Pediatric Day, in conjunction with students from the Early Childhood Education program. (Total enrollment: 98; 5 males, 93 females)

House Carpentry: Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovation, building, and repair work for member communities. Some of the more notable projects from the 2010-2011 school year include: the successful completion of the Stone House project at Cogshall Park (Fitchburg), building a single family home for the Greater Gardner Community Development Corporation, constructing and installing the Ashby Town Hall kiosk, framing, shingling, and adding a new roof to the Baldwinville Cemetery building, constructing a new shed in Ashburnham, building several utility sheds for the Winchendon Housing Authority, building a shed for Crocker Pond in Westminster, constructing and installing benches for the Gardner Housing Authority, constructing and installing new flower boxes for Fitchburg Rotary, and designing, constructing and installing a sonotube foundation for the Monty Tech Renewable Energy Center. (Total enrollment: 66; 56 males, 10 females)

Industrial Technology: Students and instructors in the Monty Tech Industrial Technology program are called on for "a little but of everything." Whether busy on campus or off, these students contribute to the educational community in countless ways. During 2010-2011, some of the more notable accomplishments include: the installation of building markers for the Fitchburg Historic Commission, the installation of three sheds for the Winchendon Housing Authority, the continued construction of office space in the old Department of Public Works building in Phillipston, the installation of a 10' x 12' shed for the Westminster town beach, and the design, construction and installation of three information kiosks for the Massachusetts Land Trust Association. In-house projects included: the form construction for the Monty Tech Renewable Energy Center, the creation and construction of décor for the annual Superintendents dinner, and countless repairs, maintenance and troubleshooting efforts throughout the school. The co-operative education program continues to be a highlight for students in the Industrial Technology program, as seven students were awarded co-op placements during the year. (Total enrollment: 57; 52 males, 5 females)

Information Technology: As with any school, information technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the Information Technology program, students and instructors performed in excess of two hundred sixty-six hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Thirteen students earned Internet Computing Core (IC3) certification, and eighteen students completed the Occupational Safety & Health Administration 10-hour training and certification course. Students in Information Technology competed in the Fall Programming competition at Fitchburg State University, as well as the local, district and state levels of the SkillUSA competitions. Two students were awarded gold medals at the state level (in Computer Maintenance and Programming) and were sent to the national competition in June. The program also benefited from the addition of new books and software, as twenty new Adobe Creative Studio 5 books were purchased to accommodate the updated Dreamweaver, Flash, and Fireworks software and to support the incorporation of CS5 into the 10th grade course. (Total enrollment: 65; 55 males, 10 females)

Machine Technology: The Monty Tech Machine Technology program saw several key improvements during the 2010-2011 school year. The program benefited from new technology, including: a Haas CNC Lathe, a table top CNC simulator, a Rollin band saw, a new laser engraver and cutter, and updated computers and software. Two students advanced from the SkillsUSA local competition to compete at the district level. From there, they advanced to the state competition, where a silver medal was earned in CNC milling. Students in the Machine shop have consistently earned co-operative education placements, and 2010-2011 proved to be no different. Five students were offered co-op employment, and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing key chains for the Fitchburg Police Department, manufacturing flag spreaders for the Korean War Veterans, manufacturing

in excess of forty parts for the school's first Robotics Club, manufacturing brass pins for the Adirondack chair gifts, and manufacturing a branding die for the golf tournament. Students also manufactured numerous engraved brass plaques used to mark projects completed by Monty Tech students, and performed routine maintenance and troubleshooting of equipment and tools for other trades within the school. (Total enrollment: 56; 48 males, 8 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2010-2011 school year. Community services included: repairing the steps at the Barre Town Hall, installing the block walls, block in windows, and tile in the restrooms at the Stone House project at Coggs Hall Park (Fitchburg), repairing concrete walkways, porches, foundation, and remodeling bathrooms for the Gardner Elderly Housing, installing the tile floors, brick stairs, concrete walkways, and sauna tubes at the Gardner Community Development Corporation house-building project, ensuring handicap accessibility by installing ramps and new sidewalks at Lunenburg High School, designing and completing Kevin's Gate (Lunenburg), and installing all block work for the Templeton Cemetery Garage addition. When students weren't busy in our district communities, they were busy hosting the Massachusetts Trowel Trades Association (MTTA) competition, where our students placed 1st in Hardscape, and working on our own campus. Students installed non-slip stair treads throughout the school, worked with Electrical and Industrial Technology students to erect a small residential wind turbine and install photovoltaic array to be used for training purposes, and complete a new concrete foundation for additional outdoor storage. (Total enrollment: 55; 45 males, 10 females)

