BOXFORD
ANNUAL TOWN REPORT
2012

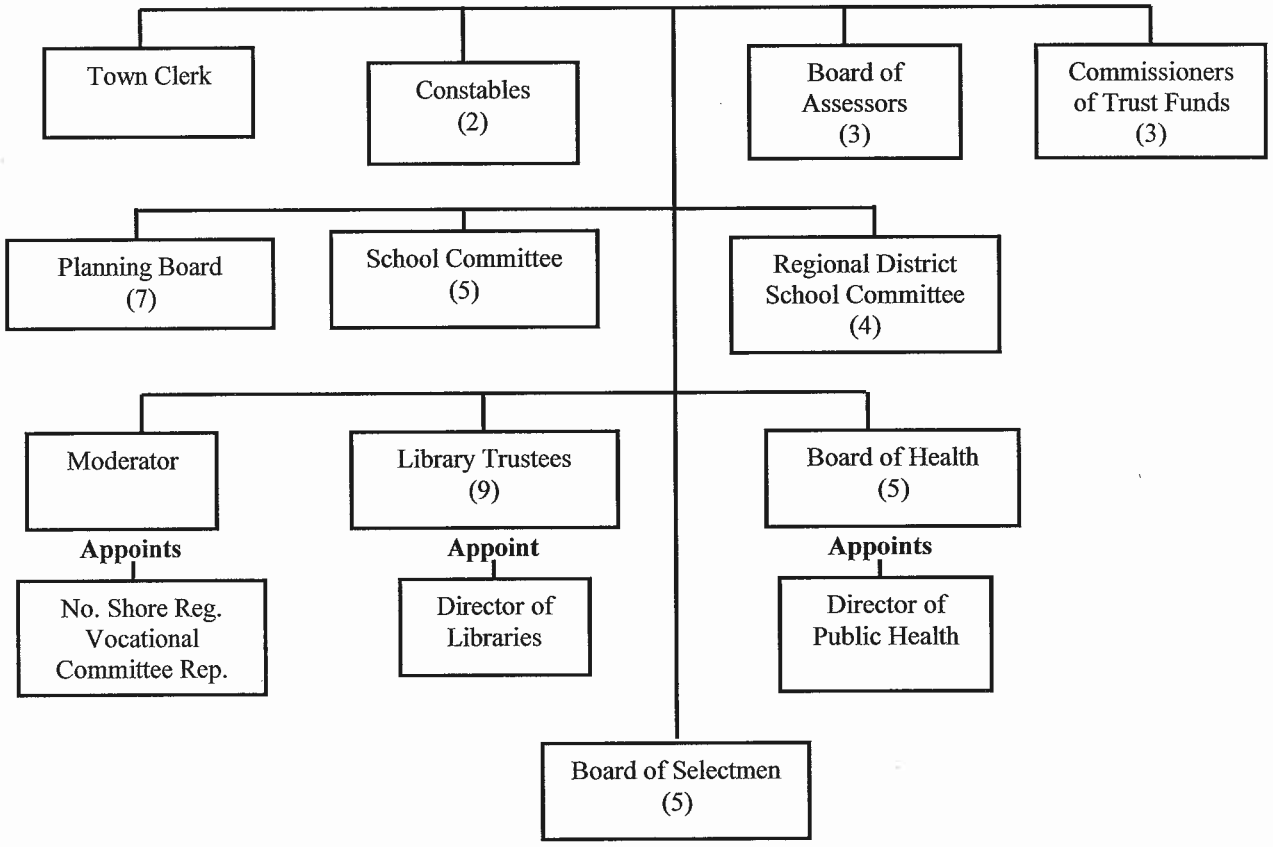
BOXFORD

ANNUAL TOWN REPORT

2012

Boxford, Massachusetts

BOXFORD OFFICIALS
VOTERS ELECT



APPOINTS

OFFICERS
Town Administrator
Animal Control Officer
Communications Director
Director of Municipal Finance/
Emergency Management Director
Town Accountant
Fire Chief
Election Officers
Forest Warden
Inspectors of Animals,
Buildings, Wiring,
Plumbing/Gas
Treasurer/Tax Collector
Parking Clerk
Police Chief
Supt. of Public Works
Sealer of Weights & Measures
Town Counsel
Veterans' Agent
Veterans' Graves Officer

COMMITTEES
Agricultural Commission
Community Preservation
Council on Aging
Board of Appeals
Cultural Arts Council
Cable TV Advisory
Capital Budgeting
Community Preservation Act
Computer Management
Conservation Commission
Fence Viewers
Finance Committee
Town Forest
Historic Districts Commission
Lakes, Ponds & Streams
Boxford Land
Personnel Board
Permanent Non-School Building
Recreation
Recycling
Registrar of Voters

AD HOC COMMITTEES
Border to Boston Trail
Haynes Land Advisory
Housing Partnership
Friends of the Ackerman
Playground Committee

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD
Boxford Athletic
Association
BTA/BOLT, Inc.
Historic Document Center
H.A.W.C. (Help for Abused
Women & Children)
Tri-Town Council on Youth
& Family Service
Boxford Cable Access
Television

IN MEMORIAM
2012

JOAN (HERBERT) BEHRENS
1928-2012

Joan (Herbert) Behrens, a long-time resident of Boxford, passed away on September 7, 2012. She served the town in many capacities for many years, most notably serving as a member of the Board of Assessors from 1982 to 1991. Joan served as Chair of the Board of Assessors for much of that period. She also served as a teaching assistant in the English Department at Masconomet Regional High School and as an active member of First Church Boxford.

Joan is survived by her husband, former Selectman Don Behrens. There is a bench in front of Town Hall that celebrates Joan's and Don's contributions to the Town – placed there on the occasion of their 50th wedding anniversary.

Joan Behrens was a fixture in Boxford and will forever be remembered by her great contributions to her community.

TABLE OF CONTENTS

TOWN OFFICERS

Elected Officials..... 10
Appointed..... 12
Committees, Boards & Commissions..... 14
Ad Hoc Committees..... 19
Schools..... 20
Independent Services..... 21
Meeting Schedules..... 22

GENERAL GOVERNMENT

Board of Selectmen..... 24
Town Counsel..... 27
Personnel Board..... 31
Boxford Housing Partnership Committee..... 32

TOWN CLERK

Presidential Primary Election, March 6, 2012..... 34
Annual Town Meeting May 8, 2012..... 38
Annual Town Election May 15, 2012..... 49
State Primary Election, September 6, 2012..... 51
Special Town Meeting, October 23, 2012..... 55
State Election, November 6, 2012..... 62
Licenses, Permits and Vital Statistics..... 70

FINANCE

Accountant's Independent Auditor's Report..... 73
Finance Committee..... 117
Board of Assessors..... 118
Treasurer/Collector of Taxes..... 120
Perley-Parkhurst-Cole Memorial Trust Fund Awards..... 125
Guidelines for Perley-Parkhurst Memorial Trust Fund..... 127
Capital Budgeting Committee..... 130

PUBLIC SAFETY

Communications..... 132
Police..... 136
Fire..... 141
Animal Control Officer..... 146

EDUCATION

Library Trustees..... 150
Elementary School Committee..... 153
Masconomet Regional District School Committee..... 171
North Shore Regional Vocational School Committee..... 174

DEPARTMENT OF PUBLIC WORKS 186

HEALTH AND INSPECTIONS
Board of Health..... 190
Animal Inspector..... 192
Building Inspector..... 193
Electrical Inspector..... 194
Plumbing and Gas Inspector..... 194
Sealer of Weights and Measures..... 195
Visiting Nurse Association..... 196

PLANNING AND ENVIRONMENTAL PROTECTION
Community Preservation Act Committee..... 200
Conservation Commission..... 201
Land Committee..... 205
Planning Board..... 206
Tree Warden..... 208
Zoning Board of Appeals..... 210
Agricultural Commission..... 213
Lakes, Ponds and Streams Committee..... 215
Haynes Land Advisory Committee..... 217

COMMUNITY SERVICES
Border to Boston Trail Committee..... 220
Cultural Arts Council..... 221
Council on Aging..... 222
Historic District Commission..... 225
Historical Commission..... 227
Recreation Committee/Recreational Path Subcommittee..... 229
Recycling Committee..... 231
Veterans' Services..... 237

INDEPENDENT SERVICES
Boxford Cable Access Television (BCATv)..... 240
Boxford Trails Association (BTA/BOLT)..... 242
H.A.W.C. (Help for Abused Women and their Children)..... 244
Boxford Historic Document Center..... 246
Tri-Town Council on Youth and Family Services..... 247

TOWN OF BOXFORD TELEPHONE NUMBERS..... 254

BOXFORD INFORMATION..... 256
Demographics
State and Federal Representation

Town Officers

Elected

Appointed

Committees, Boards & Commissions

Ad Hoc Committees

Schools

Independent Services

Meeting Schedules

ELECTED TOWN OFFICIALS

MODERATOR	Gerald R. Johnston (2014)
BOARD OF SELECTMEN	Charles J. Costello, Chair (2015) Stephen A. Davis (2014) Peter C. Perkins (2013) Charles E. Killam (2015) Mary Anne Nay (2013)
TOWN CLERK	Robin Phelan (2013)
BOARD OF ASSESSORS	David F. Benson, Chair (2013) Paul Dettorre (2015) Judy Murray-Magill (2014)
BOXFORD SCHOOL COMMITTEE	Pamela Messenger, Chair (2014) Marc C. Mercier (2015) Heather Fecteau (2014) David Rivers.(2015) Susan Philpott (2013)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	Daniel J. Volchok (2014) Paula Fitzsimmons (2015) Kathleen Tyler (2014) Thomas P. Mathers (2013)
PLANNING BOARD	Robert C. Gore, Chair (2015) Angela Steadman (2016) Joseph C. Hill (2014) (Resigned) Holly Langer (2017) Ellen Nestervich (2015) J. Steve Merriam, Jr. (2016) Patrick G. Canonica (2017)
BOARD OF HEALTH	Alexander Constan, Chair (2014) Louise Kress (2013) Richard Taylor (2014) Malcolm Kinnaird (2015) Rick Fahrner (2015)
TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	Heidi Ellard, Chair (2014) Pauline Jenkins, (2014) Jane M. Moody (2015) Susan E. Daley (2015) Carole Davis (2015) George A. Fischer (2013)

	Jullian Troake (2013)
CONSTABLES	
- *EAST PARISH*	Mark J. Balding (2014)
- *WEST PARISH*	David Smallman (2014)
COMMISSIONERS OF TRUST FUNDS	Anthony C. DiNanno, Chair (2013)
	Judith A. Stickney (2015)
	Francis Brickelmaier, Sr. (2014)

APPOINTED TOWN OFFICERS

TOWN COUNSEL	Kopelman and Paige, P.C.
TOWN ADMINISTRATOR	Alan J. Benson
DIRECTOR OF MUNICIPAL FINANCE/ TOWN ACCOUNTANT	Kathleen J. Benevento
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	John C. Dold
POLICE CHIEF	Michael J. Murphy
FIRE CHIEF	Kerry C. Stickney
INSPECTOR OF BUILDINGS	Robert F. Camacho
DIRECTOR OF COMMUNICATIONS	Warren E. Gould
DIRECTOR OF PUBLIC HEALTH	Kendell Longo
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Vacancy
PROCUREMENT OFFICER	Alan J. Benson
TREASURER/TAX COLLECTOR	Ellen S. Guerin
VETERANS' AGENT	Edward Vincent Mitchell *(District Director)*
VETERANS' GRAVE OFFICER	Javier G. Morales
FOREST WARDEN	Kerry C. Stickney
ANIMAL CONTROL OFFICER	Helen L. Phillips
ALTERNATE ANIMAL CONTROL OFFICER	Reed Wilson

AMERICAN DISABILITIES ACT COORDINATOR	Mary Anne Nay
PARKING CLERK	Ellen S. Guerin
SEALER OF WEIGHTS & MEASURES	Robert H. Cronin
NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT REPRESENTATIVE	Michael S. Crowe
ESSEX NORTH SHORE AGRICULTURAL AND TECHNICAL SCHOOL REPRESENTATIVE	Michael S. Crowe
DIRECTOR OF ASSESSMENT	Kristin Hanlon
ASSISTANT TREASURER	Karen E. Wheeler
DEPUTY TAX COLLECTOR	Kelley & Ryan Associates, Inc 7 Rosenfeld Drive Hopedale, MA 01747

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING	Richard F. Taylor, Chair (2015) Christine Northrup (2015) F. Richard Shaw (2014) Judith Andersen (2014) Joan Tarleton (2016) Elizabeth Murphy (2016) Stephen A. Harvey (2015)
AGRICULTURAL COMMISSION	Randolph Johnson, Chair (2014) Laura Sapienza-Grabski, Vice-Chair (2013) Chuck Kornely (2014) Michael Smolak, Jr. (2013, Resigned) Dr. Changnong Lui (2013) Louis Athanas (2013)
BOARD OF APPEALS	William Cargill, Jr., Chair (2015) Robert W. Conroy (2013) Paula Fitzsimmons (2014)
BOARD OF APPEALS *(Alternates)*	Barbard G. Jessel (2015) Robyn Kotarski (2014)
CAPITAL BUDGETING COMMITTEE	Joyce Ricklefs, Chair (2014) Michael E. White (2013) Robert W. Conroy (2015) Michael E. White (2013) G. Carl Noblitt, III (2013)
COMMUNITY PRESERVATION COMMITTEE	Peter Delaney, Chair (2013) J. Steven Merriam, Jr. (2013) Natasha Grigg (2013) Virginia Havey (2013) Barbara G. Jessel (2013) Barbara Shade (2013) F. Richard Shaw (2013) Gerard A. Papin (2013)
COMPUTER MANAGEMENT	Randall F. Castle (2013) Paul Dettorre (2014) David Manzi (2015)

CONSERVATION COMMISSION	Bankson C. Riter, Jr., Chair (2014) Alan S. Fowler (2013) Lana Spillman (2015) Francis A. DiLuna (2014) Mark P. Mitsch (2013) Natalie Grigg (2013) Vacancy (2015)
BOXFORD CULTURAL COUNCIL (ARTS COUNCIL)	Lynn Afrow-Ellis, Chair (2013) Diane Annunziato (2014) Michele Delfino (2015) Sarah Arrigo (2015) Anna Barbieri (2015) Denise Galligan (2015) Judy Miller Bailey (2014)
ELECTION OFFICERS	Lois E. Bell Mary E. Bolen Ruthann Budrewicz Thomas P. Budrewicz Harry Crockett Anne D'Ortona Barbara French Patricia Gleason Judith Gore Leona Gormley Natalie Grigg Anne V. Gyles Virginia Keilty Ann Knight Stephen Knowles Mary (Holly) Langer Charlene Mead Nancy Merrill Robyn Muetterties Beverly Perkins Sandra C. Pinkham Barbara Ross Janet Silva Jayne E. Smallman Judith A. Stickney Marianne Strong Joseph Zaryski

FENCE VIEWERS	Board of Selectmen
FINANCE COMMITTEE	Geoffrey E. Buswick, Chair (2014) Peter Bernardin (2014) Michael E. White (2013) Susan G. Fowler (2013) Marc C. Mercier (2013) Robert R. Fanning, Jr. (2015) G. Carl Noblitt, III (2015)
TOWN FOREST COMMITTEE	Harold E. Garside, Chair (2014) Paul R. French (2013) Robert W. Hazelwood (2012 -Resigned) Thomas Thomassen (2015)
HISTORIC DISTRICT COMMISSION	Gwendolen Perkins, Chair (2014) Virginia Havey (2014) Andrew Gori (2013) Matthew Juros (2013) Vacancy (2015)
HISTORIC DISTRICT COMMISSION ***(Alternates)***	Nancy N. Merrill (2013) Vacancy (2014) Vacancy (2015)
INSPECTORS:	
ANIMALS	Allison A. Hayes (2013)
(Alternate)	Nancy E. Drago (2013)
BUILDING	Robert F. Camacho (2013)
DIRECTOR OF HEALTH	Kendell Longo (2013)
GAS/PLUMBING	Stephen *Galinsky (2013)*
Gas/Plumbing (Alternate)	*Ray Abbott* (2013)
ELECTRICAL	Douglas Small (2013)
Electrical (Alternate)	Peter Murphy (2013)
LAKES, PONDS & STREAMS COMMITTEE	Brooks Tingle (2013) Peter Morbeck (2014) Gregory Murrer (2014) Karen Melanson (2013) Timothy M. Smith (2014) Mark P. Mitsch (Conservation Rep.) Vacancy (2013)

	Vacancy (2014)
LAND COMMITTEE	Peter Delaney, Chair (2015) Peter Bernardin (2013) Robert C. Gore (2013) Natasha Grigg (2013) Stuart Saginor (2014)
MASCONOMET REGIONAL SCHOLARSHIP COMMITTEE	Diane E. Gori (2013) Jane R. Ferrara (2013) Barbara G. Jessel (2013) Carole Davis (2013) Martha Maysek (2013)
PERMANENT NON-SCHOOL BUILDING COMMITTEE	Chuck Adam (Resigned) Margaret Chow-Menzer, Chair (2013) Frank Quackenbush (2013) Robert Hazelwood (2013) Garth Tolman (2013) Miika Ebbrell (2013)
PERMANENT BUILDING COMMITTEE SENIOR CENTER MEMBERS	F. Richard Shaw (2013) Judith Andersen (2013)
PERMANENT BUILDING COMMITTEE LIBRARY MEMBERS	Heidi Ellard (2013) Pauline Jenkins (2013)
PERSONNEL BOARD	Timothy Feeney (2015) Nancy Galarneau (2014) Neil S. Olansky (2013)
POLICE DEPARTMENT **Chief of Police**	Michael J. Murphy (2014)
Lieutenants	Robert D. Hazelwood (2013) James B. Riter (2014)
Full Time Patrolmen	Louann M. Bonney Robert E. Corliss Kara Fitzpatrick John D. Iannazzo Thomas J. Nentwig Brian Williams Matthew Dupont David Barker

	Brian Neeley (2013)
Reserve Police Officers	Attillio Paglia (2013) Paul E. Polonsky (2013) Scott Bucuzzo (2013) Peter Cheverie (2013) Tyler Dechene (2013) Michelle Nowak (2013) Garry Abraham (2013) Brian Hertel (2013) Brooke Dechene (2013) Kurtis Anderson (2013) Michael Ferraro (2013) Eric Renda, Jr. (2013)
RECREATION COMMITTEE	Nancy N. Merrill (2013) John A. Rowen (2014) Howie Emmons (2013) Bernard H. Belle (2015) Vacancy (2014) Vacancy (2015) Vacancy (2015)
RECYCLING COMMITTEE	Karen Sheridan, Chair (2013) Nancy C. Woolford (2015) Linda H. Shea (2013) Patty Hojnowski-Diaz (2015) Georgia Cameron (2014)
REGISTRAR OF VOTERS	Robin Phelan, Town Clerk (2013) Anne C. Mannheim (2015) Karen L. Sheridan (2014) Bradley A. Sweet (2013)
ASSISTANT REGISTRAR	Sandra Rossi (2012)
VETERANS' GRAVES OFFICER	Javier G. Morales (2015)
VETERANS' AGENT	Edward Vincent Mitchell (2015)
WEIGHER OF COMMODITIES	Officer Thomas J. Nentwig (2013) Officer Brian Williams (2013) Vacancy (2013)

AD HOC COMMITTEES

BORDER TO BOSTON TRAIL COMMITTEE	Steve Davis (2013) Carole Davis (2013) Nancy Merrill (2013) Andrzej Plucinski (2013) Anthony Brogna (2013) Susan Long (2013) Vacancy (2013)
FRIENDS OF THE ACKERMAN PLAYGROUND COMMITTEE	Marc C. Mercier (2014) Samantha Mercier (2014) Kimberly Alberta (2013) Kelly Blanchette (2013) Vacancy (2015)
HAYNES LAND ADVISORY COMMITTEE	William Brown, Chair (2013) Howie Emmons (2013) Joseph Callahan (2013) Martin Jessel (2013) Peter Delaney (2013) Vacancy (2013)
HOUSING PARTNERSHIP COMMITTEE	Joseph C. Hill, Chair (2013) Peter Delaney (2013) Joseph Callahan (2013) Gridley C. Losee, Jr. (2013) Louise Kress (2013)
SENIOR CENTER STUDY COMMITTEE	Mary Anne Nay (2013) Miika Ebbrell (2013) Elizabeth Murphy (2013) James Russo (2013) David Smallman (2013)

TOWN OF BOXFORD SCHOOLS

TRI-TOWN SCHOOL UNION – 978-887-0771 (FAX: 978-887-8042)
Superintendent's Office
28 Middleton Road
Boxford, MA 01921

Dr. Bernard Creeden, Superintendent
Antoinette Valcourt, Administrative Assistant
Steven Greenberg, Director of Finance & Human Resources
Stephen Clifford, Director of Facilities

SPOFFORD POND ELEMENTARY SCHOOL – 978-352-8616 (Fax: 352-7855)
31 Spofford Road, Boxford, MA 01921

Kathryn Nikas, Principal
Kathleen Cyr, Student Services Coordinator
Michelle Hughes, Student Services Coordinator
Karen Hussey, Secretary
Lannie Foster, Secretary

HARRY LEE COLE ELEMENTARY SCHOOL – 978-887-2856 (Fax: 887-0703)
26 Middleton Road, Boxford, MA 01921

Mr. Brian Middleton-Cox, Principal
Mary Dodge, Secretary

MASCONOMET REGIONAL DISTRICT HIGH SCHOOL – 978-887-2323
20 Endicott Street
Topsfield, MA 01983

Darrell J. Lockwood, Ed.D., Superintendent (X 6110) (Fax: 887-3573)
Pamela G. Culver, High School Principal (X 6107) (Fax: 887-7243)
Peter Delani, Assistant High School Principal (X 6269)
Joseph Czarnecki, Assistant High School Principal (X 6349) (RETIRED 2012)
Katherine DiNardo, Assistant High School Principal (X 6349)
Susan Givens, Chief Financial Officer (X 6112)
Olga Langlois, Administrative Assistant (X 6111) (Fax: 887-3573)
Dorothy Flaherty Ed.D., Middle School Principal (X 6122)

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT 978-762-0001
Daniel R. O'Connell, Superintendent-Director
30 Logbridge Road, P.O. Box 230
Middleton, MA 01949
Michael S. Crowe, Boxford Representative (978-887-3986)

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BOXFORD CABLE ACCESS TELEVISION
1 Camelot Drive
Boxford, MA 01921
www.boxfordcabletv.com

Scott Dahlgren
President

BTA/BOLT, Inc.
Boxford Trails Association-
Boxford Open Land Trust, Inc.
7 Elm Street, 2nd Floor
P.O. Box 95
Boxford, MA 01921

Natasha Grigg
President
(978) 887-7031

H.A.W.C.
Help For Abused Women and their Children
27 Congress Street
Salem, MA 01970

Candace Waldron, (RESIGNED)
Executive Director
(978) 744-8552

HISTORIC DOCUMENT CENTER
173A Washington Street – P.O. Box 122
West Boxford, MA 01885
Hours: Wednesday 9AM - 4PM
Saturday 10AM - 3PM

Martha Clark
Archivist
(978) 352-2733

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES, INC.
P.O. Box 219
5 Main Street
Topsfield, MA 01983

Nancy Coughlin, Business Dir.
Lisa Teichner, Program Dir.
(978) 887-6512

MEETING SCHEDULE
TOWN BOARDS/COMMITTEES

Board of Selectmen – Meets every Monday at 7:00 pm in Meeting Room #1 in the Town Hall at 7A Spofford Road. (Summer Schedule varies)

Finance Committee – Meets in the Town Hall, 7A Spofford Road during budget season. (Check Town Website and bulletin board in Town Hall for postings)

Conservation Commission – Meets every first and third Thursday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Board of Health – Meets the second and fourth Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Planning Board – Meets every first and third Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Zoning Board of Appeals – Meets the fourth Thursday of the month at 6:30 pm in Meeting Room #1 in the Town Hall.

Board of Assessors – Meets on the second Wednesday of the month at 10:00 a.m. in the Town Hall.

All other Boards and Committee meetings will be posted on the Town Hall Bulletin Board by the Town Clerk's Office. Call the Town Clerk's Office on 978-887-6000 ext. 501 if you wish to post a committee/board meeting.

(Additional meetings and/or changes are posted
on the Town Hall Bulletin Board.)

General Government

Board of Selectmen

Town Counsel Report

Personnel Board

Housing Partnership Committee

BOARD OF SELECTMEN

In 2012, the Board of Selectmen faced many familiar issues such as the stalled construction of a new Library and the unresolved ongoing MassDOT salt contamination of our residents' drinking water wells. Change was also in the air in 2012 as Charlie Killam returned to the Board after a thirty-year hiatus, elections returned to Town Hall, Hurricane Sandy paid an unwelcomed visit, and the town commenced funding of its OPEB liability.

Boxford continued its work with the Massachusetts Department of Transportation to find a permanent solution to the continued contamination of drinking water of many homes near I-95. In 2011, the town successfully secured legislation to commence a comprehensive field testing and study of the State's contamination all along Route 95 in Boxford. The study began in 2012 with MassDOT entering into a contract with CDM Smith and the initial compilation of over 1,500 electronic files These files included 226 property files from the Town, in addition to data, reports, maps, plans from various sources including the Mass DEP, Mass GIS, Merrimack Valley Planning Commission (MVPC) and the US Geologic Survey. The purpose of the project is to determine the proximate cause and extent of groundwater contamination from deicing chemical storage and roadway deicing operations within the I-95 corridor in Boxford. Short and long-term actions as cited in the legislation are to be identified and evaluated that would restore the groundwater quality relative to the deicing issue. These actions may include the modification of storm water run-off and drainage from the highway, and consideration of alternative means of supplying a reliable and safe drinking water supply to the residents impacted by the deicing operations, and completion of a comprehensive study to determine the cumulative and immediate effects of deicing chemical storage and deicing operations. A Boxford Task Force is actively tracking the progress of the study and participating in progress meetings monthly with the MassDOT. Boxford also continues its legal case calling upon MassDOT to permanently cease its storage and operation of a road salt shed in Boxford.

In an attempt to advance the new Library project, stalled by regulatory denial, the Board of Selectmen appointed a Library Advisory Committee to draw up amended conceptual plans to address the objections raised by the Historic Districts Commission and the Zoning Board of Appeals. The Advisory Committee prepared a smaller 15,000 square foot building for 10 Elm Street, detached from the Cummings House. The Massachusetts Board of Library Commissioners voted to deny the town's request to amend its library construction grant contract to allow for the smaller building and the town returned the unspent portion of its grant award. A majority of the Board of Selectmen joined the Library Trustees to seek funding for full design of the now preferred 15,000 square foot building option, which failed at a Special Town Meeting in February 2013. Consensus for a new library continues to evade town leaders and the deliberations continue into 2013.

Governor Deval Patrick declared a State of Emergency prior to Hurricane Sandy arriving in Boxford on October 28th. The storm caused major damage with numerous downed

large trees, widespread extended power outages, and damage to private homes and town buildings. Boxford's schools and municipal offices were closed on the first day after the storm as there were many blocked roads and travel was curtailed. Town public safety departments were fully staffed around the clock and "comfort stations" were manned at the fire stations all night for residents to charge phones, take showers, and obtain updated power restoration information. During major wide-spread power outages, Boxford continues to be challenged by National Grid's prioritization of densely populated communities before rural areas. The Board of Selectmen continues to work with our legislative delegation to investigate options to improve acceleration of power restoration to our residents.

Through the State's Bureau of Educational and Cultural Affairs and the Government of Pakistan and through our DPW Superintendent, John Dold, the Town hosted two Pakistani women for two weeks to explore how departments within the local government work. The Pakistani delegates were very interested in how government runs and the importance of how women play a very large role in government. Two very different cultures were shared, as it was an education for all.

The long standing conflict over the farm stand at Ingaldsby Farm was a subject of another court hearing in June. In earlier rulings in the case, Ingaldsby Farm had been required to provide the Inspector of Buildings with "sufficient documentation" that it met the 25% rule requirement on sales of its own product grown on the premises during its primary crop "harvest season". Abutter, Gerald Nissenbaum claimed that Ingaldsby failed to present sufficient information in a timely fashion, and the information eventually provided was factually inaccurate and failed to provide evidence to support the selected primary crop harvest season, therefore Ingaldsby should be held in "contempt of court" and fined for every day it was open. Mr. Nissenbaum further claimed that the Town should be held in "contempt of court" and fined since the Town knowingly allowed Ingaldsby to be open and granted Ingaldsby too much time to answer its requests for more information and accepted the factually inaccurate, insufficient information. Although the Town learned in March, 2013 that the court denied the motion for contempt of court, that ruling has been appealed.

Other activities during the year included the adoption of several Town Meeting funding warrant articles including a new fire pumper/tanker truck, a new DPW plow vehicle with wing attachment, the funding of an initial purchase of tick tubes to be sold at the Board of Health office, the design and reconstruction of the culverts at 585 Main Street and at Glendale Road, the engineering to replace floor drains at the fire stations, engineering costs of final landfill closure, the proposed demolition of the Colby house and the subsequent creation of parking for Lincoln Hall. The town continues to develop its multi-year plan for culvert repair and maintenance; along with its planning for renovation of Route 133.

In regard to technology upgrades, two warrant articles were passed funding wireless capital technology at elementary schools and capital technology for town departments. The Town Hall project which included two phases: the first to replace aging computers

and the second to virtualize all town hall servers is near completion. After a competitive process, the town hired a new vendor for information technology services to complete the project with exceptional results.

Similar to all Massachusetts' municipalities, Boxford is commencing its planned long-term funding of its Other Post Employment Benefits (OPEB) liability. A trust fund was established and an aggressive initial $250,000 payment funded and authorized for deposit with the Commonwealth's Pension Reserve Investment Trust.

In 2012 Town Elections were moved from Spofford Pond School to Town Hall. Four elections were held at Town Hall, including the high turnout presidential election when over 4,000 residents were able to efficiently and rapidly cast their ballots. Kudos to the collaboration of the election officials, Town Clerk, Police, Fire and DPW departments for providing exemplary service to our residents.

In the May election, Board member Chuck Costello was re-elected and Charlie Killam joined the Board as a newly elected member having last served in 1982. Member Preston Galarneau was unsuccessful in his re-election campaign. Preston's years of experience on the Finance Committee brought an added voice for the diligent advocacy of financial restraint to the Board. The Board of Selectmen's continued strong leadership has enhanced collaborative relationships with our regional peers, our staff and the other countless resident volunteers that help govern our town. We look forward to the future - confident that Boxford maintains its position as one of the finest communities in the state to live and raise a family.

Peter C. Perkins, Chair
Stephen A. Davis, Clerk
Charles J. Costello
Mary Anne Nay
Charles Killam
(Preston G. Galarneau, Jr.) until May, 2012

2012 ANNUAL REPORT OF TOWN COUNSEL

1. Grant, et al. v. Boxford Zoning Board of Appeals
Essex Superior Court, C.A. No. 06-1027
03800-0077-KID

This action involves a complaint filed in June, 2006 appealing the grant of a special permit to demolish a nonconforming residence at 361 Main Street and construct a new residence. See Grant v. Zoning Board of Appeals below.

2. Grant v. Boxford Zoning Board of Appeals
Land Court MISC 345667
03800-0077-KID

This action involves a complaint filed in April 2007 appealing the Zoning Board of Appeals' decision upholding the issuance of a building permit for property at 361 Main Street to construct a new house in place of existing nonconforming house. A notice of appearance was filed May 30, 2007. The Town is maintaining a passive defense in this matter. PNC Bank has now purchased the property at foreclosure auction. The private parties reached a settlement which resulted in a Stipulation of Dismissal in September, 2012. This matter may now be considered closed.

3. Nissenbaum v. Town of Boxford (II)
Essex Superior Court, C.A. No. 08-541-B
03800-0096-KID

This action involves a complaint which was filed in March of 2008 pursuant to G.L. c.40A, §17, appealing the Zoning Board of Appeals' February 21, 2008 Remand Decision, which upheld the decision of the Building Inspector that the Ingaldsby Farm Stand, located at 14 Washington Street, is in compliance with the Town's Zoning Bylaw and the agricultural use exemption under G.L. c.40A, §3. As this is an appeal pursuant to G.L. c.40A, §17, the Board is not required to file an Answer. A Notice of Appearance was, however, entered with the Court. A trial was scheduled to commence on January 31, 2011, but on the morning of the trial, the Town's co-defendants, the landowners and operators of Ingaldsby Farm Stand, informed Town Counsel that they would not proceed with the trial and would concede that they did not have records to demonstrate compliance with G.L. c.40A, §3. The Court entered an order finding that the Town's co-defendants had conceded the issue and that they would have to demonstrate to the Town that they complied with G.L. c.40A, §3 either in the past year or the upcoming year prior to operating pursuant to the Town's Farm Stand Zoning Bylaw. The plaintiff then filed a Complaint in civil contempt against the Farm Defendants and the Building Inspector, alleging that the Farm Defendants had not produced sufficient documentation of their compliance with G.L. c.40A §3 and that the Building Inspector had failed to enforce the law against them. Trial was

held in July, 2012. The Court issued an opinion in favor of all the defendants on March 12, 2013, finding that the Farm Defendants had submitted sufficient documentation in light of the wording of the Court's previous order and that the Building Inspector had responded appropriately to the documentation provided. The plaintiff has filed a Notice of Appeal.

4. Silverman v. Boxford Planning Board
Land Court, Misc. No. 294134
03800-0055-JC

This action involves a certiorari appeal and claim for declaratory relief from a Planning Board decision that the brick column and wall located at 35 Appleton Lane violate the scenic roads act. We filed a record of proceedings as required in 2004. No further action has been taken in this matter, and this case remains pending.

5. Town of Boxford v. Massachusetts Highway Department
and Massachusetts Department of Environmental Protection
Essex Superior Court C.A. No. 2008-02331-D

Commonwealth of Massachusetts v. Town of Boxford
Essex Superior Court CA No. ESCV2008-02336
03800-0085-MBB

In this action, the Town seeks relief from the Massachusetts Highway Department's ("MassHighway") operations of a salt shed on Topsfield Road, which operations are causing significant damage to the aquifer and private drinking water wells in the area of the salt shed and associated staging area. The Town requests that the Court order the discontinuance of the use of the salt shed, compliance with the Town's well regulations, and regulation of the salt shed operations by the Department of Environmental Protection ("DEP"). A related action, consolidated with the Town's action, involves a complaint brought by the Commonwealth in response to the issuance of a cease and desist order by the Board of Health and the installation of barriers by the Town outside the salt shed. On December 24, 2008, the Court entered a preliminary injunction in favor of the Town. The Court indicated that the Town had a likelihood of success on the merits in asserting that the operations at the salt shed are a nuisance and that the Massachusetts Highway Department should comply with the Town's well regulations. The Court allowed the salt shed to remain in operation for the 2008-2009 winter season, but required operations to cease after June 30, 2009. In February of 2009 the Commonwealth served a motion to dismiss, for reconsideration, and for a protective order for the Department of Environmental Protection on the Town, which the Town opposed. In September of 2009, the Court denied the Commonwealth's motion to dismiss, which decision was appealed by the Commonwealth. The appeal was taken up by the Supreme Judicial Court on its own initiative, and oral arguments were heard in October,

2010. A decision was issued on December 28, 2010, finding that where the Board of Health is acting under its statutory authority, it can regulate the Massachusetts Department of Transportation ("MassDOT"), formerly the MassHighway, provided the regulation has only a negligible effect on MassDOT's ability to perform its essential government function The SJC did, however, dismiss the Town's claim in the nature of mandamus against DEP. Accordingly, the SJC denied the Commonwealth's appeal as it relates to the claims against MassDOT, and ruled that the case can proceed to a trial on the merits. Meanwhile, while the appeal was pending, MassDOT filed an emergency motion seeking a modification of the preliminary injunction to allow the salt shed to be used for the 2009-2010 winter season, which was denied. Additionally, discovery was commenced before the ruling on the motion to dismiss, and discovery between the parties remains ongoing. The parties have attempted mediation, but have been unable to reach a resolution. Discovery is scheduled to conclude by September 30, 2013 and it is expected that the case will proceed to trial soon thereafter.

6. Town of Boxford v. Cargill, et al.
Essex Superior Court, C.A. No. ESCV2011-2222C
03800-0109-KID

This action arises from the Town's appeal of the Board of Appeals' failure to grant Site Plan Approval for the renovation of the Town of Boxford Public Library Project at 10 Elm Street. On October 27, 2011, the Board of Appeals voted to approve with conditions the Site Plan Approval of the proposed renovation. The motion failed to carry. The Complaint was filed November 17, 2011. The parties filed a Stipulation of Dismissal in December, 2012.

7. Town of Boxford v. Historic District Commission
Essex Superior Court, C.A. No.
03800-0110-KID

This action arises from the Town's appeal of the Historic District Commission's failure to act within sixty days of the filing date of the application for a Certificate of Appropriateness pursuant to G.L. c.40C §12A. The Board filed its decision on January 26, 2012 and the Complaint was filed on February 16, 2012. The Complaints seeks the issuance of a Certificate of Hardship. The parties filed a Stipulation of Dismissal in December, 2012.

8. Brian Williams v. Town of Boxford
Essex Superior Court C. A. No. ESCV2001-00849-A
03800-0101-DCJ

This action arises from a claim by police officer, Brian Williams ("Williams") that he is entitled to injury leave under Chapter 41, §111F. Williams filed a Complaint in Essex Superior Court seeking to determine his rights with regard to the Town's denial of indemnity pursuant to G.L. c. 41, § 111F, and G.L. c. 41, §

100. The Court granted the Town's Motion for Summary Judgment and entered Judgment entered in the Town's favor on November 26, 2012. Mr. Williams had thirty (30) days from the entry of Judgment, or until December 26, 2012, to seek review of this matter in the Appeals Court. No appeal having been filed, this matter may now be considered closed.

PERSONNEL BOARD

At the Annual Town Meeting held on May 8, 2012, the Board recommended a Pay Plan for Fiscal Year 2013 which included a 1.0% increase for benefit eligible employees and a 1% increase for non-benefit eligible employees. All other hourly/salaried wages remained unchanged for fiscal 2013.

Respectfully,

Personnel Board
Timothy M. Feeney, Chairperson
Nancy Galarneau, Member
Neil Olansky, Member

BOXFORD HOUSING PARTNERSHIP
ANNUAL REPORT
2012 -2013

The Partnership's directive is to address the housing needs in the community. During the research for the previous proposal, it was determined that the Town is lacking in senior housing that is compliant with the American Disabilities Act (ADA). This means that senior residents who have limited mobility and cannot find first floor accommodations are forced to leave the Town. Senior residents who are wheel chair bound are at a greater disadvantage because of standard door widths and counter heights are not compatible with some one in a wheel chair.

During the summer of 2012, an RFP was released for consulting services for a three phase program. The first phase was to conduct a survey of Boxford residents to establish the need and potential market. Once the need was determined, a cost model would be generated to determine the financial viability of such a development. The last phase would be to generate artist's interpretation of potential developments. The first phase was completed in December of 2012. We determined there is a need for accessible elderly housing for people who are income qualified to purchase such housing.

It is intended that the proposed development be built on a parcel that is zoned as an Elderly Housing District. As such, a 40B development would NOT be required, allowing for greater flexibility in the use and designation of the development for Boxford residents. There is broad based support in the senior community for such a facility in Boxford. The proposed facility would complement the existing Four Mile Village by providing a accessible housing that is not currently available.

Town Clerk

Presidential Primary Election– March 6, 2012

Annual Town Meeting–May 8, 2012

Annual Town Election– May 15, 2012

State Primary Election– September 6, 2012

Special Town Meeting– October 23, 2012

State Election– November 6, 2012

Licenses, Permits & Vital Statistics

Presidential Primary Election
Tuesday, March 6, 2012

Democratic Party

	Precinct 1	Precinct 2	Precinct 3	Total
Total Ballots Cast	44	54	49	147
Office/Candidates				
Presidential Preference				
Blanks	2	1	1	4
Barack Obama	41	45	43	129
No Preference	1	4	4	9
Write-ins	0	4	1	5
Total	44	54	49	147
State Committee Man				
Blanks	13	9	11	33
Daniel J. Lauzon	30	45	38	113
Write-ins	1	0	0	1
Total	44	54	49	147
State Committee Woman				
Blanks	12	8	12	32
Kathleen A. Pasquina	31	46	37	114
Write-ins	1	0	0	1
Total	44	54	49	147
Town Committee				
Blanks	1417	1802	1407	4626
Anthony Adamopoulos	5	4	14	23
Dorothy Anderson	6	4	14	24
Wallace Anderson	6	4	14	24
Julie A. Block	6	4	14	24
Joan Campbell	7	4	13	24
Sharon Heller	5	4	14	23
Stephen Hochbrunn	6	4	14	24
Cheryl Hoyt	6	4	14	24
Judith Landowne	5	4	14	23
Maureen Malcolm	5	4	14	23

Town Committee (Cont'd)				
Ben Messenger	8	4	14	26
Colleen Regan	6	4	14	24
Marianne Rutter	6	4	14	24
Charles Sawyer	4	4	13	21
Rosalie Sedita	4	4	14	22
Brian Shea	5	5	14	24
Linda Shea	4	5	14	23
Kenneth Thompson	4	4	14	22
Aaron Toleos	4	4	14	22
Susan Toleos	5	4	14	23
David Woodruff	5	4	14	23
Denise Woodruff	4	4	14	22
Write-ins	7	0	2	9
Total	1540	1892	1715	5147

Presidential Primary Election
Tuesday, March 6, 2012

Republican Party

	Precinct 1	Precinct 2	Precinct 3	Total
Total Ballots Cast	392	507	458	1357
Office/Candidates				
Presidential Preference				
Blanks	1	1	1	3
Ron Paul	38	40	26	104
Mitt Romney	306	396	379	1081
Rick Perry	0	0	0	0
Rick Santorum	30	51	23	104
Jon Huntsman	4	5	5	14
Michele Bachman	0	0	0	0
Newt Gingrich	12	9	23	44
No Preference	1	3	1	5
Write-ins	0	2	0	2
Total	392	507	458	1357
State Committee Man				
Blanks	158	190	178	526
Lucas Jon Noble	230	314	277	821
Write-ins	4	3	3	10
Total				
	392	507	458	1357
State Committee Woman				
Blanks	92	98	99	289
Christina A. Bain	96	123	152	371
Kimberly Ann Incampo	204	286	205	695
Write-ins	0	0	2	2
Total	392	507	458	1357
Town Committee				
Blanks	11464	14532	13273	39269
Ina F. Bankes	147	226	204	577
Bill Hudak	211	278	230	719
Heather L. Fecteau	145	227	195	567

Town Committee (cont'd)				
Diana L. Sawyer	143	222	185	550
Judith M. Capron	153	226	188	567
Kevin C. Sawyer	143	222	186	551
Andrew F. Gori	161	214	191	566
Robert Hazelwood	186	310	237	733
Angela Q. Hudak	157	241	190	588
Wayne G. Merrill	196	244	234	674
William Cargill, Jr.	240	297	255	792
Jon Sorenson	162	235	222	619
Robert C. Buell	206	257	234	697
Write-ins	2	9	3	14
Mary Golar	4	0	0	4
Robert Cronin	0	5	3	8
Total	13720	17745	16030	47495

ANNUAL TOWN MEETING
MAY 8, 2012

Boxford's Tuesday, May 8, 2012 Annual Town Meeting convened in the Masconomet Regional School auditorium and was called to order by Moderator Gerald Johnston at 7:15pm with 186 voters in attendance.

Chairman Peter Perkins of the Board of Selectmen read the following proclamation:

WHEREAS *Brad Hill was first elected as State Representative for the 4th Essex District in 1998, and Brad Hill has been Boxford's capable State Representative for 14 years and:*

WHEREAS *Due to redistricting Brad Hill's 4th Essex District will now no longer represent the Town of Boxford, and*

WHEREAS *Brad Hill has effectively balanced advocacy for restraint on state spending with unstinting support for the need for an effective municipal partnership and stable, dependable municipal aid and other local government issues, and;*

WHEREAS *Brad Hill responded first and has continued, without falter, to diligently fight for the residents of our town affected by the state's contamination of drinking water wells, and;*

WHEREAS *Brad Hill has embraced his leadership position and is responsible for building coalitions and support for landmark legislation including: increasing circuit breaker tax benefits for our seniors; implementing the highly successful "junior operator license" which has substantially lowered the injuries and death rates of our teenage drivers; and continuing today to advocate for increasing sentencing for habitual offenders, and:*

WHEREAS *Brad Hill has brought admiration and honor to himself, to his profession and to us, as our representative and as our friend;*

NOW THEREFORE*, we, the Board of Selectmen of the Town of Boxford, gratefully and with sincere appreciation for a job well done, declare* ***May 15, 2012 as BRAD HILL DAY*** *in the Town of Boxford.*

Upon a motion made by Selectman Charles Costello and duly seconded, it was voted by unanimous voice vote that the Moderator NOT be required to read articles or motions of the warrant verbatim and further that he be authorized to summarize articles and motions as he deems appropriate.

Articles of the warrant were disposed of as follows:

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

Upon a motion made by Selectman Charles Costello and duly seconded, it was voted by unanimous voice vote to receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed.