Plumbing: The Monty Tech Plumbing program, like others throughout the school, is committed to community service, and as a result, during the 2010-2011 school year, students and instructors renovated an apartment for the Gardner Housing Authority. Students replaced the piping and fixtures to make the housing unit accessible for a disabled resident. The Plumbing program also participated in the annual house-building project, installing plumbing, heating, and air exchange system in a single-family home in Gardner for the Greater Gardner Community Development Corporation. On our own campus, students worked daily on fixing leaks, cleaning drains, and repairing and maintaining the plumbing system in the school. The Monty Tech Plumbing program proudly graduated fourteen students in the Class of 2011. Two students, in particular, received prestigious trade awards/recognitions: Casey Phillips of Athol was named a Voc-Tech All Star by the Plumbing, Heating, Cooling Contractors Association of Mass, and Mark Gokey of Fitchburg won the Central Massachusetts Plumbing & Gasfitting Inspectors Association scholarship. (Total enrollment: 66; 63 males, 3 females)

Welding/Metal Fabrication: The Welding/Metal Fabrication program is charged with successfully completing numerous projects on the Monty Tech campus, including repair work, layout, design and installation. In conjunction with other trades at the school, students and instructors in the Welding/Metal Fabrication program are instrumental in the successful completion of many of the school's capstone projects. Their contributions include: building and installing railings for the Stone House project at Coggs Hall Park (Fitchburg), building and installing railings for town offices in Barre, constructing and installing all structural supports for the Stone House project at Coggs Hall Park (Fitchburg), designing, manufacturing and installing the original ornamental copper work for the Stone House project at Coggs Hall Park (Fitchburg). (Total enrollment: 48; 46 males, 2 females)

Special Services

During the 2010-2011 school year, the Montachusett Regional Vocational Technical School District provided special education services to over two hundred students. In September 2010, the Student Support Services Department was actively providing services to approximately three hundred students identified with disabilities, both on 504 plans and Individual Education Programs (IEP's).

The Student Support Services Department at Montachusett Regional Vocational Technical School provides support to all students. It has full-time nursing staff that administer medications, perform state mandated health screening exams, and provide, when necessary, health information to the TEAM for a student's IEP meeting. The department employs a full-time school social worker that is able to participate in TEAM meetings and assist students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. Our students have access to the services of a full-time adjustment counselor, part-time school psychologist and school social worker. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention. We have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech pathologist who is available to assist students with disabilities, assess these students and consult with teachers.

The Special Education Program at Montachusett Regional Vocational Technical School District is reviewed annually in May, in accordance with regulatory requirements. The results of this evaluation are used to improve the special education procedures and programs at Montachusett Regional Vocational Technical School. The Parent Advisory Council participates in this review and evaluation.

The Montachusett Regional Vocational Technical School District adheres to federal and state laws regarding confidentiality of personally identifiable student information.

Technology

Monty Tech is very fortunate to have the support of a school committee and administrative team that is committed to meeting the technology needs of our students and staff. All of our classrooms and shops have Internet access, each academic classroom has a SMARTboard and projector, and there is at least one computer in each room. Monty Tech's computer inventory includes workstations using both Windows and Apple operating systems, with a computer to student ratio of 1:1.5.

In recent years Monty Tech's technology spending has been supplemented by funds received through the American Recovery and Reinvestment Act (ARRA). Recent purchases include SMARTboards for several classrooms and a mobile computer lab. Monty Tech's technology spending is also supplemented by funds received through the federal E-Rate program, which provides discounts for Internet service, email, and telephone services.

The Massachusetts Department of Elementary and Secondary Education is developing a new teaching and learning system with resources aligned to the 2011 Massachusetts Curriculum Frameworks for English Language Arts and Literacy as well as Mathematics. The Mathematics framework stresses technology as an essential tool to be used strategically in mathematics education. Monty Tech math teachers are leaders in using ASSISTments software as part of their instruction. ASSISTments is a computer-based program designed to identify student strengths and weaknesses and to improve student achievement in math.

SkillsUSA

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

The 2010-2011 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of districts, performed well at states and took back to Monty Tech 5 national medals and a first for Monty Tech as well as the State of Massachusetts- a National President! Co-advisors for the program were Timothy Gately (English Instructor), Anne Marie Cataldo (Early Childhood Education Instructor), and Dan Starr (Graphic Communications Instructor).

Highlights of the year included:

- In November, 13 students attended the three-day Annual Fall Leadership Conference, developing leadership skills and performing community service at an area YMCA Day Camp.
- Forty-six medals were captured at the District Competition held in March at Bay Path Regional Vocational Technical School: 12 gold, 22 silver and 13 bronze medals.
- Yolanda Bosworth (Cosmetology) and Sadie Caron (Early Childhood Education) served on the State Advisory Committee to help aid in the planning of the State Conference.
- Seventy-one students attended the State Leadership and Skills Conference, held in April at Blackstone Valley Vocational Technical School and the Best Western Royal Plaza (Marlborough). Monty Tech finished the competition with twenty-three medals.
- Eleven students advanced through local, district and state competitions to earn the right to compete at the National SkillsUSA Conference in Kansas City, Missouri.
- The Monty Tech delegate to the National Conference was awarded four silver medals and one bronze medal. Sarah Marshall, Dental Assisting- Bronze; James Grenier, TeamWorks/Carpenter- Silver; Aaron Beals, TeamWorks/Plumber- Silver; Alan Bourgouis, TeamWorks/Mason- Silver; Max Hitchcock, Teamworks/Electrician-Silver
- Victoria Holbert was elected to the office of National SkillsUSA President.

Marine Corps JROTC

The 2010-2011 school year was a strong, effective and rewarding year for the Monty Tech MCJROTC program. The year started with our July 4th parades, where our Mounted Color Guard detail was in high demand. The unit marched in four parades, supporting four of the eighteen communities that make up the school district. Five Cadets attended the Region One Leadership Camp.

Over the summer our Color Guard performed several details for the Boston Red Sox. Cadets continued to meet two days a week for team building activities. The summer was also spent working on the unit's new vehicle, a 1974 Swiss Army Pinzgauer.

The unit's mounted color guard team was also busy over the summer, spending many hours riding, training and caring for the horses.

The school year started after the unit conducted a New Cadet Leadership Camp, where enrollment exceeded two hundred participants. The highlights for the year include:

- Conducted a ten mile "March-a-Thon", raising \$12,500 dollars for the Boston Fisher House
- Full school assembly to celebrate Veterans Day / Marine Corps Birthday
- Annual Raffle drive, raising \$25,000 dollars for Cadet Leadership Trip
- Attended Region One Drill Meet
- Participated in Cyber Patriot III, won honors as best team in the Marine Corps.
- Conducted Annual Leadership Trip at Naval Training Base Gulfport, Mississippi. Military airlift was provided to and from Gulfport. Trip highlights:
 - 75 Cadets attended
 - Visit to National WWII Museum, New Orleans
 - Visit to NASA
- Conducted Memorial Day observation in five sending communities
- Two Cadets awarded NROTC scholarships- a first for our unit!
- Unit purchased a Marksmanship training simulator
- Conducted over 4000 hours of community service

On September 9, 2011 the Commanding General named Montachusett Regional Vocational Technical School a *Naval Honor School* for the 2010-2011 school year. This distinction is bestowed upon our MCJROTC program in recognition of exemplary performance over the past 12 months.

Women in Technology

The ninth year of the North Central Massachusetts Women in Technology (WIT) program was a transition period for the program. Due to company downsizing, a number of employees at the Westminister site of the program's sponsors-- SimplexGrinnell and Tyco Safety Products-- were laid off or relocated. This resulted in fewer hands-on projects for the students to work on and in larger groups for those projects that did run. In addition, the program was expanded to include two additional schools: Oakmont Regional and Quabbin Regional high schools.