ARTICLE 2. To see if the Town will authorize the establishment of the following **revolving accounts** as authorized by Chapter 44 § 53E½ of the Massachusetts General Laws, contingent

upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year:

1) Recycling Revolving Account under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed $35,000 for Fiscal Year 2013 from said accont for the operation and maintenance of the Town Recycling Center;

2) Printing Revolving Account under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; and further to allow the Board of Selectmen to expend funds not to exceed **$10,000** for Fiscal Year 2013 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising;

3) Library Photocopy Machine Revolving Account under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at the Boxford Village library; and further to allow the Board of Library Trustees to expend fees not to exceed **$5,000** for Fiscal Year 2013 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies;

4) Conservation Revolving Fund under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **$20,000** for Fiscal Year 2013 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

5) Highway Safety Revolving Account under the direction of the Board of Selectmen and used for the deposit of receipts collected through fines assessed against commercial motor vehicles by the Commercial Motor Vehicle Enforcement Unit; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for Fiscal Year 2013 from said account for the purchase and maintenance of equipment related to highway safety;

6) Council on Aging Transportation Revolving Account under the direction of the Council on Aging and used for the deposit of receipts collected through fees collected from users of the Council's transportation equipment; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for Fiscal Year 2013 from said account for the maintenance of the Council's transportation equipment and other related expenses including driver compensation as may be approved by a majority of the Council on Aging;

7) Town Building Rental Revolving Account under the direction of the Board of Selectmen and used for the deposit of receipts collected from public use of the various town buildings; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for Fiscal Year 2013 from said account for the ongoing administrative expenses, portion of cleaning expenses, utilities, building maintenance and repairs;

or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made by Selectman Charles Costello and duly seconded, it was voted by unanimous voice vote to authorize the establishment of the revolving accounts, as listed in Artlicle

2 of the warrant, as authorized by Chapter 44 § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year.

ARTICLE 3. To see if the Town will vote to adopt the **Classification Plan and Compensation Plan** for FY 2013, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 12 of this warrant; or take any other action thereon.

Sponsored and Supported by the Personnel Board
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

Upon a motion made by Personnel Board member Timothy Feeney and duly seconded, it was voted by unanimous voice vote to adopt the Classification Plan and Compensation Plan for FY 2013, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 12 of the warrant.

ARTICLE 4. To **act on the proposed budget** and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for Fiscal Year 2013, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored and Supported by the Finance Committee
Estimate: $26,780,078
The proposed budget is printed on pages 13 and 14 of this warrant.
Board of Selectmen recommends adoption of this article.

Upon a motion made by Finance Committee Chairman Geoffrey Buswick and duly seconded, it was voted by a unanimous voice vote to raise and appropriate $26,774,138 and transfer $5,940 from the "Receipts Reserved for Appropriation-Septic Loan Program" for a total appropriation of $26,780,078, for the use of several departments for Fiscal Year 2013, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year as shown on pages 13 and 14 of this warrant; and authorize expenditure of these funds under the direction of the appropriate listed department.

NOTE: At this time, we anticipate that **Article 5** will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question.
Should the override question fail, the appropriation would be rendered null and void, and the Masconomet Regional School District budget would be rejected (the district budget must be accepted by at least two of the three member communities).

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$238,000** for additional funding for the Fiscal Year 2013 Masconomet Regional School District Assessment, for the purpose of completing the funding required to meet the total assessment and approve the district certified budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2½, so called; or take any other action thereon.

Sponsored and supported by the Finance Committee
Board of Selectmen recommends adoption of this article

Upon a motion made by Finance Committee Chairman Geoffrey Buswick and duly seconded, it was voted by a greater than two-thirds vote to raise and appropriate the sum of $238,000 for additional funding for the Fiscal Year 2013 Masconomet Regional School District Assessment, for the purpose of completing the funding required to meet the total assessment and approve the district certified budget, provided that the appropriation authorized at Town Meeting shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2½, so called.

NOTE: At this time, we anticipate that **Articles 6 & 7** will be offered as a "contingent debt appropriations." This means that although the debt appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question.

ARTICLE 6. To see if the Town will vote to appropriate **$430,000 in equipment purchase costs, debt acquisition expenses, legal costs and any other expenses, to purchase a new pumper tanker for the Fire Department**, and authorize the Treasurer with the approval of the Board of Selectmen **to borrow said funds** pursuant to M.G.L. Chapter 44, Section 7(9) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided that no funds shall be expended hereunder unless and until the Town shall have voted to exclude the amount needed to repay any bonds or notes issued pursuant to this vote from the limitations of M.G.L. Chapter 59, Section 21C; said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee recommendation: "B" High Priority

Upon a motion made by Selectwoman Mary Anne Nay and duly seconded, it was voted by a greater than two thirds declared vote to appropriate $430,000 in equipment purchase costs, debt acquisition expenses, legal costs and any other expenses, to purchase a new pumper tanker for the Fire Department, and authorize the Treasurer with the approval of the Board of Selectmen to borrow said funds pursuant to M.G.L. Chapter 44, Section 7(9) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided that no funds be expended for this purpose unless and until the Town votes to exclude the amount needed to repay any bonds or notes issued pursuant to this vote from the limitations of M.G.L. Chapter 59, Section 21C; said funds to be expended under the direction of the Board of Selectmen.

ARTICLE 7. To see if the Town will vote to appropriate **$205,000 in equipment purchase costs, debt acquisition expenses, legal costs and any other expenses, to purchase a new six-wheel heavy duty truck with dump/spreader body and wing plow for the Department of Public Works**, and authorize the Treasurer with the approval of the Board of Selectmen **to borrow said funds** pursuant to M.G.L. Chapter 44, Section 7(9) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided that no funds shall be expended hereunder unless and until the Town shall have voted to exclude the amount needed to repay any bonds or notes issued pursuant to this vote from the limitations of M.G.L. Chapter 59, Section 21C; said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee recommendation: "A" Essential

Upon a motion made by Chairman of the Board of Selectmen Peter Perkins and duly seconded, it was voted by a greater than two thirds declared vote to appropriate $205,000 in equipment purchase costs, debt acquisition expenses, legal costs and any other expenses, to purchase a new six-wheel heavy duty truck with dump/spreader body and wing plow for the Department of

Public Works, and authorize the Treasurer with the approval of the Board of Selectmen to borrow said funds pursuant to M.G.L. Chapter 44, Section 7(9) or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided that no funds shall be expended for this purpose unless and until the Town votes to exclude the amount needed to repay any bonds or notes issued pursuant to this vote from the limitations of M.G.L. Chapter 59, Section 21C; said funds to be expended under the direction of the Board of Selectmen.

ARTICLE 8. To **act on the list of proposed capital purchases** for FY 2013 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2013 (except as noted), and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Estimate: $344,805
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendations as noted
Building Committee Recommendations as noted
The proposed capital budget is printed on page 15 of this warrant.

Upon a motion made by Selectman Preston Galarneau and duly seconded, it was voted by unanimous voice vote to transfer from Free Cash the sum of $344,805 to fund the list of proposed capital purchases for FY 2013 as shown on page 15 of this warrant, for the use of several departments for fiscal year 2013 (except as noted), and authorize expenditure of these funds under the direction of the appropriate listed department.

ARTICLE 9. To see if the Town will vote to appropriate the sum of $126,000.00 plus $4,000.00 acquisition costs and expenses for a total appropriation **of $130,000 costs and expenses to pay the costs of acquiring, by gift, purchase, or eminent domain, for general municipal purposes, a certain parcel of land located off of Spofford Road, consisting of 18 acres**, more or less, owned by the various heirs of Raymond and Ester Perley, being a portion of Parcel 19-3-28 on Assessor's Map 15, and more particularly described as a portion of property described in a deed recorded with the Essex South District Registry of Deeds in Book 3236, Page 277; that such land be managed and controlled by the Board of Selectmen; and, as funding for such acquisition and costs related thereto, to raise and appropriate, or transfer from available funds, or borrow, or any combination thereof, said sum of money, and further, to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee recommendation: "B" High Priority

Upon a motion made by Selectman Charles Costello and duly seconded, it was voted by a greater than two thirds declared vote to transfer from Free Cash the sum of $126,000.00 plus $4,000.00 acquisition costs and expenses for a total transfer and appropriation of $130,000 in costs and expenses to pay the costs of acquiring by eminent domain and authorize said taking by eminent domain for general municipal purposes, a certain parcel of land located off of Spofford Road, consisting of 18 acres, more or less, owned by the various heirs of Raymond and Ester Perley, being a portion of Parcel 19-3-28 on Assessor's Map 15, and more particularly described as a portion of property described in a deed recorded with the Essex South District Registry of Deeds in Book 3236, page 277; that such land be managed and controlled by the Board of Selectmen; and, as funding for such acquisition and costs related thereto, to raise and appropriate, or transfer from available funds, or borrow, or any combination thereof, said sum of money, and further, to authorize the Board of Selectmen to enter into all agreements and execute on behalf of the Town any and all instruments as may be necessary or convenient to effectuate the purpose of this article.

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **money to acquire by gift, purchase, eminent domain, or otherwise** a certain 293' long, 20' wide drainage easement on a parcel of land located at 12 Meadowood Road, said easement shown as a portion of Map 37, Block 1, Lot 14 on the records of the Boxford Assessors, as shown on a plan entitled "Easement Plan 12 Meadowood Road, Boxford, MA" dated March 12, 2012, on file with the Town Clerk, and to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the acquisition of said easement; said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Estimate: $5,000 (appraisal will be complete by Town Meeting)
Sponsored by the Board of Selectmen
Board of Selectmen to make recommendation at Town Meeting
Finance Committee to make recommendation at Town Meeting

Upon a motion made by Selectman Preston Galarneau and duly seconded, it was voted by a greater than two thirds declared vote to transfer from Free Cash the sum of $1,300 to acquire, by eminent domain and authorize said taking by eminent domain a certain 293' long, 20' wide drainage easement on a parcel of land located at 12 Meadowood Road, said easement shown as a portion of Map 37, Block 1, Lot 14 on the records of the Boxford Assessors, as shown on a plan entitled "Easement Plan 12 Meadowood Road, Boxford, MA" dated March 12, 2012, on file with the Town Clerk, and to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the acquisition of said easement.

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$250,000** to fund the Other Post Employment Benefits Trust Fund established under Article #14 of the October 22, 2011 Special Town Meeting, pursuant to M.G.L. Chapter 32B §20, or take any other action thereon.

Sponsored and supported by Finance Committee
Board of Selectmen recommends adoption of this article

Upon a motion made by Finance Committee Chairman Geoffrey Buswick and duly seconded, it was voted by unanimous voice vote to transfer from Free Cash the sum of $250,000 to fund the Other Post Employment Benefits Trust Fund established under Article 14 of the October 22, 2011 Special Town Meeting, pursuant to M.G.L. Chapter 32B §20.

ARTICLE 12. To see if the Town will vote to set the **annual curbside solid waste collection fee at $2.50** per 32-gallon bag or container (each use); or take any other action thereon.

Sponsored by the Board of Health
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

Upon a motion made by Alex Constan, Chairman of the Board of Health, it was voted by unanimous voice vote to set the annual curbside solid waste collection fee at $2.50 per 32-gallon bag or container (each use).

ARTICLE 13. To see if the Town will vote to appropriate or reserve from the **Community Preservation Fund** FY 2013 estimated annual revenues in the amounts recommended by the Community Preservation Committee for Committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2013, with each item to be considered a separate appropriation:

Appropriations:

From FY 2013 estimated annual revenues for Sawyer-Richardson Open Space Bond expense	**$208,285**
From FY 2013 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense	**$ 56,000**
From FY 2013 estimated annual revenues for Haynes Land Purchase Bond expense	**$160,000**

From FY 2013 estimated annual revenues for Committee Administrative Expenses **$ 36,250**

Reserves:

From FY 2013 estimated annual revenues for Historic Resources Reserve **$ 16,500**
From FY 2013 estimated annual revenues for Community Housing Reserve **$ 72,500**
From FY 2013 estimated annual revenues for Budgeted Reserve **$175,000**
or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

Upon a motion by Peter Delaney, Chairman of the Community Preservation Committee, it was voted by unanimous voice vote to appropriate or reserve from the Community Preservation Fund FY 2013 estimated annual revenues in the amounts recommended by the Community Preservation Committee for Committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2013, with each item to be considered a separate appropriation:

Appropriations:

From FY 2013 estimated annual revenues for Sawyer-Richardson Open Space Bond expense **$208,285**
From FY 2013 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense **$ 56,000**
From FY 2013 estimated annual revenues for Haynes Land Purchase Bond expense **$160,000**
From FY 2013 estimated annual revenues for Committee Administrative Expenses **$ 36,250**

Reserves:

From FY 2013 estimated annual revenues for Historic Resources Reserve
$ 16,500
From FY 2013 estimated annual revenues for Community Housing Reserve
$ 72,500
From FY 2013 estimated annual revenues for Budgeted Reserve
$175,000

ARTICLE 14. To see if the Town will vote to create a floodplain overlay zoning district **by amending its Zoning Bylaws by deleting the existing section Article IV-New Construction and New Uses, § 196-12 Flood Hazard Areas and by adding the following new section, Article V-Use Regulations, §196-22.1 Floodplain District:**

A. Floodplain District Boundaries

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Boxford designated as Zone A or AE on the Essex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Boxford are panel numbers 25009C0226F, 25009C0227F, 25009C0229F, 25009C0231F, 25009C0233F,25009C0234F, 25009C0241F, 25009C0242F, 25009C0244F, 25009C0253F, 25009C0254F, 25009C0261F, 25009C0262F, 25009C0263F, 25009C0264F, and 25009C0401F dated July 3, 2012. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated July 3, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk,

B. Base Flood Elevation and Floodway Data

1) **Floodway Data.** In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2) **Base Flood Elevation Data.** Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

C. Notification of Watercourse Alteration

In a riverine situation, the Conservation Director shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities
- NFIP State Coordinator
  Massachusetts Department of Conservation and Recreation
  251 Causeway Street, Suite 600-700
  Boston, MA 02114-2104
- NFIP Program Specialist
  Federal Emergency Management Agency, Region I
  99 High Street, 6th Floor
  Boston, MA 02110

D. Use Regulations

The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Sections of the Massachusetts State Building Code (780 CMR), as may be currently in effect, which address construction in floodplain areas;
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

1) In Zone AE, along watercourses that have a regulatory floodway designated on the Essex County FIRM encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2) All subdivision proposals must be designed to assure that:
   a) such proposals minimize flood damage;
   b) all public utilities and facilities are located and constructed to minimize or eliminate flood
      damage; and
   c) adequate drainage is provided to reduce exposure to flood hazards.

E. Permitted Uses

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged provided they are permitted in the underlying district and they do not require structures, fill, or storage of materials or equipment:
1) Agricultural uses such as farming, grazing, truck farming, horticulture, etc.
2) Forestry and nursery uses
3) Outdoor recreational uses, including fishing, boating, play areas, etc.

4) Conservation of water, plants, wildlife
5) Wildlife management areas, foot, bicycle, and/or horse paths.
6) Temporary non-residential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
7) Building lawfully existing prior to the adoption of these provisions.

Or take any other action thereon

Sponsored by the Planning Board
Board of Selectmen recommends adoption of this article

Upon a motion made by Planning Board member Steve Merriam and duly seconded, it was voted by unanimous voice vote to create a floodplain overlay zoning district **by amending its Zoning Bylaws by deleting the existing section Article IV-New Construction and New Uses, § 196-12 Flood Hazard Areas and by adding the following new section, Article V-Use Regulations, §196-22.1 Floodplain District:**

A. Floodplain District Boundaries

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Boxford designated as Zone A or AE on the Essex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Boxford are panel numbers 25009C0226F, 25009C0227F, 25009C0229F, 25009C0231F, 25009C0233F,25009C0234F, 25009C0241F, 25009C0242F, 25009C0244F, 25009C0253F, 25009C0254F, 25009C0261F, 25009C0262F, 25009C0263F, 25009C0264F, and 25009C0401F dated July 3, 2012. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated July 3, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk,

B. Base Flood Elevation and Floodway Data

1) **Floodway Data.** In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2) **Base Flood Elevation Data.** Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

C. Notification of Watercourse Alteration

In a riverine situation, the Conservation Director shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities
- NFIP State Coordinator
  Massachusetts Department of Conservation and Recreation
  251 Causeway Street, Suite 600-700
  Boston, MA 02114-2104
- NFIP Program Specialist
  Federal Emergency Management Agency, Region I
  99 High Street, 6th Floor
  Boston, MA 02110

D. Use Regulations

The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Sections of the Massachusetts State Building Code (780 CMR), as may be currently in effect, which address construction in floodplain areas;
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

1) In Zone AE, along watercourses that have a regulatory floodway designated on the Essex County FIRM encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2) All subdivision proposals must be designed to assure that:
   a) such proposals minimize flood damage;
   b) all public utilities and facilities are located and constructed to minimize or eliminate flood
      damage; and
   c) adequate drainage is provided to reduce exposure to flood hazards.

E. Permitted Uses

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged provided they are permitted in the underlying district and they do not require structures, fill, or storage of materials or equipment:
1) Agricultural uses such as farming, grazing, truck farming, horticulture, etc.
2) Forestry and nursery uses
3) Outdoor recreational uses, including fishing, boating, play areas, etc.
4) Conservation of water, plants, wildlife
5) Wildlife management areas, foot, bicycle, and/or horse paths.
6) Temporary non-residential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
7) Building lawfully existing prior to the adoption of these provisions.

ARTICLE 15. To see if the Town will vote to amend the Town Zoning Map and re-zone the recently acquired Town property known as the Colby Property, as shown on the records of the Assessors as Map 10, Block 2, Lot 6, currently in the "R-A Residence Agricultural District" to now be in the "O-Official or Open Space District", as shown on a plan on file with the Town Clerk; or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

Upon a motion made by Selectman Peter Perkins and duly seconded, it was voted by unanimous voice vote to amend the Town Zoning Map and re-zone the recently acquired Town property known as the Colby Property, as shown on the records of the Assessors as Map 10, Block 2, Lot

6, currently in the "R-A Residence Agricultural District" to now be in the "O-Official or Open Space District", as shown on a plan on file with the Town Clerk.

ARTICLE 16. To see if the Town will vote to amend its bylaws and add the following new section:

Article XI Tree Warden §19-25 Appointment. A Tree Warden shall be appointed in accordance with MGL c 41 §106, as amended.

Or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

Upon a motion made by Selectman Peter Perkins and duly seconded, it was voted to amend the Town's bylaws and add the following new section:

ARTICLE XI Tree Warden § 19-25 Appointment. A Tree Warden shall be appointed in accordance with MGL c 41 §106, as amended.

ARTICLE 17. To see if the Town will vote to transfer the sum of **$43,019.40 from Receipts Reserved from Appropriation-Insurance Losses (Fund 2090) to Town Hall Construction (Fund 3045)** to pay for repairs to the Town Hall fire pump vault completed and subsequently reimbursed by insurance payment to the Town, or to take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made by Selectwoman Mary Anne Nay and duly seconded, it was voted by unanimous voice vote to transfer the sum of $43,019.40 from Receipts Reserved from Appropriation-Insurance Losses (Fund 2090) to Town Hall Construction (Fund 3045) to pay for repairs to the Town Hall fire pump vault completed and subsequently reimbursed by insurance payment to the Town.

ARTICLE 18. To transact any other business that may legally come before said meeting.

Upon motion made by Selectman Peter Perkins and duly seconded it was voted by unanimous voice vote to dissolve this Annual Town Meeting.

Annual Town Meeting adjourned at 9:16pm.

Respectfully submitted,

Robin Phelan
Robin Phelan, Town Clerk

ANNUAL TOWN ELECTION RESULTS					
15-May-12					
		Precinct 1	**Precinct 2**	**Precinct 3**	**Total**
Board of Selectmen-3 yr (vote for TWO)					
	Blanks	80	104	113	297
	Charles J. Costello	220	284	273	777
	Preston G. Galarneau, Jr.	161	233	238	632
	Charles E. Killam	194	290	246	730
	Write-ins	3	1	2	6
	Total	658	912	872	2442
Elementary School Committee-3 yr (vote for TWO)					
	Blanks	233	320	260	813
	Marc C. Mercier	185	272	276	733
	David Rivers	204	295	300	799
	Write-ins	36	25	36	97
	Total	658	912	872	2442
Masconomet School Committee-3 yr (vote for one)					
	Blanks	105	152	116	373
	Paula Lia Fitzsimmons	220	302	317	839
	Write-ins	4	2	3	9
	Total	329	456	436	1221
Board of Health-3 yr (vote for TWO)					
	Blanks	129	129	124	382
	Laura Sapeinza-Grabski	148	180	167	495
	Richard L. Fahrner	175	301	292	768
	Malcom Bruce Kinnaird	202	299	289	790
	Write-ins	4	3	0	7
	Total	658	912	872	2442
Board of Assessors-3 yr (vote for one)					
	Blanks	301	418	396	1115
	Write-ins	28	38	40	106
	Total	329	456	436	1221

ELECTION RESULTS (continued)					
		Precinct 1	**Precinct 2**	**Precinct 3**	**Total**
Planning Board-5 yr (vote for TWO)					
	Blanks	239	281	253	773
	Patrick G. Canonica	214	327	312	853
	Mary Langer	205	302	307	814
	Write-ins	0	2	0	2
		658	912	872	2442
Library Trustees-3 yr (vote for THREE)					
	Blanks	394	545	405	1344
	Susan E. Daley	187	268	291	746
	Carole I. Davis	196	266	296	758
	Jane A. Moody	206	278	310	794
	Write-ins	4	11	6	21
	Total	987	1368	1308	3663
Comm. Trust Funds-3 yr (vote for one)					
	Blanks	89	136	97	322
	Judith A. Stickney	239	319	338	896
	Write-ins	1	1	1	3
		329	456	436	1221
Q1: Masco Override					
	Blanks	13	14	13	40
	Yes	195	239	243	677
	No	121	203	180	504
	Total	329	456	436	1221
Q2: Fire Truck					
	Blanks	12	8	12	32
	Yes	219	271	291	781
	No	98	177	133	408
	Total	329	456	436	1221
Q:3 DPW Truck					
	Blanks	14	12	15	41
	Yes	190	241	249	680
	No	125	203	172	500
	Total	329	456	436	1221

State Primary Election
Tuesday, September 6, 2012

Republican Party

	Precinct 1	Precinct 2	Precinct 3	Total
Total Ballots Cast	92	255	255	602
Office/Candidates				
Senator in Congress				
Blanks	2	8	11	21
Scott P. Brown	90	245	244	579
Write-ins	0	2	0	2
Total	92	255	255	602
Representative in Congress				
Blanks	8	35	23	66
Richard R. Tisei	83	219	229	531
Write-ins	1	1	3	5
Total	92	255	255	602
Councillor				
Blanks	22	71	62	155
Maura L.P. Cardiello	68	183	193	444
Write-ins	2	1	0	3
Total	92	255	255	602
Senator in General Court				
Blanks	4	33	31	68
Bruce E. Tarr	88	221	224	533
Write-ins	0	1	0	1
Total	92	255	255	602
Representative in General				
Court 2nd Essex				
Blanks		8	4	12

Robert H. Cronin		188	198	386
Gary C. Fowler		14	12	26
Leonard C. Mirra		44	41	85
Representative in General (Cont'd)				
Write-ins		1	0	1
Total		255	255	510
Representative in General Court 18th Essex				
Blanks	16			16
James J. Lyons, Jr.	76			76
Write-ins	0			0
Total	92			92
Clerk of Courts				
Blanks	77	232	223	532
Write-ins	15	23	32	70
Total	92	255	255	602
Register of Deeds				
Blanks	78	235	228	541
Write-ins	14	20	27	61
Total	92	255	255	602

State Primary Election
Tuesday, September 6, 2012

Democratic Party

	Precinct 1	Precinct 2	Precinct 3	Total
Total Ballots Cast	60	87	86	233
Office/Candidates				
Senator in Congress				
Blanks	8	6	6	20
Elizabeth A. Warren	51	80	80	211
Write-ins	1	1	0	2
Total	60	87	86	233
Representative in Congress				
Blanks	12	12	14	38
John F. Tierney	47	74	72	193
Write-ins	1	1	0	2
Total	60	87	86	233
Councillor				
Blanks	6	3	13	22
Donald Bumiller	34	59	44	137
Eileen R. Duff	9	10	11	30
David W. Eppley	9	12	16	37
George T. O'Brine	1	2	2	5
Write-ins	1	1	0	2
Total	60	87	86	233
Senator in General Court				
Blanks	46	67	67	180
Write-ins	14	20	19	53
Total	60	87	86	233

Representative in General Court 2nd Essex				
Blanks		15	18	33
Barry P. Fogel		71	68	139
Write-ins		1	0	1
		87	86	173
Total				
Representative in General Court 18th Essex				
Blanks	8			8
Barbara A. L'Italien	52			52
Write-ins	0			0
Total	60			60
Clerk of Courts				
Blanks	18	15	14	47
Thomas H. Driscoll, Jr.	42	72	72	186
Write-ins	0	0	0	0
Total				233
Register of Deeds				
Blanks	18	15	16	49
John L. O'Brien	42	72	70	184
Write-ins	0	0	0	0
	60	87	86	233
Total				

BOXFORD SPECIAL TOWN MEETING
Tuesday, October 23, 2012
Minutes

Boxford Special Town Meeting was called to order by Moderator Gerald Johnston at 7:08pm. There were 132 voters in attendance.

A quorum being present, the Warrant Articles were disposed of as follows:

ARTICLE 1. To see if the Town will vote to raise and appropriate, or transfer from available funds to amend FY 2013 budget appropriations adopted as Article #4 of the May 8, 2012 Annual Town Meeting and **INCREASE the following department line items** by the amounts listed:

Council on Aging:	$ 1,200
Recreation Committee	$ 500
Technology	$25,000

Or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee to make recommendation at Town Meeting

Upon a motion made by Peter Perkins and duly seconded, it was voted by majority voice vote to amend the FY 2013 budget appropriations adopted as Article #4 of the May 8, 2012 Annual Town Meeting and **INCREASE the following department line items** by the amounts listed:

Council on Aging:	$ 1,200
Recreation Committee	$ 500
Technology	$25,000

ARTICLE 2. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$10,285 to fund the first year of the FY 2013 through FY 2015 Collective Bargaining Agreement between the Town and the Boxford Communication Dispatchers and Police Secretary Employees Association**, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made by Selectwoman Mary Anne Nay and duly seconded, it was voted by unanimous voice vote to raise and appropriate, the sum of **$10,285 to fund the first year of the FY 2013 through FY 2015 Collective Bargaining Agreement between the Town and the Boxford Communication Dispatchers and Police Secretary Employees Association**, funds to be expended under the direction of the Board of Selectmen.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$3,000 to fund an updated actuarial valuation study of the**

Town's Other Post Employment Benefit liability, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made by Mary Anne Nay and duly seconded, it was voted by unanimous voice vote to transfer from Free Cash, the sum of **$3,000 to fund an updated actuarial valuation study of the Town's Other Post Employment Benefit liability,** funds to be expended under the direction of the Board of Selectmen.

ARTICLE 4. To see if the Town will vote pursuant to G.L. Chapter 32B, § 20, as amended by Chapter 68, Section 57 of the Acts of 2011, **to designate the Health Care Security Trust (HCST) board of trustees to serve as custodian of the Town's OPEB Trust Fund**; and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to execute and deliver the Custodian and Investment Agreement with HCST; and further to authorize the Town Treasurer to sign checks and wire OPEB Trust Funds to HCST or to the Pension Reserves Investment Trust (PRIT) or as otherwise directed by HCST and to make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as HCST or the PRIT Management Board may direct; to authorize the Town Treasurer to transfer any and all funds that have been, and will in the future be, appropriated for the purpose of meeting the Town's OPEB funding requirement to HCST or PRIT; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made by Mary Anne Nay and duly seconded, it was voted by unanimous voice vote
pursuant to G.L. Chapter 32B, § 20, as amended by Chapter 68, Section 57 of the Acts of 2011, **to designate the Health Care Security Trust (HCST) board of trustees to serve as custodian of the Town's OPEB Trust Fund**; and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to execute and deliver the Custodian and Investment Agreement with HCST; and further to authorize the Town Treasurer to sign checks and wire OPEB Trust Funds to HCST or to the Pension Reserves Investment Trust (PRIT) or as otherwise directed by HCST and to make withdrawals and investments and enter into such agreements and deliver such certificates and other documents as HCST or the PRIT Management Board may direct; to authorize the Town Treasurer to transfer any and all funds that have been, and will in the future be, appropriated for the purpose of meeting the Town's OPEB funding requirement to HCST or PRIT.

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$20,625 to purchase tick control products for resale at cost to Town residents,** funds to be expended under the direction of the Board of Health; or take any other action thereon.

Sponsored and supported by Board of Health
Finance Committee does not recommend adoption of this article

Board of Selectmen recommends adoption of this article

Upon a motion made by Board of Health member Richard Fahrner and duly seconded, it was voted by a hand count of 72 yes, 44 no, to transfer from Free Cash, the sum of **$19,800 to purchase tick control products for resale at cost to Town residents,** funds to be expended under the direction of the Board of Health.

ARTICLE 6. To see if the Town will authorize the establishment of a revolving account, as authorized by Chapter 44, §53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town of the total receipts and expenditures of each account for each Fiscal Year, for a Tick Control Product Revolving Account, under the direction of the Board of Health, and used for the deposit of fees and receipts collected for tick control products, and, further, to allow the Board of Health, to expend funds not to exceed **$20,000** for Fiscal Year 2013 from said account for the purchase of tick control products and associated expenses, or take any other action thereon.

Sponsored and supported by Board of Health
Finance Committee does not recommend adoption of this article
Board of Selectmen recommends adoption of this article

Upon a motion made by Richard Fahrner and duly seconded, it was voted by a majority voice vote to authorize the establishment of a revolving account, as authorized by Chapter 44, §53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town of the total receipts and expenditures of each account for each Fiscal Year, for a Tick Control Product Revolving Account, under the direction of the Board of Health, and used for the deposit of fees and receipts collected for tick control products, and, further, to allow the Board of Health, to expend funds not to exceed **$20,000** for Fiscal Year 2013 from said account for the purchase of tick control products and associated expenses.

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$15,000 to fund the engineering, survey and permit expenses and construction costs and any other costs associated with the repair, reconstruction and replacement of the culvert at 585 Main Street,** funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee to make recommendation at Town Meeting

Upon a motion made by Selectman Charles Killam, and duly seconded, it was voted by unanimous voice vote to transfer from Free Cash, the sum of **$15,000 to fund the engineering, survey and permit expenses and construction costs and any other costs associated with the repair, reconstruction and replacement of the culvert at 585 Main Street,** funds to be expended under the direction of the Board of Selectmen.

ARTICLE 8. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$10,000 to fund the engineering, survey and permit expenses and construction costs and any other costs associated with the repair, reconstruction**

and replacement of the culvert at 20 Kelsey Road, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee to make recommendation at Town Meeting

Upon a motion made by Charles Killam and duly seconded, it was voted by unanimous voice vote to pass over Article 8.

ARTICLE 9. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$38,000 to fund the first phase of engineering, survey and permit expenses and any other costs associated with the design of the repair, reconstruction and replacement of the floor drains at the East Fire Station, 6 Middleton Road and the West Fire Station, 585 Main Street,** funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee to make recommendation at Town Meeting
Capital Budgeting Committee to make recommendation at Town Meeting
Permanent Building Committee to make recommendation at Town Meeting

Upon a motion made by Charles Killam and duly seconded, it was voted by unanimous voice vote to transfer from Free Cash, the sum of **$38,000 to fund the first phase of engineering, survey and permit expenses and any other costs associated with the design of the repair, reconstruction and replacement of the floor drains at the East Fire Station, 6 Middleton Road and the West Fire Station, 585 Main Street,** funds to be expended under the direction of the Board of Selectmen.

ARTICLE 10. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$100,000 to purchase, including license fees, consultant expenses and all other costs, and install technology equipment in the Cole and Spofford Schools, including installation of wireless technology,** funds to be expended under the direction of the School Committee; or take any other action thereon.

Sponsored and supported by Elementary School Committee
Computer Management Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budgeting Committee to make recommendation at Town Meeting
Board of Selectmen recommends adoption of this article

Upon a motion made by School Committee member David Rivers and duly seconded, it was voted by majority voice vote to transfer from Free Cash, the sum of **$100,000 to purchase, including license fees, consultant expenses and all other costs, and install technology equipment in the Cole and Spofford Schools, including installation of wireless technology,** funds to be expended under the direction of the School Committee.

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$200,000 to purchase, including license fees, consultant expenses and all other costs, and install hardware and software technology equipment for municipal technology services, including installation of desktop and server equipment and accessories, and ongoing support, monitoring and technology service**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Computer Management Committee recommends adoption of this article
Finance Committee to make recommendation at Town Meeting
Capital Budgeting Committee to make recommendation at Town Meeting

Upon a motion made by Selectman Charles Costello and duly seconded, it was voted by majority voice vote to transfer from Free Cash, the sum of **$222,000 to purchase, including license fees, consultant expenses and all other costs, and install hardware and software technology equipment for municipal technology services, including installation of desktop and server equipment and accessories, and ongoing support, monitoring and technology service**, said funds to be expended under the direction of the Board of Selectmen.

ARTICLE 12. To see if the Town will vote to amend its Personnel Classification Plan adopted as Article #3 of the May 8, 2012 Annual Town Meeting and **set the compensation for the Plumbing/Gas Inspector at a weekly stipend of $222 and set the compensation for the Electrical Inspector at a weekly stipend of $296**, and provide for an hourly rate for both at $25 per hour for extraordinary hours and/or emergency call back; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Personnel Board recommends adoption of this article
Finance Committee recommends adoption of this article

Upon a motion made by Peter Perkins and duly seconded, it was voted by unanimous voice vote to amend the Personnel Classification Plan adopted as Article #3 of the May 8, 2012 Annual Town Meeting and **set the compensation for the Plumbing/Gas Inspector at a weekly stipend of $222 and set the compensation for the Electrical Inspector at a weekly stipend of $296**, and provide for an hourly rate for both at $25 per hour for extraordinary hours and/or emergency call back.

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds to amend FY 2013 budget appropriations adopted as Article #4 of the May 8, 2012 Annual Town Meeting and **INCREASE the following department line items** by the amounts listed:

Animal Control Officer (to increase the salary of the Animal Control Officer)	$3,030
Board of Health (to increase the salary of the Director of Public Health)	$5,130
Council on Aging (to increase the salary of the Director of COA)	$4,170
Library Salaries (to increase the salary of the Library Director)	$2,420

Or take any other action thereon.

Sponsored and supported by Personnel Board
Finance Committee to make recommendation at Town Meeting
Board of Selectmen recommends adoption of this article

Upon a motion made by Personnel Board Chair Timothy Feeney and duly seconded, it was voted by a hand count of 57 yes, 47 no, to raise and appropriate to amend FY 2013 budget appropriations adopted as Article #4 of the May 8, 2012 Annual Town Meeting and **INCREASE the following department line items** by the amounts listed:

Animal Control Officer (to increase the salary of the Animal Control Officer)	$3,030
Board of Health (to increase the salary of the Director of Public Health)	$5,130
Council on Aging (to increase the salary of the Director of COA)	$4,170
Library Salaries (to increase the salary of the Library Director)	$2,420

ARTICLE 14. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$15,000 to fund engineering and surveying services associated with final closure of the Boxford Sanitary Landfill,** said funds to be expended under the direction of the Board of Health, or take any other action thereon.

Sponsored and supported by Board of Health
Finance Committee recommends adoption of this article
Capital Budgeting Committee to make recommendation at Town Meeting
Board of Selectmen recommends adoption of this article

Upon a motion made by Board of Health member Richard Taylor and duly seconded, it was voted by a unanimous voice vote to transfer from Free Cash, the sum of **$15,000 to fund engineering and surveying services associated with final closure of the Boxford Sanitary Landfill,** said funds to be expended under the direction of the Board of Health.

ARTICLE 15. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$10,000 to fund the demolition and removal of the Town owned structure located at 158 Washington Street (formerly known as the Colby House) and for the construction of parking spaces by the Department of Public Works,** funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee to make recommendation at Town Meeting
Capital Budgeting Committee to make recommendation at Town Meeting

Upon a motion made by Peter Perkins and duly seconded, it was voted by a greater than two thirds voice vote to transfer from Free Cash, the sum of **$10,000 to fund the demolition and removal of the Town owned structure located at 158 Washington Street (formerly known as the Colby House) and for the construction of parking spaces by the Department of Public Works,** funds to be expended under the direction of the Board of Selectmen.

ARTICLE 16. To see if the Town will vote to transfer the care, custody, management, and control of a parcel of Town-owned land, formerly part of the King Edward Court cul-de-sac, encompassing approximately 12,315 square feet and shown as Lot J on a plan entitled "Boxford, Massachusetts Plan of Land Prepared for: John J. & Ellen M. Marks," which plan is on file with the Town Clerk, from the board or officer currently having the care, custody, management and control thereof for its current purpose, to the Board of Selectmen for purpose of conveyance; and to authorize the Board of Selectmen to convey said parcel to John J. Marks and Ellen M. Marks, both of 3 King Edward Court, for the sum of $1,979 and on such terms and conditions as the Board of Selectmen shall determine to be in the best interest of the Town; and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to undertake the purpose of this article; or take any other action thereon.

Sponsored and supported by Planning Board
Board of Selectmen recommends adoption of this article

Upon a motion made by Planning Board member Steve Merriam and duly seconded, it was voted by a greater than two thirds voice vote to allow Attorney Michael Barry, representative of John J. Marks and Ellen M. Marks, to speak.

Upon a motion made by Planning Board member Steve Merriam and duly seconded, it was voted by a greater than two thirds voice vote to transfer the care, custody, management, and control of a parcel of Town-owned land, formerly part of the King Edward Court cul-de-sac, encompassing approximately 12,315 square feet and shown as Lot J on a plan entitled "Boxford, Massachusetts Plan of Land Prepared for: John J. & Ellen M. Marks," which plan is on file with the Town Clerk, from the board or officer currently having the care, custody, management and control thereof for its current purpose, to the Board of Selectmen for purpose of conveyance; and to authorize the Board of Selectmen to convey said parcel to John J. Marks and Ellen M. Marks, both of 3 King Edward Court, for the sum of $1,979 and on such terms and conditions as the Board of Selectmen shall determine to be in the best interest of the Town; and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to undertake the purpose of this article.

ARTICLE 17. To transact any other business to legally come before this meeting.

Upon a motion made by Peter Perkins and duly seconded, it was voted to adjourn Boxford's Special Town Meeting at 9:15pm.

Respectfully submitted,

Robin Phelan
Robin Phelan, Town Clerk

State Election
Tuesday, November 6, 2012

	Precinct 1	Precinct 2	Precinct 3	Total
Total Ballots Cast				
Office/Candidates				
President and Vice President				
Blanks	7	3	8	18
Johnson and Gray	17	18	13	48
Obama and Biden	700	714	652	2066
Romney and Ryan	1001	1039	994	3034
Stein and Honkala	3	4	7	14
Write-ins	3	7	3	13
Total	1731	1785	1677	5193
Senator in Congress				
Blanks	11	6	14	31
Scott P. Brown	1171	1164	1108	3443
Elizabeth A. Warren	549	612	553	1714
Write-ins	0	3	2	5
Total	1731	1785	1677	5193
Representative in Congress				
Blanks	52	48	48	148
John F. Tierney	539	589	569	1697
Richard R. Tisei	1079	1089	1005	3173
Daniel Fishman	59	57	54	170
Write-ins	2	2	1	5
Total	1731	1785	1677	5193
Councillor				
Blanks	259	215	214	688
Maura L.P. Cardiello	906	989	911	2806
Eileen R. Duff	563	578	549	1690
Write-ins	3	3	3	9
Total	1731	1785	1677	5193

Senator in General Court				
Blanks	357	366	331	1054
Bruce E. Tarr	1360	1408	1340	4108
Write-ins	14	11	6	31
Total	1731	1785	1677	5193
Representative in General Court				
Blanks	126	158	153	437
Barry P. Fogel	[redacted]	635	613	1248
Leonard Mirra	[redacted]	990	907	1897
James J. Lyons, Jr.	842	[redacted]		842
Barbara A. L'Italien	759	[redacted]		759
Write-ins	4	2	4	10
Total	1731	1785	1677	5193
Clerk of Courts				
Blanks	661	686	666	
Thomas H. Driscoll	1041	1072	988	
Write-ins	29	27	23	
Total	1731	1785	1677	
Register of Deeds				
Blanks	661	685	665	2011
John L. O'Brien, Jr.	1043	1080	991	3114
Write-ins	27	20	21	68
Total	1731	1785	1677	5193

Question 1

Law Proposed by Initiative Petition

Do you approve a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

Summary

The proposed law would prohibit any motor vehicle manufacturer, starting with model year 2015, from selling or leasing, either directly or through a dealer, a new motor vehicle without allowing the owner to have access to the same diagnostic and repair information made available to the manufacturer's dealers and in-state authorized repair facilities.

The manufacturer would have to allow the owner, or the owner's designated in-state independent repair facility (one not affiliated with a manufacturer or its authorized

dealers) to obtain diagnostic and repair information electronically, on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

The manufacturer would have to provide access to the information through a non-proprietary vehicle interface, using a standard applied in federal emissions control regulations

Such information would have to include the same content, and be in the same form and accessible in the same manner, as is provided to the manufacturer's dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014 the proposed law would require a manufacturer of motor vehicles sold in Massachusetts to make available for purchase by vehicle owners and in-state independent repair facilities, the same diagnostic and repair information that the manufacturer makes available through an electronic system to its dealers and in-state authorized repair facilities. Manufacturers would have to make such information available in the same form and manner, and to the same extent, as they do for dealers and authorized repair facilities. The information would be available for purchase on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014 the proposed law would also require manufacturers to make available for purchase , by vehicle owners and in-state independent repair facilities, all diagnostic repair tools, incorporating the same diagnostic, repair and wireless capabilities as those available to dealers and authorized repair facilities. Such tools would have to be made available for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For all years covered by the proposed law, the required diagnostic and repair information would not include the information necessary to reset a vehicle immobilizer, an anti-theft device that prevents a vehicle from being started unless the correct key code is present. Such information would have to be made available to dealers, repair facilities, and owners through a separate secure data release system.

The proposed law would not require a manufacturer to reveal a trade secret and would not interfere with any agreement made by a manufacturer, dealer, or authorized repair facility that is in force on the effective date of the proposed law. Starting January 1, 2013, the proposed law would prohibit any agreement that waives or limits a manufacturer's compliance with the proposed law.

Any violation of the proposed law would be treated as a violation of existing state consumer protection and unfair trade-practices laws.

A Yes Vote would enact the proposed law requiring motor vehicle manufacturers to allow vehicle owners and independent repair facilities in Massachusetts to have access to the same vehicle diagnostic and repair information made available to the

manufacturers' Massachusetts dealers and authorized repair facilities

A No Vote would make no change in existing laws.

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks	172	196	160	528
Yes	1363	1377	1357	4097
No	196	212	160	568
Total	1731	1785	1677	5193

Question 2

Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the
House of Representatives on or before
May 1, 2012?

Summary

This proposed law would allow a physician licensed in Massachusetts to prescribe medication, at a terminally ill patient's request, to end that patient's life. To qualify, a patient would have to be an adult resident who (1) is medically determined to be mentally capable of making and communicating health care decisions; (2) has been diagnosed by attending and consulting physicians as having an incurable, irreversible disease that will, within reasonable medical judgment, cause death within six months; and (3) voluntarily expresses a wish to die and has made an informed decision. The proposed law states that the patient would ingest the medicine in order to cause death in a humane and dignified manner.

The proposed law would require the patient, directly or through a person familiar with the patient's manner of communicating, to orally communicate to a physician on two occasions, 15 days apart, the patient's request for the medication. At the time of the second request, the physician would have to offer the patient an opportunity to rescind the request. The patient would also have to sign a standard form, in the presence of two witnesses, one of whom is not a relative, a beneficiary of the patient's estate, or an owner, operator, or employee of a health care facility where the patient receives treatment or lives.

The proposed law would require the attending physician to (1) determine if the patient is qualified; (2) inform the patient of his or her medical diagnosis and prognosis, the potential risks and probable result of ingesting the medication, and the feasible alternatives, including comfort care, hospice care and pain control; (3) refer the patient to a consulting physician for a diagnosis and prognosis regarding the patient's disease and confirmation in writing that the patient is capable, acting voluntarily, and making an informed decision; (4) refer the patient for psychiatric or psychological consultation if the physician believes the patient may have a disorder causing impaired judgment; (5) recommend that the patient notify next of kin of the patient's intention; (6) recommend that the patient have another person present when the patient ingests the medicine and to not take it in a public place; (7) inform the patient that he or she may rescind the

request at any time; (8) write the prescription when the requirements of the law are met, including verifying that the patient is making an informed decision; and (9) arrange for the medicine to be dispensed directly to the patient, or the patient's agent, but not by mail or courier.

The proposed law would make it punishable by imprisonment and/or fines, for anyone to (1) coerce a patient to request medication, (2) forge a request, or (3) conceal a rescission of a request. The proposed law would not authorize ending a patient's life by lethal injection, active euthanasia, or mercy killing. The death certificate would list the underlying terminal disease as the cause of death.

Participation under the proposed law would be voluntary. An unwilling health care provider could prohibit or sanction another health care provider for participating while on the premises of, or while acting as an employee of or contractor for, the unwilling provider.

The proposed law states that no person would be civilly or criminally liable or subject to professional discipline for actions that comply with the law, including actions taken in good faith that substantially comply. It also states that it should not be interpreted to lower the applicable standard of care for any health care provider.

A person's after January 1, 2013, and could not be considered in issuing or setting the rates for, insurance policies or annuities. Also, the proposed law would require the attending physician to report each case in which life-ending medication is dispensed to the state Department of Public Health. The Department would provide public access to statistical data compiled from the reports.