Consequently, participating schools were required to enroll fewer students this year. However, this did not adversely affect the program. The five young ladies from Monty Tech who were accepted did an outstanding job and were a credit to their school. All juniors, the students were Business Technology, Graphic Communications and Drafting Technology majors. All students said they enjoyed the experience, felt they learned a lot and wanted to participate the following year.

Through the program, qualified females have the opportunity to acquire hands-on experience, working on real world business and industry projects, under the mentorship of company personnel. The students spend two days a month at the industry site, where they get firsthand experience working in a corporate setting. Students interested in participating in the program must first pass a pre-screening process at their sending schools, and then attend an all-day Orientation Program, where they are interviewed by company personnel. Not all candidates are accepted.

A final projects presentation is held each year in May to showcase the students' completed projects for company executives, school officials, parents and classmates. This event, and an all-day rehearsal, are held each year in Monty Tech's Performing Arts Center.

The Greater Gardner Chamber of Commerce, serving as fiscal agent for the program, provides transportation to the industry site through a private-sector grant.

Student Athletics

The Monty Tech Athletic program enjoyed success again in the 2010-2011 school year, and we continue to see a rise in participation each year. Eighteen teams competed in the Fall of 2010, twelve in the Winter of 2010-2011 and nine in the Spring of 2011.

Last Fall, the Varsity Football team won only two games, but they improved every week and gave their all during practice and games. They finished the year at 2-9 and 1-5 in Division 3A. The Varsity Boys Soccer team finished at 13-3-2, qualifying for the post-season tournament, where they lost to Groton-Dunstable, 6-1, at the new Leominster turf field. The JV Boys Soccer team was 5-8-2. The Varsity Golf team was 10-8, playing in the Central Mass Division 3 Tournament, where they finished 7th. They placed 5th in the State Vocational Tournament and 3rd in the Colonial Athletic

League (CAL) Tournament. We had three JV Golf tournaments at the Red Farm Golf Course in Upton and finished the season 3-4. The Field Hockey team was 11-2-5, qualifying for the Central Mass Tournament for only the second time in the programs existence. They lost to Nipmuc. The Boys Cross Country team was 6-5 and finished 2nd in the CAL. The Girls Cross County team was 1-2. The Girls Volleyball team went 0-20, but continued to play hard throughout the season. The JV Girls Volleyball team was 5-12 and the Freshmen Girls team, 2-10, as they continue to improve. The Varsity Girls Soccer team was 9-8 and qualified for a post-season berth. They lost to Leicester High School, 3-0. The JV Girls Soccer team finished at 11-4-1, with most of the girls moving up this fall, our girls program looks very promising.

The Girls Varsity Basketball finished at 7-13 and won 3 of their last 5 games. The JV Girls were 13-7 and the Freshmen Girls were 6-7 as they prepared to move up to the JV and Varsity programs this year. The Varsity Boys Basketball team finished 8-12. The JV Boys Basketball team was 10-10 and played with a lot of desire and pride. The Freshmen Boys were 9-5 and showed vast improvement over the year. The Wrestling team participated in many dual meets and tournaments finishing at 2-13. The Co-Op Ice Hockey team did very well again as they won the Central Mass Coughlan Conference and participated in the District Tournament, losing in the Finals to Groton-Dunstable, 2-1. The JV Ice Hockey team played very well as the younger players look to improve their skills. We participated in a Co-Op Swim Team with Leominster and North Middlesex and again, it went very well. They swam at the Fitchburg State University pool, one of the best in the area.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament with a 10-10 record, losing to West Boylston, 15-2. The JV Softball team was 1-8. The Varsity Boys Volleyball team was 4-13 and the new JV Boys Volleyball team was 4-12. The Varsity Baseball team finished at 9-11. The JV Baseball team was 7-6 and the Freshman Baseball team was 1-5. The Boys Track & Field team was 10-2, 2nd in the CAL with a 5-1 record. The Girls Track & Field team was 8-4 and 3-3 in the CAL.

The Outstanding Male and Female athletes for the 2010-2011 were Kevin Duong and Kelsie Twombly.

Postgraduate and Continuing Studies

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

For Fall 2010, there were 112 post-graduate and continuing education courses offered, with approximately 875 seats sold. There were 105 courses offered during Spring 2011, with over 930 seats sold.