A Yes Vote would enact the proposed law allowing a physician licensed in Massachusetts to prescribe medication, at the request of a terminally-ill patient meeting certain conditions, to end that person's life. A No Vote would make no change in existing laws.

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks	38	47	40	125
Yes	910	981	885	2776
No	783	757	752	2292
Total	1731	1785	1677	5193

Question 3

Law Proposed by Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

Summary

This proposed law would eliminate state criminal and civil penalties for the medical use of marijuana by qualifying patients. To qualify, a patient must have been diagnosed with a debilitating medical condition, such as cancer, glaucoma, HIV-positive status or AIDS, hepatitis C, Crohn's disease, Parkinson's disease, ALS, or multiple sclerosis. The

patient would also have to obtain a written certification, from a physician with whom the patient has a bona fide physician-patient relationship, that the patient has a specific debilitating medical condition and would likely obtain a net benefit from medical use of marijuana.

The proposed law would allow patients to possess up to a 60-day supply of marijuana for their personal medical use. The state Department of Public Health (DPH) would decide what amount would be a 60-day supply. A patient could designate a personal caregiver, at least 21 years old, who could assist with the patient's medical use of marijuana but would be prohibited from consuming that marijuana. Patients and caregivers would have to register with DPH by submitting the physician's certification. The proposed law would allow for non-profit medical marijuana treatment centers to grow, process and provide marijuana to patients or their caregivers. A treatment center would have to apply for a DPH registration by (1) paying a fee to offset DPH's administrative costs; (2) identifying its location and one additional location, if any,

where marijuana would be grown; and (3) submitting operating procedures, consistent with rules to be issued by DPH, including cultivation and storage of marijuana only in enclosed, locked facilities. A treatment center's personnel would have to register with DPH before working or volunteering at the center be at least 21 years old, and have no felony drug convictions. In 2013, there could be no more than 35 centers, with at least one but not more than five centers in each county. In later years, DPH could modify the number of centers.

The proposed law would require DPH to issue a cultivation registration to a qualifying patient whose access to a treatment center is limited by financial hardship, physical inability to access reasonable transportation, or distance. This would allow the patient or caregiver to grow only enough plants, in a closed, locked facility, for a DPH could revoke any registration for a willful violation of the proposed law. Fraudulent use of a DPH registration could be punished by up to six months in a house of correction or a fine up to $500, and fraudulent use of a registration for the sale, distribution, or trafficking of marijuana for non-medical use for profit could be punished by up to five years in state prison or by two and one-half years in a house of correction.

The proposed law would (1) not give immunity under federal law or obstruct federal enforcement of federal law; (2) not supersede Massachusetts law prohibiting possession, cultivation, or sale of marijuana for nonmedical purposes; (3) not allow the operation of a motor vehicle, boat, or aircraft while under the influence of marijuana; (4) not require any health insurer or government entity to reimburse for the costs of the medical use of marijuana; (5) not require any health care professional to authorize the medical use of marijuana; (6) not require any accommodation of the medical use of marijuana in any workplace, school bus or grounds, youth center, or correctional facility; and (7) not require any accommodation of smoking marijuana in any public place.

A Yes Vote would enact the proposed law eliminating state criminal and civil penalties related to the medical use of marijuana, allowing patients meeting certain conditions to obtain marijuana produced and distributed by new state-regulated centers, or, in

specific hardship cases, to grow marijuana for their own use.

A No Vote would make no change in existing laws.

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks	59	62	54	175
Yes	1027	1034	939	3000
No	645	689	684	2018
Total	1731	1785	1677	5193

Question 4

This question is not binding

Shall the state senator from this district be instructed to vote in favor of a resolution calling upon Congress to repeal the federal prohibition of marijuana, so that states may regulate it as they choose?

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks	197	194	187	578
Yes	939	943	888	2770
No	595	648	602	1845
Total	1731	1785	1677	5193

Question 5

This question is not binding

Shall the state representative from this district be instructed to vote in favor of a resolution calling upon Congress to propose an amendment of the U.S. constitution affirming that (1)corporations are not entitled to the constitutional rights of human beings, and (2) both Congress and the states may place limits on political contributions and political spending?

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks		265	234	499
Yes		1079	1031	2110
No		441	412	853
Total		1785	1677	3462

Question 6

This question is not binding

Shall the state representative from this district be instructed to vote in favor of a resolution calling upon Congress and the President to: (1) prevent cuts to Social Security, Medicare, Medicaid, and Veterans benefits, or to housing, food and unemployment assistance; (2) create and protect jobs by investing in manufacturing, schools, housing, renewable energy, transportation and other public services; (3) provide new revenues for these purposes and to reduce the long-term federal deficit by closing corporate tax loopholes, ending offshore tax havens, and raising taxes on incomes over $250,000; and (4) redirect military spending to these domestic needs by reducing the military budget, ending the war in Afghanistan and bringing U.S. troops home safely now?

	Precinct 1	Precinct 2	Precinct 3	Total
Blanks		267	248	515
Yes		862	831	1693
No		656	598	1254
Total		1785	1677	3462

2012 STATISTIC REPORT

DOG LICENSES TOTAL $35,350

RAFFLES $75
Total of 3 Permits

VITAL STATISTICS

BIRTHS

FEMALES.....13

MALES.....13

TOTAL BIRTHS.....26

DEATHS.....43

MARRIAGES.....16

FINANCE

ACCOUNTANT'S INDEPENDENT AUDITOR'S REPORT
COMBINED FINANCIAL STATEMENTS
AND ADDITIONAL FINANCIAL INFORMATION

FINANCE COMMITTEE

BOARD OF ASSESSORS

TREASURER/COLLECTOR OF TAXES

COMMISSIONERS OF TRUST FUNDS
PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

GUIDES FOR
PERLEY-PARKHURST-COLE APPLICATION

CAPITAL BUDGETING COMMITTEE

TOWN OF BOXFORD, MASSACHUSETTS

Annual Financial Statements

For the Year Ended June 30, 2011

TABLE OF CONTENTS

	PAGE
INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	3
BASIC FINANCIAL STATEMENTS:	
Government-Wide Financial Statements:	
Statement of Net Assets	10
Statement of Activities	11
Fund Financial Statements:	
Governmental Funds:	
Balance Sheet	12
Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental Activities in the Statement of Net Assets	13
Statement of Revenues, Expenditures, and Changes in Fund Balances	14
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	15
Statement of Revenues and Other Sources, and Expenditures and Other Uses - Budget and Actual - General Fund	16
Fiduciary Funds:	
Statement of Fiduciary Net Assets	17
Statement of Changes in Fiduciary Net Assets	18
Notes to Financial Statements	19
REQUIRED SUPPLEMENTARY INFORMATION:	
Schedule of Funding Progress	42

MH&Co

MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

10 New England Business Center Drive • Suite 107
Andover, MA 01810-1096
(978) 749-0005 • Fax (978) 749-0006
www.melansonheath.com

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Boxford, Massachusetts

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of and for the year ended June 30, 2011, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Boxford's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, as of June 30, 2011, and the respective changes in financial position thereof, and the respective budgetary comparison for the General Fund, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, appearing on the following pages, and the supplementary information on page 42, are not required parts of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America.

We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued a report dated January 3, 2012, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Melanson, Heath + Company P.C.

Andover, Massachusetts
January 3, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Boxford, we offer readers this narrative overview and analysis of the financial activities of the Town of Boxford for the fiscal year ended June 30, 2011.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The governmental activities include general government, public safety, education, public works, health and human services, culture and recreation, insurance and benefits, interest, and intergovernmental expense.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available

at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by $ 49,530,522 (i.e., net assets), a change of $ 1,120,863 in comparison to the prior year.

- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of $ 8,865,828, a change of $ 1,589,659 in comparison to the prior year.

- At the end of the current fiscal year, unassigned fund balance for the general fund was $ 2,731,995, a change of $ 682,402 in comparison to the prior year.

- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was $ 10,608,946, a change of $ (1,023,512) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years.

	Governmental Activities	
	2011	2010
Current and other assets	$ 10,828,797	$ 8,533,578
Capital assets	57,030,997	57,457,016
Total assets	67,859,794	65,990,594
Long-term liabilities outstanding	15,427,926	15,343,138
Other liabilities	2,901,346	2,237,797
Total liabilities	18,329,272	17,580,935
Net assets:		
Invested in capital assets, net	47,242,574	46,572,429
Restricted	4,721,343	4,367,789
Unrestricted	(2,433,395)	(2,530,559)
Total net assets	$ 49,530,522	$ 48,409,659

CHANGES IN NET ASSETS

	Governmental Activities	
	2011	2010
Revenues:		
Program revenues:		
Charges for services	$ 1,384,432	$ 1,406,070
Operating grants and contributions	3,203,625	3,064,680
Capital grants and contributions	1,159,177	450,085
General revenues:		
Property taxes	22,539,160	21,820,197
Excises	1,331,146	1,280,845
Penalties and interest on taxes	80,438	84,705
Grants and contributions not restricted to specific programs	1,242,052	833,083
Investment income	110,135	157,883
Other	37,357	9,541
Total revenues	31,087,522	29,107,089

(continued)

(continued)

Expenses:		
General government	1,646,220	1,707,004
Public safety	2,461,064	2,389,426
Education	19,892,546	20,175,977
Public works	2,499,767	2,536,046
Human services	250,947	259,539
Culture and recreation	473,859	477,929
Insurance and benefits	2,148,177	2,374,006
Interest on long-term debt	440,949	471,269
Intergovernmental	153,130	171,207
Total expenses	29,966,659	30,562,403
Change in net assets	1,120,863	(1,455,314)
Net assets - beginning of year	48,409,659	49,864,973
Net assets - end of year	$ 49,530,522	$ 48,409,659

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were $ 49,530,522, a change of $ 1,120,863 from the prior year.

The largest portion of net assets $ 47,242,574 reflects our investment in capital assets (e.g., land, buildings and improvements, machinery and equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets $ 4,721,343 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets is a deficit balance of $ (2,433,395), which was primarily caused by unfunded OPEB costs.

Governmental activities. Governmental activities for the year resulted in a change in net assets of $ 1,120,863. Key elements of this change are as follows:

General fund change in fund balance (explained in more detail in Section D, below)	$ 1,102,389
Community Preservation fund change in fund balance (accrual basis)	254,719
Cole School Roof fund change in fund balance (accrual basis)	28,066
Nonmajor funds change in fund balance (accrual basis)	1,240,438
Depreciation expense in excess of principal debt service	(596,957)
Capital acquisitions funded with operating funds	158,498
Change in OPEB liability	(1,120,128)
Other	53,838
Total	$ 1,120,863

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of $ 8,865,828, a change of $ 1,589,659 in comparison to the prior year. Key elements of this change are as follows:

General fund change in fund balance (explained in more detail below)	$ 1,102,389
Community Preservation Fund change in fund balance	229,841
Cole School Roof Fund change in fund balance	(446,580)
Nonmajor funds change in fund balance	704,009
Total	$ 1,589,659

In fiscal year 2011, the Town implemented Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB54). GASB54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds. In general, amounts previously reported as undesignated

fund balance, are now reported as *unassigned fund balance.* In addition, amounts previously reported in stabilization funds are now combined with and reported as *committed fund balance* in the general fund. Full definitions of all of all changes in fund balance classifications resulting from the implementation of GASB54 can be found in the notes to financial statements.

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was $ 2,731,995, while total fund balance was $ 4,514,908. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

General Fund	6/30/11	6/30/10	Change	% of Total General Fund Expenditures
Unassigned fund balance	$ 2,731,995	$ 2,049,593	$ 682,402	10.3%
Total fund balance[1]	4,514,908	3,412,519	1,102,389	17.0%

[1]Now includes Stabilization Fund. Prior period balances have been revised to conform to current presentation.

The total fund balance of the general fund changed by $ 1,102,389 during the current fiscal year. Key factors in this change are as follows:

Use of free cash as a funding source	$ (363,469)
Revenues in excess of estimate	826,680
Expenditures less than budget	383,126
Excess current year encumbrances	41,359
Change in stabilization fund balance	12,446
Prior year snow/ice deficit raised	164,410
Other	37,837
Total	$ 1,102,389

As a result of the implementation of GASB54, the Town's stabilization fund is now included in the total general fund equity balance. Information on the stabilization fund equity balance is as follows:

	6/30/11	6/30/10	Change
General stabilization fund	$ 750,604	$ 738,158	$ 12,446

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no differences between the overall total of the Town's original budget and the Town's final amended budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets at year end amounted to $ 57,030,997 (net of accumulated depreciation), a change of $ (426,019) from the prior year. This investment in capital assets includes land, buildings and improvements, machinery and equipment, and infrastructure.

Major capital asset events during the current fiscal year include the following:

- $ 474,646 for construction on the Cole School roof
- $ 166,321 for architectural and design costs of the new Library
- $ 336,134 for various road improvements and culvert work.
- $ 93,201 for various projects, including Old East Library renovations, the fire station roof, and the recycling center.
- $ 124,148 for various vehicles, machinery and equipment.
- Current year depreciation expense of $ (1,620,469).

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was $ 10,608,946, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Boxford's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of the Town Accountant/Finance Director
Town of Boxford, Massachusetts
7A Spofford Road
Boxford, Massachusetts 01921

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF NET ASSETS

JUNE 30, 2011

	Governmental Activities
ASSETS	
Current:	
Cash and short-term investments	$ 7,443,755
Investments	3,025,937
Receivables, net of allowance for uncollectibles:	
Taxes	182,921
Excises	48,096
Other	5,940
Due from other governments	47,771
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Taxes	26,428
Betterments	47,949
Land and construction in progress	20,793,083
Capital assets, net of accumulated depreciation	36,237,914
TOTAL ASSETS	67,859,794
LIABILITIES	
Current:	
Warrants payable	472,580
Accrued liabilities	196,138
Deferred revenue	53,889
Tax refunds payable	441,111
Notes payable	510,000
Other	130,115
Current portion of long-term liabilities:	
Bonds payable	1,018,565
Other liabilities	78,948
Noncurrent:	
Bonds payable, net of current portion	9,590,381
Other liabilities, net of current portion	1,497,783
Other post-employment benefits	4,339,762
TOTAL LIABILITIES	18,329,272
NET ASSETS	
Invested in capital assets, net of related debt	47,242,574
Restricted for:	
Community preservation funds	2,667,333
Grants and other statutory restrictions	2,037,768
Permanent funds:	
Nonexpendable	5,000
Expendable	11,242
Unrestricted	(2,433,395)
TOTAL NET ASSETS	$ 49,530,522

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2011

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Assets: Governmental Activities
Governmental Activities:					
General government	$ 1,646,220	$ 117,849	$ 25,630	$ -	$ (1,502,741)
Public safety	2,461,064	258,078	120,709	-	(2,082,277)
Education	19,892,546	724,122	3,021,962	-	(16,146,462)
Public works	2,499,767	254,132	114	323,904	(1,921,617)
Health and human services	250,947	27,271	21,499	-	(202,177)
Culture and recreation	473,859	2,980	13,564	835,273	377,958
Insurance and benefits	2,148,177	-	147	-	(2,148,030)
Interest expense	440,949	-	-	-	(440,949)
Intergovernmental	153,130	-	-	-	(153,130)
Total Governmental Activities	$ 29,966,659	$ 1,384,432	$ 3,203,625	$ 1,159,177	(24,219,425)
General Revenues:					
Taxes					22,539,160
Excises					1,331,146
Penalties, interest and other taxes					80,438
Grants and contributions not restricted to specific programs					1,242,052
Investment income					110,135
Miscellaneous					37,357
Total general revenues					25,340,288
Change in Net Assets					1,120,863
Net Assets:					
Beginning of year					48,409,659
End of year					$ 49,530,522

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2011

	General	Community Preservation Fund	Cole School Roof Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	$ 4,942,442	$ 323,968	$ 63,420	$ 2,113,925	$ 7,443,755
Investments	666,138	2,343,557	-	16,242	3,025,937
Receivables:					
Taxes	206,387	2,962	-	-	209,349
Excises	64,054	-	-	-	64,054
Due from other governments	47,771	-	-	-	47,771
TOTAL ASSETS	$ 5,926,792	$ 2,670,487	$ 63,420	$ 2,130,167	$ 10,790,866
LIABILITIES AND FUND BALANCES					
Liabilities:					
Warrants payable	$ 472,580	$ -	$ -	$ -	$ 472,580
Accrued liabilities	98,773	-	-	-	98,773
Deferred revenue	269,497	2,962	-	-	272,459
Tax refunds payable	441,111	-	-	-	441,111
Notes payable	-	-	510,000	-	510,000
Other liabilities	129,923	192	-	-	130,115
TOTAL LIABILITIES	1,411,884	3,154	510,000	-	1,925,038
Fund Balances:					
Nonspendable	-	-	-	5,000	5,000
Restricted	-	-	-	2,141,686	2,141,686
Committed	879,046	2,667,333	-	-	3,546,379
Assigned	903,867	-	-	-	903,867
Unassigned	2,731,995	-	(446,580)	(16,519)	2,268,896
TOTAL FUND BALANCES	4,514,908	2,667,333	(446,580)	2,130,167	8,865,828
TOTAL LIABILITIES AND FUND BALANCES	$ 5,926,792	$ 2,670,487	$ 63,420	$ 2,130,167	$ 10,790,866

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS

JUNE 30, 2011

Total governmental fund balances	$ 8,865,828
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	57,030,997
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	256,500
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(97,364)
• Long-term liabilities, including bonds payable, compensated absences, net OPEB obligation, and landfill liability are not due and payable in the current period and, therefore, are not reported in the governmental funds.	(16,525,439)
Net assets of governmental activities	$ 49,530,522

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2011

	General	Community Preservation Fund	Cole School Roof Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	$ 21,979,900	$ 524,304	$ -	$ -	$ 22,504,204
Excises	1,329,604	-	-	-	1,329,604
Interes, penalties, and other taxes	79,647	791	-	-	80,438
Charges for services	304,728	-	-	783,375	1,088,103
Intergovernmental	3,596,461	184,088	-	1,768,930	5,549,479
Licenses and permits	230,339	-	-	-	230,339
Fines and forfeitures	53,725	-	-	-	53,725
Investment income	39,400	70,735	-	1,998	112,133
Other	4,000	-	2,066	99,017	105,083
Total Revenues	27,617,804	779,918	2,066	2,653,320	31,053,108
Expenditures:					
Current:					
General government	1,318,082	51,964	-	107,006	1,477,052
Public safety	2,121,086	-	-	138,855	2,259,941
Education	17,834,326	-	478,646	1,078,809	19,391,781
Public works	1,722,903	-	-	324,954	2,047,857
Health and human services	234,934	-	-	46,252	281,186
Culture and recreation	405,255	31,182	-	190,819	627,256
Insurance and benefits	1,742,089	-	-	14,043	1,756,132
Debt service	1,002,183	466,931	-	-	1,469,114
Intergovernmental	153,130	-	-	-	153,130
Total Expenditures	26,533,988	550,077	478,646	1,900,738	29,463,449
Excess (deficiency) of revenues over expenditures	1,083,816	229,841	(476,580)	752,582	1,589,659
Other Financing Sources (Uses):					
Transfers in	18,573	-	30,000	-	48,573
Transfers out	-	-	-	(48,573)	(48,573)
Total Other Financing Sources (Uses)	18,573	-	30,000	(48,573)	-
Change in fund balance	1,102,389	229,841	(446,580)	704,009	1,589,659
Fund Equity, at Beginning of Year (as restated)	3,412,519	2,437,492	-	1,426,158	7,276,169
Fund Equity, at End of Year	$ 4,514,908	$ 2,667,333	$ (446,580)	$ 2,130,167	$ 8,865,828

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2011

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	$	1,589,659
• Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:		
Capital outlay purchases		1,194,450
Depreciation		(1,620,469)
• Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures, and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (e.g., property taxes) differ between the two statements. This amount represents the net change in deferred revenue.		36,498
• The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:		
Repayments of debt		1,023,512
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		4,655
• Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.		(1,107,442)
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	$	1,120,863

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2011

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
Revenues and other sources:				
Taxes	$ 21,942,063	$ 21,942,063	$ 21,942,063	$ -
Excise	1,030,000	1,030,000	1,329,604	299,604
Interest, penalties, and other taxes	65,000	65,000	79,647	14,647
Charges for services	241,068	241,068	304,728	63,660
Intergovernmental	2,264,241	2,264,241	2,611,632	347,391
Licenses and permits	150,000	150,000	230,339	80,339
Fines and forfeits	40,000	40,000	53,725	13,725
Investment income	28,700	28,700	26,954	(1,746)
Miscellaneous	-	-	4,000	4,000
Transfers in	13,513	13,513	18,573	5,060
Use of fund balance	363,469	363,469	363,469	-
Total Revenues and Other Sources	26,138,054	26,138,054	26,964,734	826,680
Expenditures and other uses:				
General government	1,621,142	1,535,715	1,350,729	184,986
Public safety	2,089,402	2,136,217	2,114,912	21,305
Education	17,146,083	17,173,253	16,893,514	279,739
Public works	1,422,339	1,425,142	1,695,497	(270,355)
Health and human services	241,911	243,027	233,913	9,114
Culture and recreation	430,544	431,745	403,958	27,787
Insurance and benefits	1,822,001	1,852,001	1,742,682	109,319
Debt service	1,002,242	1,002,242	1,002,183	59
Intergovernmental	197,980	174,302	153,130	21,172
Snow/ice deficit raised	164,410	164,410	164,410	-
Total Expenditures	26,138,054	26,138,054	25,754,928	383,126
Excess of revenues and other sources over expenditures and other uses	$ -	$ -	$ 1,209,806	$ 1,209,806

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2011

	Private Purpose Trust Funds	Agency Funds
ASSETS		
Cash and short-term investments	$ -	$ 79,630
Investments	41,658	71,090
Total Assets	41,658	150,720
LIABILITIES AND NET ASSETS		
Deposits held in escrow	-	107,613
Student activity funds	-	26,821
Other liabilities	-	16,286
Total Liabilities	-	150,720
NET ASSETS		
Restricted for:		
Endowment	12,500	-
Unrestricted	29,158	-
Net assets	$ 41,658	$ -

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2011

	Private Purpose Trust Funds
Additions:	
Interest earnings	706
Contributions	13,200
Total contributions	13,906
Deductions:	
Education	14,186
Total deductions	14,186
Net increase (decrease)	(280)
Net assets:	
Beginning of year	41,938
End of year	$ 41,658

See notes to financial statements.

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Boxford (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. *Reporting Entity*

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2011, it was determined that no entities met the required GASB 39 criteria of component units.

B. *Government-Wide and Fund Financial Statements*

Government-Wide Financial Statements
The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements
Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. *Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

- The *Community Preservation Fund* is used to account for revenues and expenditures related to the levy of a three percent property tax surcharge that is authorized by the Community Preservation Act. This fund was established by the Town for the purpose of acquiring

open land for conservation, developing affordable housing, and preserving historical property.

- The *Cole School Roof Fund* is a capital project fund used to account for all the resources and expenditures associated with the reconstruction of the Cole School roof.

The private-purpose trust fund is used to account for trust arrangements, other than those properly reported in the permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

D. *Cash and Short-Term Investments*

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. *Investments*

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the Community Preservation Fund and the Trust Funds consist of bank certificates of deposit, corporate bonds, marketable securities, and U.S. Treasury/Agency securities. Investments are carried at market value.

F. *Property Tax Limitations*

Legislation known as "Proposition 2½" limits the amount of revenue that can be derived from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 percent (excluding

new growth), unless an override or debt exemption is voted. The actual fiscal year 2011 tax levy reflected an excess capacity of $ 373,775.

G. *Capital Assets*

Capital assets, which include land, buildings and improvements, machinery and equipment and infrastructure, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost that exceeds $ 5,000 to $ 100,000, depending on the asset's category, and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the primary government are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	20
Infrastructure	50
Vehicles	6
Office equipment	5
Computer equipment	5

H. *Compensated Absences*

It is the government's policy to permit employees to accumulate earned but unused vacation, sick pay, and retirement benefits. All vested sick, vacation, and retirement pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

I. *Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets.

J. *Fund Equity*

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net assets".

Fund Balance – In general, fund balance represents the difference between current assets and current liabilities. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classifications are as follows:

1) *Nonspendable funds* are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., cemetery perpetual care).
2) *Restricted funds* are restricted to specific purposes by external constraints imposed by laws, creditors, grantors, or others outside of the Town's organization. The Town reports restricted fund balance in the capital projects fund for the encumbered, unspent proceeds of bond issues, and in the special revenue funds for funds that have been created by statute or have other external constraints on how the monies held in these funds may be expended.
3) *Committed funds* can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest decision making authority, which is the annual Budgetary Town Meeting. These commitments can only be established, modified, or rescinded by majority Town Meeting vote. The Town reports committed fund balance in the general fund for the encumbered, unspent portion of non-lapsing capital appropriations, as well as for stabilization funds set aside by Town Meeting vote to offset future revenue shortfalls.
4) *Assigned funds* are intended to be used for specific purposes as established by management. The Town reports assigned fund balance in the general fund for year-end departmental encumbrances for goods and services that have been ordered but not yet received. The Town also reports assigned fund balance for general fund surplus fund balance that has been appropriated as a funding source for the subsequent fiscal period.
5) *Unassigned funds* are available to be spent in future periods.

When expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned and unassigned.

Net Assets - Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. All other net assets are reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

Departments are limited to the line items as voted. Certain items may exceed the line item budget as approved if it is for an emergency and for the safety of the general public. These items are limited by the Massachusetts General Laws and must be raised in the next year's tax rate.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Effective budgetary control

is achieved for all other funds through provisions of the Massachusetts General Laws.

At year-end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

B. *Budgetary Basis*

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. *Budget/GAAP Reconciliation*

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

General Fund	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Revenues/Expenditures (GAAP basis)	$ 27,617,804	$ 26,533,988
Other financing sources/uses (GAAP basis)	18,573	-
Subtotal (GAAP Basis)	27,636,377	26,533,988
Adjust tax revenue to accrual basis	(37,837)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(353,097)
Add end of year appropriation carryforwards to expenditures	-	394,456
To record use of free cash	363,469	-
To reverse the effect of non-budgeted State contributions for teachers' retirement	(984,829)	(984,829)
To record raising of prior year's snow and ice deficit	-	164,410
Reverse effects of combining general fund and stablization funds (GASB 54)	(12,446)	-
Budgetary basis	$ 26,964,734	$ 25,754,928

D. *Deficit Fund Equity*

The following funds had deficit balances as of June 30, 2011:

Communications Equipment Grant	$ (15,469)
Cole School Roof Project	$ (446,580)
Chapter 90 Road Improvements	$ (1,050)

The deficit in these funds will be eliminated through future intergovernmental revenues and bond proceeds.

3. Cash and Short-Term Investments

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned. Massachusetts General Law, Chapter 44, Section 55, limits the Town's deposits "in a bank or trust company or banking company to an amount not exceeding sixty percent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town's policy is to minimize custodial credit risk by limiting unsecured bank deposits to no more than 5% of an institution's assets and no more than 10% of the Town's total cash.

As of June 30, 2011, none of the Town's bank balance of $ 7,548,169 was exposed to custodial credit risk as uninsured or uncollateralized.

4. Investments

A. *Credit Risk*

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. Investments are governed by Massachusetts General Laws, Chapter 44, Sections 54 and 55, and by the Town's investment policy, which is in full compliance with these laws. The Town's investment policy allows unlimited investment in United States Treasury and Agency obligations, as these investments carry an Aaa rating. All other investments must be in investment grade securities, a high concentration of which must be rated A or above. As of June 30, 2011, all of the Town's investments are in compliance with these policies.

Presented below is the actual Moody's rating as of June 30, 2011 for each investment type of the Town (in thousands):

Investment Type	Fair Value	Minimum Legal Rating	Exempt From Disclosure	Rating as of Year End Aaa	Aa2	A1	A2
Certificates of deposits	$ 753	N/A	$ 753	$ -	$ -	$ -	$ -
Corporate bonds	299	N/A	-	-	159	80	60
Corporate equities	229	N/A	229	-	-	-	-
Federal agency securities	1,683	N/A	-	1,683		-	
Mutual funds	175	N/A	175	-	-	-	-
Total investments	$ 3,139		$ 1,157	$ 1,683	$ 159	$ 80	$ 60

B. *Custodial Credit Risk*

The custodial credit risk for investments is the risk that, in the event of a failure of the counterparty (e.g., broker-dealer) to a transaction, the Town will not be able to recover the value of its investments. The Town reviews its investment firms' financial statements and the background of its sales representatives, which limits exposure to only those institutions with proven financial strength, capital adequacy, and an overall affirmative reputation in the municipal industry. The Town's investment policy also requires that all securities be held in the Town's name and federal tax identification number by a third party custodian approved by the Treasurer and evidenced by safekeeping receipts showing individual CUSIP numbers for each security. In addition, as of June 30, 2011, all of the Town's investments were held in financial institutions that are members of the Securities Investor Protection Corporation (SIPC).

As of June 30, 2011, none of the Town's investments were subject to custodial credit risk.

C. *Concentration of Credit Risk*

The Town's investment policy includes a diversification concept that prohibits the over-concentration of investments in a specific instrument-type and issuer by limiting investments (other than U.S. Treasury and U.S. Agency obligations or investments fully collateralized by U.S. Treasuries or U.S. Agencies) to no more than 5% of an institution's assets and no more than 10% of the Town's cash.

As of June 30, 2011, the Town had no investments in any one issuer that exceeded these limits.

D. *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's investment policy includes a diversification concept that prohibits the over-concentration of investment

maturities; however, the Town places no limit on the length of maturity from date of purchase for Community Preservation, Stabilization, and Trust funds that are invested in U.S. Treasuries or U.S. Agency obligations that may be sold prior to maturity. As of June 30, 2011, the Town's investments are in compliance with these policies.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

		Investment Maturities (in Years)			
Investment Type	Fair Value	Less Than 1	1-5	6-10	More Than 10
Debt Related Securities:					
Corporate bonds	$ 299	$ 101	$ 198	$ -	$ -
Federal agency securities	1,683	-	634	999	50
Total	$ 1,982	$ 101	$ 832	$ 999	$ 50

5. Taxes Receivable

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on a quarterly basis and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year they relate to.

The Town typically issues demand bills to delinquent taxpayers within one week of the original bill due date. Fourteen days after the demand notice has been sent, the tax collector may proceed to file a lien against the delinquent taxpayers' property. The Town has an ultimate right to foreclose on property for unpaid taxes. Personal property taxes cannot be secured through the lien process.

Taxes receivable at June 30, 2011 consist of the following:

Real estate	$ 153,376
Personal property	154
Tax title	52,857
Community preservation	2,962
Total	$ 209,349

6. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts:

	Governmental
Excises	$ 15,958

7. Due From Other Governments

This balance represents reimbursement requested from the Federal Emergency Management Agency (FEMA) for expenditures incurred in fiscal 2011.

8. Capital Assets

Capital asset activity for the year ended June 30, 2011 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Buildings and improvements	$ 19,674	$ 107	$ -	$ 19,781
Machinery, equipment, and furnishings	4,369	111	-	4,480
Infrastructure	31,392	336	-	31,728
Total capital assets, being depreciated	55,435	554	-	55,989
Less accumulated depreciation for:				
Buildings and improvements	(6,393)	(501)	-	(6,894)
Machinery, equipment, and furnishings	(2,591)	(290)	-	(2,881)
Infrastructure	(9,146)	(830)	-	(9,976)
Total accumulated depreciation	(18,130)	(1,621)	-	(19,751)
Total capital assets, being depreciated, net	37,305	(1,067)	-	36,238
Capital assets, not being depreciated:				
Land	19,231	-	-	19,231
Construction in progress	921	701	(60)	1,562
Total capital assets, not being depreciated	20,152	701	(60)	20,793
Governmental activities capital assets, net	$ 57,457	$ (366)	$ (60)	$ 57,031

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	$ 160
Public safety	213
Education	272
Public works	914
Human services	10
Culture and recreation	52
Total depreciation expense - governmental activities	$ 1,621

9. Warrants Payable

Warrants payable represent 2011 expenditures paid by July 15, 2011 as permitted by law.

10. Accrued Liabilities

Governmental activities: This balance represents the amount accrued in the current period for interest on the Town's outstanding general obligation bonds, as well as accrued employee payroll.

Governmental funds: This balance represents accrued employee payroll.

11. Deferred Revenue

Government-wide financial statements report *deferred revenue* in connection with the Town's unapportioned betterment receivables.

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund deferred revenue account is equal to the total of all June 30, 2011 receivable balances, except real and personal property taxes that are accrued for subsequent 60-day collections.

12. Tax Refunds Payable

This balance consists of an estimate of refunds due to property taxpayers for potential abatements. These cases are currently pending with the state Appellate Tax Board and the State courts.

13. Notes Payable

The Town had the following notes outstanding at June 30, 2011:

	Interest Rate	Date of Issue	Date of Maturity	Balance at 6/30/11
Cole school roof	1.50%	07/30/10	07/29/11	$ 510,000
Total				$ 510,000

The following summarizes activity in notes payable during fiscal year 2011:

	Balance Beginning of Year	New Issues	Maturities	Balance End of Year
Cole school roof	$ -	$ 510,000	$ -	$ 510,000
Total	$ -	$ 510,000	$ -	$ 510,000

14. Long-Term Debt

A. *General Obligation Bonds*

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds currently outstanding are as follows:

Governmental Activities:	Amount of Original Issue	Serial Maturities Through	Interest Rate(s) %	Amount Outstanding as of 6/30/11
Bonds payable - Inside the Debt Limit				
Lockwood/Lord/Haynes land - refunding	$ 943,000	06/15/17	2.21%	$ 683,000
Fire truck	255,000	08/15/17	3.67%	115,000
Police station	3,230,000	04/15/21	4.55%	1,600,000
Town Hall construction	4,270,000	08/15/22	4.04%	2,655,000
Sawyer/Richardson land	3,000,000	08/15/22	4.05%	1,880,000
Spofford Pond Road drainage	300,000	08/15/22	4.04%	145,000
Haynes land	1,900,000	06/15/27	3.94%	1,600,000
Anvil Farm land	850,000	06/15/26	3.90%	700,000
Lincoln Hall building renovations	675,000	06/15/27	3.93%	560,000
Bonds payable - Outside the Debt Limit				
School construction - refunding	310,500	06/15/16	2.12%	227,500
Landfill closure - refunding	456,500	06/15/17	2.24%	329,500
Title V MWPAT - Loan 1	200,000	08/01/18	0.00%	86,956
Title V MWPAT - Loan 2	48,524	02/01/21	0.00%	26,990
Total Governmental Activities:	$ 16,438,524			$ 10,608,946

B. *Future Debt Service*

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2011 are as follows:

Governmental	Principal	Interest	Total
2012	$ 1,018,565	$ 411,575	$ 1,430,140
2013	1,013,566	377,268	1,390,834
2014	998,565	341,636	1,340,201
2015	983,562	306,011	1,289,573
2016	973,561	270,360	1,243,921
2017 - 2021	3,866,127	820,661	4,686,788
2022 - 2026	1,620,000	169,925	1,789,925
2027	135,000	5,569	140,569
Total	$ 10,608,946	$ 2,703,005	$ 13,311,951

The following governmental funds have been designated as the sources to repay the governmental-type general obligation long-term debt outstanding as of June 30, 2011:

General fund	$ 6,568,946
Community preservation fund	4,040,000
Total	$ 10,608,946

C. *Changes in General Long-Term Liabilities*

During the year ended June 30, 2011, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 7/1/10	Additions	Reductions	Total Balance 6/30/11	Less Current Portion	Equals Long-Term Portion 6/30/11
Governmental Activities						
Bonds payable	$ 11,632	$ -	$ (1,023)	$ 10,609	$ (1,019)	$ 9,590
Other:						
Compensated absences	366	38	(13)	391	(39)	352
Landfill postclosure	1,224	-	(38)	1,186	(40)	1,146
OPEB[1]	3,220	1,120	-	4,340	-	4,340
Totals	$ 16,442	$ 1,158	$ (1,074)	$ 16,526	$ (1,098)	$ 15,428

[1]OPEB is discussed further in Note 22 and additional information is reported in required supplementary information.

15. Landfill Closure and Postclosure Care Costs

The Town's landfill was closed and capped in the spring of 2001. State and Federal laws and regulations require the Town to perform certain maintenance and monitoring functions at the site of its capped landfill for thirty years after closure. These *postclosure care* costs are reported as a long-term liability in the government-wide financial statements, and a portion of the liability is expensed each year. The amount of the postclosure care liability and the portion of costs expensed each year are based on estimates provided by management. In 1999, the Town issued $ 1,050,000 in general obligation bonds to fund estimated closure and monitoring costs.

16. Restricted Net Assets

The accompanying entity-wide financial statements report restricted net assets when external constraints from grantors or contributors are placed on net assets.

Permanent fund restricted net assets are segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

17. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

In fiscal year 2011, the Town implemented GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which enhances the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported as of June 30, 2011:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance includes nonmajor governmental fund reserves for the principal portion of permanent funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints externally imposed by creditors, grantors, contributors, or laws and regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes various special revenue funds, capital projects funded

by bond issuances and state grants, and the income portion of permanent funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest decision making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting, stabilization funds set aside by Town Meeting vote (now reported as part of the general fund per GASB 54), and various special revenue funds.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period, and general fund surplus fund balance that has been appropriated as a funding source for the subsequent fiscal period.

Unassigned – Represents amounts that are available to spend in future periods. This fund balance classification includes general fund surplus fund balance and various special revenue and capital project deficit fund balances.

Following is a breakdown of the Town's fund balance as of June 30, 2011:

	General Fund	Community Preservation Fund	Cole School Roof Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable					
Nonexpendable permanent funds	$ -	$ -	$ -	$ 5,000	$ 5,000
	$ -	$ -	$ -	$ 5,000	$ 5,000
Restricted					
Special revenue funds	$ -	$ -	$ -	$ 1,302,632	$ 1,302,632
Bonded capital projects	-	-	-	827,812	827,812
Expendable permanent funds	-	-	-	11,242	11,242
	$ -	$ -	$ -	$ 2,141,686	$ 2,141,686
Committed					
Community preservation funds	$ -	$ 2,667,334	$ -	$ -	$ 2,667,334
Stabilization fund	750,604	-	-	-	750,604
Article carryforwards	128,442	-	-	-	128,442
	$ 879,046	$ 2,667,334	$ -	$ -	$ 3,546,380
Assigned					
Encumbrances	$ 266,014	$ -	$ -	$ -	$ 266,014
Designated fund balance	171,729	-	-	-	171,729
Appropriated fund balance	466,124	-	-	-	466,124
	$ 903,867	$ -	$ -	$ -	$ 903,867
Unassigned					
General fund	$ 2,731,995	$ -	$ -	$ -	$ 2,731,995
Special revenue fund deficits	-	-	-	(15,469)	(15,469)
Capital project fund deficits	-	-	(446,580)	(1,050)	(447,630)
	$ 2,731,995	$ -	$ (446,580)	$ (16,519)	$ 2,268,896

18. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in certain respects from the Massachusetts Uniform Municipal Accounting System (UMAS). The following paragraphs summarize the major differences.

Massachusetts general laws include provisions to allow municipalities to over-expend certain appropriations if they are incurred in an emergency situation and for the safety of the public. The most common example involves the "snow and ice" appropriation. All such overexpenditures, however, must be funded in the subsequent year's tax rate.

The accompanying financial statements include an estimate for future potential tax refunds, which is not recognized under UMAS.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	$ 2,731,995
Snow and ice deficit	224,825
Appelate tax board cases	441,111
Statutory (UMAS) Balance	$ 3,397,931

19. Subsequent Events

Debt

Subsequent to June 30, 2011, the Town has incurred the following additional debt:

	Amount	Interest Rate	Issue Date	Maturity Date
Bond anticipation note	$ 220,000	1.05%	07/29/11	07/27/12

20. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government.

Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

21. Pension Plan

The Town follows the provisions of GASB Statement No. 27, (as amended by GASB 50) *Accounting for Pensions by State and Local Governmental Employers*, with respect to the employees' retirement funds.

A. *Plan Description*

The Town contributes to the Essex Regional Retirement System (the "System"), a cost-sharing multiple-employer, defined benefit pension plan administered by the Essex Regional Retirement Board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws assigns the System the authority to establish and amend benefit provisions of the plan and grant cost-of-living increases. The System issues a publicly available financial report that can be obtained through the Essex Regional Retirement Board at 491 Maple Street, Building 200, Suite 202, Danvers, Massachusetts 01923-4025.

B. *Funding Policy*

Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the remaining system-wide actuarially determined contribution plus administration costs which are apportioned among the employers based on active covered payroll. The contributions of plan members and the Town are governed by Chapter 32 of the Massachusetts General Laws. The Town's contributions to the System for the years ended June 30, 2011, 2010, and 2009 were $ 734,331, $ 673,891, and $ 570,057, respectively, which were equal to its annual required contributions for each of these years. The payroll for employees covered by the System for the year ended June 30, 2011 was not available.

C. *Massachusetts Teacher Retirement System (MTRS) - Plan Description*

As required by State Statutes, teachers of the Town are covered by the Massachusetts Teachers' Retirement System (MTRS), a contributory retirement system governed by Chapter 32 of the Massachusetts General Laws. The MTRS was established under Chapter 15, Section 16 of the Massachusetts General Laws, however, Chapter 32 assigns the System the authority to establish and amend benefit provisions of the plan, and the State legislature has the authority to grant cost-of-living increases.

The MTRS is funded by contributions from covered employees and the Commonwealth of Massachusetts. The Town is not required to contribute.

D. *Teachers*

As required by State statutes, teachers of the Town are covered by the Massachusetts Teachers Retirement System (MTRS). The MTRS is funded by contributions from covered employees and the Commonwealth of Massachusetts. The Town is not required to contribute.

All persons employed on at least a half-time basis, who are covered under a contractual agreement requiring certification by the Board of Education are eligible, and must participate in the MTRS.

Based on the Commonwealth of Massachusetts' retirement laws, employees covered by the pension plan must contribute a percentage of gross earnings into the pension fund. The percentage is determined by the participant's date of entry into the system and gross earnings, up to $ 30,000, as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7% *
January 1, 1984 - June 30, 1996	8% *
July 1, 1996 - June 30, 2001	9% *
Beginning July 1, 2001	11%

*Effective January 1, 1990, all participants hired after January 1, 1979, who have not elected to increase to 11%, contribute an additional 2% of salary in excess of $ 30,000.

The Town's current year covered payroll for teachers and administrators was not available.

In fiscal year 2011, the Commonwealth of Massachusetts contributed $ 984,829 to the MTRS on behalf of the Town. This is included in the education expenditures and intergovernmental revenues in the general fund.

22. Post-Employment Healthcare and Life Insurance Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions,* requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use them. To the extent that an entity does

not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Assets over time.

A. *Plan Description*

In addition to providing the pension benefits described in Note 21, the Town provides post-employment medical and prescription drug benefits for eligible retirees. The benefit levels, employee contributions and employer contributions are governed by Chapter 32 of the Massachusetts General Laws. As of July 1, 2009, the actuarial valuation date, approximately 46 retirees and 198 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

B. *Benefits Provided*

The Town provides comprehensive medical insurance to all eligible retirees through a variety of plans from Blue Cross Blue Shield of Massachusetts. The plan is administered by MIIA Health Benefits Trust. All active employees who retire from the Town and meet the eligibility criteria can receive these benefits.

C. *Funding Policy*

Retirees contribute 21% for Individual non-Medicare plans and 34% for Family non-Medicare plans. Medicare eligible retirees contribute 34% for Individual or Family *Managed Blue* plans and 50% for Individual and Family *Medex 3* plans. The Town contributes the remainder of all retiree health plan costs on a pay-as-you-go basis.

D. *Annual OPEB Costs and Net OPEB Obligation*

The Town's fiscal 2011 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years.

The following table shows the components of the Town's annual OPEB cost for the year ending June 30, 2011, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2009.

Annual Required Contribution (ARC)	$ 1,464,772
Interest on net OPEB obligation	-
Adjustment to ARC	-
Annual OPEB cost	1,464,772
Contributions made	(344,644)
Increase in net OPEB obligation	1,120,128
Net OPEB obligation - beginning of year	3,219,634
Net OPEB obligation - end of year	$ 4,339,762

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the 2011 fiscal year and the two preceding years were as follows:

Fiscal year ended	Annual OPEB Cost	Percentage of OPEB Cost Contributed	Net OPEB Obligation
2009	$ 1,382,868	25.14%	$ 1,035,217
2010	$ 2,837,534	23.02%	$ 3,219,634
2011	$ 1,464,772	23.53%	$ 4,339,762

The Town's net OPEB obligation as of June 30, 2011 is recorded as a component of the "other liabilities, net of current portion" line item in the Statement of Net Assets.

E. Funded Status and Funding Progress

The funded status of the plan as of July 1, 2009, the date of the most recent actuarial valuation was as follows:

Actuarial accrued liability (AAL)	$ 15,838,649
Actuarial value of plan assets	-
Unfunded actuarial accrued liability (UAAL)	$ 15,838,649
Funded ratio (actuarial value of plan assets/AAL)	0%
Covered payroll (active plan members)	$ N/A
UAAL as a percentage of covered payroll	N/A

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Examples include assumptions about future employment, mor-

tality, and healthcare cost trends. Amounts determined regarding the funded status of the plan and the employer's annual required contributions are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

F. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2009 actuarial valuation, the Projected Unit Credit actuarial cost method was used. The actuarial value of assets is equal to the market value of the plan's assets. The actuarial assumptions included a 4.0% investment rate of return (pay-as-you-go scenario) and an initial healthcare trend rate of 10.0% graded down to 5.0% over five years. The UAAL is amortized over a period of thirty years with annual compensation increases of 4.5% per year and a general inflation assumption of 3.5% per annum. As of July 1, 2009, the most recent actuarial valuation date, the Town's remaining amortization period was 28 years.

23. Risk Management

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

24. Beginning Fund Balance Reclassification

The Town's major governmental funds for fiscal year 2011, as defined by GASB Statement 34, have changed from the previous fiscal year. Accordingly, the following reconciliation is provided:

	Fund Equity 6/30/10 (as previously reported)	Reclassification	Fund Equity 6/30/10 (as restated)
General fund	$ 2,674,361	$ 738,158	$ 3,412,519
Nonmajor funds	2,164,316	(738,158)	1,426,158
Total	$ 4,838,677	$ -	$ 4,838,677

TOWN OF BOXFORD, MASSACHUSETTS

SCHEDULE OF FUNDING PROGRESS

REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2011
(Unaudited)

Other Post-Employment Benefits (in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
07/01/07	$ -	$ 16,188	$ 16,188	0.0%	N/A	N/A
07/01/09	$ -	$ 15,839	$ 15,839	0.0%	N/A	N/A

See Independent Auditors' Report.

FINANCE COMMMITTEE

As reported last year, the economy in Massachusetts, as well as the rest of the country continues to be challenged causing uncertainty for sustained state revenue's for cities and towns. As a Finance Committee, we have encouraged conservative financial management of Town resources. Toward that end, we continue to have adequate reserves to fund unanticipated expenses. The Finance Committee continues to maintain the Town policy to use recurring revenues to fund recurring expenses, so that long term needs can also be addressed.

The budget for Fiscal Year 2013 (July 1, 2012, June 30, 2013) was presented at the May 8, 2012 Town Meeting, and was passed unanimously. Free Cash certified in the Fall of 2012 at $3,031,201 was the second highest in Town history.

Like most cities and towns, Boxford currently faces a projected funding deficit for other post employment benefits (OPEB) in the tens of millions of dollars and seeding a trust fund with Free Cash to help pay these future obligations could be a competing use to fund other traditional capital requests. In Fiscal Year 2013, the budget provides for funding $250,000 for (OPEB).

The Finance Committee is fortunate to have a talented and hard working Finance Director, Kathleen Benevento who provides the Finance Committee with outstanding and timely financial reports. The Finance Committee, will as in past years, work with the Board of Selectmen, all Departments, and the elementary school and

Masconomet school committees to present the Town with a budget that is fiscally responsible, with supporting financial data to make those critical choices to maintain the Town's financial stability.

Lastly, I would like to extend my appreciation to Geoff Buswick for his outstanding leadership as Chair of the Finance Committee over the past four years. Unfortunately, his travel schedule for work required he step down temporarily as Chair.

Respectfully submitted,

Robert Fanning, Chair
Michael White, Vice Chair
Peter Bernardin
Geoffrey Buswick
Susan Fowler
Carl Noblitt
Marc Mercier

BOARD OF ASSESSORS

ANNUAL REPORT

Boxford's Fiscal Year 2013 total property valuation of $1,578,618,621 includes $8,328,628 in new growth this past fiscal year, which is a decrease of $4,881,876 from the prior year. This decline is due primarily to the fact that last year's growth figure was heavily impacted by the creation of the Weathered Walls subdivision. Other growth factors, such as new construction, additions, and renovations remained steady.

New home construction is a major contributor to new growth. However, the number of new home permits has declined over the past several years:

Fiscal Year	New Home Permits
2002	15
2003	12
2004	11
2005	12
2006	9
2007	4
2008	5
2009	3
2010	3
2011	2
2012	4

After the review of home sales that occurred during 2010 and 2011, the Board determined that property valuations would decrease about two percent from the prior year. The average residential property assessment for Fiscal Year 2013 is $558,000, a decrease from the Fiscal Year 2012 average residential property assessment of $570,000. The tax rate was set at $14.88 per thousand of assessed value, an increase of about six percent from last year. A total of 3,051 real and personal property tax bills were issued for Fiscal Year 2013.

As in previous years, the selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential. The town relies heavily on individual homeowners for tax revenues as residential properties account for over 96 percent of all properties.

The assessors recognize that following state revaluation regulations creates a hardship for many residents, particularly the senior population. The assessors continue to work with the Council on Aging to ensure that all seniors are familiar with any and all tax lowering programs that are available to them.

In Fiscal Year 2012 (prior year), of the 3,062 real and personal property tax bills that were issued, 42 resulted in abatement filings. The percentage of abatement filings was 1%. Approved abatements resulted in 30 valuation changes and a $42,818 reduction in taxes. The board granted 71 personal exemptions totaling $104,158 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The board also granted 48 Community Preservation Surcharge abatements due to age and financial status, which totaled a $5,537 reduction in taxes. An additional $13,944 was abated due to the Senior Tax Work-Off Program.

Auto excise taxes resulted in approximately $1,300,000 in income to the town from over 7,500 vehicles, but impose a considerable workload of corrections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market value. The department continued our Cyclical Inspection Project, in accordance with the Massachusetts Department of Revenue's recommendation that each property be inspected once in every nine-year cycle. The inspections are being conducted by retired Ipswich Assessor, Frank Ragonese. The board is grateful for his assistance in helping the department to meet its requirement to have the town wide inspection project completed by Fiscal Year 2015.

The Board of Assessors would like to thank Kristin Hanlon, Director of Assessment, and Jan Silva, Assessing Clerk, for their assistance in our ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and all the townspeople.

Respectfully submitted,

David F. Benson, Chairman
Paul Dettorre
Judy Murray-Magill

TREASURER/COLLECTOR OF TAXES

To the Director of Municipal Finance, Town Administrator, Board of Selectmen, Finance Committee and Residents of the Town of Boxford:

The Treasurer is required to issue an annual report that lists cash account balances, investment types, earnings and compliance with the terms of the town's Investment Policy. The **Report on Investments** provides that information for the $11,363,000 in cash held by the town on June 30, 2012. The last section contains comparative data for the current and previous fiscal year and a brief explanation of significant changes.

General Fund monies are all invested as provided by state statutes in money market bank accounts, the state investment pool (MMDT) or in Certificates of Deposit with maturities of one year or less. Trust Funds and Community Preservation Funds may be deposited into longer term accounts and are invested in money markets, CDs, bonds and those equities on the Massachusetts Legal List for Public Investments.

The town's General Fund cash balance of $7.5 million on 6/30/12 is $0.6 million greater than at the end of the previous fiscal year. The increase is due to the delay in spending of short-term borrowings for school projects scheduled during the summer and the accumulation of unspent Free Cash. Higher invested cash balances produced less earnings than in FY 2011 due to the continued decrease in the rates of interest paid on fully collateralized account balances.

Trust Fund earnings were 25% less than earned in the previous fiscal year due to overall lower yields offset in part by realized gains. FY 2012 earnings on the Community Preservation Fund were approximately 10% lower than in the previous year because of lower yields on investments; offsetting realized gains made up 25% of total annual earnings.

Despite the fact that both the Trust Fund and Community Preservation Fund accounts included securities invested in the bond and equity sectors of the market, the conservative and appropriately diversified asset allocations assured the maintenance of the market value of the portfolios. Market values of both portfolios as of 6-30-12 were greater than book value; 2.7% for Community Preservation and 0.9% for Trust Funds.

The **Report of Trust, Gift and Restricted Funds** provides account activity by fund for Fiscal Year 2012.

Respectfully submitted,

Ellen S. Guerin
Town of Boxford

Town of Boxford
Report on Investments
Year Ended 6/30/12

Depository Institution	Purpose	Balance 6/30/12	FY 2012 Earnings	Rate of Return 6/30/12	% of G/F Cash	Investment Policy Guideline/ Collateralization
General Fund (Short Term):						
Cash on Hand	Petty Cash/COA Advance Fund	$ 2,575	$ -	0%	0.0%	Minimum required; properly secured
TD Bank	Payroll/Vendor Account	$ (72,921)	$ 498	0.01%	-1.0%	FHLB Irrevocable Letter of Credit
TD Bank	Municipal Money Market	$ 1,104,497	$ 7,536	0.20%	14.7%	FHLB Irrevocable Letter of Credit
TD Bank	Escrow Checking	$ 5,643	$ 3	0.01%	0.1%	FHLB Irrevocable Letter of Credit
TD Bank	Gift Fund	$ 480	$ 1	0.20%	0.0%	FHLB Irrevocable Letter of Credit
TD Bank	School Lunch	$ 179,118	$ 63	0.01%	2.4%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity--Cole	$ 19,183	$ 41	0.20%	0.3%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity-Spofford Pond	$ 10,151	$ 31	0.20%	0.1%	FHLB Irrevocable Letter of Credit
Unibank	State Aid/Grant Receipts	$ 503,527	$ 534	0.25%	6.7%	FDIC and DIF
Unibank	On-line Tax Collections	$ 80,923	$ 462	0.20%	1.1%	FDIC and DIF
Unibank	Fire Department	$ 20,252	$ 27	0.20%	0.3%	FDIC and DIF
Unibank	Town Clerk	$ 1,397		0.20%	0.0%	FDIC and DIF
Century Bank	Municipal Money Market	$ 9,800	$ 25	0.20%	0.1%	FDIC
Century Bank	Tax Payment Lockbox	$ 219,677	$ 256	0.05%	2.9%	FDIC
Mass Municpl Depository Trust	State Investment Pool	$ 3,991,287	$ 4,294	0.27%	53.0%	G.L. Ch. 29, Sec. 38A
Eastern Bank	Municipal Money Market	$ 117,722	$ 215	0.15%	1.6%	FDIC
First Trade Union Bank	Municipal Money Market	$ 107,104	$ 584	0.35%	1.4%	FDIC
Reliance Trust (CDARS)	Certificates of Deposit	$ 1,224,133	$ 3,475	0.15%	16.3%	FDIC ins. Money Mkts@ various banks)
Total General Fund		**$ 7,524,547**	**$ 18,044**		**100%**	
Trust Funds (Long Term):						
Commonwealth Financial	Trust Funds	$ 1,007,360	$ 11,979	0.8%		G.L. Ch. 44, Sec. 54
Commonwealth Financial	Community Preservation Fund	$ 2,794,569	$ 46,784	1.1%		G.L. Ch. 44, Sec. 54
Developer's Performance Bonds:						
TD Bank	Reddington Ridge	$ 27,870	$ -	0.05%		G.L. Ch. 41, Sec. 81U
North Shore Bank	Meadowwood	$ 5,310	$ -	0.26%		G.L. Ch. 41, Sec. 81U
Eastern Bank	Burning Bush	$ 3,343	$ -	0.20%		G.L. Ch. 41, Sec. 81U
Total Cash		**$ 11,362,999**	**$ 76,806**			

Town of Boxford
Changes in Cash and Earnings
FY 2011 - 2012

	Fiscal Year Ended 6/30/11		Fiscal Year Ended 6/30/12	
	Cash Balance	Earnings	Cash Balance	Earnings
General Fund	$ 6,900,851	$ 27,050	$ 7,524,547	$ 18,044
Community Preservation Fund	$ 2,684,901	$ 52,132	$ 2,794,569	$ 46,784
Trust Funds	$ 975,225	$ 15,891	$ 1,007,360	$ 11,979
Performance Bonds	$ 36,523	$ 44	$ 36,523	$ -
Totals	**$ 10,597,500**	**$ 95,117**	**$ 11,362,999**	**$ 76,806**

Analysis of significant changes in cash balance and earnings:

--G/F Cash balance increased $0.6 million from unspent short-term borrowing proceeds and Free Cash

--Reduced earnings on larger deposits caused by lowest historical short-term rates; all deposits were fully collateralized

--Lower earnings on CP fund in FY12 were primarily due to lower overall yields on investments and corporate bond maturities in lower rate environment

--Lower earnings on Trust Funds in FY12 were primarily due to overall yields on investments

	Book Value	Market Value	inc./(dec.)	% inc./(dec)	
Community Pres Fund 6-30-11	$ 2,684,901	$ 2,741,500	$ 56,599	2.1%	Lower earnings offset by gains in value of equities and fixed
Community Pres Fund 6-30-12*	$ 2,856,446	$ 2,932,300	$ 75,854	2.7%	income holdings. Contributions exceeded withdrawals by $125,000
Trust Funds 6-30-11	$ 975,225	$ 983,196	$ 7,971	0.8%	Strong domestic bond appreciation accounts for most of increase
Trust Funds 6-30-12*	$ 1,012,418	$ 1,022,001	$ 9,582	0.9%	in value. Contributions exceeded withdrawals by $25,000

*Amounts include transfers in transit at 6/30/12

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS
Fiscal Year Ended 6/30/12

FUND #	FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/2011	FY 2012 RECEIPTS	FY 2012 PAYMENTS	FY 2012 INTEREST	BALANCE 6/30/2012
	RESTRICTED FUNDS:						
8078	Arts Cultural Council	Arts Council	$ 6,467.86		$ 2,484.39	$ 46.69	$ 4,030.16
8079	Unemployment Fund	Selectmen	$ 3,391.38	$ 30,000.00	$ -	$ 369.98	$ 33,761.36
8083	Stabilization Fund	Town Meeting	$ 742,633.31	$ -	$ -	$ 8,850.44	$ 751,483.75
8084	Conservation Fund	Conservation Comm	$ 819.76	$ 1,000.00	$ -	$ 14.61	$ 1,834.37
8085	Insurance Fund	Commission	$ 38,222.41	$ -	$ -	$ 455.53	$ 38,677.94
	ConsCom Development Deposits :						
2301	Cons Bond Walker DEP # 114-762	Conservation Comm	$ 2,007.65	$ -	$ -	$ 23.93	$ 2,031.58
2302	Cons Bond M. Hill DEP # 114-750	Conservation Comm	$ 955.35	$ -	$ -	$ 11.38	$ 966.73
2303	Cons Bond Weathered Walls	Conservation Comm	$ 12.15		$ 12.15	$ -	$ -
2304	Cons Bond E&F DEP # 114-643	Conservation Comm	$ 14,899.14	$ -	$ -	$ 177.56	$ 15,076.70
2305	Cons Bond Maritime DEP # 114-822	Conservation Comm	$ 12,648.04	$ -	$ -	$ 150.74	$ 12,798.78
2306	Cons Bond Wildmeadow DEP # 114-1037	Conservation Comm	$ 148.66	$ -	$ -	$ 1.77	$ 150.43
2308	Cons Bond Willowdale/Decoulos Parcel A	Conservation Comm	$ -	$ 4,480.00	$ 2,516.40	$ 8.82	$ 1,972.42
	Consultants' Fees: Planning Board						
2200	Consultants: Village Estates	Planning Board	$ 245.04	$ -	$ -	$ 2.90	$ 247.94
2201	Memorial Hill Developer Deposit	Planning Board	$ 22,253.16	$ -	$ -	$ 265.22	$ 22,518.38
2202	Consultants: Aldershot Estate	Planning Board	$ 2,471.06	$ -	$ -	$ 29.47	$ 2,500.53
2203	Consultants: Lauren Woods	Planning Board	$ 6,088.49	$ -	$ -	$ 72.56	$ 6,161.05
2204	Consultants: Johnsons Pond	Planning Board	$ 91.65	$ -	$ -	$ 1.07	$ 92.72
2205	Consultants: Spofford Road	Planning Board	$ 315.12	$ -	$ -	$ 3.74	$ 318.86
2207	Consultants: Glendale Road	Planning Board	$ 3,813.69	$ -	$ -	$ 45.45	$ 3,859.14
2212	Consultants: Weathered Walls	Planning Board	$ 4,918.09	$ 12.15	$ 4,847.76	$ 32.35	$ 114.83
2213	Consultants: Budnick Development	Planning Board	$ 223.01	$ 4,020.00	$ 1,907.54	$ 25.51	$ 2,360.98
	Restricted Funds Sub-Total		**$ 862,625.02**	**$ 39,512.15**	**$ 11,768.24**	**$ 10,589.72**	**$ 900,958.65**
	TRUST FUNDS:						
8212	East Parish Library Fund	Library	$ 838.46	$ 12.38	$ 854.61	$ 3.77	$ 0.00
8213	West Parish Library Fund	Library	$ 12.37	$ -	$ 12.42	$ 0.05	$ (0.00)
8214	Emma S. Cote Library Fund--Expendable	Library	$ 3,238.53	$ -	$ 3,276.14	$ 40.53	$ 2.92
8215	Mary Stacy Holmes Library Fund	Library	$ 1,114.47	$ -	$ 1,119.49	$ 5.02	$ 0.00
8219	Emma S. Cote Library Fund--Non-Expend.	Library	$ 1,000.00	$ -	$ -	$ -	$ 1,000.00
8231	Barker Trust Fund	Elementary School	$ 2,856.83	$ 5,000.00	$ 5,622.00	$ 70.86	$ 2,305.69
8401	Town School Fund--Non-Expendable	Commission	$ 4,000.00	$ -	$ -	$ -	$ 4,000.00
8422	Town School Fund--Expendable	Commission	$ 8,003.58	$ -	$ -	$ 143.08	$ 8,146.66
8423	Tri-Centennial Memorial Park Fund	Commission	$ 14,124.03	$ -	$ -	$ 168.34	$ 14,292.37
8424	Michelle Wilson Fund--Expendable	Commission	$ 11,658.08	$ -	$ -	$ 138.92	$ 11,797.00
8425	COA Memorial Van Fund	Commission	$ 16,940.61	$ -	$ -	$ 201.89	$ 17,142.50
8426	Ackerman Playground Maintenance Fund	Commission	$ 7,154.72	$ -	$ 1,490.00	$ 76.70	$ 5,741.42
	Trust Funds Sub-total		**$ 70,941.68**	**$ 5,012.38**	**$ 12,374.66**	**$ 849.16**	**$ 64,428.56**
	PRIVATE PURPOSE FUNDS						
8221	Scholarship Fund	Scholarship Comm.	$ 120.93	$ 20.00	$ -	$ 1.66	$ 142.59
8222	Education Fund	Scholarship Comm.	$ 1,696.09	$ 20.00	$ -	$ 20.40	$ 1,736.49
8232	Griffin Fund--Expendable	Elementary School	$ 635.40	$ -	$ 400.00	$ 96.20	$ 331.60
8233	Griffin Fund--Non-Expendable	Elementary School	$ 7,500.00	$ -	$ -	$ -	$ 7,500.00
8403	Sarah Perley Trust Fund--Non-Expendable	Commission	$ 5,000.00	$ -	$ -	$ -	$ 5,000.00
8411	Boxford Visiting Nurse Fund	Commission	$ 14,176.02	$ -	$ -	$ 168.94	$ 14,344.96
8412	Perley Parkhurst Cole Fund	Commission	$ 2,977.70	$ 15,399.58	$ 15,265.00	$ 79.36	$ 3,191.64
8413	Sarah Perley Trust Fund--Expendable	Commission	$ 5,049.02	$ -	$ -	$ 119.77	$ 5,168.79
8414	Curtis Killam Burial Fund	Commission	$ 4,503.17	$ -	$ -	$ 53.59	$ 4,556.76
	Private Purpose Funds Sub-total		**$ 41,658.33**	**$ 15,439.58**	**$ 15,665.00**	**$ 539.92**	**$ 41,972.83**
	TOTAL FUNDS		**$ 975,225.03**	**$ 59,964.11**	**$ 39,807.90**	**$ 11,978.80**	**$ 1,007,360.04**

OFFICE OF THE TREASURER/COLLECTOR OF TAXES
REPORT OF OUTSTANDING DEBT
FISCAL YEAR 2012, ENDED JUNE 30, 2012

Outstanding debts as of June 30, 2012 were as follows:

Purpose	Principal Balance June 30, 2012	Rate of interest payable through remaining term	Year of Issue	Year Callable	Year of Maturity
Short-term (Notes):					
Harry Lee Cole School Roof	$ 220,000	1.05%	2011	N/A	2012
Colby Property Acquisition	$ 200,000	0.65%	2012	N/A	2012
Spofford Pond School Water System	$ 455,000	0.65%	2012	N/A	2012
Spofford Pond School HVAC System	$ 410,000	0.65%	2012	N/A	2012
Total Outstanding Principal--Notes	**$ 1,285,000**				
Long-term (Bonds):					
Police Station Construction	$ 1,367,000	2.00% - 3.00%	2012	N/A	2020
Mass Water Pollution Abatement Loans	100,380	0%	2001	N/A	2021
Municipal Purpose Loan # 1 (see below)	4,343,000	2.00% - 3.00%	2012	N/A	2022
Municipal Purpose Loan # 2 (see below)	2,675,000	3.25% - 4.75%	2008	2018	2026
Municipal Purpose Loan # 3 (see below)	1,010,000	2.00% - 3.00%	2009	N/A	2017
Total Outstanding Principal--Bonds	**$ 9,495,380**				

Municipal Purpose Loan # 1

Town Hall Construction	$ 2,410,000
Wunnegan Land Acquisition	1,713,000
Spofford Road Drainage	125,000
Fire Truck	95,000
Total Loan # 1	**$ 4,343,000**

Municipal Purpose Loan # 2

Haynes II Land Acquisition	$ 1,500,000
Lincoln Hall Renovation	525,000
Anvil Farm Land Acquisition	650,000
Total Loan # 2	**$ 2,675,000**

Municipal Purpose Loan # 3

Lord, Lockwood, Haynes Land Acquistn	$ 555,000
Landfill Closure	270,000
School Construction '96	185,000
Total Loan # 3	**$ 1,010,000**

BOARD OF COMMISSIONERS OF TRUST FUNDS
AWARDS MADE FOR 2012 FROM THE
PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

Organizations:

Brownie Troop No. 85031BSA South Hamilton, MA	$265.00
Boy Scouts of America Hamilton Troop 35	$1,000.00
Hamilton Cub Scouts Pack 35	$1,000.00
Boy Scouts of America Boxford Troop 51	$1,000.00
2012 Total Payments to Organizations	**$3,265.00**

Two (2) Scholarships for Masconomet Students Residing in Boxford

Paige Marsh	$1,000.00
Ethan White	$1,000.00
2012 Total Payments for Masconomet Scholarships	**$2,000.00**

Seven (7) Boxford Scholarships awarded to the following from the Perley-Parkhurst-Cole Memorial Trust Fund in the amount of $1,000 each:

Whitney Hendrickson	$1,000.00
Melanie Jessel	$1,000.00
Julia Simonetti	$1,000.00
Anthony Dinanno*	$1,000.00
Katherine Maysek	$1,000.00
Eric Murrer	$1,000.00
Alex Moorman	$1,000.00
2012 Total Payments for PPC Scholarships	**$7,000.00**

Funds to be used toward the purchase of
ELMO document cameras **$3,000.00**

B.E.S.T
PO Box 176
Boxford, MA 01921
Virg Baker – Grants Chair*

TOTAL 2012 PPC AWARDS & SCHOLARSHIPS **$15,265.00**

*A separate motion was made and passed by unanimous voice vote for these applicants with A. Dinanno not voting.

Respectfully submitted,

Anthony C. Dinanno, Chair
Samuel N. Shields, Clerk
Francis Brickelmaier, Sr. (RESIGNED 2012)
Judi Stickney

GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

1. This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

   - To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.

   - To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.

   - To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.

   - To assist and encourage private or public organizations in the Towns of Boxford and Hamilton, which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit ONLY children from Boxford, or Scout Troops from **BOXFORD OR HAMILTON**. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through March 15 of the award year. The Commissioners of Trust Funds will conduct interviews as necessary through March 15, and will notify all applicants of their award status in late March and April.

   Requests received after March 15 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, March 1.

4. Any request, which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND
Commissioner of Trust Funds
Boxford Town Hall
7A Spofford Road
Boxford, MA 01921
(978) 887-6000 ext. 202

GUIDELINES FOR INDIVIDUALS

1. The sum of $2,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:

   $1,000.00 scholarships distributed to (2) students

   Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.

   Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund.

   Masconomet scholarships are to be distributed based on need and academic performance.

   All applicants <u>who are high school seniors at Masconomet, must apply directly to</u>:

   MASCONOMET SCHOLARSHIP FUND
   Masconomet Regional District High School
   RFD
   Topsfield, MA 01983

2. A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

   All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

   High School Transcript (if you are in your first or second year of college).
   Current College Transcripts (all years)
   Breakdown of your costs for the school year
   Breakdown of your income toward college costs

List of activities, within the Town of Boxford or at your school, which you have been involved in.

The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:

   Leader's name, address and telephone number
   Number of Scouts in troop
   Number of non-Boxford resident scouts
   Specific request for funds: include amount requested, detail of equipment, activity, reason, etc. and date by which funds are needed.

2. Scout Troops are requested to apply individually.

3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.

4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Anthony C. Dinanno, Chair
Commissioner of Trust Funds
Town of Boxford

CAPITAL BUDGETING COMMITTEE

The Committee reviewed capital projects presented to the Town and graded each as to its long-term return and essential need to the town. These rankings were made available at the Annual Town Meeting in our Five Year Capital Forecast. It is a comprehensive listing of known Town Capital requirements for the Town's review in decision making.

Our ongoing concern about support for capital structures and maintenance of the existing Town facilities continues. While the general economic picture continues to be slow growth we urge the Town to weigh carefully the longer-term costs of maintenance of new projects. Our 'new" elementary schools are now 15 years old and will be requiring more capital investment. Additionally, prior investments have yet to be brought on line (Haynes Land, New Library), which are expected to carry additional expense loads. We need to support infrastructure and be mindful of the longer-term costs of increasing investments in projects that support a small population of citizens.

We had changes in membership in September as one member took on the role of Finance Committee Chair. We will miss Bob Fanning's succinct and wise input to meetings but are happy he will continue to serve the Town in his new capacity. We welcome Susan Fowler from the Finance Committee as his replacement.

Joyce Ricklefs, Chair
Robert Conroy
Michael White
Carl Noblitt
Susan Fowler

Public Safety

Communications

Police

Fire

Animal Control Officer

COMMUNICATIONS DEPARTMENT

The Communications Department serves the residents of Boxford as the 911 and Public Safety Communications Center handling emergency and non-emergency phone calls and radio communications for the Town of Boxford Public Safety Departments. The Department is staffed 24 hours a day, 365 days a year by professional Fire and Police Signal Operators (PFSO's). The Department answers all calls for the Police Department and Animal Control Officer as well as most calls for the Fire Department and Highway Department (unless the call is made directly to those department offices).

Equipment:
2012 was the fifth year of a regular radio replacement program where we have budgeted for the replacement of 5 portable (hand-held) radios, three for the Police Department and 2 for the Fire Department. This was also the fourth year of a similar replacement program for the mobile (vehicular) radio's where 3 older units were replaced with new state of the art units. The goal is to replace 6 portable and 4 mobile radio's each year so that every radio would be replaced on a rotating cycle within a period of 12 to 15 years though budget limitations prevented this from occurring in 2012.

Town Meeting voted to approve our request to replace the 1980's vintage Fire VHF and DPW base station radios. These have been installed and are vastly superior to the units they replace.

Through the State 911 Department we applied for and received grant funding for equipment and training to meet the new FY12 State mandated Emergency Medical Dispatch (EMD) requirement.

Training:
Starting July 1, 2012 Massachusetts now requires all 911 operators to be trained and certified in Emergency Medical Dispatch as well as attend 16 hours of continuing education every fiscal year. New hires are also required to complete a 40 hours basic Telecommunicator class. This is over and above the training that we provide to new hires. We are also members of the Massachusetts Communications Supervisors Association (MCSA) and benefit greatly from shared experiences of Dispatchers from across the state at monthly meetings.

Telephone Notification System:
Since January 2007 we have been using an internet based Telephone Notification System for urgent or time sensitive relaying of messages to the Citizens of Boxford. Our current vendor is Emergency Communications Network which operates the "Code Red" alert system. This system automatically includes all published residential and business phone numbers in the Town of Boxford. If a resident has a non published phone number or wishes to add cell phone numbers or email addresses they should print a copy of the phone number update form available on the Town website or you can pick up forms at

the Communications Center located in the Police Station at 285 Ipswich Rd. or at Town Hall.

Power Outages:
If you should lose power to your residence it is extremely important to notify National Grid as they prioritize their response based on the number of power outage calls received from the residents in a community. Please locate the power outage reporting number for National Grid on your electric bill and keep this in a handy location.

House Numbers:
Please **POST YOUR HOUSE NUMBER** in a manner that is visible day or night to any responding emergency units regardless of what direction they may be coming from. This is vitally important to your safety and the safety of everyone in your house. Please choose LARGE, reflective numbers.

Alarm Systems:
If you have a home alarm system I would encourage you to provide us with a list of contact #'s in the event that we need to reach you regarding any emergency situation that may arise at your home. Alarm update forms can be picked up at the Communications Center on any day of the week at any time. Information provided is used solely by the Communications Department in assisting the Police, Fire and other Public Safety agencies in town during emergencies. L.W. Bills Co. of Georgetown maintains the equipment at the Communications Center for alarm monitoring of residences and town buildings. Residents interested in connecting directly to the Communications Center can contact me or L.W. Bills Co. directly, please note that there is a yearly maintenance fee for this connection.

False Alarm Fines:
Please be aware that there is a fine of $50 for each false alarm other than those caused by faulty telephone service, electrical storms or the town's main monitoring console. New alarm systems and new residents are allowed a two month grace period during which a penalty fine will not be assessed. This fine applies to all alarms regardless of how they come into the Communications Center.

911:
The 911 equipment currently in use was installed in July 2007 by Verizon, under contract with the State 911 Department and at no cost to the town. For more information on the 911 system in Massachusetts please visit the State 911 Department website at www.mass.gov/eopss/agencies/state-911/ .

Residents are encouraged to verify with the Communications Department that the information contained in the state 911 database for your landline phone is correct. To do this, call the Communications Department any time, day or night, at 978-887-8136, and ask to conduct a 911 test to verify the correct information for your residence. This should be done for every phone # on your property (not including cell. phones), especially if you

have a home office or in-law apartment. If you have any questions, please do not hesitate to call.

Remember, 911 should only be used for an emergency situation. An emergency is any situation where your call would "SAVE A LIFE, STOP A CRIME, REPORT A FIRE" or for testing purposes as described above.

I would like to thank all the Town Departments and their employees for their assistance and cooperation throughout the year, it is a pleasure to work with professional and dedicated public servants as we serve the residents of Boxford.

I am proud of the work performed on a daily basis by the dedicated Police and Fire Signal Operators who serve the residents of Boxford.
The following PFSO's were employed during the year along with their date of hire: Richard Corsetti (2005), Tyler Dechene (1999), Peg Decoteau (2004), Ron Dole (1998), Jim Fernandes (2005), Kara Fitzpatrick (1996), Michael Powers (2004), Ted Riter (2002), Andrew Ulman (2002) and Kathleen Zolla (1988).

Statistics for the year are shown on the chart on the next page.

Respectfully submitted by

Warren Gould (1986)
Director of Communications

2012 COMMUNICATIONS DEPARTMENT STATISTICS

Telephone Calls (Incoming/Outgoing)

Type of Call		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Animal Control	IN	75	69	68	61	128	99	105	94	98	82	72	100	**1051**
	OUT	48	26	41	31	67	50	57	51	55	37	37	53	**553**
Ambulance	IN	3	11	2	1	1	8	4	0	2	2	2	5	**41**
	OUT	28	26	27	31	31	37	24	30	29	35	18	42	**358**
Communications	IN	178	131	194	175	237	253	229	186	281	479	215	179	**2737**
	OUT	56	27	65	61	73	44	65	53	77	99	68	57	**745**
DPW	IN	10	12	7	9	9	18	8	17	18	20	16	17	**161**
	OUT	13	10	14	9	17	32	30	27	16	27	25	37	**257**
Fire	IN	444	737	1095	1410	174	184	166	157	150	149	144	180	**4990**
	OUT	17	34	39	47	32	32	25	41	28	34	69	32	**430**
Alarm Panel	KEL	36	38	42	23	20	17	43	52	12	36	26	37	**382**
Police	IN	882	800	944	925	1164	1049	989	1192	1130	1261	922	907	**12165**
	OUT	117	77	110	103	154	153	124	162	167	167	121	111	**1566**
Wrecker	IN	1	3	4	2	1	2	2	2	5	1	3	1	**27**
	OUT	5	12	13	9	15	13	9	14	16	12	4	6	**128**
Walk-in	IN	307	272	281	322	393	305	323	396	426	342	328	310	**4005**
TOTAL 2012		2220	2285	2946	3219	2516	2296	2203	2474	2510	2783	2070	2074	29596
TOTAL 2011		2112	2012	2599	3724	2358	2415	2342	2751	2165	**3147**	2419	1926	29970
TOTAL 2010		2232	**2859**	**4841**	3988	2523	2335	2701	2671	2379	2228	2210	2442	33409
TOTAL 2009		2301	2193	3670	4095	2325	2268	2705	2577	2500	2893	2153	2343	32023
TOTAL 2008		2533	2298	3097	**4454**	2654	2752	2737	2523	2390	2693	2320	**2980**	33431
TOTAL 2007		**2785**	2422	2975	4314	2985	2757	**2812**	**2934**	2508	2657	**2567**	2292	**34008**
TOTAL 2006		2401	2502	3051	4092	**3177**	**2790**	2805	2615	**2697**	2999	2186	2171	33486

Radio Transmissions by month (all Departments)

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2012	3112	3440	3667	3754	3907	3723	3491	3422	3238	3864	3139	3562	42319
2011	3410	3150	3119	3307	3260	3264	3443	3828	3184	3500	4042	3068	40575
2010	3695	**4080**	**4940**	4112	4043	4240	**4969**	4592	3617	3668	3727	4346	**50029**
2009	3603	3117	3437	**4320**	4095	4008	4652	4598	3356	3767	4039	3949	46941
2008	**3767**	3326	3613	4078	4108	3961	4642	**4848**	**4285**	**3946**	**4305**	**4465**	49344
2007	3197	3066	3665	3974	3872	**4274**	4023	4370	4146	3767	4117	3702	46173
2006	2634	2799	2823	3147	**4470**	3725	3779	3811	3742	3796	3114	3125	40965

BOXFORD POLICE DEPARTMENT

The Boxford Police Department had another busy and productive year in 2012. Our activity levels were up, and we were fortunate to be well staffed all year. We are proud to consistently provide the high quality police services that our citizens have come to expect.

This is the Department's first year without the service of retired Chief Gordon Russell, who was a respected police officer and institution in Boxford for 40 plus years. We, of course, wish Chief Russell the very best in his well-deserved retirement.

In spite of reductions in many aspects of state and federal funding for public safety, the Boxford Police Department was still successful in obtaining grant money for ballistic vests, technology advances, and innovative software for our mobile computers. These funds are instrumental in our efforts to maintain high service levels at reasonable cost to the town.

Much of our success in maintaining some of our funding sources is directly attributable to Lieutenant Hazelwood who, as the town's Emergency Management Director, has been able to fund many public safety initiatives through emergency management grants.

The Boxford Police Department continues to collaborate with the domestic violence prevention and education initiatives of HAWK, based out of Salem, Massachusetts. Officer Lou Ann Bonnie is our lead officer in this area. She continues to keep current in her training in and knowledge of this enforcement resistant area of criminal justice.

The Department's RAD team graduated another class this year, and also added a newly trained officer to its ranks. Officers Bonnie, Dupont and now Reserve Officer Anderson are RAD qualified. In addition to what these officers do in town, they are often asked by other town and college police departments to participate in their programs.

The Department has a new look to our fleet. This year we replaced one of our front line patrol cars with a Ford SUV. The new vehicle is painted in classic police black and white and makes a distinctive presentation. It is all wheel drive and has proven itself as the proper vehicle for the Boxford Police mission. We hope to continue replacing our sedans with these multi-purpose vehicles.

The Truck Enforcement Team, staffed by Officers Brian Williams and Thomas Nentwig, ran several operations this year in its ongoing mission to regulate heavy trucking that passes through town. We anticipate an even stronger presence in 2013, as we now have a more suitable vehicle from which to run this operation.

The Police Department was equipped with new firearms this year. All members now carry a department issued weapon while on duty. This was a priority for us and we were

able to achieve it through the support of the Finance Committee and Board of Selectmen. All of our officers underwent training and qualifications provided by our two armorers, Officers Bonny and Neeley.

In our constant effort to evolve, we were able to designate one of our officers as the department's detective. Officer Joseph Borodawka is now assigned as a detective. He continues to function in a patrol capacity, and is called upon for investigations as the need arises. Detective Borodawka has conducted some very successful investigations thus far this year.

Lt. James Riter, who is in charge of the Patrol Division, continues to work closely with the town's youth. The Lieutenant, along with Officer Kara Fitzpatrick, continues to staff shifts at Masconomet High and Middle Schools; more than just a presence, they are in constant contact with school administration and security for all of Boxford's schools.

The Department's patrol division keeps current on school safety and security matters through ongoing training and drills in all of the town's school facilities.

Although the DARE program continues to be unfunded by the state, this valuable project continues to have a successful program in Boxford as the result of the generous support of the Boxford PTO and the hard work and dedication of our DARE Officer, Reserve Officer Nowak.

Although I have failed in my attempt to acknowledge every fulltime and reserve officer, I will say this. Having just completed my first year as the Boxford Police Chief, it has been a pleasure. I took over here and have been nothing shy of amazed at how much our police officers are able to accomplish with our small numbers.

I am delighted with the relationship that exists between the police officers and the citizens of Boxford. I see nothing but mutual respect and cooperation. These are the key elements required to maintain low crime rates and a safe community.

I want to thank all of the people that I have met this year for making me feel welcome to town. I am especially grateful to the town government and employees who have been patient while I have felt my way around. But I reserve my biggest thanks to all of the employees of the Boxford Police Department, who I see give all of their best efforts each day to keep the town a safe and pleasant place to live.

Sincerely,

Michael J. Murphy

Chief of Police

Michael J. Murphy, Chief of Police

Robert D. Hazelwood, Lieutenant
James B. Riter, Lieutenant

Fulltime Officers

Brian W. Williams
John D. Iannazzo
Thomas J. Nentwig
Robert Corliss
Louann M. Bonny
Kara B. Decoteau
Joseph S. Borodawka
David Barker
Matthew E. Dupont
Brian S. Neeley

Reserve Officers

Paul E. Polonsky
Atillio J. Paglia
Scott Bucuzzo
Tyler N. Dechene
Peter J. Cheverie
Michele Nowak
Garry A. Abraham
Brooke L. Dechene
Brian R. Hertel
Kurtis C. Anderson
Eric M. Renda
Michael F. Ferraro

Kathleen Zolla, Police Department Secretary

Boxford Police Department
Incidents by Type

Printed: 4/26/2013 12:05 pm

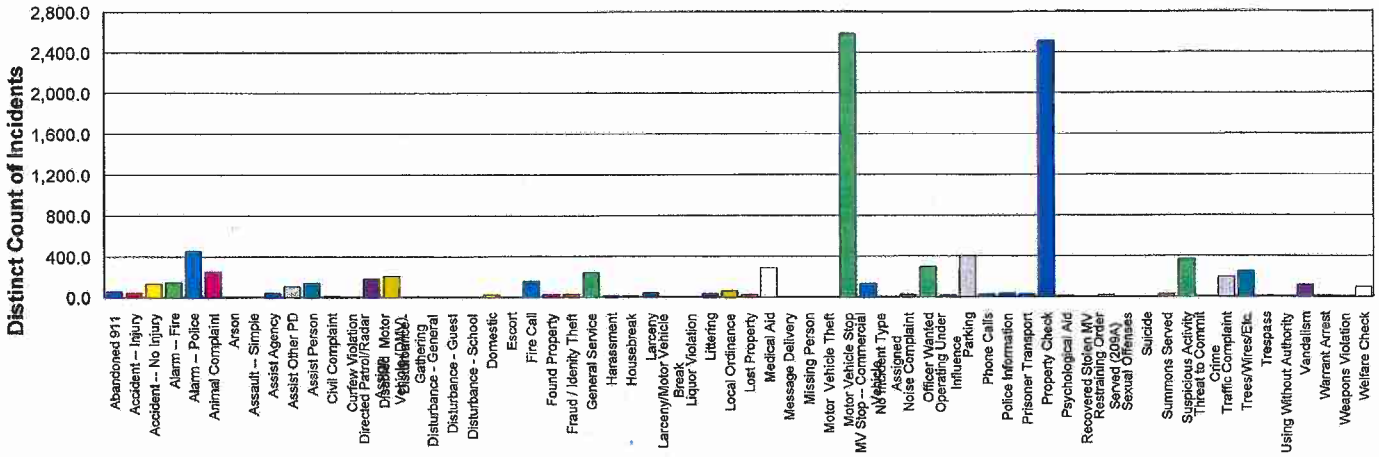
From Date:01/01/2012 to:12/31/2012

Jurisdiction: Boxford

Department: Police Department

Distinct Count of Incidents by Type

For Department: Police Department



Abandoned 911 :	**59**
Accident -- Injury :	**45**
Accident -- No Injury :	**134**
Alarm -- Fire :	**151**
Alarm -- Police :	**460**
Animal Complaint :	**253**
Arson :	**3**
Assault -- Simple :	**1**
Assist Agency :	**40**
Assist Other PD :	**109**
Assist Person :	**148**
Civil Complaint :	**14**
Curfew Violation :	**2**
Directed Patrol/Radar Assign :	**182**
Disabled Motor Vehicle (DMV) :	**208**
Disturbance - Gathering :	**10**
Disturbance - General :	**5**
Disturbance - Guest :	**2**
Disturbance - School :	**2**
Domestic :	**27**
Escort :	**1**
Fire Call :	**162**
Found Property :	**28**
Fraud / Idenity Theft :	**29**
General Service :	**244**
Harassment :	**13**
Housebreak :	**12**
Larceny :	**42**
Larceny/Motor Vehicle Break :	**9**

Boxford Police Department
Incidents by Type

Printed: 4/26/2013 12:05 pm

From Date:01/01/2012 to:12/31/2012

Jurisdiction: Boxford

Department: Police Department

Liquor Violation :	1
Littering :	36
Local Ordinance :	65
Lost Property :	27
Medical Aid :	291
Message Delivery :	5
Missing Person :	7
Motor Vehicle Theft :	2
Motor Vehicle Stop :	2,581
MV Stop -- Commercial Vehicle :	134
No Incident Type Assigned :	1
Noise Complaint :	21
Officer Wanted :	301
Operating Under Influence :	13
Parking :	407
Phone Calls :	23
Police Information :	33
Prisoner Transport :	23
Property Check :	2,511
Psychological Aid :	13
Recovered Stolen MV :	4
Restraining Order Served (209A) :	15
Sexual Offenses :	1
Suicide :	1
Summons Served :	26
Suspicious Activity :	375
Threat to Commit Crime :	5
Traffic Complaint :	199
Trees/Wires/Etc. :	249
Trespass :	10
Using Without Authority :	2
Vandalism :	120
Warrant Arrest :	9
Weapons Violation :	1
Welfare Check :	99
Department: Police Department :	9,931
Jurisdiction: Boxford :	9,931
Total Incidents :	9,931

BOXFORD FIRE DEPARTMENT

The Boxford Fire Department is pleased to make the following report to the citizens of Boxford.

NEW MEMBERS

The Fire Department currently has three members. Mr. Paul Grossman, Mr. Adam Marchand and Mr. Joseph Reynolds completed a joint training program with Groveland Fire Department. All three members started training in early September and finished late December. The recruits still need another month of training before becoming official members. The projected start time is February 2012.

NEW EMTs

In the past year, firefighters Mira Clark, Mathew Dyer and Jamie Fiedler successfully completed the State Certification for Emergency Medical Technician. Today, 36 members or 76% of the Fire Department are now certified as Emergency Medical Technicians in the Commonwealth of Massachusetts.

40 YEARS OF SERVICE

The Boxford Fire Department would like to acknowledge Captain Shawn Stickney for 40 years of service to the Town. Captain Stickney has served the town for 40 years out of the East Station. We would like to thank Captain Stickney and his family for their continued support and participation.

GRANTS

In the past year, the Fire Department applied for several grants, however at this time all applications are currently in review and no awards have been delivered.

BOXFORD FIRE FIGHTERS GIFT FUND

The Boxford Fire Department, through the Boxford Fire Fighters Gift Fund, was the recipient of many memorial gifts in 2012. We continue to receive gifts donated in the memory of family members and friends. These funds, along with other generous gifts donated throughout the year, allow us to purchase lifesaving medical and firefighting equipment not usually covered in our annual budget. Donations to the Boxford Fire fighters Gift Fund are always welcome and appreciated, as the ultimate beneficiaries are the residents of Boxford.