Most recently we have added online courses and online certificate programs to our offerings. This gives individuals the versatility to take a course when it is convenient for them in the comfort of their own home.

In August 2010, the program was honored to receive a three-year full accreditation from the Office of Emergency Medical Services for an Emergency Medical Technician (EMT) program, a program that is expected to generate a great deal of interest and address workforce shortages in the region.

Practical Nursing Program

In October 2010, the Practical Nursing Program was reviewed and received full approval status from the Mass Board of Nursing. In May 2011, the program received full accreditation from the Council on Occupational Education. In June 2011, thirty-four students graduated from the Practical Nursing Program and entered the nursing profession.

An Experienced Advisory Council – the Monty Tech School Committee

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

Our students continue to benefit from the broad scope of their experience and varying perspectives, and we are thankful to the following members of the 2010-2011 School Committee for their outstanding service.

Diane Swenson, Chair/ Ashburnham	Eric Olson, Vice Chair/Phillipston	
Terri Hillman, Secretary/Winchendon	Norman J. LeBlanc, District Treasurer	
Warren Landry, Ashby	Mark W. Louney, Fitchburg	Barbara Reynolds, Lunenburg
Toni L. Phillips, Athol	Helen Lepkowski, Gardner	Edward Simms, Petersham
John Scott, Barre	Eric D. Commodore, Gardner	John P. Mollica, Princeton
Brian J. Walker, Fitchburg	Sue Tokay, Harvard	Mary C. Barclay, Royalston
Robert H. Campbell, Fitchburg	James Cournoyer, Holden	Dr. Kenneth I.H. Williams, Sterling
LeRoy Clark, Fitchburg	Kathleen Airoidi, Hubbardston	James M. Gilbert, Templeton
Jeffrey A. Schutt, Westminster	Burton E. Gould, Jr. Winchendon	

Helen Lepkowski, Gardner
Eric D. Commodore, Gardner
Sue Tokay, Harvard
James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Barbara Reynolds, Lunenburg
Edward Simms, Petersham
John P. Mollica, Princeton
Mary C. Barclay, Royalston
Dr. Kenneth I.H. Williams, Sterling
James M. Gilbert, Templeton
Jeffrey A. Schutt, Westminster
Burton E. Gould, Jr., Winchendon

BOARD OF ASSESSORS

Fiscal 2011 Assessments and Revenues by Major Property Class

Property Class	Levy Percent	Valuation by Class	Tax Rate	Tax Levy
Residential	89.7442	1,000,004,500	16.16	16,160,072.72
Open Space	0.0000	-0-	16.16	-0-
Commercial	5.7898	64,514,700	16.16	1,042,557.55
Industrial	1.9398	21,614,900	16.16	349,296.78
Personal Property	2.5262	28,148,789	16.16	454,884.43
TOTALS	100.0000	1,114,282,889	16.16	18,006,811.48

Valuation and Tax History

Fiscal Year	Tax Rate	Total Valuation	Accounts	Tax Levy	Change(%)
2011	16.16	1,114,282,889	5,185	18,006,811.48	3.3253
2010	14.20	1,227,274,404	5,028	17,427,296.54	3.0275
2009	13.04	1,297,176,664	5,055	16,915,183.70	4.5678
2008	12.23	1,322,671,840	5,003	16,176,276.60	3.7037
2007	12.13	1,285,947,900	4,863	15,598,548.03	1.0643
2006	12.41	1,270,455,200	4,805	15,766,349.03	7.0526
2005	13.34	1,104,022,400	4,708	14,727,658.82	4.1015
2004	14.20	996,295,300	4,653	14,147,393.26	16.6001

Fiscal Year 2011 Abstract of Assessments

Property Class Code/Description	Accts	Class Valuation	Avg.Value
012 – 043 Mixed Use Properties	40	21,080,300	527,007
101 Residential Single Family	3,419	859,772,100	251,468
102 Residential Condominiums	342	49,170,700	143,773
104 Residential Two Family	86	23,990,600	278,960
105 Residential Three Family	7	2,054,900	293,557
Miscellaneous Residential	38	11,116,100	292,528
111 – 125 Apartments	6	3,157,900	526,316
130 – 132, 106 Vacant Land	509	29,661,900	58,275
300 – 393 Commercial	133	56,208,300	422,618
400 – 442 Industrial	31	21,614,900	697,254
501 – 508 Personal Property	486	28,148,789	57,919
600 – 821 Chapter 61, 61A, 61B	88	1,011,300	11,492
TOTALS	5,185	1,114,282,889	