BOXFORD FIRE DEPARTMENT PERSONNEL

*** Chief Kerry C. Stickney (E)**

EAST OFFICERS

*Captain Stickney, Shawn G. (*E*)
*Lieutenant Hertel, Richard J. (**E**)
*Lieutenant Philbin, John (**A, E**)

WEST OFFICERS

*Captain Michael Madden (**E**)
*Lieutenant Aghoian, Tamara (**A, E**)
*Lieutenant Sawyer, Kevin (**A, E**)

Firefighters

East

Bailey, Thomas (**A, E**)
*Carnevale, David
Carnevale, Patricia (**E**)
Collamore, Andrew
*Dechene, Tyler (**A, E**)
*Dettorre, Paul (**E**)
Dyer, Matthew (**E**)
*Ferraro, Michael (**A, E**)
*Foster, Kevin (**E**)
*Geiger, Brian (**A, E**) *(Career Firefighter)*
*Gould, Warren
*Greelish, Daron (**A**)
*Hertel, Brian (**A, E**)
Howard, Peter
McSorely, Kevin (Resigned Oct. 2012)
*Merrigan, Sean (**A, E**) *(Career Firefighter)*
Morehouse, Jessica (**E**)
*Nee, Thomas
*Rowen, John (**A, E**)
Thorpe, James (**A, E**)

West

*Arba, Nicholas (**A**)
Balding, Mark
Beardsley, Nicholas (**E**)
Benas, Jill (**E**)
*Bissell, Alfred (**E**)
Clark, Mira (**E**)
Clark, Paul
*Clay, Bruce (**E**)
*Fiedler, Arthur (**E**)
Harrington, Michael (**A, E**)
*Holland, Peter (**E**)
*Leary, John (**A, E**)
*Lucius, Richard (**A, E**)
Madden, Wendy (**E**)
Nicols, Andrew (**A, E**)
Prescott-Hopping, Lynne (**E**)
*Slocum, Erik (**E**)
Soltys, Michael (**A, E**)
*Stickney, Scott
Vandette, Arielle (**A, E**)
*Yako, Michael

*** = Pump Operator**
A = Academy Trained
E = EMT

2012 YEAR END CALL STATISTICS

TYPE OF ALARM	TOTAL
ALARM ACTIVATION *(HOME)*	74
ALARM ACTIVATION *(OTHER)*	25
ALARM ACTIVATION *(SCHOOL)*	26
CO DETECTOR ALARM	18
INVESTIGATION *(OTHER)*	23
INVESTIGATION *(SMOKE IN AREA)*	19
INVESTIGATION *(SMOKE IN HOUSE)*	2
MUTUAL AID	10
STRUCTURE FIRES	4
CHIMNEY FIRES	5
COOKING FIRES (*CONTAINED*)	4
BRUSH, GRASS, WOODS	32
VEHICLE FIRE	6
VEHICLE ACCIDENT	56
MEDICAL AID	294
ELECTRICAL	22
APPLIANCE or HEATING EQUIPMENT	5
MISCELLANEOUS	39
TOTAL	664
*STILL ALARMS	174

*Boxford Fire had a total of 664 calls with 174 of those calls handled as Still Alarms. Any call not needing a full response is handled as a Still Alarm. These calls are not dispatched to the entire department, but rather handled by the Chief, Officers, or Full-Time staff.

FIRE PREVENTION

The Fire Prevention office is open Monday through Friday 8:00am to 4:00pm. The Fire Prevention office can assist you with questions regarding oil burner instillations, propane storage, plan reviews, smoke/carbon monoxide detectors or any other general question you may have. The Fire Prevention office also issues smoke/carbon monoxide detector certificates needed before the sale of any residential property. All smoke certificate inspections are held on Thursdays. If you have any questions, call 978-887-5725 and ask for Fire Prevention.

Number and Type of Inspections Performed:

1. Oil Burner/Oil Tanks	67
2. Propane Tanks	69
3. Smoke/Heat Detector Permits Issued (New, Remodel or Resale)	117
Number and Type of Field Inspections of Public And Commercial Buildings:	73

Fire Reports Issued:

1. Burned Car/Truck Reports	0
2. Insurance Company Requests	3

Fees Collected:

1. Burning Permits (850 permits)	$17,000.00
2. Smoke Detector Permits (New, Remodel, Resale)	$6,075.00
3. Oil Burners, Propane, and Tanks,	$5,950.00
4. Other Fees	$1,550.00
Total Fees Collected:	**$30,575.00**

BOXFORD FIRE FIGHTER'S RELIEF ASSOCIATION

The Boxford Firefighter's Relief Association is a group of volunteers who provide continued support to the firefighters during illness, injury or other family crises. In addition to supporting our members, the Association sponsors the Boy Scout Troop 51, the Fire Explore Post 911, Matthew Smith Scholarship and other activities throughout the year.

The Association meets on the 1st Wednesday of every month. Membership is open to any individual who is 18 years or older. If interested call the fire department for more information.

EXPLORING: THE YOUNG ADULT DIVISION OF THE BOY SCOUTS

The Boxford Fire Explorer Post #911 is a group of young adults interested in learning both EMS and Firefighting skills. The explorers meet on Monday nights and train alongside the fire department.

At times, the Explorers can be called upon to assist Firefighters at structure and woodland fires, natural disasters, or other emergencies. In addition, the Explorers assist with the Boxford Apple Festival, 4th of July Parade and Fire Department Open House.

Open enrollment is available to any high school student at least 14 years old. Their attendance and participation fulfills their Public Service obligation at Masconomet Regional High School. Finally, members of good standing who complete all four years can be eligible to join the Fire Department.

I would like to thank firefighters Peter Howard, John Rowen, Matthew Dyer, Kevin Foster and Mrs. Kathy Zolla for their dedication and assistance with the Fire Explorer program.

BOXFORD RESIDENTS

The Boxford Fire Department always welcomes individuals who are interested in becoming members of the Fire Department. If you are over the age of 18 and interested in joining the department, please contact Chief Stickney at 978-887-5725 or stop in at the East Fire Station, located at 6 Middleton Road.

The Fire Department appreciates the support of all Town Boards, Communications, Inspectional, Police and Department of Public Works. I especially want to thank the fire fighters, and the officers of our department, for their endless dedication.

In conclusion I would like to express my sincere gratitude and appreciation to the wives, husbands and families for their support and understanding throughout the year. Your support helps make the Boxford Fire Department one of the best fire department in the area. Many thanks!

Respectfully submitted,

Kerry C. Stickney, Chief

Animal Control

I came across some "nickel knowledge" tidbits which I thought I might share in this year's report.

. Dog control was inaugurated as early on as 1635 in Salem, MA to control and prevent damage to domestic herd animals as well as crops.
. Pennsylvania became the first state to to create an actual dog law, though it was not effective.
. The first zoonosis recorded in the United States was Rabies. As referenced in a publication in Virginia in 1753 it was already understood that Rabies could be transmitted and caused by dogbites and wild animals.
. In 1804 Zinke demonstrated Rabies virus in saliva for the first time. Messrs. Magendie and Breschet caused dogs to be infected with saliva taken from a human patient.

The above info brings me to my annual admonition to please remember to vaccinate your animals in accordance with their scheduled needs; either their first annual shot or observing the time frame in which to secure their three year duration protection which can prove invaluable in the event of an exposure to potential rabid circumstances. There are many low cost clinics scattered throughout the year offered byAnimal Protection organizations, veterinary groups and also Petco Stores-call for their schedules. Keep in mind that , (particularly with cats), that even though "he/she never goes out!" that Rabies can and does, fly in on the wings of bats.

I have experienced only a handful of even potentially sick appearing animals. Raccoons have not regained their numbers, foxes are much more rare and the absence of multiple woodchuck sightings usually seen in quantities killed along roadways or even scurrying into fields, is drastically diminished in my experience. I personally attribute these changes to the huge increase in coyotes.

Coyotes in general are the specific thrust of my attention this year. They are the single most commented on animal issue in town. They have been responsible for the deaths and near deaths of over a half dozen family pets in the past year-mostly small dogs, although it is certain that many of the reported as missing cats have also been their victims. I have personally lost a dog and I saw the coyote in question, as well as being reasonably sure that several barn cats have met the same fate. The grief which I have shared with members of the public who have called in these horrific incidences of pets snatched before their very eyes only a few feet away in some cases, is heartbreaking. People who have practiced good pet care which would never have resulted in a pet loss before have been shocked by the bold aggressive intrusions into their dooryards. Several people have saved pets literally by pulling

them out of the mouths of coyotes! Then of course, we have to account for the dozens of chickens which have been slaughtered, turning a fun pet project in several family backyards into an abbatoir of misery. There has also been a report of a horse attack. My heart goes out to each and every family who has lost the companionship of a beloved animal friend and companion. I have certainly cried over mine and I continue to grieve.

The boldness of these predators is remarkable. It is in fact their signature that they are so adaptive to surroundings and conditions. All the basic advice we have been instructed by wildlife professionals to give out concerning making loud noises, detering or attempting to alter their patterns of travel through one's property, keeping pets close by in your immediate yard avoiding dawn and dusk.. all have been violated and made invalid for basic protection. The only sure deterrent is tall fencing and/or having the animal within practically touching distance~! There appears to be no solution readily available for the present except elevated watchfulness and limiting our pets' freedom.

The other major item this year is the re-vamping of the Massachusetts General Laws Chapter l40 covering dogs. These are extensive changes and should be read by all dog owners to help them understand the various changes. Some of these laws will be highlighted and discussed at the upcoming spring town meeting. These laws were worked on over the last few years by a committee comprised of various Animal Protection Groups such as the MSPCA, Animal Rescue League, Animal Control Officers Assoc., and the Dept. of Animal Health under Director Mike Cahill.
The active website is http/www.malegislature.gov/Laws/GeneralLawsPart 1. The Laws will now differentiate between spayed and neutered animals, with variations in fees charged, specific kennel classifications and a variety of sub-sections.
The two most used sections, concerning licensing and rabies, Sections l37 and Section 145B respectively, are the ones most commonly invoked and utilized by Animal Control locally. Whereas the former Section on Licensing wherein your dog must wear its tags or be fined if caught on the street or otherwise picked up, used to carry a fine of $25.00... It will now cost you $50.00. The absence of a Rabies vaccination or an expired vaccination, will now carry a fine of $100.00. These are not minor increases and can obviously impact your wallet. Lost License tags can readily be replaced through the Town Clerk's office at minor cost and it is going to be worth your while to keep an eye on your dog's tags to save a substantial amount of money. Additionally, there is as mentioned previously, the severe chance of coyo tes attacking any loose dog trotting into woods and fields any distance from home base, so it is truly for dog owners' peace of mind to try to keep even the most active escape artist close to home to avoid tragedy and the attendant pain and grief.

The other issue of note is the usual plethora of neighborhood complaints which give the Nuisance By-Law a healthy workout on a regular basis. Article VIII, Chapter 52 - (paraphrased /shortened here) regulates excessive barking, molesting of passing vehicles or passersby on foot or bicycle or BEING ON THE PROPERTY

OF SOME OWNER WHO DOES NOT WISH THE DOG THERE! It is ironic that with a town containing such liberal amounts of open space and generous lot sizes that this is still the most commonly seen annoyance problem. Fortunately, we can frequently arbitrate, with some earnest conversation and a little good will between parties, suitable solutions. Many disputes arise from misunderstandings of newcomers and some not so new, who do not understand that just because there is no de facto leash law, that their animals do not have unabridged freedoms.

Please try to drive defensively! We have had to euthanize too many young deer this year, mutilated on our roadways. Obviously, accidents will happen but perhaps a little reduction in speed and more watchfulness will help decrease the slaughter. It is a very unpleasant task to remove these broken, bleeding and suffering animals from their misery and we CAN make a difference with better driving habits.

We would like to thank once again, the support we receive from the Police Communications department who handle our calls and maintain our Lost Animals list so meticulously. We appreciate the efforts of our local kennel, Best Friends who holds our strays so humanely and well. Also thanks to our alternate ACO Reed Wilson who reliably assists us on weekends and other situations.

Respectfully submitted,

Helen L. Phillips/ACO

EDUCATION REPORTS

TRUSTEES OF THE BOXFORD TOWN LIBRARIES

ELEMENTARY SCHOOL REPORT

MASCONOMET REGIONAL DISTRICT HIGH SCHOOL

NORTH SHORE REGIONAL VOCATIONAL SCHOOL COMMITTEE

BOXFORD TOWN LIBRARY
Annual Report FY 2012

The Boxford Town Library offers a resource where patrons of all ages can access materials for their diverse informational and personal enrichment needs. The Library acts as a community space for residents to interact with and learn from each other.

The Library Board of Trustees is a town agency, established by vote of a special town meeting on December 17, 1965. It is governed by Massachusetts General Law Chapter 78 and other pertinent statutes. Staff and Trustees are committed to providing personal and professional attention to each person using library services.

Operations

The Boxford Board of Library Trustees approved and adopted a new long range plan for FY 2013-2017 at its meeting in October 2011. Items identified in that report are being implemented as recommended.

Public Libraries in Massachusetts are measured against guidelines that ultimately influence the amount of public funding (State Aid) offered by the state government. In order to be certified for State Aid to Public Libraries, a library must meet statutory and regulatory requirements for local funding, hours of operation, services offerings delivered to the town, and staffing levels. For the fourth year in a row, Boxford Library applied for and received a waiver of its Municipal Appropriation Requirement (MAR) from the Massachusetts Board of Library Commissioners because it did not meet the state guidelines.

Facilities

The library building plan, approved at the October 2010 Annual Town Meeting, failed to secure a building permit in December 2011, due to concerns expressed by two of Boxford's regulatory boards. Dialogue is ongoing with the town to approve another, revised building plan that would ameliorate the deteriorating condition of the existing facility and improve service delivery to patrons. No final solution has been approved by the town at the time of this printing, May 2013.

In the interim, many thanks go to Danielle Davies, Boxford resident and local Girl Scout, who completed a Gold Star Girl Scout project at the Library that included sprucing up the interior of the Cummings and Reference Rooms, and cleaning out and organizing the barn. Black-out shades and new drapes were added in the Cummings Room that now enable clearer viewing of the display TV, donated by Library Trustee, Susan Daley.

Library Services and Programs

In our continuing efforts to stay current with the latest technological trends in information and content delivery, the Library added $2,000 of eBook content made available by a generous grant from the Perley Board, in January 2012. The following month, again with a grant from the Perley Board, the Library purchased a subscription to Freegal. This popular new service provides free MP3 music downloads to library users.

The Library was busy with established and new programs this year. Josh Kennedy, the Children's Librarian, planned and implemented 120 programs including story times, the summer reading program, and special events. The Friends of the Library sponsored Halloween, Holiday, and Spring children's parties, as well as a reading incentive program called "Boxford Celebrates Reading." Children's events alone brought 2,169 visitors into the Library this year.

Library Assistant, Darsana Barua, planned and implemented 10 teen programs, such as electronic gaming, movie nights, a teen writers' club, and cultural events. These brought 76 teens into the library. The Teen Advisory group, led by Darsana, gave input on teen services and programs offered by the library. The teen summer reading program (June-August 2012) was held completely online with teens reading a total of 184 hours.

Adult programs and events are planned and implemented by staff members and volunteers. The knitting program, led by staff members Elizabeth McCullom and Judith Corsetti, continues to be a popular draw and meets weekly. Carole Davis, Library Trustee and Friend of the Library, coordinated many new and popular adult programs this year, including the monthly Poetry Circle. 883 adults attended 77 library programs. The adult summer reading program is planned and implemented by library staff members with support from the Friends of the Boxford Town Library.

Library Assistant, Diane Annunziato, provided book club kits to the many Boxford book clubs and mediated our interlibrary loan services. Diane also coordinated *Titanic Month* in April 2012, which commemorated the 100th anniversary of the Great Ship's demise. A variety of displays and programs were offered. Among the events were: a Titanic-themed Lego Club, showings of the original *Titanic* film and *The Unsinkable Molly Brown*, and Tea on the Titanic – a fun evening that brought together 45 people to enjoy tea and scones, listen to a string trio, dress in period costume, and find out who survived the sinking of the ship.

Appreciation is also extended to Library Trustee, Susan Daley for creatively decorating the display window each month and Kathy Kinney who coordinates the monthly art display. Both creative displays are enjoyed by staff and library visitors. Book and material displays are planned and implemented monthly.

The annual book sale during Boxford's Winterfest is run entirely by library staff and volunteers. The book sale continues to provide much-needed support for library operations. Adult and student volunteers gave 288 hours to the Library.

Programs of Note

- Author visits
- Lego Club
- Poetry Circle
- Book Clubs
- Films
- Understanding Islam series
- Adult and Teen Writers' Workshops
- Star Wars Symposium
- Knitting Club
- Art workshops
- Books in Bloom

Statistical Summary FY2012

- 60,491 holdings
- 39,805 visits to the Library
- 5,257 registered borrowers
- 120 children's programs; 2,169 attendance
- 414 children participated in the Summer Reading Program
- 77 adult programs; 883 attendance
- 10 teen programs; 76 attendance
- 68,883 items circulated
- 6% non-resident circulation
- 45 hours open on average per week
- 234 members of the Friends of the Boxford Town Library

As an outcome of the community survey undertaken during the long range planning process, the Library increased its hours of operation beginning April 17, 2012. New hours included the addition of two week nights until 8:00 pm.

The Library could not offer its range of programming and services without the dedication of staff, Trustees, Friends, the Boxford Cultural Council, BTA/BOLT, and members of the Boxford community. Many thanks to all!

We look forward to continuing to provide outstanding library services and programs for you in 2013. Please feel free to contact any member of the Board of Library Trustees with your comments.

Boxford Town Library Board of Trustees

Heidi Ellard, Chair
George Fischer, Vice Chair
Susan Daley
Carole Davis
Pauline Jenkins
Jane Moody
Julian Troake

2012 REPORT
SCHOOL COMMITTEE REPORT

School Committee

Pamela Messenger, Chairperson, Term Expires 2014

Heather Fecteau, Vice Chairperson, Term Expires 2014
Susan Philpott, Term Expires 2013
Marc Mercier, Term Expires 2015
S. David Rivers, Term Expires 2015
Cynthia Murphy, Term Expired 2012
Roger Chadwick, Term Expired 2012

The School Committee's Mission Statement, Core Values and Goals for 2012-2016 are posted at www.tritownschoolunion.com.

MISSION STATEMENT

The mission of the Boxford Elementary Schools is to pursue educational excellence by creating and sustaining a learning community that challenges its members to reach their full intellectual, social, creative, emotional, and physical potential.

CORE VALUES

High Expectations for Academic Excellence: All students strive for a high level of academic achievement. Our schools provide educational opportunities that challenge students to their individual potential while encouraging all students to take academic risks and engage in critical thinking. All school staff members are dedicated to the consistently high level of performance necessary to support our students' academic achievement. The hard work by students and staff necessary to achieve these goals is expected, recognized and celebrated.

Personal Integrity: Consistent honesty, respect and personal responsibility regarding all our words and actions are fundamental principles. The common bonds within the school community are expressed through mutual cooperation, empathy and support.

Clear and Consistent Curriculum Implementation: Equitable learning opportunities for all are provided through an academic curriculum, which is clearly understood by all and consistently implemented to meet grade level benchmarks.

Welcoming Environment: All members of the community strive to make our school environment safe, nurturing and welcoming so as to foster the achievement of our shared

Mission and Core Values. The connections between the schools and the Boxford community are valued and continuously renewed.

DISTRICT GOALS 2012-2016

Introduction

The Boxford Elementary Schools pursue educational excellence by creating and sustaining a learning community that challenges its members to reach their full intellectual, social, creative, emotional and physical potential. While our pursuit of excellence is an on-going mission, every four years, the Elementary School Committee identifies several measurable goals to direct and evaluate our progress. These District Goals are designed to guide our budgeting, planning and development, but in no way to limit our responsibility to pursue our mission.

1. Student Achievement and District Accountability

Massachusetts has established new district and school Progress and Performance Index (PPI) targets with specific six-year targets (2017) for all districts in English Language Arts and Mathematics for All Students and High Needs Students to narrow the achievement proficiency gap. The six-year target for Boxford in English Language Arts is a Composite Performance Index (CPI) of 96.4 for all students and 88.2 for the High Needs group. In Mathematics the targets are 95.3 for All Students and 84.3 for the High Needs group. Our goal is to meet or exceed the specific yearly targets for our students, established in 2011.
**The High Needs Student group consists of students with disabilities, English language learners and low-income/eligible for reduced price lunch*

	CPI Targets for All Students Group (PPI)						**CPI Target for High Needs* Students Group (PPI)**					
	English Language Arts			Mathematics			English Language Arts			Mathematics		
	Target	Actual	Result	Target	Actual	Result	Target	Actual	Result	Target	Actual	Result
2012	93.4	92.8	Not met	91.3	91.6	Met	78.3	78.4	Met	71.1	75.5	Exceeded
2013	94.0			92.1			80.4			73.7		
2014	94.6			92.9			82.5			76.3		
2015	95.2			93.7			84.6			78.9		
2016	95.8			94.5			86.7			81.5		
2017	96.4			95.3			88.2			84.1		

2. Technology curriculum and infrastructure

Massachusetts has established standards of technology mastery for grades K-2, 3-5 and 6-8. Boxford schools will meet or exceed these standards by 2016. To support this goal, Boxford will evaluate these standards and develop a plan to incorporate them into each of the grade level curricula. We will invest in our support staff, curriculum development, and availability of computing devices and in the training of teaching staff to ensure a smooth transition to this higher state of integration.

Staffing

- Adopt a reorganized technology staffing structure for Information and Instructional Technology implementation which supports the teaching and learning process at the classroom level as part of the FY 2014 school budget.

Hardware, Software, Maintenance of Infrastructure

- Install business class Internet connectivity and enhanced wireless networks in both school buildings by spring 2013.
- Investigate and procure a new Student Information Management System software package that will meet state reporting requirements while increasing our capacity to support administrative and teaching functions in our schools for implementation by September 2013.
- The district will develop and launch a revised web site to be re-launched in the spring of 2013 for use at the district, school and classroom level which will be user friendly and enable all staff to maintain updated web pages for communicating between home and school during the 2013-2014 school year.
- Fully fund maintenance contracts on equipment.
- Institute a policy for maintaining the availability of technology devices that meets or exceeds the PARCC (Partnership for Assessment for Readiness for College and Careers) guidelines by 2014-2015 school year, with linear progress toward the guidelines by the 2013-2014 school year.

Planning

- Develop a revised Instructional Technology Plan for Grades PK-6 that will fully incorporate the state technology integration standards for implementation during the 2013-2014 school year.
- Incorporate the assessment of student progress in use of the state technology standards into the standards based report card by the 2014-2015 school year.
- Review and modify the Instructional Technology Plan every two years.
- Establish measurable requirements at each grade level for students. For example, 24 hours of keyboarding training for second semester second grade and first semester third grade students, and provide access to enable students to reinforce and practice their keyboarding skills.
- Define an Omnibus Technology Committee that is comprised of a wide variety of staff and community stakeholders (including School Councils, BEST, PTO, staff, potentially Town Library staff and other interested parties).

Reports and Updates

- Reviews of progress will be prepared by the Omnibus Technology Committee for presentation to the School Committee in October and March of each school year.

Professional Development

- Survey teaching and instructional staff each Spring using the DESE TSAT tool to ensure that sufficient resources are being allocated to technology integration and training.

- Each staff member will engage in a minimum of six hours of Professional Development devoted to development of their skills in the use of technological devices.

3. Specific Learning Enrichment Programs

Some students who perform at the "ends of the spectrum" in some subject areas need further support to reach their full potential. Our goal is to ensure each student is offered appropriate support in a *What I Need* ("WIN") block of common time across each grade level to reduce interruptions to classroom time on learning.

- Leadership team and teacher staff to conduct a parent survey and evaluate the WIN blocks and report to the School Committee each May. Updates to the implementation of the WIN block to be implemented by November of each successive school year.
- Evaluate the efficacy of the reporting system as a tool for helping students reach their full potential. Changes to the reporting system should be implemented by the start of the 2013-2014 school year.
- Leadership team and teacher staff to conduct a parent survey and evaluate the Extended Studies Program (ESP) and report to the School Committee each May. Updates to the implementation of the ESP to be implemented by November of each successive school year.
- Complete the Massachusetts DESE Coordinated Program Review in 2013-2104.

4. Bullying Prevention Plan

The School Committee adopted its Bullying Prevention Policy and Plan in December 2010. The DESE expects that districts will review policies and procedures every two years. The OLWEUS Bullying Prevention program was adopted to address the "bully dynamic" in a consistent manner with common language across all grade levels. It is also intended to promote a more open and caring learning community. Our goal is to define and measure the impact of our prevention efforts so that we may refine our approach to bullying in the Boxford educational community.

- Periodic review at school site council and School Committee meetings to assess the fidelity of implementation of the OLWEUS Program.
- Administer the Olweus Student Questionnaire to students in Grades 3-6 every two years starting in December 2012 to generate comparative data to use with our previous base line data. Survey parents every two years starting in the spring of 2013 to assess the perceived efficacy of the OLWEUS program.
- Incorporate the results of the Student Questionnaire and parent survey into the planned implementation of the program for the succeeding school year.

5. School Safety and Security

The Boxford Schools need to review and revise all existing security and safety protocols with support from law enforcement to ensure that all staff and students remain as safe as possible. The next review should be complete by April 2013, and subsequent revisions should occur on an annual basis.

6. Foreign Language/Culture Program Destiny

Boxford schools began 1 class a week Spanish program for all grade levels in 2007, in an effort to provide a global culture / diversity learning experience appropriate for each grade level. The limited schedule and teacher turnover has raised concern about the value of the program. The Boxford Elementary School Committee will analyze and evaluate this program to determine whether the program continues to support its core mission to provide the highest level of achievement for our children's educational future.

- Foreign Language/Culture will be included as a special subject on all report cards.
- Periodic review at School Committee meetings in November and April each year.
- Report from Foreign Language/culture teacher to School Committee in winter 2013 and winter 2014 to demonstrate that curriculum becomes more advanced in upper grades.
- Survey parents and students about their perceived value of this program in 2013 and 2014.

7. Health and Wellness

In a world where empty calories and "screen time" are ever-increasing, we recognize the need to reinforce healthy lifestyle and good nutritional choices that will positively impact student learning. Our goal is to significantly improve the healthfulness of the school nutrition program and increase physical activity opportunities for students.

- Full implementation of the State and Federal Nutritional guidelines for the school lunch program by September 2013.
- Annual presentation from the Director of School Nutrition as to student buying habits, with a planned approach to reduce plate waste for lunches purchased at school and/or brought from home.
- Establish a school garden on each campus to grow produce on an annual basis for use as part of the School Nutrition program.
- Establish a before school fitness program using the Build Our Kids' Success (BOKS) or other program for students that offers physical activity several mornings/week.
- Complete significant improvements to Cole School playground equipment by September 2015.
- Complete significant improvements to Spofford Pond playground equipment by September 2016.

8. Teaching Community Improvements

Teachers are seeking opportunities to leverage support from the school administration or their peers to gather the resources to enhance the learning environment. Our goal is to provide opportunities and support to teachers who seek expanded opportunities and guidance.

- Establish school committee/site council member drop-in policy to listen to teacher and staff issues by April 2013.
- Conduct review of Professional Development programs and training hours in peer school communities by June 2013.
- Complete negotiations for a successor agreement with the Boxford Teachers Association for Units A and B by August 2013.

- To complete the revisions to the Educator Evaluation Model for Professional Staff for implementation by September 2013.

9. Transition to New Superintendent and Administrative Structure

In the coming few years, we anticipate the retirement of the longtime Tri-Town School Union (TTSU) Superintendent. The Boxford Elementary School Committee will collaborate with the Topsfield and Middleton School Committees to develop a Business Continuity Plan for the TTSU Central Office. The Business Continuity Plan will enable the Tri-Town School Union to prepare for the future retirement of the superintendent and/or any unanticipated Central Office staff vacancies.

- Establishment of Organizational Design Subcommittee (ODS) with school committee members from Topsfield and Middleton to support the formation of the new administrative structure by October 2012.
- The ODS will deliver a specific plan to entire TTSU by January 2013 for inclusion in the FY 2014 Budget with implementation expected in July 2013.
- The Succession Planning Subcommittee will deliver a specific plan to entire TTSU by April 2013.

10. Succession Planning

Superintendent Dr. Bernard Creeden's current contract expires in June 2015, after fifteen years heading the Tri-Town School Union (TTSU). In order to properly plan for his retirement and search for his successor, the TTSU Committee applied for and was awarded a grant from the Department of Elementary and Secondary Education (DESE) in 2009; this grant funded an extensive study of our three towns' needs and made specific recommendations for strengthening the school union. The TTSU followed up on this study by contracting with a private consulting firm to assist in further analyzing the administrative structure of our schools and recommended a change in the TTSU administrative structure to improve services and efficiencies, as well as recommendations regarding succession planning considerations. The TTSU revised administrative structure was further examined by the school committee and voted upon in June 2012 to take effect in July 2013. In order to be as proactive as possible in succession planning, the TTSU School Committee established two subcommittees which began meeting in the fall of 2012: an Organizational subcommittee to develop a succinct document summarizing the key reasons for the revised organizational structure, to make the TTSU Superintendency as effective as possible in meeting the needs of the member towns of Boxford, Middleton and Topsfield, and a Search subcommittee to begin succession planning in order to attract the strongest pool of highly qualified candidates to lead our schools.

11. Community Relations

The Boxford Elementary School Committee needs to improve the community awareness of issues that are addressed by the committee and to solicit a diverse and talented pool of individuals interested in competing for School Committee positions as they come available.

- Implementation of Virtual Town Hall components in the spring of 2013, with full implementation by September 2013, providing access to School Committee agendas, background documents and reports, minutes and budgets that will be used in future School Committee meetings.

- Presentations at Parent Orientation Nights at each of the schools to generate interest in competing for open positions on the committee.
- Creation, annual update and posting in the Virtual Town Hall of a simplified "State of the Boxford Schools" self-serve presentation that summarizes the Budget, Staff and Facilities that community members can utilize to understand the decisions that are made about the Boxford schools.
- "Open Office hours" where a School Committee member is available for 30 minutes prior to each scheduled public meeting.
- Reports twice a year from School Committee liaisons to other community groups, including the PTO, BEST, Site Councils, Finance Committee.

12. Strategic Planning and Financial Management

Work with the Finance and Capital Planning Committees to annotate a capital plan that presents the priorities and represents the schedule for the implementation of each priority. The annotated capital plan should be revised and reviewed with the School Committee at an appropriate time to coincide with each year's two town meetings.

School Committee Operation

The Boxford School Committee meets twice per month with a formal agenda on the second and fourth Thursday at Town Hall. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law. The School Committee also meets jointly with the Middleton and Topsfield School Committees as part of the Tri-Town School Union.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied, but relate primarily to policy determination. Some of the duties of the School Committee include:

*Preparation of an annual budget *Program evaluations
*Approval of curriculum and materials *Planning school services
*Collective bargaining *Public relations

While the School Committee acts directly as the policymaking body relative to general educational policy, it does not operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, the Parent Teacher Organization (PTO), Boxford Elementary School Trust (B.E.S.T.), the Special Education Parent Advisory Council, parents and the community. This input is generated through written and verbal communication within the school community, and working closely with other Town Boards and committees. Additional information about the School Committee and its operation as well as the Cole and Spofford Pond Schools can be found on the school district web sites at www.boxfordschools.org and www.tritownschoolunion.com.

Individuals and groups wishing to address the School Committee at a meeting may do so as part of the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

School Management

Principals are responsible for the daily operation of each school. The responsibilities of school-based administrators include curriculum implementation, instruction, personnel matters, student issues and the physical plant. School Site Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Site Council is to advise the principal on areas of school improvement. Meetings are generally held on the second Monday of each month and are open to the public.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Director of Finance and Human Resources, Director of Special Education, and Director of Facilities and Operations as well as the secretarial and bookkeeping staff of the Central Office. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

Milestones

In May, 2012, the terms of two School Committee members ended with neither incumbent seeking re-election. Cynthia Murphy completed six years of service, with several years as Vice Chairperson of the School Committee and Chairperson of the Tri-Town School Union Committee. Roger Chadwick also completed three years of service on the School Committee. Marc Mercier and David Rivers were each elected to serve three year terms. Ms. Terry Marcille retired from her position as a Spanish teacher at both the Harry Lee Cole School and Spofford Pond School after thirty-two years of service to the community. Mrs. Mary Ellen Sorenson retired from her position as a sixth grade teacher at the Spofford Pond School after twenty-five years of service to the community. Mrs. Nancy Marino retired from her position as a fifth grade teacher at the Spofford Pond School after six of service to the community. Mrs. Susan Whitney retired from her position as a teaching assistant at the Cole School after twenty-five years of service to the community.

Staff Anniversaries

Thirty-five staff members celebrated five-year anniversaries of service in our schools. Five-year service pins were presented in January to Bonnie Ashmore-Davis, Debbie Bates, Wendy Burns, Duane Carbone, Karen Careri, Valerie DeGeorge, Mary Dodge, Stephen Duffy, Donna Ellis, Carol Foster, Jessica Fuller, Rosemary Lawrence, Crystal Liacos, Lori Martin, and Diana Mazzaglia. Ten year pins were presented to Shannon Estella, Steve Greenberg, Steve Clifford, Gayle MacElhiney, Mojgan Olia, Alison Salerno, and Mary Thomas. Fifteen year pins were presented to Alison Barton, Deb Connery, Lisa Salisbury, Lisa Simmons, Diane Mattesen, and Susan Koniares. Twenty year pins were presented to Debbie Cahill, Terry Craig, Debra Dyer, and Peg Russell. Mary Ellen Sorensen, Heather Walker, and Susan Whitney were recognized for twenty-five years of service to the Boxford Elementary Schools.

New Staff Appointments

Four new members were welcomed to the professional staff in 2012 including: Amy Gregg, Spanish/World Studies Teacher and Esther Ocock, English Language Learners Teacher, who teach both at the Harry Lee Cole School and the Spofford Pond School. Also, Lynn Woods was hired as a part-time Spanish/World Studies Teacher at the Spofford Pond School. Leigh Farmer was hired as a Physical Therapist Assistant for the Harry Lee Cole and Spofford Pond School. Furthermore, the TTSU Central Office welcomed a new staff member, James Kreyling, Facilities Maintenance Electrician to work in the Topsfield, Boxford & Middleton Schools under the direction of the Director of Facilities, Steve Clifford.

Achievements of Note in 2012

Tuition-Free Five-Day Kindergarten: In September, Boxford joined the growing list of communities to provide tuition-free five day kindergarten to all five-year olds in the community, ending our longstanding three-day program and optional five-day, tuition based program. Due to declining enrollment, we now have sufficient classroom space for all students to attend every school day, and the response from teachers, students and parents is overwhelmingly supportive.

New Math Curriculum - Math in Focus: The Math Pilot Committee made the recommendation to purchase and implement the program, *Math in Focus: Singapore Math* in February of 2012 after a 3 year process of researching and piloting programs. The proposal was supported by the school committee, materials were purchased, and teachers began participating in professional development sessions during the summer and in September of 2012 prior to the opening of school to prepare for implementation. Teachers worked throughout the summer as Tri-Town grade level teams to prepare for the implementation as well. At the start of the school year in September of 2012, grades K-6 were fully implementing the new program.

Writing Curriculum: The Tri-Town Writing Curriculum was fully implemented during the 2011-2012 school year after much professional development was provided. Teachers embraced the new writing model and brought the curriculum to life in their classrooms. The Tri-Town Writing Committee continued to meet throughout the school year to develop writing rubrics as tools to assess student writing in the three major modes of writing: Narrative, Argument and Informational writing. These rubrics were developed for grades K-6 and are available on the Tri-Town School Union Curriculum web page. The Tri-Town Writing Committee reconvened at the start of the 2012-2013 school year to develop writing prompt assessments that align to the pacing of the curriculum at each grade level.

Wireless Internet Access (Wi-Fi) in the Schools: **In the late fall, we installed the formal wireless networks at the Harry Lee Cole and Spofford Pond Schools. The new wireless connectivity will allow learning to take place wherever the teachers and students deem appropriate. The capabilities will become an integrated part of the learning experience going forward. Our expectation is this wireless infrastructure will serve our needs for many years to come.**

The Six Day Specialist Schedule Cycle: In an effort to create equity in the Specialist schedules

(Art, Physical Education, Music, Library, Spanish/World Studies), the Boxford Schools moved to a 6-day cycle schedule. This rotating schedule allows for more equitable number of student contact periods throughout the school year due to vacation days and holidays.

Extended Studies Program (ESP): Drawing on the success of the 2011 Extended Studies Pilot at the Spofford Pond School, the ESP was expanded in 2012 to provide more time for advanced learners to engage in expanded activities in order for them to realize their intellectual, creative and academic potential through independent research and a strong technology component.

These students consistently demonstrate high ability, creativity, and task commitment in regular educational settings and benefit from challenging, enriched learning opportunities with a group of their peers.

In 2012, Mrs. Barbara Boulay became the ESP Coordinator, and designed the program to meet during the WIN Block, rather than during regular classroom meetings. Students participate in a yearlong enrichment research study covering a variety of topics during the regular school day. They meet with members of the Extended Studies staff in small groups of student peers who are interested in the same topics. Extended Studies classes meet five days out of the six day schedule for thirty minutes.

Extended Learning Opportunities: We continue to work to recognize and challenge our students in Boxford with opportunities open to all students. We had an increase in participation and outstanding achievement in The Online Math League program (grades 2-6) and in the Math Olympiad (grades 4-6).

Students in our schools have also continued to enjoy and learn from cultural enrichment activities provided by funds from the PTO including:

- Curious Creatures
- Windows on Wildlife
- Techsploration: Simple Machines, Electricity, & Transportation
- Museum of Science Traveling Programs-Rock Detectives
- World of Owls
- Earth View—Bridgewater State College

Students also participate in after school learning through the Tri-Town Council's Horizons program throughout the school year. Classes in visual arts, crafts, dance and other games are examples of the types of classes offered to our students in our schools.

Global Cultures added to Foreign Language Curriculum: With the departure of both Spanish teachers in June, there was an opportunity to enhance the Foreign Language program with a global cultures and diversity component, along with more conversational Spanish. Miss Amy Gregg joined us in September to teach the updated program.

EPA "Energy Star" Schools; Harry Lee Cole and Spofford Pond Schools Apply for Designation as an EPA "Energy Star" School: Notification was received in November from www.energystar.gov that the applications prepared and submitted by DPW Director John Dold, and Director of Facilities, Steve Clifford, for Harry Lee Cole School and Spofford Pond School were received. The "Energy Star School" designation is an award applied annually that recognizes superior energy performance and identifies the school as among the most energy efficient buildings of their type in the nation as recognized by the Energy Star Program. When awarded, this will mark the third award for each school.

Capital Improvements made to Spofford Pond School:

Water Treatment Plant Phase II Project: With support of the community at the Fall Town Meeting in 2011, the water treatment plant at the Spofford Pond School underwent an engineered overhaul during the summer and fall of 2012. The project involved replacement of the plants water storage system, water pumping systems and water filtration systems as well as structural changes and upgrades to the physical plant itself. Work was completed in December when the plant returned to active operations.

5th Grade Heating & Ventilation Project: With support of the community at the Fall Town Meeting in 2011, eleven classrooms and two support spaces were renovated with new heating and ventilation systems utilizing digital controls. Classrooms were also upgraded with ADA accessible sinks and bubblers. Extensive insulation was added along the foundation envelope and finished with new casework for storage. The schools boiler plant and hydronic pumping systems were also upgraded with digital controls adding reliability and efficiency. The project was started at the conclusion of classes in June with classroom construction completed for the start of school.

Change of Polling Place From the Spofford Pond School to Town Hall: After a 2011 vote of the Board of Selectmen to change the town's polling location to Town Hall, both Boxford schools were open and not disrupted during the four elections held in 2012, even with record turnout for the Presidential election on November 6. The School Committee is most appreciative of the Town's cooperation for a safer and more efficient operation of the Spofford Pond School.

Response to Intervention: Teachers and staff at both the Harry Lee Cole School and Spofford Pond School continue to support students through the Response to Intervention (RTI) process in Reading, Writing, and Mathematics. The RTI program uses district and state assessments, AIMS Web, and teacher recommendations and observations, to identify struggling learners. Students with identified needs are supported with additional targeted math and language arts intervention either by a math coach or reading/literacy specialist in addition to instruction from the classroom teacher. Each grade level has an assigned RTI liaison. Math, Reading and Writing Specialists meet with classroom teachers at regular intervals throughout the year to discuss progress and revise student goals and plans.

At the Cole School, a WIN Block was implemented this past year, which is a 30-minute period each day in which students are receiving Differentiated Instruction in the areas of English Language Arts and Mathematics. Differentiation is a mindset or philosophy in which the teacher knows the curriculum and standards, has an understanding of the uniqueness of his or her learners, and then – using an array of instructional approaches and assessment tools – plans with precision and flexibility to enable students to be successful (Gregory, Gayle What Principal's Need to Know About Differentiated Instruction, 2012). During this 30-minute block, our staff members strive for rigor and relevance for all students. The students in need of extra support in these content areas receive direct instruction from RTI Interventionists. Other students are flexibly grouped within their classroom based on clear objectives based on their current academic and social needs.

At the Spofford Pond School, the WIN block was used for our Response to Intervention (RTI) services. Students in need of additional support were identified using data collected three times per year. The students were provided with additional writing, math and language arts instruction based on their identified needs from the data. Each grade level team of teachers convened to analyze the student data, discuss intervention strategies and plan for instructional groupings. Students in grades three and four, who were not assigned to a specific group, were able to have additional learning time with their teacher on skills that were determined by the teacher. In grades five and six, our students were either engaged in a small group for RTI services or working with a teacher on a cross-curricular project. Many students in grades five and six were also scheduled for the Extended Studies Program at this same time. The principle behind the WIN schedule is to have additional time in the school day to differentiate for student learning without taking away from the core curriculum instructional time.

Staff Curriculum and Professional Development Projects: Teachers have been engaged in professional development and projects related to the changes in curricula as the district aligned to the Common Core State Standards. The focus has been mainly on writing, mathematics and standards-based report cards.

Boxford PTO: The Boxford PTO closed out the 2012 financial books by directing more than $47,000 back into the classrooms for Cole and Spofford. On average to the more than 850 children of the Boxford elementary school community, that is a return of almost $60 per student. These funds go towards Curriculum Enrichment such as Techsploration, Audubon Society programs, New England Aquarium programs, and The Museum of Science events with "Rock Detectives." In addition, more than $17,000 went to fund Teacher Wishes for all pre-k through 6th grade teachers. The board members are working with both Principal Nikas and Middleton-Cox on developing a line of "spirit wear" for each school which we hope to launch in 2013. The spring is a busy time with Talent Shows in March, Teacher Appreciation and the Spring Fundraiser in May. Co-Presidents Karla DiDonato and Jack Milmoe want to thank everyone for their investment and continuing support of their children's education.

Boxford Elementary Schools Trust: **The Boxford Elementary Schools Trust (B.E.S.T.)** supports the long-term needs of the Boxford Schools by funding grants in the area's of innovative teaching tools and professional development. B.E.S.T. is an all-volunteer, non-profit organization dedicated to fostering excellence in our public schools by raising private funds. Grants for projects at the Harry Lee Cole School this past year have included: iPad Technology Integration into Learning, Using ELMO as a Tool for 21st Century Learning, Boxford without Bounds: Connecting Our Students with Nature. At the Spofford Pond School grants have supported: iPads For Speech and Language Services, Interactive Comprehension: Games for Smartboard,, an Elmo document projector for special education services, an iPad for Social Skills development in Guidance, and Kindles for the 3rd Grade.

School Enrollment, October 1, 2012

	PS	K	1	2	3	4	5	6	Total
Harry Lee Cole School	49	71	89	105					**314**
Spofford Pond School					109	108	118	129	**464**
Total PK-6 Enrollment	**49**	**71**	**89**	**105**	**109**	**108**	**118**	**129**	**778**

Educational Reform: Massachusetts Comprehensive Assessment System (MCAS) –

Educational Reform in Massachusetts is now in year seventeen. School district accountability continues to be at the forefront of the reform effort. The Boxford School Committee's goal is to increase the number and percentage of our students achieving at the Advanced and Proficient Levels in each grade and in each subject tested. The Department of Elementary and Secondary Education has rated each school district and school in terms of its performance and improvement over the past three years. Detailed information about the School District Accountability System ratings including determinations can be found on the Massachusetts Department of Education web site, which can be reached through a link on our school district web site.

Grade and Subject	Proficient or Higher		Advanced		Proficient		Needs Improvement		Warning/ Failing		Students Included	CPI	SGP	Included in SGP
	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE				
GRADE 03 - READING	**83**	61	**31**	15	**52**	46	**16**	30	**1**	9	106	94.1	N/A	N/A
GRADE 03 - MATHEMATICS	**80**	61	**44**	27	**36**	34	**19**	25	**1**	14	106	93.4	N/A	N/A
GRADE 04 - ENGLISH LANGUAGE ARTS	**80**	57	**18**	13	**62**	44	**19**	30	**2**	14	113	91.8	63.5	112
GRADE 04 - MATHEMATICS	**80**	51	**27**	16	**53**	35	**19**	36	**1**	12	113	92.7	60.0	111
GRADE 05 - ENGLISH LANGUAGE ARTS	**81**	61	**28**	17	**53**	44	**17**	28	**2**	11	130	91.9	62.0	126
GRADE 05 - MATHEMATICS	**76**	57	**38**	25	**38**	32	**18**	26	**6**	17	130	89.8	55.0	126
GRADE 05 - SCIENCE AND TECH/ENG	**81**	52	**48**	22	**33**	30	**17**	34	**2**	14	130	92.9	N/A	N/A
GRADE 06 - ENGLISH LANGUAGE ARTS	**85**	66	**19**	18	**66**	48	**11**	22	**5**	11	122	93.6	52.0	115
GRADE 06 - MATHEMATICS	**75**	60	**45**	27	**30**	33	**19**	24	**6**	16	122	91.0	48.5	114
ALL GRADES - ENGLISH LANGUAGE ARTS	**82**	69	**24**	19	**58**	50	**15**	22	**3**	9	471	92.8	58.0	353
ALL GRADES - MATHEMATICS	**78**	59	**39**	27	**39**	32	**19**	26	**4**	15	471	91.6	55.0	351

Curriculum and Program Development

The Boxford Elementary Schools maintain web sites which contain detailed information about our ongoing initiatives in curriculum, instruction and professional development. These web pages can be located at www.tritownschoolunion.com and www.boxfordschools.org.

Fiscal Management

The approved elementary school budgets for the past three years are detailed on the chart below.

	FY11 Approved Budget	FY12 Approved Budget	FY13 Approved Budget
Budget Expenditure Summary			
Total Salaries	6,943,505	7,067,886	7,157,878
Total Supplies/Materials/Textbooks	290,723	281,236	270,924
Total Equipment	48,816	47,640	50,632
Total Prof. Dev. (Mem./Work./Conf.)	63,132	78,743	92,656
Total Special Education (Tuitions & Services)	486,936	554,573	566,880
Total Transportation	379,450	428,386	452,972
Utilities	289,145	273,314	250,187
Facilities	202,758	210,768	181,057
Sub -Total Boxford Elementary School Budget	8,704,464	8,942,546	9,023,187
Add: Health Insurance	1,111,756	1,140,725	1,222,794
Less: Applied Income from Grant & Revolving Funds	683,468	785,434	709,190
Local (Total) Town Appropriation with Health Insurance	9,135,753	9,297,837	9,536,791

Special Education

The special education program in Boxford has always been outstanding and we continue to assess and modify our program needs each year to ensure we remain flexible enough to meet the complexity and numbers of our students with disabilities. School districts are mandated by state and federal laws to provide special education services to those students with disabilities who require specialized instruction in order to make effective educational progress and to ensure that these services occur in the least restrictive environment; we are obligated to begin providing special education services to eligible students on their 3rd birthday. We work closely with the local Early Intervention Program to gather pertinent information about children with whom they work, allowing us to plan for incoming students during the school year. Special Education programs are required to be individually tailored to ensure the individual student makes steady progress towards meeting the same curriculum standards as all students in our district. Therefore, this is an area over which the local School Committee has little control in terms of costs, which does have a major impact upon our budget. Clearly, there are diverse student needs that must be addressed through highly specialized educational programs and the School Committee asks for your continued support with the local budget to ensure all children's needs are fulfilled to the best of our ability.

As of December 1, 2012, there were 120 special education students in the Boxford Elementary Schools, grades Kindergarten through grade 6, and another 16 students of preschool age in need of special education. We continued our special education program partnership with the Middleton Public Schools at the Spofford Pond School. This partnership program provides highly specialized education and therapeutic supports to a small number of students who require modifications to their curriculum, instruction and therapies in multiple areas; this well supported education program has been of great benefit to not only the students in Boxford, but also for students in our 'partner' communities. The Spofford Pond School community has fully embraced and welcomed all the students and this unique program is a model of shared resources to provide effective and efficient education programs for students.

The District is deeply committed to an inclusion philosophy pursuing effective ways to integrate all our children into regular education settings. We continue to implement an inclusive Co-Teaching Model at Spofford Pond School, which combines the strengths of a classroom teacher with those of a special educator to provide intensive instruction right in the regular education classroom setting, one of the goals and requirements of the special education regulations. This structure enables us to provide the most appropriate instruction in the least restrictive setting possible. We also recognize that we need to offer a full continuum of services. Therefore, we also have Resource Room and Learning Center Program models in place in order to address the varied needs of our students. We also extend our in-district program options through memberships with two outstanding Collaboratives, the Greater Lawrence Educational Collaborative and Northshore Education Consortium, which enables us to provide specialized educational programs to low incidence populations of special needs students and to serve as a resource to work collaboratively with member districts to address a variety of special education issues, as well as to provide professional development opportunities for staff.

Closing Statement

The School Committee's focus is on teaching and learning measured by increased student achievement in a standard based environment, which recognizes the value of creativity, the arts, culture and technology. The world is changing very fast, and we seek the best way to prepare our children for a global future, while ensuring that our schools are safe and supportive environments. The best teaching and learning will happen when all children feel respected and valued.

The ongoing support we receive from the Parent Teacher Organization (PTO), the Boxford Elementary School Trust (B.E.S.T), and the Jonathan Tyler Barker Fund, among others, enables the School Committee to accomplish more than we could within our budget alone. We are grateful to the entire Boxford community for their support of our schools, both the curriculum and the facilities.

Respectfully submitted,

Pamela Messenger, Chairperson
Heather Fecteau, Vice Chairperson
Susan Philpott
Marc Mercier
S. David Rivers

2011-2012 MASCONOMET REGIONAL SCHOOL DISTRICT
ANNUAL REPORT

Although 2011–2012 was as difficult a time economically for Masconomet Regional School District as it was for the Commonwealth and tri-town citizens, we had a successful year with a number of modest but important accomplishments. Above all, the district worked to ensure that the quality of education our students enjoy at Masconomet would not be eroded by the financial challenges we faced, and we believe we managed these effectively.

Our budget for the 12-month fiscal year encompassing the school year was $27,971,314, a 1.6% increase from the year before. As a result of some anticipated revenues, the school committee recertified the budget in September and was able to return $259,808 to the towns. Despite increases in many program costs, thanks to a much kinder winter than normal we saved on plowing and heating costs, a slight reduction in those budgeted expenses that partially offset other increases. However, we continued to struggle with unavoidable and uncontrollable increases in many necessary and mandated services such as health insurance, school transportation, and special education to name but three, at a time when despite legal mandates, state support has been diminishing.

Masconomet provides a high quality education for an annual per pupil expenditure of only $12,850, which compares very favorably both to the statewide average of $13,369 and also to the average of similarly performing districts of $14,516. That Masconomet has continued to provide such a strong educational and social experience for the children of our towns while managing to do so on such a tight budget is a particular point of pride for all of us. Unquestionably the ongoing support of townspeople has made this possible, and for this we remain grateful.

Masconomet students continue to outperform their peers across more than 280 other districts in the Commonwealth. Our 8th graders ranked 14th or higher across the state in English, Math and Science, and our 10th graders ranked 32nd or higher in each of these subjects. The District's performance on AP exams continued to improve, and we again were named to the College Board AP District Honor Roll.

In September we welcomed 2121 students to Masco, the same number as the previous year. In June, 325 seniors graduated and began their individual paths to the rest of their lives. Between these two events we had a remarkable year filled with many notable accomplishments.

Academically our students competed well not only in standardized testing, but also were recognized for superior performances in various regional and state level competitions as part of math and science teams, and in literary and language contests including some national recognition. Masco's music department continues to provide remarkable training and performance experiences for many students, and five of them earned All State Music distinction this year. Many student music events and theatrical productions are open to the community through out the year, and most people who see one are surprised at the high level of skill and capability these young performers demonstrate. And once again Masco students were

disproportionately represented among the winners of the 2012 Boston Globe Scholastic Art Awards.

In sports, Masco was also particularly well represented among the leaders in both league and state championships. On average, about half the student body participates in athletics and other co-curricular activities, and it is an important component of their overall development as educated and fit citizens. Many faculty and administrators serve as coaches to these students they see in class each day, and it is remarkable how well they have performed in both these realms. The faculty continues to have a number of leaders among their peers in the state and the nation, with several receiving recognition and awards for their work and contributions.

Within the middle and high schools several initiatives have been undertaken to ensure Masco will remain a leading secondary education provider in this state and nation. This year interactive whiteboards were installed in all academic classrooms, completing a project begun a few years ago. The Masconomet Education Foundation contributed $47,000 for this work, and has undertaken helping us upgrade and expand wireless Internet access throughout the campus. As the administrators and faculty work to meet expectations for revised education standards and new instructional media, a pilot program was launched to integrate 90 netbooks and 90 tablets into class work for science and Language Arts; these will be evaluated over the next year in order to develop an effective implementation strategy going forward. You can follow this progress in the monthly newsletters, emailed to parents and available to everyone on the www.masconomet.org website.

The district launched a much-revised website with far more information about every aspect of the schools and many activities that go on there. Initiated by Superintendent Dr. Lockwood and enthusiastically supported by the school committee, it was created entirely through the inspiration and efforts of Masconomet faculty, administration and students. If you remember the old website but haven't taken a look at the new one yet, please do—you'll be pleasantly surprised. Just about everything you could want to know about what's going on at Masco can be found there.

Several Masconomet faculty and staff retired at the end of the 2011-2012 school year, including Joseph Czarnecki, Mary Mahoney and Patricia Basso. On the school committee we bid farewell, with thanks for their service, to Laura Powers of Topsfield, Ben Messenger of Boxford, and Deidre Donarumo of Middleton and welcomed newly-elected member Kosta Prentakis of Middleton as the committee composition was re-balanced according to state law following changes in our towns' population sizes in recent years.

Despite the relative difficulties compared to the easier times not that long ago, we remain proud of all that Masconomet Regional School District provides for our students, our families, and our towns. Above all, the committee appreciates the interest and support of so many concerned and committed citizens who help insure we can continue to realize our goals.

John K. Spencer
Chair, Masconomet Regional School Committee

Boxford Members
Paula Fitzsimmons, Vice Chairperson
Thomas Mathers
Kathleen Tyler
Daniel Volchok

Middleton Members
Teresa Buono
Rodney Pendleton
Linda Richards

Topsfield Members
Elizabeth Dierze
Lawrence Lindquist
John Spencer, Chairperson

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT
30 LOG BRIDGE ROAD, MIDDLETON, MA 01949-2806
www.nsths.net

ANNUAL REPORT (Short Form)
JANUARY 1, 2012 – DECEMBER 31, 2012

Michael Crowe - Boxford Representative
North Shore Regional Vocational School Committee

Daniel R. O'Connell, Superintendent-Director
North Shore Regional Vocational School District

Merger Update

PMA Consultants & Construction Services, Owners Project Manager (OPM) has guided the new District School and Building Committee through the MSBA design and construction process. The district has advanced the project through the design and procurement phase of the project and is currently overseeing the construction of the new Essex Technical High school.

Over the past year, the Owners Project Manager (OPM) and New District has, under the Construction Manager at Risk Delivery Process, negotiated a Guaranteed Maximum Price with Gilbane Building Company to construct the project. The District and Building Committee successfully advertised and procured Trade Contractors (Filed Sub Bids) for the project and was able to negotiate the GMP on budget at $110,763,211. The total project cost remains unchanged as projected at $133,770,000.

Major milestones this past year:
Completed site preparation, footing and foundation installations.
Completed Academy Building structural steel framing.
Completed Phase One Farmstead Building demolition and abatement.
Constructing Animal Science Building.
Began all major trades in Academy Building: Mechanical, Electrical, Plumbing, Fire Protections, Roofing, Framing and Exterior Sheathing.

The District continues to review construction progress, potential change orders and new trade packages as required. The project remains on schedule for occupancy in September of 2014.

Administration

The North Shore Regional Vocational School District Committee, comprised of one member appointed to represent each member community, is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school.

Enrollment

Student enrollment as of October 1, 2012 is 475. Students cite the interpersonal relationships with teachers, counselors, and administrators, and the vocational/career area programs as the reasons for application. There continues to be a shortage of space for classrooms, shop areas, the media center, and the cafeteria. In addition, an auditorium is needed.

MCAS Review

In 2012, Massachusetts was given a waiver for Adequate Yearly Progress. In response, the DESE has implemented a new system, which is based on narrowing proficiency gaps and incorporates Accountability & Assistance Levels. All Massachusetts public schools are now categorized as Level 1 to Level 5 with regard to Accountability & Assistance Level. Level 1 is reserved for the highest performing and Level 5 for the lowest performing. Overall, North Shore Technical High School did extremely well on a cumulative level on the 2012 MCAS. In order to be "On Target" a school needs a minimum of a "75" on the Cumulative Progress & Performance Index.

North Shore Technical High School scored as follows:

All Students	92
High Needs	90
Low Income	90
Students with Disabilities	90
White	92

In analyzing student scores, it was noted that students still struggle with open-response questions in mathematics and science and have some difficulty with the English long composition. Therefore, we will continue to implement our recent initiatives which have been put in place to assist students with improving their scores. A writing coach is working with teachers in their classrooms and CVTE areas on the expectations for these types of questions and in helping students to construct responses to questions from previous MCAS tests or from relevant shop-based readings. In English classes, the coach is working with our new teachers in implementing the Writing with Colors program and with CVTE areas on increasing literacy (reading-writing-speaking-listening). These programs ensure that literacy is being taught across both weeks. NSTHS has developed MCAS-style district-wide common assessment in all academic content areas to monitor student progress and provide additional steps needed to help students improve their writing, not only for MCAS, but in all academic and vocational classes and as they transition to post-secondary education and/or the workforce.

Vocational Career and Technical Area

This fall the Department of Elementary & Secondary Education (DESE) visited North Shore Technical High School (NSTHS) and completed a Coordinated Program Review of our CTE Programs. Two members from the DESE spent five days reviewing our programs. During this time they interviewed over eighty (80) members of our NST family. This included CTE teachers, academic and special education teachers, students, administrators, club advisors, guidance counselors to mention just a few. These interviews were used to validate that we were following Chapter 74 and Perkins guidelines. Although we have not received the final report their exit interview with us was very positive. They also completed a complete safety review of all of our programs and this too was positive. Our teachers did an outstanding job representing the wonderful things they are accomplishing with our students.

In addition the CTE programs continue to enhance the integrity of their programs by having the student complete nationally recognized certifications in their trade areas. Certifications and Affiliations that our students have the opportunity to receive:

- OSHA 10 hour card (nationally recognized lifetime certification) - All students are required to complete and receive their OSHA card prior to entering their vocational area junior year.
- **Automotive Technology**
  - NATEF Certification – National Automotive Education Foundation
  - AYES – Automotive Youth Education Services
  - ASE - Auto Automotive Services Excellence
  - National Institute of Automotive Excellence
  - SP/2 Safety On line
- **Automotive Collision Repair & Refinishing**
  - ASE - Auto Automotive Services Excellence
  - NATEF - National Automotive Education Foundation
  - National Institute of Automotive Excellence
  - SP/2 Safety On line
- **Carpentry**
  - 1 year towards MA Supervisor's License
  - Ramset Operators License
  - BPI - Building Performance Institute certification
- **Cosmetology** – ***all our cosmetology seniors last year successfully passed the State Board.***
  - Massachusetts State Board of Cosmetology Operators License
- **Culinary Arts**
  - Serve Safe
  - Pro Start Certification
- **Electricity** – ***Two graduates from NST have received their journeyman license***
  - Up to 200 hours of the 600 required classroom hours for MA Journeyman License
  - Up to 2000 hours of the 8000 required work experience for MA Journeyman License
- **Health Assisting**
  - First Aid – American Safety and Health Institute
  - CPR, AED – American Heart Association Healthcare Provider
  - Home Health Aide
  - Developmental Disabilities
  - Alzheimer's Care
  - Blood Borne Pathogens
  - Eligible to sit for the Certified Nursing Assistant Exam through the Department of Public Health

- **Information Technology Services**
  - Comptia A+ (Hardware and Software)
  - Comptia Network +
  - Cisco Certified Network Associate (CCNA)
  - Microsoft Certified Desktop Support Tech (MCDST)
- **Machine Tool Technology**
  - NIMS – National Institute for Metal Working Skills
- **Masonry and Tile Setting**
  - Ramset Fastener License

Outside Projects

The **carpentry, masonry** and **electrical** programs are building a teen center for the City of Salem. The students are completing work at the Middleton Police Station, and working at the Middleton Department of Public Work site. They have begun to replace the fencing at the Beverly Historical and have other educational jobs awaiting them in several of our other communities. They have also been doing electrical work for our neighbor Extra Innings.

Technology

North Shore Technical High School continues to boast 100% participation in Moodle, a Learning Management System and customizable platform for teachers and learners. The Moodle, online classroom, is used to extend the classroom beyond the four walls and the daily schedule. Students can access course work, supplemental materials, assessments, communications and outcomes anywhere, anytime. Teachers are provided with a home page and a means of setting up and distributing all course information. All teachers are building their curriculum, providing resources, posting assignments and grades in their Moodle classroom and using this as a form of communication to students and their parents. Many teachers are now using more interactive applications in their Moodle classrooms such as online quizzes, journals and paperless lessons.

Google Apps for Education is becoming a part of everyday teaching and learning practices at North Shore Tech. Google combines email, chat, documents and scheduling for integrated communication in and out of the building. Students and faculty can access their email and calendars from any computer or mobile device. The use of Google Apps, which is a "cloud" application of Office software and a component of our North Shore Tech Gmail has brought student and teacher collaboration to a whole new level. These applications are being utilized more and more in a variety of curricular areas.

Online resources, evaluating and citing sources are introduced to students during the freshman year alongside the Science Fair, one of the top projects for integrating technology. The librarian successfully utilized Noodle Tools (an online research and citation program) for the integration of technology in all grade levels via the Research Paper initiative.

Professional Development

For the past two years, professional development activities have focused on the areas of the school improvement plan which address teaching and learning as well as school safety and climate. A combination of early release time and embedded instructional consultation along with the use of common planning time was used to create a comprehensive approach to all initiatives.

Membership in the Northeast Consortium for Staff Development and in the Salem State College Collaborative Project for Math, Science, and Interdisciplinary Education continues to allow us to

share ideas, concerns and materials, while expanding the opportunities for professional development.

Major Professional Development initiatives included were:

- Integration of Academic and Vocational Curriculum
- Common Assessments
- Integration of Technology
- Curriculum Development and Alignment to the State Standards

Special Education Department

There are approximately 140 students at North Shore Technical High School who have been identified as having special needs; they represent 30% of the general student population. Programs and services are provided and administered by a staff comprised of an administrator, one full and one part-time team chair, eight special education teachers, a speech/language pathologist, a certified reading specialist, a school psychologist, a behavioral consultant, four instructional aides, and one secretary. All special education staff is highly qualified in accordance with the No Child Left Behind regulations.

The special education program is inclusive in nature. Inclusion classes are offered in all grades and in every major academic subject area. These classes are co-taught by members of the general education and special education staff. In conjunction with this, many special needs students receive curriculum support services in the Curriculum Support Center, under the direction of the Special Education Administrator.

The goal of the special education department is to ensure that all students have access to the general education curriculum in the least restrictive setting. High standards are maintained for students with disabilities, so that they can master the content of the Massachusetts Curriculum Frameworks. In addition, students are prepared for high stakes assessments in math, English, and science, as well as for vocational competency testing.

With our Special Education Program Improvement Grant we have joined with Triton Regional School District and Georgetown Public Schools to have all of our high school mathematics teachers and special education mathematics teachers participate in a 5-day course with Dr. Andrew Chen, an MIT professor who was one of the authors of the Math Common Core Frameworks. This course is an Intensive Immersion Institute for teachers to be able to teach the new math content standards more effectively through high level synthesis and empirical problem solving. The course models instruction to foster the habits of the mind documented in the Mathematical Practice Standards in the Common Core, and explores topics of formative assessment, differentiation, multiple representations, grouping strategies and remediation.

The Department of Elementary & Secondary Education (DESE), in accordance with a federal requirement, makes an annual determination in the area of special education for each school district. There are five levels of accountability. Performance is linked to student performance indicators, district AYP reports, and special education compliance. North Shore Regional School District received the highest determination level – Level 1. We were commended by the DESE for our work to ensure high quality education for all students.

Athletic Department – 2012

The Athletic Department had a change of leadership during this year. Long time Athletic Director, John Lynch retired. Current Head Football Coach, Paul Worth became the new Athletic Director.

The Boy's & Girl's Basketball teams continued to have a large number of participants. The boy's team again qualified for the MIAA state tournament. Three complete programs (Varsity, junior varsity and freshmen) competed with a full schedule of games

Indoor Track had a huge number of participants and the girl's team won the league championship again. Sign-ups for the winter of 12-13 are through the roof again with over 80 participants. We now have two Head coaches, one for the girl's team and one for the boy's team. Both Baseball and softball continue to have enough participation to support varsity, junior varsity, and freshman teams. Both teams also qualified for the state tournament in 2012. The baseball team welcomed new head coach, Jed Beauparlant (history teacher at North Shore Technical High School).

Boy's Lacrosse, in its third year, continued to show huge improvement. Participation rates were high enough to again schedule a full junior varsity schedule. The boy's team qualified for the MIAA State tournament for the first time in school history.

This fall, the football team finished with an 8-4 overall record and captured the league championship. The team qualified for the playoffs and played Cathedral High School in the first round. The team lost 4 games but three of those losses were to playoff teams and 2 of them actually advanced to their respective division's super bowl. The sportsmanship displayed throughout the season was noted by officials, opposing parents and opposing coaches. Coach Paul Worth was selected as Coach of the Year in the league.

The programs are running well and the participation rate continues to be very high.

Career Exploratory

The focus of the Career Exploratory Program is to familiarize all ninth grade students with North Shore Technical High School's career vocational/technical areas. Mr. Dan Connors, our ninth grade guidance counselor worked with each of our ninth graders to provide a more individual guidance program. This program includes in depth interest inventories such as the Harrington O'Shea and Career Cruising, as well as various skills and abilities assessments to help freshman become aware of their strengths and weaknesses. They are encouraged to get in touch with their values, believes, and skills to assist in choosing the best possible career path.

Currently, ninth graders explore twelve vocational programs. The exploratory program is designed so each student spends five days, four periods in shop and four periods in academics every other week. This schedule allows for smaller shop classes so that our teachers are able to evaluate student more comprehensively. Students will complete the exploratory program in the early spring and will then re-explore three shops before making their final shop selection.

A special effort was made by the guidance staff to locate and support students interested in non-traditional shops. Freshman participated in a guidance lesson that focuses on the importance of equity in the workplace, as well as treating fellow employees with dignity and respect. The Non-traditional upper class students and alumni speak to interested ninth graders about the opportunities in their vocational program.

Career Awareness
Throughout the year, all students participate in a variety of career planning activities in the Career Center. This designated space is utilized by the Guidance Department in collaboration with the CVTE instructors to deliver activities related to career planning. A new requirement for all students to obtain a Certificate of Occupational Proficiency is the development of a Four Year Career Plan.

The following activities were presented in the Career Center:

- Career Match Maker (a component of Career Cruising software)
- Non-Traditional Career Choice Lesson
- Four Year Career Plan Decision Making
- Final Shop Choice
- Career Pathways
- Cyber bulling
- Study Skills
- Mock Interviews
- Conflict Resolution
- Career Cluster Research
- Academic /Technical Success

Tech Prep
Tech Prep, a federally funded program, establishes articulation agreements between high school students and post-secondary institutions. This program develops career pathways that allow for seamless transition from high school to college programs of study, creating opportunities for high school students to earn college credits.

During the 2011-12 school year, articulations in ITS, Health, Culinary and Graphics were renewed. In addition, articulations were newly developed with Central Maine Community College, Southern Maine Community College, Bunker Hill Community College, Middlesex Community College and Mass Bay Community College.
The Tech Prep Consortium at North Shore Community College (NSCC) provided our students with the following activities:

- College/Career Expo
- On the Spot Admissions
- Pre-engineering Career Day
- Business Career day
- Graphics Career Day
- ITS Career Day
- Health Career Day
- 21st Century Career Day at BHCC
- Pre-Advising Day
- College Fair
- Guidance Curriculum and Career Planning Course taught by Ms. Doherty
- Professions Speaker Day for Grade 10 students

Dual Enrollment
Dual enrollment is a program offered to eligible high school juniors and seniors who want to earn both high school and college credits simultaneously by taking courses at publicly founded higher education institutions.

During the 2011-12 school year, three Information Technology Services (ITS) sophomore were accepted into The Academy for Excellence Program. This program is a collaborative effort between Northeastern and Massachusetts Administrators Vocational Association for RTT early college readiness. Three students were selected from ITS after an arduous application process. The program began in July 2012 at Northeastern. Upon successful completion of this program students will graduate with eighteen (18) college credits, in addition to their high school graduation requirements. This is a RTT grant funded activity for two of the students and the district is funding the third student.

Cooperative Education
Cooperative Education provides seniors the opportunity to develop academic, technical and employability skills in a work-based setting. Alternating weekly between work and classroom student, students in good academic/technical standing and discipline record may participate in this program. Students participating in this program are paid for their work in their chosen technical field. Students may also participate in internships through this program.

During the 2011-2012 school year, thirty-two (32) junior and senior students went out on co-op. These jobs resulted in full-time employment for graduates not attending post-secondary schools. Presently the Co-op position is held by the Essex Aggie Career Technical Education Co-op Coordinator who serves both schools. Ms. Leilevre is present at North Shore Technical High School from 8:00 a.m. to 11:00 a.m. Monday – Friday.

Senior Placement
Plans for the graduates of 2012 included the following 19% attended 4 year colleges, 37% attended 2 year college and 44% went to work in their technical area.

Health Office
Health services offered at North Shore Technical High School include; first aid, health education, health promotion and prevention of illness in a caring safe environment. Emphasis is to prevent illness and injury, to minimize impairments to learning and to make community/school referrals as appropriate.

In the 2010-2011 school year students and faculty visited the health office 3,687 times, which did not include the flu clinic for faculty and staff. Headaches, general malaise, sore throats menstrual cramps and mental health issues were the most frequent complaints that brought students to the health office. Our most serious challenge was the care of three insulin dependent diabetic students.

Transportation Department
The Transportation Department has a fleet consisting of twenty (27) buses, fifteen -71 passenger buses, five-77 passenger buses, one-18 passenger bus, three buses dedicated to the building trades, three -35 passenger buses and also one-8 passenger van. The Transportation Department provided transportation for North Shore Technical High School students to and from school on a daily basis for approximately 442 students.

The Transportation Department also provided transportation to and from school for approximately 95 Essex Aggie students. The Transportation Department provided 4 shuttle buses from the Aggie in the PM to bring the students to North Shore to board the buses for their ride home. At the beginning of the year The Transportation Department provided 3 late runs daily for Essex Aggie. During the school year we merged more of the Aggie runs where possible and added 4 more Aggie only runs daily. The Transportation Department will continue to merge and expand as the merger approaches; our goal is to be transporting ***all*** the Essex Aggie students before the merger actually takes place. This will be complete by FY2013 and spread the expense over a few more years. The size of our fleet will continue to increase to accomplish this.

The Transportation Department started a pilot program to provide transportation for more of the Aggie students we started phasing in all of the late runs for the Aggie. About half way through the school year we provided 7 late runs 4 days a week after school for both the Aggie and North Shore Tech at 4:15, and we also provided 6 sports late runs for both the Aggie and North Shore Tech five days a week. The Aggie has a total of 8 sports late runs. Next year we will provide all Aggie late runs. Transportation was provided for many field trips throughout the school year and all the offsite activities, sports games etc.

Adult Education
Adult Evening Education at North Shore is a self-supporting program that offers approximately sixty (60) vocational-technical classes that enhance the professional and personal lives of the adult members of our communities. The Program serves nearly one thousand adult students that participate in a wide variety of courses. Popular fields of study include: computers, health, construction, machine technology, culinary, automotive, business and personal finance. A number of courses have state approval for professional and trade license preparation, for example Journeyman and Masters Electrician License, Manicuring and Auto Damage Appraisal License.

Business Office
The Fiscal 2014 Budget preparation is currently in process and will be presented to the District's Finance & Property Policy Sub-Committee in February and subsequently to the District's School Committee. At this point, we have not received financial data pertaining to fiscal 2014 from the Department of Elementary and Secondary Education. Preliminary Chapter 70 figures are expected to be released at the end of January.

On April 30th we had our second benefits fair. Along with our usual health insurance renewal information, vendors presented material on discounted auto insurance, 529 educational savings plans, voluntary dental insurance and 403(b) plans. On January 1,

2012, a voluntary dental plan was rolled out to the staff. We continue to offer employee benefits at no direct cost to the district.

We continue to work collaboratively with Essex Agricultural High School (Essex Aggie) in anticipation of the merger in FY 2015. North Shore has contracted with Essex Aggie to provide transportation services for all their students beginning with the 2012/2013 school year. The bus fleet was expanded to provide this service from the funds received from the contract agreement, saving the communities a significant amount of money. This completes the merger of transportation services for the new district.

North Shore Regional Vocational School Committee

Beverly	Mr. Dean Porteous
Boxford	Mr. Michael Crowe
Danvers	Mr. Russell Fravel
Essex	Mr. George R. Harvey, Chairman
Gloucester	Ms. Melissa J. Teixeira
Hamilton	Mr. David W. Ketcham
Lynnfield	Dr. Paul Anderson
Manchester-by-the-Sea	Mr. Joseph Sabella
Marblehead	Mrs. Marcia Sweeney, Vice Chairman
Middleton	Mrs. Ellen Weitzler
Nahant	
Rockport	Mr. Bruce Perkins
Salem	Mr. Thomas St. Pierre
Swampscott	Mr. William Jackson
Topsfield	Ms. Trudi Perry
Wenham	Mr. William O. Nichols, Secretary

Department

of

Public Works

DEPARTMENT OF PUBLIC WORKS

The Town was awarded the designation of Tree City USA for the sixth straight year in 2012. One of the requirements for the award is to hold an Arbor Day ceremony on or about May 1 each year. The photo is of the event at Masconomet Middle School in May 2011 where two members of the Student Council planted a cherry tree with Representative Brad Hill looking on.

The winter of 2011-2012 was one of the mildest on record, which resulted in savings of snow removal costs. In addition, there was less damage to the town roads from plowing. The depth of frost was also less than normal. Therefore there was a minimum of frost heaving in the roads and less asphalt crack damage. Severe cold winter weather can cause a deep frost that, when thawing in the spring, may result in extensive cracks in road surfaces.

The DPW continued to pave roadways in accordance with the Pavement Management Plan. This year completed the sixth year of the plan. The DPW selects roads to be paved from the plan and also determines the selection based on the current condition of the asphalt. The roads which were paved in 2012 include Mill, Rowley, Balpate and Mulberry. A number of roads were crack sealed in order to preserve their integrity for

several more years. The shoulders along these roads were reestablished with crushed gravel and brush cutting also occurred.

A study of the Town road drainage pipe system was completed by the firm of Haley & Ward Engineers and submitted to the Board of Selectmen. There were 20 pipes in various locations which were identified as a priority for replacement. This work will be scheduled over the next six years. The Department replaced three road drainage pipes during the summer, i.e., Maple Avenue, Glendale Road and one on Main Street Other drain pipes were maintained. Debris and brush was removed at their inlets in order to provide for open flow during storm events.

The DPW Parks Department continues to work to improve the 19 acres of Town recreation fields. Regular field maintenance includes fertilizing, lime application, reseeding, aerating, irrigation and mowing. We will continue to provide the best recreational fields for the many sports teams within the budget limitations. We wish to extend our appreciation to the Boxford Athletic Association for their efforts to help the DPW. We would also like to commend the Boxford Garden Club for their efforts to maintain the beautiful flowers and shrubs at many of the Town buildings and several road islands.

The DPW brush cutting tractor continues to maintain the road shoulders throughout the Town. This program helps to keep shoulder foliage in check, as well as provide the space on the shoulders for snow banks during the winter plowing season.

We welcome your comments and suggestions. You may contact the DPW at 978-352-6555 or jdold@town.boxford.ma.us.

Respectfully submitted,

John C. Dold, PE
Department of Public Works Superintendent

Health & Inspections

Board of Health Report

Animal Inspector

Building Inspector

Electrical Inspector

Plumbing & Gas Inspector

Sealer of Weights & Measures

Visiting Nurses Association

BOARD OF HEALTH

EEE Mosquitoes: In 2012 Massachusetts had the most severe infestation of Eastern Equine Encephalitis (EEE) bearing mosquitoes in 30 years. The Board responded to early indications of spreading EEE by setting up a protocol for action. Boxford is a member of the Northern Essex Mosquito Control District, which weekly tests mosquito pools for EEE-bearing mosquitoes. Because of weekly positive EEE mosquito pools in neighboring towns, the Board authorized weekly pesticide 'barrier spraying' around all playing fields and school yards. With findings of Equine and human infection in a neighboring town, the Board posted signs closing ball fields and trails from dusk to dawn. By August, the Mass Dept of Public Health rated Boxford at 'High Risk of Human Infection' by EEE. The Board of Health authorized street-side spraying of pesticide in neighborhoods where the risk was highest. Residents were notified of spraying plans by reverse-911 phone calls. Residents were given the opportunity to opt-out of spraying on their property. In 2013 the opt-out will be created through a question on the Town Census conducted by the Town Clerk in January 2013.

Landfill: The Board began final discussions with the Department of Environmental Protection (DEP) for final closure of the landfill. Even though the landfill was capped and closed in 2000, the DEP has required a number of follow on studies and reports in the past 10 years related to potential landfill contamination of other areas such as Baldpate swamp. Continuing groundwater and gas monitoring as well as studies on water quality and fish populations in Little Baldpate Pond have shown that the closed landfill is not releasing hazardous materials. As a result, the DEP has agreed to move ahead with final closure. As part of that closure, the Board was allocated funds at the October 2012 Special Town Meeting to conduct a perimeter survey of the landfill area. This survey will allow the Board to re-designate areas in the 81 acre landfill area which have never been used for solid waste. Some land may be divided out from the assigned landfill site and become available for unrestricted use. Once closed, the Town may consider installation of a solar array for green energy production for Town buildings. Initial discussions with the DEP have indicated that the DEP encourages and will approve a solar array.

Salt Shed lawsuit progress: In 2012, representatives from the Board of Health continued to serve on Boxford's Mass DOT Litigation Strategy Committee for the salt shed lawsuit along with representatives from the Board of Selectmen and the Town Administrator. Legal proceedings regarding the salt shed continue. No salt has been allowed at the salt shed for storage or use for five years, since the winter of 2008-09. Attorneys representing Boxford have pushed for Discovery with the Attorney General's Office. In the meantime, the Strategy Committee has enlisted the help of various consultants with expertise in hydrogeology and de-icing activities. Field monitoring wells are being installed around the area of the salt shed to collect water quality data to support litigation. In addition, the Strategy Committee has asked some residents in the vicinity of the salt shed for help in providing water quality samples. The BOH also has a standing request for any residents in the Route 95 corridor to share water test results they may have to help the town's lawsuit. The BOH has also remained involved with actions and progress of

the Boxford Salt Study Task Force, reviewing a proposed study outline, and submitting comments on the study design proposed by the Task Force.

Tick Borne Disease: The most prevalent tick borne disease in Massachusetts is Lyme disease: greater than 2,600 new cases were reported in Massachusetts in 2011 . The Boxford BOH, consistent with the Mass DEP and CDC, continues to recommend that taking appropriate preventative measures when outdoors and performing regular tick checks remain the best and most proven method(s) to decrease the risk of contracting Lyme disease. Information about how to protect against ticks when outdoors is posted on the BOH website.

Proactive measures to address Lyme disease in Boxford continue to be discussed by the BOH and include deer culling. Several limitations have been identified which question the effectiveness and the ability to implement a culling program. Discussions are planned with regional experts to better whether Boxford should consider a program.

Tick Tubes, containing a pesticide that kills ticks, present a means to control tocks on mice, the primary host for ticks carrying Lyme and other diseases. Data suggest that Tick Tubes can reduce the numbers of ticks and, if used instead of spraying, can reduce the amount of pesticide used to control ticks. An article sponsored by the BOH for the purchase of tick tubes was passed at the 2012 October Town Meeting. The tick tubes will be purchased wholesale by the BOH and sold to town residents at cost beginning in Spring, 2013.

Trash Collection: In anticipation of the Trash Collection contract going out for bid for the first time in 10 years in the spring of 2013, the Board revised the Solid Waste Regulations (Chapter 204) which were originally written by the Board in 1991. The revised regulation reflects the changes in municipal solid waste collection that have evolved over that period. The Board also updated the Contract bid documents.

Organization: Two new members, Rick Fahrner and Malcolm Kinnaird joined the Board of Health in May of 2012. Mr. Kinnaird has a technical and managerial background in drinking water treatment, and has done community volunteering in his field of expertise. Dr. Richard Fahrner works in Pharmaceuticals and has a history of community service in the science and environmental fields.

The Board of Health was reorganized late in May as follows:

Louise Kress, Chair
Rick Fahrner, Vice Chair
Alex Constan
Malcolm Kinnaird
Richard Taylor

ANNUAL REPORT
ANIMAL INSPECTOR
2012

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals, in accordance with M.G.L. Chapter 129 section 19. Such inspections are necessary to insure humane and proper care of all livestock, to guard against outbreaks of contagious disease, and to provide a census of animals in the state.

Summary of the 2012 inspections: 184 horses, 45 ponies, 16 miniature horses, 9 donkeys, 47goats, 52 sheep, 13 head of cattle, 4 llamas, 7 alpacas, 1 pig, and 45 flocks of poultry comprised of chickens, ducks, geese, turkeys, peacocks, and/or guinea fowl.

The Town of Boxford requires Barn Licenses for residents who keep livestock on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals must be reported to the Animal Inspector. In 2012, 12 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in all 12 cases. One case was transferred to the town of permanent residence of the animal involved where the quarantine was successfully completed.

Animal Inspectors are required to investigate and issue quarantines in cases concerning possible rabies exposure to domestic animals. Twenty two such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. Twenty quarantines were completed without incident. Two quarantines carryover into 2013. Owners please keep all pets current on rabies vaccinations – it is very important for the safety of your pet and your family.

Because barn inspections are carried out in the winter months some livestock, principally horses which winter at boarding facilities, are not included in the count. The information gathered during the annual barn inspections is important for emergency contact and planning. If you did not get a pink barn inspection form and keep horses or other livestock on your property during the summer months, please contact Animal Inspector Allison Hayes. Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantine procedures, please contact Allison Hayes.

The able assistance of volunteer Alternate Animal Inspector, Nancy Drago has been greatly appreciated.

Allison Hayes, Animal Inspector

INSPECTION DEPARTMENT

There were 282 building permits issued for 2012. The following is a breakdown of type, cost of construction and fees collected. Average cost of construction for new homes was $494,432.50 and the average fee collected for 2012 for new homes was $5,862.00.

TYPE OF PERMIT	QTY ISSUED	COST OF CONSTR.	FEE COLLECTED
Addition	13	2,245,377.66	27,000.00
Additional Fees		--	595.20
Alteration	3	38,216.00	452.00
Amendment		--	96.00
Barn	3	133,600.00	1,638.00
Chimney/Masonry	2	20,000.00	240.00
Commercial	7	660,312.00	1,281.00
Deck/Porch/3 season	20	408,791.49	5,309.00
Demolition	10	256,100.00	535.00
Fence/Retaining Wall	1	6,140.00	84.00
Foundation	11	119,200.00	1,973.00
Garage	2	132,000.00	1,584.00
Home	4	1,977,730.00	23,448.00
Insulation/Weatherization	5	12,570.79	260.00
Other	2	13,000.00	50.00
Penalties/Fines		--	1,050.00
Pools	10	211,555.00	2,946.00
Renovations/Repairs	99	4,917,634.08	38,456.00
Roofing	41	786,899.23	12,210.00
Safety Inspection	13	--	650.00
Sheds/Gazebo/Storage Bldg	2	33,060.06	408.00
Sheet Metal	14	128,021.33	1,602.00
Siding	5	54,531.00	972.00
Solar	4	94,775.00	1,092.00
Solid Fuel Burning Appliance	10	49,441.86	550.00
Temporary Tent	1	1,152.00	75.00
GRAND TOTALS	***282***	***$12,300,107.50***	***$123,631.20***

**$925.00 penalties/fines included in actual fee collected

Respectfully submitted,

Robert F. Camacho,
Inspector of Buildings/Building Commissioner

INSPECTION DEPARTMENT

Electrical Inspector

There were 249 electrical permits issued for 2012. Fees collected totaled $26,330.06.

Douglas Small,
Electrical Inspector

Plumbing & Gas Inspector

There were 128 plumbing permits issued for 2012. Fees collected totaled $9,337.50.
There were 190 gas permits issued for 2012. Fees collected totaled $13,607.50.
Combined plumbing and gas permits issued for 2012 were 318. Total fees collected for plumbing and gas permits were $23,200.00. Of these fees $255.00 were collected for additional fees.

Stephen Galinsky,
Plumbing & Gas Inspector

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measure made the following sealings in the year 2012.

1.	Ingaldsby Farm, Washington St. West Boxford Checked and sealed 3 scales	($18.00)
2.	Paisley Farm, Washington St. West Boxford Checked and sealed 3 scales	($18.00)
	Total turned over to the Treasurer	$36.00

Robert Cronin
Sealer of Weights and Measures

VNA CARE NETWORK
2012 ANNUAL REPORT TO THE
BOXFORD BOARD OF HEALTH

OVERVIEW

The VNA Care Network provided public health nursing services for the Boxford Board of Health. Service delivery provided in 2012 includes these elements:

1. Elder Health Clinics
2. Flu Immunizations
3. Communicable Disease Follow-up
4. Publicity

ELDER HEALTH CLINICS

These clinics are free and open to residents age 60 and over. Run by VNA Care Network community health nurses, clinic services include health assessments; blood pressure screening; blood glucose testing; weight, pulse, heart and lung monitoring; medication, diet, preventive health and disease management teaching; vitamin B-12 injections; and referrals to providers and community resources. Appointments may be made by calling the VNA Care Network at **1-888-663-3688 ext. 1372**. The clinics are funded in part by the **Boxford Board of Health**, client donations, VNA Care Network funds and in-kind donations. Clinics are held three times monthly as follows:

Four Mile Village	1st Wednesday	9:00 a.m. - 11:00 a.m.
Four Mile Village	3rd Wednesday	9:00 a.m. - 11:00 a.m.
Boxford Senior Center	4th Wednesday	11:00 a.m. - 1:00 p.m.

2012 BOXFORD ELDER HEALTH CLINIC ATTENDANCE

# Clinic Visits	**# Participants**
4-Mile Village	163
Senior Center	64
TOTAL CLINIC ATTENDANCE	**227**

2012 INFLUENZA VACCINE ADMINISTRATION

Flu Vaccines (given to Boxford Residents aged 9 and over) **214**

Flu clinics were held October 3rd (194 attended) and January 23rd (20 attended). Boxford residents also attended flu clinics in Topsfield as well as walk-in clinics held on Wednesday afternoons in the VNA Care Network's Danvers office. VNA Care Network community nurses held a separate clinic at the Boxford Fire Department for fire fighters

and their families; there were 26 additional participants. The Massachusetts Department of Public Health (MDPH) has continued to decrease state-supplied flu vaccine allocations for all local boards of health (LBOH) again this flu season. MDPH has continued to encourage LBOH to privately purchase seasonal influenza vaccine. This trend is expected to continue next year.

2012 BOXFORD COMMUNICABLE DISEASE FOLLOW-UP

Boxford Board of Health staff and VNA Care Network nurses attended training sessions and began using MDPH's MAVEN (Massachusetts Virtual Epidemiological Network). MAVEN is a web-based surveillance system for infectious disease investigation, case management and follow-up. MAVEN has eliminated paper case investigation reports and has facilitated improved communication and coordination among LBOH, physicians, and MDPH.

Overall, the number of communicable disease infections requiring LBOH follow-up has increased slightly from 2012. Case investigations and relevant follow-up are conducted per MDPH protocol. Physicians are responsible for follow-up for Chronic Hepatitis B, Chronic Hepatitis C, Influenza and Lyme which were previously done by LBOH.

Infections	Number
Ehrlichiosis & Anaplasmosis	15
Babesiosis	7
Campylobacter	5
Salmonella	2
Cryptosporidium	1
Legionellosis	2
Pertussis	1

COMMUNICABLE DISEASE FOLLOW-UP YEAR END TOTAL 33

- **Tick-borne infections (Anaplasmosis, Babesiosis, and Ehrlichiosis)** totaled 22 cases which is slightly more than 2011. This increase is most likely due to increased provider testing.
- **Enteric infections** included Campylobacter, Cryptosporidium and Salmonella. There were eight cases in 2012. Of the eight cases, none were food handlers or employed in a hospital or health care facility. None were employed or attended school, day care or a community residential program.
- **Lyme** – follow-up is conducted by the providers. There were 12 confirmed cases and another 25 suspected cases where individuals did not meet all the clinical criteria. This number is consistent with previous years.
- **Influenza** – There was one confirmed case of influenza during the 2011-2012 flu season. As of early February 2013 (the 2012-2013 flu season), there were seven confirmed cases of influenza. This number is higher than what the Town has typically experienced at this point in other flu seasons. This increase is consistent with elevated flu activity seen in Massachusetts and nationally.

PUBLICITY

The clinics are advertised on an on-going basis in the Salem Evening News, Tri-town Transcript, Lawrence Eagle Tribune, Boston Globe North Weekly Section, and Boxford Council on Aging Newsletter. Information is also dispersed at Health Fairs and in internal publications such as patient admission folders, which allows for additional referral sources. Flyers are also posted at individual clinic sites. Clinic schedules are listed on our agency web site **www.vnacarenetwork.org**.

Submitted by:
Maureen Sendrowski, RN, MPH
VNA Care Network
Manager, Preventative Health
5 Federal Street
Danvers, MA 01923
1-888-663-3688 ext. 5603

Planning & Environmental Protection

Community Preservation Committee

Conservation Commission

Land Committee

Planning Board

Tree Warden

Zoning Board of Appeals

Agricultural Commission

Lakes, Ponds & Streams Committee

Haynes Land Advisory Committee

Annual Report 2012
THE COMMUNITY PRESERVATION ACT COMMITTEE

The Community Preservation Act (CPA) allows communities in Massachusetts to establish a fund that may be spent for certain open space, recreational, historic resource and affordable housing purposes. CPA funds are raised through a local property tax surcharge coupled with matching funds from the state. In May 2001, the voters of Boxford adopted the CPA, approving a 3% surcharge on most property taxes paid by town residents. Moderate income Senior Citizens and low-income households in Boxford may be eligible for an exemption from their Community Preservation Act tax surcharge, if they meet certain criteria. Please contact the Boxford Assessors' office at 978-887-6000 ext. 141.

In 2012, Boxford received another round of matching funds from the state. Our grant of $188,630 was equal to 35% of the amount we collected locally in Fiscal Year 2011 through the 3% CPA surcharge.