Assessor's Account for Exemptions and Abatements

Description	FY2011	FY2010	FY2009	FY2008	FY2007
Assessor's Overlay	124,378.48	141,582.64	97,988.20	129,270.48	95,753.09
Overlay Deficits	-0-	-0-	30,209.07	-0-	17,126.45
Charges to 6/30/2010	119,992.49	112,378.97	128,197.27	111,909.38	112,879.54
Potential Liability	-0-	-0-	-0-	-0-	-0-
Amount Released	119,992.49	112,378.97	-0-	4,958.15	-0-

New Growth Revenue

Fiscal Year	Added Valuation	Tax Rate	New Revenues	Change(%)
2011	13,291,045	14.20	188,732	44.98
2010	9,982,315	13.04	130,170	-5.78
2009	5,077,276	12.23	138,168	-34.74
2008	17,455,441	12.13	211,735	-28.24
2007	23,809,803	12.41	295,074	-9.34
2006	24,399,133	13.34	325,484	-28.05
2005	31,855,300	14.20	452,345	32.36
2004	26,046,400	13.12	341,729	8.50

Christopher M. Comeau, Chairman Louis Franco Sr, Member Matthew Pepini, Member Louise Paquette, Admin.Assistant
 Harald Scheid, Regional Assessor David Manzello, Regional Assessor Sheila Craigen, Principal Clerk

EMERGENCY

DIAL 911

*BE SURE TO GIVE YOUR NAME AS WELL AS THE NATURE OF YOUR EMERGENCY
DO NOT HANG UP UNTIL YOU ARE SURE THAT YOUR MESSAGE HAS BEEN UNDERSTOOD*

FOR ANSWERS ON:	CALL THE:	NUMBER IS (978)
Accounting	Accountant's Office	582-4130 x 6
Assessments	Assessors' Office	582-4130 x 5
Birth Certificates	Town Hall	582-4130 x 4
Building	Building Inspector	582-4146 x 1
Cemeteries	Cemetery Superintendent	582-4160
Conservation Matters	Conservation Commission	582-4146 x 8
Death Certificates	Town Clerk	582-4130 x 4
Dog Licenses	Town Clerk	582-4130 x 4
Dog Problems	Police Station	582-4150
Elder Services/Programs	Council on Aging	582-4166
Fire (Routine)	Fire Station	582-4155
Health Matters	Board of Health	582-4146 x 3
Highways	DPW Department	582-4160
Housing Authority	Housing Authority Office	345-7655
Human Resource	Human Resource Department	582-4130 x 7
Library	Library Director	582-4140
Licensing	Selectmen's Office	582-4130 x 3
Marriage Certificates	Town Clerk	582-4130 x 4
Notary Public	Town Clerk	582-4130 x 2
Operational Issues (Town)	Town Manager	582-4130 x 3
Payroll	Payroll Department	582-4130 x 7
Permits- Burning/Oil Burner	Fire Chief	582-4155
Planning	Planning Board	582-4146 x 5
Plumbing Permits	Town Hall	582-4130 x 4
Police (Routine)	Police Station	582-4150
Recreation	Park Commissioners	582-4160
Sanitary Inspections	Nashoba Boards of Health, Ayer	1-800-427-9762
Schools	Superintendent of Schools	582-4100
Sewer	Sewer Commissioners	582-4146 x 2
Taxes	Tax Collector / Treasurer	582-4130 x 2
Teen Center	Teen Center	582-6406 & 6407
Trees	Highway Department	582-4160
Veterans' Services	Veterans' Agent	582-4176
Voting and Registration	Town Clerk	582-4130 x 4
Water	Water District	342-9211
Wiring Permits	Town Hall	582-4130 x 4
Zoning	Building Inspector/Zoning Inspector	582-4146 x 1