No new projects were submitted for funding at Town Meeting or Special Town Meeting in 2012.

The CPC continued to monitor and approve payment on invoices for various ongoing projects during 2012, including the planning and design of the Borders to Boston Trail project, and the planning and design of the Haynes Land project.

The Committee:
Peter Delaney, Chair, Boxford Housing Partnership Committee representative
Barbara Jessel, At Large member
Barbara Shade, At Large member
F. Richard Shaw, At Large member
Natasha Grigg, Conservation Commission representative
Virginia Havey, Historic Districts Commission representative
Steve Merriam, Planning Board representative
Gerry Papin, At Large member
Vacant, Recreation Committee representative
Staff: Ross Povenmire, CPC Administrator
Phaedra Doucette, Minutes Secretary

CONSERVATION COMMISSION

The Boxford Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, and is supported by a full-time Director, a part-time Assistant Administrator, and a Minutes Secretary.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:30 p.m. The Commission's office is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 506.

The Commission has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40;
- Massachusetts Wetlands Protection Act Regulations at 310 CMR 10.00;
- Town of Boxford Wetlands Protection Bylaw, Town Code Chapter 192; and
- Boxford Wetlands Protection Bylaw Regulations at Town Code Chapter 375.
- Boxford Stormwater Management Bylaw, Town Code Chapter 160
- Boxford Stormwater Management Bylaw Regulations, adopted September 20, 2007, Town Code Chapter 295

The Conservation Commission administers several types of permit review processes under the Massachusetts Wetlands Protection Act and the Town of Boxford Wetlands Protection Bylaw. Most projects involving proposed disturbance within a Wetland Resource Area, associated Buffer Zone, or Riverfront Area will require the filing by the project sponsor of a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas, and eventually results in the issuance by the Conservation Commission of an Order of Conditions or an Order of Denial. An Abbreviated Notice of Resource Area Delineation (ANRAD), for review of Wetland Resource Areas, is generally utilized for large tracts of undeveloped land, and results in an Order of Resource Area Delineation. Applicants proposing projects with limited potential impact may be advised to submit a Request for a Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process. Projects with insignificant potential impacts may be reviewed under a Bylaw Determination of Negligible Impact (DNI).

The Commission is also involved, in coordination with other governmental bodies, in numerous other regulatory activities including the following:

- Management of conservation properties in Boxford;
- Stormwater Management under the National Pollutant Discharge Elimination System Permit (NPDES) "Phase II" program;
- Administration of the Massachusetts Public Waterfront Act, M.G.L. Chapter 91 and associated Public Waterfront Act Regulations at 310 CMR. 9.00;
- Review and comment on forest land and agricultural land purchase options under M.G.L. Chapters 61 and 61A;

- Review and comment on housing development plans under M.G.L. Chapter 40B;
- Review and comment on forest management plans under M.G.L. Chapter 132;
- Review and permitting of beaver activity controls in Wetlands Resource Areas under M.G.L. Chapter 131.

In addition to the statutes and regulations listed above, the Conservation Staff reviews permit applications received by the Planning, Building Inspection, and Public Health matters within the jurisdiction of the Conservation Commission. In many cases, this "sign-off" process involves a visit to the site to ascertain whether jurisdictional areas are present.

Regulatory Activities in 2012

In 2012 the number of permit filings was up slightly from 2011.

Summary of Permits and Enforcement Activity					
2008	2009	2010	2011	2012	Type of Activity
29	26	17	18	19	Orders of Conditions or Denial Issued
6	1	3	2	3	Amended Orders of Conditions Issued
1	1	1	0	0	Orders Resource Area Delineation Issued
14	25	19	15	15	Determinations of Applicability Issued
50	53	40	35	37	COMBINED PERMIT SUBTOTAL
9	15	23	6	12	Determinations of Negligible Impact Issued
14	32	27	19	17	Certificates of Compliance Issued
6	8	13	0	0	Permit Extensions Issued
5	5	1	1	5	Violation Notices Issued
9	9	9	3	0	Enforcement Orders Issued
0	0	1	0	0	Tickets Issued
1	5	2	2	0	Emergency Certification - Beaver Related
9	8	11	10	3	Emergency Certification - Non Beaver Related

The Commission spent considerable time in 2012 reviewing an eight lot subdivision application called Pineridge. Due to the complexity of the project, the Commission engaged a professional engineer to assist with a review of the proposed stormwater management plan. The proposed plan was approved by the Commission following various revisions made in response to issues raised during the review process.

The Commission also spent considerable time reviewing the proposed Haynes Land recreational fields. This review was not completed in 2012 and is ongoing. The Commission engaged a professional engineer to assist in the review of the stormwater management aspects of the project.

Conservation Management Activities in 2012

The Conservation Commission is directly responsible for the management of 806 acres of Town-owned conservation land in Boxford, as well as an additional 70 acres of privately owned land upon which the Town holds conservation restrictions. The Commission manages these open spaces and conservation properties with significant volunteer assistance from the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT), for which the Conservation Office is tremendously grateful. The Commission also reviews proposed Conservation Restrictions in Boxford held by other 501(c)3 entities such as the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT, Inc.), Essex County Greenbelt Association (ECGA) and the Massachusetts Farm Bureau

The management of selected conservation areas as agricultural land continued on parcels known as Haynes Field, Peabody Field, Mill Brook Farm Field, Hovey's Pond Meadow, Cargill Fields and Witch Hollow Farm Field. Licenses were issued in 2009 to Pieter Muntendam to use the Mill Brook Farm Field, Hovey's Pond Meadow and Peabody Field for cow pasture. A license was issued in 2009 to Larry Morris to continue the use of Witch Hollow Farms Field for ground nesting bird habitat. Licenses were issued in 2009 to Laura Grabski and associates for the use of Haynes Field and Cargill Fields for hay meadow. All licenses issued in 2009 will expire on December 31, 2015.

The Conservation Office continued to provide staff support to the Lakes, Ponds and Streams Committee (see separate report from this committee elsewhere in this Annual Report). In addition, the Conservation Commission worked with and provided assistance to other Town Boards and Committees, including the Planning Board, the Land Committee, the Haynes Land Committee, and the DPW, as well as to BTA/BOLT and Boy Scouts (Eagle Scout projects).

Conservation Commissioners and Staff

The Conservation Commission membership was unchanged in 2012 except for the departure of Robert Koenig due to the demands of a busy schedule. Mr. Koenig provided valuable contributions to the Commission in its deliberations and has been missed. The vacancy created by Mr. Koenig's resignation remains unfilled at present. Persons interested in being considered for appointment to the Commission should contact the Board of Selectmen. Peter Delaney was re-appointed as an Associate Member, and was also re-appointed Conservation Commission liaison to the Land Committee.

Commission members devote numerous volunteer hours in the review of proposed projects, site visits, meetings, training, and attendance at conferences, including the fall and spring MACC Conferences. Several Commission members also have joint appointments on other Town boards. Joint appointments include Natasha Grigg on the Community Preservation Committee and Land Advisory Committee, Mark Mitsch as a liaison to the Lakes Ponds and Streams Committee and Ted Riter as liaison to the Boxford Housing Partnership.

The Conservation Office staff consists of Ross Povenmire as Director of Conservation, Chuck Tirone as Assistant Conservation Administrator, and Judi Stickney as the Commission's Minutes Secretary.

Conservation Commission members (term ends): Ted Riter, Chair (6-30-14); Lana Spillman, Vice-Chair (6-30-15); Frank DiLuna (6-30-14), Natasha Grigg (6-30-15), Alan Fowler (6-30-13), Mark Mitsch (6-30-13).

LAND COMMITTEE
2012 Annual Report

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from the Finance Committee, and two Members at Large. Our charge is to categorize and prioritize parcels of land for open space, conservation, active recreation, and municipal needs, and to assist the Selectmen in matters involving acquisition of land, easements and other real property interests.

During 2012, much of the Land Committee efforts were focused on the acquisition of an approximately 19 acre parcel adjacent to the Spofford Pond School and closed sanitary landfill and north to the Georgetown line. The town had long believed it owned this parcel, but a title examination in 2005 attributed ownership to the heirs of longtime Boxford resident Raymond Perley. After several meetings with the heir's representatives, we came to a financial agreement and town meeting approved the acquisition at the May town meeting.

The Committee is currently reviewing various parcels for acquisition or perpetual restriction, in support of other town committee's objectives. The economic climate has the committee exercising extreme caution prior to recommending any land acquisitions.

The Land committee encourages landowners contemplating the sale of their property to contact our committee so we can evaluate how your parcel affects our open space and municipal needs. The Land Committee will, wherever possible, incorporate the Open Space and Master Plan when prioritizing parcels for protection.

For 2013 the Committee will meet on the second Wednesday of each month at the Town Hall. This upcoming year the Committee hopes to focus on community needs and work with other town committees to determine how best to meet the long and short term goals of the town. We thank the citizens of Boxford for their continued support.

Current members;

Peter Delaney Chairman (Cons Com)
Bob Gore (Planning Bd.)
Peter Bernardin (Fin Com)
Natasha Grigg (Member at Large)
Stuart Saginor (Member at Large)

PLANNING BOARD

ANNUAL REPORT FOR 2012

Approvals Not Required

The ANR process allows for all lots with sufficient frontage on existing roads and which meet other conditions under the zoning bylaws to be approved without having to go through the subdivision approval process.

The Board reviewed seven applications under the process of "Approval Not Required" (ANR).

Subdivision Activity

An eight lot subdivision named Pineridge was submitted for review in July, 2012. The Board engaged a consultant to review technical aspects of the project. The Board's consideration of the application was not completed by the end of 2012.

The roadway and several houses in the Weathered Walls Subdivision were substantially completed in 2012. The Board engaged a consultant to oversee the construction of the roadway and associated infrastructure improvements.

The Lauren Woods Subdivision, also known as Budnick Way, is a three lot subdivision originally approved by the Board in 2001. Lots #1 and #3 are now owned by New England Bank. The Planning Board reached agreement with the Bank on items to be completed prior to the release of a covenant restricting transfer of Lot #1. Significant work was completed in 2012 on the identified items.

Zoning Board of Appeals

The Town's Zoning Bylaw requires that the Planning Board make a recommendation to the Zoning Board of Appeals (ZBA) for each appeal, application, or petition that comes before them. The Planning Board appointed Pat Canonica to act as a liaison between the Planning Board and the ZBA. In this capacity, Mr. Canonica attends ZBA hearings and facilitates communication between the ZBA and the Planning Board.

The Planning Board reviewed a total of 7 ZBA cases in 2012. Of these, two related to garage space for more than three vehicles, two related to common driveway applications, two related to "Official/Open Space District" recommendations, and one related to the alteration of a non-conforming use. A favorable recommendation was issued by the Planning Board in six cases, and the review is ongoing on the seventh.

Official/Open Space Recommendations to the Board of Selectmen

The Town's Zoning Bylaw requires that any project requiring a Building Permit within an Official or Open Space District obtain a recommendation from the Planning Board directed to the Board of Selectmen.

The Planning Board reviewed two projects requiring an "O" District recommendation, namely the proposed construction of recreational fields at the Haynes Land and the

installation of a handicap lift at the Second Congregational Church. The Haynes Land review was not concluded in 2012 and is ongoing.

Driveway Permits
In 2008 a new Bylaw was adopted to regulate the installation, construction and relocation of driveways. Normal maintenance, repair and repaving are exempt from the Bylaw.

In 2010 nine driveway applications were reviewed by the Planning Board. A favorable recommendation was issued in eight cases. The ninth case involves the construction of a new driveway on a challenging site, for which the review is ongoing

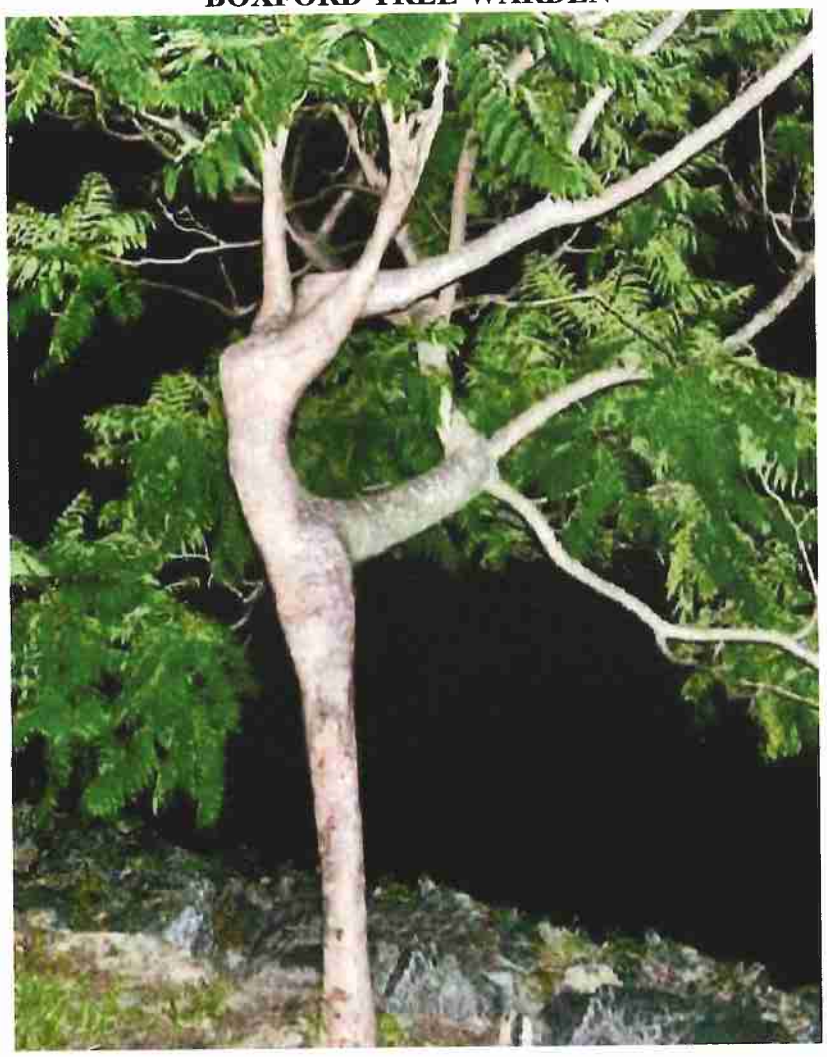
Other Activities
The Board worked extensively on a proposed Floodplain Protection Bylaw. Adoption of this bylaw was necessary to retain Boxford's eligibility to participate in the National Flood Insurance Program. The bylaw was successfully adopted at Annual Town Meeting in May, 2012.

Board Membership
The members of the Planning Board are elected to five year overlapping terms of office as follows:

Bob Gore	Chairman, Boxford Land Committee Representative (term expires May 2015)
Holly Langer	Subdivision Committee (term expires May 2017)
Ellen Nestervich	Clerk (term expires May 2015)
Joseph Hill	Boxford Housing Partnership Committee, ZBA Alternate (term expires May 2014)
Pat Canonica	ZBA liaison (term expires May 2017)
Steve Merriam	Community Preservation Committee Representative (term expires May 2016)
Angela Steadman	(Term expires May 2016)

Respectfully submitted,
Robert C. Gore, Chairman

BOXFORD TREE WARDEN



The Dancing Tree

The annual Arbor Day celebration was held on May 1, 2012 at the Spofford Pond School Auditorium. The School Band, led by Andrea Monty, played a number of musical selections during the event. Welcoming remarks were by Rosario Barbosa. The Pledge of Allegiance was led by 6th grade student and Student Council Vice President, Kathryn Delaney. The History of Arbor Day was presented by Student Council President, Michaela Sampson. The Proclamation for Boxford Arbor Day, as signed by the Board of Selectmen, was read by Rosario Barbosa. Six students prepared Arbor Day poems, which they read. A cherry tree was planted in front of the school by the President and Vice President of the Student Council.

The DPW budget continues to fund the removal hazardous, dead or diseased trees along the town roadways. The Tree Warden, John C. Dold, PE, determines this work by preparing a removal list. Work on this list is based on a priority basis. Once a tree is removed, the stump is disposed of via a grinding process. There were a total of 55 tree

removals in 2012. The majority of these were located on a section of Middleton Road between Burning Bush Road and Endicott Road.

National Grid continued its maintenance practice of trimming trees within the regulated limits of overhead electric wires. National Grid also worked with Town crews during any emergency work which involved the removal of trees leaning into National Grid's overhead wires.

Respectfully submitted,

John C. Dold, PE
Tree Warden

ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard 15 new petitions in 2012 and 3 continued hearings from 2011. Their case load was up 5 new hearings over the prior year of 2011. The applications that were filed with the Board represented 13 special permits and 2 variances.

Of the 13 special permits, 6 were granted and 1 withdrawn without prejudice. The remaining 6 special permits and 2 variances have been extended into 2013 and are still being heard at public hearings pending a ruling from the Board.

In addition to regular petitions received in 2012 there were 3 continuances from the previous year which were all special permits and were granted by the Board.

As in past years, the Board continues to meet outside its normal once a month meeting on the fourth Thursday of the month to accommodate petitioners however in 2012 it was not required. The Board did however perform 3 site walks. The Board continues to keep its 6:30PM call to orders as it allows the board additional time to handle minutes and other housekeeping issues. In 2012 the average meeting time was held to 3 ½ hours in most cases.

The 2012 case load was up by 5 new cases. Even though the sluggish building market and poor economy that has plagued the country for the last 4 years it appears that there is an uptick in the market place. The Great Recession that began back in 2008 seems to be lessening and therefore we are seeing more activity on the zoning front.

The Board heard from the courts on four cases that have been pending: Below is the current status from Town Counsel.

1. Grant, et al. v. Boxford Zoning Board of Appeals
   Essex Superior Court, C.A. No. 06-1027
   03800-0077-KID

   This action involves a complaint filed in June, 2006 appealing the grant of a special permit to demolish a nonconforming residence at 361 Main Street and construct a new residence. See Grant v. Zoning Board of Appeals below.

2. Grant v. Boxford Zoning Board of Appeals
   Land Court MISC 345667
   03800-0077-KID

   This action involves a complaint filed in April 2007 appealing the Zoning Board of Appeals' decision upholding the issuance of a building permit for property at 361 Main Street to construct a new house in place of existing nonconforming house. A notice of appearance was filed May 30, 2007. The Town is maintaining a passive defense in this matter. PNC Bank has now purchased the property at foreclosure auction. The private parties reached a settlement which resulted in a

Stipulation of Dismissal in September, 2012. This matter may now be considered closed.

3. Nissenbaum v. Town of Boxford (II)
Essex Superior Court, C.A. No. 08-541-B
03800-0096-KID

This action involves a complaint which was filed in March of 2008 pursuant to G.L. c.40A, §17, appealing the Zoning Board of Appeals' February 21, 2008 Remand Decision, which upheld the decision of the Building Inspector that the Ingaldsby Farm Stand, located at 14 Washington Street, is in compliance with the Town's Zoning Bylaw and the agricultural use exemption under G.L. c.40A, §3. As this is an appeal pursuant to G.L. c.40A, §17, the Board is not required to file an Answer. A Notice of Appearance was, however, entered with the Court. A trial was scheduled to commence on January 31, 2011, but on the morning of the trial, the Town's co-defendants, the landowners and operators of Ingaldsby Farm Stand, informed Town Counsel that they would not proceed with the trial and would concede that they did not have records to demonstrate compliance with G.L. c.40A, §3. The Court entered an order finding that the Town's co-defendants had conceded the issue and that they would have to demonstrate to the Town that they complied with G.L. c.40A, §3 either in the past year or the upcoming year prior to operating pursuant to the Town's Farm Stand Zoning Bylaw. The plaintiff then filed a Complaint in civil contempt against the Farm Defendants and the Building Inspector, alleging that the Farm Defendants had not produced sufficient documentation of their compliance with G.L. c.40A §3 and that the Building Inspector had failed to enforce the law against them. Trial was held in July, 2012. The Court issued an opinion in favor of all the defendants on March 12, 2013, finding that the Farm Defendants had submitted sufficient documentation in light of the wording of the Court's previous order and that the Building Inspector had responded appropriately to the documentation provided. The plaintiff has filed a Notice of Appeal.

4. Town of Boxford v. Cargill, et al.
Essex Superior Court, C.A. No. ESCV2011-2222C
03800-0109-KID

This action arises from the Town's appeal of the Board of Appeals' failure to grant Site Plan Approval for the renovation of the Town of Boxford Public Library Project at 10 Elm Street. On October 27, 2011, the Board of Appeals voted to approve with conditions the Site Plan Approval of the proposed renovation. The motion failed to carry. The Complaint was filed November 17, 2011. The parties filed a Stipulation of Dismissal in December, 2012.

The Board is proud of its success in the Massachusetts court system. We constantly strive to interpret the bylaw conservatively and its intent and the courts for the most part are agreeing with our decisions. The townspeople should feel confident that the Board will continue to uphold its bylaws that we all took an oath of office to uphold.

As Chairman for the last 13 years I am once again honored to serve with my fellow board members. Each and everyone are dedicated people who give unselfishly their time and effort to continue to preserve the true qualities of Boxford that we all have grown to appreciate. At their July 2012 meeting a roll call was taken for the slate of officers for the 2013 fiscal year. Members voted to serve the Board were as follows: William R. Cargill, Jr., Chairman, Paula Lia Fitzsimmons, Vice Chair and Robert W. Conroy, Clerk.

I am happy to announce at this writing that we have been able to replace 2 of the 3 alternate positions with Robyn Kotarski and Barbara Jessel. The Board continues to be blessed by the dedicated service of our long time secretary Paula Meagher. She truly acts as a Board Administrator rather than her title of secretary and gives so much of her time unselfishly. As Chairman I value her dedication and determination and I could not serve the town as effectively without her presence.

There is currently underway a movement in town to amend the Zoning Board from a 3 member sitting board with a veto vote authority with 3 alternate members to a 5 member super majority vote with 3 alternates. In addition to this, there is talk of removing site plan review from our jurisdiction. As Chairman I am open to suggestions but feel we need to form study committees to investigate the pros and cons of such an action and not be reactive based on one vote and one decision but be proactive. We need to look at the track record and history of the ZBA and the success we have had in the courts. Boxford has always held to its strict zoning adherence and this has helped maintain our property values and kept the town the beautiful town that it is today. The one thing I do not want to see happen is to see zoning become less restrictive than it currently is. Proper zoning along with good schools are the key ingredients to a strong foundation for any community. I am hoping that we can move forward into the future and work together as a town and respect one another even though we may have our differences.

In closing, we as a Board are committed to uphold the integrity of the office and zoning bylaws that the town has appointed us to be stewards of. We thank all of our citizens in the Town of Boxford and appreciate the confidence you hold in us. Rest assured that we will continue to make every effort to keep Boxford the beautiful town that it has been for so many years by strictly enforcing the laws.

Respectfully submitted,

William R. Cargill, Jr., Chairman
Paula Lia Fitzsimmons, Vice Chairman
Robert W. Conroy, Clerk

Alternate Members:
Barbara Jessel
Robyn Kotarski

BOXFORD AGRICULTURAL COMMISSION

The Boxford Agricultural Commission is composed of five members recommended by the Commission for appointment by the Board of Selectmen. Membership consists of two commercial agricultural enterprise operators (landowner or lessee) or individuals from related professions and industries, with the primary goal of promoting commercial agriculture. One of the remaining positions must be representative of Boxford's recreational farming community and the two remaining positions are appointed at-large. The Commission must represent diversity of farming within the Town of Boxford. The terms are staggered and are three year appointments. The right to recommend further members of the Agricultural Commission is reserved to the Commission with the intent to be representative of the diversity and scale of agriculture within the Town of Boxford. In addition, up to five nonvoting associate members shall be selected by the Commission for a term of one year to represent Town boards and farming interests.

The Commission holds monthly meetings, generally on the first Tuesday of the month at 7:30 PM. The public is welcome to attend.

The Boxford Agricultural Commission again had another active year both at the Town level and at the State level. The Vice Chair of the Commission, Laura M. Sapienza-Grabski continues to serve as Vice President of Advocacy of the statewide Massachusetts Association of Agricultural Commissions (MAAC) and the Chairperson, Randolph Johnson, serves as the Chairperson of the statewide Nominating Committee. Several Commissioners participated in Ag Day at the Statehouse, meeting with legislators concerning legislative bills vital to Boxford's farms.

After the resignation of commercial farmer, Michael Smolak, associate member Dr. Changnong Liu, an agricultural research scientist, was appointed to the Commission by the Selectmen. Kathy Borylo, an equestrian, was appointed by the Commission as an associate member.

Significant discussions concerning bees in the playing fields, the effects of pesticides used for spraying mosquitoes on bees and the presence of predators on Boxford's farms and neighborhoods occurred.

At the request of the Haverhill Grange, the Commission took an active role in educating Haverhill's Board of Health on farm issues because the City did not have an Agricultural Commission.

Also, the Commission heard issues concerning the potential use of the Davis Hayfield for agricultural pursuits other than hay and provided to the Selectboard a supportive recommendation.

The Commission continues to advance its "Share the Harvest" and "Farm Legacy" projects as well as continuing its efforts to acquire NRCS Farm Conservation Plans for all of the Towns agricultural lands.

Respectfully Submitted
Randolph Johnson, Chair
Laura Sapienza-Grabski, Vice-Chair
Louis Athanas
Charles Kornely
Dr. Changnong Liu

LAKES, PONDS, AND STREAMS COMMITTEE

The Lakes Ponds and Streams Committee is an ad-hoc committee whose seven volunteer members are appointed by the Board of Selectmen to staggered two-year terms. The Lakes Ponds and Streams Committee has no independent regulatory or spending authority; its main purpose is to assist the Conservation Commission and the Selectmen in the management of Boxford's lakes, ponds and streams. The Committee is charged with identifying lake, pond and stream management issues for public discussion and study, such as: lake and pond drawdown, minimum discharge stream flow, management of invasive species, nutrient inputs, regulations relating to the use of lakes ponds and/or streams, beaver control, beach management, and public access. Other committee objectives include: the coordination of public outreach and education regarding lake, pond and stream issues, and to report to the Conservation Commission and Board of Selectmen with its findings and recommendations regarding such issues.

The Committee holds public meetings on the second Tuesday of each month or otherwise announced. Meetings normally begin at 7:30 p.m. The Committee works out of the Conservation Commission office, which is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 182.

Committee Activities in 2012

The Committee hosted guest Jim Straub, Lakes and Ponds Coordinator at MA DCR, to provide information on the lifecycle of ponds. Several residents from Lowe and Spofford Ponds were in attendance. Jim discussed subjects such as the three layers of a pond, eutrophication, watershed boundaries, and abutter steps to consider for forming an association/management plan. LPS member Greg Murrer continued his work with TU on a project involving Crooked Pond Brook to enable passage of native species including trout throughout the Fish Brook Watershed. Greg reported that a grant request for the project was ranked number four in the country and would be fully funded.

Much of the year revolved around issues with the Spofford Pond Culvert and Lowe Pond Dam. Spofford abutters are concerned with unusually low water levels in the pond. The culvert at Spofford Pond had previously been managed with weir boards, however, the culvert has been officially designated a culvert rather than a dam and must remain unobstructed. Discussions were held with abutters on topics such as installing a potential berm, hydroraking, forming an association, reviewing the watershed, establishing a formal documentation process, and seeking advice from COLAP. A customized brochure was sent to Spofford Pond watershed residents providing them with tips on protecting the health of water resources. The committee submitted a letter to the Selectmen with conclusions and recommendations for Spofford in September. The committee continued its efforts of addressing overtopping of the Lowe Pond Dam during severe storms and recommended solutions. With the completion of the hydraulic/hydrologic study, Karen Fung from Lenard Engineering provided an overview of the report to the committee and abutters in attendance. No obstructions or impairments in or along Pye Brook below the dam were found. The analysis suggested several options: (1) widening the spillway, (2)

add an emergency outlet, or (3) utilize an old unused existing tail race and culvert. Several abutters remain convinced that the Lowe Pond Culvert is undersized though the study concludes that this culvert is properly sized according to regulation for a 25 year storm. The committee submitted a letter to the Selectmen in November with the study results and conclusions.

Other guests throughout the year included Nancy Merrill to discuss the Boxford Rail Trail project, a Kimball Pond resident with duckweed concerns, Pike Messenger with his book titled The Water Closet: Ipswich River Watershed and Beyond which contains environmental essays, and several Spofford Pond School teachers to gather ideas for a program for third grade students involving Spofford Pond.

The Committee participated in the town's annual Earth Day and Apple Fest events providing various brochures, guides, and educational material. Efforts to engage residents in the Pond Steward program continue to be encouraged.

Future Committee Plans

The Committee will continue its charge from the Selectmen to address specific issues on both Lowe and Spofford Ponds as well as any other waterway issue that may arise. The committee also anticipates the completion of the culvert replacement at Crooked Pond Brook with a bridge structure, the design of which will be presented to the Cons Com this Spring.

In 2013 the Committee plans to continue to bring useful information to the community regarding its ponds and streams. The Committee will continue to publish brochures as well as host informational sessions, Pond-of-the-Month Forums, and guest speakers. The Committee also plans to contribute to Boxford's 2013 Earth Day and Apple Fest. As a result of these efforts, the committee hopes to develop lasting pond and stream stewardship programs.

Lakes, Ponds, and Streams Committee members: Chair: Brooks Tingle, Peter Morbeck, Karen Melanson, Greg Murrer, Tim Smith, Mark Mitsch, Charles Tirone: Assistant Conservation Commission Administrator.

HAYNES LAND ADVISORY COMMITTEE
2012– ANNUAL REPORT

Site Design continued into early 2012 by Huntress Associates, the project designer. The project and all associated required documents were submitted to the various town boards to gain approval for the project. This process will continue into 2013.

The building committee continues to hold regular public meetings with the project designer and their consultants as the design progresses.

Respectfully submitted,

William Brown, Chairman

Community Services

Border to Boston Path Committee

Boxford Cultural Arts Council

Council on Aging

Boxford Historic Districts/
Historical Commission

Recreation Committee/
Recreational Path Subcommittee

Recycling Committee

Veterans' Services

THE BOXFORD BORDER TO BOSTON PATH COMMITTEE

The Border to Boston (BtoB) project is progressing, slowly.

National Grid and three northern BtoB towns, Newbury, Georgetown, and Boxford, have been working on fine tuning the license from National Grid. When this committee receives the National Grid license, the public is welcome to use the Boxford portion of the rail-trail. BTA/BOLT, Inc. has been and will continue to mow the Boxford rail-bed. Please enjoy walking and biking this path.

The lease (99 years) from National Grid will be given to the towns when construction for the rail-trail is ready to begin.

Mass DOT (Department of Transportation) now has responsibility for the entire design study and construction of the rail-trail for the four northern BtoB towns: Salisbury, Newbury, Georgetown, and Boxford.

The Four northern towns: Boxford, Georgetown, Byfield, and Salisbury reached a Memorandum of Understanding (MOU) for transferring the Federal Transportation monies that Senator Tierney negotiated for the BtoB Trail project to the Merrimack Valley Planning Commission (MVPC). Boxford's portion of this money is allocated by MVPC to Boxford as the FST's design bills come in. Boxford's own 20% contribution to the design project comes from CPC funds.
This committee (Boxford BtoB) approves Boxford's portion from the 20% CPC funds when a portion of FST's engineering bill is received each month.

There will be more open meetings for the public to review the 25% design by FST. After that, it will take another year for FST to complete the remaining 75% design, which is under MASS DOT leadership. Boxford's regulatory commissions will review the design during 2013. The public is welcome to attend these meetings

Newburyport and part of Salisbury BtoB bike path is already built. Please enjoy these two finished bike/walking paths, now. The southern tier of the BtoB is now complete: Topsfield Linear path, Wenham's path, and Danvers' path. The cattail swamp boardwalk in Danvers is finished. Do explore.

Respectively submitted:

Nancy Merrill, Chair
Tony Brogna
Carole Davis
Steve Davis
Susan Long
Andrew Plucinski

BOXFORD CULTURAL COUNCIL

The Boxford Cultural Council (BCC) is the local panel supported through the Massachusetts Cultural Council, which endeavors to support and promote art, humanities and music locally. The BCC is made up of community members who vote on grants submitted to us on an annual basis. We believe that a strong presence of art, science and the humanities build a strong community and are essential to a thriving educational system. Our primary objective is to develop and fund projects that involve an educational component. The BCC actively encourages local teachers, artisans and school organizations to submit grants for consideration to the Cultural Council.

For 2013, the council has approved grants for a month long celebration of Boxford's Civil War history at the Village Library. There will be a musical performance at the Harry Lee Cole School on the importance of nutrition called "Eat Like a Rainbow" stressing good food choices. Local residents Robert Spillman, Elizabeth Crowe, and Denise Galligan will share their expertise on interpreting current science in the news, fiber arts and edible herbs, respectively. Boxford's own Rufus Porter, 1800s folk artist and inventor will be celebrated with a hands-on class in "Folk Art Painting" at the Village Library. Two interpretive performances for small children were approved for the library, "Science isn't Always Pretty" and "Reading is Magic. The 6th Grade Jazz Band from Spofford Pond will again play a concert at the State House in March, last year State Rep. Bruce Tarr was in attendance and is expected again this year. A parent reported that last year, the kids also received an amazing behind the scenes tour of the State House!

Our main venue for our grant approvals is the Boxford Village Library, it is vital to our programming. It is open to all, and they support and publicize our programs to the utmost.

We had 24 grant applications, of which 10 were granted for 2013.

The BCC also administrates local funds which facilitate the hiring of local musicians for the 4th of July parade and the Apple Festival performances on Melvin Green.

To learn more about the Massachusetts Cultural Council, or apply for a grant, check out www.massculturalcouncil.org. ***Our grant cycle deadline is mid-October every year for the following year.***

We encourage Boxford residents to join the council, we meet monthly. Contact Michele Delfino (BCC Co-Chair) at delfino@spinningdog.net or the Selectmen's office for more information.

Council Members:
Lynn Afrow Ellis, Co-Chair
Denise Galligan, Finance
Sally Arrigo
Judy Miller Bailey
Michele Delfino, Co-Chair
Diane Annunziato
Anna Barbieri, Secretary

COUNCIL ON AGING
2012 ANNUAL REPORT

The mission of the Council on Aging is to improve the quality of life and encourage maximum independence for older adults by meeting their health, economic, social and cultural needs. Our goal is to make it possible for residents to remain in their homes, in a community setting for as long as possible. To fulfill our goal the Council on Aging will assist residents and their families in any way possible using both our own resources and those of other agencies.

The COA continues to explore solutions to answer the pressing and growing need for space. Our current facilities at the Community Center are overtaxed and constantly challenge our staff and volunteers in their efforts to provide the services our seniors . We cannot provide all the exercise, health, and recreational activities our seniors want because of space limitations. When we have our Visiting Nurse, podiatrist, or other professional help on site, we must vacate one of our two offices since there is no other space available. Our main office, about 60 square feet in size (about the size of the entryway at Town Hall), must accommodate our administrative assistant and from 2 to 4 volunteers.

In spite of the limitations placed on us by our available space, our services and the number of seniors requesting those services and attending COA functions and activities continues to grow. Boxford's seniors are the fastest growing segment of Boxford's population, and the need for our services parallels this growth. Thanks to a dedicated staff working many more hours than required, we have been able to meet these increased needs.

We have continued to introduce new programming. For example, new this past year is a lively "News and Views "discussion group meeting weekly as well as "Facts and Figures" which looks in-depth of one particular subject each month. Members of the Garden Club with the financial backing of the Friends of the COA have started a bi-monthly floral arrangement class. In addition to new programming we are revamping several of our existing programs, mainly our exercise and social groups, to make them more appealing to our ever growing population.

The COA wishes to extend a heartfelt thanks to our tireless volunteers that donate their time and talents enabling us to provide all of our current services. During the past year volunteers donated 4545 hours of their time. We also wish to thank the Friends of the COA, the Topsfield Boxford Rotary, the Cultural Council for their generosity and the many members of the community who have lent us their time and talents. If the town was asked to pay for the work hours of our volunteers and the donations of the Friends to COA activities and needs, we would need to double the COA budget.

The following are statistics for fiscal year 2012.

General Information Services: 40460 units of service to elders 4866 units to non-elders
General information services, encompasses a vast array of informational services. It could be as short as a two minute telephone call or as long as an hour walk in client.

Meals on Wheels: 1741 units of service
This program serves hot nutritious meals Monday through Friday to homebound elders who have difficulty preparing their own meals. This number reflects a decrease from previous years due to funding constraints causing higher qualifiers.

Congregate Meals: 3236 units of service to elders 908 units to non-elders
Congregate meals are served at the Senior Center on Tuesdays and Thursdays during the school year. Weekly cookouts are held on Wednesdays from June through September.

Transportation: 521 units of service 16 units to non-elders
With the addition of our 16 passenger wheelchair lift equipped van we are fortunate to offer two options for transporting our residents. Through our membership in Northern Essex Elder Transport, (NEET) our volunteer drivers transport residents to medical and other necessary appointments using their own vehicles. Our van is used for handicap medical transport, for shopping, for social and cultural activities and trips to the Senior Center.

Health Services: 950 units of service to elders 14 units to non-elders
The Council on Aging prides itself on being a wellness center. The VNA conducts blood pressure clinics three times a month. Monthly podiatrist appointments are scheduled, bi-monthly hearing screenings and weekly seated massage. We have begun offering evidence based programs including a 6 week series on managing chronic illness. In addition to these services health experts are routinely scheduled to speak to our various groups.

Fitness/ Exercise: 2408 units of service to elders 40 units to non elders
Weekly offering include Yoga, CORE Exercise, two sessions of line dancing, hiking and walking groups.

Health Benefits Counseling: 28 units of service
The Council provides information and application assistance to those exploring their insurance options. Assistance is offered to those applying for Medicare A, B, D, Mass Health, Prescription Advantage as well as available supplements.

Handicap Equipment: 357 units of service to elders 16to non elders
Loan of handicap equipment

Cultural Activities: 1361 units of service elders 614 units to non elders
Included in this category are the Spofford Pond Concert and other events of a cultural nature.

Social Events: 1365 units of service to elders 355 units to non elders
Included in this category are the parties sponsored and co-sponsored by the Friends of the Council on Aging including the Holiday Party, St Patrick's Day, the June cookout, Mardi Gras, Chinese New Year , Valentine's Day and Halloween.

Intergenerational Programming: 302 units of service
During the past year 3 events and a pen-pal program were held that involved interaction between our seniors and young adults or children.

Outreach: 6584 units of service 643 to non-elders
Included in this category are Telephone Reassurance, Friendly Visitor, Case Management and well being checks.

Newsletter: 16320 units of service to elders
Our monthly newsletter is mailed to 1346 homes. The newsletter informs residents of special events as well as ongoing classes and activities. The newsletter is used to inform seniors of health, economic and other information pertinent to them.

Other Services: 1882 units of services to elders 1442 to non-elders
Other services include all services that do not fall into any of the above categories.

Respectfully Submitted,

The Council on Aging Board
Richard Taylor / Chairman
Richard Shaw / Vice Chairman
Judith Anderson / Secretary
Steve Harvey
Elizabeth Murphy
Christine Northrup
Joan Tarleton

Staff
Pam Blaquiere / Director
Joan Rollins / Outreach
Elaine Spiro/Secretary
Jack Hawxwell/Driver

HISTORIC DISTRICTS COMMISSION

The Boxford Historic Districts Commission was established in 1971. Our jurisdiction is the Boxford Village Historic District and the Howe Village Historic District. We follow the Massachusetts General Law C.40C., the purpose of which is to promote the distinctive characteristics of buildings and historic places, as they relate to and profile the history of the cities and towns of the Commonwealth.

In our continuing effort to make it easier for applicants to apply and go through the process of being granted a Certificate of Appropriateness, we have placed copies of the current Design Guidelines (revision/updating due in 2013) at the Town Clerk's office, on the new Town of Boxford website and at the library. They have also been sent to the real estate offices in Boxford and in the major markets surrounding the towns. The fee for applications for a Certificate of Appropriateness was recently approved in the amount of $25.00, payable to the Town of Boxford.

In 2012 we had the following spectrum of hearings: temporary signs for various community projects and a variety of restoration and renovation projects in both the Boxford Village Historic District and the Howe Village Historic District. This year we had several meetings with the Library Advisory Committee regarding a new library design that would not be attached to the Cummings Building (current Library). This new design would also be reduced in size by approximately 3,000 +/- square feet and would be set further back on the lot to lessen the impact as seen from Elm Street.

The Historic Districts Commission has always favored a new library in the Boxford Village Historic District -- A library that would become a part of the fabric of the village and blend into the streetscape of the District. It is the hope of the Commission that the proposed library would also be inspirational in design, yet sensitive to the past, and would be a beautifully scaled civic building that would be admired for generations. The Historic Districts Commission continues to have a strong willingness to work with the Library Trustees, the Permanent Building Committee and the Board of Selectmen towards achieving that appropriate design: one that meets the evaluation criteria and becomes an integral part of the Boxford Village Historic District.

This year the Commission regretfully accepted the resignation of Guy Simmons. We wish to thank Guy for his input on the various projects that came before the commission that was augmented by his being a member of the Permanent Building Committee and his appreciation of historic homes. Andy Gori, representing the Boxford Historical Society, is now a permanent member of the Commission.

At this time, the Commission has two openings for alternate members. To fill one of these openings, an attorney is needed to volunteer. If interested in either position, please call get in touch with any one of the members of the commission, the Selectmen or Town Administrator Alan Benson.

The Historic Districts Commission meets on the fourth Wednesday of every month at starting at 7:00 PM (note: new time) at the Community Center on Elm Street. The purpose of the meetings is to hear and act on requests for Certificates of Appropriateness, Certificates of Non-Applicability or Certificates of Hardship. We encourage and welcome all interested residents and guests to attend.

Respectfully Submitted,

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Andrew Gori
Matthew Juros
Nancy Merrill

BOXFORD HISTORICAL COMMISSION

The Boxford Historical Commission is responsible for overseeing community-wide preservation planning and the overall care of the town's historic assets. This past year we have been involved in the following projects:

Little Red School House

The Commission has two members on the Board of the Friends of the Little Red Schoolhouse: Virginia Havey and Wendy Perkins. The commission is encouraging members of the community, who wish to get involved in this exciting project, to inform us of your interest. The building would lend itself to a many types of children's' activities. Most recently it has been suggested that school house become part of a "campus" at the site of the proposed new library and the Cummings Building (current library). The Boxford Historical Commission endorses this idea as it would allow the school house to be restored (including attached to utilities) and used by the school children of Boxford as the Haynes Family envisioned when they gave Boxford's last remaining one-room school house to the town.

Community Preservation Committee.

Virginia Havey represents the Commission on the Community Preservation Committee. There were no historic projects for the review of the commission in 2012.

Inventory of Historic Properties

In 2013 we once again hope to send out another Request for Proposal for a Preservation Specialist to inventory our historic properties. In order for homeowners, that do not reside in either of the historic districts, to be listed in the National Register of Historic Places, the property must be listed in a current Massachusetts Historical Commission inventory. Since Boxford's inventory is outdated, homeowners are prevented from being listed in the resister and, more importantly, are restricted from applying for restoration grants and placement on the National Registry of Historic Places.

Open House & Preservation Awards

In the fall of 2013 the Historic Districts Commission and the Historic Commission will hold an Open House at the annex of the Holyoke-French House. There will be a speaker (TBA) and the 2013 Preservation Awards will be presented.

Resignation

This year the Commission regretfully accepted the resignation of Guy Simmons. We wish to thank Guy for his input on the various projects that came before the commission, especially the Colby House project.

Respectfully submitted,

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Andrew Gori
Matthew Juros
Nancy Merrill

Honorary Members:
Brian Gregory
Susan Peterson

RECREATION COMMITTEE

CAMP SACAJAWEA/ STEPPINSTONE

The RecCom continues its relationship with our tenant, the Greater Lawrence Educational Collaborative. Their summer day camp program for severely handicapped children operates during July and August. In exchange, Boxford benefits as GLEC has maintained and improved the property. Boy Scout and Girl Scout groups use the facilities during weekend and off-season periods and are regularly involved in trail maintenance at the camp and for Spring cleaning chores. Boxford organizations and individuals may enjoy the Stiles pond waterfront at the camp for picnics and outings by applying to the RecCom for availability and use conditions.
John A. Rowen

TRAILS

Everyone who enjoys the Boxford trails system owes a special "Thank you" to the many volunteers and BTA/BOLT, Inc. trails committee. These volunteers are the maintainers of the trail system. Trail users often return after a walk/run, as a volunteer, to remove a downed tree from the trail or cut back brush that is growing into the trail. Boxford is a "volunteer town."

This year thanks are given to Boy Scout Troop 57 for their many trail projects. A Troop 57 scout completed his Eagle project: building a pedestrian boardwalk over the stream that runs through the BTA/BOLT Dorman parcel which is within the 100 Acre Woods.

Memberships and donations to BTA/BOLT's IRS tax-exempt 501c3 organization are always appreciated so that all Boxford children and adults may develop a love of the outdoors through utilization of our well-maintained trail system.

The fourth edition of "The Boxford Bay Circuit Guide To Walks in and around Boxford," has been renamed Boxford Trail Guide. The first guide book, The Bay Circuit Guide to Walks in and around Boxford was printed in 1991 with a grant from the National Park Service River & Trail Conservation Assistance Program. Two other updates were printed in 1995 and 2005.

This trails guide book, a children's trail/nature activities book, and the Boxford Trail Map, are available through BTA/BOLT (978-887-7031), the Boxford Town Hall, Boxford Library, Wayne's Community Store, and West Boxford Provisions.
Nancy Merrill

PARADES

The Town Budget provides funds to the Recreation Committee to hold the Memorial Day and July 4th parades.

The Memorial Day Parade is coordinated by the James L. Melvin Post #379 American Legion. Ron Holmgren planned the event and was assisted by other members of the Post. The Campbell Highlanders and the Spofford Pond School Band provided music for the parade and ceremony. Rebecca Nason sang God Bless America and The Battle Hymn of the Republic. The Memorial Day Address was given by John Ratka, the Executive Director of the Veterans Northeast Outreach Center. Mr. Ratka served in the U. S. Navy for 26 years and attained the rank of Master Chief Petty Officer.

John Rowen and the BAA (Boxford Athletic Association) organize the Annual July 4th Parade.

The Recreation Committee needs a few more volunteers. Please contact Alan Benson, Town Administrator, with your interest in volunteering for the Boxford Recreation Committee.

BOXFORD ATHLETIC FIELDS

The Boxford Athletic Fields are maintained by the Department of Public Works (DPW) and DPW Director, John Dold, with oversight by BAA.
Howie Emmons

Respectively submitted,

Nancy Merrill
John Rowen
Howie Emmons
John Geisel, member of the James L. Melvin Post #379 American Legion

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 2012 our town recycled approximately 37% of our trash. DEP who used to calculate each Town's recycling/diversion rate (taking into account tonnages for composting, HHW and auto waste) has suspended this service due to budget cuts. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; the trash sticker fee covers this expense. However, there is a charge for some of the items at the Drop-Off Center, 7 Spofford Road. Residents are encouraged to pay any fee at the Drop-Off Center by checks made out to the Town of Boxford. We remind residents that they may ONLY drop off recycling items on **Saturdays from 8 AM to 3:30 PM** when an attendant is present to supervise and collect fees.

Residents can drop off their used motor oil which will be hauled away and recycled. If we collect and store over 500 gallons at a time, there is no charge for bulk removal and recycling of uncontaminated used motor oil. Motor oil and oil filters may only be dropped off on the first Saturday of every month between 8 AM and Noon.

This year we began collecting and disposing of unwanted prescription medications. Residents can drop off capped bottles of prescription medications 24 hours/day, seven days a week in the lobby of the Boxford Police Station. No syringes, needles or sharps can be accepted at this drop off, but needles can be dropped off at Board of Health office, 2nd Floor of Town Hall, on Mondays through Thursdays from 8 AM to 2 PM. (Note* The Board of Health in conjunction with HHW Drop Off Day will be holding a sharps, syringes, needles collection on the same date and place, Nov. 9, 2013 at Masconomet High School.)

Cooperative, successful, and continuing events this past year included a May Earth Day celebration in conjunction with the Boxford Village Garden Club and our twenty-sixth annual Household Hazardous Waste collection day with the towns of Topsfield and Middleton in November. Our 2013 HHW collection will be held on Nov. 9th. Residents are urged to take advantage of this opportunity to properly dispose of any household toxic product.

Through an agreement with the Town of Topsfield's Road Commissioners, Boxford residents continue to have access to Topsfield's composting site. For a $5 fee per visit payable by first purchasing a compost ticket in Boxford, residents can drop-off brush and yard waste at Topsfield's Highway Facility, 267 Boston St., between April 1 and Nov. 15 from 9 AM to 1 PM on Saturdays.

Please note that our vendor, Got Books, will pay our town if we collect over one ton in a 30 day period for acceptable items collected in their bin at the Drop-Off Center. Items accepted include: hardcovers and paperbacks, CDs, DVDs, audio books, records, textbooks. They no longer collect encyclopedias or home made recorded or taped media.

Volunteers are the lifeblood of our town. The Recycling Committee is extremely gratified by the volunteer efforts of neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day; and by community residents and League of Women Voters members who helped out on Household Hazardous Waste Day. The Recycling Committee acknowledged the service of former member Carole Fitch who passed away in January. Carole had been a key organizer of our first motor oil collection and our Household Hazardous Waste Collection.

For easy access to timely recycling information residents can visit www.cleanup.org or the Town's website's recycling pages at www.town.boxford.ma.us. Check out www.freecycle.org. Remember to "Buy Recycled": buying recycled products is critical to making recycling cost-effective for our town by creating markets for the materials we collect.

Please find below the total amount of materials recycled in Boxford during calendar year 2012

MATERIALS	TONS		UNITS
Mixed Paper & Cardboard	564		
Commingled (Plastics #1, #2, #3, #4, #5, #6 #7; Glass; Aluminum cans; Tin cans)	458		
TOTAL CURBSIDE	1022		
Corrugated Cardboard	37	Tires	143 car
Scrap Metal & Appliances	36	Auto Batteries	50
Computers/TV	18	Motor Oil	975 gallons
Got Books	6	Oil Filters	1 (55-gal)
Salvation Army bins	2	Propane Tanks	45 tanks
EST. DROP-OFF	99		
Combined Tons Diverted(Recycled)	1121		
Disposed Trash	1899		
Estimated Diversion Rate	39 %		

Karen Sheridan, Chair
Patty Hojnowski-Diaz
Linda Shea
Nancy Woolford

CURBSIDE RECYCLING
Preparing Recyclables

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No bottle/jar lids, pie plates, foil, cans with paper or plastic parts.
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean, remove caps or corks. O.K. to leave paper labels on.	No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, metallic coverings.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse clean.	No cans with paper parts No paint cans. No automotive product cans. No scrap metal.
NEWSPAPER and CORRUGATED CARDBOARD	Newspaper, corrugated cardboard, brown paper bags, magazines, catalogs, telephone books, junk mail, paperboard (i.e., cereal & tissue boxes)	Place in paper bags or tie with string. Cardboard needs to be in 2' x 2' squares or smaller and can be commingled with mixed paper and paperboard. Remove cereal box liners.	No waxed/coated paper. No plastic bags.
PLASTIC	Only rigid containers marked: #1 – PETE, #2 – HDPE, #3 – PVC, #4 – LDPE, #5 – PP, #6 – PS, or #7 – OTHER	Rinse clean. Commingle Styrofoam large packing pieces, cups & trays in recycling bin.	No item that is not marked with the numbers listed inside the recycling logo. **No packing peanuts.** **No plastic bags.** **No containers of motor oil, paint, aerosol or hazardous materials**
Use it up, wear it out, make it do, or do without. New England Proverb			

These items can only be recycled at curbside, NOT drop-off.
The reverse holds true for the drop-off items, only drop-off NOT curbside.

12/31/12

Drop-Off Recycling Center

Located behind DPW Garage, 7 B Spofford Road
Open Saturdays from 8:00 A.M. to 3:30 P.M.

Checks made payable to
Town of Boxford

Material	What To Recycle	Preparation	Do Not Include
Aluminum	Pans, foil	Rinse clean.	
Batteries Motor Vehicle *Fee $5 Button Ni-Cd Rechargeable	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Batteries in power tools, computers, camcorders	Place in marked bin. Place in marked container. Place in marked container.	No alkaline household batteries.
Bulky Items *Fee based on volume	Mattresses, sofas, rugs	Place in marked bin.	
C&D-Construction&Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard.
Got Book Items	Books, videos, CDs, DVDs, records, LPs, sport cards, comic bk	Place in Got Books marked container	No Magazines, catalogs, directories
Metal Appliances Large Appliances *Fee based on volume	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off.	No TVs, wood, cement, tires, plastic parts.
Mecury-bearing Items *Fee: $1 most items $2- 8 ft. bulbs, broken bulbs	Fluorescent bulbs, thermometers, thermostats	Place in shed.	
Salvation Army Items Large item pick-up, call (617) 231-0803	Clothes, shoes, blankets, sheets Small appliances Household items, Toys	Clean, reusable. Boxed or bagged, must fit in container.	No soiled, torn, broken, unusable, or items too big to fit in bins.
Scrap Metal *Fee based on volume	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers.
Televisons & Computer Monitors *Fee: $10 – under 22 inch $15 – 22 - 31 inch $20 – 32- 46 inch $25- 47 in +, console	TVs, Computers, Monitors, CPUs, VCRs, DVDs, Stereos, Scanners, Fax Machines, Printers	Place in CRT marked bin	
Tires *Fee: $5.00 each car tire $10.00 each truck tire	Small truck or car	Rims okay.	
Waste Motor Oil & Oil Filters 1st Saturdays of Month **Only 8 AM to Noon**	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed.

12/31/12

QUICK FEE SCHEDULE

DROP-OFF RECYCLING CENTER

Residents must check in with Recycling Attendant who will determine and collect fees. Only checks made out to the Town of Boxford are encouraged.

APPLIANCES & METAL ITEMS

Refrigerators	$20.00
Dishwashers	$10.00
Washers/Dryers	$10.00
Humidifiers/ Dehumidifiers	$10.00
Ovens/Stoves	$10.00
Water Tanks	$10.00
Microwave Ovens	$ 5.00
Gas Grills	$ 5.00
Lawnmowers	$ 5.00
Propane Tanks (20lb)	$ 5.00
Propane Tanks (30.b)	$20.00
Bicycles	$ 1.00

LARGE BULKY ITEMS

Mattress or Box Spring	
Single/double	$15.00
Queen/king	$20.00
Sofas	$30.00
Sleep Sofas	$35.00
Stuffed Chairs	$20.00
Recliners	$25.00

MERCURY & FLOURESCENTS

Mercury Items	$ 1.00
Bulbs under 8 ft.	$ 1.00
Bulbs 8 ft. & over	$ 2.00
Broken glass bulbs	$ 2.00

CONSTRUCTION & DEMOLITION

Depending on volume ranges from:
$10.00 per 32-gallon barrel
$20.00 per car trunk
$30.00 per cubic yard
$55.00 per station wagon
$75.00 per minivan
$75.00 per ½ ton pick-up truck
$100.00 per pick-up truck load

Includes: wood furniture, shingles, piping, tiles, brush, plumbing fixtures, plate glass, doors, windows, sheet rock.

TIRES

Car Tires	$ 5.00
Truck Tires	$10.00
Auto Batteries	$ 5.00

TELEVISION/COMPUTER MONITORS

Up to 21 inches	$10.00
22 to 31 inches	$15.00
32 to 46 inches	$20.00
47 & over, console	$25.00
Monitors	$ 5.00
CPUs	$ 5.00

DEPARTMENT OF VETERANS SERVICES
NORTH ANDOVER / BOXFORD DISTRICT

The Department of Veterans ' Services is to advocate on behalf of all the Commonwealth's Veterans and provide them with quality support services and to direct an emergency financial assistance program for those Veterans and their dependents who are in need of benefits and services. In 1946, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The Veterans Service Officer **(VSO)** is located at the North Andover Town Hall on Main Street. Walk-ins are always welcome however; we recommend calling first to ensure a representative is present.

OFFICE HOURS, Monday thru Thursday 8:30 AM to 4:30 PM
(978) 688-9525 or for urgent matters, call (978) 807- 7286, or e-mail us at veteranagent@comcast.net
*If necessary the VSO will make home visits.

SERVICES PROVIDED AS DIRECTED BY THE COMMONWEALTH OF MASSACHUSETTS:

Financial assistance
Medical Services
Educational & Burial Benefits
Property Tax Exemptions
Veterans War Bonus
Gold Star Mothers & Fathers Annuities
Obtaining copies of discharges
Replacement of Service Medals
Burial Internment for Veteran and Spouse
V.A. Home Loans and education benefits
Life Insurance and Widows Pensions
Veterans Disability Comp & Pensions
V.A. Hospitals / Clinic Enrollment & Prescription plan

All of these programs are subject to eligibility according to State and Federal Guidelines.

Expenditures: The Veterans Services salary and office expenses for FY2012 total $51,802.00. The Town of Boxford apportionment for salary and office expenses total $11,707.25 with an additional $12,352.44 being paid out for emergency / financial assistance with 75% being reimbursed by the Commonwealth of Massachusetts.

Through generous donations from the American Legion Post 376 and the Ladies Charitable Society from the Second Congregational Church we provided additional assistance to four Veteran Families for the Holidays.

NORTH ANDOVER / BOXFORD VETERANS SERVICES DISTRICT BOARD MEMBERS:

Edward V. Mitchell	Alan Benson	Andrew W. Maylor
Director of Veterans Services	Boxford Town Manager	North Andover Town Manager

Error! Objects cannot be created from editing field codes.

Are you a veteran or a widow(er) of a veteran?

Is your income less than $ 1,805 per month (single applicants) with cash assets below $3,200.

Married Veterans, is your combined income below $2,428 month & cash assets below $7,000.
Primary residence and automobiles are not counted as assets
If so you may be entitled to REIMBURSEMENT of your MEDICAL EXPENSES and/or FINANCIAL ASSISTANCE Under Massachusetts General Law Chapter 115

Call your Veteran's Service Officer for more information (978) 688-9525

VETERANS' GRAVES OFFICER

All Veterans' Graves were decorated for 2012 with a flag before Memorial Day. The graves were inspected and are all in good order with the exception of the Perkins lot. The number of Veterans' Cemetery lots for 2012 are as follows:

Boxford Village Cemetery Georgetown Road East Boxford Village	99	Brookside Cemetery Main Street West Boxford Village	67
Harmony Cemetery Ipswich Road	36	Mt. Vernon Cemetery Mt. Vernon Road	106

Flags were replaced at all Veterans' Monuments this year: (3) the Melvin Green Monument, (1) the Fireman's Monument in the East Village, (1) the Veterans' Morse-Parker House Memorial Park Monument on Washington Street, (1) the Ancient Cemetery, (1) the Round Top Memorial Site, (1) Perkins Lot Behind 99 Great Pond Road, (3) at the Civil War Monument at the corner of Main Street and Washington Street, (3) at the Killam/Curtis Cemetery behind Masconomet Regional ball fields, and (1) outside the West Boxford Historical Society building (Col. Thomas Knowlton Memorial).

Javier Morales
Veterans' Graves Officer

Independent Services for the Town of Boxford

Boxford Cable Access Television
(BCATv)

Boxford Trails Association/
Boxford Open Land Trust
(BTA/BOLT)

Help for Abused Women and
Their Children
(HAWC)

Historic Document Center

Tri-Town Council on
Youth & Family Services, Inc.

BOXFORD CABLE ACCESS TELEVISION (BCATv)
501(c)(3) Non- Profit

Boxford Cable Access Television Corporation, Inc (BCATv) is a registered 501(c)(3) non-profit public charity, which was formed in 2005 through a mutual agreement between COMCAST and the Boxford Board of Selectman for the purpose of strengthening our community through increasing and enhancing communication amongst its residents.

The BCATv Board of Directors is an un-paid board, independent of Boxford town government, which works diligently to provide the cable subscribers of Boxford with the best local government and public access coverage on the North Shore. We are very proud of our accomplishments and especially our 24 by 7 level of local government and originally produced public access television coverage we provide every day of the year. Funding is provided via a small local access fee on your cable bill.
Our government Access programming can be viewed on COMCAST Channel 22 or Verizon Channel 39, while our Public Access programming can be viewed on COMCAST Channel 8 or Verizon Channel 45.

An up to the minute schedule of broadcasts can always be found at www.BoxfordCableTv.com.

BCATv also provides complimentary resources and training for Boxford residents, organizations, and students so that they may effectively communicate with one another and with their schools and governmental bodies through the use of television and other electronic media.

We strongly encourage our residents to take advantage of the services that we offer.
We have a fully equipped public access television studio that residents can use to produce their own television shows or audio recordings. Our studio, located at 256 Georgetown Rd, consists of an acoustically conditioned recording space, which is wired for 4 high definition cameras, 24 audio channels, 8 monitor channels, and theatrical lighting. There is enough space to record a multi-instrument band and accommodate an audience of up to 25 people.

In addition to musical recording, our recording space has a large fireplace that provides an excellent backdrop for a talk show, lecture series, or original theatrical production. There is even a wall suitable for "green screen" productions and a separate open area that is setup for classroom instruction, meetings and conferences for groups of up to 30 people in size.

We offer two editing rooms with high powered Windows 7 PCs and easy to use video editing software, which allows the residents of our community convenient access to video editing equipment that they can easily use to create virtually any video project. Our staff will gladly provide hands on instruction in using this equipment.

We invite every resident interested in making use of our space to send an email to mailto:StudioOne@BoxfordCableTv.com with your ideas and contact information. The ideal finished product is a 25 to 90 minute program that can be played on Ch 8/45, but a project of any scope is always worth discussing. Our staff is eager to listen to your ideas, offer technical advice and assist you in successfully achieving your goals.

In addition to our extensive coverage of local community events, Masco sports, youth and adult sports, local concerts, lectures, and government meetings, BCATv is committed to "enhancing communications" in other ways by continuing to fund half of the monthly cost for Verizon FIOS internet service at both Cole and Spofford Elementary schools. This high speed fiber optic service has dramatically improved internet response time for those students and teachers who use the internet throughout the day at each school.

We also fund a service by which recorded government meetings can also be viewed free of charge over the internet at http://BoxfordCableTv.PegCentral.com from anyone's computer, tablet, or smart phone using a web browser. This is a handy service for those who travel frequently or simple cannot attend a meeting. Lance Cluster, our Studio Manager, spends a majority of his time making sure that most government meetings at Town Hall are recorded, scheduled for broadcast and uploaded to the internet.

We have about 25 active contributors ranging in age from 12 to retirement age. Several were new this year, but a large majority have been active for 3 or more years and a handful have been active contributors for 15-20 years.

Needless to say there is always a lot going on at BCATv, and we continue to look for new people, new ideas, and interesting projects that you would like to be a part of.

Our board invites any interested town residents or students to contact us at mailto:StudioOne@BoxfordCableTv.com with your ideas, interests, or even to arrange a private tour of our studio.

Respectfully submitted,
Scott Dahlgren, President
Rick Rivers, Treasurer
Brad Sweet, Secretary

BTA/BOLT, INC.

TRAILS and LAND

At the BTA/BOLT 2012 Annual meeting, the membership accepted the By-Law change to revise the Executive committee: President, two Vice-Presidents: legal & land, and trails. This revision provides clarity of BTA/BOLT's mission and accountability for the preservation, protection and maintenance of Boxford's natural resources.

Trails maintenance on Town properties is handled by the BTA/BOLT Trails Committee, reporting to the BTA/BOLT Board and to the Boxford Conservation Commission. Conservation Restrictions (CR) on Town owned and private properties are monitored yearly by the BTA/BOLT Board members. These CR monitor reports are kept in the BTA/BOLT office at 7 Elm Street, above the Community Store. Volunteer monitors ("Friends of Our Trails") are assigned to each of the open spaces with trails. Trails conditions reported by these monitors are passed to the Trails committee for action: remove a fallen tree from a trail, repair trail signage, and other reportable items.

With support from your tax contribution to the Community Preservation Fund, BTA/BOLT Trails Committee directed the clearing of brush and selected trees along the Cargill Field stone walls.

Other major projects on Town owned parcels, funded by the BTA/BOLT Trails budget, included rebuilding the bridge in Lockwood Meadow and the clearing of brush and poison ivy on and beside several of the stone walls of the Lord parcels in the Boxford Village Historic District: Peabody Field, The Lane, and the Christmas Tree Lot. This spring the trails between the Lockwood Meadow bridge and Middleton Road will be reopened.

A new trail, with Conservation Commission blessing, was opened in the BTA/BOLT Owens Woods, which is an inholding within the Lockwood Forest. This trail goes along Fish Brook.

BTA/BOLT hires college contractors during school vacations for trail maintenance. BTA/BOLT also offers trail work for Masco students needing to fulfill their required Community Service hours. The two Boxford Scout troops learn about Boxford's trail system by doing troop community service on the trails. Many Life Scouts have earned their Eagle status thru a BTA/BOLT trail project.

During the Boxford Apple Festival, the fourth revision of the BTA/BOLT Bay Circuit Guide to the Boxford Trails, was unveiled and sold at the BTA/BOLT booth. The guide books and Boxford Trail maps may be purchased at the Boxford Community Store, West Provisions, Boxford Library, and Boxford Town Hall, Clerk's office.

Every fall, winter and spring, BTA/BOLT sponsors a Tuesday morning scheduled walk/hike or snow shoe/cross country ski. Thursday mornings are reserved for light trail

maintenance, with the group meeting at the commuter parking area behind the COA building and then proceeding to the trail needing light maintenance or a look-see.

BTA/BOLT sponsors several annual events: the Dog Show held behind the East Boxford Fire Station, the Dressage and Horse Show held in the Lockwood-Moore Field, the Pumpkin Hunt held in the Cargill Field, and the Fall Trail Ride for equestrians and walkers, held in West Boxford. The spring annual meeting features a supper and speaker at Lincoln Hall. At the 2012 annual meeting, Larry Morris, steward of Witch Hollow Farm, spoke about his stewardship and the benefits of growing deep rooted meadow grass in the Witch Hollow field, creating a very beneficial wildlife habitat.

In 2012 a BTA/BOLT History Album was completed, portraying the first 30+ years of accomplishment. A web site BTA/BOLT History Album (1978-2012) is available for your viewing, (www.btabolt.org) to learn, about the "behind the scenes" efforts your help and donations have made possible and the many accomplishments. For a "hands on "viewing of the BTA/BOLT History Album, the original hard cover album has been placed for preservation at the Historic Document Center in West Boxford. A duplicate album can be viewed at the Boxford Town Library.

Memberships and annual donations are greatly appreciated by this non-profit trails and land trust organization which has your open space and trail interests at heart.
BTA/BOLT, Inc.

President: Natasha Grigg
Vice-President for administration and acquisitions: Angela Steadman
Vice-President for trails: Nancy Merrill
Secretary: Nancy Walker
Treasurer: Dave Ingalls

Board members:
Belinda Barbas
Alison Chase
Steve Davis
Jean Dewberry
Jessica Grigg
Bev Ingalls
Bonnie Lucas
Andrew Plucinski
Barbara Shade
Richard Tomczyk
Priscilla Welch

HAWC (HEALING ABUSE WORKING for CHANGE)
FY 2012 REPORT TO TOWN OF BOXFORD

Founded in 1978, the mission of HAWC is to create social change by taking action against personal and societal patterns of violence and oppression. HAWC provides services and support to victims of domestic abuse residing in the 23 cities and towns on the North Shore in order that they may make informed, independent decisions about their futures.

HAWC provides free, comprehensive services to victims of domestic violence and their children including: a 24-hour hotline, emergency shelter, advocacy in courts, police departments and healthcare settings; trauma recovery counseling for adults and children; support groups; economic stability services; relocation and rental assistance; prevention education in schools and communities. HAWC has five office locations (Lynn, Salem, Gloucester, Beverly and Ipswich) with HAWC staff out-stationed in hospitals, police departments, courts and schools. HAWC's 24 paid staff and 80 volunteers (after 40 hours of training) provide the following free and confidential services:

HAWC's staff, Board, volunteers and community-wide partners envision a world where relationships are built upon mutual respect and partnership and where home is a place of nurturing and renewal. Our work is rooted in an empowerment model and we view domestic violence in the context of other social oppressions (racism, classism, sexism, heterosexism, etc.) with the goal of altering social norms and public policies that support them. HAWC staff members reflect the racial, ethnic, sexual orientation, gender and linguistic backgrounds the diverse communities we serve. All staff and volunteers have been trained in best practices for serving clients in same sex relationships.

Community-wide knowledge about the tactics of perpetrators prepares everyone to recognize the warning signs of abuse and how to get help. Domestic abuse takes many forms but its goal is always the same: to control one's partner. Tactics of control include emotional, physical, economic, social and sexual abuse. Name-calling, belittling, stalking, isolating one from family and friends, intimidation, and threats of harm are all abusive whether they involve physical violence or not.

In Fiscal Year 2012, HAWC provided the following services:

- Hotline Calls: **794 individuals called 2,498 times for** information, support and referrals
- Individual Advocacy: **446 individuals** received short-term one-on-one counseling; a total of **1,208** services.
- Support Groups: **181** people attended a total of **1,011** services
- Parent/child trauma recovery: **60 children** counseled, **80 services provided**
- Legal Services: **2,456 clients received legal assistance; a total of 2,456 services provided**
- Homicide Prevention teams: **135** cases were accepted by **3** high risk teams for on-going safety planning to prevent homicide. The team reviewed cases **562** times.

- Emergency Shelter: HAWC's shelter assisted **16** families with **22** children
- The Crossroads Program at NSMC: **117** clients received **195** services focused on safety planning, legal advocacy, counseling, urgent care and other resources.

Boxford residents served by HAWC in FY 2012
3 individuals accessed a number of HAWC services multiple times

- 1 Boxford resident received Hotline services 3 times
- 1 Boxford resident received Individual Advocacy 1 time
- 1Boxford resident received Legal Advocacy 1 time
- 1 Boxford resident received HAWC services at the Beverly Police Department 5 times.
- 1 Boxford residents received Parent Child Trauma Recovery Services 1 time
- 1 Boxford residents received Homicide Prevention Advocacy 7 times

If you or someone you know is living in fear of their partner, please call HAWC's 24-hour, toll-free hotline at 800-547-1649. Contact and understanding from a person outside the abusive relationship is often the one most important lifeline for a person getting free from abuse. The more you know the more you see. You can become part of the solution.

BOXFORD HISTORIC DOCUMENT CENTER

"What's new at the Document Center?" The old joke plays on the assumption that the Boxford Historic Document Center, like other archives, only collects old things. While we are always interested in items relating to Boxford's past, it is important to remember that history is continually being created. What will we want to remember about Boxford in 2013 and how are we preserving that information? Perhaps the question we should really ask is, "What would you save to remember living in Boxford today?"

With this in mind, please remember that the Document Center is always looking to acquire new collections. Materials do not need to be "old" or "valuable" as long as they document the history of the town and its people. Among the donations we enthusiastically accept are photographs and postcards of buildings or town events, memorabilia and records of local organizations, schools, and churches, newspaper articles, scrapbooks, and files recording personal involvement in town government.

The Boxford Historic Document Center is located in West Boxford Village, in the brick building next to the Second Congregational Church. Since its establishment in 1976, the Center has served as an archives and local history resource for the town. It is run under the auspices of the Ingalls Memorial Library Association. Last year over 200 curious people, including students, genealogists, historians, and residents, visited the BHDC. Many others attended the open house held in conjunction with the West Boxford Winter Fest.

Among the Center's activities in 2012 was the development of a new exhibit looking at Boxford's villages in 1872. Our bustling 19th century villages included now-familiar houses, along with unexpected commercial buildings – stores, mills, and a variety of blacksmith, carpenter, and cobbler shops. This exhibit may be viewed at the Document Center. We are pleased to welcome two new volunteers to the Document Center: Judy Corsetti and Alice Holden. Other staff members include Lu Gould, Kathy Phillips, and Martha Clark.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, from 9 until 4, and Wednesday evenings, 7:30 to 9:30. We are also open the first two Saturdays of each month, 10 to 3. Appointments may be made with the archivist if these hours are not convenient. Books about Boxford's history are available for sale at the Center, along with sweatshirts and T-shirts printed with the town seal.

Martha Clark
Archivist

TRI-TOWN COUNCIL
WORKING TOGETHER FOR KIDS
ANNUAL REPORT - FY 2012

For over 40 years Tri-Town Council has actively served Boxford, Topsfield and Middleton working with thousands of youth and families providing parent education, professional development, prevention services and various types of family support This grassroots effort, originally called the Tri-Town Council on Drugs, was organized by concerned citizens to address youth drug and alcohol abuse and has over the years developed a strong working relationship with the Masconomet Regional School District and Tri-Town Elementary Schools providing social & emotional wellness and safety programs, parent education and professional development opportunities. **Today, Tri-Town Council continues its proactive response to the needs and concerns of the Tri-Town community through collaboration with schools, parents, youth, law enforcement, community organizations and area resources.**

In the 2011-2012 fiscal year, Tri-Town Council impacted thousands of students, parents and educators with more than 50 comprehensive programs and workshops which included bullying/cyber-bullying education, alcohol & drug prevention education for youth and parents, social skills workshops, youth leadership and service programs and substance-free events. We focus on programs and services which support and empower youth to make healthy and safe decisions and provide parents and educators the tools and strategies needed to support them in effective ways.

This past year Tri-Town Council expanded the **Tri-Town Council Youth Substance Abuse Prevention Coalition with the addition of a Youth Programs Coordinator.** This program provides local coordination, education and advocacy toward the long-term goal of reducing youth substance abuse in the Tri-Town community. Additionally, we continue to staff a 24/7 counseling hotline Project Safety Net (978-771-4619) providing day, night, weekend and holiday support for youth and families in need.

EDUCATIONAL PROGRAMS & WORKSHOPS

Student Workshops/Activities

- **Open Gym Nights for Middle & High School Youth**: Tri-Town Council hosts Open Gym nights for Middle and High School students on Saturday evenings during the winter and early spring. Open Gym is a free, supervised drop-in program for youth. Activities include ping pong, basketball, floor hockey, volleyball, Frisbee, hula hoops, and more. Medical supervision graciously provided by the North Shore Medical Reserve Corps with some volunteers from Boxford.

- **Internet Safety/Cyber-Bullying Prevention Training** – 8th grade team presentations. Facilitated by Rob Fitzgerald (Tri-Town resident), this presentation

addressed personal responsibility, on-line safety strategies and suggestions on when and how to report abuse.

- **Making Good Decisions by Teen Challenge** - Classroom presentation for Masconomet High School students in 9th and 10th grade health education classes focused on preventing drug and alcohol use and addiction.

- **Teen Dating Violence** - Classroom presentation for Masconomet High School students in 9th and 10th grade health education classes.

- **6th Grade Student Transition** – Facilitated by Masconomet Middle School Guidance staff, select Masco Middle School Students were transported for hour-long visits to 6th grade students at the elementary schools to answer questions and address concerns regarding their upcoming transition to Masconomet. Boxford students are selected to visit Spofford Pond Elementary School students.

- **Dorie Witt's Guide to Surviving Bullying** – presentation to Masconomet 7th grade students by teen author Brigitte Berman focused on her true life story of dealing with bullying and cyber-bullying as a middle school student offering strategies and support to students. Her book was used for discussion during the year in 7th grade health classes. Additional copies of her book are available at all elementary and town libraries, provided by Tri-Town Council.

- **Massachusetts Conference for Women Young Woman's Program** – Tri-Town Council secured sponsorship for 12 Masconomet HS students and chaperons to attend this annual event focused on leadership development and empowerment.

- **Senior Internship** – TTC hosted four Masconomet Senior Interns whose work included substance abuse prevention activities, social media and body image.

Parent & Community Presentations & Workshops

- **Strengthening Social Skills** by author/educator and Boxford resident Stephanie Meegan. A four- part series designed for parents, guardians and educators of K-6 aged youth focused on expanding children's social competence and confidence.

- **Parenting For Character: How to Raise Responsible, Caring, Achieving Children** - Parent program offering strategies to support strong character development and warning signals when youth are heading "off track".

- **Boy Sense** - Developed for the Tri-Town Council for parents/guardians and educators of boys in grades pre-K through 6th grade, this program focuses on understanding the developmental needs and nurturing the resiliency of boys at home and at school.

- **Path of the Courageous Parent** – Multiple workshops with both morning and evening sessions which address a variety of issues facing parents. Led by author/educator Stephanie Meegan and educator Meredith Shaw (Boxford resident), each program focused on youth development accompanied by readings distributed prior to each session for discussion at the workshops.

- **APPLAUDD: A Prevention Program About Underage Drinking & Drugs":** A four part series for parents of students grade 5-12 on different aspects of substance abuse including marijuana, underage drinking, adolescent brain development, the new marijuana law, social host liability law, parent-teen communication skills and proven prevention parenting strategies.

- **Mother/Daughter Workshop: Strengthening Communication in the Tween Years**- A workshop designed to increase and nurture positive communication about growth and development between young girls and their mother/special adult female in their life.
- **Social Host Liability:** a program for high school parents and youth presented by Attorney Richard Campbell, creator of "Be a Parent Not a Pal" which focused on the Massachusetts Social Host Liability laws. This program was taped by BCATV and the video is posted on the Tri-Town Council website.

- **Rachel's Challenge Anti-Bullying Program** – presented to Tri-Town parents and MS/HS youth. Rachel's Challenge team conducted a powerful evening session for Tri-Town parents, Masconomet youth and community leaders and focused on the life of Rachel Scott, the first student killed at Columbine, and the legacy she left behind. This program was sponsored by the Masconomet High School Administration and Staff in collaboration with the Tri-Town Council.

<u>Professional Development for Educators, Administrators & Community Partners</u>

- **APPLAUDD:** A Prevention Program about Underage Drugs and Drinking: professional development 3-hour training provided to Masconomet staff and Tri-Town fire, police and first responders, conducted by Marilyn Belmonte, nationally recognized Prevention Specialist.

- **Thinking Outside the Box: Connecting with your Inner Creativity** – an elementary school professional development opportunity during "Wonderful Wednesdays" with art educator Paula Beaulieu.

- **Stress-Less Teaching** – a mindfulness based workshop offered to Tri-Town Elementary staff during the January K-6 professional development day.

- Sponsored Masconomet staff participation in the **Essex County Annual Safety Conference.**

- Facilitated attendance for community partners to attend the Essex County Community Foundations annual **Youth at Risk Conference.**

- **Youth Asset Training for Tri-Town Community & Faith Partners** – trainings for Tri-Town professional staff, faith and community partners focused on the **Search Institute Developmental Assets** model for youth programs.

KEYSTONE PROGRAMS

- **Tri-Town Council Youth Substance Abuse Prevention Coalition** - Tri-Town Council established the Tri-Town Council Youth Substance Abuse Prevention Coalition last year and continues to expand its activities and reach. This program is a community-wide partnership which includes membership from schools, law enforcement, public health, mental health professionals, faith-based, students and parents whose focus is to reduce and prevent substance abuse among Tri-Town youth. The Coalition provides local coordination, collaboration, education and advocacy towards the ultimate goal of reducing youth substance abuse ensuring and sustaining a healthy Tri-Town community for all.

- **Horizons After-School Program** - Horizons is available to K-6 elementary school children in Boxford and Topsfield during the academic school year and to all Tri-Town residents during the summer. Classes may include art, science, physical activity, chess, Lego Engineering, sewing and media workshops. Classes are offered in 4, 6 and 8 week sessions during the fall, winter and spring and taught by experienced adults. There are also community service opportunities for local middle and high school youth. Boxford programs are held at Cole and Spofford Elementary Schools.

- **Tri-Town Council High School Youth Club** – Led by Masconomet high school students and facilitated by our Youth Programs Coordinator, the TTC Student Club engages in fun, social activities, facilitates programs and workshops for peers, participates in community service programs and supports special projects.

- **Tri-Town Council Middle School Youth Leadership Group** – Established in 2012, led by the Tri-Town Council Youth Programs Coordinator is open to all Tri-Town students in grades 6-8. This group engages in community service opportunities, leadership development, special projects and multi-cultural events.

- **All-Night Graduation Party** - Tri-Town Council sponsors and coordinates this annual event in conjunction with parents of graduating Masconomet Seniors. This event, running since our inception 40+ years ago, takes place in June the night of graduation with an expected participation of approximately 90% of seniors. The students enjoy a full night (9PM-7:00AM) of fun, chaperoned (by parents of juniors and TTC staff) activities with busses transporting them to and from each location keeping them safe on a night renowned for tragedies.

- **Tri-Town Council Scholarship Program**- Scholarships are awarded to three graduating Masconomet Seniors (one from each Town) recognized for their academic performance, community service within the Tri Town and being exemplary role models to peers during their high school years.

- **Project Safety Net 24/7 Hotline** – Counseling provided 24/7 via telephone and text access to a licensed mental health counselor (978-771-4619); Project Safety Net is used by parents/guardians seeking advice or guidance regarding issues with their children, youth in crisis and/or concerned community members for information, as well as referral/crisis counseling.

- **Tri-Town Community Resources for Families in Need** - Tri-Town Council, with local support, developed a community-based resource list and outreach protocol which highlights the efforts of local organizations helping families in need during the holidays and year-round. In conjunction with the Masconomet School Health Council (SHAC), TTC created and provides a comprehensive list of these local resources as well as mental health, substance abuse, safety and more. This resource list is accessible on-line and in print. http://www.tritowncouncil.org/wp-content/uploads/2011_CommunityResources_Shac.pdf

- **Youth Risk Behavior Survey (YRBS)** – the YRBS is a data collection tool which focuses on the major risk behaviors that threaten the health and safety of young people. The data collection tool is one which is used across the state and nationally to assess student behavior and perception. This anonymous survey administered to all Masconomet middle and high school students includes questions about tobacco use, alcohol and other drug use, sexual behaviors that might lead to unintended pregnancy or sexually transmitted disease, dietary behaviors, physical activity, and behaviors associated with intentional or unintentional injuries. Data from the YRBS provides accurate estimates of the prevalence of risk behaviors among our middle and high school students and are important for planning health education and risk prevention programs within the schools and in the community. This survey is administered bi-annually; data was collected in November 2010 and is scheduled to be administered to the students in November 2012.

AFFILIATED ORGANIZATIONS

The Tri-Town Council has several affiliated organizations which benefit from our non-profit status, administrative support and fiscal sponsorship affording them the opportunity to serve the Tri-Town community including:

- **Boxford Summer Park Program** This program runs for five weeks during the summer in Boxford. The Park Program trains and employs more than 25 young adults (under 18) as well as retains several adult coordinators to supervise. Over

125 Boxford children attend during each program week. Activities include arts and crafts, sports, free play and games.

- **Disability Awareness Starts Here (DASH)** offered in the Boxford, Topsfield and Middleton elementary schools, is an important educational program relying on over 250 community volunteers a year to experientially teach more than 800 second through fifth grader students about physical and emotional disabilities including blindness, hearing impairments, learning styles and individual learning differences.

- **Sponsor-A-Child** Boxford Elementary School Program which facilitates the donation of hundreds of gifts (clothing and essentials), with the help of over 95 classroom volunteers, to approximately 50 needy children in Salisbury, MA during the holiday season.

TRI-TOWN COUNCIL LEADERSHIP

The Tri-Town Council Board of Directors provides leadership, governance, fiscal oversight and long-term strategic planning in support of the organizational mission. Led by an Executive Board consisting of a President, Treasurer and Secretary, sub-committees and an Advisory Board, the Tri-Town Council Board is engaged in the vital and on-going process of identifying and achieving the goals and objectives of the organization.

The Tri-Town Council employs a part-time Executive Director who is responsible for the development and implementation of programs and services, provides organizational leadership and Council management; and a part-time support staff who assist with program implementation, communications, youth activities and business functions.

OUR FUNDING

We greatly appreciate the support from the Town of Boxford whose residents voted to provide Tri-Town Council with $27,614 in FY12. This funding is vital to the financial health and organizational stability of the Tri-Town Council.

Municipal Funding contributions from Boxford, Topsfield and Middleton represent a significant portion of Tri-Town Council's annual operating budget. The balance of our income comes as a result of private donations, corporate donations, foundation contributions, grants, fee for service programs and fundraising events.

IN SUMMARY

Through our educational programs, sponsored programs and organizational affiliations, the Tri-Town Council proactively responds to the needs and concerns of the Tri-Town community. We collaborate with schools, parents, youth, law enforcement, community organizations and area resources to insure the highest impact and most cost effective

delivery of our services. We maintain high visibility in the community through our website: www.tritowncouncil.org, regular E-news and through school newsletters, in local media resources such as the

Tri-Town Transcript **(new this year a bi-weekly column, "Tri-Town Council Corner")** and Salem Evening News, local phone books and other organizational websites including Masconomet and the Tri-Town School Union. We also connect with parents via **Facebook**, providing important programming information and resources pertaining to various family issues, challenges and raising children of all ages. In addition we established the TTC **Teen Spot on Facebook** allowing us to connect with high school youth regarding programs, activities and important issues. Our website and E-news contain timely information for parents/guardians, educators and youth on topics such as bullying and cyber bullying, Internet safety, stress management, and alcohol and drug abuse as well as updates regarding Tri-Town Council events and activities.

Tri-Town Council actively participates in and collaborates with several Tri-Town committees including; the Masconomet School Health Advisory Council (SHAC) whose mission is to promote health and wellness in all youth; the K-12 Umbrella Group which consists of local volunteer leadership and school superintendents meeting monthly to share projects and ideas; the elementary school Parent-Teacher Organizations; public libraries; faith-based institutions; and membership in the Massachusetts Council of Human Services Providers; and the Massachusetts Bay United Way. We work with these organizations and agencies sharing ideas, co-sponsoring programs and events to both broaden our impact as well as sharing the costs whenever possible and appropriate.

BOXFORD TELEPHONE NUMBERS

COMMUNITY SERVICES

Council on Aging 978-887-3591
Town Beach at Stiles Pond-Emergency Only 978-352-7033
Historic Document Center 978-352-2733
Sealer of Weights & Measures 978-887-4101
HAWC (Help for Abused Women & Children) 978-744-8552
Tri-Town Council on Youth and Family Services 978-887-6512
Veteran's Agent 978-688-9525

DEPARTMENT OF PUBLIC WORKS (Fax: 352-5558)

Highway Garage 978-352-6555
(24 Hour contact via the Communications Dept) 978-887-8135

EMERGENCY (Police and Fire) **911**

PUBLIC SAFETY (Fax: 978-887-8138)

Animal Control Officer 978-887-8136
Communications Department 978-887-8136
Fire Department 978-887-5725
Police Department. 978-887-8135

LIBRARY (Fax: 978-887-6352)

East Boxford Village 978-887-7323

POST OFFICES

East Boxford Village (01921) 978-887-0837
West Boxford Village (01885) 978-352-6632

TOWN HALL OFFICES 978-887-6000
Office of the Selectmen/Town Administrator (Fax: 887-5361) ..... Extension 502
Accounting/Finance Director (Fax: (978) 887-3151) 503
Assessor's (Fax: 978-887-3546) 504
Town Clerk (Fax: 978-887-3546) 501
Treasurer/Tax Collector (Fax: (978) 887-3546) 505
Buildings Inspector (Fax: 978-887-1236) 508
Electrical Inspector 508
Plumbing Inspector 508
Conservation Commission (Fax: 978-887-3466) 506
Board of Health (Fax: 978-887-3466) 507
Planning Board (Fax: 978-887-3466) 509
Animal Inspector (Fax: 978-352-5238) 978-352-6336

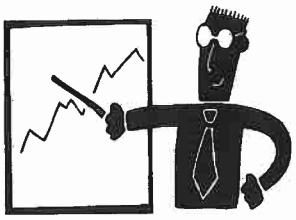
SCHOOL DEPARTMENT

Tri-Town School Union (Fax: 978-887-8042)..... 978-887-0771
Harry Lee Cole School. (Fax: 978- 887-0703)..... 978-887-2856
Spofford Pond School. (Fax: 978-352-7855)..... 978-352-8616
Masconomet Regional High School (Fax: 978-887-3573)..... 978-887-2323
Superintendent – Masconomet (Fax: 978-887-3573)..... 978-887-2323
Superintendent - North Shore Vocational. (Fax 978-777-8403).....978-762-0001

BOXFORD INFORMATION

THE TOWN OF BOXFORD WAS INCORPORATED ON AUGUST 12, 1685

POPULATION – 8584
NUMBER OF RESIDENCES (2011) - 2900
REGISTERED VOTERS - 6035
AREA - 24.39 square miles
POPULATION DENSITY (2011) – 352 Persons per sq. mile
AVERAGE HOUSE VALUE - $574,400
MILES OF ROADS – 96.5
NUMBER OF NAMED STREETS - 179
TAX RATE (FY 2012) - $14.09 per thousand



STATE AND FEDERAL REPRESENTATION

U. S. SENATORS
Elizabeth Warren (D)
United States Senate
2 Russell Courtyard
Washington, D.C. 20510
Tel: (617) 565-3170 (Boston)
Tel: (202) 224-4543 (DC)

William "Mo" Cowan (Interim) (D)
United States Senate
365 Dirksen Senate Building
Washington, D.C. 20510
Tel: (202) 224-2742 (DC)

U. S. CONGRESSMAN
John F. Tierney (D)
2238 Rayburn House Office Building
U. S. House of Representatives
Washington, DC 20515
Tel: (202) 225-8020
Fax: (202) 225-5915

6th DISTRICT OFFICE
17 Peabody Square
Peabody, MA 01960
Tel: (978) 531-1669
Fax: (978) 531-1996

GOVERNOR
The Honorable Deval L. Patrick (D)
State House, Room 280
Boston, MA 02133
Tel: (617) 725-4005
Fax: (617) 727-9725

STATE SENATOR
(First Essex & Middlesex Districts)
Bruce E. Tarr (R)
State House, Room 308
Boston, MA 02133
Tel: (617) 722-1600
Email: Bruce.Tarr@masenate.gov

STATE REPRESENTATIVES:
Precinct I
James J. Lyons, Jr.(R) 18th Essex District
State House Room 39
Boston, MA 02133
Tel: (617) 722-2014
Fax: (617 626-0246
Email: james.lyons@mahouse.gov
Home: Andover

Precinct 2 & 3
Lenny Mirra (R)
State House Room 130
Boston, MA 02133
Tel: (617) 722-2130
Fax: (617) 626-0339
Email: Lenny.Mirra@mahouse.gov
Home: West Newbury

VOLUNTEER APPLICATION
TO SERVE ON A TOWN BOARD/COMMITTEE

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Boxford Town Hall

Office of the Selectmen

7A Spofford Road
Boxford, MA 01921
978-887-6000, Ext. 502

Name_____

Address_____

_____

Telephone: Home_____Office_____Fax:_____

COMMITTEE INTEREST:

Brief summary of your background: (you may enclose a separate letter if desired)

_____

_____

_____

_____

_____

_____

_____

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN