

# BURLINGTON, MASSACHUSETTS ANNUAL REPORT

OF THE TOWN OFFICERS / YEAR ENDING DECEMBER 2010



**ANNUAL REPORT**  
**OF THE**  
**TOWN OFFICERS**  
**YEAR ENDING**  
**DECEMBER 2010**



**BURLINGTON**  
**MASSACHUSETTS**



## *In Memoriam*

**June Andruski**

*School Nurse – Retired*

**Eleanor Bonfanti**

*COA Board Member and Chair*

**Ellie Brown**

*COA Volunteer*

**Robert Brown**

*COA Volunteer*

**Elthera Campbell**

*BOH Nurse -Retired*

**Jennie Capozzi**

*School Cafeteria – Retired*

**Elizabeth Carter**

*School Cafeteria Manager – Retired*

**Donald Connolly**

*Police Lieutenant – Retired*

**Stanley Fialkosky**

*School Custodian – Retired*

**Thomas Flaherty**

*School Building & Grounds - Retired,  
Recreation Commission, Selectman*

**Edwina Ganley**

*COA Volunteer*

**George Hussey**

*DPW - Retired*

**Mary Kennedy**

*School Cafeteria – Retired*

**Charles Lander**

*School Custodian – Retired*

**Martin Lowney**

*Firefighter - Retired*

**Anna MacDonald**

*Teacher – Retired*

**Sue Mike**

*COA Volunteer*

**Florence May Mountain**

*Town Meeting Member*

**Walter Mountain**

*Fire Lieutenant - Retired*

**Mary Patterson**

*COA Board Member*

**Lawrence “Larry” Rittenberg**

*Assistant Town Administrator -  
Retired*

**Donald Robinson**

*Fire Lieutenant - Retired*

**Jane Skelton**

*Teacher – Retired*

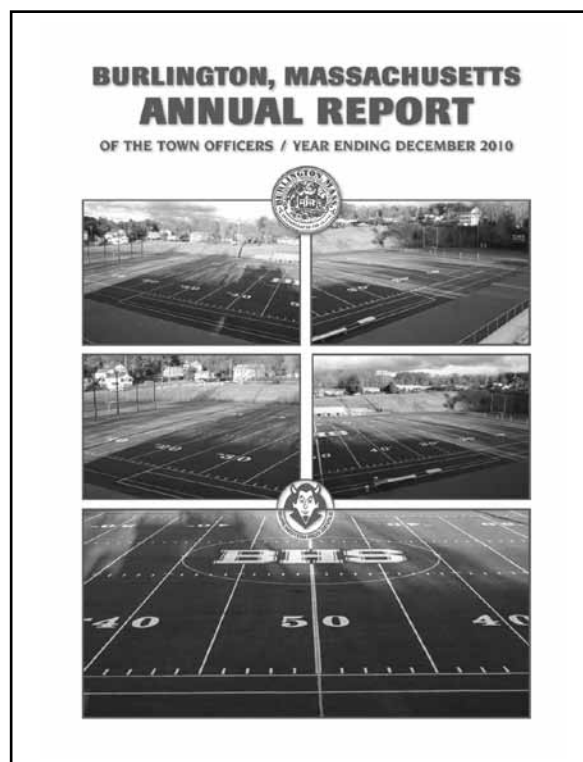
**Brenda Vinecombe**

*Teacher - Retired*

**Richard Wilde**

*Planning Board, BOS,  
Housing Authority*

*Employees, board and committee members who have passed away during 2010*



**ON THE COVER:**

**A Renovated Varsity Field**

**Photos courtesy: Craig Robinson**

**Report organized by**

**Pauline Gillingham**

**of the Selectmen's Office.**

**Cover designed by Peter Amirault of**

**TYPE A of Medford.**



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## TOWN OF BURLINGTON DIRECTORY

Department Town of Burlington	Telephone (Area Code 781)	E-mail/Web Address
Burlington Web .....		www.burlington.org
Information/Connecting all Departments .....	270-1600	
Main Fax Number Connecting Offices .....	270-1608	
Accounting .....	270-1610	accounting@burlmass.org
Assessors .....	270-1650	assessor@burlmass.org
BCAT .....	273-5922	bcata@bcattv.org
BCAT Web .....		www.bcattv.org
B-Line Information .....	270-1965	
Board of Health		
Public Nurse .....	270-1957	
Sanitarian/Environmental Engineer .....	270-1954	health@burlmass.org
Building Inspector .....	270-1615	building@burlmass.org
Community Life Center .....	270-1961	bclc@burlmass.org
Conservation Commission .....	270-1655	conservation@burlmass.org
Council On Aging .....	270-1950	bcoa@burlmass.org
C.O.A. Lunch Line .....	270-1952	
Dog Pound .....	270-1698	aco@burlmass.org
Emergency Management Agency .....	270-1914	
Fire		
Emergency/Ambulance .....	911	
Communications for the Deaf .....	911	
Business .....	270-1925	fire@burlmass.org
Library .....	270-1690	library@burlmass.org
Management Information Systems .....	270-1613	
Planning Board .....	270-1645	planning@burlmass.org
Police		
Emergency .....	911	
Communications for the Deaf .....	911	
Business .....	270-1914	info@bpd.org
Public Works .....	270-1670	dpwburlington@burlmass.org
Chestnut Hill Cemetery .....	229-1879	
Pine Haven Cemetery .....	270-1982	
Central Maintenance .....	270-1678	
Engineering .....	270-1640	engineering@burlmass.org
Highway .....	270-1677	
Water & Sewer Utilities Division .....	270-1679	
Sewer Section .....	229-2043 or 270-1684	
Vine Brook Ground Water Treatment Plant .....	270-1648	
Recreation .....		www.burlingtonrecreation.org
Office .....	270-1695	recreation@burlmass.org
Garage .....	270-1697	
School Department .....	270-1800	www.burlington.mec.edu
Burlington High School .....	270-1800	
Foxhill School .....	270-1791	
Francis Wyman School .....	270-1701	
Marshall Simonds School .....	270-1781	
Memorial School .....	270-1721	
Pine Glen School .....	270-1712	
Selectmen .....	270-1630 and 270-1631	selectmen@burlmass.org
Shawsheen Regional Technical School .....	(978) 667-2111	www.shawsheen.tec.ma.us
State Internet Portal .....		www.mass.gov
Tax Collector .....	270-1625	tax@burlmass.org
Town Administrator .....	270-1635	selectmen@burlmass.org
Town Clerk .....	270-1660	clerk@burlmass.org
Treasurer .....	270-1623	treasurer@burlmass.org
Veterans Agent .....	270-1959	veterans@burlmass.org



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## ANNUAL REPORTS OF THE TOWN OF BURLINGTON, MASSACHUSETTS 2010

[www.burlington.org](http://www.burlington.org)

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a town on February 28, 1799.

Population as of January 1st: 24,912

Area of Town - 7,577 acres or 11.88 square miles.

Tax Rate FY11 - Residential: \$11.50

Commercial: \$30.80

Elevation at Town Hall - 220 feet above sea level.

**Governor:** **Deval Patrick**

**[www.mass.gov](http://www.mass.gov)**

State House, Room 360

Boston, MA 02133

617 725-4005

**U.S. Senators:** **John F. Kerry**

**[www.Kerry.Senate.gov](http://www.Kerry.Senate.gov)**

1 Bowdoin Square, 10th Floor

Boston, MA 02114

617 565-8519

**Scott P. Brown**

**[www.Brown.Senate.gov](http://www.Brown.Senate.gov)**

2400 John F. Kennedy Federal Bldg.

Boston, MA 02203

617 565-3170

**Congressman:** **John Tierney**

6th District

**[www.house.gov/tierney](http://www.house.gov/tierney)**

17 Peabody Square

Peabody, MA 01960

978 531-1669

**Councilor:** **Michael J. Callahan**

6th District

500 Salem St.

Medford, MA 02155

617 725-4015 Ext. 6

**State Senator:** **Kenneth J. Donnelly**

4th Middlesex

**[Kenneth.Donnelly@state.ma.us](mailto:Kenneth.Donnelly@state.ma.us)**

State House, Room 416-A

Boston, MA 02133

617-722-1432

**Representative:** **Charles A. Murphy**

21st Middlesex

**[Rep.CharlesMurphy@mahouse.gov](mailto:Rep.CharlesMurphy@mahouse.gov)**

State House, Room 235

Boston, MA 02133

617 722-2990

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## TOWN GOVERNMENT SCHEDULE

Board of Appeals	Meets on the first and third Tuesdays of the month, Town Hall, 7:30 P.M.
Board of Assessors	Meets the last Thursday of the month, Town Hall, 6:00 P.M.
Board of Health	Meets the second and fourth Tuesdays of the month, Town Hall, 7:00 P.M.
Board of Selectmen	Meets the second and fourth Mondays of the month, Town Hall, 7:00 P.M.
Conservation Commission	Meets the second and fourth Thursdays of the month, Town Hall, 7:00 P.M.
Council on Aging	Meets the second Wednesday of the month, 61 Center St., 10:00 A.M.
Historical Commission	Meets the third Thursday of the month, Town Hall Annex, 7:00 P.M.
Housing Authority	Meets on the first Thursday of the month, 15 Birchcrest St., 10:00 A.M.
Library Trustees	Meets on the second Thursday of the month, Library, 7:00 P.M.
Planning Board	Meets the first and third Thursdays of the month, Town Hall, 7:30 P.M.
Recreation Commission	Meets on the second and fourth Mondays, 61 Center St., Rm. 103, 7:00 P.M.
School Committee	Meets the second and fourth Tuesdays of the month, Burlington High School, 7:30 P.M.
Town Meeting	Meets the fourth Monday in January, second Monday in May (annual) and fourth Monday in September, Fogelberg Auditorium, Burlington High School, 7:30 P.M.



All other scheduled board/committee meetings are posted at Town Hall and are published as a monthly calendar on the Town's web page [www.burlington.org](http://www.burlington.org)

## TOWN HALL SCHEDULE

Open Daily: All offices 8:30 a.m. - 4:30 P.M., Monday thru Friday

Nurse: Walk-in Clinics Human Services Center, 61 Center St.

1st and 3rd Tuesdays/2nd Wednesday's each month 9:00 A.M. – Noon

2nd Thursday of each month – 3:30 – 5:30 P.M.

Board of Health/Lahey Clinic Free Care Community Clinic, by appointment only, call the nurse at 270-1957. This program is offered to residents aged 19 – 65 who do not have health insurance or are under insured.

## ELECTED OFFICIALS

### Town Clerk (5 Yrs.)

Jane L. Chew	7 Winn Valley Dr.	2011
<i>Elected 4/85</i>		

### Moderator (1 Yr.)

Phillip A. Gallagher	8 Corcoran Rd.	2011
<i>Elected 4/05</i>		

### Selectmen (3 Yrs.)

Daniel R. DiTucci	8 Lisa St.	2012
<i>Elected 4/09</i>		
Gary J. Gianino	11 Thornton Dr.	2011
<i>Elected 4/93</i>		
Robert C. Hogan	35 Pontos Ave.	2013
<i>Elected 4/10</i>		
Ralph C. Patuto	P.O. Box 243	2012
<i>Elected 4/06</i>		
Walter T. Zenkin	2 Toomey Circle	2013
<i>Elected 4/07</i>		

### Assessors (3 Yrs.)

Michael W. Crocker	15 Thornton Dr.	2011
<i>Appt. 2/98 Elected 4/98</i>		
Catherine O'Neil	31 Arthur Woods Ave	2013
<i>Elected 4/10</i>		
Paul R. Sheehan	5 Thornton Dr.	2012
<i>Appt. 1/99 Elected 4/99</i>		

### Treasurer/Collector (3 Yrs.)

Brian P. Curtin	3 Lee Ave.	2013
<i>Elected 4/76</i>		

### School Committee (3 Yrs.)

Michael F. DeSimone	5 Gloria Circle	2012
<i>Elected 4/06</i>		
Christine M. Monaco	18 Corcoran Rd.	2013
<i>Elected 4/92</i>		
Thomas F. Murphy, Jr.	3 Lexington St.	2013
<i>Elected 4/95</i>		
Stephen A. Nelson	25 Fairfax St.	2011
<i>Elected 4/96</i>		
John L. Vanella	8 Pearson Circle	2011
<i>Elected 4/81</i>		

### Library Trustees (3 Yrs.)

Paula F. Bernard, Jr.	4 Dunlap St.	2012
<i>Appt. 10/02 Elected 4/03</i>		
Edith F. Entwistle	62 Beaverbrook Rd.	2011
<i>Elected 4/96</i>		
Rosalyn S. Minassian	51 Eugene Rd.	2013
<i>Elected 4/10</i>		
Eileen C. Sickler	13 Foster Rd.	2012
<i>Appt. 6/03 Elected 4/04</i>		
Robert Thys	8 University Ave.	2011
<i>Appt. 6/09</i>		
Steven E. Wasserman	3 Indian Hill Rd.	2013
<i>Elected 4/04 (W/I)</i>		

### Planning Board (5 Yrs.)

Ernest E. Covino, Jr.	4 Donna Ln	2015
<i>Elected 4/89</i>		
Ann M. Cummings	20 Tinkham Ave.	2013
<i>Elected 4/03</i>		
John A. DeFrancesco	50 Westwood St.	2012
<i>Elected 4/82</i>		
Jayne L. Hyde	17 Meadowvale Rd.	2012
<i>Elected 4/96</i>		

## Town of Burlington

Joseph A. Impemba	11 Briarwood Ln.	2011
<i>Elected 4/06</i>		
Paul R. Raymond	1 Dorothy Rd.	2015
<i>Elected 4/90</i>		
Paul F. Roth	249 Fox Hill Rd.	2014
<i>Elected 4/09</i>		

### Board of Health (3 Yrs.)

James J. Dion	19 Crystal Circle	2012
<i>Elected 4/93</i>		
Eugene Terry McSweeney	1 McSweeney Way	2011
<i>Elected 4/99</i>		
Wayne S. Saltsman	24 Wheatland St.	2013
<i>Elected 4/07</i>		
Elizabeth A. Walendziewicz	17 Wildwood St.	2011
<i>Appt. 10/10 (term 2012)</i>		
Edward J. Weiner	43 Freeport Dr.	2013
<i>Elected 4/89</i>		

### Constable - 1st (3 Yrs.)

William F. Pepicelli	5 Ridgewood Ln.	2013
<i>Elected 4/10</i>		

### Constable - 2nd (3 Yrs.)

Anthony J. Saia	27 Alcine Ln.	2013
<i>Elected 4/77</i>		

### Housing Authority(5 Yrs.)

Michael J. Austin	8 Partridge Ln.	2012
<i>Appt. 9/05 Elected 4/06</i>		
Bernice H. Ferguson	19 Bedford St.	2011
<i>Appt. 6/05 Elected 4/06</i>		
Richard H. Howard	158 Wilmington Rd.	2014
<i>Elected 4/09</i>		
James H. Langley, Jr.	13 Algonquin Dr.	2013
<i>Elected 4/03</i>		
Richard C. Wilde	1 McNamara Way #2	
<i>Gov. Appt. (2007)</i>		

### Recreation Commission (3 Yrs.)

Kristine E. Brown	8 Luther Rd.	2013
<i>Elected 4/04</i>		
John J. Ferren	37 Lantern Ln.	2012
<i>Elected 4/97</i>		
Christine M. Monaco	18 Corcoran Rd.	
<i>School Comm. Appt.</i>		
Paul R. Raymond	1 Dorothy Rd.	
<i>Planning Bd. Appt.</i>		
Kevin J. Sullivan	14 Frothingham Rd.	2011
<i>Elected 4/01</i>		

### Shawsheen Tech (3 Yrs.)

Robert J. Gallagher, Jr	9 Evergreen Ave.	2011
<i>Elected 4/10</i>		
Paul V. Gedick	2 Mooney Circle	2012
<i>Elected 4/03</i>		

## TOWN MEETING MEMBERS

### PRECINCT 1

Donald D. Barrucci, Jr.	11 Mallard Way	2013
<i>Appt. 9/06 Elected 4/07</i>		
Bradford D. Bond	8 Mullberry Ln.	2013
<i>Appt. 9/06 Elected 4/07</i>		
Domenic Caraco	25 Rocky Hill Rd.	2011
Brian J. Cullinan	12 Cathy Rd.	2011
Sean P. Curtin	11 Barnum Rd.	2011
<i>Appt. 6/08 Elected 4/09</i>		
Nolan H. Glantz	9 Redcoat Ln.	2011
John M. Glynn, II	149 Mill St.	2013
Jim Grasso	22 Tinkham Ave.	2013
Donna D. Gregorio	11 Donald Rd.	2012
Michael J. Hardy	7 Thornton Dr.	2012
<i>Appt. 9/07 Elected 4/08</i>		
Michael Marchese, Jr.	11 Michael Dr.	2011
Bruce A. Morey	5 Ellery Ln.	2011
John E. O'Keeffe	69 Mill St.	2012
Gene J. Rossi	174 Winn St.	2012
Gregory F. Ryan	3 Donald Rd.	2013
Maureen Monaco Ryan	3 Donald Rd.	2013
Mark S. Saia	8 Sumner St.	2012
David J. Woodilla	3 Barnum Rd.	2012

### PRECINCT 2

William C. Beyer	67 Peach Orchard Rd.	2013
Ann Marie Comer	13 Lowell St.	2011
Nancy J. DeCarlucci	74A Peach Orchard Rd	2011
<i>Write-in 2008</i>		
John M. Dignan	23 Treetop Ct.	2012
<i>Write-in 2009</i>		
Lenore K. Evans	7 Arborwood Dr.	2012
<i>Write-in 2009</i>		
Marjorie J. Foster	10 Kenmere Ave.	2012
<i>Write-in 2000</i>		
Bonnie A. Giglio	140 Winn St.	2013
<i>Write-in 2010</i>		

## 2010 Annual Report

Wendy Guthro 17 Treetop Ct. 2011  
*Write-in 2008*  
 Angela J. Hanafin 4 Maple St. 2013  
*Write-in 2001*  
 Daniel J. Hanafin 4 Maple St. 2013  
 Brenda Haney 17 Harriett Ave. 2011  
 Susan R. Harrigan 6 Julia Connors Dr. 2011  
 Margaret Merlesena 2 Burton Rd. 2013  
 Eleanor N. O'Connell 33 Peach Orchard Rd. 2012  
 Andrew H. Olney 21 Julia Connors Dr. 2011  
*Write-In 2002*  
 Cynthia J. Phillips 55 Arborwood Dr. 2013  
*Moved from Pct. 1*  
 John J. Ryan 7 Grandview Ave. 2012  
*Write-in 1999*  
 Richard C. Wilde 24 Burlington Mall Rd. #21 2011  
*Deceased 12/10*

### PRECINCT 3

Anne P. Coady 8 Woodside Ln. 2012  
 William Collins, Jr. 8 Theodore Cir. 2011  
 Sean P. Connors 14 Sears St. 2013  
 Lucy M. Damiani 7 Hearthstone Dr. 2012  
 Shari Lynn Ellis 3 Hickory Ln. 2013  
 Joanne Frustaci 6 Valley Cir. 2012  
 Daniel J. Grattan 9 Fieldstone Dr. 2013  
*Write-in 2004*  
 Frances M. Heartquist 10 Briarwood Ln. 2011  
 John D. Kelly 14 Oxbow Ln. 2011  
 Barbara G. L'Heureux 10 Woodside Ln. 2011  
*Appt. 5/09 Elected 4/10*  
 Stephen G. Marchese 4 Sears St. 2012  
 Dennis E. McCarron 103 Lexington St. 2013  
 James M. McMakin 18 Briarwood Ln. 2013  
 Mildred J. Nash 39 Sunset Dr. 2012  
 Paul Gerard Noonan 5 Ward St. 2012  
 Daniel J. Raske 3 Mildred Rd. 2011  
 Roger S. Riggs 4 Briarwood Ln. 2011  
*Write-in 2001*  
 Paul A. Valleli 14 Marrett Rd. 2013

### PRECINCT 4

Timothy J. Brown 8 Luther Rd. 2012  
 Betty M. Bullock 11 Crowley Rd. 2011  
 Mark D. Casey 8 College Rd. 2011  
 Thomas D. Conley, Jr. 20 Corcoran Rd. 2013  
*Appt 9/96 Elected 4/97*

Karen Cooper 69 Francis Wyman Rd. 2011  
 James M. Frost 14 Chadwick Rd. 2011  
 Joan B. Hastings 14 College Rd. 2012  
 Joanne M. Horgan 12 Eastern Ave. 2011  
 Constance K. McElwain 64 Francis Wyman Rd. 2013  
 Roberta E. Mills 19 Corcoran Rd. 2012  
 Frank P. Monaco 18 Corcoran Rd. 2012  
 Virginia E. Mooney 28 Mohawk Rd. 2012  
 James Patterson 5 Hancock St. 2013  
 William G. Poehler 7 Algonquin Dr. 2013  
 Michael A. Proulx 76 Francis Wyman Rd. 2011  
 Mary P. Sweeney 66 Washington St. 2012  
 Christine H. Warren 29 Greenwood Rd. 2013  
*Appt. 11/09 Elected 4/10*

Sally Willard 13 Foster Rd. 2013

### PRECINCT 5

Patricia J. Angelo 2 Austin St. 2012  
 Mark W. DeCost 38 Manhattan Dr. 2013  
 John M. DeRosa 3 Ledgewood Dr. 2012  
 Adrienne C. Gerbrands 1 Maureen Dr. 2013  
 John J. Hanley 1 Violet Rd. 2013  
 Christopher E. Hartling 1 Colleen Circle 2012  
 Joanne L. Kinchla 8 Arnold Ter. 2013  
*Appt. 9/06 Elected 4/07*  
 Elias G. Lambros 22 Long S. 2011  
 Christopher P. Murphy 22 Bedford St. 2012  
*Appt. 4/02 Elected 4/03*  
 Mary Ellen Osowski 1 Rahway Rd. 2013  
*Write-in 2010*  
 Phyllis D. Roussell 75 Macon Rd. 2011  
 Joanne M. Roy 1 Rahway Rd. 2011  
*Appt. 4/10 (Term 2011)*  
 Deborah J. Squeri 5 Hillcrest Rd. 2011  
 Norman A. Steeves 7 Violet Rd. 2012  
 David S. Tait 9 Meadowvale Rd. 2011  
 Janine S. Towle 57 Macon Rd. 2013  
*Appt. 9/04 Elected 4/05*  
 Richard M. Wing 4 Wing Ter. 2011  
*Appt. 9/04 Elected 4/05*  
 Ernest R. Zabolotny 33 Paulson Dr. 2012

## PRECINCT 6

Robert A. Aloisi, Jr.	5 Lucy Rd.	2011
Roger A. Bell	18 Lisa St.	2012
<i>Appt. 1/00 Elected 4/00</i>		
Brenda Lee Cahoon	3 Lucy Rd.	2011
Ellen M. Cormier	8 Chester Ave.	2012
John G. Cormier	8 Chester Ave.	2011
Diane Kendrigan Creedon	12 Gibson St.	2012
David J. Ghio	5 Holly St.	2012
Gary B. Kasky	8 Radcliff St.	2011
Jaclyn B. Killilea	15 Wheatland Rd.	2013
Thomas C. Killilea	15 Wheatland St.	2013
Rose Manni	13 Kingsdale St.	2011
Carol A. Perna	6 Beaverbrook Rd.	2012
David F. Peterson	9 Cutting Ln.	2013
Kristin A. Russo	5 Kingsdale St.	2012
Joanna Schlansky	4 Gibson St.	2011
Robert G. Schlansky	4 Gibson St.	2013
Stephen Spinosa	20 Gibson St.	2013
James Tigges	2 Maryvale Rd.	2013

*Write-in 2000*

## BOARD OF SELECTMEN AND THE TOWN ADMINISTRATOR

(PHOTO CREDIT AMY WARFIELD)



Board of Selectmen: Front row (left to right): Walter T. Zenkin, Vice Chairman; Ralph C. Patuto, Chairman; Daniel R. DiTucci. Back row (left to right): Robert C. Hogan; Gary J. Gianino.

Calendar year 2010 brought a number of challenges to the Board of Selectmen and the Administration as the economy continued to show little signs of improvement, energy prices rose at levels not seen since the 2008 world oil crisis and typical “budget busters” like SPED and Health Insurance cost increased at 3-4 times the normal rate of inflation! The Board continued their strong advocacy for the residents by instructing the Administration to limit the overall increases in both the operating budgets of the Town (2.5%) and the tax levy (not to exceed 4%) to provide some measure of relief to the taxpayers while continuing to deliver the services Burlington residents have come to expect. The Board once again would not discuss the issue of “fees for service” that so many of our neighbors have implemented over the past few years.

In April of 2010, incumbent Selectman Walter Zenkin won re-election to a second term on the Board and the Town’s Veteran’s Services Director, Robert Hogan, was elected to fill the term of retiring Selectman Sonia Rollins. The Board members and the Administration wish to express our sincere thanks and gratitude to Selectman Rollins for her six years of dedicated service to the Community and wish Bob Hogan all the best as we tackle the issues of 2010. Current Chairman Ralph Patuto was re-elected to the Chair by the members and Mr. Zenkin was once again appointed as the Vice-Chair for this calendar year.

Unfortunately as the year ended, we were advised that long time Selectman, Planning Board member and political activist in Burlington, Mr. Richard “Dick” Wilde had passed away at the age of 75. Mr. Wilde had a unique and unwavering passion for the Town and we will all miss his commitment to the town he truly loved.

## Personnel/Labor Relations

The Administration was faced with a number of very important decisions with respect to replacing key Department Heads during 2010. With the retirements of former Chief’s Fran Hart (Police), Lee Callahan (Fire) and Principal Assessor Russ Washburn, the Town Administrator completed a thorough assessment center review of all candidates for both public safety positions. The Selectmen, with Town Meeting approval, had previously eliminated the titles of Police/Fire Chiefs from Civil Service and afforded the Town Administrator the opportunity to open the search for candidates outside the Department. After careful consideration of all candi-

dates, the Town Administrator in March selected Michael Kent from the Amherst, Massachusetts Police Department to be Burlington's next Police Chief. Following a similar process, the Town Administrator appointed internal candidate Steve Yetman to become Burlington's next Fire Chief. Additionally, as Steve Yetman was promoted to Chief, the position of Assistant Chief became available in the Department and Chief Yetman recommended Captain Mike Patterson to fill the Assistant Chief position within the Department. We wish all three individuals great success as they accept the leadership challenges posed by fiscal realities over the next few years. In addition to these individuals, the Town Administrator with the HR Director assisted the Assessors in their search to fill the position of Principal Assessor. We are fortunate to find a candidate with the qualities of James Doherty to fill this crucial financial position within the Town. Additionally, in an important move to stabilize our financial management team, the Board of Selectmen voted to extend the contract of Town Accountant Paul Sagarino for an additional three years.

As the year has come to a close, the Administration is faced with the daunting reality that all Collective Bargaining Agreements expire at the end of June in 2011. Clearly, this will not be an easy environment to conduct constructive, meaningful discussions but we remain hopeful that both labor and management understand the difficulties we all collectively face and a reasonable process will be pursued going into these important negotiations.

Finally, during the fall of 2010, the Town Administrator notified the Board of the passing of his long time Assistant who had retired in 2005. Mr. Lawrence "Larry" Rittenberg was instrumental in creating and developing the important position of Assistant Town Administrator within the Town of Burlington. Through his years in the position he became the "go to" guy for problem resolution and he earned the respect and admiration of his peers for his candor and work ethic on behalf of the Town. He will be missed by all who knew him.

### Health Insurance Policy

One of the greatest challenges this Board of Selectmen have faced in many years was the unfortunate dramatic increases in our Health Insurance premiums that we, and so many other municipal and private sector employers, need to address. It is clear to everyone involved that the type of increases seen in this industry (10%-20% annually) cannot be sustained. Burlington has an informal "Insurance

Advisory Council" consisting of representatives from all our Unions (Town/School) that meet at least 2 times per year to discuss premiums and the projected amounts of any increase. Mr. Curtin (Treasurer/Collector) notified the Administration that the Town could be facing a significant increase in Health Insurance premiums based on our recent experience with claims. As the year progressed, it

(PHOTO CREDIT SANDRA MADIGAN)



*Larry Rittenberg*

was apparent the increases needed to retain our traditional HMO plans would exceed 20%! In dollars for the Town this meant between \$1,800,000 and \$2,000,000! The Town engaged in a series of detailed educational forums with our employee units that did not result in a resolution to the problem and ultimately the Selectmen, in mid December of 2010, voted to eliminate traditional HMO plans and move all employees into a similar "High Deductible" plan that was structured to hold harmless, for the most part, our employees from any negative dollar impact in their paycheck. Clearly, our employee groups felt that more discussion on this matter was required before they could agree to this change. The Board's problem was the timing. By not making the change when we did, the monthly cost increase for the Town would have been approximately \$150,000+/- for the remaining 6 months of the fiscal year. This was untenable and could not be supported by the Board and the Administration. Some of our bargaining groups have



filed "Prohibited Labor Charges" against the community because of this change and we are currently responding to these charges and defending the town against all charges. We remain hopeful that many of the disputed items will be resolved through the bargaining process regarding successor agreements. Our employees in the past have shown a recognition of the difficult financial decisions faced by their employer and we have worked out these matters through an appropriate process.

### Land Issues/Infrastructure

The Board dealt with a myriad of issues related to land use and Infrastructure and resource allocation in 2010. A number of the items dealt with are a continuation of matters discussed in prior years that in many cases came to fruition during 2010 and will be a benefit to the Town in the coming years. The Board completed a successor agreement with the Lahey Clinic to continue "payments in lieu of taxes" to the community for an additional 10 year period. As most people know, these payments are voluntary in nature and the Administration sought "predictability" in these payments as part of our financial projections going forward. Additionally, the Lahey has just gone through a leadership change in its Chief Executive Officer position and we wanted to assure the commitment to make this payment would remain through the transition. The Board also entered into further discussions with the Mount Hope Academy to extend the lease period for their use of the Meadowbrook School because of their commitment to build a new gymnasium for the School. We are excited by not only their commitment to enhance the educational opportunities for Burlington residents but also the potential shared use of the gymnasium in the future. The Administration and the Board continued to negotiate a "license" agreement with the City of Boston concerning use of a portion of the Mary Cummings Park for recreational uses. The Burlington Town Meeting supported this initiative by authorizing the use of \$250,000 to build a combination multi field complex on the site. As of this writing, the City has accepted our conceptual design and has presented us with a draft "license" agreement to review. We remain hopeful of construction during the spring/summer of 2011. During the summer of 2010, the Board was approached by the Oracle Corporation seeking an adjustment to the TIF awarded to Sun Micro Systems in 1998. The adjustment is the result of Oracle purchasing Sun and amending the TIF to reflect this ownership. There is no tax liability for the

Town in this transaction and this makes good business sense for the community by enhancing the commitment by Oracle to Burlington. Oracle is now approaching our second largest employer behind the Lahey Clinic. A significant initiative for the Board that unfortunately did not work to our advantage was the response to our RFP seeking to have a new Fire Station built for the Town in West Burlington. Although we received two (2) responses, neither one was acceptable to the Town. This remains a priority for us in the future. Finally, on the issue of Land use and resources, the Board and the Administration became very involved in the negotiations and discussions with leaders of Northeastern University to locate a "one of a kind" graduate/doctoral level new facility in Burlington. The Town boards and committees worked cooperatively to make this happen and by the end of the year, ground has been broken and the new building is being constructed. We are hopeful that this facility will serve as a "business incubator" that will spin off new small business opportunities in Burlington.

(PHOTO CREDIT AMY WARFIELD)



*Town Administrator  
Robert A. Mercier*

The Board also dealt with a number of critical infrastructure issues during 2010. This Board has committed to focusing on the long term needs of our infrastructure and has directed the administration to place significant emphasis on this issue. To that end, the Board supported a bond issue in May that will allow us to spend more money on roads, water and sewer and drainage. The Board also sup-

ported money for equipment for the Public Works and Townwide drainage issues. The largest project approved and completed was the Bedford street culvert that required detours for the summer months but was opened for the beginning of the school year in 2010. We also received reports from the Superintendent that the installation of the new automated meter system has gone very well and will allow us to better track water uses and losses going forward. Finally, the Town received a \$2,000,000 MORE grant from the Commonwealth to reconstruct Third Avenue and Middlesex Turnpike in Burlington as an important part of the Northwest Park redevelopment.

### Grandview Farm Complex

It finally appears that during the next calendar year, we will see the completion of the Grandview complex as envisioned by so many people over the past ten years. The Board and the Administration began the year seeking approval to sell lots that would enable the Town to move forward with the last portion of the complex; the completion of the attached barn. The Administration engaged an engineer to develop the bid package and we received a bid of just under \$800,000 in April. The Town Meeting authorized the Administration to sell the lots acquired in the initial land swap to pay for the construction of the barn. Unfortunately, due to the economic conditions at the time and our placement of minimum lot prices that the market would not endure, we received no bids. The Administration crafted a plan to temporarily borrow money to get the complex completed that was supported by the Board but unfortunately failed to receive the 2/3 vote at the September Town Meeting. The Administration re-bid the lots and in December received viable bids that will allow the town to move forward with a bid award in early winter of 2011. The construction of the barn will be completed in approximately 6 months. We wish to continue to thank the Grandview Advisory Committee for their unwavering vigilance in this matter. Finally, we would be remiss if we did not acknowledge the tremendous contributions of the staff and students at Shawsheen Tech. Their students and instructors are using the complex as a "living and working" classroom. They are completing the electrical, plumbing, HVAC and finish work in the existing complex and are getting life experience and training in providing these services as they graduate from school. This has been a tremendously successful partnership and we thank Superintendent Lyons for his commitment to Burlington.

### Summary

This remains a challenging time to be in municipal government. There are many challenges ahead and difficult decisions will need to be made as the Board and the Administration balance the needs and wants of the residents against the fiscal realities we as municipal officials and you as tax payers face in these uncertain times. The good news remains that we are in Burlington and we have over the years promoted and fostered a positive environment for growth. This has clearly allowed us to provide the service delivery system that remains the envy of many neighbors. Our task is to remain dedicated to finding more efficiency in our business practices, use all available techniques to improve our service delivery and continue the efforts to combine services either locally or regionally for the tax payer's benefit.

Burlington is a large and successful business. This year our budget will exceed \$105,000,000. The Town has been recognized as a "Best Place to Live" in Boston magazine because of its location, modest tax burden, service delivery system and its recognized "pragmatic approach" to solving problems. We are proud of that assertion and hope to expand and reinforce the pragmatic approach to local governance. However, we understand that our success is truly driven by our outstanding employees led by a professional staff at the Department Head level that is without parallel. We remain proud of all the residents who actively participate in their government to make Burlington a better place. Thank you all.

Respectfully submitted,

#### The Board of Selectmen:

Ralph C. Patuto, Chairman  
Walter T. Zenkin, Vice-Chairman  
Gary J. Gianino, Member  
Daniel R. DiTucci, Member  
Robert C. Hogan, Member

#### Administration:

Robert A. Mercier, Town Administrator  
Thomas F. Hickey, Assistant Town Administrator

#### Professional staff:

Janis Critch, Executive Assistant to the T.A.  
Pauline Gillingham, Principal Clerk  
Sandra Madigan, Principal Clerk  
Jean Gallant, Senior Clerk



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## **HUMAN RESOURCES DEPARTMENT**

I am pleased to submit a summary of happenings within the Human Resources Department during 2010. The human resources function plays an important role for all Town and School employees by working in partnership across all departments on issues such as recruitment/retention, training, employee/labor relations, ensuring compliance with all employment-related laws & regulations, and many other areas focusing on quality of the work environment for all employees. The Human Resources Department serves as an employee advocate and a management partner, a delicate balance at times. As a municipality we are charged with providing a wide range of services to our residents and visitors, all of which are delivered by our employees; therefore our employees are our most important commodity.

In 2010 we bid a fond retirement to our Police Chief Fran Hart and our Fire Chief Lee Callahan after each serving Burlington for 32 years. With their departures we had a great task ahead of us to fill their shoes. We conducted an intense and thorough search process, which included the assistance of several Police and Fire Chiefs from within Massachusetts, and met many talented individuals from across the country. After careful consideration of some stellar candidates, we ultimately hired Chief Michael Kent, formerly a Captain with the Amherst Police Department, and promoted Chief Steven Yetman from the position of Assistant Fire Chief for the Burlington Fire Department. Both Chiefs are doing a fantastic job in their new positions. Chief Yetman's promotion created a vacancy in our Assistant Fire Chief position, for which we promoted our former Training Captain Michael Patterson. Assistant Chief Patterson has been a great compliment to Chief Yetman.

The Human Resources Office participates in the hiring of all permanent positions for all departments under the Board of Selectmen (with the exception of labor service positions), as well as any hiring under the purview of our Boards and Commissions at their request. Doing so allows for consistency in a hiring process that is shaped by legal mandates as well as directives within our collective bargaining agreements. It also delivers a uniform message to all candidates, and provides our new hires with a connection to the Human Resources Department and hopefully a level of comfort to seek the department's assistance whenever necessary.

This past year we had an unusually high amount of hiring needs. After the retirement of Cathy Devaney, Administrative Secretary for the Police Chief, we promoted Rosemarie Tieri to this position. Rosemarie formerly held the position of Principal Clerk for the Police Department. Filling her former position is Paula Manzo, who transferred from the same position for the Board of Health. Paula's vacancy has been filled by Burlington resident Leslie Ann McLaughlin. The Board of Health also welcomed another Burlington resident, Susan Lumenello, in the position of Environmental Engineer, and rounding out the new team for the Board of Health is our new Supervising Nurse Alexis Petrillo.

Burlington's longtime Appraiser/Assessor Russ Washburn retired after 24 years of dedicated service. We wish him an enjoyable retirement. The position of Appraiser/Assessor is typically difficult to fill. It is typically difficult to find candidates prepared to fill this precise and important role. When you factor in the unique characteristics of Burlington's residential and commercial tax base, the task becomes even more complicated. Burlington was fortunate to attract Jim Doherty to fill this role, bringing over 25 years of public and private experience, who has proven to be an asset to our financial team.

Over the last year, the Human Resources Office has utilized a service that allows us to post our vacancies on the Town's website and accept resumes and applications online, providing candidates another method to apply for positions. There are many benefits to this service, for both candidates and the Town. The most important benefit to the Town being the efficiency that this system brings to the hiring process. The Human Resources Office can share application materials electronically with our hiring managers, run reports to assess our hiring efforts, and easily communicate with our candidates throughout the hiring process. Candidates can apply instantly to a position, subscribe to an RSS feed to be notified when a new position is posted, and opt to register for an account which allows them to update their personal information at any time and quickly apply for positions. This service will be incorporated into the School Department's hiring process in the coming year, which will be a tremendous help to organize the hundreds of applications that are submitted each year for classroom positions.

One very important responsibility of the Human Resources Department is to participate in a strategic team

which regularly reviews our health insurance claims data and makes recommendations to employee and retiree representatives on our Insurance Advisory Group regarding any options that may be available to manage our insurance costs. In 2010 we were faced with abnormally high medical claims experience, due to many factors, which has a direct effect on our premiums. All projections showed that we needed to increase our rates a minimum of 20 percent. The Town has been fortunate over the past several years to have rate increases under 10 percent, so the message of a 20 percent increase was very difficult to deliver especially in a tough economic climate. The Insurance Advisory Group discussed several options, the most palatable of which was to remind employees of the deductible insurance plans that the Town has offered for several years. Even with the 20 percent increase, the deductible plans had the potential to save the employees and the Town a considerable amount of money, however the Insurance Advisory Committee had some reservations particularly around the higher costs of prescriptions. The Town decided that it was worthwhile to modify the prescription coverage in order to make these plans an enticing option for employees. Informational meetings were conducted at all of the schools and most Town locations to inform employees of how the deductible plans work, and that they can realize a cost savings rather than see a 20 percent increase on their current premiums. It truly is a different way of thinking about health insurance, but with no loss in the level of coverage and the potential to spend less money on healthcare, this was the perfect time to take a close look at the deductible plan options.

The Human Resources Department also supports wellness events for the Town and School employees. This has been the third year that the Town has offered a walking program, and this year it was an online competition named WalkingWorks. We had 14 teams of participants, and 54 walkers total. Overall the group walked 5,524 miles in 6 weeks. That's roughly the distance from Burlington to the uppermost coast of Alaska! We also ran a 12-week Weight Watchers program that had 15 participants. These individuals committed one lunch hour each week to attend a meeting where they receive support, encouragement, and ideas towards a healthy lifestyle from each other and a fantastic group leader. The program was such a success that the participants asked that it continue in 2011.

Another responsibility of the Human Resources Department is to provide pertinent trainings on a variety of topics, both in response to regulations as well as to provide

professional development. The Town's contract with our employee assistance program includes several hours of professional training. This year our EAP provided knowledgeable speakers for seminars on Business Writing and Improving Your Memory. Additionally, due to the requirements of the Massachusetts laws regarding ethics and sexual harassment, the Human Resources Department provided several trainings on the Conflict of Interest Law as well as the Town's Sexual Harassment Policy.

The accomplishments of the Human Resources Department are due in great part to the support of Town Administrator Bob Mercier and Superintendent Eric Conti. Their guidance and assistance are much appreciated. I am also very thankful to have such wonderful assistance from Janis, Pauline, Jean, and Sandi in the Town Administrator's Office, as well as Denise and Rosemary in the School's Central Office. I'm looking forward to a productive and exciting 2011.

Respectfully submitted,

Joanne M. Faust, SPHR  
Human Resources Director

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## **TOWN MODERATOR**

The town meeting concluded its business in a timely and efficient manner. There was little controversy over budget and spending articles and although faced with the same economic challenges as the rest of the communities in the commonwealth, Burlington once again met its budget with little upheaval in the services provided to residents.

Two issues which may generate significant discussion and controversy in the coming year are the planned development district and the town center overlay district. Many members of the meeting as well as residents of the community have significant doubts as to whether or not these zoning initiatives are serving the needs of the community as envisioned when initially passed by town meeting.

Respectfully submitted,

Phillip A. Gallagher  
Town Moderator

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## **TOWN COUNSEL**

During 2010, Town Counsel handled a number of litigation matters. In addition, the firm rendered numerous legal opinions to various Town boards, approved contracts as to form, and handled several real estate transactions. There are currently four active litigation cases involving the Town. Two cases were resolved in 2010.

Town Counsel continues to work closely with the Town administration providing advice on a number of development projects, including Northwest Park. We have also been working closely with the Town Administration on the sale of the Sleeper Drive parcels and the continued renovations of the Grandview Farm. We have also been providing legal advice on the Memorial School Project.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation on all matters from the Board of Selectmen, Town Meeting, the Town Administrator, department heads, boards, committees, and other Town personnel. We look forward to working with the members of the Town Government in the future.

Respectfully submitted,

Leonard Kopelman, for the  
Firm of Kopelman and Paige, P.C.  
Town Counsel

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## **TOWN CLERK**



Thank you for allowing me to serve as your Town Clerk for the last 25 years. I have sincerely enjoyed the experience and all the wonderful townspeople I have come to know. I want to thank the present office staff: Amy Warfield, Vanessa Ranieri, Janice Archer and Daniel McCormack, and

past office staff; Peg Gelinis, Lois Shramek, Mary Lou Raleigh, Arlene DeFilippo, and Lisa Plato, for all their efforts and support. They are truly the people who keep it all going. The Election Wardens, Clerks and checkers are all to be commended for the terrific job they do at each and every election assuring the integrity of the process and safeguarding our votes. The Board of Registrars further assured the process at all of the recounts they have administered. I have been so fortunate to have worked with them all.

Over the years there have been many changes and challenges for the Town Clerk's Department and there will be many more in the years ahead. My goal has always been to be a dependable source for accurate and timely information, to provide prompt and courteous service and to remain impartial and neutral in the delivery of services. I have tried my best to live up to those goals during my tenure.

This position is so much more than meets the eye and provides many opportunities for creativity, collaboration and learning. I am very grateful to have had the opportunity to serve and I wish my successor all the best in the years ahead.

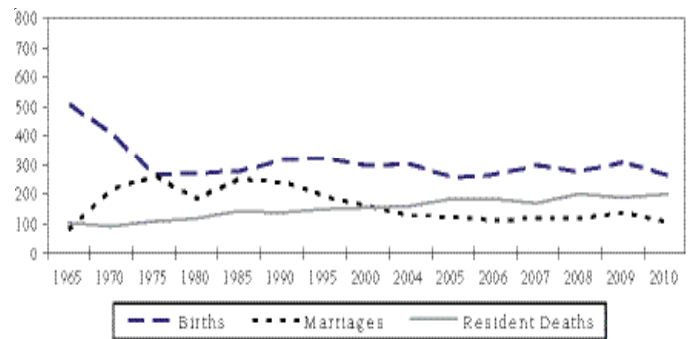
For three years now, the town has received an E-Government Award with Distinction from Common Cause for our website . . . due in great part to the efforts of Amy Warfield, Assistant Town Clerk, who has also served as the town's webmaster for the past 5 years. Technology is changing the way we conduct business and is our future. Cities/Towns are always expected to provide more services with less revenue and our website is one vehicle which can be used to achieve this demand. The more effective use of technology will save taxpayer money, help resolve ongoing budget shortfalls and cuts, and provide better customer service. This year we implemented on-line bill paying for vital records as well as accepting credit card payments in the office.

Total revenue generated in 2010 was \$167,283, an 18.3% increase over last year. We processed 739 passport applications resulting in over \$23,410 in revenue for the town. Unfortunately, we are unable to continue to offer passport services due to new Federal Regulations which go into effect in 2011 and prohibit offices that issue birth certificates to act as Passport Agents.

Following are the historical profiles on Vital Statistics (Births, Marriages, and Deaths), Voting Statistics, Election Results, and the Archives report. Town Meeting Minutes and Appointed Boards and Committees are included in the Addenda section of the Annual Reports.

With warm regards,

Jane L. Chew  
Town Clerk



## VITAL STATISTICS

### HISTORICAL PROFILE (Adjusted)

The following Births, Marriages, and Deaths were recorded in the Office of the Town Clerk. The figures for marriages and deaths are not exclusively those of residents. The figures for births for the last two years do not include all out of wedlock births. As those figures become available from the state, the chart will be amended.

Note: Lahey Clinic opened in 1980, Long Meadow Assisted Living 1999, Sunrise Assisted Living 2005

	Births	Marriages	Deaths	(Resident)
1965	509	80	99	
1970	406	217	87	
1975	265	263	105	
1980	271	185	113	
1985	275	253	403	(140)
1990	318	240	472	(132)
1995	322	196	532	(142)
2000	297	161	705	(150)
2004	305	130	688	(153)
2005	257	123	788	(177)
2006	265	114	762	(177)
2007	300	119	728	(166)
2008	279	121	824	(197)
2009	310	138	871	(184)
2010	275	119	841	(205)

\*Received through 1/4/11

## VOTING STATISTICS

### VOTES CAST

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
2001	550	267	535	505	560	527	2944	21%
2002	419	188	361	386	433	416	2197	16%
2003	611	330	632	554	733	612	3472	25%
2004	860	430	748	629	906	845	4410	32%
2005	547	214	444	424	439	420	2488	18%
2006 (Incl. Ref.?)	1090	542	991	830	1108	1032	5593	40%
2007	407	183	420	315	425	418	2168	16%
2008	619	263	615	483	630	600	3210	22%
2009	661	346	662	565	707	658	3559	24%
2010	660	343	610	491	682	687	3473	23%

### SPECIAL ELECTIONS

Referendum 1985	1492	1224	1361	1277			5354	41%
Referendum 1991	1234	1338	1108	770	930	1093	6473	49%
Prop 2 ½ 1994	718	385	667	672	768	735	3945	28%
Selectman 1997	457	198	353	331	368	408	2115	15%
Prop 2 ½ 2003	1113	592	1036	878	1177	1079	5875	42%

### PRESIDENTIAL PRIMARIES

March 1992	847	931	861	713	751	836	4939	36%
March 1996	335	244	344	321	313	359	1916	14%
March 2000	824	550	861	767	791	791	4584	32%
March 2004	452	305	452	417	509	439	2574	18%
March 2008	1343	1052	1444	1050	1262	1174	7325	50%

### STATE PRIMARIES

September 1998	566	371	609	556	589	577	3268	23%
September 2000	126	70	171	115	171	160	813	8%
September 2002	701	447	747	612	729	666	3902	28%
September 2004	144	96	195	154	180	162	931	7%
September 2006	664	474	692	575	663	647	3715	27%
September 2007**	554	339	574	487	561	509	3014	21%
September 2008	467	309	524	431	509	461	2701	18%
December 2009***	587	426	692	487	582	552	3326	22%
September 2010	305	228	337	261	313	262	1706	11%

### STATE/PRESIDENTIAL ELECTIONS

November 1990	1921	1958	2021	1677	1737	1908	11222	82%
November 1992*	2202	2444	2309	1840	1920	2076	12791	87%
November 1994	1818	1329	1715	1573	1687	1732	9854	72%
November 1996*	2101	1630	1974	1800	1905	1918	11328	79%
November 1998	1522	1008	1480	1295	1382	1408	8095	57%
November 2000*	2133	1582	2028	1828	2001	2000	11572	79%
November 2002	1726	1199	1693	1378	1738	1630	9364	66%
November 2004*	2279	1719	2170	1731	2174	2087	12160	83%
November 2006	1741	1323	1728	1369	1685	1634	9480	70%
November 2007**	221	148	217	215	243	230	1305	9%
November 2008*	2281	1929	2476	1775	2245	2149	12855	84%
November 2010	1730	1379	1815	1303	1663	1585	9475	63%

\* Denotes Presidential Election

\*\* Special State Senate Elections

\*\*\* Special US Senate Elections

# ELECTION RESULTS

TOWN OF BURLINGTON							
TOTAL TALLY SHEET							
JANUARY 19, 2010				# Eligible Voters		15,261	
Special Election				Total Votes Cast		9,361	
				Percent		61.3%	
PRECINCT	1	2	3	4	5	6	TOTAL
TOTAL VOTES CAST	1,748	1,319	1,763	1,267	1,683	1,581	9,361
US SENATOR							
Blanks	0	0	1	1	0	0	2
Scott P. Brown	1,086	779	1,039	716	1,041	979	5,640
Martha Coakley	651	528	717	542	633	589	3,660
Robert L. Kennedy	9	12	6	6	9	12	54
Write-ins	2	0	0	2	0	1	5
TOTAL	1,748	1,319	1,763	1,267	1,683	1,581	9,361
The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.							
Wardens:	Votes Cast	Registered Voters		%			
Prec. 1 Sally Willard	1,748	2,653		65.9%			
Prec. 2 Ellie O'Connell	1,319	2,384		55.3%			
Prec. 3 Elaine Perachi	1,763	2,947		59.8%			
Prec. 4 Patricia Stanford	1,267	2,117		59.8%			
Prec. 5 Joan Hastings	1,683	2,620		64.2%			
Prec. 6 Barbara Reetz	1,581	2,540		62.2%			
The above figures include 829 Absentee Ballots cast by precinct as follows: 1=166, 2=118 , 3=174, 4=125, 5=126, 6=120.							
Weather: 30's and snowy							
On January 29,2010, the Board of Registrars met to count the eligible overseas ballots received by 5 pm and postmarked by January 19, 2010. There were two ballots counted and the totals were adjusted to reflect the votes cast.							
Attest				Jane L. Chew Town Clerk			

# Town of Burlington

TOWN OF BURLINGTON								Student Vote
TOTAL TALLY SHEET								
April 10, 2010								
Election								
						# Eligible Voters	14,861	
						Total Votes Cast	3,473	
						Percent	23.37%	
PRECINCT	1	2	3	4	5	6	GRAND TOTAL	
TOTAL VOTES CAST	660	343	610	491	682	687	3,473	195
MODERATOR - 1 YR (1)								
Blanks	194	109	175	133	178	190	979	26
Phillip A. Gallagher*	461	233	434	354	499	493	2,474	159
Write-ins	5	1	1	4	5	4	20	10
TOTAL	660	343	610	491	682	687	3,473	195
SELECTMEN - 3 YR (2)								
Blanks	183	100	159	113	194	188	937	59
Walter T. Zenkin*	393	181	350	296	365	400	1,985	139
Robert C. Hogan	361	175	360	299	350	417	1,962	80
Virginia E. Mooney	117	85	120	98	151	98	669	44
Michael S. Runyan	265	145	231	170	303	271	1,385	61
Write-ins	1	0	0	6	1	0	8	7
TOTAL	1,320	686	1,220	982	1,364	1,374	6,946	390
ASSESSOR - 3 YR (1)								
Blanks	48	33	62	25	34	40	242	13
Lisa M. Annunziata*	281	126	238	214	209	241	1,309	51
Catherine O'Neil	331	184	310	251	439	406	1,921	130
Write-ins	0	0	0	1	0	0	1	1
TOTAL	660	343	610	491	682	687	3,473	195
TREASURER/COLLECTOR - 3YR (1)								
Blanks	175	97	167	128	166	161	894	32
Brian P. Curtin*	480	245	440	359	514	520	2,558	157
Write-ins	5	1	3	4	2	6	21	6
TOTAL	660	343	610	491	682	687	3,473	195
SCHOOL COMMITTEE - 3 YR (2)								
Blanks	409	236	397	312	413	396	2,163	89
Christine M. Monaco*	438	216	393	329	452	483	2,311	142
Thomas F. Murphy, Jr.*	463	229	426	336	494	488	2,436	149
Write-ins	10	5	4	5	5	7	36	10
TOTAL	1,320	686	1,220	982	1,364	1,374	6,946	390
LIBRARY TRUSTEES - 3 YR (2)								
Blanks	464	280	451	371	507	490	2,563	92
Steven E. Wasserman*	439	208	388	303	422	445	2,205	152
Rosalyn S. Minassian	412	197	381	304	434	438	2,166	134
Write-ins	5	1	0	4	1	1	12	12
TOTAL	1,320	686	1,220	982	1,364	1,374	6,946	390
LIBRARY TRUSTEES - 1 YR (1)								
Blanks	229	131	222	164	240	232	1,218	32
Robert Thys	429	212	387	326	442	453	2,249	155
Write-ins	2	0	1	1	0	2	6	8
TOTAL	660	343	610	491	682	687	3,473	195
PLANNING BOARD - 5 YR (2)								
Blanks	213	116	186	125	232	225	1,097	75
Ernest E. Covino, Jr. *	454	230	407	363	423	451	2,328	98
Paul R. Raymond *	397	217	395	328	385	396	2,118	125
Albert L. Fay, Jr.	256	119	232	164	321	301	1,393	90
Write-ins	0	4	0	2	3	1	10	2
TOTAL	1,320	686	1,220	982	1,364	1,374	6,946	390



# 2010 Annual Report

PRECINCT	1	2	3	4	5	6	Total	Student
<b>BOARD OF HEALTH - 3 YR (2)</b>								
Blanks	431	260	440	334	467	444	2,376	98
Wayne S. Saltsman *	440	211	388	325	447	477	2,288	142
Edward J. Weiner *	447	212	391	319	450	452	2,271	139
Write-ins	2	3	1	4	0	1	11	11
							0	
<b>TOTAL</b>	<b>1,320</b>	<b>686</b>	<b>1,220</b>	<b>982</b>	<b>1,364</b>	<b>1,374</b>	<b>6,946</b>	<b>390</b>
<b>FIRST CONSTABLE - 3 YR (1)</b>								
Blanks	74	38	84	41	65	57	359	19
Sheila E. Howard*	250	157	264	226	284	283	1,464	93
William F. Pepicelli	335	148	262	224	333	346	1,648	81
Write-ins	1	0	0	0	0	1	2	2
<b>TOTAL</b>	<b>660</b>	<b>343</b>	<b>610</b>	<b>491</b>	<b>682</b>	<b>687</b>	<b>3,473</b>	<b>195</b>
<b>SECOND CONSTABLE - 3 YR (1)</b>								
Blanks	202	117	203	160	204	197	1,083	30
Anthony J. Saia*	456	226	406	330	478	490	2,386	159
Write-ins	2	0	1	1	0	0	4	6
<b>TOTAL</b>	<b>660</b>	<b>343</b>	<b>610</b>	<b>491</b>	<b>682</b>	<b>687</b>	<b>3,473</b>	<b>195</b>
<b>RECREATION COMM. - 3 YR (1)</b>								
Blanks	189	110	195	139	199	203	1,035	27
Kristine E. Brown*	468	233	413	350	483	483	2,430	163
Write-ins	3	0	2	2	0	1	8	5
<b>TOTAL</b>	<b>660</b>	<b>343</b>	<b>610</b>	<b>491</b>	<b>682</b>	<b>687</b>	<b>3,473</b>	<b>195</b>
<b>Shawsheen Tech. H.S. - 1 YR (1)</b>								
Blanks	218	120	203	153	198	221	1,113	30
Robert J. Gallagher, Jr.	439	223	407	337	484	465	2,355	159
Write-ins	3	0	0	1	0	1	5	6
<b>TOTAL</b>	<b>660</b>	<b>343</b>	<b>610</b>	<b>491</b>	<b>682</b>	<b>687</b>	<b>3,473</b>	<b>195</b>
<b>PRECINCT 1</b>								
<b>TOWN MEETING - 3 YR (6)</b>								
Blanks	1,224						1,224	
Donald D. Barrucci, Jr.*	428						428	
Bradford D. Bond*	403						403	
Maureen Monaco Ryan*	411						411	
Gregory F. Ryan*	392						392	
Peter T. Abaskharoun	337						337	
John M. Glynn, II	396						396	
Jim Grasso	363						363	
Write-ins	6						6	
<b>TOTAL</b>	<b>3,960</b>						<b>3,960</b>	
<b>PRECINCT 1</b>								
<b>TOWN MEETING - 1 YR (1)</b>								
Blanks	208						208	
Domenic Caraco	450						450	
Write-ins	2						2	
<b>TOTAL</b>	<b>660</b>						<b>660</b>	
<b>PRECINCT 2</b>								
<b>TOWN MEETING - 3 YR (6)</b>								
Blanks		919					919	
William C. Beyer*		218					218	
Daniel J. Hanafin*		251					251	
Angela J. Hanafin*		245					245	
Margaret Merlesena*		212					212	
Cynthia J. Phillips		207					207	
Write-Ins		6					6	
							0	
<b>TOTAL</b>		<b>2,058</b>					<b>2,058</b>	

# Town of Burlington

<b>PRECINCT 3</b>							
<b>TOWN MEETING - 3 YR (6)</b>							
Blanks			1,378				1,378
Sean P. Connors*			401				401
Shari Lynn Ellis*			379				379
Daniel J. Grattan*			381				381
Paul A. Valletti*			358				358
Dennis E. McCarron			389				389
James M. McMakin			372				372
Write-Ins			2				2
<b>TOTAL</b>			<b>3,660</b>				<b>3,660</b>
<b>PRECINCT 3</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks			199				199
Barbara G. L'Heureux			411				411
Write-ins			0				0
<b>TOTAL</b>			<b>610</b>				<b>610</b>
<b>PRECINCT 4</b>							
<b>TOWN MEETING - 3 YR (6)</b>							
Blanks				984			984
Thomas D. Conley, Jr.*				342			342
Constance K. McElwain*				326			326
James Patterson*				308			308
William G. Poehler*				335			335
Sally Willard*				319			319
Christine H. Warren				310			310
Write-ins				22			22
<b>TOTAL</b>				<b>2,946</b>			<b>2,946</b>
<b>PRECINCT 4</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks				106			106
James M. Frost				213			213
Kevin A. Koffink				171			171
Write-ins				1			1
<b>TOTAL</b>				<b>491</b>			<b>491</b>
<b>PRECINCT 5</b>							
<b>TOWN MEETING - 3 YR (6)</b>							
Blanks					1,814		1,814
Mark W. DeCost*					454		454
Adrienne C. Gerbrands*					458		458
John J. Hanley*					452		452
Joanne L. Kinchia*					447		447
Janine S. Towle*					447		447
Write-ins					20		20
<b>TOTAL</b>					<b>4,092</b>		<b>4,092</b>
<b>PRECINCT 5</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks					192		192
Robert J. Gallagher, Jr.					490		490
Write-ins					0		0
<b>TOTAL</b>					<b>682</b>		<b>682</b>
<b>PRECINCT 6</b>							
<b>TOWN MEETING - 3 YR (6)</b>							
Blanks						1,098	1,098
Thomas C. Killilea*						440	440
David F. Peterson*						406	406
Robert G. Schlansky*						373	373
Stephen Spinosa*						438	438
James A. Tigges*						483	483
Jaclyn B. Killilea						347	347
Harold L. Leeman						250	250
Rober L. MacMunn, Jr.						280	280
Write-ins						7	7
<b>TOTAL</b>						<b>4,122</b>	<b>4,122</b>

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<b>PRECINCT 6</b>							
<b>TOWN MEETING - 1 YR (1)</b>							
Blanks						115	115
Kristin A. Russo						427	427
Anisha Shaikh						144	144
Write-ins						1	1
<b>TOTAL</b>							
						687	687

The polls were open at 8:00 A.M. at the Burlington High School. All precinct workers were sworn in by the Wardens, machines and ballot boxes were all checked, memory packs were sealed, and all counters were set at zero. The polls closed at 8:00 P.M.

Wardens:	Votes Cast	Registered Voters	%
Prec. 1 Sally Willard	660	2,596	25.4%
Prec. 2 Eleanor O'Connell	343	2,282	15.0%
Prec. 3 Elaine Perachi	610	2,868	21.3%
Prec. 4 Patricia Stanford	491	2,053	23.9%
Prec. 5 Joan Hastings	682	2,594	26.3%
Prec. 6 Barbara Reetz	687	2,468	27.8%
		<u>14,861</u>	
	Inactive Voters	1,401	

The above figures includes 388 Absentee Ballots cast by precinct as follows: 1=64, 2=43, 3=86, 4=69, 5=67, 6=59.

VOTER PROFILE:	AGE	TOTAL	%
	18-30	196	5.6%
	31-40	222	6.4%
	41-50	740	21.3%
	51-60	693	20.0%
	61-70	682	19.6%
	71-80	697	20.1%
	80+over	243	7.0%
	Total	3473	

WEATHER: 50's and sunny

\*Denotes Candidate for Re-election

Attest:

Jane L. Chew, CMC  
Town Clerk

Wednesday, April 21, 2010  
Town Hall, 7:00 P.M.

The TMM's from Precincts 2 and 5 assembled to break the tie votes among the write in candidates. Precinct 2 had 4 write-ins with 1 vote each. Precinct 5 had 3 write-ins with 2 votes each. Present and voting from Pct. 2 were: W. Guthro, E. O'Connell. Present and voting from Pct. 5 were: C. Murphy, P. Roussell, D. Tait. Elected were Bonnie Giglio, 140 Winn St. for Precinct 2 and Joanne Roy, 1 Rahway Rd. for Precinct 5.

The TMM's from Precinct 5 assembled to fill the vacancy created by the election of Robert J. Gallagher, Jr. to the Shawsheen Tech. H.S. Nominated were: Bruce Judson and Mary Ellen Osowski. By a vote of 3 in favor and 0 opposed, Mary Ellen Osowski, 1 Rahway Rd. was appointed to fill the vacancy.

Attest:

Jane L. Chew, CMC  
Town Clerk

# Town of Burlington

TOWN OF BURLINGTON							
TOTAL TALLY SHEET							
SEPTEMBER 14, 2010							
Election							
# Eligible Voters						14,986	
Total Votes Cast						1,706	
Percent						11.4%	
PRECINCT	1	2	3	4	5	6	TOTAL
Democrat	149	113	180	126	166	155	889
Republican	156	115	157	135	147	107	817
Libertarian	0	0	0	0	0	0	0
TOTAL VOTES CAST	305	228	337	261	313	262	1,706
DEMOCRATIC PARTY							
GOVERNOR							
Blanks	49	26	45	37	50	32	239
Deval L. Patrick	97	83	131	81	101	114	607
Write-ins	3	4	4	8	15	9	43
TOTAL	149	113	180	126	166	155	889
LIEUTENANT GOVERNOR							
Blanks	43	24	45	36	45	33	226
Timothy P. Murray	106	87	134	88	117	122	654
Write-ins	0	2	1	2	4	0	9
TOTAL	149	113	180	126	166	155	889
ATTORNEY GENERAL							
Blanks	39	23	31	31	49	37	210
Martha Coakley	107	86	147	93	115	118	666
Write-ins	3	4	2	2	2	0	13
TOTAL	149	113	180	126	166	155	889
SECRETARY OF STATE							
Blanks	35	20	39	39	47	27	207
William Francis Galvin	114	93	139	84	119	128	677
Write-ins	0	0	2	3	0	0	5
TOTAL	149	113	180	126	166	155	889
TREASURER							
Blanks	19	10	20	12	20	12	93
Steven Grossman	78	71	102	69	84	93	497
Stephen J. Murphy	52	32	58	44	62	50	298
Write-ins	0	0	0	1	0	0	1
TOTAL	149	113	180	126	166	155	889
AUDITOR							
Blanks	7	7	11	9	13	11	58
Suzanne M. Bump	53	33	73	42	50	51	302
Guy William Glodis	52	39	56	40	72	57	316
Mike Lake	37	33	40	35	31	36	212
Write-ins	0	1	0	0	0	0	1
TOTAL	149	113	180	126	166	155	889
REPRESENTATIVE IN CONGRESS							
Blanks	32	20	35	30	39	26	182
John F. Tierney	116	91	145	94	122	126	694
Write-ins	1	2	0	2	5	3	13
TOTAL	149	113	180	126	166	155	889

# 2010 Annual Report

PRECINCT	1	2	3	4	5	6	TOTAL
<b>COUNCILLOR</b>							
Blanks	18	17	37	23	29	23	147
Suzanne R. English-Merullo	77	53	87	63	58	66	404
Terrence W. Kennedy	54	42	56	39	79	66	336
Write-ins	0	1	0	1	0	0	2
<b>TOTAL</b>	<b>149</b>	<b>113</b>	<b>180</b>	<b>126</b>	<b>166</b>	<b>155</b>	<b>889</b>
<b>SENATOR IN GENERAL COURT</b>							
Blanks	37	22	41	39	49	34	222
Kenneth J. Donnelly	112	90	138	87	116	121	664
Write-ins	0	1	1	0	1	0	3
<b>TOTAL</b>	<b>149</b>	<b>113</b>	<b>180</b>	<b>126</b>	<b>166</b>	<b>155</b>	<b>889</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>							
Blanks	34	21	41	28	48	33	205
Charles A. Murphy	115	91	137	95	114	121	673
Write-ins	0	1	2	3	4	1	11
<b>TOTAL</b>	<b>149</b>	<b>113</b>	<b>180</b>	<b>126</b>	<b>166</b>	<b>155</b>	<b>889</b>
<b>DISTRICT ATTORNEY</b>							
Blanks	37	26	44	38	53	33	231
Gerard T. Leone, Jr.	112	87	136	88	112	122	657
Write-ins	0	0	0	0	1	0	1
<b>TOTAL</b>	<b>149</b>	<b>113</b>	<b>180</b>	<b>126</b>	<b>166</b>	<b>155</b>	<b>889</b>
<b>SHERIFF</b>							
Blanks	35	25	46	32	57	31	226
James V. DiPaola	114	87	133	93	107	124	658
Write-ins	0	1	1	1	2	0	5
<b>TOTAL</b>	<b>149</b>	<b>113</b>	<b>180</b>	<b>126</b>	<b>166</b>	<b>155</b>	<b>889</b>
<b>REPUBLICAN PARTY</b>							
<b>GOVERNOR</b>							
Blanks	12	18	6	7	6	10	59
Charles D. Baker	141	96	144	127	139	97	744
Write-ins	3	1	7	1	2	0	14
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>LIEUTENANT GOVERNOR</b>							
Blanks	21	30	14	18	25	17	125
Richard R. Tisei	132	85	136	116	120	90	679
W/I Keith Davis	2	0	7	1	2	0	12
Write-ins (all others)	1	0	0	0	0	0	1
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>ATTORNEY GENERAL</b>							
Blanks	108	61	102	100	108	75	554
W/I Guy Carbone	9	4	8	9	5	7	42
W/I James P. McKenna	34	40	34	18	28	15	169
Write-ins (all others)	5	10	13	8	6	10	52
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>

# Town of Burlington

PRECINCT	1	2	3	4	5	6	TOTAL
<b>SECRETARY OF STATE</b>							
Blanks	35	31	37	33	29	19	184
William C. Campbell	121	84	120	102	117	88	632
Write-ins	0	0	0	0	1	0	1
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>TREASURER</b>							
Blanks	41	37	35	34	32	23	202
Karen E. Polito	115	78	122	100	115	84	614
Write-ins	0	0	0	1	0	0	1
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>AUDITOR</b>							
Blanks	23	18	16	14	13	9	93
Mary Z. Connaughton	119	78	123	104	114	78	616
Kamal Jain	13	19	16	17	17	19	101
Write-ins	1	0	2	0	3	1	7
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>REPRESENTATIVE IN CONGRESS</b>							
Blanks	13	9	11	13	11	7	64
Bill Hudak	107	76	116	95	96	81	571
Robert J. McCarthy, Jr.	35	30	30	27	38	18	178
Write-ins	1	0	0	0	2	1	4
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>COUNCILLOR</b>							
Blanks	52	38	46	36	41	28	241
Paul A. Caruccio	104	77	111	99	105	79	575
Write-ins	0	0	0	0	1	0	1
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>SENATOR IN GENERAL COURT</b>							
Blanks	149	103	143	125	133	99	752
Write-ins	7	12	14	10	14	8	65
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>							
Blanks	149	104	147	127	135	100	762
Write-ins	7	11	10	8	12	7	55
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>DISTRICT ATTORNEY</b>							
Blanks	147	101	147	125	137	101	758
Write-ins	9	14	10	10	10	6	59
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>
<b>SHERIFF</b>							
Blanks	148	101	148	129	136	101	763
Write-ins	8	14	9	6	11	6	54
<b>TOTAL</b>	<b>156</b>	<b>115</b>	<b>157</b>	<b>135</b>	<b>147</b>	<b>107</b>	<b>817</b>

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PRECINCT	1	2	3	4	5	6	TOTAL
<b>LIBERTARIAN PARTY</b>							
<b>GOVERNOR</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>LIEUTENANT GOVERNOR</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>ATTORNEY GENERAL</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>SECRETARY OF STATE</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>TREASURER</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>AUDITOR</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>REPRESENTATIVE IN CONGRESS</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>COUNCILLOR</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>SENATOR IN GENERAL COURT</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0
<b>REPRESENTATIVE IN GENERAL COURT</b>							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0



# Town of Burlington

PRECINCT	1	2	3	4	5	6	TOTAL
DISTRICT ATTORNEY							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0
SHERIFF							
Blanks	0	0	0	0	0	0	0
Write-ins	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0
The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.							
Wardens:	<u>Votes Cast</u>	<u>Registered Voters</u>	<u>%</u>	<u>% of Total Voting</u>			
Prec. 1 Sally Willard	305	2,609	11.7%	DEM		5.9%	
Prec. 2 Ellie O'Connell	228	2,293	9.9%				
Prec. 3 Elaine Perachi	337	2,910	11.6%	REP		5.5%	
Prec. 4 Patricia Stanford	261	2,067	12.6%				
Prec. 5 Joan Hastings	313	2,614	12.0%				
Prec. 6 Barbara Reetz	262	2,493	10.5%				
				<u>Unenrolled who voted</u>			
The above figures include 113 Absentee Ballots cast by precinct as follows:				Total		925	
1=19, 2=12 , 3=14, 4=30 , 5=19, 6=19.							
				Dem		571	
Weather: Sunny 60's				Rep		354	
Attest:							
				Jane L. Chew			
				Town Clerk			

# 2010 Annual Report

TOWN OF BURLINGTON							
TOTAL TALLY SHEET							
NOVEMBER 2, 2010							
Election							
						# Eligible Voters	15,151
						Total Votes Cast	9,475
						Percent	62.5%
PRECINCT	1	2	3	4	5	6	TOTAL
TOTAL VOTES CAST	1,730	1,379	1,815	1,303	1,663	1,585	9,475
GOVERNOR							
Blanks	6	13	10	11	11	9	60
Patrick/Murray	642	559	740	559	656	621	3,777
Baker/Tisei	974	678	922	600	845	796	4,815
Cahill/Loscocco	91	102	126	119	142	136	716
Stein/Purcell	16	22	17	14	8	21	98
Write-ins	1	5	0	0	1	2	9
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
ATTORNEY GENERAL							
Blanks	21	22	32	26	32	34	167
Martha Coakley	962	807	1,044	782	948	899	5,442
James P. McKenna	747	550	737	494	681	650	3,859
Write-ins	0	0	2	1	2	2	7
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
SECRETARY OF STATE							
Blanks	51	32	73	45	46	57	304
William Francis Galvin	928	756	1,018	796	925	894	5,317
William C. Campbell	731	554	698	441	663	599	3,686
James D. Henderson	19	37	26	21	28	35	166
Write-ins	1	0	0	0	1	0	2
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
TREASURER							
Blanks	63	57	84	52	59	75	390
Steven Grossman	733	666	832	646	750	711	4,338
Karyn E. Polito	933	655	899	605	852	798	4,742
Write-ins	1	1	0	0	2	1	5
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
AUDITOR							
Blanks	130	94	164	105	124	152	769
Suzanne M. Bump	608	546	683	549	647	615	3,648
Mary Z. Connaughton	934	665	898	597	828	761	4,683
Nathanael Alexander Fortune	56	72	67	52	60	56	363
Write-ins	2	2	3	0	4	1	12
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
REPRESENTATIVE IN CONGRESS							
Blanks	49	49	85	56	59	70	368
John F. Tierney	833	731	961	717	847	812	4,901
Bill Hudak	845	598	768	530	755	699	4,195
Write-ins	3	1	1	0	2	4	11
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
COUNCILLOR							
Blanks	147	101	202	117	145	143	855
Paul A. Caruccio	778	577	734	499	691	647	3,926
Terrence W. Kennedy	661	581	735	580	707	667	3,931
Scott C. Crabtree	89	82	83	73	74	75	476
Andrew W. Mostone	52	36	59	34	45	53	279
Write-ins	3	2	2	0	1	0	8
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475

# Town of Burlington

PRECINCT	1	2	3	4	5	6	TOTAL
SENATOR IN GENERAL COURT							
Blanks	667	428	637	409	553	542	3,236
Kenneth J. Donnelly	1,033	911	1,150	866	1,082	1,015	6,057
Write-ins	30	40	28	28	28	28	182
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
REPRESENTATIVE IN GENERAL COURT							
Blanks	567	392	591	368	490	505	2,913
Charles A. Murphy	1,123	937	1,200	910	1,143	1,053	6,366
Write-ins	40	50	24	25	30	27	196
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
DISTRICT ATTORNEY							
Blanks	624	420	635	419	551	530	3,179
Gerard T. Leone, Jr.	1,080	927	1,159	862	1,090	1,036	6,154
Write-ins	26	32	21	22	22	19	142
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
SHERIFF							
Blanks	299	203	335	206	251	241	1,535
James V. DiPaola	983	863	1,053	807	1,023	946	5,675
Michael S. Tranchita, Sr.	442	306	421	286	383	394	2,232
Write-ins	6	7	6	4	6	4	33
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
QUESTION 1	Sales Tax on Alcoholic Beverages						
Blanks	40	22	48	21	28	41	200
Yes	1,057	799	1,043	757	1,011	948	5,615
No	633	558	724	525	624	596	3,660
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
QUESTION 2	Comprehensive Permits for Low or Moderate Income Housing						
Blanks	101	56	113	77	86	99	532
Yes	830	599	855	614	806	764	4,468
No	799	724	847	612	771	722	4,475
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
QUESTION 3	Sales and Use Tax Rates						
Blanks	37	13	48	17	21	29	165
Yes	913	692	916	623	883	773	4,800
No	780	674	851	663	759	783	4,510
TOTAL	1,730	1,379	1,815	1,303	1,663	1,585	9,475
The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.							
Registered							
Wardens:	Votes Cast		Voters		%		
Prec. 1 Sally Willard	1,730		2,622		66.0%		
Prec. 2 Ellie O'Connell	1,379		2,355		58.6%		
Prec. 3 Elaine Perachi	1,815		2,957		61.4%		
Prec. 4 Patricia Stanford	1,303		2,065		63.1%		
Prec. 5 Joan Hastings	1,663		2,632		63.2%		
Prec. 6 Barbara Reetz	1,585		2,520		62.9%		
Inactive Voters			1,220				

Age Group of Voters	% of Total Voting	As a % of Eligible Voters w/l Age Group
18 to 30	9%	33%
31 to 40	11%	53%
41 to 50	21%	63%
51 to 60	21%	72%
61 to 70	19%	79%
71 to 80	14%	79%
81 and over	5%	61%

The above figures include 777 Absentee Ballots cast by precinct as follows:

1=148, 2=110 , 3=197, 4=107 , 5=105, 6=110.

Weather: Sunny 40's

On Nov. 12th at 5pm, the Registrars met to count six overseas electronic and one (out of 11) provisional ballots.

The above totals were adjusted to reflect the votes cast.

Attest:

Jane L. Chew  
Town Clerk

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## **ARCHIVES**

On any given day, from hour to hour, the Archives fulfills any number of responsibilities, from delivering documents, to accessioning a department's obsolete records, to destroying items containing harmful information. At all times the work of the Archives is oriented toward service, meeting the information needs of citizens, town officials, the business community and other patrons. We undertake our functions according to state laws, at a low cost to the town and, at all times, without interruptions in service.

As a division of the Clerk's office we are technically open 8:30am-4:30pm each day. The above description and that schedule are the barest summaries of how the archives functions from day to day, week to week. We keep archival materials and manage active and inactive town records to be always accessible, useful and usable for the present and into the future. In 2010 the Archives emphasized the preservation and safekeeping of town records in the midst of substantial increases in the volume of hours given to reference and research.

Much of what we do is governed by external laws and regulations. Records function in the context of their content and this content determines the length of time they are useful and informs our scheduling of the period for which they must be retained. Municipalities keep their records according to schedules promulgated by the Office of the Secretary of the Commonwealth and applicable federal laws, rules and regulations. The manner in which recorded information is kept also follows state and federal standards following best practices for preserving documents.

Most of our holdings consist of the business records of the town. For years we had noted that changes in the business environment and business functions of town government were not reflected in the retention schedules. State officials recognized the need to modernize these schedules and in 2010 this bore fruit with the production of the first thoroughgoing revision to municipal retention schedules in decades. As a leader in the field we contributed our expertise and experience to these revisions. While we are happy with the streamlining and simplification of many schedules there remains work to be done in addressing records created in electronic environments and on elements of records preservation. We are now using the revised schedules and expect to be able to fully judge their effectiveness by the conclusion of the current calendar year.

Although retention schedules and document storage standards may be altered, our service orientation is not. Reference is the hallmark of our service function, and in 2010 requests for information fell by a bit more than 1 percent last year, to 829. However, for the first time in six years direct contact reference assistance outpaced phone, letter, and e-mail requests. In-person visits generally involve highly intensive patron assistance and this year we entertained visitors from as far away as Hawaii, Oregon and Nebraska, as well as providing remote assistance in response to inquiries from five foreign countries. Similarly we assisted other town departments by accessioning 112.5 cubic feet of records and destroying a further 118 feet – both substantial increases over the past year's figures.

Records management is the element of our service that adds value to municipal government. Besides providing services and leveraging our expertise we also provide a measure of continuity for town government operations. That function takes a physical form in the documents on our shelves and actively manifests itself when we assist departments in personnel transitions. During the past year we participated in four such changes in leadership, helping outgoing department heads in transferring records, and, where necessary, assisting and instructing their successors. A functioning disaster plan is a further element in maintaining continuity of operations and later in the year we updated and revised our disaster plan to reflect knowledge gained as a result of the spring floods of 2010. Together with our comprehensive preservation plan (scheduled for revision in the second half of 2011) we take seriously our blessedly silent but constantly functioning role in helping maintain continuity of municipal government.

Our activities constantly receive notice beyond the confines of Town Hall and the borders of Burlington and 2010 was no different than other years. In July your Archivist was one of the main speakers at the Congregational Library in Boston on the subject of operating a one-person archives. In November he, along with representatives of the Office of the Secretary of the Commonwealth, spoke to the fall meeting of the Massachusetts City and Town Clerks Association in Williamstown on the subject of the revised reference schedules. Later that month he also spoke on the subject of management as the guest lecturer at the introductory archives class at the University of Massachusetts – Boston. As we are justly proud of our program and its accomplishments we are grateful for every opportunity to share our experiences with other professionals and to help more communities properly manage their records.

Your Archivist remains highly involved in professional activities, continuing to serve on the Membership and Nominating Committees of New England Archivists, as well as a member of the Society of American Archivists. In August of 2010 he received the designation of Certified Archivist after passing the examination for admittance into the Academy of Certified Archivists. Professional involvement is essential to gaining and spreading knowledge in the field of archives and records management and your Archivist will continue to benefit from knowledge gained by participating in activities with other professionals in the field.

Earlier in this report we commented on the role of the Archives in personnel transitions and while most such events do not dramatically affect this office, the upcoming retirement of Town Clerk Jane Chew will be different. Quite simply, the Archives would not be here if not for Jane. Her guidance has made this office an effective part of town government, operating fairly, impartially, courteously, and professionally – in short, a reflection of herself and the manner in which she has conducted every activity and function of the Clerk's office. We cannot overemphasize what she has meant to the Archives and the impact she has had on municipal records management in communities throughout Massachusetts. Her departure will be our loss but her influence and wisdom will remain a lasting gift to us.

Respectfully submitted,  
Daniel McCormack, CA  
Archivist/Records Manager

## Year-End Summary:

- 1043 – # of residents registered and added to the rolls
- 1187 – # of residents dropped from the rolls
- 432 – # of voters placed on the inactive rolls
- 2723 – # of persons eligible but not registered
- 85% – eligible residents registered to vote
- 333 – Registration Forms sent to 18 yr. olds
- 112 – Mail-In Registrations Received from 18 yr. olds

## Population Trends

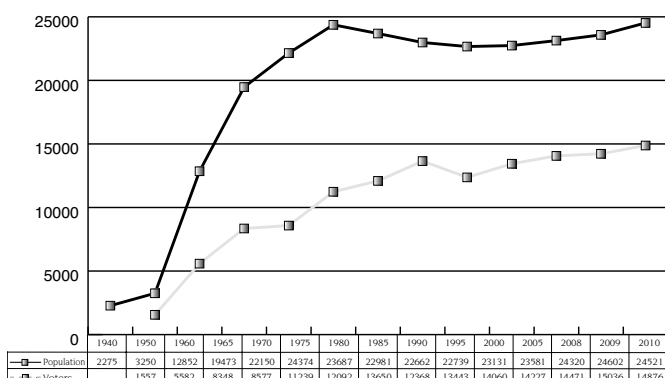
Age Group	1990	1995	2000	2005	2010	Since 2000
0-9	2815	2955	2931	2888	2703	-7.8%
10-19	3160	2620	2833	2986	2987	5.4%
20-29	3889	3476	2500	2429	2644	5.8%
30-39	3311	3877	3624	3567	2950	-18.6%
40-49	3062	3208	3378	3623	3660	8.3%
50-59	3031	2712	2905	3026	3220	10.8%
60-69	1756	2220	2325	2278	2546	9.5%
70-79	672	926	1398	1774	1844	31.9%
80-89	220	270	417	639	922	121.1%
90-109	24	34	75	88	133	77.3%
Unknown	722	442	745	283	912	22.4%
<b>Total</b>	<b>22662</b>	<b>22740</b>	<b>23131</b>	<b>23581</b>	<b>24521</b>	<b>6.0%</b>

Respectfully submitted,

Jane L. Chew  
Jeanne S. Ganley  
Elmer Bud Larson  
Robert J. Macdonald

## BOARD OF REGISTRARS

### POPULATION/REGISTERED VOTERS: Based on Annual Town Census



## POLICE DEPARTMENT

Departmental Roster (as of 12/31/2010)

### Chief of Police

Michael R. Kent

### Captains

George Devlin Carleton Boutwell

### Lieutenants

Walter Bevis Stephen O'Meara  
Thomas Duffy Greg Skehan

### Sergeants

Glen Mills Thomas Browne  
Robert Kirchner Timothy McDonough  
Michael McDade Kevin Doherty  
Michael DeBye David H. McLean  
Gerald McDonough

### Patrol Officers

Kevin Rogers	John Thompson
Robert Healey	Lyn Reynolds
Stephen Cross	Stephen Papagno
Gary Burdick	Joseph Papsedero
Edward Mackey	William A. Soda
Spiros Tsingos	Paul Callahan
Gary Redfern	David M. McLean
Richard Hanafin	Matthew Leary
James Tigges	John Lynch
Harry Sawyer Jr.	Peter Abaskharoun
Charles Ferguson III	Michael Minichiello
William Preston	Mark Driscoll
Thomas Fournier	Thomas Carlson
Bernard Schipelliti	Matthew Creamer
Anne Marie Browne	Roberto Reyes
Daniel Houston	Scott Lauder
Kevin Cooney	Daniel Hanafin
Timothy Kirchner	David Outerbridge
Albert Gagne	Vito Costa
Paul Gleizer	Sage Costa
Robert Aloisi Jr.	Domenic Grossi
Keith Sheppard	William Trelegan
Shane Thompson	

### Clerical Staff

Rosemarie Tieri Paula Manzo  
Jeanne Jones

### Civilian Dispatchers

Gail Fay June Connolly  
Eileen Barnard

### Animal Control Officer

Gerry Mills, Jr.

### Traffic Supervisors/Matrons

Helen M. Bulman – Head Traffic Supervisor  
Helen Dignan Maureen Wall  
Nancy Bibbey Christina Priest  
Maureen Robillard Donna Fox  
Carol Goodwin Maureen Rezendes  
Claire Hogaboom Christine DeSantis  
Donnalee Lozier Carol Santoro  
Diane Welch Kristen Cullerton

### Special Police Officers

Richard Hovasse Sharon Srabian  
Harry Sawyer Sr. Gerry Hanafin  
Alfred Sciuto Christopher Mason  
William Duffey Robert Luz  
Michael Joyce David Metzdorf  
William Faria Brad Zarba  
Gerry Mills Jr. Steven Giacoppo

**The following are Departmental Events which occurred during 2010:**

### Retirements

Chief Francis Hart  
Cathy Devaney – Administrative Secretary  
Christopher Priest – Patrol Officer

### New Employees

Michael R. Kent – Chief of Police  
Paula Manzo – Principal Clerk  
K-9 Havoc

### Transfers

Catherine McCarthy – Patrol Officer  
Transferred to Cambridge PD

### Promotions

Gerard McDonough – Sergeant  
Rosemarie Tieri – Administrative Secretary



## INTRODUCTION

I feel fortunate and honored to have been appointed Police Chief on March 15, 2010.

Your Burlington Police Department continues to be one of the most highly regarded and professional police departments in the Commonwealth of Massachusetts. A large majority of Burlington Police Officers were born, raised and choose to reside in the community they love. This is not the case in most police departments. With intrinsic knowledge of their community Burlington Police Officers are "problem solvers" and not "report takers."

Although 2010 was a bare bones budget year, the Burlington Police continued to assist with functions on the common, parades and other community events whenever staffing allowed.

The Burlington Police Department continues to strive in being more efficient and effective in everything we do. The Burlington Police Department received over \$100,000 in grants over the course of the year.

Traffic remains an issue in Burlington and this department is dedicated to continuing enforcement and education to address problems.

At some point in the near future the town will need to look at the viability of building a new police facility. Although the town building maintenance department has worked diligently to address the problems, it truly is one issue after another as can be expected with a building over 100 years old.

The year 2011 will be an exciting time for the department. Several long time command officers will retire and promotions will take place. It will also be challenging with the economy and related budget issues.

I would like to thank everyone who helped the department during 2010. This includes the Town Administrator, Board of Selectmen along with the other boards and departments in town. The residents of Burlington have been very supportive of the police department, I thank them also.

Finally I would like to thank the men and women of the Burlington Police Department for their hard work, courage and dedication to the town of Burlington.

Respectfully submitted,

Chief Michael Kent

PHOTO CREDIT JIM TIGGES



Town Clerk Jane Chew swearing in Police Chief Michael Kent

## Crime Overview

Non emergency and miscellaneous calls for service may not be listed below. The police department responds to or assists with approximately 24,000 calls for service annually.

Type of call	2009	2010	% change
51A's filed (Mandated child abuse/neglect reporting to DSS/DCF)	37	50	26.0%
Abandoned Motor Vehicles	19	33	42.4%
Animal Cruelty	0	2	100.0%
Arrests (No warrant)	208	186	-11.8%
Arrests (Warrant)	59	52	-13.5%
Assaults	40	29	-37.9%
Assaults (Dangerous Weapons)	16	5	-220.0%
Assist FD (non Ambulance)	143	179	20.1%
Assist Other Police/L.E. Agencies	93	102	8.8%

## Town of Burlington

Type of call	2009	2010	% change
Assists – Other	286	328	12.8%
Attempted Murder	1	0	-100.0%
ATVs; Dirtbikes; snowmobile complaints	36	43	16.3%
B & E motor vehicles - attempted	3	6	50.0%
B & E motor vehicles; thefts from MV	231	238	2.9%
Bomb Threats	11	3	-266.7%
Burglaries - Business/ Commercial	24	28	14.3%
Burglaries - Residential	41	35	-17.1%
Burglary attempts - Business/ Commercial	1	9	88.9%
Burglary attempts - Residential	3	7	57.1%
Child Abuse / Neglect complaints reported to BPD	14	13	-7.7%
Civil Matters	34	48	29.2%
Computer/Internet Crime	13	14	7.1%
Counterfeiting/Forgery	19	13	-46.2%
Credit Card Misuse	37	42	11.9%
Criminal motor vehicle offenses (unlicensed, suspended, etc.)	139	150	7.3%
Disabled motor vehicles	438	457	4.2%
Disturbances (Non domestic)	254	230	-10.4%
Domestic - Custody/Probate issues	22	22	0.0%
Domestic related well being checks	27	12	-125.0%
Domestic standbys	28	21	-33.3%
Domestic disturbances, assaults, incidents	294	293	-0.3%
Drug Offenses	110	136	19.1%
Elder Issues/Elder abuse or neglect)	23	19	-21.1%
Exposure (Indecent)	8	8	0.0%
Fake/Altered License or ID	4	0	-100.0%
False Police Report (filing of)	0	1	100.0%

Type of call	2009	2010	% change
Fatal Motor Vehicle Accidents	1	0	-100.0%
Flim Flams	3	8	62.5%
Fraud/Cons	10	18	44.4%
Gas leaks; odor of gas	37	42	11.9%
Harassment	44	44	0.0%
Harassment Order Violations (new law in 2010)	n/a	2	n/a
Harassment Orders - issued/served (new law in 2010)	n/a	5	n/a
Hazmat Incidents	2	1	-100.0%
Identity Theft	33	23	-43.5%
K9 Activity	49	38	-29.8%
Kidnapping	2	0	-100.0%
License Plates Stolen	8	4	-100.0%
Liquor Violations; possession/transporting	21	20	-5.0%
Littering; Dumping	17	19	10.5%
Malicious Damage / Vandalism	238	193	-23.3%
Miscellaneous offenses/incidents	47	64	26.6%
Missing Persons reported in Burlington	33	37	10.8%
Missing Persons located in Burlington	16	13	-23.1%
MV Complaints / Traffic issues	277	279	0.7%
MV Thefts	14	13	-7.7%
Noise Complaints	206	204	-1.0%
On-line thefts/attempts/scams	15	4	-275.0%
Operating Under the Influence of drugs	1	3	66.7%
Operating Under the Influence of liquor	41	37	-10.8%
Phone calls / Text messaging (harassing, annoying, etc)	74	74	0.0%
Prescriptions; false/uttering false	2	4	50.0%
Prostitution	7	3	-133.3%
Protective Custody	20	34	41.2%
Psych incidents	31	44	29.5%
Rape	8	2	-300.0%

Type of call	2009	2010	% change
Receiving Stolen Property	4	3	-33.3%
Recovered stolen vehicles (in Burlington)	6	8	25.0%
Recovered stolen vehicles, located out of town	11	8	-37.5%
Repossessions	39	24	-62.5%
Restraining Orders - served/ issued	30	56	46.4%
Retail / Shoplifting	364	344	-5.8%
Restraining order violations	25	20	-25.0%
Robberies, Armed	7	9	22.2%
Robberies, Unarmed	4	2	-100.0%
Sex Offender; Failure to Register I		1	0.0%
Sex Offenders Registered	8	19	57.9%
Sex Offenses (not otherwise categorized)	4	8	50.0%
Sexual Assaults	4	7	42.9%
Soliciting prostitution/Sexual conduct for a fee	2	0	-100.0%
Solicitor complaints	58	31	-87.1%
Sudden Deaths	12	12	0.0%
Suicide attempts or threatened	33	47	29.8%
Suicides	1	1	0.0%
Summonses	314	297	-5.7%
Suspicious persons, vehicles, activity	777	842	7.7%
Thefts / Larcenies - Attempted	6	4	-50.0%
Thefts / Larcenies - other	206	196	-5.1%
Threats	41	42	2.4%
Town By Law Violation	17	22	22.7%
Trespassing	12	14	14.3%
Using motor vehicle without authority	8	3	-166.7%
Uttering	1	0	-100.0%
Warrants Issued or Sought	25	5	-400.0%
Warrants of Apprehensions (court orders for hospitalization)	3	10	70.0%
Weapons (Incidents involving weapons)	20	34	41.2%
Youth Complaints	139	158	12.0%

### Some interesting numbers from 2010:

**34 weapons were confiscated, recovered or involved in incidents during 2010; Two incidents involved multiple weapons.**

Knives	14
Handguns	6
BB/pellet guns	6
Pepper spray	1
Ammunition	1
Switchblade	1
Rifle	1
Hammer	1
Sword	1
Other	3

### Incidents of drugs activity:

Pills/Narcotics	21
Heroin/Class A	13
Cocaine/Class B	9
Marijuana/Class D	59
Class E/Steroids	1
Syringes recovered	22
Mushrooms	1
Unknown/Other	11
Paraphernalia	1

### Operating under the influence:

First offense	32
Second offense	3
Fourth offense	1
Fifth offense	1
OUI drugs	3

PHOTO CREDIT BETTY MCDONOUGH



Police department's honor guard in front of the fire station, on the Town Common, on Veteran's Day

## Non-criminal incidents:

Type of call	2009	2010	% change
911 misdials, hang ups, abandoned calls	1059	854	-24.0%
Alarms	1787	1804	0.9%
Ambulance requests	1601	1583	-1.1%
Animal complaints, bites, deceased	369	476	22.5%
Building checks	2192	2192	0.0%
Lockouts	370	353	-4.8%
Notifications	49	44	-11.4%
Open Doors/windows found	20	38	47.4%
Well Being Checks	246	209	-17.7%

## Arrests/Summonses/Protective Custodies

2010

Arrests	186
Arrests (Warrant)	52
Summonsed	297
Protective Custody	34
Warrants Issued or Sought	5

Summonses are criminal court complaints that are issued in lieu of an arrest. Protective custody is when a person is intoxicated and is taken into custody for their own protection. A person taken in for protective custody is not under arrest and protective custody is not a criminal charge. A warrant is sought and issued when a person is not in custody but the court system has found probable cause that the person committed a crime. Some detainees may have been both arrested and summonsed for multiple offenses for the same incident. The Arrest/Summons/Protective Custody breakdown is listed below.

## Come from:

Burlington	185
Woburn	48
Billerica	33
Boston	27
Lowell	20
Malden	11
Arlington	10
Medford	10
Other Mass Towns	118
New Hampshire	11
Other states/countries	8

## Gender:

Males	353
Females	123
Transgendered	3

## Month:

January	49
February	36
March	57
April	43
May	66
June	44
July	37
August	32
September	48
October	41
November	30
December	57

**Top ten reasons for arrest/summons:**

Retail/Shoplifting
Domestics
Disturbances (Non domestic)
Thefts / Larcenies - other
Criminal Motor Vehicle Offenses
Drug Offenses
OUI - Liquor
Assaults
Liquor possession/transporting
Restraining Order Violations

**By shift:**

8a-4p	69
4p-12m	298
12m-8a	123

**Days of the week:**

Sunday	56
Monday	67
Tuesday	70
Wednesday	57
Thursday	82
Friday	106
Saturday	102

PHOTO CREDIT JIM TIGGES



Dare Officers Steve Cross and Keith Sheppard with American Idol finalist Ayla Brown.

**MOTOR VEHICLE CRASHES – 2010**

**2009 Crashes: 788      2010 Crashes: 1144**

The totals do not necessarily include crashes that were of a very minor nature (requiring no report to the police) or accidents investigated by the State Police.

**Top crash locations**

75 Middlesex Tp (Burlington Mall)	122
Middlesex Tp/Route 95	30
34 Cambridge St (Crossroads Plaza)	24
Cambridge St/Bedford St	21
31 & 41 Mall Road (Lahey Clinic)	21
6 Wayside Rd (Wayside Commons)	19
3 Old Concord Rd (H-Mart)	16
43 Middlesex Tp (Middlesex Commons)	16
Middlesex Tp/Mall Road/South Av	16
Cambridge St/Mall Rd	14
1 Mall Road (Marriott Hotel)	14
Middlesex Tp/Bedford St	14
Cambridge St/Skilton Ln	13
Cambridge St/Winn St	11
Mall Road/Lexington St	11
Winn St/Center St	11
Cambridge St/Wilmington Rd	10
150 Lexington St (Kohls)	10

**Crashes by Month**

January	119
February	84
March	84
April	88
May	91
June	89
July	85
August	95
September	77
October	105
November	91
December	136

### Crashes by Shift/Time of Day

8 A.M. – 4 P.M.	600
4 P.M. – Midnight	464
Midnight – 8 A.M.	80

### Roadway Type

Highway	48
On/Off Ramp	30
Parking lots	381
Streets/Intersections	685

### Types of Crashes

Property damage	881
Personal injury	77
Hit & Run	186
Fatal	0
OUI related	14

### Crashes by Day of Week

Sunday	102
Monday	144
Tuesday	181
Wednesday	178
Thursday	184
Friday	192
Saturday	163

PHOTO CREDIT JIM TIGGES



The Traffic Division staged a pre prom 'mock crash' at BHS to demonstrate the danger of impaired driving.

## CITATION ACTIVITY – 2010

Citations in 2009: 4051

Citations in 2010: 3598 (4474 violations)

### Top violations:

Speeding	1884
Red light/Stop sign violations	509
Sign violations	298
Seatbelt violations	240
Uninspected M/V	228
Turn violations	192
License/Registration not in possession	168
Defective equipment	163
Marked lanes	152
Operating after Suspension/Revocation	114
Unregistered motor vehicle	76
Number plate violation	66
Operating M/V Without a License	51
Other offenses (combined)	333

### Top streets for citations:

Cambridge St	1346
Middlesex Tp	889
Winn St	232
Bedford St	231
Mall Rd	159
Wilmington Rd	92
Lexington St	70

### Citations issued by day of the week:

Sunday	302
Monday	397
Tuesday	604
Wednesday	670
Thursday	688
Friday	604
Saturday	333



**Types of violations:**

Criminal complaints	297
Arrests	121
Civil Infractions	1074
Warnings	2982

**Operators live in:**

Massachusetts	3296
All other	124
New Hampshire	89
New York	18
Florida	13
California	12
Maine	9
Connecticut	8
New Jersey	8
Rhode Island	7
Texas	6
Pennsylvania	5
Michigan	3

**Gender/Age:**

	Male	Female
Under 19	47	35
19-21	215	103
22-25	250	163
26-35	485	294
36-55	840	587
Over 55	337	242

**FIRE DEPARTMENT**

Department Roster

**FIRE CHIEF**

\*Steven Yetman

**ASSISTANT FIRE CHIEF**

\*Michael Patterson

**CAPTAINS**

\*Kevin Browne      \*Timothy Browne  
\*Scott Carpenter      \*John Corbett

**LIEUTENANTS**

\*James Browne      \*Steven McLean  
\*Mark Cedrone      \*Robert Paul  
\*Andrew Connerty      \*John Skinner  
\*Peter McAnespie      \*James Sorenson

**FIRE PREVENTION/INSPECTION SERVICES**

Captain \*Michael Hanafin  
Lieutenant \*Mark Saia

**TRAINING/COMMUNICATIONS**
**CLERICAL STAFF**

Joanne Arbing      Mary Fay      Karen Carlson

**FIREFIGHTERS**

\*David Angelo      \*Paul Kadilak  
\*Gary Arbing      \*Shaun Kenney  
\*Michael Bibbey      \*Gerard Letendre  
\*Jeffrey Boucher      \*Thomas MacLeod  
\*Kevin Canty      \*Anthony Marino  
\*Clifford Comeau      \*Michael McLaughlin  
\*Sean Connors      \*Edgar McLean  
\*Ernest Covino      \*Nicholas Menkello  
\*Kurt Duprez      \*Brendan Micciche  
\*Todd Ficociello      \*Kevin Pollicelli  
\*Michael Fontannay      \*John Price  
\*Michael Gledhill      \*Michael Runyan  
\*Gerard Hanafin      Leonard Sawyer  
\*John Hanafin      \*James Sherman  
\*James Hapenny      \*David Sullivan  
\*Eric Holey      \*Paul Sullivan  
\*Richard Hovasse      \*William Toland  
\*Timothy Hovasse      \*John Walthall  
\*Jason Hughes      \*Fred Williams  
John Hunt

**EMERGENCY VEHICLE TECHNICIAN**

Eric Moran

**CIVILIAN DISPATCHERS**

\*Stephen Baia      \*Elaine Carpenter  
\*Nicole Noorigian      \*Scott Perry

\*Department EMTs



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## **FIRE CHIEF**

The year 2010 was a year of transition for the Burlington Fire Department. Fire Chief Lee Callahan retired in July of this year after 32 years of dedicated service to the Town of Burlington. Chief Callahan had started his career in 1978 on the same shift with his brother Bill who retired in 2007. Lee was promoted to Lieutenant in 1993 and then to Assistant Chief in 2003. He became Fire Chief in 2004 replacing Chief Paul Thibault upon his retirement. As Assistant Chief, Callahan was instrumental in obtaining several federal grants that allowed the Fire Department to replace old, outdated equipment and protective clothing avoiding necessary expenditures by the town. As Chief he continually kept the Fire Departments needs on the forefront and passionately advocated for a new Station 2, vehicle replacements as well as many other issues. We wish him a long and well deserved healthy retirement.

Mike Patterson, who served for over eight years as the departments' Training Captain, was promoted to Assistant Chief in October, filling that position after Steve Yetman replaced Callahan as Chief of Department in July. Mike brings over 22 years of experience and education into his new administrative position. He will serve as the day-to-day Chief of Operations. Firefighter Jason Hughes joined the department in March and was assigned to duties in July after completing the 12- week Massachusetts Fire Academy Recruit Class.

Last year was yet another extremely busy year for the Burlington Fire Department. Our two ambulances responded to over 2,500 calls for medical assistance while we also responded to over 3,800 fire related calls. This showed a slight increase over last year and it was our third busiest year on record for total responses. Even through extremely difficult economic times we were able to retain all of our employees and provide the level of service that those that work and live in the Town of Burlington deserve and have come to expect.

With the town's support we were able to replace our Ambulance 2 with a 2010 Horton / International ambulance built by Greenwood Emergency Vehicles. We also placed a 2010 Ford Expedition into service as the shift commanders' response vehicle. The funding for phase two of our transition to radio fire alarm boxes was approved at town meeting and is being implemented at this time. The department received \$5,200 for our SAFE (Student Awareness and Fire Education) program. Massachusetts Department of Public Health provided \$2,500 towards maintenance and training of our MDU (mobile decontamination unit). The Northeast

Homeland Security Regional Council provided emergency equipment to both the Fire and Emergency Management Departments. As always we will continue to look for alternative sources of funding and support to help decrease our dependence on tax revenues.

Looking ahead there will be many tough challenges to face. Over the last three decades our call volume has tripled but our manning levels have remained the same. We are projecting that we will be handling over 7,000 responses per year by the year 2020. The department needs to expand to meet those needs. Station 2, located at Terrace Hall and the Middlesex Turnpike, opened in 1970 with one engine manned with three personnel. It continues to operate at the same level today even though that side of Burlington has proliferated with development over the last 40 years and will continue to grow as development and redevelopment occur. We also need to explore the implementation of our own ALS (Advanced Life Support) program. This would allow us to provide the best in pre-hospital emergency care available while providing additional revenues to the town which at this time go to a private provider.

Unfortunately, we lost three retired members of our firefighting family this year. Lieutenant Walter Mountain passed away this past July. Walter became a firefighter in 1970, was promoted to Lieutenant in 1980 and retired in 2000. In October, Firefighter Martin Lowney also passed. Martin joined the Burlington Fire Department in 1970 and retired in 2000. Most recently, in December, we lost Lieutenant Don Robinson. Don was hired in 1969, was promoted to Lieutenant in 1975 and retired in 2001. These men will long be remembered for their many years of dedicated years of service.

On a personal note I would like to take the opportunity to thank the Town Administrator, Board of Selectmen and the Chief selection committee for having the confidence in choosing me as Chief of Department. I would also like to thank the members of the fire department, officers, firefighters, dispatchers and staff who have shown me support and have made my transition relatively easy. I look forward to the challenges ahead as we, as a department, continue to strive to improve the services that we deliver.

On behalf of the Burlington Fire Department I would like to thank the residents, the business community and elected officials for all your support of us throughout the year as we look forward to continuing to serve you.

Respectfully submitted,

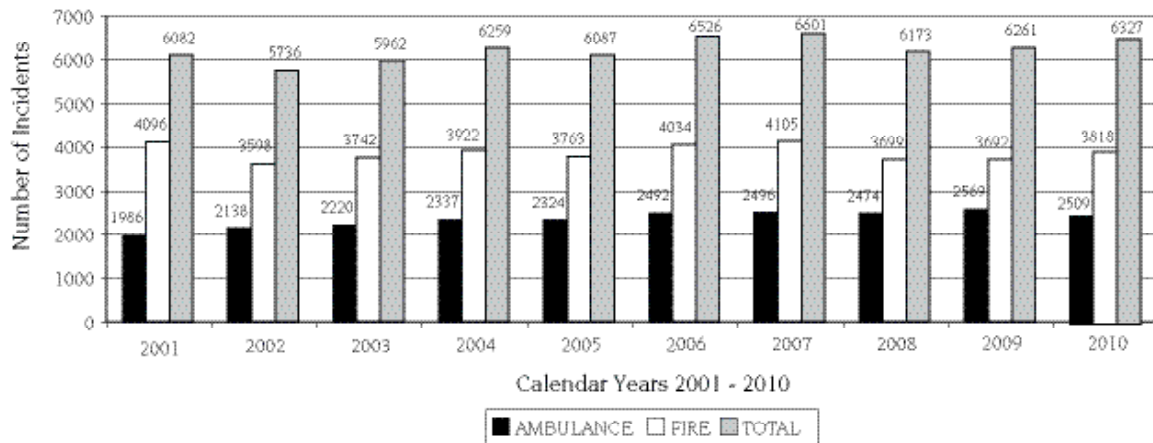
Fire Chief Steven Yetman

## 2010 Annual Report

### Burlington Fire Department 2010 Report of Incidents by Type of Incident

TYPE OF INCIDENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b>Accidents</b>													
Motor Vehicle Crash	23	17	12	19	15	19	9	20	14	22	19	26	215
Pedestrian	0	1	0	1	3	0	0	0	0	0	1	0	6
Medicals	178	123	163	172	166	153	207	171	150	145	167	204	1999
<b>Alarms</b>													
Accidental	23	24	36	27	24	29	27	24	24	28	23	18	307
False	0	0	1	2	4	1	2	6	2	0	0	2	20
System Malfunction	16	9	15	10	9	13	16	18	9	4	6	12	137
<b>Fire</b>													
Cooking Fire	2	3	1	1	2	2	1	1	1	2	2	3	21
Residential	1	1	0	0	0	0	1	1	0	1	0	0	5
Apartments	0	0	0	0	0	1	0	0	0	0	0	0	1
Assisted Living	0	0	0	0	0	0	0	0	0	0	0	0	0
Hotel	0	0	0	0	0	0	0	0	0	0	0	0	0
Brush, Grass	0	0	0	6	4	2	11	8	1	2	0	1	35
Business/store/restaurant	2	1	0	0	0	0	0	0	0	2	0	0	5
Dumpster-trash	0	0	0	2	1	0	1	2	0	0	1	2	9
Motor Vehicle Fire	2	1	2	2	1	1	0	0	1	0	1	1	12
Lightning strikes	0	0	0	0	0	0	0	0	0	0	0	0	0
Oil burner Malfunction	1	0	0	0	0	1	0	0	0	1	0	0	3
Motor Malfunction	0	1	0	0	0	1	0	0	0	0	0	0	2
Smoke Scare	1	5	2	3	8	2	11	6	3	3	3	3	50
Fire;Other	0	1	0	0	1	0	0	0	1	0	0	0	3
<b>Outside Burning</b>													
Authorized	0	0	1	0	0	0	0	0	0	0	0	1	2
Unauthorized	0	0	5	3	3	1	1	2	0	0	3	0	18
Hazmat	0	1	0	0	1	1	1	4	1	1	2	1	13
CO Problem	11	2	2	2	1	6	2	5	2	8	6	12	59
Spill Leak Fuel	0	2	0	4	0	1	0	3	2	2	0	2	16
Natural Gas Leak	4	1	6	2	1	2	3	3	3	2	6	3	36
Power lines down/ Arcing	2	2	0	0	0	9	1	0	1	2	0	1	18
Electrical Problem	4	4	6	6	3	10	9	2	0	4	0	4	52
Water Problem	1	6	104	3	2	1	1	1	4	0	1	3	127
Service Call	20	30	22	29	51	59	42	38	27	56	41	38	453
Public Service/Assistance	0	1	2	0	5	3	0	0	0	0	5	3	19
Elevator Extrication	0	1	1	1	1	3	1	0	0	2	1	0	11
Lock Outs	0	2	3	1	3	1	0	1	2	0	2	1	16
Aircraft Standby	0	0	0	0	1	0	0	0	0	0	0	0	1
Nothing Found	0	1	0	0	0	0	0	0	1	1	2	2	7
Cancelled en-route	2	3	4	2	2	7	3	1	2	3	8	7	44
Good Intent Call	3	6	17	8	5	8	9	8	4	0	3	1	72
Cover Assignment / Mutual Aid	1	2	2	7	1	1	3	1	2	0	0	4	24
<b>Totals</b>	<b>297</b>	<b>251</b>	<b>407</b>	<b>313</b>	<b>318</b>	<b>338</b>	<b>362</b>	<b>326</b>	<b>257</b>	<b>291</b>	<b>303</b>	<b>355</b>	<b>3818</b>

### AMBULANCE - FIRE EXPERIENCE RECORD



### FIRE PREVENTION/INSPECTIONAL SERVICES

New development in commercial and residential properties continued in 2010. Through inspections, enforcement of fire codes, construction plan reviews, fire investigations, issuing of permits and fire education programs much has been achieved in the past year.

Commercial and large residential construction projects require many steps including site plan reviews, which consider requirements such as apparatus access, water supply, exposure to other structures, type of occupancy, etc. The next step is a meeting with Fire Protection Engineers to discuss Fire Alarm, Fire Suppression, Municipal Fire Alarm connections and the issuing of the proper permits. Once the project is started, on-site inspections are required to keep track of the progress being made. The Certificate of Occupancy is issued after a final inspection and all new systems are tested.

The following is a list of permits and inspections made in 2010:

#### TYPE OF SERVICE

Commercial Occupancy Inspections	158
Master Box Certifications	56
On Site – Inspections	297
Permits Issued	594
Plan Review	192
Residential Occupancy Inspections	93
Site Plan Reviews	43
Smoke Detector Inspections	218
<b>TOTAL</b>	<b>1651</b>

The following is a count of all permits and inspections done during the period of January 1, 2010 to December 31, 2010:

#### PERMITS

AST	32
Blasting	1
Campfire	1
Dumpster	33
Extinguishing System	15
Fire Alarm	103
Fireworks	1
Flammable Storage	63
Haz-Mat	2
Oil Burner	39
Oil Line	21
Propane Storage	31
Sprinkler	141
Tank Installation	22
Tank Removal	41
Tank Truck	5
UST	19
Welding/Burning	24
<b>TOTAL</b>	<b>594</b>

#### INSPECTIONS

Commercial Occupancy	158
Fire Drills	8
Knox Box	16

Oil Burner . . . . .	27
Oil Line Inspection . . . . .	4
Oil Tank Installation . . . . .	12
Oil Tank Removal. . . . .	4
On Site – Fire Prevention . . . . .	200
On Site – Plug In . . . . .	5
On Site – Plug Out . . . . .	9
Quarterly. . . . .	8
Residential Occupancy . . . . .	93
Smoke Detectors . . . . .	218
<b>TOTAL . . . . .</b>	<b>766</b>
<b>BUILDING PLANS STAMPED &amp; REVIEWED. . . . .</b>	<b>192</b>
<b>SITE PLAN REVIEWS . . . . .</b>	<b>43</b>
<b>MASTER BOX CERTIFICATIONS . . . . .</b>	<b>56</b>
<b>COMBINED TOTALS . . . . .</b>	<b>1651</b>

Inspectional services would like to take this opportunity to thank all residents and members of the business community for their cooperation in making Burlington a safer place to live and work.

Respectfully submitted,  
 Captain Michael Hanafin  
 Lieutenant Mark Saia

## TRAINING DIVISION

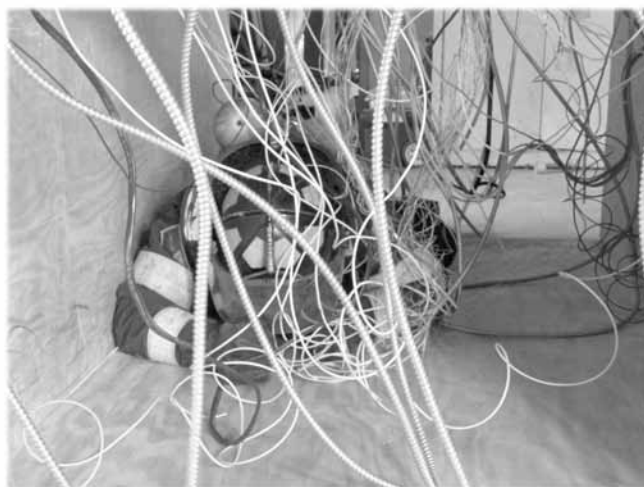
The following is a brief summary of some of the training activities that members of the Burlington Fire Department participated in during 2010.

- We started the year by participating in basic ice water rescue training. Members of the department participated in an overview of ice water rescue procedures and then participated in hands-on rescue evolutions at the Winter Street Reservoir. Rescuers performed single rescuer operations as well as using the Rescue Alive Ice Water Platform to remove a victim from the icy water. All members wore protective suits and were tethered to a safety line.
- In March of 2010 department members participated in the Massachusetts Statewide Rapid Intervention Program. Back in December of 2009 I attended a train-the-trainer program on rapid intervention that

was hosted by Billerica Fire Department. Once certified, I brought the program back to our department. Rapid Intervention Teams are made up of a group of highly skilled firefighters who stand outside a burning building and are prepared to enter the building if any interior firefighters become lost or trapped. These teams have become an essential part of fire ground operations.

- Department members participated in Mayday Training. When a firefighter becomes lost or trapped inside a building he is trained to transmit a Mayday over his portable radio. This Mayday message lets the Incident Commander know that he has a firefighter in trouble. This message also alerts rapid intervention teams that are standing-by outside the structure.

PHOTOS TAKEN BY ASSISTANT FIRE CHIEF MIKE PATTERSON



*Firefighters crawling through entanglement prop*

- Entanglement is always a possibility when operating inside a burning structure. Department members trained on how to get themselves out of an entanglement by moving through two entanglement props that members of our department built. Members were forced to crawl on their sides and push away any obstacles such as cable and electrical wire that got in their way. Members were also forced to breach a wall using a hand tool, remove their breathing apparatus and crawl to safety. Both of these maneuvers required our members to wear blackout masks.



*Firefighter crawling to safety after breaching wall*

- Members traveled to 328 Cambridge Street to participate in an evolution called "Long-lug-Out." Once again members wore blackout masks and were forced to find their way out of the building by following a hose line that was placed in the building.
- Members of the department were trained on firefighter drags and carries. Firefighters working as a team converted a downed firefighter's breathing apparatus to a body harness and dragged the victim to safety. This is extremely difficult work even under the best of conditions. Firefighters were taught how to properly carry a downed firefighter up and down a flight of stairs.
- Firefighters were taught how to remove a firefighter from a second floor window using a ground ladder. This scenario involved converting the victims breathing apparatus to a harness, dragging the victim to a window, and lowering the victim to safety using a ladder and life safety rope.



*Firefighters converting air supply on victim*

- Members were trained on using the department's rapid intervention pack. Once again members wore blackout masks. Rescuers located the victim by following the sound of the victim's emergency alert device. They attached an air supply to the victim. They converted the victims breathing apparatus to a harness. And they dragged the victim to safety.
- Members trained on using ropes and webbing to assist them in locating a lost or trapped firefighter. Guide ropes are used when searching for lost members. Guide ropes also assist the rescuers in finding their way out of the building. Members were taught the basic knots that are commonly used in rapid intervention scenarios.
- Members participated in team search. Each member of the team was given a specific task. Each team was assigned a team leader, who led the search using basic firefighting skills, a guide rope, and a thermal imaging camera. Two members carried hand tools and were the primary searchers. One member carried the air pack and was responsible for placing a fresh air supply on the victim.





*Firefighters participating in Rapid Intervention Training at 149 Middlesex Turnpike*

- In June, we concluded the rapid intervention training at 149 Middlesex Turnpike. Nordblom Company allowed us to conduct several scenarios inside their vacant building. Each shift was broken up into three rapid intervention teams. We ran several different scenarios in which a firefighter inside the building became lost or trapped and needed immediate assistance. Several of the scenarios required the need for multiple teams to locate the victim and drag him to safety. Once again all rescuers wore blackout masks when in the building. This was difficult work. Members were forced to use their experience and skill to complete the needed tasks. Our members no doubt have gained valuable knowledge by participating in this course. If there ever comes a day when one of our own becomes lost or trapped, I feel we will be better prepared.
- The Department welcomed Jason Hughes to the department in March of 2010. Jason is the son of a retired Wilmington Firefighter. Jason completed his recruit training program at the Massachusetts Firefighting Academy and was assigned to Group Four.
- I would also like to acknowledge the retirement of Chief Lee Callahan. Lee was a strong supporter of the training division. I wish him the best in his retirement. I would also like to wish the new chief, Steve Yetman the best of luck.

Respectfully submitted,

Assistant Fire Chief Michael Patterson  
Training Division

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## **AMBULANCE**

### **EMERGENCY MEDICAL SERVICE**

FY 2010 was another very busy year for EMS calls for assistance. Our two ambulances responded to 2,509 emergencies last year. EMS continues to be a focus of the everyday services the Burlington Fire Department provides to the residents of Burlington. Our Firefighter EMTs strive to provide the public with excellent care and customer service.

The EMS Department saw major changes in the past year. We took delivery of a new ambulance to replace the aging 2nd line ambulance which had reached the end of its 10 year life span. The new ambulance is a great truck with the latest advances in technology and safety. With calls for service always on the rise, this new ambulance will allow our firefighters to respond and provide the care the citizens of Burlington have come to expect. The public is welcome to come down for a tour anytime to see their new truck.

This year we also installed a new ambulance reporting system. The new system is a huge upgrade from the obsolete system we had been using in past years. The new system allows us to comply with the new federal guidelines concerning EMS reporting. Both ambulances are now equipped with portable laptop computers and printers. This new system gives the EMT in the field the ability to initiate run reports, look up critical information, complete the report in a reasonable time frame and then print that report for the receiving hospital.

The new system also allows administrators to perform quality control reviews, data analysis and timely billing. The quality control reviews make sure our EMTs are providing the best care possible to the public. The data analysis feature allows the administration to critically identify important trends in patient care and areas that can be improved upon, so we can better understand our patient demographics. The reporting system also has strong accountability for billing that has already shown a positive return in ambulance receipts back to the town.

Fire based EMS continues to show itself as a critically important tool to provide the community with a resource they can count on when an emergency arises.

Respectfully submitted,

Kevin Pollicelli  
EMT Coordinator

## JUVENILE FIRESETTER INTERVENTION PROGRAM

The Burlington Juvenile Firesetter Intervention Program (JFIP) had another successful year in 2010. The firefighters involved in Burlington's JFIP team for 2010 were FF Gus Marino and FF Todd Ficociello. These Burlington firefighters work as part of a coalition consisting of multiple area agencies, including local fire and police departments, the District Attorney's office, and area school districts. The JFIP was designed to provide early intervention for youths involved in fire setting behavior. In addition to firesetting screening and education, the program assists youth who have committed "fire related" acts such as pulling false alarms. These services not only provide assistance to the youth and his or her parents, but also provide an additional layer of safety for the community by limiting the chance that the child will re-offend.

When a juvenile is charged with a fire-related offense and enters the court system, JFIP schedules a meeting with the juvenile and his or her parent. The interview covers many aspects, and includes questions that give the screener a good overview of why the child might be involved in such behavior. The screening occurs at the offender's residence and includes a safety check, (smoke detectors, CO detectors, fire extinguishers and other safety features a home should have to make sure the occupants are as safe as possible).

In addition to screening/interviewing Burlington juveniles and their parents, the Burlington JFIP members have been involved with screenings and interviews in Woburn, Bedford, Reading and Lexington. This interagency cooperation insures a positive outcome for not only the child, but for the citizens and businesses of Burlington and surrounding communities.

Burlington's JFIP team also assists in the education of firesetters in a program held at Winchester and Wilmington Fire Departments. The programs which are run through the District Attorney's office are headed by Capt Rick Tustin of the Winchester Fire Department. Approximately 10 juveniles between the ages of 12 and 16 attend the 10-week course, which covers topics such as: fire science, burns, home hazards, arson and rules to live by.

Respectfully submitted,

Firefighter Gus Marino  
Firefighter Todd Ficociello  
JFIP Team

## PUBLIC WORKS DEPARTMENT

John G. Sanchez

### Superintendent of Public Works

Thomas F. Hayes

#### Town Engineer

Teresa J. Keene

#### Administrative Assistant

### Assistant Superintendents

Allen F. Ferriera

#### Highway

Paul W. Nielsen

#### Central Maintenance

### Water and Sewer Utilities

David C. McCafferty

### Managers

Paul W. Cauldwell

#### Cemetery

William D. Keene

#### Treatment Plant

### DPW Staff

Frank E. Anderson

John T. Baldwin

Paul S. Bieren

Robert S. Clougherty

Craig H. Cooper

John Doherty

William Doherty

Arlene Defilippo

Richard L. Dubbs

Michael P. Dwyer

Robert Feeney

Leonardo Fernandes

Dennis F. Fitzgerald

Mark V. Gerbrands

Michael Giardina

Robert S. Glover

Thomas Harrington

Frederick M. Haynes

Wayne Higden

Stephen Hildreth

Stephen A. Johnson

Roderick Joslin

William Kane

Kevin Keene

Larry Kennedy

William Lundgren II

Russell J. Makiej

Donna L. Manning

Pialisa A. Manent

James Marchese, Jr

Armand Marion

George T. Lee

Nanette D. Masotta

Lisa Matarazzo

Timothy Mazzone

Ricky McClenningham

Robert W. McMahon

Donald McNeil

Donald H. Price

Michael A. Quinones

Charles D. Ralph

Richard A. Reid

Patricia Q. Robichaud

Charles F. Woods Jr

Brian White



The goal of the department is to provide high quality services to all residents as well as to offer support to boards, commissions and other town departments. The Department of Public Works is made up of six divisions including Administration, Cemetery, Central Maintenance, Engineering, Highway, and Water and Sewer. With its 52 full-time, part-time and seasonal employees the department maintains the Town's roadway, drainage, water, sewer, street lights, traffic lights, and cemetery infrastructure. In addition the department provides daily services such as water, sanitary sewer, Burlington Public Transit (formerly B-Line), trash pick-up and winter maintenance operations.

Following you will find the annual reports from every division of Public Works; however, I would like to highlight a few projects that the department worked on this year:

- The water meter replacement project was nearly completed by the end of calendar year 2010. The new water meter reading system is allowing the Town to receive readings on a daily basis from all meters in town, and bills are being calculated on actual readings as opposed to estimated readings in the past.
- The Bedford Street culvert project was completed over the summer and the road was reopened to traffic just before the start of the school year. The Engineering Division worked very closely with the contractor to schedule construction for this needed project with the least possible disturbance to traffic.

I wish to offer my most sincere gratitude to all DPW personnel for their assistance throughout the year.

Respectfully submitted,

John G. Sanchez, P.E.  
Superintendent of Public Works

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## **ADMINISTRATIVE**

Water & Sewer billing sent approximately 17,500 bills out in the amount of \$9,361,649.22. Purchasing processed over 4,400 invoices. The staff handled approximately 15,000 Customer Service calls with many of these calls related to the new Water Meter program as well as Trash and other DPW related issues.

Thank you to the Administrative staff, Pialis Manent, Patti Robichaud and Arlene Defilippo. Their hard work and support is greatly appreciated.

Respectfully submitted,

Teresa Keene  
Administrative Assistant

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## **ENGINEERING DIVISION**

The Engineering Division evaluates, designs, bids, and manages Town-funded infrastructure improvement projects. Engineering staff manages consulting engineers hired to design projects outside the expertise of the Division. In addition, the Division provides support to other Public Works Divisions as well as any Town Department that requests technical assistance. This office maintains and updates infrastructure plans, project files, and Public Works GIS data layers.

### **Capital Improvement Projects**

The Division designed, obtained permits, and provided construction management for the following projects, which were funded through Articles approved by Town Meeting:

- **Bituminous Paving Various Streets 2010 (AP-10-1124)** – Developed contract documents, bid, designed and managed the street paving contract which was awarded to D&R General Contracting of Stoneham MA at the contract value of \$878,531.32.
- **Microsurfacing & Cracksealing 2010 (1126)** – Managed and implemented a road surface treatment program designed to extend the life of asphalt pavement using pavement preservation techniques. Sealcoating Inc of Hingham MA microsurfaced/crack-sealed approximately 3 miles of road at contract at a value of \$223,000.

PHOTO BY: TIMOTHY MAZZONE, TOWN OF BURLINGTON ENGINEERING DIVISION



*Paving Wildmere Avenue and Peach Orchard Road.*

- **Stream Cleaning 2010 – Susan Avenue Design (1127)** - Designed and managed the cleaning of a tributary of the Sawmill Brook located along Susan Avenue. This project completed the reach section that was started in 2009. The project was awarded to Rapid Flow Inc. of Revere, MA in the amount of \$83,024 to remove approximately 430 cubic yards of foreign materials from the brook. The foreign materials consisted primarily of road sand used for snow management during winter months which lowers the flow capacity of the stream.

- **Bedford Street Culvert Replacement (1118)** – Designed and managed the removal and replacement of collapsing culvert pipes, drain structures and headwalls. Several other utilities were redirected because they were in conflicting locations. The project was awarded to Pecora Contracting Co. of Woburn, MA for the amount of \$168,400.

PHOTO BY: BRIAN WHITE, TOWN OF BURLINGTON ENGINEERING DIVISION



*Existing Condition*

PHOTO BY: BRIAN WHITE, TOWN OF BURLINGTON ENGINEERING DIVISION



*End of Construction*

- **Annual Construction Bid (AC-09-1116)** – Consisting of construction services for emergency and as-needed public works construction, awarded to J.E. Murphy Construction Co. Inc. of Burlington MA in the amount of \$43,909.

## Contract Management

The Division managed outside consultants hired to undertake the following projects:

- **Terrace Hall Pump Station/Force Main (1030)** - Awarded to FST Engineers, Burlington MA in the amount of \$300,329 for the replacement and rehabilitation of the Terrace Hall Pump station and force main. Design and permitting is complete.
- **Pine Haven Columbarium /Expansion (1129)** – Awarded to RDA Landscape Architecture in the amount of \$14,100 for the preliminary design of the Pine Haven Cemetery expansion and columbarium.
- **Middlesex Turnpike/Northwest Park (1112)** – The project was awarded to E.H. Perkins of Hudson, MA in the amount of \$2,914,372.50 for the roadway enhancement of Third Ave and Middlesex Turnpike. The project is funded through state grants and Northwest Park contributions. The project is currently under construction while the Engineering Division is largely responsible for construction administration and construction oversight.
- **Traffic Light Maintenance (1125)** – Awarded to Republic Electric from Billerica, MA in the amount of \$28,600 for the repair, maintenance, and upgrades of twenty-six (26) Town-owned traffic lights. Traffic light improvements were made to one intersection with significant deficiencies in the amount of \$52,950.
- **Traffic Light Inventory (0019)** – VHB Inc of Watertown, MA concluded their work consisting of engineering services to provide a physical inventory and design recommendations for preventative maintenance and upgrades to Town owned traffic lights as part of an \$18,000 contract from 2009. VHB also provided their testing, troubleshooting, and inspection services for the traffic light improvement work described under Traffic Light Maintenance (1125).
- **Street Light Maintenance (ST-10-1120)** - Awarded to Republic I.T.S. of Billerica MA in the amount of \$43,813.95 for the repair and maintenance of the Town's street light network.

## DPW Procurement

The Division developed bid packages in accordance with MGL CH 30B and 30 39M for various Town projects, which were made available on our web site for ease of distribution. Additionally, bid results were uploaded to the web shortly after the bid opening, reducing staff time responding to repetitive questions regarding the bid results.

## Other Projects

The Division provided design and/or technical assistance on the following projects:

- Francis Wyman Rd/Wing Terrace Drainage
- Francis Wyman Rd/Bedford St Intersection Design
- Ice Palace Drainage Improvements
- Skelton Road Stream Slope Stabilization
- Chestnut Hill Cemetery Paving Program

## Subdivision/Site Plan Inspection

The Division provides construction inspection of subdivisions and site plans approved by the Planning Board. For project applications that the Planning Board receives, the Division provides engineering review comments and recommendations.

## Infrastructure Management

- **Sewer Bank** - As required under an Administrative Consent Order (ACO) issued by the Department of Environmental Protection (DEP) the Town is under a strict sewer moratorium. No new sewer connections can be made to the system unless five (5) gallons of Inflow or Infiltration (I/I) is removed for every one (1) gallon of sewer that is added to the system. The DEP requires bi-annual reporting of new sewer connections, I/I mitigation projects undertaken, and an accounting of gallons added versus flow removed, commonly referred to as the "Sewer Bank". The Division manages the Sewer Bank as well the overall I/I mitigation program.
- **PFS Imaging** – In an effort to automate the Town's record drawings, plans have been scanned to image files and linked to a plan database via the PFS Imaging 4.0 software, allowing quick retrieval and

printing of utility data, while preventing wear and tear on original plans.

- **Pavement Management System** – The Division continues to evaluate pavement conditions and update the Town's GIS based Pavement Management System, which was implemented in 2002.
- **Utility Permits** - The Division created and maintains a utility permit system developed to streamline and automate the permit and inspection process (street opening, water, sewer, and trench). This year the Division issued 435 permits.

### **Web Site**

To make information more easily available the Engineering Division maintains a website at [www.Burlington.org](http://www.Burlington.org). Some of the information that you will find here is:

- Various Town Maps
- Licensed Utility Contractors
- Approved Driveway Paving Contractors
- Local Land Surveyors & Engineers
- Utility Permit Information and Applications
- Contracts Out to Bid & Bid Results

I welcome Stephen Hildreth, EIT to the Engineering staff. Steve has a BS Civil Engineering from UMass Dartmouth and started working with us this past summer. In the short time he has been here he has demonstrated his skills as a Civil Engineer.

Thanks to the Engineering Division staff for their hard work this year. We had a very busy season and everyone put in a lot of effort to make this a successful as well as an enjoyable year.

Respectfully submitted,

Thomas F. Hayes, P.E.  
Town Engineer

## **CEMETERY**

### **Pine Haven**

Cemetery personnel performed 81 burials at Pine Haven and sold 46 burial Lots. Planning for future burial space is ongoing. Cemetery personnel, with the assistance of the summer help, installed 94 feet of drainage and a sump

pump in the basement floor of the garage to prevent flooding. Repairs were made to the siding and trim of the back wall of the chapel due to weathering. Some trees were removed to provide access to burial plots in the back of the cemetery. The wrought iron fence was cleaned of rust and painted with the assistance of the summer help.

### **Chestnut Hill**

Cemetery personnel performed 70 burials during the course of the year. Repair and preservation work was done to the older monuments that were in disrepair. A large earth screener was rented and cemetery personnel screened over 500 yards of soil at both Chestnut Hill and Pine Haven Cemeteries. The soil was screened for the purpose of reuse and recycling. New street signs and section markers were installed at Chestnut Hill Cemetery.

### **Old Burial Grounds**

Work has been done to repair and preserve old historic markers that were in disrepair and regular maintenance is conducted throughout the year to keep this historic cemetery in good condition.

Regular maintenance is performed throughout the year in all cemetery areas including weedwacking grass around headstones and trees, cutting grass, trimming trees and brush, repair and paint fences, maintenance and repair of equipment, snow plowing, snow removal, removal of debris and trash, and sprinkler repair. The Middlesex Sheriffs Department Community Outreach program helps out when heavy clean-ups are needed in the spring and fall. The department receives help from the Veterans Community Work Program at the Bedford VA hospital and the summer work program. A new backhoe was purchased to replace the 18 year old backhoe, and a new utility vehicle was purchased.

I would like to take this opportunity to thank the employees of the Cemetery Division for all their hard work throughout the year. Also to the DPW employees who do a great job when extra help is needed. Thanks to the Veterans Administration of Burlington and the retired veterans for their help in the preparations for Memorial Day.

Respectfully submitted,

Paul Cauldwell  
Cemetery Manager



## CENTRAL MAINTENANCE

The Central Maintenance Division was kept busy maintaining and repairing all the vehicles and equipment in the Town. The number of vehicles and equipment, as well as the cost to repair them, is always increasing.

The winter months are hard on our snow fighting equipment and the snow budget. Some winters more than others. During the Spring, Summer and Fall we are kept busy not only repairing, but trying to improve the snow fighting equipment.

As always, many thanks to the staff of Central Maintenance each year for a job well done. Thank you to Robert Glover, Leo Fernandes, and Mark Gerbrands for doing a great job. Many thanks to all the Town employees who let us know of any problems with the vehicles or equipment as soon as possible.

Respectfully submitted,

Paul W. Neilsen  
Assistant Superintendent  
Central Maintenance

## HIGHWAY

The Highway Division continued to maintain roadways, sidewalks, and street and traffic signs. Repairing and or rebuilding catch basins, drainage manholes, guardrails, berms and mailboxes.

During 2010 the Highway Division experienced 7 snow storms and 10 sanding operations. December having the worst storm which dropped 12" of snow for a total of 48.5 inches for the season.

The division also spent many hours sweeping all the streets and sidewalks and many special projects.

The following is a detailed list of the work completed:

- Brush Cutting
- Street Line Painting
- Street Signs repaired and or replaced
- Drain lines flushed of sand and debris
- Driveway aprons and berm repair
- Lawn damage

## Roads paved by the Highway:

- Dartmouth Road
- Manning Street
- Guild Road
- Mooney Circle
- Pine Avenue
- Fowler Terrace
- Water Stations located at Terrace Hall Avenue and Bedford Street
- Patch of Skilton Road
- Handicap parking located at the High School

## Drain Pipe:

- Harris Drive and Freeport Drive 130'
- Meadowvale Road 100'

I would like to thank all employees of the Highway Division for a job well done all year. Also, a thank you to all departments and contractors for there assistance in plowing during the winter months.

Respectfully submitted,

Allen F. Ferreira  
Assistant Superintendent  
Highway Division

## WATER AND SEWER

The following is a summation of the work accomplished by Water and Sewer Division this year:

### Water Section:

• MIUs installed (Meter info Units)	167
• Meter/ MIU R/RS	124
• Meters Installed	167
• Readings by Appointment	547
• Courtesy Leak Checks	407
• Water on /offs	215
• Dig Safe Mark Outs	146
• Final Meter Readings	124
• Meter Lab. Bench Tests	11
• Security Seals by Appointment	353
• Water/Sewer Permits Issued	27

• Residential Pressure Checks	2
• Residential Appointments Answered	972
• Fire Hydrants Repaired or serviced	135
• Respond to Water Service Leaks	16
• Water Main Breaks	17
• Water Main Gate Leaks	3

### Private Water Projects we assisted with:

- Beacon Woods Condo Association Upgrade Project
- Beacon Village Upgrade Project
- Market Basket Rebuild Project
- Oracle Water Main Break
- Gutierrez Company Fire Hydrant Upgrade Project
- Nordblom Company Water Main Upgrades
- Assisted Water Meter Installation Contractor with Shut Offs and Turn Offs

### Sewer Section:

• Sewer Alarms Responded to	48
• Sewer Blockages	9
• We also conducted Preventative Jet Roding to the amount of	56,750 ft

### Some other Projects we conducted:

- In March and April, you remember the heavy rains and flooding; we conducted by pass pumping at the Main Sewer Station at Terrace Hall. Also overflows at the Grandview St. Sewer Station.
- The Sewer Section assisted in the installation of 2 additional collector antennas to assist with our new Automatic Meter Reading System at the Francis Wyman Sewer Station and the other at the Brookside Ave. Sewer Station
- The Sewer Section also in preparation of the upgrade construction of the Main Sewer and Transmission Pipeline, moved from Terrace Hall Facility to the Meadow Rd. Facility

### Water Treatment Section:

The year 2010 was a very interesting and challenging time for the Water Production-Quality Group. Heavy rains in March were followed by one of the driest periods in five years. The summer of 2010 recorded a record 29 days of over 90 degrees forcing the Mass DEP to call for a drought

advisory requiring water restrictions be set in place. The Town of Burlington weathered the period far better than most towns in the northeast by carefully operating its surface and ground water sources. The other towns relied heavily on the Mass Water Resource Authority to make up for water needed. The Town Emergency Interconnection System was tested at all sites and was utilized in early 2010 due to a large pipe break at the MWRA treatment facility in Weston Mass. The Town of Bedford received water from Burlington due to a possible bacteria problem due to the MWRA needing to use storage sites that were non-potable. The state of emergency that was declared by the Governor lasted only a short time allowing the MWRA to use emergency sources. The Town of Burlington improved the interconnection with Billerica which includes pumping capabilities both ways. This was paid for by Billerica after a problem occurred at the Billerica Water Plant and the DEP required improvements.

The Department well cleaning program continued on in 2010. The wells scheduled were packed wells #10 and #11 off Lexington Street. These wells are the deepest wells operated by the Town at depths between 85 feet to 98 feet. The wells came back to and exceeded the design rates when new. The wells required in excess of 60 hours redevelopment due to the high clay content in this region of the Vine Brook aquifer. These wells need redevelopment every two years to keep well capacity.

The Town of Burlington appropriated 1.2 million dollars for repair and painting of two water storage tanks. The Green Leaf Tank is Burlington's largest tank at 4.1 million gallons and was extensively repaired and painted on the interior 2004. The exterior was postponed due to budget constraints until now. In 2011 the complete exterior will be completely stripped and the interior inspected and repaired if needed. The Center Street Tank is Burlington's smallest at 367,000 gallons and has several cell antennas attached to it. This tank will be completely done over including extensive welding. This work will complete a cycle where all tanks have been repaired.

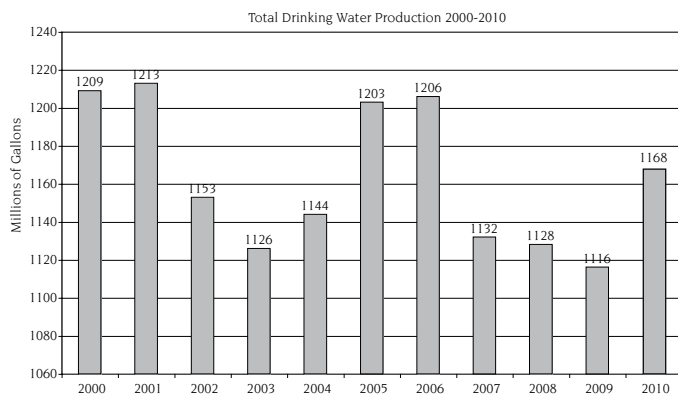
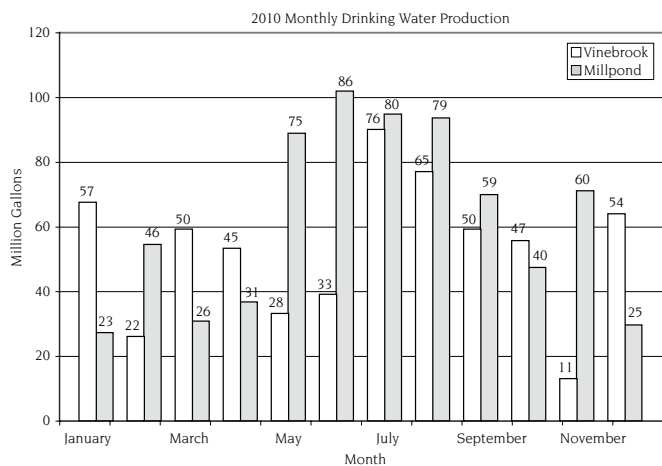
The DPW also started in 2010 the process of converting over the Cross Connection Program from a contracted program to a Town controlled and operated program. This will save and possibly be a source of revenue for the Town.

The Town water quality testing met all State of Massachusetts and Federal requirements and received no Non compliance notifications for 2010. The testing program

includes the distribution system, effluent and influent, plus it includes all raw water sources for both surface and ground water facilities. The testing also includes monitoring wells that keep an eye on the contamination in the Vine Brook aquifer. This testing has been instrumental in operation of our ground water resources.

The Consumer Confidence Report (CCR) was mailed in June 2010 and covered the calendar year 2009. There was only one non compliance noted which was a bacterial hit late summer. The CCR showed Burlington is in excellent shape.

If there any questions about the water quality production or the water sources please contact William Keene Water Quality Production Manager at 781-270-1648.



In closing, we had another very successful year with our Water Main Flushing Program which helps us improve our water quality. This program also helps us maintain our fire hydrants in order to better protect the residents.

This year we also conducted our bi-annual leak detection survey of our water distribution system. We found only 2 small leaks which we dealt with quickly.

Again I wish to thank all water and sewer utilities personnel for their dedication and professionalism.

Respectfully submitted,

David C. McCafferty  
Assistant Superintendent

## Burlington Public Transportation

Have you seen our new logo and look on the Burlington Public Transit buses traveling throughout the Town (formerly known as the B-Line)? The pictures on the sides of the buses depict all the destinations that the buses travel throughout the Town.

The buses are safe, wheelchair accessible, clean and convenient (just wave us down). We travel around Burlington from 7:30 am until 6:30 pm getting people to and from work, school, shopping, medical appointments and connections to the MBTA system.

The buses travel by all supermarkets (Shaw's, Roche Bros. & Market Basket), all Malls (Crossroads, Burlington Mall, Middlesex Commons and Wayside Commons) and the Lahey Clinic on Mall Road as well as Harvard VanGuard at Wall Street.

## Bus Fares are as follows:

Under 6	Free
Students With ID's	\$1.00
Seniors (Age 65)	\$1.00
Special Needs	\$1.00
Adults	\$1.50
Transfers	\$ .50

Pass applications may be obtained from either of the bus drivers or on-line through the website. Pass rates are as follows:

	Adults	Special Needs, Seniors & Students
<b>6 Month Pass</b>		
(Jan-June or July-Dec)	\$100.00	\$50.00
<b>3 Month Pass</b>		
(Jan-Mar/Apr-June/ July-Sept/Oct-Dec)	\$60.00	\$30.00



The Burlington Public Transit system is still the most inexpensive mode of public transportation within Burlington, and connects with the MBTA and other routes:

- Lowell LRT at Chestnut Ave., the Burlington Mall & Lahey Clinic
- Burlington-Alewife (Bus #350), all along Cambridge Street & Burlington Mall
- Bedford (Bus #351) at Chestnut Ave. & the Burlington Mall
- Boston Express (Bus #352) at Chestnut Ave.
- Boston Express (Bus #354) on Van DeGraff Drive

The Burlington Public Transit system does not operate on weekends or holidays.

Once again, we would like to thank the Burlington Mall for funding the cost of operating the buses for the four Saturdays between Thanksgiving and Christmas. Taking advantage of this opportunity, the Burlington Public Transit system provided 268 rides this holiday season. This is a terrific way to get your holiday shopping done and not worry about finding a parking space at the Mall or fighting the traffic.

For more information, visit our web-site at [www.BurlingtonPublicTransit.com](http://www.BurlingtonPublicTransit.com) or go to the Town's website and click on "Community Connections" and link to "Burlington Public Transit" for exact routes, maps and schedules.

You CAN get there from here – Buzz around Burlington on the Burlington Public Transit Bus!

Respectfully submitted,

Patti Robichaud  
Burlington Public Transit Coordinator

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## CONSERVATION COMMISSION



*Conservation Commission: Front row (left to right): Kerry Melanson, Larry Cohen, Gretchen Carey. Back row (left to right): Ann McNamara, Nedim Celik, Gail Lima, Indra Deb*

The Burlington Conservation Commission respectfully submits this report of the activities of the Conservation Commission and the Conservation Department during 2010. Anyone wishing to learn more about the functions and activities of the Commission is invited to contact the Conservation Department, attend a Conservation Commission meeting, or visit the Conservation Department webpage (<http://www.burlington.org/conservation>).

The Conservation Commission is comprised of seven volunteer members appointed by the Town Administrator/ Board of Selectmen to three-year terms. Larry Cohen has chaired the Commission since 1994 and continued as chair in 2010. Gail Lima again served as the vice-chair in 2010. The Commission's membership remained intact in 2010, with Kerry Melanson, Indra Deb, Nedim Celik, Ann McNamara and Gretchen Carey continuing to serve.

The Conservation Department staff supports the Conservation Commission. The staff is responsible for providing technical review of project proposals, ensuring compliance with the timelines and administrative requirements of the wetlands statutes, providing input to other Town Boards and officials, and assisting residents and project proponents in navigating the application process, as well as providing general information on wetlands and flood-

plains to residents. In January 2010 Conservation Assistant Randy Newell moved on after nearly nine years to pursue other endeavors. After his departure, and because of the budget situation, the position was temporarily reduced to a half-time position. In March Jodie Wennemer was hired to fill the position. Conservation Department staff also includes Conservation Administrator John Keeley and Principal Clerk Ellen Longo.

### **Regulatory Functions/Permitting**

The Commission is responsible for ensuring compliance with the Massachusetts Wetlands Protection Act, the local Wetland Bylaw (Burlington Bylaws Article XIV, section 1.0) and the Burlington Erosion and Sedimentation Control Bylaw (Burlington Bylaws Article XIV, section 6.0). To this end, the Commission receives and reviews applications for projects involving work within one hundred feet of wetland resource areas, within 200 feet of a river or perennial stream or those disturbing more than 10,000 square feet of land. Through the public hearing process, the Commission determines whether a project is permissible under the wetlands or stormwater regulations and whether the proposal can be improved to better protect the town's resources and then issues or denies a permit accordingly.

While the slowdown in the economy continued, toward the end of 2010 there was a discernable increase in permitting activity. Among the projects reviewed by the Commission in 2010 were: the Burlington High School Varsity Field synthetic turf installation, a proposed Dave & Buster's restaurant at the former Burlington Dodge site at 90 Middlesex Turnpike, a proposed assisted living facility and retail pads on Network Drive and the Bedford Street, and the Sandy Brook culvert replacement by the Burlington Department of Public Works (DPW). Numerous minor residential, municipal and commercial projects were reviewed and approved by the Commission, as well.

### **Land Management**

The Conservation Commission is also responsible for managing several parcels of Town-owned land under its jurisdiction. These include the Mill Pond, Sawmill Brook, Marion Road and Little Brook Conservation Areas, in addition to several smaller parcels. Several of these areas have hiking trails. The Conservation Department has digital PDF maps of the largest Conservation areas that can be down-

loaded from the department's web page, or obtained by emailing [conservation@burlmass.org](mailto:conservation@burlmass.org).

The stream cleaning crew performed routine maintenance on Conservation area trails in the spring of 2010 before commencing annual clean up of debris and refuse from the Town's streams.

Beyond managing existing Conservation Land, the Commission pursues and promotes the acquisition of additional open space throughout the Town through several means, including conservation restrictions, land donations, land transfers, and outright purchases. There were no land acquisitions in 2010.

### **Burlington Conservation Stewards**

In 2010 Conservation Assistant Jodie Wennemer revived the long dormant land steward program, newly named the Burlington Conservation Stewards. The Burlington Conservation Stewards (BCS) is a group of dedicated area residents who aid in Burlington's conservation efforts. The work of BCS is a combination of organized group events and individual efforts.

BCS works with the Burlington Conservation Department to manage and monitor Conservation Areas and other open spaces (trail work, clean ups, reports, etc.) and to promote public awareness and appreciation of natural areas (guided walks, educational lectures, other special events).

If you would like to become part of the Burlington Conservation Stewards, please check the Conservation Department web page for more information. We encourage your involvement at whatever level suits you and will happily work with you to identify and utilize your unique talents and interests.

### **Open Space & Recreation Plan Update**

Commissioner Gretchen Carey spearheaded the updating of Burlington's Open Space & Recreation Plan (OS&RP), which was last updated in 2005. While past updates have often been done by paid consultants, Gretchen offered and provided countless volunteer hours writing, organizing, coordinating and motivating the other contributors.

The Open Space & Recreation Plan is a working document created to help the town manage its open space and allows the town to apply for state funding for open space acquisition and protection. Open space includes publicly

or privately owned undeveloped lands which are important for a variety of reasons including conservation, recreation, agriculture, or for their scenic quality and contribution to the overall character of the town. The grant that the Town received in 2010 for the Wildwood Park construction was due, in part, to Burlington having a state-approved OS&RP.

Jodie Wennemer assisted with writing and editing the OS&RP update. Many others also contributed, including Don Lorinovich, Tony Fields, Bob Hogan, Susan Lumenello, Bill Keene, Doug Gillingham and John Keeley. The update should be finalized in the spring of 2011.

### **Stream Cleaning**

The summer stream-cleaning program was run by Matt Doyle and Brian Burk, both seasoned stream cleaners. The five-person crew also included Walker Peterson, Tom Chandonnet and Brendan Healey. Utilizing GIS mapping and responding to residents' requests, the crew cleaned the usual problematic areas: Daniel Drive Brook, Sawmill Brook, Sandy Brook, Ipswich River, Longmeadow Brook, and various other small streams around town.

As usual, the Department of Public Works assisted the stream cleaners with disposal of debris and by providing a dump truck for the stream crew to use.

This report was prepared on behalf of the Conservation Commission by John Keeley, Conservation Administrator.

Respectfully submitted,

The Burlington Conservation Commission

Larry Cohen, Chair  
Gail Lima, Vice-chair  
Gretchen Carey  
Nedim Celik  
Indra Deb  
Ann McNamara  
Kerry Melanson

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## **BOARD OF APPEALS**

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-Law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternative and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances, in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-Law and, to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-Law. After giving notice by mail to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from the strict requirements of the applicable zoning by-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance and especially affecting such land or structure, but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the zoning by-law would involve substantial hardship, financial or otherwise, to the petitioner.
2. That desirable relief may be granted without substantial detriment to the public good.
3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the town and its citizens. It is the only town board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decision so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the zoning by-law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 2010, the Board heard 29 cases, 15 were residential cases which generated \$1,500.00 in fees and 14 commercial cases which generated \$3,500.00 in fees. The applications generated in total \$5,000.00 in fees.

The members of the Board of Appeals are pleased and honored to serve the town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

John Sullivan, Chairman  
William Gaffney Vice Chairman  
John A. Alberghini, Clerk  
Gene Lane  
Joseph Morandi  
Neil Kane  
Matthew Lee  
Karen Peters, Recording Clerk

## BUILDING DEPARTMENT

I herewith submit my report as Inspector of Buildings for the year 2010.

The Building Department issued 2671 permits in 2010, 812 building permits of which 262 were commercial and 550 residential; resulting in over 4,930 inspections being performed.

In comparison to last year, the total estimated building permit construction costs for 2010 increased to an encouraging \$120 million dollars. The value of the estimated residential construction advanced to \$29 million. The continued residential boost was attributed to multi-family permitting. This year 21 condominiums and 21 apartments were issued. The current apartment/condominium developments are: The Villages at Seven Springs, Seven Springs Lane (94 condos); The Village at Burlington Common, 141

Cambridge Street (2 buildings, 8 condos); Burlington Heights, 235 & 245 Cambridge Street (37 apartments); Oakridge, 2, 4 & 6 Murray Avenue (3 buildings, 9 condos); and Winn Street Commons, 260, 262 & 264 Winn Street (3 buildings, 12 condos). We experienced an increase of 19 single-family dwelling building permits issued in 2010. There were 17 building permits issued for demolition of a single family dwelling. Residential building activity this year for single-family dwellings included the following:

- |                                 |                                  |
|---------------------------------|----------------------------------|
| • 6 Second Floor Additions      | • 11 Two-Story Additions         |
| • 18 Finish/Remodel Basement    | • 13 Family Room Additions       |
| • 41 Kitchen Additions/Remodels | • 36 Bathroom Additions/Remodels |
| • 6 Seasonal/Sunrooms           | • 12 Garages                     |
| • 81 Roofs                      | • 44 Siding                      |
| • 39 Decks                      | • 73 Swimming Pools              |
| • 55 Windows                    | • 14 Fuel Burning Appliance      |

New commercial construction almost doubled from last years' \$48 million dollars to over \$90 million in 2010. Construction values for office use show a gain of \$54M. Included are three (3) new office buildings: 78 Blanchard Road (\$14.4M), and 145 South Bedford Street the Northeastern University - Kostas Research Institute for Homeland Security (\$9.5M) and 182A Cambridge Street - Sovereign Bank (\$1.4M). Other new office tenants with significant values include Avid Technologies at 3 locations (\$12M), 53 Second Ave – LeMaitre (\$1.7M), 8 New England Executive Park – Decision Resources (\$1.2M) & Burst Media (\$827K), 7 New England Executive Park – Charles River (\$920K), 5 Wall Street - Demandware (\$775K). Other new office tenants include Broadleaf Services, Ordermotion, Privatus, 89 Degrees, Conformis, Oasis, Conversen, CBeyond, Eurotrol, Aerial Spectrum, CSL Consulting, Right Management and Intrinsiq.

Retail construction declined slightly to \$13.8M. Noteworthy construction values include the new Market Basket at Middlesex Commons (\$3M), Kohl's at 150 Lexington Street (\$950K) and Golf Galaxy at 91 Middlesex Turnpike (\$500K). Construction costs at the Burlington Mall for 2010 was \$4 million. Burlington Mall's new major retail tenants include: Rockport Co., Vera Bradley, Sur la Table, PS from Aeropostale, Pandora, Mind Body Sole and Sperry Top-Sider.

Other construction costs include the new Memorial School (\$18M), Burlington High School (\$1M) and Lahey Clinic at (\$4M).

To summarize, the following commercial building permit activity categorized by use group, is as follows:

<b>No. Issued</b>	<b>Use Group</b>	<b>Estimated Construction Cost</b>
4	Assembly, Recreational	\$101,900
5	Church/Religious	\$276,100
12	Food Establishment	\$756,557
11	Hospital/Institution	\$3,043,600
132	Office/Bank/Professional	\$52,344,483
2	Parking Garage Repairs	\$413,350
9	School/Educational	\$17,060,870
46	Stores/Mercantile	\$13,762,825
6	Wireless Communications	\$145,000
9	Other	*\$1,950,158

*\*includes new pedestrian bridge*

The Building Department personnel received and replied to over 40 emergency calls from Fire Department and other Town agencies this past year. In addition, we responded in excess of 102 complaints/violations. The majority of zoning complaints and violations this year were again due to the significant amount of illegal freestanding / A-frame signs placed throughout the town. Other complaints/violations included commercial vehicles parked in a residential zone and performing work without a building permit. In 2010, the department also issued 123 Certificates of Inspection for all assembly areas, temporary occupancies and/or Chapter 304 certificates for liquor establishments in Burlington.

We continue to work diligently with state agencies and public safety departments going through a continuation of certification classes, meetings and training exercises. These agencies include the Local Emergency Planning Committee (LEPC), Massachusetts Emergency Management Agency (MEMA), and Federal Emergency Management Agency (FEMA), and the Commonwealth of Massachusetts Department of Fire Services (DFS) and the Commonwealths' Board of Building Regulations and Standards (BBRS).

Lisa Crockett continues to prepare building plans to transfer into microfiche - Microfilm Imaging Project. Completed this year includes building plans from 1978-1982 and new plans issued since June 2009 through June

2010. Since the inception of this program we have processed over 30 years of building permits to microfiche. Lisa achieves the essential components for this program.

This past year the Building Department needed coverage for absent staff members. We would like to thank Peter and Bill Farfaras, Dan Vitale, Lisa Crockett and Alice Eastman in their efforts to help fulfill our administrative tasks throughout the year.

The entire staff has worked hard throughout the year to meet demands. Many contractors and residents have commented on the professionalism, knowledge and courteousness extended to them during their visit to the office. I would like to thank them for a job well done: Andy Ungerson, Senior Building Inspector; Bruce Clark, Local Building Inspector; Glenn Paparo, Plumbing and Gas Inspector; Jim McDonough, Inspector of Wires; and to Judy Sorensen, Principal Clerk. These individuals go above and beyond. Their dedication is admired amongst their peers.

In summary, this table depicts Building Department activity for 2010:

	<b>No. Issued</b>	<b>Fees Collected</b>	<b>No. of Inspections</b>
Building Permits	812	\$ 1,122,073	1693
Certificates of Inspection	123	6,804	131
Electrical Permits	889	125,588	1890
Plumbing Permits	478	49,260	650
Gas Permits	403	20,670	414
Complaints/Violations	57		153
Extra Fees/ Miscellaneous		34,357	
<b>TOTALS</b>	<b>2,762</b>	<b>\$ 1,324,395</b>	<b>4,931</b>

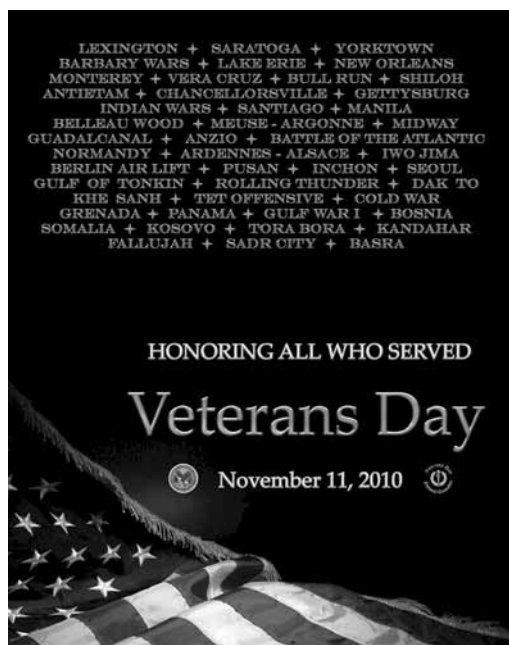
Respectfully submitted,

John J. Clancy  
Inspector of Buildings



## THE OFFICE OF VETERANS SERVICES

2010 was a very busy year for the Burlington Office of Veterans Services, with the national economic crisis being the main reason. The result was more than twice as many Burlington veterans and their families turned to this office for direction, guidance and assistance in obtaining benefits on both the state and federal levels. Veterans' benefits are not automatic and need to be applied for along with other benefits for which the veteran may be eligible, such as Social Security, various types of insurance, housing, employment and fuel assistance. We also conducted our annual Memorial Day and Veterans Day ceremonies. And 60 years after he left high school, a local veteran finally obtained his Burlington High School diploma.



2010 VA Poster - Honoring All Who Served

## VETERANS DAY

November 11, 2010, Veterans Day, was celebrated on the Town Common. We discussed the history of the Flag of the United States of America. The Massachusetts Wing of the Civil Air Patrol at Hanscom AFB participated, and they did a fine presentation of the flags during the flag history portion of the program.

## Flag History

The Grand Union Flag is considered to be the first national flag of the United States. This flag consisted of 13 red and white stripes with the British Union Flag in the canton.

The Betsy Ross Flag is an early design of the flag of the United States popularly attributed to Betsy Ross during the American Revolution and features 13 stars to represent the original 13 colonies. The distinctive feature of the Ross flag is the arrangement of the stars in a circle.

The Star-Spangled Banner Flag or the Great Garrison Flag was the garrison flag that flew over Fort McHenry in Baltimore Harbor during the Naval portion of the Battle of Baltimore during the War of 1812. Seeing the flag during the battle inspired Francis Scott Key to write the poem "Defense of Fort McHenry," which, re-titled with the flag's name would later become the National Anthem of the United States. In April 1818 Congress decided to go back to the original 13 stripes and simply added a star each time a new state was admitted to the Union.

The National Flag of the United States of America or the "American Flag" consists of 13 equal horizontal red and white stripes with red at both the top and bottom and a blue rectangle in the canton bearing fifty small, white stars. The fifty stars on the flag represent the 50 states and the 13 stripes represent the original thirteen colonies that rebelled against the British monarchy.

PHOTO TAKEN BY BETTY MCDONOUGH



Mass Wing of the Civil Air Patrol participating in the flag history on Veterans Day

Our Guest Speaker was Colonel Roger D. Thrasher, Air Force Executive Officer for Battle Management, Hanscom AFB, MA. Also joining us to speak was Lt. Col. John Flaherty, Commander of the Massachusetts Wing of the Civil Air Patrol at Hanscom AFB, and Thomas Shannon of District I

US Submarine Veterans, Inc. read the history of the Pledge of Allegiance. Al Fay and the Burlington Scouts assisted as the bell tolled 11 times signifying the moment World War I formerly ended with the signing of the Armistice at the 11th hour of the 11th day of the 11th month of 1918.

### **Veteran Received High School Diploma Sixty Years After Leaving School:**

In 1949, at 17 years of age and before receiving his high school diploma, Gerard Sweeney left Burlington High School to join the Marine Corps. Sweeney achieved the rank of sergeant and participated in the Pusan Perimeter, Inchon Landing, and the Chosin Reservoir campaigns while serving from August 1950 to February 1951. About six decades later, Sweeney, now 79, joined his classmates and family and received his Burlington High School diploma during a graduation party in his honor at the Edith Nourse Rogers VA Hospital in Bedford. School Committee member Thomas Murphy presented Mr. Sweeney his diploma, and he stated that during the 2010 Burlington High School graduation, School Committee Member, Christine Monaco, informed the young graduates about the additional diploma being presented to Mr. Sweeney. Also at the diploma presentation event was Burlington resident, Marine 1st Lt. Christopher Hanafin, who had recently returned home from a tour in the Middle East. Lt. Hanafin noted that 2010 was the 60th anniversary of the start of the Korean War, and that he had studied Marine history. During a class on Marine history, they learned of the bravery of the Marines who served at Chosin Reservoir in Korea. Lt. Hanafin shook Mr. Sweeney's hand saying it was an honor to meet one of those heroes.



*Lt. Christopher Hanafin; Bob Hogan, Director of Veterans Services and Tom Murphy, School Committee Member with Operation Recognition diploma recipient, Gerard Sweeney*

### **MEMORIAL DAY**

On Memorial Day we once again had our ceremony at the Chestnut Hill Cemetery which is one of the more beautiful locations for this ceremony, and the veterans and their families are always very generous in the compliments about how it looks.

PHOTO TAKEN BY BETTY MCDONOUGH



*Consul General of the Republic of Korea (South Korea) Joossek Kim*

2010 was the 60th anniversary of the start of the Korean War, and we remembered not only what happened 60 years ago in Korea, but we were also reminded of the most recent event of March 2010 when a North Korean submarine attacked and sank the South Korean Naval ship *Cheonan*. We were honored to have the Consul General of the Republic of Korea (South Korea) Joossek Kim join us to speak on the relationship between our two countries and how we must continue to work vigilantly and closely with our friends to keep the world safe and free.



The Boy Scouts of America were celebrating their 100th birthday in 2010, and it is always a special day when the Burlington scouting community joins us in remembering those who gave us the freedom to gather together. Because of the close relationship between scouting and veterans, a special "Be Prepared" presentation was made by the scouts to each of the Commanders of our four local service organizations.

PHOTO TAKEN BY BETTY MCDONOUGH



DAV Commander, Andy Giordano; Burlington Marine Corps League Member, Larry Rice; and American Legion Commander, Jim O'Brien, each being presented a "Be Prepared" plaque from Scout, John Strezo, Sr. Patrol Leader/Life Scout

J. Richard Watkins, a Vietnam Veteran who authored a book entitled *Vietnam, No Regrets, One Soldier's Tour of Duty*, also spoke to those gathered. We appreciate that he joined us as we remembered those who made that sacrifice. Seeing and meeting a veteran who has authored a book about his life experiences in war is a very important learning moment for a lot of people.

We also thank and acknowledge all those who attended and supported our ceremonies, including members of the Burlington High School Marching Band and Music Director Matt Lovell; the cemetery and recreation department maintenance staff; members of the Burlington Fire and Police Departments and their respective Honor Guards; Burlington bagpiper, Joe McGrath; the Reverend Francesco Passamonte; members of the Burlington Board of Selectmen; State Representative Charles Murphy; State Senator Ken Donnelly; Burlington's veterans service organizations and the American Legion Rifle Squad; the Sullivan Family; Jack Donaldson; Kevin McKelvey; Burlington Marriott Hotel; Andy Weiner and Dunkin Donuts; the citizens and veterans of Burlington,

and all of our behind-the-scene volunteers who we need in order to make each part of our events run smoothly.

PHOTO TAKEN BY BETTY MCDONOUGH



Burlington Veteran, Ed Raia

Most people in town know this office through the public events such as Memorial Day and Veterans Day, but the focus and primary concerns of the Burlington Office of Veterans Services are day to day working in private with veterans, young and old alike, to ensure they and their families receive the proper counseling and benefits due them.

### BENEFITS

State or federal veteran's benefits are not automatic in any sense of the word. These benefits must be applied for in accordance with strict state and federal laws, rules and regulations. Many hours are spent counseling each veteran, their families, and surviving dependents regarding the filing of claims to the Department of Veterans Services in Boston for state claims, and the Department of Veterans Affairs in Washington for federal benefits.

### VETERANS SERVICES – State

Massachusetts General Laws Chapter 115 directs state benefits to eligible Burlington veterans, their families and their surviving dependents to provide for daily living. These benefits also cover medical insurance and medical care payments for residents who are uninsured or underinsured. The Massachusetts definition of a veteran now coincides with the federal definition to include everyone who served in uniform for at least 180 days.

The Commonwealth reimburses the town 75% of the money spent directly on the veteran in the way of veterans' benefits covered under M.G.L. Ch. 115. Depending on the

existing circumstances of each particular case, the State Office of Veterans Services requires this office to continuously monitor and update the file of each veteran in receipt of benefits. Documentation is collected, scanned, and forwarded to the State Office, and this office records all pertinent information onto the State's VS-MIS web-based program. The work is extremely labor intensive, and in order to use this program and to provide state benefits, the State Office requires the staff of this office to receive certification annually.

Also reimbursed by the State Office is money spent by the town through this office to purchase U.S. flags that are placed on the graves of deceased veterans buried in our three cemeteries each Memorial Day.

### **VETERANS AFFAIRS – Federal**

US Code, Title 38 directs federal benefits to eligible veterans and their families. These include pensions, disability compensation, final burial expenses, education, hospitalization, mortgage loan guarantee, outpatient care and domiciliary care. Evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.

In 2010 we continue to have more than 300 Burlington veterans and families receiving well over two million dollars in federal VA Benefits. More veterans and surviving spouses are also now eligible and are applying for additional state veterans' services benefits. Hundreds more also seek advice on health care and prescription assistance from the VA, as well as education, home loans and many other benefits from the state and federal governments.

We also interact with a wide variety of residents on various issues and topics not related to the issues of veterans. For many, the Burlington Office of Veterans Services is a one-stop human service office and has as its top priorities: the providing of services designed to improve the quality of life for every veteran in town, their families and surviving dependents, for people with disabilities and their families, families in need of fuel assistance, and those wishing to be employed under Labor Services with the town.

Elderly and young alike also seek advice and information on job assistance, Social Security, Medicare and Medicaid. Families seek us out and ask for advice about health insurance and health care as well as educational

assistance for college-bound children. We also answer questions about long-term care. With additional low-income families living in subsidized housing in Burlington, many people arrive at this office seeking assistance.

### **DECEASED VETERANS**

Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances, markers, and burial lots in our local cemeteries. The Burlington Office of Veterans Services thanks the Allied Veterans, Burlington Boy Scouts and the Girl Scouts for assisting in the placement of U.S. Flags on the graves of veterans buried at the Pine Haven and Chestnut Hill Cemeteries. The Burlington Office of Veterans Services also wants to acknowledge the wonderful relationship and continued support of the Sullivan Funeral Home in the services of our deceased veterans.

### **GRAVES OFFICER**

Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. The Town of Burlington honors its veterans buried here by flying the Stars and Stripes all year long on the grave of each veteran. The town's cemetery personnel have always afforded cooperation and support in this responsibility. Individual flag holders are provided by the town. The Graves Officer ensures that every eligible veteran has a flag on his or her grave. The Graves Officer is also responsible for ensuring that only veterans discharged under Honorable Conditions are given consideration for the purchase of a grave in the Veterans' Section of either the Chestnut Hill or Pine Haven Cemeteries. In addition, a bronze marker is provided by the US Government for honorably discharged veterans and is applied for by the Graves Officer.

### **DISABILITY ACCESS COMMISSION (DAC)**

The DAC continues to work with the town and the schools to ensure accessibility and reasonable accommodations in the various town and school buildings. Serving as the representative of the Board of Selectmen to the Commission, this office coordinates, schedules and maintains records of all DAC business.

The DAC sought and received approval from the selectmen to install assisted listening devices in the Selectmen's Meeting room, the School Committee meeting room, and

the Council on Aging. These devices will assist hearing impaired individuals who are having trouble hearing public speakers in these rooms.

The members of the DAC once again visited local schools for Disability Awareness Day. This is a wonderful way for the members to talk and demonstrate to the younger students the many number of ways that people are differently abled.

The members also spent the day on the town common during Celebrate Burlington (formerly called Burlington Pride Day) interacting with residents and speaking about what the DAC does for the Burlington disabled community.

### **FUEL ASSISTANCE**

More than 250 families in Burlington received assistance from CTI by December 2010. Due to serious economic situations, this fuel assistance season has once again been one of the busiest in recent years. With the economy still not doing well, and the increase in fuel costs, more residents become eligible for this benefit. Eligible residents apply for this joint state and federal benefit through this office. This office is responsible for all eligible residents under 60 years of age. Appointments are required because of the time consumed verifying the large amounts of required documentation. Several visits are sometimes necessary to register all the paperwork which is required for the applicant to receive the proper amount of assistance. Obtaining all the information needed for determination of the candidate is absolutely necessary and non-negotiable. Also, families on fuel assistance often need additional guidance and assistance and utilize this office as the resource for information and direction they need to improve their quality of life.

### **LABOR SERVICE**

This office is responsible for maintaining the Labor Services List for the town. Labor Service is the part of Civil Service that does not require an exam to be placed on the list. The departments in town that utilize the Labor Services List are: DPW, Recreation and the school cafeterias.

Respectfully submitted,

Bob Hogan, Director

Betty McDonough, Principal Clerk

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## **BURLINGTON COMMUNITY LIFE CENTER**

### **MISSION AND OVERVIEW**

The Burlington Community Life Center is a department for the Town with the responsibility of providing mental health care to families with children, adolescents and young adults (specifically ages 9-22). BCLC also provides social services for ALL Burlington residents of any age. The social services provided include assisting residents in applying for food stamps, MassHealth, and any other state and federal assistance programs; housing advocacy, including eviction and foreclosure prevention; referral for mental health services; screening and referring residents seeking help from the People Helping People Covenant for Basic Needs Fund and the Food Pantry.

The BCLC has been a Town department since 1974 with a mandate to provide community mental health services to teenagers and their families. In recent years, demand has increased for services to younger children, so the age range was expanded to include families with children nine years old and above.

BCLC staff continue to work with adults and young people on such diverse problems as family conflict, adolescent issues, parenting skills, marriage and relationship problems, drug and alcohol abuse, depression and suicide, neglect, domestic violence and the like. The BCLC offers individual, family, and group therapy services, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve problems, we believe that family therapy is often the most useful and effective means of treatment.

Evening appointments may be arranged for working families by calling in during regular office hours (9am-5pm). During later evening hours and on weekends, the agency voicemail will collect messages for the BCLC staff and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis that cannot wait until a staff is available.

### **INTERDEPARTMENTAL/AGENCY COLLABORATION**

BCLC staff work collaboratively with town departments and other mental health and social service agencies. At the

request of Burlington High School's health education department, we continue to provide workshops for sophomore health classes on teen depression and suicide prevention.

BCLC staff continue to co-chair the town's Drug & Alcohol Task Force. This Task Force works diligently to educate the public in an effort to reduce access to and the use of alcohol for minors through a wide variety of approaches.

BCLC staff plan and conduct an extensive training program each year for the BHS Peer Education Program. Along with the BHS Peer Education Program advisor, BCLC staff implement a comprehensive 20 hour training curriculum for the Peer Leader candidates. Starting with a group of 120 students who come highly recommended by faculty and administrators, approximately 60 students are selected; all students have pledged to be drug and alcohol-free. In the spring, these high school students engage in discussions about the dangers of substance abuse with approximately 170 seventh graders over the course of four sessions. There is an emphasis on helping 7th graders develop a more realistic perception of alcohol use by high school students and an understanding that over 50% of high school students do not drink, and that those who choose not to drink can be well-accepted socially. BCLC staff have developed a creative collection of over 30 activities for Peer Leaders to choose from in designing their own four-week curriculum to teach to their small group of seventh grade students. This model presumes that seventh graders will be particularly receptive to these issues when hearing about them from other social-successful, non-drinking high school students.

BCLC staff also meet periodically with members of the Burlington Clergy Association and are involved in local and regional meetings of agencies and programs concerned with mental health or social services (Lahey Initiative Committee on Domestic Violence, Lahey Community Benefits Committee, Local Officials of Human Services Council, Youth Commission Coordinators, Burlington School Department Bullying Prevention Committee and other adolescent service organizations).

### SOCIAL SERVICES

BCLC also maintains an information and referral service to assist ANY resident in locating the particular social service that a resident may require. Our staff have assisted young people and their parents in situations requiring hospitalizations, finding appropriate emergency or residential care, and the like.

BCLC staff provide screening for those seeking assistance from the Burlington organization People Helping People, Inc., and helps residents access these services. PHP is a non-profit, umbrella organization made up of community volunteers who help oversee and coordinate the efforts of three established groups: Food Pantry, Covenant for Basic Needs Fund and the Holiday Program. Because of our role in human services in town, the director of BCLC has served on the Board of Directors of PHP since its inception in 1988.

The PHP Board also manages the Covenant for Basic Needs. Begun by the Burlington Clergy Association in 1982; it provides limited help for those residents experiencing financial emergencies. In FY2010, BCLC staff again screened over 100 requests. This number does not include the many requests we receive from residents applying for the Holiday Program and the scores of residents already served by the Food Pantry.

### STATISTICAL NOTES

An average of over 200 residents each month received counseling services and counseling services were provided to over 400 Burlington residents in 2010. A summary of our clinical statistics follows in the table below.

#### Age Range:

194	Adults (26 & Older)
34	Young Adults (19-25)
185	Adolescents & Children

#### Treatment Modality:

272	Family Counseling
57	Individual Counseling
84	Group Counseling

#### Referral Sources:

32%	<b>Schools</b>
25%	<b>Self Referrals</b> (These are mostly former clients who were happy with the services provided previously and returned due to a new crisis or issue.)
23%	<b>Community</b> (police, clergy, doctors, crisis team, lawyers, other town depts, DMH, DCF)
20%	<b>Family &amp; Friends</b>



## OTHER COMMUNITY SERVICES

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. BCLC staff continue to do an excellent job coordinating the FISH and Rent-A-Kid programs. FISH (Friends in Service to Humanity) volunteers provided 32 rides to local medical and social service appointments for residents in need of transportation. The Rent-A-Kid referral service received 40 requests from adult residents who wanted to hire young people to do a variety of odd jobs.

## TRAINING

The BCLC provides training to graduate student interns as part of their professional education. BCLC has provided field placement training since the late seventies to graduate students from Boston University, Simmons School of Social Work, Lesley University, Tufts University, Antioch University, Northeastern University, Salem State, and University of Massachusetts, Boston. We thank the students for their long hours of service and dedication. BCLC has consistently received high marks from field education offices for the training and supervision received by students at the agency.

## BOARD OF DIRECTORS

The Board of Directors at the Community Life Center continued their involvement, and I deeply appreciate their help. Board members include:

Ronald MacKenzie, Chair	Christine MacKay
Marilyn Langley, Vice-chair	Ann McNamara
Linda Collins	Roberta Mills
Kevin Doherty	

## SUMMARY

The demand for our services continues while other resources in the area continue to diminish. We extend our thanks to the many in the town who have supported our efforts to assist residents when they may be experiencing times of deep distress and vulnerability in their lives and families.

Respectfully submitted,

Peggi Stallings Durand  
Acting Executive Director

## COUNCIL ON AGING

The Council on Aging serves Burlington residents 60 and over and their families. We provide social services, information and referral and social, educational and physical activities all geared toward keeping our older residents healthy and in their own homes as long possible and when that is no longer possible assisting in the search to find the best solution for them and their families.

We work with public safety, other town departments and private nonprofits and for profits to ensure the safety and welfare of Burlington's older residents.

Burlington's "seniors" continue to experience difficult times. Social Security remained stagnant for the second year in a row, while the cost of fuel and food continues to rise.

### Staffing

Municipally paid staff has not changed this year. With the success of our Bilingual Outreach program of South Asian seniors in Burlington we decided to continue the program using our Formula Allocation from the state. Thus our staffing has remained unchanged.

### Volunteerism

One hundred and seventeen Volunteers provided over 7,500 hours of service to the senior center, up 2,000 hours from last year. Volunteers help us with meals and activities around the center. They answer the phones and greet people when they come in. We offer a mix of opportunities for volunteering. Some volunteers are here more than once a week and others are only able to help out a few hours a year. Kudos to the volunteers who answer the phones because they are dealing with ever increasing call volume and an increase in the complexity of those calls.

The following groups have volunteered their time to feed us, entertain us or provide for us in some way this year: The Burlington Police Patrolman's Union, the High School Chorus, the Rotary Club of Burlington, Shaw's, Trader Joes, LaCascias, Lahey Clinic and the Burlington Cultural Council.



*Larry Giannetti, shown here with Director Marge McDonald, is named Volunteer of the year at 2010's Volunteer Appreciation Luncheon.*

### **Monthly Meetings**

The Council on Aging Board meeting is held on the second Wednesday of the month at the Senior Center at 10am in Room 136. The meetings are open to all with citizen participation encouraged.

### **Monthly Newsletter**

The Senior Spotlight, a monthly informational newsletter is mailed to all persons 60 and over in the Town of Burlington. There is no charge for this subscription. The monthly newsletter serves as a very valuable link between the Council and the elderly community. The Spotlight updates news pertaining to health and legal issues. A calendar of events along with the daily lunch entree is included in the newsletter. An average of 3,440 newsletters are mailed out each month to households with someone 60 or older residing in them.

### **COA Bus**

The Council on Aging bus provides door-to-door transportation free to our frailest seniors and those without cars within the boundaries of the town for senior center programs, the lunch program, grocery shopping and medical appointments. The Council on Aging provided a total of 7,584 rides (a 25% increase from 2009) to 156 people (a 15% increase from 2009). The COA bus along with several seniors participated in the Fourth of July Parade.

### **Meals and Minuteman Senior Services**

Congregate noontime meals are prepared by the Burlington High School Cafeteria staff funded by Minuteman Senior Services and Title 111 funds and picked up and delivered by the Council on Aging van driver. Lunch is a \$3 suggested donation for anyone over 60 and is available Monday through Friday at the Senior Center and provides a nutritious meal with an opportunity to socialize with old and new friends. Attendance is down from 2009 when we began the new meals from the high school, but still higher than 2008 when congregate meals were from the same caterer as the home delivered meals. A 101 residents ate at our congregate site during FY2010 eating a total of 2,611 meals. The COA is extremely grateful to the Cafeteria staff that provides these delicious meals. Also operated by Minuteman Senior Services, the Nutrition Program provided Home Delivered Meals to Burlington Residents who are homebound and in need or unable to prepare their own meals. Fifty to 60 meals a day go out to these homebound seniors a total of 79 residents took advantage of this essential service. In addition, Minuteman provides a wide range of services to Burlington Residents designed to maintain individuals in their own home and communities. Services include Protective Services, Case Management, In-home Services, Money Management, Nursing Home Pre-screening and Companionship. In FY2010 over 1,500 Burlington residents used Minuteman Senior Services valued at \$1,062,181.

Protective Services has seen a large jump in the number of cases in Burlington. Elder abuse can be financial, physical, emotional or self-neglect. From FY2008 to FY2009 there was a 75% increase. There was a 15% drop from FY2009 to FY2010 but it remained significantly higher than the FY2008 number. Although handled by Minuteman Services we often remain actively working with Minuteman during the life of the case and often beyond.

### **SHINE (SERVING HEALTH INFORMATION NEEDS OF ELDERS)**

Harvard Pilgrim decided to drop its Medicare Advantage plan. This affected many Burlington seniors at Lahey Clinic, and resulted in many very worried people which meant our Shine Counselors were extra busy this season. Fortunately Medicare decided to extend enrollment for people who lost their plans and weren't able to get help or enroll in a new plan before the December 31st deadline. But the COA office had many phone calls the last week of December.



Counselors from the SHINE (Serving Health Information Needs of Elders) program saw 290 clients during the year (130 during open enrollment in November and December) at the Burlington Senior Center. An average of 40 minutes is spent with each client. SHINE is available on Tuesdays from 1-3pm, with increased hours during fall open enrollment, by appointment to assist and inform elders of their rights and availability of health benefits. Nursing Home Assistance is part of this service. The SHINE Counselor is a qualified, trained volunteer sponsored by the State Department of Elder Affairs through Minuteman Senior Services. The Outreach worker is also available for home-bound clients.

### **Outreach**

The COA has two outreach workers. Joanne Fitzpatrick is English speaking and Rita Shah speaks English, Hindi, Gujarati and Punjabi. The outreach workers are available by appointment, which may be made by calling the COA office. Home visits are available by request. Our Alzheimer's Caregiver Support group meets on the second Monday of the month at 1pm and is co facilitated with our outreach worker, Joanne Fitzpatrick and Dr. Wayne Saltsman, MD, PhD at Winchester Hospital. We ran two bereavement groups in 2010. One is an ongoing support group with widows and widowers who have been widowed for awhile and are beyond the initial grief. The other group was a 6 week session for widow/ers that are still in the initial stages of grief. This group is extremely helpful for the folks who recently lost their spouses or a child.

Evidence based programming in the form of health improving workshops continues to take place at the senior center because of grants awarded by the Lahey Community Benefits Committee. We ran a very successful new workshop on Diabetes in the evening to attract younger participants who are young seniors as well as residents who aren't quite seniors but could use some help in learning to manage their disease. We had about 18 participants who gave the program high marks.

We also participated in Lahey Clinic's Festival of Life for the third year and the MITRE Caregivers Fair reaching numerous people we don't normally see.

One of our newest ways to do outreach is through Facebook, which we started in October. It is a quick and easy way to get information out on cancellations, late additions etc. The Newsletter remains the primary way to get

information, along with a segment on the BCAT Friday night news the first Friday of the month, but as more boomers utilize the senior center and our services we expect our Facebook page to gather more followers. With Facebook, pictures can be uploaded to look at within minutes of an event and anyone can have a conversation about happenings at the senior center or with senior related information.

### **Legal Assistance**

Legal assistance is available monthly by appointment only. This is a free service with a knowledgeable lawyer who specializes in Elder Law. Twenty-six people were able to benefit from this service during 2009. Thank you to Nancy Hogan who provided the services.

### **Fuel Assistance**

Fuel assistance is available at the Council on Aging Office from October through April in collaboration with the Emergency Fuel and Weatherization Program located in Lowell, Massachusetts. We assisted 32 individuals with fuel assistance applications, 18 of them were helped in the office. Fuel assistance requests by seniors has gone down a bit.

### **Supplemental Nutrition Assistance Program (SNAP)**

The name of the food stamp program was changed to Supplemental Nutrition Assistance Program (SNAP). This was done because an EBT card is used by consumers to buy groceries with rather than actual stamps or coupons allowing more privacy when purchasing groceries. Last year the Council on Aging took a more active role in helping seniors connect to this type of help, although we only assisted one senior receive help buying groceries this by no means the total number of Burlington seniors who are consumers of SNAP. Many also take advantage of the food pantry to supplement their fixed incomes.

### **Tax Assistance**

Tax Assistance is available FREE from February to April 15. Volunteers are trained and available through the AARP Tax Assistance Program. Appointments are necessary; call the COA office to set up an appointment. During the 2010 tax season 150 seniors received assistance with their taxes.

Senior homeowners who are eligible may apply for the Senior Property Tax Program at the COA office. The pro-

gram allows qualified participants to work 100 hours and then apply their earnings toward their property tax. The Senior Property Tax Program is quite popular as another tool in helping seniors make ends meet. Changes in the federal law meant making some changes to the program, which now begins in January and ends in October in order to reflect exemptions in the January tax bill. A W2 is also now required with the application. Twenty-seven residents took part in this program providing the town with well over 2,700 hours of invaluable assistance.

## Informational Presentations and Social Engagement

Informational Presentations are offered at the senior center on a wide array of subjects such as Medicare, Long Term Care, HMO, legal issues, financial planning, housing and health and wellness. The Annual Safety and Wellness Fair is held every fall with information from all of the above and includes many town departments with important information about being safe and well for seniors and their caregivers. The Council on Aging with the help of several volunteers also provides lunch for both vendors and attendees. Feedback from seniors and vendors was that this was the best one in our nine years of holding it. Since we had the same feedback last year we must get better each year. Thirty-three vendors and 99 seniors participated in this year's fair.



*Herb Clancy is shown filming vendors at the Safety & Wellness Fair.*

We were also given the opportunity to have Dan Clark, "The Singing Trooper" back to the senior center for the holidays. His wife Mary joined him and as usual they were extraordinary. We had 76 participants for Dan Clark.

Holiday parties, volunteer recognitions, summer cook-outs and various fund-raisers continue to be held at the senior center, giving older residents a place to go and be engaged so they don't become isolated.

## Programs available at the Senior Center

- Quilting has 29 quilters with an average of 11 participants each week. Each class is taught once a week during the fall, winter and spring. The 14 members of the "Knit Wits" meet once a week for conversation and "needlework." The knit wits also put together the knitted and crocheted lap robes and capes for Burlington residents who are spending the holidays in either a nursing home or even an assisted living. Anyone can join this group.
- Beano is offered every week on Thursdays. Generally between 75 and 100 people attend although unfortunately attempts to get all of them to sign in when they come have been unsuccessful to date.
- Exercise is offered in the form of Square Dancing, TaiChi and Exercise Classes. The Exercise Classes are taught three times a week with the assistance of Lahey Clinic. A DoN grant provided by Lahey also allows us to have a Tai Chi, senior stretch and yoga instructor. There is a low-impact class downstairs in the Murray Kelly Wing and a more intense class upstairs in the gym. An average of 30 people attended the more intense class and an average of over 70 people attended each of the lower-impact class, an average total of 100 people each day the classes are held.

## Fitness/Exercise

Event Name	Duplicated	Unduplicated
Fitness	3,465	166
Line Dancing	386	23
Senior Aerobics Upstairs in Gym	2,421	172
Senior Stretch	5,565	255
Senior Stretch I	1,164	147
Senior Stretch II	232	80
Spiritual Discussion	23	20
Tai Chi	434	57
Yoga	577	120
YOGA	142	120

- Day and overnight trips are available to seniors; and sign up is on the Trip Boards at the Senior Center.
- Card games of all kinds from bridge to more raucous games are played throughout the week.

## Event Statistics

Statistics from 1/1/2010 to 12/31/2010

Age: 60 and older

Category	Duplicated	Unduplicated
Community Education	658	231
Cultural Event	186	140
Fitness/Exercise	14,409	386
Health Screening	128	71
Information Sharing	1,918	175
One on One Meetings	197	174
Recreation	6,038	300
Social Event	8,628	591
Support Group	402	33
<b>Total Event Sign-ins</b>	<b>32,564</b>	<b>1,028</b>
<b>Total Swipes</b>	<b>18,625</b>	<b>518</b>



Santa Claus paid a visit to the senior center and posed with Charlie Indelicato, our oldest daily participant.

## Special Events

In January we had a presentation on Shingles from Visiting Nurse Community Health, a Housing seminar with Billerica Crossings, and the presentation "Maintain your Brain" by the Alzheimer's Association. Dr. Kwon from

Burlington Eye Associates brought us information on Glaucoma in February. We had a wonderful and heart moving presentation from Till in Billerica with "Dances with Wheels," we were moved deeply watching their clients dance in their wheel chairs. We also had our annual Candidates afternoon and the High School Senior Council once again brought us the Spring Fling with entertainment provided by Fran and Bob Tyler. With April and the coming of spring also came Affinity's Hospice Jeopardy and International Potluck and we hosted a Caregiver Conference through the North Metro Alzheimer's Partnership, Burlington's Dr. Saltsman was one of the guest speakers and folks came from as far away as Connecticut to attend. In May we began a series of seminars through Salter Nursing Homes which ran on Mondays. Topics included Healthy Heart, Diabetes, food labels, bone health, vitamins, improve your groove, and fall prevention. We had a seminar on downsizing by Marie LeBlanc owner of Transitions and we also honored our volunteers in May with lunch and the magic of Jack Ryan. In June we had the Senior Games which we ran with the Recreation Department and supplied a lot of good hearted competition. Sunrise Assisted Living sponsored a delicious breakfast which was well attended and July brought us an ice cream social. We hosted a town hall meeting with Congressman Tierney in August and had a seminar on the Foundations of Investing by Barb Davis of Edward Jones. In September the Burlington Cultural council sponsored Richard Clark in "Barrymore" and Comfort Keepers sponsored a panel for "What's Next After Independent Living." Edward Jones sponsored "Smart Choices in Retirement." October brought our annual health fair and a housing seminar by Remax. And the Burlington Police taught us how to protect ourselves with RAD classes. Edward Jones sponsored a "Giving Thanks" themed luncheon in November and "Fall Prevention" with Physical Therapist Randy Bruno. We were also surprised by a visit by the New England Tenors just before BEANO in November. December brought Dan Clark and his wife Mary Colaruso, the Police Holiday dinner sponsored by the Police Patroman's Union and our own Holiday dinner with the High School chorus directed by John Middleton.



Richard Tarpey is shown here speaking with Congressman Tierney at the Town Hall meeting in August.

*\*The Council would like to take this opportunity to once again thank Shaws, Roche Bros, LaCascias, Delicious Desserts and Trader Joe's for their generous donations of baked goods and other edibles throughout the year as well as Lahey Clinic for the exercise instructor on Monday and Wednesdays. Thank you to the Rotary for their annual dinner dance and their continued support of senior agencies. The Burlington Police Patrolman's support of the annual holiday dinner. Also, thank you to Lahey Clinic for their DoN grant that provides us with a Tai Chi instructor, senior stretch teacher, and Chronic Disease, Healthy Eating and Diabetes Workshops. Thank you to the Cultural Council who continue to fund events and the Student Council for the Spring Fling held at the senior center for the seniors.*



The New "New Orleans Jazz Band" plays every Monday night at the Murray Kelly Wing.

### COA Staff

Margery McDonald, Director  
Debra Gochis, Principal Clerk  
Francis Rais, Van Driver  
Patricia Walsh, Van Driver  
Joanne Fitzpatrick, Outreach Coordinator  
Rita Shah, Outreach Worker  
Lynne Murphy, Clerk  
Joan Arena, Meal Site Manager  
John Pineo, Weekend Van Driver  
Joseph Sveistys, Weekend Van Driver  
Peter Ghio, Substitute Weekend Van Driver

### COA Board Members

Sue Trousil, Chairperson  
Marigrace Silva, Vice Chair  
Marlene Pierce, Secretary  
Ralph Patuto, Selectman Liaison  
Jeannette Cain  
Carole Castellano  
Christopher Hartling  
Joanne Kinchla  
Muriel O'Brien  
Myrna Saltman  
Bernice Whittington

Respectfully submitted,

Margery R. McDonald  
Director



## TREASURER/COLLECTOR

The Town of Burlington average residential single-family homeowners annual tax increase for fiscal year 2011 was 3.44%. The commercial industrial increase was 4.15% in 2011. The average residential value of homes in Burlington decreased from fiscal year 2010 to 2011 by 2.3%. While commercial industrial values went down 8%. This was a direct result of a down turn in our national economy. Burlington had new growth of \$1,752,240 in tax dollars which makes Burlington very unique in relation to what other Towns are experiencing for their tax levy. The Town of Burlington still remains \$2,479,594 under the total amount of tax it can levy beginning the new tax year of 2012.

The value of all Town property went from \$4,519,333,825 in 2010 to \$4,468,767,182 in 2011 a decrease of \$50,566,643. This decrease in value was a result of a poor economy and reduced values of all real estate. Commercial Industrial values went from \$1,580,970,810 in fiscal 2010 to \$1,587,840,647 in 2011 an increase of \$6,869,837. Residential values went from \$2,938,363,015 in 2010 to \$2,880,926,535 in 2011 or a decrease of \$57,436,480. The total taxes levied went from \$78,982,990 to \$82,036,147 or an increase of \$3,053,158 for Fiscal Year 2011.

The breakdown of taxes levied on its two tax rates for FY 2011 is below in the following chart.

CLASS	LEVY PERCENTAGE	VALUATION BY CLASS	TAX RATES	LEVY BY CLASS
Residential	40.3854%	2,880,926,535.00	11.50	33,130,655.15
Open Space		0.0000%		
Commercial	47.9232%	1,276,438,427.00	30.80	39,314,303.55
Industrial	6.5020%	173,181,200.00	30.80	5,333,980.96
SUBTOTAL	94.8106%	4,330,546,162.00		77,778,939.66
Personal	5.1894%	138,221,020.00	30.80	4,257,207.42
<b>TOTAL</b>	<b>100.0000%</b>	<b>4,468,767,182.00</b>		<b>82,036,147.08</b>

The Town of Burlington continued to explore and review strategies to reduce rising health insurance costs to both our employees and the Town. Disease management and cost utilization review are crucial to controlling health care costs. The Town continued to be aggressive in managing these elements of our annual health care system.

The Board of Selectmen voted December 13th, 2010 to make a fiscally responsible decision to offer high deductible plans and eliminate our traditional HMO plans. This difficult decision was made after reviewing the annual budget cost for health insurance premiums and knowing that the budget was going to increase \$1,800,000 if there were no changes made in the plans currently offered. Higher than normal cost utilization and claims experience during fiscal year 2010 caused our premiums to be raised 20%. The town officials met with union representatives on several occasions to try and negotiate a reasonable solution to this problem. The town officials also held 10 educational meetings for employees to explain the increase in premiums and the high deductible plans being offered. The two high deductible alternative HMO plans through Harvard Pilgrim Insurance called the Best Buy plan and the BX-BS HMO blue 1,000 plan have almost identical benefits. These plans offer a \$1,000 deductible for an individual and \$2,000 per family. The Town pays the first \$500 of the individual plan deductible costs and \$1,000 of the family plans deductible costs. These plans offered will save the employees an average of \$660 per year in premiums for an individual plan and \$1,716 per year for a family plan. This change should reduce our annual budget increase to \$600,000 thus saving the town \$1,200,000 in anticipated budget costs. The Town continued to offer Blue Care Elect for out of network employees that have high claims experience. The town also continued the several senior health care plan options for retirees over 65. This gives our seniors more choices and price competition. We have also expanded our Wellness Program to all employees to try and promote good health with Walking Programs and Physical Fitness Programs to promote weight loss and education about reducing health insurance costs and future claims by making smart choices.

The chart on page 69 is a listing of gross and net payrolls as well as the withholding for benefits and other payroll deductions of Town employees for the years 2006 through 2010.

## Town of Burlington

	2006	2007	2008	2009	2010
<b>GROSS PAYROLL</b>	<b>48,538,925.34</b>	<b>50,160,967.96</b>	<b>53,037,584.88</b>	<b>53,976,990.17</b>	<b>57,691,905.75</b>
<b>Withholdings</b>					
Federal Tax	5,360,115.89	5,657,378.45	6,020,150.63	5,638,174.20	6,194,260.93
State Tax	2,197,188.83	2,258,978.80	2,394,682.10	2,427,898.56	2,589,241.28
Retirement	4,130,766.59	4,265,137.08	4,553,160.31	4,662,004.00	5,010,998.35
Chap 32-B Health Insurance	1,675,848.00	1,798,937.86	1,966,714.40	2,378,211.41	2,546,713.12
Disability Insurance	38,781.91	93,649.19	103,219.14	115,640.42	126,476.66
Delta Dental Insurance	196,131.50	204,884.49	210,017.18	228,794.49	219,221.13
Credit Union	2,946,815.13	2,931,026.70	2,831,607.34	2,701,770.78	2,574,204.35
Tax Shelter Annuities	818,098.48	885,121.71	817,017.80	628,221.66	671,150.89
Deferred Comp Plans	1,203,030.57	1,271,519.57	1,233,383.15	1,211,104.44	1,188,229.39
Teachers Association	187,477.73	201,307.13	218,253.61	218,546.54	233,690.91
Union Dues	159,858.69	174,118.63	179,499.26	189,166.07	191,185.45
Suspence	132,462.18	100,952.06	81,630.48	38,457.02	29,471.50
United Way	1,615.00	1,508.00	0.00	0.00	0.00
Life Insurance	72,149.96	79,826.46	79,705.82	78,595.65	79,335.61
Fica-Medex	489,639.52	524,930.99	576,877.99	603,008.53	659,395.98
Social Security	1,038.43	1,120.99	1,056.75	3,029.24	1,388.40
Flexible Spending	0.00	10,997.16	77,896.00	222,275.21	303,963.67
Firepac	0.00	0.00	0.00	1,725.51	3,205.80
Sprouts	0.00	0.00	0.00	27,087.00	148,357.60
<b>TOTAL WITHHOLDINGS</b>	<b>19,611,018.41</b>	<b>20,461,395.27</b>	<b>21,344,871.96</b>	<b>21,344,898.22</b>	<b>22,618,927.62</b>
<b>NET PAYROLL</b>	<b>28,927,906.93</b>	<b>29,699,572.69</b>	<b>31,692,712.92</b>	<b>32,632,091.95</b>	<b>35,072,978.13</b>

The Town of Burlington Community Scholarship Foundation had another successful year of fund raising and continued to grant over \$300,000 in scholarships awards. The Annual Telethon raised \$54,000 in receipts and another \$7,698 was donated by residents from our tax billing check-off system. We were also able to raise \$16,808 from our Adopt-A-Class programs and another \$2,033 in miscellaneous donations. These contributions enabled the Scholarship Foundation to grant \$118,300 in Scholarships in 2010. The Burlington High School Scholarship Fund awarded \$201,600 in Scholarships in 2010. The Burlington Community Scholarship Foundation awarded a total of \$319,900 in scholarships in 2010.

The endowment funds invested at UBS Financial Services had a return of 20.05%. These funds are professionally managed. The total investment gain and interest income on the scholarship funds was \$92,055. Total assets

of the endowment fund went down in 2010 by \$15,377. The reason the assets went down was that we paid out \$44,785 in scholarships in December 2010 earlier than in calendar year 2009. The scholarship endowment balance was \$1,290,855 as of December 31, 2010.

Town Meeting continued to support the improvement of reinvesting in our infrastructure by voting an authorization of \$32,868,272 to pay for the design and construction and renovation to the Marshall Simonds Middle School and \$ 3,700,000 for water main upgrades, water tank painting and repair as well as roadway construction and paving. The Town received its AA+ credit rating in July 2010 from Standard & Poor's rating agency on the \$8,800,000 bond issue and a \$6,223,518 one-year bond anticipation note. The bond proceeds will be used to finance \$5,800,000 for the Memorial School construction, \$2 million for the high school field renovations and \$1 million for the new water



meters. The interest rate received for the bond was 3.18% a very favorable rate. The rate received for the one year bond anticipation note was a net cost of .47%. The lowest rate the Town had received during my tenure. The bond note proceeds were used to fund \$5,200,000 for the Memorial School project, \$1,000,000 for street construction and \$23,518 to finish the Mill Pond project.

The Town's investment income increased from \$462,515 in Fiscal Year 2009 to \$486,463 in Fiscal 2010. The increase in investment income was a direct result of the Town's available cash balance being larger and investing for longer periods. The Town Stabilization Fund balance was \$3,281,706 as of 6/30/10 and the Town's Free Cash balance was \$4,874,096 as of 07/01/2010. The Town of Burlington cash reserves are healthy compared to most cities and towns in Massachusetts. We have been able to maintain all current services offered to residents during this most difficult economic climate. The Town also was able to avoid layoffs, override votes to increase taxes and no user fees for busing, trash, or athletic programs. The Town continued to invest and improve our current infrastructure and still maintains an unused levy capacity of \$2,479,594.

The economic condition of our Nation, the State of Massachusetts and the world is still very serious. We are slowly emerging from the largest recession since the great depression. The Town of Burlington has been able to get through these economic down turns well in the past thirty years because of our diverse tax base. We must continue to maintain conservative spending habits and look for alternative revenue sources to help provide the funding necessary to provide the quality of services residents in Burlington have expected.

STAFF: Teresa Clement, Pat Dotson, Sheila Flaherty, Jayne Hyde, Deborah Keene, Paula McMahon, Loreen Perron, Lisa Runyan, Melinda Sullivan, Jennifer Ryan, Phyllis Van Wart

Respectfully submitted,

Brian P. Curtin  
Treasurer/Collector

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## **ASSESSORS DEPARTMENT**

The Board of Assessors is pleased to submit the following report of department activities for the calendar year ending December 31, 2010.

A few changes occurred in the Assessors Office this year. In April, Ms. Catherine O'Neil was elected to the Board of Assessors replacing long time Board member Lisa Annunziata. Russell Washburn the Assistant Assessor/Appraiser retired in July after 24 years working for the Town of Burlington. Mr. James Doherty was appointed to the Assessor/Appraiser position on June 7, 2010 to replace the retiring Mr. Washburn.

During the year the Assessors held regular meetings on the last Thursday of the month, and when needed, had meetings with taxpayers and interested citizens. The Appraiser/Assistant Assessor, Russell Washburn, also attended the monthly department head meetings as did the new Appraiser/Assistant Assessor James Doherty chaired by Bob Mercier, Town Administrator

The primary function of the Assessors Office is to value all real and personal property within the community. Members of the Board, as well as office staff, attend schools, classes, conferences, seminars and clerk's meetings sponsored by the Department of Revenue, Massachusetts Association of Assessing Officers and the Middlesex County Assessors Association, in an effort to maintain their proficiency in the administration of the office, and the appraisal and valuation of all real and personal property for assessment purposes.

Massachusetts law mandates a value be placed on all real property and taxable personal property. A great deal of information about property and market characteristics is collected, recorded and analyzed. As an example, Income and Expense Statements are mailed to commercial and industrial property owners every year, and sales verification forms are mailed to every new owner of real property each month. Forms of List are sent to all business owners requesting information on all taxable personal property. All building permits received in the office are reviewed and if necessary are visited by a representative of the Assessors office.

The Massachusetts Department of Revenue mandates that the Assessing Department visit each house every nine

years to verify property data. The Town of Burlington opted for a cyclical inspection cycle rather than a full measure and list (which meant all the data is collected within one fiscal year). The Data Verification Program was started in Fiscal Year 2000 and ended in Fiscal 2009. The Town of Burlington entered into a new verification cycle starting in Fiscal Year 2010. Patriot Properties will be conducting the cyclical inspections. Inspections will be conducted by map area (between 100-200 parcels per map). A letter from the Assessors Office will then be mailed to each owner notifying the taxpayer when to expect a data collector. If access is not gained, each property owner will receive a second letter requesting they schedule an appointment for the data collector to visit their home.

In December, once the Board of Selectmen sets the tax rate the tax bills are mailed out. This generates a lot of activity within the office, including but not limited to, processing exemption and abatement applications. The information gathered, along with the Assistant Assessors' recommendation, is provided to the Board of Assessors for a determination on the application. This year we processed over 342 exemption applications, which included disabled veterans, widows, senior citizens and blind persons. The Assessors Office received over 85 applications for the senior exemptions alone and 81 were approved by the Board of Assessors.

During the first two weeks of January over 1,100 Forms of List were mailed to business and are due back to the office on March 1st. Also, approximately 645 Income and Expense requests were mailed out at the beginning of the year to owners or lessees of income producing property. The Income and Expense forms are due in the office sixty days after they are mailed.

Also at the beginning of the year, a large motor vehicle excise commitment was received from the Registry of Motor Vehicles with ten additional smaller commitments received periodically during the year. Since many in the community receive an excise tax bill, the bills generate numerous questions that are addressed by the office staff. Out of over 24,750 excise bills mailed, almost 1,000 required some sort of adjustment. Some examples include; if a car is sold, stolen, taken off the road or the taxpayer has moved to another community or state and the plates are transferred to another vehicle or returned to the Registry of Motor Vehicles.

The general public now has access to look up deeds that have been recorded or registered in the Middlesex Registry of Deeds, Southern District. The web site address is [www.cambridgedeeds.com](http://www.cambridgedeeds.com). The Registry also provides a compact disk to the Assessors Office approximately every six weeks. In 2010 the Assessors Office processed approximately 140 certified abutters list. Certified lists as well as labels are provided by the Assessors Office for a fee. Last year the Assessors generated \$5,206.50 in fees from abutter lists as well as from copies and research time for the Archivist. The money received is deposited back into the Town's General Fund.

The tax roll for the Town of Burlington contains 8,179 real property accounts and 1,169 personal property accounts, with a total assessed value of \$4,911,788,890 for Fiscal Year 2011. The average assessment for a single-family home in Burlington is \$374,380 for Fiscal 2011.

Located at the assessors counter are two touch screen computers for public use. The computer software allows searches by ownership, street, or, parcel for all taxable and exempt properties in the Town of Burlington. Residents can look up different properties as well as their own for detailed information. In addition, residents can visit the town website to review this information.

The Board of Assessors and staff would like to thank Lisa Annunziata and Russ Washburn for their many years of dedicated public service to the town.

The Board of Assessors also would like to thank the Administrative staff, Marcia Nonni, Maureen Nicoloro, Debra Smoske, and James Doherty for their assistance this year.

Respectfully submitted,

Paul R. Sheehan, Chairman  
Michael Crocker, Vice Chairman  
Catherine O'Neil, Secretary

## PLANNING BOARD



*Planning Board: Front row (left to right): Ann M. Cummings, Member Clerk; Ernest E. Covino, Jr., Chairman; Paul F. Roth, Vice Chairman. Back row (left to right): Paul R. Raymond; Joseph A. Impemba; John A. DeFrancesco; Jayne L. Hyde.*

## ORGANIZATION AND MEMBERSHIP

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws, and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. At the annual Town Elections in April 2010, Ernest E. Covino, Jr. and Paul R. Raymond were reelected to five-year terms. The Planning Board's officers and committee appointments following the April 15, 2010 Board reorganization were as follows:

### OFFICERS:

Ernest E. Covino, Jr., Chairman  
Paul F. Roth, Vice Chairman  
Ann M. Cummings, Member Clerk

### MEMBERS:

John A. DeFrancesco  
Jayne L. Hyde  
Paul R. Raymond  
Joseph A. Impemba

## COMMITTEE MEMBERSHIP

Ernest E. Covino, Jr. serves as the Board's representative to the Burlington Housing Partnership, Tri-Town Growth Committee, and Economic Development Committee.

Paul F. Roth serves as the Board's representative to the Route 3A Committee and the North Suburban Planning Council.

Ann M. Cummings serves as the Board's representative to the Route 3A Committee, B-Line Advisory Committee, and Economic Development Committee.

John A. DeFrancesco serves as the Board's representative to the Information Systems Advisory Committee and the Burlington Housing Partnership.

Paul R. Raymond serves as the Board's representative to the Recreation Commission, Land Use Committee and the Bike Path Committee.

Jayne L. Hyde serves as the Board's representative to the Sign Bylaw Committee, Burlington Housing Partnership, Senior Housing Options Advisory Committee, Storm Water Management Committee, Telecommunications Committee, and alternate representative to the Land Use Committee.

Joseph A. Impemba serves as the Board's representative to the Route 3A Committee, Sign Bylaw Committee, Telecommunications Committee, and the Memorial School Study Committee.

## PLANNING BOARD STAFF

D. Anthony Fields, Planning Director  
Kristin E. Kassner, Senior Planner  
Jennifer Gelinis, Principal Clerk  
Don Benjamin, Intern and Recording Clerk

Planning Director D. Anthony Fields also serves as the Town's representative to the Metropolitan Area Planning Council and the North Suburban Planning Council.

## LONG RANGE PLANNING ACTIVITIES

The Planning Department and the Burlington Area Chamber of Commerce cosponsored two events in 2010, an Economic Development Summit in January and a Biotechnology Summit in March. A combination of zoning restrictions and geography were equally cited as having limited the growth of biotech companies in Burlington. Positive economic news included the openings of new

facilities for Palomar and Avid in the Network Drive at Northwest Park campus (formerly known as the Sun Microsystems campus), with Governor Deval Patrick attending formal ceremonies in May. Planning staff and other officials also participated in a regional economic development forum in Billerica in June.

The Planning Board Chairman and Staff, jointly with the Town Administrator and Selectmen continue to participate in two regional initiatives: the Route 3 Branding and Visioning initiative with counterparts from Bedford, Billerica, Chelmsford and Lowell; and the Route 128 Central Corridor Coalition with counterparts from Lexington, Lincoln, Waltham and Weston.

After several years of waiting for funding, the Mitre link breaks ground. This will extend Network Drive northerly across the Mitre property and re-intersect with Middlesex Turnpike at the Bedford town line, just south of the restaurant now called Pedro's. In addition to a four-lane cross-section for vehicle travel, the project includes replacement of the athletic fields and construction of a small parking area for field users. The town's major goal in this initiative was to move a large volume of north-south traffic away from the residents who reside on the northern section of Middlesex Turnpike and its adjoining side streets.

The Planning Department assisted the Conservation Commission in updating the town's Open Space and Recreation Plan. Such a Plan is required every 5 years, for a variety of open space and recreation grants. The Plan was last updated in 2005. The draft updated Plan will be posted for public review in early 2011 with a goal of state approval by the end of the fiscal year in June.

The Planning Department also provided ongoing technical assistance to several committees, including the Route 3A Committee with project reviews and drafting preliminary sign criteria, the Burlington Housing Partnership with preparation of calculations for compliance with MGL 40B requirements under the land area percentage provisions and negotiation options for town center housing projects, and the Sign Bylaw Committee with revisions to many provisions of the sign bylaws.

The Planning Department continues to prepare the Town's annual Commonwealth Capital application, a scoring system used by the Commonwealth in review and distribution of grant moneys. The process compares local initiatives with State policies for smart growth and smart

energy. The Staff Traffic Advisory Committee, a joint initiative with the Police, Fire, and Engineering Departments, continued to be active in reviewing a wide variety of inquiries and complaints about traffic issues. The Planning Department participated in Student Government Day, joining with other town departments hoping to convince some members of the Junior class to pursue a career in public service.



*Governor Patrick confers with Town officials during a visit to Palomar's new facility off Network Drive.*

### PERMITTING ACTIVITIES

Development activity under the jurisdiction of the Planning Board falls into three categories: subdivisions, site plans, and special permits. The Subdivision Control Law is the statutory authority that gives the Planning Board jurisdiction over the creation of new lots and construction of new streets. Site Plan review and Special Permit granting authority are derived from Town Meeting through the Burlington Zoning Bylaw.

In 2010, there were 73 applications and requests related to land development that required a formal decision by the Planning Board. Some of the major applications under review in the past year included Northeastern University, Northbridge Assisted Living, Dave & Buster's, McDonald's, a Jain Temple, and expansions for Mt. Hope Christian School and Marshall Simonds Middle School. Projects under construction or renovation during the past year include Palomar, Avid, Burlington Heights, Oakridge, Hillview, Village at Burlington Common, Sovereign Bank, Memorial School, Woodland Farms Subdivision, Arborpoint,



Best Buy, Market Basket, and H Mart. A summary of the development applications is provided below.

### DEVELOPMENT APPLICATIONS UNDER SUBDIVISION CONTROL LAW

The review of proposals to create new lots or construct new streets under the Subdivision Control Law may fall under one of three categories: ANR, Preliminary Subdivision, or Definitive Subdivision.

#### Approval Not Required Plans (ANR's)

The ANR procedure may be used to create new lots if the proposed lots have the minimum required frontage on a public way, or to convey land area to an adjacent lot. By State Law, these divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. If the plan proposes lots with the minimum required frontage and legitimate access, the Planning Board must endorse the plan within 21 days to acknowledge that it is not subject to the full requirements of the subdivision control law, even where the plan may not meet other requirements of the Zoning Bylaw. There were seven "Approval Not Required" (ANR) plans filed in 2010, of which five were endorsed, one in which the Planning Board choose to take no action upon and one which is still pending into 2011.

#### Preliminary Subdivisions

A preliminary subdivision plan reflects the potential division of land into two or more lots, and is required for all non-residential subdivisions. It is recommended, but optional, for residential subdivisions. The preliminary subdivision plan allows the Planning Board and the Board of Health to review and have input on a conceptual proposal with respect to lot configuration, road layout, utilities, and drainage. There were two Preliminary Subdivisions filed in 2010 both of which were subsequently approved by the Board.

#### Definitive Subdivisions

A definitive subdivision plan is a division of land into two or more lots and details specifically how a new subdivision road will be laid out, the final lot configuration, and the location and dimensions of utilities such as water, sewer, and drainage facilities. The Planning Board must

review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health. Two definitive subdivision plans were filed in 2010 both of which were subsequently approved by the Board.



Northeastern University officials were joined by local, state and federal officials at the groundbreaking ceremony for the George Kostas Institute for Homeland Security. Among the dignitaries are George Kostas, Dean of Engineering David Luzzi, and Congressman John Tierney. (Photo by Tony Fields)

### UNDER THE ZONING BYLAW

The Zoning Bylaw requires that the development, redevelopment, or improvement of all commercial, multi-unit residential and municipal services projects may only be constructed in accordance with an approved site plan. The Planning Board reviews such proposals to ensure that the development of a site is conducted in accordance with the Zoning Bylaw and will not result in problems with respect to Town utilities, or create adverse impacts on adjacent property. The Planning Board's Site Plan Rules and Regulations have established four levels of review depending on the scope of activity proposed and previous decisions of the Planning Board affecting the subject property. The four levels of review are Site Plan, Site Plan Waiver, Minor Engineering Change, and Insignificant Change. The Zoning Bylaw also designates the Planning Board as the Special Permit Granting Authority.

## Site Plans

A formal Site Plan review is required for projects involving new construction or substantial additions or alterations to an existing facility, and may be imposed where an alteration is proposed for existing facilities that predate the establishment of the site plan review process. The application process requires a public hearing and a multi-departmental review of the proposal. Six site plan applications were filed in 2010. Two of the applications were approved, one was withdrawn and three remain pending into 2011. One pending application from 2009 was approved in 2010. A discussion of some of the major projects is provided earlier in this report.



*Oakridge at Burlington, off Skilton Lane, is one of five new multifamily housing complexes in the town center. (Photo by Tony Fields)*

## Site Plan Waivers

For property where a site plan has been previously approved, or for a relatively minor change to a property where there is no approved site plan, a property owner may receive permission to make changes to the development on that property by applying for a site plan waiver. A waiver of the site plan requirement may also be considered for existing facilities that need to implement handicapped accessibility improvements when no approved site plan is on file. The Planning Board received four requests for site plan waivers in 2010 of which three were approved and one was withdrawn. There were two pending applications from 2009 both of which were approved in 2010.

## Minor Engineering Changes

A property owner may wish to make a minor change to an approved site plan. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Examples of such changes include parking space alignment, handicapped access adjustments, and minor drainage improvements. The Planning Board received fifteen requests for minor engineering changes in 2010 of which thirteen were subsequently approved and two remain pending into 2011.

## Insignificant Changes

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, minor handicapped accessibility improvements, or changes in building footprint which do not increase the gross floor area of the building. The Planning Board received seven requests for insignificant changes in 2010 of which one was approved and six remain pending into 2011.

## Special Permits

The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. Special permits are generally for uses specified in the Zoning Bylaw which require the highest degree of scrutiny by the Planning Board. The Planning Board reviews each proposed special permit and determines if the use should be allowed and what conditions should be required. The Town of Burlington requires special permits for three types of use:

- certain land uses determined to require conditional review for development throughout the town.
- certain land uses and site development, such as discharge of storm water into a wetlands, which have the potential to adversely affect wetlands.
- certain uses and site development which have the potential to adversely affect the aquifer and water resource districts.

Restaurants, fast-order food establishments, hazardous materials use and storage, fuel storage, automotive uses,



and communication antennas are common examples of uses that require a special permit in Burlington.

Twenty Four special permit applications were filed in 2010, of which fifteen were issued and nine remain pending into 2011. One application was pending from 2009 which was approved in 2010.

## Zoning Amendments

Rezoning petitions in 2010 included an initiative to prohibit future multifamily housing projects in the town center, at least for the foreseeable future to measure the impacts from 5 projects concurrently under construction. The Sign Bylaw Committee proposal to create regulations for Municipal Signs gained approval. Planning Board initiatives affecting loading, landscaping, inclusionary zoning, updated flood plain maps, and lot shape also gained approval. A proposal to rezone the property at the corner of Burlington Mall Road and South Bedford Street was denied. A proposal to rezone 15 acres along Muller Road to a Planned Development District for a 90 unit mixed housing project received mixed reviews from the Planning Board. A revised proposal with 64 units received a favorable recommendation from a slight majority of the Board, but was withdrawn from consideration at Town Meeting.



Steel framing for the Northeastern University Kostas Institute for Homeland Security rises on the grounds of the university campus off South Bedford Street. (Photo by Tony Fields)

## APPLICATION FEES

The Town collects fees for applications made to the Planning Board for subdivisions, site plans, site plan waivers, special permits, and planned development district rezoning applications. Subdivision inspection fees are also required. Fees collected are directed to the general revenue fund of the Town. In 2010, the following fees were collected:

Definitive Subdivisions . . . . .	\$ 810.00
Approval Not Required . . . . .	\$ 660.00
Preliminary Subdivisions . . . . .	\$ 997.40
Special Permits . . . . .	\$ 24,150.00
Site Plans . . . . .	\$ 8,041.00
Site Plan Waivers . . . . .	\$ 1,400.00
Minor Engineering Changes . . . . .	\$ 5,250.00
Insignificant Changes . . . . .	\$ 700.00
Erosion and Sedimentation . . . . .	\$ 1420.00
Rezoning Request . . . . .	\$ 5000.00

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**TOTAL FEES COLLECTED . . . . . \$ 48,428.40**

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Respectfully submitted,

Ernest E. Covino, Jr., Chairman  
 Paul F. Roth, Vice-Chairman  
 Ann M. Cummings, Member Clerk  
 John A. DeFrancesco, Member  
 Paul R. Raymond, Member  
 Jayne L. Hyde, Member  
 Joseph A. Impemba, Member

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## **RECREATION DEPARTMENT**

The year 2010 saw many exciting accomplishments for the Recreation Department with the development of new park programs, the expansion of established programs, and the beginning of construction of the Wildwood Park.

The construction of the new Wildwood Park has begun with the awarding of the construction contract to Quirk Construction Corporation of Georgetown, MA. The new park will have two ball fields, basketball courts, walking trails, and new playgrounds. The completion date for the project is June 30, 2011. This project would not be possible without the awarding of a Park Grant from the State of Massachusetts, and with the support of Town Meeting, and equally as important in this project was the support of the Board of Selectmen, and the Planning, Conservation, and Board of Health being instrumental in seeing this project throughout the permitting process.

The Department has embraced the use of turf management principles in the organic fertilization program; one of the principles in the organic program is the use of compost to enrich the top soil. We have applied over 300 yards of compost on the athletic fields, and tons of soy based fertilizers. I would like to thank and recognize Mark Peters of Wilmington DPW for letting us use Wilmington's tractor/aerator which was a great help in our turf maintenance program. Organic is not a quick fix solution to our turf problem, but it does work and is much safer for the users of our fields. We are committed to make the grass turf in Burlington the best it can be.



*Workers prepare the Simonds Park wading pool for another season.*

The Recreation Commissioners have recognized and honored two long time supporters of the Burlington Recreation Department. The commission voted to name the new little league field at Simonds Park after long time Recreation Maintenance Director James Marchese, and the new softball field at Simonds Park after Thomas Flaherty former Recreation Commissioner, former Selectman, and long time member of the Simonds Trust.

Edward Malatesta retired from the Recreation Maintenance Department after 19 years of service. We were very fortunate to have Ed work for this department; his skills, knowledge, and passion for improving the athletic fields in Town were undeniable, and he will be sorely missed.

In 2010 the Recreation Department successfully implemented a number of projects that will have positive impact on the quality of life in our community for many years to come.

- A shade shelter was installed at the Simonds Park wading pool to provide sun protection for the users.
- The bandstand on the Town Common was repainted; new steps and railings were added.
- The wooden bridge at Rahanis Park was repaired and repainted.
- The holiday lighting display on the Town Common keeps getting bigger and better each year, due to the imagination and creativity of our employees.
- Due to vandalism, we were forced to replace the block building at Simond Park tennis courts with a new building. Within this building, the electric service was upgraded.
- We expanded the irrigation system, installed new outfield fencing, and rebuilt the infield with new clay and sod at the Simonds Park ballfield.



*Rahanis Park soccer field being aerated and over seeded.*

The Burlington Recreation Department has something for everyone whether you want to take a short trip, increase your fitness, or meet fun and interesting people. We are committed to offering quality affordable programming for all residents. We do our best to meet the needs of our community. Here are some of the programming highlights of 2010:

- As we continued to strive to provide a diverse offering of recreational opportunities for residents of all ages, more than 60 new programs were offered!
- Many of the special events have evolved throughout the past year including the Daddy/Daughter Dance and Easter Egg Hunt. We also brought back the Holiday lights contest.
- This summer saw many program changes. We extended the hours for Club Simonds and Park Place. In addition, we added 9 new programs like Studio and Stage, Children Concerts and Rock the Park.
- Celebrate Burlington (formerly Burlington Pride Day) was quite a success with over 6,000 people in attendance. This year saw a lot of changes including a lengthened day, expansion to Simonds Park, a children's performance, an evening concert and fireworks (sponsored by Herb Chambers).
- The Recreation Department continues to work cooperatively with many local businesses and non-profit organizations. Rock the Park was offered in partnership with The Real School of Music and Halloween

Spooktacular was offered in partnership with the Burlington Rotary Club.

- Michael Topper, a Recreation Management and Policy student from UNH, interned for the department throughout the summer months.
- We are increasing our presence on the internet through electronic media including face book and photo bucket. Look for an updated website and more comprehensive online registration in 2011.

We are very fortunate to have an impressive staff and volunteer base whose commitment to the community is remarkable. They often go above and beyond what is expected of them; at times we are amazed with the way they are able to take on so many different tasks and handle them so well.

## **Recreation Commissioners**

Jack Ferren  
Kevin Sullivan  
Kristine Brown  
Paul Raymond  
Christine Monaco

## **Recreation Program Staff**

Kelly Lehman  
David Grubb

## **Recreation Office Staff**

Nancy Pondelli  
Carol Lynch  
Nancy Santilli

## **Recreation Maintenance Staff**

David Vigneau  
Rich Cote  
Mike Kelly  
Bill Baker  
Jack Sawyer  
John Lancelotte  
Brian Cullinan

This report was respectfully submitted by,

Don Lorinovich  
Director of Parks and Recreation

Doug Gillingham  
Director of Recreation Maintenance

## BOARD OF HEALTH

[www.burlington.org/boh](http://www.burlington.org/boh)

### OVERVIEW

The mission of the Burlington Board of Health is to protect and promote the public health, to protect the natural environment, to respond to public health emergencies and to serve the citizens of the Town of Burlington. The Board of Health initiates, provides and enforces federal, state mandated and non-mandated programs, including inspections, direct services to individuals and groups, investigation of complaints, the issuance of permits and the provision of public health education (Mission Statement adopted in 2006).

The Board of Health consists of five elected members that are elected for three-year terms. In 2010 the Board of Health thanked Dr. Cathy Read, RN, PhD, for her distinguished service as a Board of Health member from 2002-2010. At a regularly-scheduled meeting of the Board of Health on July 27, 2010, Terry McSweeney, Chairman, presented an Award of Distinguished Service to Dr. Read. Dr. Read serves as Associate Dean Undergraduate Program and Associate Professor at Connell School of Nursing, Boston College. Also in 2010 the Board of Health welcomed Elizabeth Walendziewicz, RN, as a new member.

PHOTO BY THE BOARD OF HEALTH



Board of Health Members: Left to right: Elizabeth Walendziewicz, RN; Ed Weiner, PhD, Vice Chair; Terry McSweeney, Chairman; Wayne S. Saltsman, MD, PhD; James Dion.

The Board of Health staff consists of one full-time Director of Public Health, one full-time Health Agent/Sanitarian, one full-time Environmental Engineer, one full-time Supervising Public Health Nurse, one full-time Principal Clerk, and one part-time Principal Clerk. In 2010 Susan Lumenello became the Environmental Engineer, Alexis Petrello, RN, MSN, became the Supervising Nurse and Leslie McLaughlin became the full-time Principal Clerk. Paula Manzo, former Principal Clerk, transferred to the Police Department.

The work of the Board of Health serves the community. The staff conduct inspections, issue permits, investigate complaints, promote public health through education, provide community nursing programs, and prepare for and respond, if necessary, to public health emergencies of all kinds.

### ROUTINE PROGRAMS

#### Environmental (Protection of the environment and the public health)

- Review of Environmental Reports for Burlington properties with identified contamination in order to monitor the extent of contamination and on-going clean up efforts. Knowledge of contaminated properties is essential to evaluate potential environmental impacts of site redevelopment.
- Household Hazardous Waste (Twice a year collection for citizens at Marshall Simonds Middle School) Note: During construction at Marshall Simonds Middle School the HHW Collection will be held at another location to be announced.
- Medical Sharps Collection (Twice a year collection for citizens during Household Hazardous Waste Collection) Note: In Massachusetts household sharps may be banned from household trash on July 1, 2012. At that time household sharps collection will be mandated to be available year round for all residents. Sharps collection in Burlington will have to take a new format.
- Universal Waste Collection (Quarterly collection of florescent bulbs for businesses, town properties and citizens.)
- Mercury Recovery (Collection of thermometers, thermostats, batteries and other mercury-containing devices. On-going at the Board of Health offices for citizens.)

- Mosquito Control (Annual larviciding, trap collection, and aerial and truck mounted spraying provided by East Middlesex Mosquito Control Project.)
- Plan Reviews: Environmental (Review of Site Plan, Special Permit, Subdivision, and Minor Engineering Change Applications) and Food Establishment (Review and Approval of Plans for New Establishments and Renovations)
- Hazardous and Toxic Materials (Inspection and Enforcement of local businesses according to the Control of Toxic and Hazardous Material Bylaw and Response to reports of environmental releases/complaints)
- Drainage Permits and Complaints (Inspection and Enforcement according to Board of Health Drainage Regulations and Sump Pump Policy)
- Pre-Demolition/Pre-Renovation Permits (Inspection for the proper removal of hazardous building materials prior to demolition or renovation projects)
- Monitoring Well, Drinking Water Well, Closed Loop GeoThermal Wells and Irrigation Well Permits (Issued according to the Board of Health Private Well Regulations)
- Recombinant DNA Permits (Issued according to the Town of Burlington Regulations for the Use of Recombinant DNA Technology)
- Rabies Clinic (Annual, Serving Ferrets, Dogs and Cats: 59 dogs and 23 cats served in 2010)
- Septic Tank Abandonment (Connection to Sewer)
- Soil Evaluation and Perc Testing
- Inspections and Enforcement (Mandated Inspections and Complaint Investigations)
- Food Establishment inspections are now conducted using Digital Health Department software. The software allows the Health Agent to use a tablet computer while performing an inspection. The software also generates annual invoices, annual permits, fees, inspection forms and other information previously compiled by hand or by using several different pieces of software. Digital Health Department allows for a new level of efficiency in the food program.

### Community Nursing (Services provided at Board of Health office and at senior housing, and on occasion other locations as needed)

- Screenings: Blood Pressure, Cholesterol, lead, TB (The goal is to identify those who need medical intervention but are currently not receiving medical care.)
- Communicable Disease Reporting/Surveillance, Follow up (State mandated)
- Immunizations
- Review of health records for Recreational Camps
- Clinics: Flu, Pneumonia
- Health Education
- Wellness Programs that promote public health and safety (flu clinics and blood pressure clinics at public places including the Burlington Mall and True North Coffee Shop; insect repellent education held at Concerts on the Common)

### COMMUNITY NURSING SERVICES 2010

#### Community Nursing Services. . . . .Person Visits

Senior Housing Walk-in Clinics . . . . .	117
Tuesday Morning Walk-in Clinics. . . . .	217

#### Community Nursing Services. . Procedures or Shots

Blood Pressure Screening. . . . .	782 (213 people)
Immunizations (excludes flu and pneumonia). . . . .	43
Immunizations – Seasonal Flu. . . . .	935
Immunizations – Pneumonia . . . . .	10
Mantoux Skin Testing for Tuberculosis . . . . .	9
Tuberculosis Surveillance/Case Management . . . . .	24

#### Communicable Diseases . . . . . Cases

Hepatitis B . . . . .	1
Hepatitis C . . . . .	1
Pertussis. . . . .	2
Lyme Disease. . . . .	5
Campylobacter. . . . .	5
Giardia . . . . .	1
Salmonellosis . . . . .	7
Streptococcus Group B. . . . .	1
Dog Bites . . . . .	2
Cat Bites. . . . .	0
Bat Bites. . . . .	0
Latent TB . . . . .	21



Active TB. ....	3
Streptococcus pneumoniae .....	2
Streptococcus Group A. ....	0
Shigellosis .....	0
Vibrio sp. ....	1
Varicella .....	0
Hepatitis A .....	0
Shiga toxin producing organism .....	1
Other Bacterial Infection .....	1
<b>Total Cases .....</b>	<b>54</b>

#### **PERMITS 2010**

Food Establishments .....	250
Temporary Food Events .....	173
Mobile Trucks. ....	8
Plan Review .....	33
Swimming Pools .....	22
Tanning Establishments .....	5
10-Day Emergency Beaver Permits .....	1
Tobacco. ....	34
Recreational Camps .....	4
Drain Layers .....	16
Septic System Abandonment. ....	5
Septage Haulers .....	10
Funeral Homes .....	2
Kennels. ....	6
Keeping of Animals. ....	3
Wells .....	7
Demolition/Renovation. ....	29
Drainage .....	3
Hazardous Materials Facilities. ....	110
Recombinant DNA. ....	1
Zoning Bylaw Application Reviews .....	16
<b>Total Permits .....</b>	<b>738</b>

#### **INSPECTIONS 2010**

Food Establishments .....	855
Food Establishment Preoperation. ....	24
Mobile Trucks. ....	8
Housing .....	24
Tanning Establishments .....	9
Swimming Pool/Whirlpool .....	105
Recreational Camps .....	4
Septic System Abandonment. ....	2
Soil Tests .....	5
Smoking in the Workplace .....	1

Kennels. ....	6
Occupancy .....	25
Hazardous Materials .....	73
RDNA .....	1
Keeping of Animals. ....	4
Drainage .....	29
Nuisance (businesses) .....	2
Plan Review (Food Service) .....	33
Environmental Report Reviews .....	27
<b>Total Inspections .....</b>	<b>1237</b>

#### **COMPLAINT INVESTIGATIONS 2010**

Food .....	64
Housing .....	45
Nuisance. ....	46
Environmental/Hazardous Materials. ....	15
Drainage .....	28
Smoking in the Workplace .....	1
Beaver. ....	1
Tobacco. ....	1
Miscellaneous .....	12
<b>Total Complaint Investigations .....</b>	<b>213</b>

#### **EDUCATIONAL PROGRAMS**

- Annual Pool Operators Refresher Training
- Council on Aging Health Fair
- Burlington Volunteer Reserve Corps/MRC Recruitment meetings
- Burlington Volunteer Reserve Corps /MRC Executive Committee meetings
- Mosquito Bite Prevention
- Proper Disposal/Recycling of Household Hazardous Waste
- Mercury Spill prevention
- Sun Protection information
- Diabetic Superfoods Initiative
- Nutrition programs with the Food Bank

#### **WEBSITE: [WWW.BURLINGTON.ORG/BOH](http://WWW.BURLINGTON.ORG/BOH)**

The Board of Health web page continues to be a dynamic tool providing important and timely information, permit applications, and regulations.



## TOBACCO CONTROL

The Burlington Board of Health passed "Regulations of the Burlington Board of Health Sale and Use of Non-Tobacco Nicotine Delivery Products."

## EMERGENCY PREPAREDNESS

The Board of Health has developed and implemented plans for handling all public health emergencies. In 2010 for the fifth time, Burlington Board of Health held a real-time full-scale exercise at the Burlington High School. The purpose of the exercise was to assess and test the Board of Health's capabilities to provide, in a short period of time, vaccinations to all members of the community in response to a possible public health emergency. This year 632 citizens age six months and older received seasonal influenza shots or nasal spray during the exercise. Burlington MRC volunteers, the Board of Health elected members and Board of Health staff supplied all labor (medical and non-medical). Police, Fire and School Department also provided support (security, traffic and crowd control, and custodial services).

Hours Worked at the annual Emergency Preparedness Full-Scale Exercise and Seasonal Flu Clinic, November 20, 2010, BHS

	# Staff	# Hours
MRC Volunteers	68	375
BOH Staff	6	48
BOH Elected	4	24
BU Evaluators	5	35
Total	83	482



Burlington Volunteer Reserve Corps (MRC) preparing during the annual full-scale exercise on November 20, 2010 (BHS)



Load and Go: supplies for annual emergency exercise waiting loading into truck (supplies can be loaded in one hour for deployment at a remote location)

An important strength of Burlington's public health emergency preparedness is the Burlington Volunteer Reserve Corps (MRC). By the end of 2010, 191 citizens age 18 and over were credentialed members who demonstrated a willingness to help in a variety of public health situations: large and small clinics, home visits for home-bound citizens, recruitment activities (4th July parade, Celebrate Burlington Day), annual meeting, trainings, and volunteer time in the Board of Health Office to inventory and stock supplies, make copies, file, and sort equipment. The Executive Committee continued work on its goal of helping sustain the organization, recruit new members, and help develop volunteer opportunities for the organization. Larry Conway, Norma Alfano, Libby Walendziewicz, Bill Hitchcock, and Pat Martorano were the Executive Committee members. During the year Pat Martorano and Libby Walendziewicz resigned from the Executive Committee and Tim McCoy was elected to the Executive Committee. At the annual meeting by-laws for the organization were presented and passed by the membership.

Of special note is the Federal recognition of the Burlington Volunteer Reserve Corps as an independent MRC in the United States. Go to the National MRC Home Page to see how Burlington MRC fits into the national picture: [www.medicalreservecorps.gov/HomePage](http://www.medicalreservecorps.gov/HomePage)

## **PROFESSIONAL DEVELOPMENT**

In 2010 Board of Health staff attended trainings to support their professional responsibilities. The Board of Health staff participated in Student Government Day. The Environmental Engineer and Supervising Nurse completed Public Health 101. The Director attended Region I and II MRC Annual Conference. The Supervising Nurse attended Asthma Triggers Training provided by the National Environmental Health Association. The Health Agent completed an on-line course on Ethnic Foods. The Environmental Engineer took a hands-on class on CAMEO (Teir II reporting software which uses GIS mapping techniques).

**TOTAL MONEY RECEIVED BY BOARD OF HEALTH FOR 2010 from permits: \$52,635** (This amount does not include emergency preparedness grants and awards or Medicare reimbursements, which support Burlington's public health emergency preparedness work and public health education.)

## **BOARD OF HEALTH STAFF**

Susan Lumenello., Environmental Engineer, Marlene Johnson, R.S., C.P.O., Health Agent, Alexis Petrello., M.S.N., R.N., Supervising Nurse, Leslie McLaughlin, Principal Clerk, Cathy Piccolo, Principal Clerk.

Respectfully submitted  
for the Board of Health,

Sharon Walker Mastenbrook, M.A., M.S.,  
R.S./R.E.H.S., CP-FS  
Director of Public Health  
Unit Leader,  
Burlington Volunteer Reserve Corps (MRC)

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## **PUBLIC LIBRARY**

Over 180,000 visits were made to the Burlington Public Library in 2010! These visitors came for a number of reasons. They came to check out books, audios, videos, games and museum passes. They came to find answers or to get help finding answers from the professional library staff. A number came to use the public computers, the free wireless connection, or the quiet study rooms. They read magazines, newspapers, or books. Many attended programs including storytimes, book discussions, workshops, and programs that were educational or just plain entertaining. Some came to view exhibits, others to use our meeting rooms with their groups. All came because the Burlington Public Library is a very important part of their community and they understand its value.

This year we have continued the process of updating and adding new furnishing to the library. In the Community Information Area on the second floor, new smaller tables replaced the large peeling tables. Lounge chairs were moved from the first floor to this area as well and it is now more heavily used. The word processor was relocated from a small room to a quiet area of the main floor. A second word processor was added with a color printer networked to these two stations. The room became another study room since these are in high demand (over 3000 uses of the study rooms were recorded in 2010). Staff computers were updated with the best of the old replacing public internet stations. The Principal Clerk's office was redesigned and new furniture was added. The end caps of the stacks on the second floor were replaced with oak to match the others on the floor. This has brightened up the area nicely.

Within the library there are four departments. Technical Services is the least known, but is essential. This is where all items are ordered from and prepared to go to the shelves for the public. This year, 10,917 items were ordered and processed by this department. They also removed 3800 items from the collection and the public catalog. These are mostly outdated or damaged materials that no longer belong in the library.

The Circulation Department is another of the departments in the library. This is the one most visible to all. Here items are checked out and returned. In 2010, over 391,000 items were taken out and more than 386,000 items were returned here. This is also where 1,474 people came to bor-

row Museum Passes this year. It is through this department that all of the 34,847 books that came from other libraries to fill requests for our patrons were received and prepared. As a People Helping People drop off location, the library helps the community. Food is accepted in lieu of fines all year round here. Also, during National Library Week the library has offered amnesty for fines and it has been very popular.

One more department, the Youth Services Department, is an extremely active department and highly valued by its users. Storytimes are offered 5 times weekly for babies and toddlers by the staff. They also offer special programming throughout the year. Included in these programs is the ongoing elementary-age Book Club "Need 2 Read" created by Library Assistant, Mary Naugle. In the summer she added a "Building Greenville" program where children created a miniature town from scrap. Both programs were very popular. Scrabble Club led by Library Assistant, Joanna Troutt, continues to meet weekly. They also conduct 2 tournaments a year in conjunction with the Woburn group. In 2010 we had 65 participants in our January tournament and 24 participants in August.



Joanna and Charl ready for the Halloween program

Summer Reading is a big part of the activities that take place in the Youth Services Department during the year. This year, the library followed the theme of the Commonwealth's Summer Reading Program, *Go Green@your library*. Over 370 children participated in the program that was facilitated by our teen volunteer staff. Many special programs and storytimes were offered during the summer with attendance totaling 1809 children and caregivers. The Summer Reading Program runs so well thanks in part to the teen volunteers. This year, forty eight teens participated in our summer volunteer program donating about 600 hours of their time under the direction of Library Assistant, Shelley Mastalerz. Volunteer work included creating flyers, aiding in program set-up, putting shelving carts in order, and helping parents and children with the prizes and puzzles awarded for reading in the children's Summer Reading Program.

Fifty nine teens participated in the 2010 Teen Think Green Summer Reading Program, reading over 1,034 hours and writing 80 reviews. Each week this summer, the Get There Green Raffle promoted greener ways of commuting by rewarding teens that had either walked for an hour or biked for half an hour that week. Altogether, Burlington teens walked 30 hours and biked 16 hours! We also had 14 winners in a Weekly Trivia Contest that tested teen awareness of environmental themes. Local sponsors for teen summer programming included: AAA Southern New England, Dunkin' Donuts, Friendly's Ice Cream Corp., Friends of the Burlington Public Library, Newbury Comics, Nordblom Company, Roche Bros., and Schoolhouse Ice Cream. Because of their generous donations, the library was able to give away 48 prizes for the Weekly Reading Raffle.

This Fall about 300 sixth graders from MSMS visited the library to enhance their library skills. These tours are conducted annually to help students transitioning to middle school learn about the other areas of the library and library skills. Staff members introduced students to online library catalog searches, as well as formally introducing them to the organization of the library's collections.

Teen programming continues to grow with a variety of different offerings. Game night, book talks, craft events and an after hours "Teen Coffee House" were among the programs this year.

The Reference Department, one other department in the library, is also valued by our patrons. Almost 27,000

reference questions were answered at the public service desks in 2010. Ten of the 15 public internet computers are located in the reference area. Even though there were issues with the connection at some points this year, still 26,949 users accessed the internet from the library. Our wireless connection has attracted more attention this year with an increase of 600 more users than last year, up to 3861 uses.



*One user of the free wireless access*

The reference staff researches and recommends databases that the library should have available to the public. Safari Tech Books Online is the newest database to be offered. Safari is a digital collection of more than 3300 full text, technical books all published within the past 3 years making it a very current and up-to-date database. Safari, like most of the databases offered can also be accessed from home with a Burlington Public Library card. Also with a library card, users are now able to download, free of charge, eBooks from our subscription database, Overdrive. Once downloaded, the eBooks can be read directly on your computer or transferred to a compatible device. The library has added a Nook and a Sony Reader to the Reference collection to allow the public to try these new devices before buying their own.

It is now possible to book one-on-one time with a librarian to learn about the resources to which the Burlington Public Library has access. Topics include finding health care information on the Internet, finding books and other materials using the library catalog, searching subscription databases, and setting up and using a free email account. The reference department continues to offer monthly workshops to help our patrons learn to navigate the Internet.

Our website continues to be heavily used. Because of all that can be accessed online, our website is almost like having a branch library that is open 24/7. The public can

search the catalog, reserve and renew items, access databases, download audio and ebooks, book museum passes, and learn about events scheduled at the library. This is a wonderful tool for the busy lifestyles that many of us live these days. This year, we added a facebook page for the library as well. This is a great place to find out about library happenings. By choosing to "like" Burlington Public Library, you can get news delivered right to your own facebook page and you'll always know just what is happening at your library.

Among other offerings at the library are a book discussion group and a "book talk" program for the public. Five regulars and 2 new people lead discussions for "*The Last Wednesday*" Evening Book Group. Staff member Shelley Mastalerz led a discussion of a graphic novel which resulted in some new interest, and the group shows interest in trying other new formats in the future. The Thursday morning "Book Talk" has been a regular part of the routine for years now. This is run by Assistant Director, Susanne Sullivan. During these "talks," Susanne shares information about titles both new and old. Attendees also talk about items that they've read. It is a great place to go when looking for some new reading (or listening) materials.

The third Adult Summer Reading program drew more attention and more participants than last year's. A total of 113 readers read 470 books over the summer. All readers enter for a chance to win raffles monthly and also write reviews of books that everyone can access. This is a really good way to find new authors to read.

At the end of the year, preparation for the next "Burlington Reads" event began. A committee was formed and four titles were presented for voting. The public chose "*Dark Tide*" by Stephen Puleo to be the community read title for 2011. Planning of programs continued and all are excited for what is to come.

Two other groups play a part in the success of the library. There are the volunteers who do tasks to help out the staff. Again this year we averaged 17 adult volunteers with regular weekly assignments, and this year there were a total of 22 different adults or high school students volunteering at one time or another. During the year 8 new people came on for training and 6 left us. In 2010 a total of 2101 hours were contributed by 25 adults/teens during the year, and another 47 teens during the summer. The adult volunteers now shelve films, examine DVDs to determine which ones need cleaning, and clean films and CDs on a regular



basis. Two teens share the task of shelving music, one adult moves boxed donations, and others do typing and filing. Reference is down to a single adult volunteer, and Youth Services uses volunteers only in the summer.

Volunteers also deliver for The Homebound Delivery Program. This program is where items are delivered to those in the community who cannot get to the library because they are permanently or temporarily disabled. It has been flourishing and there are now seven individuals getting regular or intermittent deliveries.

The Volunteer Appreciation Luncheon was held on Friday, April 9 with 72 adults invited. Only 37 were able to attend this “thank you” event. Sandwiches and wraps are purchased and the staff contributes salads and desserts as a way of showing their appreciation for these volunteers.



*Marie Leonard, handywoman, shows us “I can fix it, you can too”*

The “Friends of the Burlington Public Library” are the other group who make the library a better place for all. This year, they enjoyed a couple of brief, glorious months with a full board before people began to fall away, but managed to right themselves again and draft a more-or-less complete board for 2011 by the end of December. They found a new way to run a Book Sale with an array of ‘Captains’ when they couldn’t find one person to be in charge of the whole thing, and drew useful attention to themselves with a membership drive and membership rewards.

They funded programs for children and adults, increased the number of museum passes they fund to 14, and staffed tables and ran ‘mini-book sales’ at the August and September town events on the Common. The Friends hosted 12 programs in 2010, with a total attendance of 436 people. They ran two book sales, contributed to the May Basket Raffles, and also coordinated a photo fundraiser and a Pizzeria Uno ‘Dough Raiser.’ Additionally, they increased their membership to 162 in 2010.

I’d like to thank the volunteers and the “Friends” for enhancing the library. I especially want to thank the staff whose dedication and hard work make this library a vital resource in this community. But mostly, thank you to all of you who know how valuable this resource is. In this struggling economy many have come back to the library and I have no doubt that they will stay even when the economy improves because of the service that they get at the Burlington Public Library.

Respectfully submitted,

Lori Hodgson  
Library Director

## BOARD OF LIBRARY TRUSTEES



Back row (left to right): Rosalyn Minassian, Edith Entwistle, Paula Benard, Jr.  
Front row (left to right): Eileen Sickler - Chair; Steven Wasserman - Vice Chair;  
Bob Thys. Photo by: James Wang Photography

Our snow filled winter was as challenging as providing outstanding service resulting from the increased usage of library services despite tight fiscal budget constraints. In fact, Governor Patrick's proposed 2012 budget offers near level funding from the prior fiscal year, recognizing the importance of library's valuable services.

Our library is more than ever a place where residents go to learn and socialize, using the space and resources we currently offer. These resources can range from meeting rooms for local groups to staff led sessions on using eBooks and researching technical databases.

Technology drives many of our resources which our tech-savvy community expects. This is one of our biggest challenges now and going forward – providing resources to support technology and to foster innovation that makes library services more cost effective and efficient.

We're also fortunate to welcome Robert Thys and Rosalyn Minassian as new trustees. They bring fresh insight and ideas that help us improve the services of the library.

Lastly, many thanks to all those who make this possible including staff, volunteers, Friends of the Library and Lori Hodgson, Library Director. Please enjoy your library and as always, your comments and thoughts are appreciated as we look ahead to the new year.

Respectfully submitted,

Eileen Sickler  
Chair, Library Trustees

## HISTORICAL COMMISSION

Sam Adams and John Hancock fled from the Red Coats to the Sewall House now memorialized on the town seal. About 1730 the Francis Wyman house was built, and in 1830 Abner Marion built Grand View Farm. The Second Parish Meeting House (now The United Church of Christ Congregational) was built in 1732. Although these are only a few of the historic buildings in Burlington; their story provides a rich heritage for our children.



Francis Wyman House

Part of the Historical Commission's responsibility in Burlington is education. The Commission has worked with the public schools to strengthen the new third grade town history curriculum through visits to the Museum, Olde Burial Ground, Town Common, and the West School. The commissioners welcome the third graders from Memorial, Francis Wyman, Pine Glen, and Fox Hill Schools. They explain the history, tell stories, and help them identify the strange old household items of the past. The students are particularly fascinated with the old typewriters.

A new exhibit, coordinated with the school curriculum, opened at the museum. "The Burlington Historic Trail" displayed some of the oldest buildings in town. There were paintings, photographs, and artifacts for each site. It was a popular exhibit, and often school children returned with their parents. The exhibit was open on week-ends and Tuesday nights during the concerts on the Common. Sometimes the commissioners, in attendance, served cider and donuts.



As usual the West School, built in 1794, was open on Halloween. Halloween decorations were made by elementary school children. Many little goblins and some big ones too visited the school. The commissioners answered questions and told stories. There was always cider and donuts to refresh the goblins.



West School

The interior of the West School was in need of much repair. (The outside had been painted.) The town answered our plea and cleaned and painted the interior. Jack Reale and John O'Keeffe repaired and refinished the old teacher's desk and several student desks. The old school now looks great, and the Historical Commission wishes to thank Jack Reale and John O'Keeffe for their beautiful work on the old wooden desks. We also thank Merva Landscaping for the new landscaping at the school.

Toni Faria and Kathi Horton created a display of old Valentines at the library. The Valentines came from the museum collection.

The Commission purchased a new computer for the museum. Michael Tredeau researched computers and purchased one. It is a valuable addition to the work of the Commission.

In order to make research of Burlington history a bit easier Michael Tredeau scanned the three major works on that theme into PDF format and burned them to a CD.

- *Ye Olde Meetinghouse 1732* by Martha Sewall Curtis
- *The History of Burlington 1640 to 1950* by Cavanaugh Rice Dunham
- *The History of Burlington, Part of a Greater Chronicle* by Ed Fogelberg

Also included on the CD were: *Historical Collections of the Indians in New England* by Daniel Gookin, *Beneath Old Roof Trees* by Abram English Brown; *History of Woburn* by Samuel Sewall. Due to copyright restrictions, this CD is not for sale, nor will it be made generally available to the public. It is intended for use as a research tool by the Historical Commission and others who research Burlington history.

## Donations to the museum:

Joanne Kinchla donated:

c 1800 1 child's white cotton dress, 1 cotton slip, 1 white cotton child's nightgown, 1 white lace head piece or collar, partial bodice of black velvet with ten metal buttons with raised images of windmills.

Marge Merrigan donated:

1-7 pg. scrap book of news articles 1968-1971, 1 scrapbook with articles 1929-1931 to the 70's on radio development in Boston, 1 scrap book containing Welcome Home Victory Jubilee on July 12, 1919 and other Woburn Times Articles.

The Commission wishes to thank the Burlington Historical Society for their support and the town for the refinishing of the West School.

(PHOTO BY MICHAEL TREDEAU)



Historical Commission: Front row (left to right): Michael Tredeau and Toni Faria, co-chairmen. Back row (left to right): Sandra Coven, Eldrine Emerson, Kathleen Horton, Norman Biggart, Joyce Fay, and Norma Robichaud.

Respectfully submitted,

**The Burlington Historical Commission**

Tonia Faria and Michael Tredeau,  
Co-Chairmen

Eldrine Emerson, Secretary

Joyce Fay, Treasurer

Norman Biggart

Kathleen Horton

Sandra Coven

Norma Robichaud, Alternate

Hope Paulson, Judy Wasserman, Gene Rossi,  
Advisory Members

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**BEAUTIFICATION COMMITTEE**

The Burlington Beautification Committee (BBC) is pleased to submit the following report for the year 2010.

During the year the committee continued to oversee its ongoing list of projects.

1. We are pleased to report that many of the businesses along Cambridge Street, Bedford Street, Burlington Mall Road, Winn Street and Middlesex Turnpike continue to maintain attractive landscaped properties.
2. We are also pleased to report that a number of local landscapers and citizens of Burlington continue to maintain their assigned areas:

**Around Burlington:**

- Ron Given – Burlington Landscaping Inc.  
*The intersection of Center and Winn Streets*
- Gulde Insurance  
*The Island on Olympia Way*
- Jim Martin - James A. Martin Company, Inc  
Steve Marchese - Marchese Sprinkler Repair Service  
Dan Dellanno - LawnMaster  
*Diorio Green at the intersection of Cambridge Street and Burlington Mall Road*
- Jerry McCarthy – Mac's Landscaping  
*Historic Museum at Cambridge and Bedford Streets*

- Martin Merva – Merva Landscape  
*Old West School at Bedford Street and Francis Wyman Road*

- Members of the Garden Club  
*Colonial Garden on the island across from the Fire Station*

**Town Common:**

- Davis Prato - Prato Associates  
*The Gazebo*
- Kevin Sullivan – Edward V. Sullivan Funeral Home  
*Corner of Bedford and Center Streets*
- Jerry McCarthy - Mac's Landscaping  
*Bicentennial Memorial flower bed on the corner of Cambridge and Bedford Streets*

3. The Recreation Maintenance Department continued to maintain the general appearance of the Town Common and provided significant help to the Beautification Committee.

This report is respectfully submitted by the volunteer committee:

Andy Giordano  
Carol Engel  
George Major  
Joan McSweeney, Secretary  
Elaine Zuccaro, Chairman

## SCHOOL COMMITTEE



*School Committee: Front row (left to right): Walter Kikuchi, Student Representative; Christine M. Monaco, Chairman; John L. Vanella. Back row (left to right): Michael F. DeSimone, Thomas F. Murphy, Jr., Stephen A. Nelson, Vice-Chairman. Photo by Burlington Studio of Photography*

	Term Expires
Christine M. Monaco, Chair 18 Corcoran Road	2013
Stephen A. Nelson, Vice Chair 25 Fairfax Street	2011
Thomas F. Murphy, Jr. 3 Lexington Street	2013
John L. Vanella 8 Pearson Circle	2011
Michael DeSimone 5 Gloria Circle	2012
Walter Kikuchi Student Representative	

The year 2010 has been an exciting one for the Burlington School Department, despite the persistent economic struggle being felt nationwide, statewide, and locally. With the help of our school staff, town hall staff, elected and appointed officials, and all of our citizens, we continue to have thriving schools and we have several ongoing capital projects. Dr. Eric Conti, our Superintendent of Schools, is to be commended for leading our schools so successfully

in all areas. He is an excellent Superintendent, and we are very fortunate to have him here in Burlington.

The new Memorial School has been underway since spring and is moving right along on schedule. In fact, at this moment, it is actually ahead of schedule. The building is being prepared to open in August 2011, in plenty of time for the 2011-2012 school year. After so many years working toward this goal, it is now within sight. Thanks are in order to the Facilities Planning Committee, the Memorial School Building Committee, Town Meeting members, and all those who have worked and are working on this major project. Memorial School will have a capacity of 500 students, compared to the capacity of 250 in the old Memorial. It is a large and beautiful school and a wonderful addition to the town.

Over the last year, the long awaited plans for an addition and renovation to Marshall Simonds Middle School have come to life. Town Meeting approved the financing for the plan last May, and subsequently, the Massachusetts School Building Authority Board of Directors approved the project for state reimbursement. We are currently working out the details of the project and hope to break ground in early spring. This project will add a new wing to the current middle school, extending out from the center of the building toward Winn Street. It will house the new front door, the administration offices, classrooms, science labs, and a library/media center. The entire building will be renovated, including the cafeteria and kitchen. A small addition to the auditorium will provide needed room for music and instrumental classes. The Marshall Simonds Building Committee has been established and is preparing to follow this project through to completion in 2013. The new wing will go up fairly quickly, but the renovations with children in the school will take considerable time. We are hoping to do major parts of the renovation work during the summers when the children do not have classes.

We are very fortunate to have both of these major projects going forward, Memorial School and Marshall Simonds Middle School. Thanks to good and solid management, Burlington is a financially healthy community and as a result, was able to take advantage of low interest rates during these difficult economic times. Also, we were remarkably fortunate to have both projects approved for reimbursement by the MSBA. We would like to offer special thanks to Craig Robinson, our Director of Finance and Operations, who has the hands-on role in our capital proj-

ects, as well as our entire school budgeting process. His work is essential to our everyday operations and all of our ongoing projects. We would like to recognize Mr. Robinson for the tremendous work he does for our School Department.

The budget process for 2010 was very difficult. Given the economy and the guidelines set by Ways and Means, as well as contractual obligations, we had difficult decisions to make. Ultimately we eliminated the Elementary World Language Program (Italian) and the teaching positions it included. We eliminated a custodial position, a clerical position, a guidance position, and we did not fill the positions of some retirees. We also made cuts in areas of non-personnel. We did our best to keep up the level of service that we provide to all our students, while meeting the financial needs of the community. We would like to thank the Ways and Means Subcommittee for Schools as well as the entire Ways and Means Committee for their help and support. We would also like to thank Town Meeting for their continued support for schools. And once again, thanks to Dr. Conti and Mr. Robinson for their leadership and guidance in this difficult endeavor.

Our Varsity Field project is successfully completed and the grand opening ceremony took place on November 5, 2010. While we were unable to use the field for most of the fall season, we offer special thanks to our neighbors in Woburn for allowing us to have our “home” games on their high school field. Our new artificial turf field will allow much more use of Varsity Field both by our high school sports teams and by youth sports teams in town. The track will be open to the public for use, but will be closed at night for protection of the facility. Thanks again to all who took part in this project and to the town financial team, Ways and Means and Town Meeting for supporting the funding.

The School Committee has finalized two important policies recently. The “Bullying in Schools Policy” was mandated by state law in response to tragic events that occurred in Massachusetts as a result of bullying. It is a policy that is unfortunately very necessary and will hopefully result in both awareness of how destructive bullying can be, and prevention of it happening in the future. This is a very serious issue that is now addressed both by law and by policy. It must be taken seriously by all. The “Burlington Public Schools Allergen Policy for Students with Life Threatening Allergies,” will make changes to what food items can be brought into our schools to protect those who can be harmed by contact with certain foods.

We offer our thanks to the Burlington Education Foundation for funding so many exciting projects initiated by our teachers. We thank the citizens who continue to support the Foundation, now in its eighth year. The BEF grants to teachers offer opportunities that we would otherwise not have. It is a remarkable organization and we are most grateful to those who make it work.

Our student representative to the School Committee this year is Walter Kikuchi. Walter does a great job and has brought several student issues to our attention, resulting in change. We are currently working on changes to the Burlington High Program of Studies and to the weighting of different course levels. One example is making advance placement courses have more academic weight than honors courses. Walter has provided valuable student input and we thank him.

In conclusion, the School Committee is very proud of our school system and the success of our students. We thank all of our employees for their dedication and we thank all those who have any role, large or small, in supporting our schools. We work hard to provide the very best educational opportunities for our citizens and we appreciate their ongoing support. Burlington is a wonderful community and a great place to live that we can all be proud of. School Committee members are all available by phone and are happy to talk with anyone who would like to contact us.

Respectfully submitted,

BURLINGTON SCHOOL COMMITTEE

Christine M. Monaco, Chairman  
Stephen A. Nelson, Vice-Chairman  
Michael DeSimone  
Thomas F. Murphy  
John L. Vanella

## SCHOOL ADMINISTRATION

### Superintendent of Schools

Eric M. Conti	B.S., Brown University M.A., Brown University Ed.D. University of Wisconsin
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### Director of Finance and Operations

Craig Robinson	B.S., University of Vermont
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### Director of Pupil Services

Dr. Cathleen Estep	B.A., Rosemont College M.Ed., Boston University C.A.E.S., Boston College Ph.D., Boston College
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### Burlington High School Administration

Patrick Larkin Principal	B.A., Assumption College M.Ed., Framingham State College
Richard T. Sheehan, Jr. Associate Principal	B.A., Stonehill College M.Ed., Salem State College
Mark Sullivan Assistant Principal	B.S., University of Massachusetts M.Ed., Cambridge College C.A.G.S., Cambridge College

### Marshall Simonds Middle School

Richard J. Connors Principal	B.S., Salem State College M.Ed., Boston University
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### Elementary Schools

Karen Rickershauser Principal Memorial School	B.A., Simmons College M.Ed., Antioch College C.A.G.S., Salem State College
Susan Astone Principal Francis Wyman School	B.S., Framingham State College M.Ed., Notre Dame College

Ellen Johnson  
Principal  
Fox Hill School

B.S., Keene State College  
M.S., Emerson College  
C.A.G.S., Salem State College

John Lyons  
Principal  
Pine Glen School

B.A., Merrimack College  
M.Ed., Simmons College

## SUPERINTENDENT OF SCHOOLS

In 2010 the Burlington Public Schools continued to build on our successes of 2009. Our primary areas of focus continue to be instruction/technology and communication. We no longer separate technology and instruction as categories. Technology is an integral part of learning in today's schools.

Although one cannot help but notice the construction of a new elementary school and Varsity Field complex, it is the people in our schools who are most critical to student success. Involved parents, engaged students, exceptional faculty and staff who work in our schools and the continued support of the community are key components to preparing Burlington students to compete in a shrinking and flattening world.

Our learning focus in 2010 was to continuously improve the capacity of the district. Enhancing capacity means expanding professional development for faculty and staff, improving our physical plants and grounds, and, most importantly, seeing higher levels of student achievement.

Our students at all levels have worked hard and experienced success in the classroom, on stage, in the visual arts, on the athletic fields, and in the community. These student successes are evidence of talented people and effective and well-supported programs. We continue to improve our state measures of student growth at all levels – elementary, middle, and high school. While academic growth is our first priority, we value all areas of student success. These varied accomplishments last year can be viewed on the many district blogs and wikis.

While people will always be our priority and critical for our success, we have several major construction projects underway. This fall saw the first home football game on the new Varsity Field Complex. While there are still some details to finish, the facility will be in full use this spring.



The new Memorial Elementary School made great progress last year. We are on schedule and on budget for a fall of 2011 opening. The Marshall Simonds Middle School renovation and addition was supported by Town Meeting and the Massachusetts School Building Authority (MSBA) and is progressing quickly toward ground breaking.

The pending opening of a new, larger elementary school required the school district to establish new school zones for the four elementary schools. This work was started in 2010 and will be completed before the start of the 2011/12 school year.

In 2010 we have had in depth conversations about what learning needs to look like in the 21st century. Our efforts have been to create a long term, sustainable funding stream and plan that will allow Burlington to be recognized as a state and national leader in using technology to enhance collaboration and flexible learning opportunities for students. In essence, we want to stop talking about technology as something extra. All of these efforts have been in partnership with the town. Specifically, Burlington High School is preparing to be one of the first one-to-one high schools in the state next year. One-to-one computing involves providing every student with a device linked to the internet. It would be more appropriately called one-to-one access. The device of choice by the high school's one-to-one committee is the Ipad. The plan is that in three years students will bring in their own devices to provide access to the internet. These devices could include smartphones, netbooks, Ipads, or laptops. The initial one-to-one adoption of Ipads is to jump start the infusion of technology into classroom instruction. Once learning and technology become more intertwined, the type of device becomes unimportant. This learning environment would not be possible without the infrastructure that was put in place with the support of Town Meeting and in partnership with the town. The district continues to expand the use of our new student management system. We added the middle school report cards in 2010 and are working to add elementary report cards onto the system next year.

We continue to invest in providing 21st century tools to improve student engagement and achievement. We made progress in our efforts to equip every classroom in the district with an interactive whiteboard, projector, and four-station computer cart that we call a "Bob-cart." These efforts will continue next year and beyond. Our students and teachers are pushing us to expand the availability of

tablet devices, like the Ipad. The applications available for all learners continue to be developed and made available.

Our efforts to improve and expand communication continue. The growing number of teacher and principal blogs in 2010 is evidence of these efforts. In addition to blogs, we are in the process of implementing five extended afternoon meetings. These meetings provide time for inter-school gatherings of teachers. These inter-school meetings are critical to establish common expectations across schools and smooth transitions from elementary to middle to high school. Similar to last year, this year's administrative council meetings are hosted at a different school each month. Teacher representatives have also been added so that their voice can be included in our planning.

We continue to offer courses for college credit through our partnership with Bay Path College and Middlesex Community College. Plans are in the works to expand the number of these offerings and to provide the addition of dual enrollment courses (both high school and college credit) for next year. Our goal is to have students graduate high school and be well on their way to an Associate's Degree.

Burlington continues to make progress preparing students for a global economy through curriculum, study-travel (including Italy and China), and a variety of other opportunities. Burlington was the lead district in a Teaching American History grant. This four-year grant provides opportunities for our teachers to learn from experts in the area and with colleagues from other towns. An example of this learning is a trip to the deep south that will allow these teachers to bring this live experience back to their respective classrooms.

In addition to the initiatives discussed above, the curriculum office provides support and development for teachers through coordinated district-wide professional development. Our goal is to identify and replicate best instructional practices and deepen content knowledge in order to increase the academic achievement of all Burlington students. Four professional development days are stipulated by the school calendar. The days are designed to strategically balance district versus building needs and to address individual interests by providing choice. While providing opportunities for choice, the district needs to follow through with our commitment to meet with teachers regularly to discuss these professional development choices



and incorporate new ideas from faculty into our future planning.

We are proud to provide our Burlington staff with a wide variety of forums for professional discussions about curriculum and learning as we continue to sharpen skills and strive for excellence. We provide experiences both within the district through elementary curriculum councils, middle school team meetings, and high school department meetings and outside of the district through workshops, conferences, and courses. These professional development opportunities occur during the school day, after school hours, on Saturdays, and during the summer. Burlington continues to boast of long-term relationships with a host of partnerships with outside agencies including Primary Source, Teachers as Scholars, and Massachusetts Computer Using Educators (MassCUE). By providing a depth of offerings, lesson modeling, and coaching, we foster growth, deepen content knowledge, and mesh assessments with instruction. This level of choice supports the implementation of curriculum and allows for observation of best practices. This in turn leads to increased academic achievement and positive student outcomes.

All of these efforts should manifest in higher levels of student engagement in the classroom. We continue to develop a shared definition of student engagement in the district. We are beginning to use a "learning walk" or a "learning round" to reflect on the student experience in our schools. Learning walks are similar to rounds at a teaching hospital – small groups of teachers and administrators visit classrooms to look for learning from the perspective of students. The end result should be reflective conversations about best practices. This process is not teacher evaluation. These critical conversations will continue into next year.

Respectfully submitted,

Eric Conti  
Superintendent

## BURLINGTON HIGH SCHOOL

Burlington High School continues to work to integrate technological tools into classrooms in order to better engage students in their learning. With this in mind, pro-

fessional development time continues to offer teachers opportunities to learn new tools that can be utilized to enhance engagement, collaboration, and communication. In addition, all of the members of the BHS staff received new laptops to assist with this transition. Staff and students continue to voice excitement about this technology infusion and concrete examples of the impact of these tools are growing.

At the conclusion of the 2009-2010 school year, BHS saw the retirement of four faculty members: Barbara Malatesta from the Guidance Department, Angela Guerra from the Math Department, Alan McRae from the Science Department, and Mary Vamivakas from the Special Education Department. New staff members/positions for the 2010-2011 school year include:

Data Manager	Josh Murphy
School Nurse	Mary Sullivan
English	Pam Coppola and Molly Stuart
Foreign Language	Tiffany Bistocchi and Daniela DeSousa
Guidance	Emily Minty and Christine Robinson
Math	Yana Aronova, Dan Calore and Arshad Khan
Science	Jennifer Belcher
Specialists	Dennis Jackson
Perm Subs	Krista Roberts

Among many highlights was the selection of Burlington High School by Boston Magazine as one of the top 50 public high schools in the state for the third year in a row. Schools were chosen based on standardized test scores and cost-efficiency factor, which measured academic performance against dollars. BHS has continued its dual enrollment courses with Bay Path College where students were able to take courses at BHS and receive both high school and college credit. In addition, BHS has begun an arrangement with Middlesex Community College which allows some students to earn concurrent credit from both BHS and Middlesex Community College for courses taken at BHS during the regular school day. In addition, BHS has offered a number of on-line courses to students through its membership with Virtual High School. Finally, Burlington High School students continued to perform exceptionally

well on the MCAS tests with 100% of the Class of 2010 passing both the ELA and Math MCAS tests.

Burlington High School continued to honor its Veterans at the annual Veterans Day Assembly. In addition, the eighth anniversary of the September 11 terrorist attacks was marked by a moment of silence in honor of Burlington's Robert Hayes, Thomas McGuinness, and Mary and Jim Trentini. Following this, a special selection was sung by members of the BHS Chorus and a bouquet of roses was placed in front of the plaque in the lobby bearing the names of the Burlington victims.

Community service projects continued to play a big role at BHS. Once again the OPEN Community Service Club under the leadership of Alan McRae and with the assistance of Joan Proctor collected donations for the troops serving in Iraq and Afghanistan, sending more than 100 boxes for the holiday season. The response from the troops for these care packages continues to be overwhelming as numerous letters made their way back to BHS thanking our students, staff and community members for their wonderful support.

Finally, BHS saw the transition to a new Student Management system that will eventually allow all students and parents to access grades and other information online. This transition has been facilitated under the direction of our new Data Manager Josh Murphy.

As always, please turn to the Burlington High School Blog at [burlingtonhigh.blogspot.com](http://burlingtonhigh.blogspot.com) for the latest news from BHS.

Respectfully submitted,

Patrick M. Larkin

Principal

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## **ART DEPARTMENT**

The second annual BHS Artist Alumni Day was held in January. Alumni returned to Burlington to take part in the event, where they displayed their work and spoke to art classes about life in the arts after high school. Most were in post-secondary art programs. Two of the presenters work as professional graphic designers.

In January, BHS once again participated in the Boston Globe Scholastic Art Awards. In all, thirteen entries by twelve Burlington art students earned recognition. Judges awarded Honorable Mentions to the following artists: Leanne Aiello, Briana Anderson, Sarah Boari, Giovanni Ferrini, Brianna Gainley, Kaitlyn Morneweck, and Jerril Varghese. Judges awarded Gold Keys to the following students: Caitlin Abruzzo, Juan Aguilar, Damian Gordon, Krupali Patel, Tal Singer, and Jerril Varghese. In addition, Caitlin Abruzzo was awarded a Gold Key for her portfolio. These six works were selected from over 6,500 entries and almost 500 portfolio entries, a record number of entries for the competition in Massachusetts. They were on display in an exhibition in Boston's State Transportation Building through the month of February. The awards ceremony was held on Sunday, February 14, 2010 at John Hancock Hall in Boston. Following that, all the Gold Key winning pieces were entered in the national competition in New York, where Damian Gordon's animation won a Silver Key at the national level.

In March of 2010, the department produced its thirty-seventh annual "Exhibition." Hundreds of pieces of work were exhibited in the high school library and main lobby. Student Kartike Mathur designed the poster and flyers for the event.

March also saw the first exhibition in the high school's new art gallery. Cambridge Street Gallery is committed to providing exhibition space to BHS alumni artists, community members and faculty. It began when senior Natalie Casey noticed an empty office and was inspired to transform it. Thanks to the support of Principal Larkin and Keene Carpet, which provided the flooring, the gallery quickly became a reality. The gallery is contained in Burlington High School and is located across from the cafeteria. It is locked and only opened with a supervisor (administrator, teacher or trained student) present. Several of our Portfolio students have volunteered to be "gallery-sitters" during their studies, allowing us to keep the gallery open for a few periods each day.

The first exhibition featured the work of Geoff Silvis, Burlington High School alumnus Class of 2006, who graduated in 2010 from Hartford Art School at the University of Hartford with a Bachelors of Fine Arts in Printmaking. Geoff exhibited his intaglio prints and egg tempera paintings.

In May, students from the Portfolio class hosted a reception for Burlington High School's fourth annual

Portfolio Exhibition. The show was organized and hosted by the juniors and seniors in the advanced art course, who supplied refreshments and offered commentary on their works to guests. The reception coincided with the Music Department's annual Spring Concert.

Tal Singer was selected to represent Burlington High at the annual Art All-State Festival at the Worcester Art Museum, where she collaborated with her creative peers as well as professional artists in making large-scale installations. Art All-State is jointly sponsored by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education. Ms. Singer enjoyed the experience and plans on enrolling in art programs upon graduation.

The first exhibition of the 2010-2011 school year in the high school's Cambridge Street Gallery featured the work of the Art Department staff. It included sculpture and silk-screen prints by Christina Chang, graduate of Rhode Island School of Design; a series of portraits by George Ratkevich, graduate of Boston University; ceramics and intaglios by Joanne Vigneau, BHS alumnus and graduate of Massachusetts College of Art and Design; and fashion photography by newest art faculty member Keith March Mistler, graduate of Boston University.

September saw the art department's participation in the town of Burlington's third annual Taste of Burlington event, where student works were exhibited.

Over forty Burlington students exhibited their work at the High School Art Majors Exhibition sponsored by the Lexington Arts & Crafts Society this fall. This exhibit was shared with high school art programs in several neighboring communities, including Arlington, Bedford, Burlington, Concord-Carlisle, Lexington and Waltham.

The November/December exhibition in the school's Cambridge Street Gallery featured the photography of Georgia Wingrove Devine and Laura Phillips, both veteran Burlington teachers and long-time travel companions. They traveled to the Dominican Republic during April 2010 with a trip sponsored by Primary Source, and the series of photographs on display was a result of their visit.

The Macintosh lab, part of the long-range technology plan originally financed by Sun Microsystems, continues to provide students with exciting possibilities in the computer graphics field. Both the *Digital Arts* and *Graphic Design* courses

use the equipment and graphics programs. Many of the works created in the lab go on to publication as posters, banners, and program covers for the graduation ceremony, the school musical, and the high school's Program of Studies. Several of the artworks that earned recognition in the Boston Globe Scholastic Art Awards were created in this lab.

Every fall, the high school art department hosts representatives from various post-secondary art programs in the New England region. The representatives presented their programs to juniors and seniors in our advanced classes and offered to view and critique student portfolios. Many of our students attended National Portfolio Day in November. Representatives from art programs from throughout the country were on hand to review portfolios, giving honest, direct criticism of our students' work before they would refine it for their actual college applications.

Ms. Christina Chang continues to serve as the advisor for Students for Asian Cultural Awareness. Mrs. Vigneau continues to serve as an assistant softball coach. Mr. Mistler, who served at Burlington High School last year as a student teacher, is now a first year teacher here. He initiated a photography club, and Mr. Ratkevich began advising the school's new art club. Mr. Ratkevich continues to serve as an advisory board member for the Boston Globe Scholastic Art Awards.

Respectfully submitted,

George Ratkevich  
Art Department Head

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## **ENGLISH DEPARTMENT**

The English Department continues its mission of preparing students for lifelong literacy through academic courses and enrichment activities designed to meet the abilities and needs of each student at Burlington High School. Once again our students performed well on standardized assessments (MCAS, PSAT, SAT, AP tests). In addition, student engagement in departmental programs continues to evolve and grow, certainly a testament to the dedication and expertise of sixteen talented English teachers.

First of all, there have been some staffing changes this year. Fifth year English teacher Karen Hallman was granted a leave of absence to pursue one of her career goals of teaching overseas. After a successful first year as an interim teacher, Rebecca Skerry was offered a second year contract in our department. Molly Stuart joined our department as well (an interim position), following an impressive semester as a practicum student from Northeastern University last spring. Finally, Burlington resident Pam Coppola took a part time (interim) position in the English Department, transferring from our school's tutoring program. Almost immediately, Pam's position became full time in order to address some specific needs in special education. Good news spread across our professional family this past fall when veteran English teacher Shannon Janovitz gave birth to a beautiful baby girl. Krista Roberts filled her temporary absence most capably during the first marking period.

This year much of our staff development time has been devoted to the implementation of next year's 1:1 plan, and many of our teachers have created classroom blogs and teacher web pages in anticipation of this exciting change. However, we have also continued to review curriculum to ensure that we are offering a relevant, varied, and rigorous course of study. In just its second year of existence, the course *Leadership and Social Change* continues to encourage social activism and to raise school wide awareness on important issues. In addition, the second Advanced Placement course in English, *AP Language and Composition*, has proven to be a challenging class, offering an in-depth study of our language to members of the junior class with a passion for English. Through the combined efforts of department members, we continue to publish our own textbooks for use in both the British and World Literature and American Literature courses. The latter book now includes teacher generated contextual vocabulary based on the literature selections (this task had previously been accomplished in the senior self published text). Without question, these consumable books help to conserve budgetary resources, to allow for yearly revision, and to reinforce learning by encouraging student annotation. Although we all have our eye on next year and the excitement that technology generates, we need to preserve face-to-face discussion time to keep the "what" we teach, our curriculum, rigorous and evolving.

As in the past, student writing is published in both *Collab*, our literary/arts magazine, *The Devil's Advocate*, our school newspaper, and in many local, state, and national

competitions. Likewise, many of our performance-oriented students enroll in our Drama electives. However, many more students (approximately 50) perform regularly throughout the school and community with our popular improv club, *Idle Hands*.

The members of the English Department continue to assume a leadership role in both the curricular and co-curricular life of Burlington High School. As educators dedicated to making a difference in our school, we work together on a daily basis to form a vibrant professional learning community.

Respectfully submitted,

Robert F. Conceison  
English Department Head

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## FAMILY AND CONSUMER SCIENCE

The Family and Consumer Science program is comprised of two components, Child Development and Culinary Arts. The Child Development program, led by teacher Rosemary Bransfield, continues to serve the needs of the Burlington community by providing a preschool program for Burlington residents. From a pool of applicants, 65 BHS students are chosen to work in the program. The Culinary Arts program, which is headed by teacher Marjorie Arcand, offers courses in Food Preparation, Professional Cooking, and Gourmet Foods.

Respectfully submitted,

Marjorie Arcand  
Rosemary Bransfield

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## FOREIGN LANGUAGE DEPARTMENT

The Foreign Language Department offers students a rigorous and challenging curriculum in French, Italian, Latin, and Spanish. AP Spanish students took the highly competitive College Board exam this year in order to earn possible college credit. Students in each of the languages were recognized by the Massachusetts Foreign Language Association (MaFLA) for their achievement and leadership.

MaFLA awarded many students Certificates of Participation in their annual essay contest whose theme this year was "Languages: Gateway to Global Communities."

For the first time since the start of the Italian Exchange in 2007 between BHS and Istituto Pilati in Cles, Italy, fifteen Italian students and three chaperones arrived in April rather than in September. The Italian students lived with Burlington host families. Italian students and their American hosts enjoyed visits to Plimoth Plantation, the Science Museum and Harvard Square. The Burlington Sons of Italy invited the students to a delicious potluck supper. The Italian students were scheduled to depart on April 17. However, because of the ash cloud from the Icelandic volcano, the Italian group was stranded in Burlington until April 21! Host families were extremely generous in offering their homes for an unexpected extended stay.

The exchange was most meaningful in providing an opportunity for students to practice their language skills and to cement friendships that had begun the previous September in Italy. Students e-mail regularly and this year an Italian IV class taught by Ivana Gentile is using Skype to continue communication. Plans are underway to investigate the possibility of beginning a Spanish Exchange with a school in Spain.

In July, 2010, Spanish teacher Renee Dacey accompanied fifteen high school students, including BHS Senior Stephen Jefferson, to Salamanca, Spain for a three-week immersion experience. Along with the students, Mrs. Dacey was able to participate in many cultural and educational opportunities. We are hoping that more BHS Spanish students will take advantage of this program in the future.

In addition to mentoring students through French Club, Italian Club, Latin Club and Spanish Club, department members plan and chaperone excursions in foreign travel to provide global learning opportunities for our foreign language students.

Respectfully submitted,

Rita C. DeBellis

Foreign Language Department Head

## MATHEMATICS DEPARTMENT

The goal of the Burlington High School Mathematics Department is to meet and/or exceed the needs of a wide academic range of students. This goal is accomplished by continuing to access, upgrade, and implement a variety of courses ranging from Advanced Placement courses (A.P. Calculus and A.P. Computer Programming) to Basic Skill Math and Computers.

The Math Department makes use of Smart Boards and other current technology to the fullest extent.

The Burlington High School Mathematics Department consists of 14 full-time teachers with combined teaching experience of over 250 years. Not only is the staff of the Burlington High School Mathematics Department experienced but it is innovative and pro-active.

The High School Math teachers regularly attend professional development workshops and take courses relative to current Math trends such as child-centered learning.

**Math League:** The Burlington High Math Department continues to excel in the "Math League." This year's team had another successful season (outstanding coaching by Mrs. Saxe). Other teams in the league consist of Bedford, Arlington Catholic, Lexington Minuteman, Wakefield, Woburn, Stoneham, Somerville, and Winchester.

**Computer Lab:** The Mathematics Department utilizes three computer labs. All three labs are used seven periods per day.

**Designated Mathematics Tutor:** Students have access to individualized Mathematics tutoring seven periods per day plus an additional hour per day after regular school hours.

**MCAS:** The classes of 2008, 2009, and 2010 of the Burlington High School Mathematics Dept. all (100%) passed the Math portion of the MCAS.

**Mathematics Dept. Retirement:** Mrs. Janice Sykes and Mrs. Angela Guerra both retired in 2010. They gave a combined 65 years of outstanding teaching to the Town of Burlington. Although they will both be missed for their specific talents, we wish them the very best.

Respectfully submitted,

James P. Curtin

Chairperson, Math Department



## HIGH SCHOOL GUIDANCE DEPARTMENT

The mission of the Burlington High School Guidance Department is to support the academic, career, and personal/ social development of all Burlington High School students. Through individual and group counseling and collaboration with school, home, and community, we foster responsible decision-making. We strive to help students realize their full academic and personal potential as life-long learners and global citizens. The Guidance Counselors and school psychologist, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

Barbara Malatesta, Guidance Counselor, has retired from Burlington High School and two counselors are out on a maternity leave. Filling the shoes of the three counselors are Emily Minty, Christine Robinson, and Amanda Magnan. Also our Guidance Secretary, Carla Ferraguto, retired and Mrs. Patty Lewis assumed the role of Guidance Secretary. They have been a great addition to the staff.

The Guidance Department continues to expand the web-based management system, called Naviance, which allows students to complete many of the tasks associated with selecting a college, major, and career. This year, many teachers are using the program to upload letters of recommendation as well. The counselors now utilize a personality profile for students so they are able to make informed choices on careers and college major. In addition, students can develop four year academic plans, upload various documents, and connect to a myriad of resources. Parents also have access to the program. Naviance has allowed the scholarship application process to be more manageable for students and parents. Naviance has also given the Guidance Department the capability to submit transcripts on-line. Using the on-line transcript function has allowed us to save time and money on mailings.

The Guidance Department has also embraced the new schedule software program called "X2" by Aspen. With the addition of this program, the Guidance Department was able to create a high school registrar position. The registrar, Theresa Cavanaugh, has been handling grade changes, course changes, submitting transcripts on-line and many other necessary guidance related functions.

The Guidance Department continues to expand our parent breakfast series. We hosted a breakfast for grade 9 and 10 parents, immigrant parents and plan to offer more breakfast topics throughout the school year. In addition, the entire Guidance staff was present at our senior college planning night and will all attend the upcoming junior parent planning night. Counselors were able to meet with parents in small groups to discuss college related issues.

The Guidance Department hosted representatives from nearly seventy colleges and technical schools who spoke to interested students regarding admission requirements, costs, and financial aid information during conferences at the high school. The Guidance Department also cosponsored a regional college fair held at Shriner's Auditorium that had representatives from over two hundred colleges and universities.

The 2010 Burlington High School Scholarship Program, affiliated with the Burlington Community Scholarship Foundation, produced highly successful results. One hundred eighty nine donors contributed to the 2010 program. Three Hundred-Seventy Eight scholarships, totaling \$302,700 were awarded at the presentation ceremonies. Our deepest gratitude is extended to the local individuals, civic groups, and business organizations that contributed to the scholarship program. Since 1988, six thousand eight hundred and forty seven scholarships totaling \$5,503,640.00 has been awarded to the graduates of Burlington High School.

### The following is a profile of the Class of 2010:

Size of Graduating Class: . . . . . 244 students  
 Number of Students Continuing  
 Education: . . . . . 234 or 95.9 % of Class  
 Number of Students Seeking  
 Employment: . . . . . 8 or 3.2% of Class  
 Number of Students Entering  
 Military Service: . . . . . 2 or 0.9 % of Class

### Continuing Education Information:

Four-Year Baccalaureate Programs: . . . 196 or 80.3 % of Class  
 Four-Year Public In-State  
 Institutions: . . . . . 30 or 12.2 % of Class  
 Four-Year Public Out-of-State  
 Institutions: . . . . . 12 or 4.9 % of Class



Four-Year Private In-State Institutions: . . . . .	33 or 13.5 % of Class
Four-Year Private Out-of-State Institutions: . . . . .	20 or 8.1 % of Class
Two-Year Associate Degree Programs: . . .	20 or 8.1 % of Class
Two-Year Public Institutions: . . . . .	19 or 7.7 % of Class
Two-Year Private Institutions: . . . . .	1 or 0.4 % of Class
Educational/Vocational Non-Degree Programs: . . . . .	5 or 2.0% of Class

### 2010 CEEB Test Summary:

Percent of Class that took the SAT Exam: 87%  
Mean Critical Reading Score: 525  
Mean Math Score: 539 Mean Writing Score: 530

### TESTING STATISTICS – CLASS OF 2010

#### # Of SAT Scores In A Given Range:

	Reading	Math	Writing
700-800	6	10	7
600-690	44	54	52
500-590	79	75	73
400-490	64	56	63
300-below	16	14	14
<b>Total Students</b>	<b>209</b>	<b>209</b>	<b>209</b>

#### SAT Subject Mean Scores:

Biology M:	657	Biology E:	593
Math Level II:	596	Math Level I:	646
Chemistry:	634	US History:	546
World History:	580	Literature:	610

One student met initial requirements to enter the 2010 National Merit Scholarship Program. One-hundred and twenty-six students took a total of 179 Advanced Placement (A.P.) exams for college credit. Seventeen members of the Class of 2010 were recognized as Advanced Placement Scholars for their performance on the 2010 Advanced Placement Examinations. Three students were recognized as AP Scholars with distinction, four members were recognized as AP scholars with honor, and ten members were recognized as AP scholars.

### MCAS Test Results Summary:

Beginning with the Class of 2003, all students must pass both the MCAS English Language Arts Test and the MCAS Mathematics Test prior to receiving a high school diploma. Beginning with the Class of 2010, all students must also pass the MCAS Science test in addition to the MCAS English Language Arts Test and the MCAS Mathematics Test prior to receiving a high school diploma.

#### Testing results upon graduation for the Class of 2010 are as follows:

Original Enrollment of Class of 2010: . . . . .244 students  
Passed the English  
Language Arts test: . . . . .244 students or 100 %of Class  
Passed the Mathematics test: . 243 students or 99 % of Class  
Passed the Science test: . . . . .244 students or 100% of Class

#### Initial Testing results for the Class of 2010 are as follows:

Scored either proficient  
or advanced on the English  
Language Arts test: . . . . .90% of Class  
Scored either proficient  
or advanced on the  
Mathematics test: . . . . .83% of Class  
Scored either proficient  
or advanced on the Science test: . . . . .81% of Class

Respectfully submitted,

Joseph Attubato  
Support Services Coordinator

## HIGH SCHOOL SPECIAL EDUCATION DEPARTMENT

The program for special needs students continues to be effective in identifying learning problems while offering in-depth special needs support and academic diversity for those students with learning disabilities. In the 2010/2011 school year, inclusion courses were expanded in the areas of English, Mathematics, History and Science. In these courses special education teachers provide direct support

and service to students in mainstream academic classrooms.

Ms. Cathy Hauke-McCarthy has assumed a special education instructor position at Burlington High. Ms. McCarthy primarily serves as an inclusion teacher.

Respectfully submitted,

Christina Cicolini  
Special Education

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## **READING**

As an indispensable educational and life skill, reading ability often predicts student success. As such, the reading specialist plans and implements strategies to best meet students' individual learning needs. The reading specialist receives student referrals from students, their parents, their teachers, and their guidance counselors. After identifying a need, the specialist evaluates a student's strengths and weaknesses in reading comprehension and vocabulary development through testing. At individualized meetings, the specialist focuses on improving key reading skills: word attack, word meaning, comprehension, study skills, and writing. Weekly appointments assist the student in tackling the challenges that reading presents across the curriculum. Two English teachers, who each cover one period of reading instruction a day, aid the reading specialist to provide greater access to all students and to further promote the advancement of skills. One teacher is also a member of the BHS School Council to stay abreast of technological advancements and school concerns as they affect the reading program. She has also been trained in Orton-Gillingham, a multisensory approach to reading instruction intended to benefit all learners.

Respectfully submitted,

Robert F. Conceison  
Reading Specialist

Callie A. Graham  
English Teacher

Judy Crossman  
English Teacher

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## **SCIENCE DEPARTMENT**

The 2010 school year was a good year for the Science Department. Our 9th and 10th graders were superb in the high stakes MCAS Science exam given in June, where 232 out of 233 passed and the school was in the top 50 in the state.

Our students excelled in AP science courses. Seventy students (75% of all students taking AP science courses) received AP credit: 80% passed biology, 80% passed chemistry, 100% passed calculus physics, and 85% passed environmental science. Fifteen students (20%) obtained the highest possible score of 5.

We hosted the American Chemical Society's "High School Teachers' Night," in October.

Dr. Nassiff, a DOE consultant on the MCAS Committee in chemistry, served on the State Science Frameworks Committee. He was cited in "Who's Who in American Education."

Through the Community Service Club, Mr. McRae, with generous donations from the Burlington Community, Veterans' organizations, and students, distributed over 150 gift boxes to local residents serving overseas in the military. In addition, Mr. McRae was active in video documenting many community and high school events, including the Senior Retro.

Sadly Alan McRae decided to retire in August but he still continues his work mentioned above. Another master teacher, Ms. Jennifer Belcher, joined our staff and replaced McRae in astronomy.

Respectfully submitted,

Dr. Peter J. Nassiff  
Head of the Science Department

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## **SOCIAL STUDIES DEPARTMENT**

The much anticipated definitive plans for the implementation of MCAS testing in the area of History and Social Science, as a graduation requirement did not emanate from the Massachusetts Board of Education during 2010. Just when and how the state will proceed with this important matter is very uncertain. The Social Studies Department

continues to closely track the state's progress so that our students will be well prepared.

By way of curriculum improvement, a new Social Studies elective course titled U. S. – *China Relations* has been added to the 500-800 series. Initiated and taught by Mr. Todd Whitten, the semester-long course is open to juniors and seniors at the College Prep I level. To date, this timely and well-structured course has been heavily subscribed and enthusiastically received by our student body.

Two Social Studies Department members attended the 41st Annual Northeast Regional Social Studies Convention held in Sturbridge in March. Matthew Carr and Robert Parkin participated in a host of workshops, seminars, and presentations. They also sampled an auditorium full of sales exhibits and booths covering every aspect of print, media, software, and technology that is currently available and "cutting edge" in the profession.

Burlington Student Government Day 2010 was received, once again, with much *éclat* from the town municipal officers and the student participants. Thirty-five town positions hosted the same number of elected student role-players on May 20th. The students were from the Social Studies classes of Mr. Bridge, Mrs. Gould, Mr. Parkin, and Mr. Whitten.



*Burlington High School juniors that participated in Student Government Day 2010. Photo by Sandi Madigan*

As in prior years, the morning began with a briefing in the Selectmen's meeting room by Mr. Robert Mercier, Town Administrator, and Dr. Eric Conti, Superintendent of Schools. After a small brunch, students paired off with their assigned government official to visit their work site and learn the highlights of their position in town government. For luncheon, students had all they could eat at the Café Escadrille. The next day, student participants were required

to share their experiences regarding town government with the other members of their Social Studies class.

The Social Studies Department is pleased to report the following results for the traditional awards, honors, and programs we administer each year. Munish Gandevia and Kalpita Patel were elected by their classmates to be the junior class delegate and alternate, respectively, to Massachusetts Student Government Day, held in April at the State House in Boston. Later in the year, Kalpita Patel and Courtney Tolliday were selected to attend Girls State, held at Stonehill College, Easton, MA, from June 13 to 18. Boys State was also held at Stonehill College during the same week in June and the Burlington delegates were Munich Gandevia and Kyle Sullivan.

Daniel P. Murphy was the student chosen to receive the "Good Citizen" award from the Middlesex County Bar Association during their annual Law Day program held on May 1, at their facility in Woburn. This fall, Munish Gandevia was nominated by the faculty and elected by the senior class to be the recipient of the Daughters of the American Revolution "Good Citizen" award. The Lexington Chapter of the DAR will present a certificate and pin to Munish in March of 2011 at their annual ceremony, which includes several other area towns.

More than one-dozen seniors took the Labor History exam for the AFL-CIO scholarship program on February 1st. Based on the exam, a \$1500 dollar scholarship was awarded to Kevin Parker by the AFT 8019 Albert Shanker Memorial Scholarship and Michael Keating won the IUOE 4 Social Action Committee Scholarship for \$2500 dollars.

There was only one staff modification during the year. From the last few weeks in June until the end of December, Mrs. Rachel Gould was on leave for the birth of her first child followed by a stint of further graduate research. During her absence, Mrs. Gould's classes were capably taught by permanent substitute teacher Michael Milton.

Respectfully submitted,

Jeffrey Hoyt, Chairman  
Social Studies Department

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**DEPARTMENT OF ATHLETICS**

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The Burlington Athletic Department has had another successful year because of its wide variety of athletic programs and its ever increasing number of student athletes. The programs receive great support from the student body, the community, and the school administration.

The Tenth Annual Burlington High School Athletic Hall of Fame Induction was held on October 7, 2010 at the Café Escadrille and was another great success. The list of inductees included, for Coach, Michael Phelan and for team, the 1966-1967 Boys Hockey Team. The athletes included were Michael Crocker, Joanne Fogarty Vigneau, Ellen J. Keohane, John A Knowles, Dottie LaCrosse-Knowlton, Mike Leone, Susan Murphy McGowan, Joseph Robillard and Albert E Wilde. The Benefactor inducted into the Tenth Annual BHS Athletic Hall of Fame was Dottie Bartlett Yeadon.

The winter season continued on with more competitive play and an overall winning season. The Boy's Basketball team was lead by Senior Captain Derek DeAntonis finishing 7 and 13. The Girl's Basketball Team was lead by senior Emily Klemm, and they finished 1 and 19. The Boy's Hockey Team was lead by seniors, Peter Milinazzo, Neil Pandolfo and Dan Hanafin, and finished 15 and 6 and 2. They also went on to tournament play losing to St. Mary's in the Division I North Semi-Final Game. The Girl's Hockey Team was lead by Seniors, Megan Power and Marissa Capua, finishing 4 and 13 and 3. The Boy's Gymnastic Team lead by Seniors, Chris Brown, Alex Foster and Anthony Manni, finished with a 5 and 1 record coming in at second place at the State Meet. The Girl's Gymnastic Team, led by Seniors Brooke Arrigo, Leighann Ellis, Courtney Hickox, Alyssa McNeill and Sonja Swanfeldt, finished with a record of 6 and 2. The Boy's Indoor Track Team finished 6 and 3. Jessica McCarthy, Alison Jones, Kierstin Merlino, Jackie Jensen, Ashley Steadman, Taylor Steinberg and Julia Pasquarella led the Girl's Indoor Track team, finishing 7 and 2. Shane Ryan and Ryan Gilpin led the Boy's Swim Team to a 0 and 10 record. The Wrestling Team, led by Seniors Alex Giampapa, Matt Sherman, Jake Sherman and Kevin Barrucci, ended the season with a record of 18 and 10. Kevin Barrucci and Matt Sherman both won their third state titles. Matt Sherman also won a New England Championship. Jake Sherman won his second state title.

The Boy's Baseball Team, this year led by Brian Tait and AC Castelluccio finished with a record of 10 and 10. They went on to tournament play losing to Dracut. Softball had

a record of 15 and 5 led by Seniors Jackie Digman and Megan Power. They went on to tournament play losing to N. Reading. Boys Lacrosse, led by Dan Hanafin, Ryan Collins and Matt Hebert, finished 9 and 8. Girls Lacrosse, led by Chelsea Rose, Monica Karlen and Amanda Boari, finished the season with a 5 and 13 record. Boys Tennis, lead by Senior Captains, Jake Fahey, Tommy O'Connell and Raghav Tanna, finished 15 and 3. They continued on to tournament play winning Reading in the first round, Central Catholic in the semi finals and losing to Winchester in the finals. Girl's Tennis was lead by Kerri Gavin and finished with a record of 13 and 5 qualifying for the State Tournament losing to Concord Carlisle. Boy's Track finished 5 and 4. Jessica McCarthy, Alison Jones, Julia Pasquarella, Erika Landry, Jackie Jensen, Kierstin Merlino, Ashley Steadman and Taylor Steinberg led the Girls Track Team, finishing 8 and 1.

The Fall Season began with many exciting changes taking place. Varsity Field is under construction with a new turf field being installed. The football team played their home games for this season in Woburn at their new stadium.

The Football team lead by Captains Joe Hoffman and James Walsh ended the season with a 6 and 5 record. The Boy's Soccer Team, lead by Senior Captains Trevor Dutton, Lucas Restivo and Costa Vakalfotis, finished 6 and 9 and 3. The Soccer Cheerleader Captains for the fall season were Jen Gregorio, Ashley Fitzgerald and Daryn Starkey. The Girl's Soccer Team, lead by Kierstin Merlino and Ashley Steadman finished with a 3, 9 and 6 record. The Golf Team was lead by Sean O'Neill and Chris Theriault and ended the season with a 5 and 3 and 1 record placing 3rd in the Middlesex League. Boy's Cross-Country, lead by David Taranto finished 4 and 5 and the Girl's, led by Jennifer Hamvas and Jackie Jensen finished 7 and 2. Girl's Swimming and Diving finished 2 and 7 led by Alyssa Heisler, Kathryn Kurtz and Katharine Trahan. Field Hockey finished 4 and 9 and 5, led by Jillian Mazure, Alyssa Osborne and Caroline Peterson. The Competition Cheering Squad, led by Chelsea Scola, also had a great season finishing first in the Middlesex League again, as well as Division III State Champions. Girls Volleyball was led by Courtney Lanfranchi, Samantha Bressi and Katie O'Connor and finished the season with a record of 3 and 11.

The Athletic Department would like to congratulate all the athletes.

Respectfully submitted,

Edward L. Gillis  
Athletic Director

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## **HIGH SCHOOL LIBRARY**

The Burlington High School Library is fortunate to have many new resources available for students and staff. A new computer lab with 13 Mac computers was added with software to support our art students. It has also been used by students taking virtual on-line classes. Additionally, we now have the following new devices available for loan which have all been well received and used: 2 ipads, 8 new mini computers, 4 ipod nanos, 4 ipod touches, 3 flip video cameras, 5 nooks (Barnes & Noble ereaders) which allows us to download books to the nook within minutes of a request.

We have also purchased many new ebooks and databases which can be accessed in school or at home from our library homepage [www.burlington.mec.edu/hs/library](http://www.burlington.mec.edu/hs/library). Click on databases and ebooks. Username and password are both bhs.

Once again the Burlington Rotary Club together with the Interact Club donated resources for the Peace and Understanding collection. We are thankful for these donations which enhance understanding of world peace and global diversity.

The BHS librarian, Susan Kelley DiSanto, led a student book club once a month and a faculty book discussion with middle and high school teachers. The focus of the faculty book discussions was exploring young adult literature.

The librarian took a class this summer Making Freedom: The Antebellum Era and the Coming of the Civil War. It was offered through a grant from the Teaching American History Project. This course focused on teaching with primary sources and using the historical thinking benchmarks.

The library media center continues to meet the research needs of all students and staff by providing technology, print and non-print resources that support curriculum projects. We look forward to another successful year.

Respectfully submitted,

Susan Kelley DiSanto  
Librarian

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## **MARSHALL SIMONDS MIDDLE SCHOOL**

During 2010, the Marshall Simonds Middle School continued to implement programs and educational practices that responded to the academic and developmental needs and characteristics of children during early adolescence. Decisions about school policy, curriculum, and school organization were directly influenced by sensitivity to the age group. Although, the primary task of Marshall Simonds is academic, great emphasis is placed on the early adolescent's personal and social development.

The "Team" approach was used to break down the "bigness" of the middle school. Eight hundred sixty six, seventh and eighth graders were divided into nine grade level interdisciplinary teams. Each child was taught by a subject-matter specialist in the areas of mathematics, english language arts, science and social studies. Teachers used common planning time to discuss the needs of students and coordinate curriculum goals. Semester assessments were administered in January and May to test large blocks of information and to prepare students for MCAS tests. After school programs included a Homework Clinic and a Math Prep course that were available to students. A new computerized report card and mid-term progress report was initiated in 2010 to inform parents about the academic progress of students.

Throughout the year, the administration emphasized instruction, technology, and communication. Clearly defined and electronically available student expectations by grade levels were used to coordinate curriculums. Learning walks and classroom observations were utilized to monitor instructional strategies. Technology that included LCD projections, power point, discovery education, streaming and Smart Boards were visible in a majority of middle school classrooms. A new functioning student management system Aspen from X2 was implemented for student attendance and assessment. Teachers from Marshall Simonds participated in technology training sessions to acquaint themselves with updated technology resources.

Communication remained a high priority at MSMS. The Parent-Teacher Organization, School Council, and the Burlington Education Foundation were strong contributors to the improvement of school programs and policies. A blog, website, newsletters, principal's communications, parent orientation nights, scholars' letters, recognition cer-



tificates, and community service projects provided a valuable link between the middle school and the community.

A school renovation project was approved in 2010 by the state and Town of Burlington to address the physical plant needs of the Marshall Simonds Middle School. All classrooms will be renovated and new additions will be constructed at the school. The work will begin in 2011 and the anticipated completion date will be in the fall of 2013.

Three new School Council members were voted by parents to represent them at a meeting in October. Congratulations are extended to Dee Lane, Tom Lee, and Lisa Scarfo. They replace David Cook, Kim Tsatsaronis, and Sam Giampapa whose children have moved on to Burlington High School. The service of these parents who volunteered to give their time to assist in the growth and development of the middle school is appreciated by the middle school staff and administration.

Finally, I would like to recognize two teachers who retired in 2010 after providing exemplary instruction to middle school boys and girls. Kathleen Sullivan dedicated nine years of outstanding service to students enrolled in the special education curriculum. Her knowledge, work ethic, understanding of each child's needs and ability to implement a variety of instructional strategies will be missed. Cynthia Venezia a teacher in the family and consumer science program for 37 years dedicated her talents to hundreds of middle school children. Cynthia's personal initiatives, versatility, humor, cooperative spirit, and commitment to the goals of middle school education are memorable.

It is with much enthusiasm and optimism that I look forward to a future that provides outstanding instruction, engaging activities, and continued growth to the students that attend the school in the middle.

Respectfully submitted,

Richard J. Connors  
Principal

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## **FOX HILL SCHOOL**

Fox Hill School continues to be a school that places high value on relationships, strong teaching, high expecta-

tions and continuous learning for all its members. Fox Hill School works to develop leaders at all levels and strives to practice shared leadership. Our school community believes the most important and influential factor that significantly impacts student learning is the teacher, collaboration and a strong, positive teacher-student-parent relationship.

There are many opportunities that support learning, collaboration and shared leadership at Fox Hill School. Teachers collaborate during grade level meetings to review student progress and growth and to ensure all students are meeting grade level expectations. Collaboration and shared leadership also occur at the Leadership Team, the RTI Focus Group, the Problem-Solving Team, the Crisis Team, and the School Improvement Council. Another example of shared leadership and collaboration is teacher participation on the newly developed district-wide curriculum councils for Math and English Language Arts for every grade level. The purpose of curriculum councils is for grade level teachers to meet and collaborate across the district to develop and review curriculum needs and to align and calibrate curriculum and instruction with state learning standards. Every teacher at Fox Hill School participates on a team or on a council. This provides and ensures opportunity for teacher input thereby creating a strong and dynamic school that nurtures the strong commitment for meeting students' curriculum needs.

The 2010-2011 school year welcomed several new staff members as a result of several teacher retirements from the 2009-2010 school year. Mrs. Judith Walsh, Mrs. Rhonda Casper, Mrs. Karen Noonan, and Mrs. Helen Downes retired at the end of the 2010 school year giving Burlington Public Schools 29 years, 35 years, 35 years and 23 years, respectively. These teachers experienced an outstanding career in Burlington Public Schools. As a result, Fox Hill School welcomed Ms. MaryKathryn Conceison, grade 5 teacher; Mrs. Audrey Boeri, special education teacher, Mrs. Karen Potts, kindergarten teacher and Mrs. Helen Downes returned to work part-time in the Fox Hill School library. In addition Mrs. T. Jane Graham-Dwyer returned to Fox Hill School as a part-time art teacher, Amanda Eversman, math tutor, and Beth Donovan, literacy tutor. Finally, Fox Hill School welcomed two new permanent substitutes, Mrs. Judy Miller and Mr. David Daley. Fox Hill School is extremely fortunate to have a talented, dedicated, committed, and enthusiastic teaching staff that places students' needs and interests first.

Fox Hill School created the motto; *Belong Together, Work Together, Succeed Together* to capture the essence of who we are as a school community and what we want to represent to each other and to the community. This motto complements our theme of kindness using the “bucket fill-osophy” developed by Carol McCloud intended to support the concept of kindness and respect everyday. Our theme encourages everyone to communicate to every student and to every adult they matter, they belong and they are valued for being who they are and appreciated for the work they do each day. Fox Hill School is also implementing Dr. Quaglia’s 8 *Conditions that Make a Difference* with a strong focus on the conditions of “Belonging,” “Leadership and Responsibility,” “Creativity and Curiosity” and “Confidence to take Action.” These four conditions are integrated into daily activities culminating in four school-wide assemblies where student work is shared reflecting these conditions. Finally, Fox Hill School continues to implement the district initiative “Response to Intervention,” a tiered approach to reading instruction that promotes reading growth for all students.

Fox Hill School continues to use a Balanced Literacy-Guided Reading Approach for teaching reading and writing in grades K-5. This Balanced Literacy-Guided Reading Approach is supplemented by *Foundations* a direct phonics approach in grades K-2. In writing, we implement an eclectic approach that includes the John Collins Writing method, “Six Traits Approach to Writing,” and Writer’s Workshop. In math, we continue to use *Investigations* supplemented by *Number Corner*. In science, the Burlington Science Center continues to provide our students with hands-on activities that are of high quality and interest. In technology, our strength is growing as a school because of the support and efforts of Burlington Public Schools and the Town of Burlington. This year each classroom teacher received a new laptop and for the first time every staff member has a personal laptop to use for educational purposes. Classrooms are becoming equipped with Smartboards and computer stations that hold four computers per station. Fox Hill School has received 20 computer stations and six Smartboards and more are expected for the 2011-2012 school year. This investment in technology has provided many new and invaluable learning opportunities for students during the 2010-2011 school year.

Fox Hill School continues to provide students with many varied after-school opportunities that promote continuous learning and enrichment. Fox Hill School offers

Homework Clinic, Math Olympiad, Math Wizards, Fractions, Decimals and Percents, and an After-School Writing Club.

Improvements to building and grounds continue to be a major focus at the Fox Hill School. Over the summer, Fox Hill School experienced a major renovation to its cafeteria floor. Our cafeteria floor is new, bright, and updated. Additionally, a new workspace was created for teachers utilizing unused space from the kitchen. This room provides space for our copy machines and laminating machine. Five additional classrooms received a fresh coat of paint this summer increasing the total of freshly painted classrooms to 14. Finally, our cafeteria received four more new cafeteria tables increasing the total to twelve. These cafeteria tables provide more space in the cafeteria for students and allow more opportunities for positive peer interactions. Our new cafeteria tables also enable the school to use the cafeteria space for whole school assemblies and school performances with ease.

While the daily activities of Fox Hill School are carried out by the Fox Hill staff, we as a staff recognize the tremendous support we receive from the Fox Hill PTO, the Town of Burlington, the School Committee and Central Office Administration. Each of these groups is considered to be a part of our extended Fox Hill School family and has significantly contributed to Fox Hill School’s success in both teaching and learning.

Respectfully submitted,

Ellen Johnson  
Principal

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## **FRANCIS WYMAN SCHOOL**

This year has been an exciting year of innovation and change at Francis Wyman Elementary School. Our implementation of a multi-tiered system of instruction continues to be a major focus as we enhance our Response to Intervention (RtI) efforts. We are well on our way to understanding and utilizing our Universal Screening tool – the Diagnostic Online Reading Assessment (DORA) and the Diagnostic Online Mathematics Assessment (DOMA). Student progress is closely monitored with our progress monitoring assessment tools. A variety of interventions are available to address student needs in both reading and

mathematics. Our Problem Solving Team process includes parents in developing interventions plans for students. The implementation of the *Foundations* phonics program in grade 2 began. Two core curriculum English Language Arts programs being piloted are the *Making Meaning* comprehension program and the *Being a Writer* writing program. We continue to expand our web-based programs such as *Unique Reader*, *Unique Math*, *Read Naturally*, *Fasttmath* and our newest addition – *Accelerated Reader*.

Technology has become an integral part of curriculum and instruction. We are fortunate to have expanded our use of Smartboards! Along with two portable Smartboards, we now have one Smartboard for each grade level that is installed in one of the grade level classrooms. Each grade level now has three portable computer stations that can be shared among the classrooms. These computer carts contain four computer stations that allow students to access the many computer programs that are now essential components of the curriculum. We have also begun to implement a new student information management system, Aspen, which teacher use to take daily attendance.

Communication has been enhanced through a variety of forums. Blogging has become a major option for communicating with parents. There are a host of blogs available to parents – from the principal's blog to teacher blogs to department blogs and even student blogs. Our Weekly Bulletin has gone paperless as it is accessed electronically on the school website. Principal coffees occur every month alternating day and evening meetings. The Enrichment Committee, comprised of parents and teachers, continues with its work to bring enrichment opportunities to Francis Wyman School. There are now a variety of afterschool enrichment opportunities including – Math Olympiad, Italian Club, Writing Club, Homework Club, and soon to start the Lego Robotics Club, Grade 2/3 Math Club and Grades 4/5 Math Club.

Several new curriculum teams have been developed to facilitate communication, distributed leadership, and shared decision-making. The Literacy and Math Curriculum Councils provide a forum for teachers of each grade level across the district to work on curriculum and guide decisions. The Fidelity Team and Burlington District Leadership Team (BDLT) support the teams by providing a process in which decisions are made and to assure clarity and consistency in regard to curriculum and instruction decisions. Teachers are participating in "Learning Walks" by visiting

each other's classrooms in teams of two and three teachers to observe student engagement and share ideas. This is a practice that has been a rare occasion for teachers but an experience that is a most important practice for embedded professional development.

The auditorium looks fabulous with its new forest green chairs, light green tiled floor, and multi-colored rugs that grace the aisles. The new seating is very much appreciated by the students and families, as there are now reliable and safe seats to sit in while enjoying the many wonderful programs and shows. This renovation greatly enhances the facility.

The PTO continues to be an active and supportive organization. Books, materials, field trips and enrichment activities are some of the benefits that the PTO provides through its volunteers and fundraising. Some of the new events were Ladies Night Out, the NSTAR Fundraiser, the Halloween Costume Sale, and the upcoming Valentine's Day Family Social.

Francis Wyman School was honored by the Lowell Spinners for being a caring school. Based on a letter submitted by the family of one of our IDEAL students (one of the LABBB Collaborative programs at FWS), the Lowell Spinners chose to honor Francis Wyman School. It was an exciting day when we were visited by the "Canaligator," Miss Massachusetts, Miss Worcester, Dan Roche (WBZ Sports), and the baseball legend Bill Monbouquette. The entire student body decorated pennants that contained thank you messages to the veterans. These pennants were delivered to the VA hospital in Bedford. In August, Francis Wyman School families attended the Spinners baseball game in which the student who submitted the letter and another Francis Wyman School student threw out the first pitch. This honor meant a great deal to the school who embraces the motto – Francis Wyman School CARES!

Respectfully submitted,

Susan P. Astone  
Principal

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## MEMORIAL SCHOOL

2010 was an exciting year for Memorial School. Watching our new school take shape, with visible changes every day

once construction began in mid-March has amazed children and adults alike. What a demonstration of Burlington's commitment to its children and their future!

During the year, our school continued to flourish as a community of learners. We grew to an enrollment of nearly 300 students with three sections at grades K-3 and two sections at grades 4 & 5. We became an even more diverse group at Memorial, with students and families representing five continents and close to two dozen languages. Our commitment to student learning, nurtured within a safe, purposeful, respectful, and joyful environment, could be seen throughout the school – in children's engagement in learning, in teachers' caring demeanors and on-going collaboration around student progress and best practices, in the active support of a PTO committed to enriching the school experiences of all Memorial students, and in the purposeful implementation of curricular and instructional initiatives in line with district and state standards.

Groundbreaking began in mid-March. CTA Construction Company met with the staff beforehand to prepare us for the changes ahead. Relocating utility poles to make room for the foundation and equipment, moving recess to the back field (embraced enthusiastically by students as being "more private"), and changing the traffic pattern to and from school grounds, were all key elements necessary to prepare the site for construction. Once the excavation for the foundation was complete, the exciting process of "building up" began. On March 19th, with members of the community, the Memorial School Building Committee, and former Superintendent of Schools James Picone looking on, Katherine Craven, Chairman of the Massachusetts School Building Authority, presented Superintendent Eric Conti and Town Administrator Bob Mercier with a "ceremonial check" for more than 50% of the construction costs of the new school. Our fourth grade chorus, under the direction of Director Beth Mosier, began the ceremony with beautiful renditions of "Like a Mighty Stream" and "I Have a Dream," expressing the excitement and gratitude of everyone in attendance.

Even as the magic unfolded on the front field, boys and girls worked hard on their goals to become better readers, writers, and problem solvers. Teachers honed their own skills and expanded their knowledge base to support students in realizing them. The district initiative of "Response to Intervention," a framework for reading instruction that features flexibly grouping students for instruction, resulted

in great strides for students at all levels. The Master Schedule was refined to make optimal use of our most necessary resources: teacher availability and time for teacher collaboration. With students at a grade focusing on the same learning area at the same time, teachers and support staff were able to address common needs among students in all the classrooms within the given time block, whether it be ELA or Math or Intervention/Extension. Regular opportunities for teacher collaboration – almost-daily common planning periods, biweekly literacy meetings, and monthly math meetings – kept instruction and student response to it at the forefront, ensuring that students received the support, practice, or challenge they needed to grow in skill and confidence as readers, writers, and problem-solvers. We continued to develop and strengthen an essential component of the RtI model: the Problem Solving Team. When students continued to struggle despite interventions put in place, the guidance counselor convened the Problem Solving Team, made up of classroom teachers, special educators, and reading and/or math support staff as needed. Parents were invited to participate in these meetings, and together, a plan was generated to address the area of concern both at school and at home. This kind of partnership resulted in better meeting the needs of students and increased progress in the targeted area (academic or behavioral). Our PST will continue to evolve, helping teachers to narrow the achievement gap and children to realize their potential.

A major component of staff development for teachers has been Burlington's continued support of a district Math Coach, and at the start of this school year, a Literacy Coach as well. In these roles, Carrie Fortunato and Renee Sacco have provided support and learning opportunities for classroom teachers through demonstration lessons with students, periodic meetings with grade level teams around instruction and student progress, and training in assessment tools.

At both the building and district levels, we continued to strengthen the core curriculum while providing additional opportunities for teachers in grades K-5 to further develop expertise in instruction and curriculum. Early last winter, a district-wide Math Curriculum Council was formed to review curriculum and instruction in mathematics across the district. The Council met monthly in two groups – one focusing on grades K-2, one on grades 3-5. Both councils were facilitated by Math Coach Carrie Fortunato and were comprised of classroom teachers from all four schools -



one per grade level per school - and two elementary principals. The initial focus was primarily fluency. The councils designed, piloted, and revised periodic assessments for each grade level to monitor student progress in automatic recall of math facts. After the involvement of all teachers in the revision process, the Math Fluency Assessments became part of Burlington's elementary-level math program. At the start of this school year, building on the efficacy of the Math Curriculum Councils, Curriculum Councils in English Language Arts were formed using the same model. The ELA Councils are convened and facilitated by district Literacy Coach Renee Sacco and also meet on a monthly basis. The main purpose of each council is to review curriculum and instruction to ensure its alignment with State standards and to review materials in use or needed to teach the curriculum. With the release and adoption of the National Standards by the state of Massachusetts, work in this area is even more compelling. The formation of the Curriculum Councils couldn't be more timely, and classroom teachers' involvement in them couldn't be more important. With member teachers providing a communication link between the councils and their colleagues at the schools, students are directly benefiting from more clearly targeted and consistent instruction across the district.

In classrooms, the focus on curriculum, instruction, and student progress continued to help children reach their potential. This year, the *Foundations* program in phonics was adopted and implemented at grade two following its successful implementation at kindergarten and first grade. In every classroom, K-5, teachers continued to emphasize the acquisition and application of reading skills, inspiring a love of reading in students at the same time. Activities like the school-wide celebration of Dr. Seuss Day with BHS scholar-athletes visiting Memorial as guest readers, the Scholastic Book Fair, a visit by Bruins team-member Tyler Seguin to acknowledge the importance of school libraries and school librarians like Mrs. Field, and the fourth and fifth graders' participation in the Massachusetts Children's Book Award selection all provided a rich context for students to develop a personal love of literature and enjoyment of reading. Writing across the curriculum – to inform, explain, persuade, and entertain – was an integral part of instruction at all grades, most especially in grades 1-5. Len Cabral, a West African story-teller (partially funded by a grant from the BEF), enchanted us with his magical story telling and encouraged each of us to find the stories within ourselves. Our youngest authors invited families into class-

rooms to share their own published pieces, creating a sense of pride and accomplishment, along with a spirit of "can-do," in children and families too. In Math, *Investigations* continued to be the backbone of our program in grades K-5, with supplementary materials used as needed to teach the curriculum defined by district and state standards. Math Camp and Math Olympiad offered students in grades 4 and 5 opportunities to improve, practice, or extend their mathematical skills and prowess as problem solvers; during this school year, second and third graders will be invited to participate as well. Students in K-5 continued to learn about their world and the people in it, often through project-based learning experiences in social studies and science. And in art, music, and physical education, they found the artist, musician, and athlete within themselves, and realized that it is not necessary to be really *talented* at something in order to enjoy it -- it's giving it a try that makes all the difference.

In all subject areas and throughout the grades, technology was used as a tool for teaching and for learning. Paula Weldon, our technology integration teacher, regularly worked with classroom teachers to design and implement lessons and activities integrating technology skills with areas of curriculum study. These lessons, in addition to our RtI initiative and the emphasis on diagnostic assessment, targeted interventions, and progress monitoring, made for an extremely busy and well-used computer lab. Thanks to the vision of Superintendent Eric Conti and the ingenuity of technicians Bob Cunha and Jose DeSousa, "Bob-carts" were designed and built to be shared across classrooms at each grade level. This provided classroom access to online resources such as Unique Reader, Unique Math, Read Naturally, and Lexia, providing opportunities for prescribed practice for individual students on a regular basis. Additionally, interactive white boards (often referred to as Smart Boards) were used as teaching tools at each grade level. Professional development experiences on release days and during after school sessions, often provided by our own Mrs. Weldon, provided opportunities for teachers to become more proficient and confident in using various technological tools to enhance the learning experiences they provide for students, and the ways they communicate with parents, students and colleagues. (Many Memorial teachers have developed their own "blog", a few are working on a "wiki".) Using technology in this way makes the curriculum more accessible, instruction more



effective and more engaging, and prepares students for life and work in the 21st century world.

Teachers, students, and families continued to work together to make Memorial a special place to learn and to grow. We continued to learn about what it means to be a person of character, to be a TRRFCC person who demonstrates the qualities of Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship. Defining and reinforcing school-wide expectations around "Be Safe -- Be Respectful -- Be a Learner," and likening the way we treat one another to filling and emptying one another's "buckets," helped to translate these qualities into daily life at school. Coming together to honor veterans and those who gave life for country at our annual student-led Veterans' Day and Memorial Day ceremonies continued to be treasured traditions. The Wall of Honor and Wreath of Gratitude created by students on these special days were tangible reminders of our appreciation and gratitude for the men and women who made possible the freedoms we enjoy today. Initiatives like our whole-school recycling program, Coats for Kids, Toys for Tots, Treats for our Troops, Honor our Heroes, Pennies for Patients, donations to the Food Pantry and the Buddy Dog Humane Society, and raising funds for victims of natural disasters all taught us that giving is better than receiving, even for the giver.

Memorial families continued to demonstrate their support of children's school experiences. The "Toast to Memorial," a PTO-sponsored and now-annual evening event for adults that raises funds and spirits among the Memorial Community, made possible numerous opportunities for learning and the celebration of it – from providing whole-school and grade-level enrichment activities, to subsidizing buses for curriculum-related field trips, to sponsoring activities like Pizza/Movie Night, Ice Cream Sundae Parties, Pancake Breakfast, Evening of Family Fun, and the always-well-attended end-of-the-year Family Picnic. Several special projects are in the planning stages to celebrate Memorial - commemorating the old, and embracing the new.

The end of one school year and the beginning of another inherently brings about change, and 2010 was no exception. In the fall, Roberta Bamberg retired after many years as Memorial's beloved cook, passing along her responsibilities to Donnalee Lozier. Mary Guerriero (former World Language/Italian teacher at Memorial) and Jamie Martin (graduate of BHS) joined the staff as Literacy Tutors to help

students in grades K-3 become better readers and writers. Amanda Wiernicke became our Permanent (Building) Substitute Teacher. All have proven to be wonderful contributors, enhancing student learning and enriching the school culture too.

Construction of the new building visibly changed the Memorial site in many ways. We are most grateful, however, that one highly cherished part of the landscape remains unchanged: the large tree located on the southeast side of the new building, a popular meeting spot for generations of Memorial kids. Last year, third graders (now fourth) circulated a petition to "Save the Tree." Architect Kevin Buckley and CTA Construction listened, and still it stands, bearing witness to the school taking shape in its shadow, anticipating the future friendships it will nurture. With any arboreal luck, The Tree will continue to be there for generations to come.

With eager anticipation, we await the opening of the New Memorial School in August of 2011. Redistricting will bring new families, new students, and new staff members, and we look forward to welcoming them all to the Memorial Family! With grateful hearts, we thank the Town of Burlington, the Commonwealth of Massachusetts, and Architect Kevin Buckley for a dream come true – the beautiful building we will soon call "home"!

Respectfully submitted,

Karen Rickershauser  
Principal

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## **PINE GLEN SCHOOL**

In 2010 Pine Glen School saw tremendous growth in student progress. Throughout the course of the year, teachers worked to promote student growth and develop life-long learners while simultaneously embracing them with empathy and care everyday. Bi-weekly grade level teams met with the principal and engaged in conversations about students. This teacher collaboration lead to discussions and amazing ideas on how to assist students in accessing the curriculum, provide appropriated research based instruction, and letting assessment guide our decisions from our data analysis. In addition to instruction, technology and communication continued to be major goals.

This summer I had the opportunity to study at Harvard University's Graduate School of Education. I attended the Principal Institute with 140 other administrators from all corners of the world. It was very common during my weeks there to be having a discussion with a principal for example from Texas, Maryland, Australia, the Middle East, New York, or Germany. No matter where we came from one clear theme was apparent – our strong passion for student growth and our dedication to develop life-long learners. An additional thrill was participating in Project Adventure. *Project Adventure* involved tasks such as being 45 feet up in the air and walking across a telephone pole positioned like a balance beam with a repelling line as my safety. This allowed for great intrapersonal thinking and team building ideas for the fall. It was wonderful to bring the knowledge gain from my time this summer to Pine Glen School.

Pine Glen was a particularly busy place during the summer of 2010. As a result of the flooding, once students departed for the summer teachers on the first floor had to pack-up entire classrooms and put all the items in storage. An asbestos abatement was conducted, as the entire first floor tile was removed and new tile was installed. This presented a much shorter window of time for the custodial staff to prepare the building and teachers to prepare their classrooms. When students arrived this fall to a clean building and classrooms all set up, it was due to the hard work and dedication of the teachers and custodial staff. This summer was particularly hot and humid and the custodial staff did a remarkable job.

We were also extremely excited to have a new field in the playground area in back of the school. This was a big project and involved removal of large amounts of sand, the bringing in of topsoil, and landscaping with laser technology. Rocks were also put around the perimeter of the field where it meets the building and hot top was put down in a new elevated path leading to the gym structure. An additional benefit will be the redirection of water away from the building to deter flooding. It has been all delight in seeing students play on the new grassy field.

Teachers implemented a large degree of new curriculum particularly in the areas of reading comprehension and written expression this fall. Throughout the academic year, teachers have participated in curriculum councils. Curriculum pilots and new intervention pilots were also implemented in various grades and subjects in areas such as math, vocabulary, and comprehension. Fifth grade pilot-

ed a new social studies curriculum. Second grade implemented the *Foundations* program, which teaches phonics. *Foundations* is now implemented in kindergarten, first, and second grade. This program presents a solid base of phonics instruction for our students. We saw tremendous growth this past academic year from our students. In fact, we had to order a large amount of new fiction and non-fiction books. Students are reading more books than they ever have in the past. This fall all grade levels began tiering instruction during language arts. This affords teachers the opportunity to work with a narrower teachable range, provide interventions, and maximizes efficiency. This is not leveled reading instruction. We are providing flexibly grouped reading instruction that changes based on data. We will also begin implementing this in fifth grade for math. This in a way can be thought of as football practice for a college or professional team. A team like the Patriots has multiple coaches for special teams, offense, defense, and receivers etc. During practice, players work with these coaches in small groups on a specific skill or area. This is much like a reading teacher working with a group on reading comprehension, fluency, phonics, or phonemic awareness. We have continued to use D.O.R.A. (Developmental Online Reading Assessment) our online universal screen to become aware of where to focus our instruction and provide interventions.

Pine Glen welcomed the Math Olympiad as an after school program available to students in grades four and five. This enrichment program seeks to stimulate enthusiasm for mathematics while offering problem solving strategies. It likewise works to create a love for mathematics by strengthening mathematical intuition.

We also welcomed new technology at Pine Glen this fall. We have added 10 additional "Bob Carts." These are 4 terminal computer stations. They are extremely helpful in providing interventions to students and many other educational opportunities that a computer can provide. Likewise, we have also increased our wireless coverage in the building and expansion of providing laptops and some touch-screen tablets to staff. We are also began the process at Pine Glen of switching our listening centers, which occur during balanced literacy time from tape player to I-Pod technology. We also saw an expansion of interactive white board technology. We likewise were all very excited to have a new copier machine in the teacher's room this fall.

Several teachers and I have continued to provide communication to parents through Blogs. This exciting technology has saved costs on our paper budget and allowed us to be environmentally conscious. It also has served as a faster means of communicating information to our Pine Glen Community.

We were pleased to welcome two new staff members to our Pine Glen Community. Amanda Pierce is our new special education teacher. Dan Callahan is our new technology integration specialist (computer teacher). We are very fortunate to have attracted such high quality instructors to our professional learning community.

The Pine Glen Community grieved the loss of retired teacher, Mike Peters. Mr. Peters taught here for 10 years following 10 years at the Memorial School. The Pine Glen community came together to honor this incredible man by collecting more than \$4,000. With these funds, a granite bench was erected at the entrance of Pine Glen along with a donation of \$2,300, which was presented to the Burlington High School Scholarship Fund. These scholarship funds will be awarded to a Burlington High School student(s) at the Scholarship Awards Night in the spring.

I wish to thank the PTO for all their assistance. They have done tremendous work in providing student enrichment, organizing school social events, community outreach, and assistance to the teachers. The new laminator donated by the PTO was greatly appreciated by the teachers particularly with the packing up of classrooms this summer. Likewise, we were very fortunate to have had incredible student enrichment this spring from Jerry Polatta, children's author, and Rob Surette, an expressionistic artist. Five of Rob's paintings now hang in the school cafeteria. These vibrant, ascetic paintings not only add cultural and historical value to the cafeteria but, remind students of Rob's message to live out your dreams, take risks, and be respectful of each other. We have also added greatly to our literacy collection particularly in the areas of non-fiction text for science and social studies with generous donations from the PTO. The PTO was also instrumental in our very successful Winter Carnival (which featured hot air balloon rides), Fall Ice Cream Social, and Halloween Dance. The PTO continues to serve as a great way for parents to volunteer and be active in our school community.

We have likewise carried on the tradition of our annual Hero's Assembly. Students honored heroes in our community who help keep us all safe. This event also was a time to

pay tribute to the many brave individuals who passed away on September 11, 2001.

Our physical education staff has continued to carry on some great traditions. The ice-skating program is a wonderful source of student empowerment for our fifth graders. This program run by Ms. Govoni continues to provide resilience and confidence. Likewise, Mrs. Nicholas has continued the Turkey Trot, which celebrated its fifth year. This event has students in 3rd, 4th, and 5th grade run a mile while being supported from cheers from our entire school community. This event is not only a celebration of athleticism but also serves as a community service project as students gather food cans which are donated to a local food pantry.

The student council meets twice a month during recess to promote community involvement, school leadership, responsibility and team building. The council organized and ran a Peace Day fundraiser. The money collected during this spirit day was donated to Mike Peters' granite bench. (Mr. Peters was one of the original founders of the Pine Glen Student Council.) The student Council also ran a Playground Clean-Up and provided a class gift in honor of 2010 fifth grade students moving up to Marshall Simonds Middle School. In addition, the Student Council continued the tradition of organizing the Math-a-Thon for 4th and 5th grade classes to benefit St. Jude Children's Research Hospital (4th and 5th grade raised over \$1300.00). We look forward to the many School Spirit Days 2011 the student council will be promoting.

We were pleased to announce this fall that the Burlington Education Fund (BEF) had awarded Ms. May (Guidance Counselor), Ms. Govoni (Physical Education Teachers) and Mrs. Nicholas (Physical Education Teacher) a grant to implement *Project Adventure* (a group confidence building program). This grant will allow collaboration between the guidance and physical education departments to empower students and develop strategies for conflict resolution.

The Pine Glen staff and I are extremely grateful for the opportunity to instruct your children. Pine Glen is a safe and rich learning community. We are very grateful to the Town of Burlington for their continued support. It is this support that has allowed us a life-long love of learning.

Respectfully submitted,

John Lyons  
Principal

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## **BURLINGTON SCIENCE CENTER**

The Burlington Science Center enjoyed another year of exciting Science! Here are some of the activities conducted this year to make Science Come Alive in Burlington Public School Classrooms:

- This year the Science Center's Seismograph recorded the Haiti Earthquake! The machine detected the seismic waves from Haiti in Burlington. The Earthquake measured 7.0 on the Richter scale.
- The largest Tomato Contest was held this year. All Burlington Elementary students had the opportunity to enter by growing tomatoes over the summer. The largest tomato winner was Madison Bowden from 1st Grade at Francis Wyman School (1 lb. 9.1 oz.).
- A new exhibit was featured entitled "Earthquakes and Seismology." The Science Center's Seismograph was featured in this exhibit.
- The Science Center was featured on New England Cable News! We worked with Ms. Vicki Croke on her show entitled The Secret Life of Animals. Ms. Pavlicek did some segments on chickens and chinchillas.
- The phone never stops ringing at the Science Center with questions from the greater Burlington Community regarding animal distress calls and inquiries about how to become a MA Science teacher.
- The Science Center continued its goal of providing high-powered Science Education to the Burlington Public Schools via the following activities: Chick and Frog Hatching, Live Animal Visitors, Field Trips, Life Science programs, Physical, Earth, and Engineering Science programs.

Respectfully submitted,

John N. Papadonis  
Wendy Pavlicek

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## **MUSIC DEPARTMENT**

2010 was a strong year for the Music Department. Quality music education continued with student engagement and higher levels of achievement. This was possible

in part because we have the support of the administration and parents. The administration continues to fund our programs and enable access to students. The parent organizations continue to support programming through grants in the elementary schools and through the Music Boosters organization in the High School.

The four elementary schools showcased our students' talents in several concerts and assemblies. This included the Winter and Spring Concerts for the 4th and 5th grade chorus and bands. In addition, each elementary school has its own traditional programs that are a part of the schools culture. Music Teachers developed a blog web site for their school. This will facilitate communication with parents and the community. These sites can be viewed by going to the following web address: [www.Burlington.mec.edu/music](http://www.Burlington.mec.edu/music).

At the Marshall Simonds Middle School, Marcia Medvitz joined the staff as the new vocal and general music teacher. Mrs. Medvitz is a seasoned professional musician who brings a large amount of enthusiasm and experience to the position. We are proud to welcome her to the department. Mr. Bolduc continues his role as the Symphonic and Jazz Band director. Jeff Bolduc has continued to advance the use of technology, not only in his teaching, but by facilitating professional development for the other music teachers. The middle school blog broke 20,000 hits. The address for this is: [www.MSMSmusic.wordpress.com](http://www.MSMSmusic.wordpress.com).

The middle school continues to be a place where kids are encouraged to perform in school wide assemblies. Many students auditioned and were accepted into the Junior District Festival Chorus and Band. The school year culminated in an awards ceremony for both the band and chorus.

At Burlington High School, several students were accepted into regional Junior and Senior District Festival. In addition, Zaven Ovia was recommended to audition for the All-State Chorus. Mr. Matt Lovell's Music Theory students won composition awards.

The Marching Band again participated at every football game. One particular game of note was the grand re-opening of Varsity Field in which the band was the first group allowed to practice on the new artificial turf. The Marching Band again participated in the Salem Invitational. The advisors once again ensured a quality performance that all could be proud of.

The vocal program continued to be strong. The BHS Chorus and Select Singers traveled to the Great East Festival and won a gold and platinum medal respectively. The Select Singers performed at many community events. Some of the highlights included: The Merrimack Valley Superintendent's Luncheon, Taste of Burlington, Rotary Club, Varsity Field opening ceremonies, and Town Meeting.

This year, the Music Boosters produced a Concert Gala, which featured the Chorus, Select Singer and special guests, The New England Tenors. This night included a silent auction, dessert reception, and a wonderful evening of music. The Music Coordinator, John Middleton-Cox, was recognized for his 10-year anniversary of teaching at Burlington High School. The event was a very successful evening.

Another special event last year was the All-Town Band Concert. This involved over 350 band students from grades 4-12 playing for their parents and friends in the BHS gymnasium. What a wonderful perspective it was to showcase the growth and development of 8 years in one night. The audience heard the 4th and 5th grade bands play, the MSMS bands, and the BHS band. The evening also included sectional rehearsals by instrument. In other words, all the flutes in grades 5-12 came together for a special rehearsal led by a senior section leader. The evening fostered a sense of pride and accomplishment for the upper-classmen while motivating many younger players to continue to practice and participate so they can one-day sound like the High School band. In an inspiring finale, every band member joined together to play the theme from Beethoven's 9th Symphony, (Ode To Joy).

On the stage, we hosted the Mass Bay Music Festival, purchased new curtains, and changed the name of the Fogelberg Auditorium to the Fogelberg Performing Arts Center. This year's musical was Titanic and sold over 2500 tickets. It also raised over \$5,000 in ads and sponsorships from the community. It was the first year we used on-line ticket sales to allow for on-line credit card purchases. [www.BurlingtonTickets.org](http://www.BurlingtonTickets.org).

In June, the Burlington Educational Summer Theatre, (B.E.S.T) produced Little Shop of Horrors for students in grades 9 – 12. In July, BEST produced Alice in Wonderland, Jr. Over 60 students from grades 2- 8 worked hard, learned a lot, and had fun participating in the program.

Finally, the Music Department should be commended for maintaining high standards and ensuring quality educational experiences for our students.

## Music Department Staff

Jennifer Agati	Pine Glen	General Music, Chorus
Jeffrey Bolduc	MSMS	General Music, Band
Jeanne Coroniti	Fox Hill	General Music, Chorus
Kerry Gendron	Francis Wyman	General Music, Chorus
Meghan Kerley	MSMS	Woodwind Specialist (part-time)
Matthew Lovell	BHS	Band, Music Theory
Marcia Medvitz	MSMS	General Music, Chorus
John Middleton-Cox	BHS	Chorus, Music Coordinator
Beth Mosier	Memorial	General Music, Chorus
Mark Napierkowski	System wide	Instrumental lessons and Band
Lindsey Peabody	Francis Wyman	General Music, Chorus, Band
Amanda Potts	Fox Hill/MSMS	General Music, Chorus, Concert Band
Jennifer Rzasas	Pine Glen/Francis Wyman	General and Vocal Music
Kate McMahon	Administrative Assistant	

Respectfully submitted,

John A. Middleton-Cox  
Music Coordinator

## ATTENDANCE MONITOR

The function of the Attendance Monitor is the enforcement of the Department of Education regulations pursuant to compulsory school attendance. Children between the ages of 6 and 16 years are required to be enrolled in a public, private, or School Committee approved home-school program. Daily attendance is monitored. Telephone contact is made with the home when notification of absence by the parent has not occurred. Habitual tardiness and absentee-



ism result in further intervention by the administration and appropriate action is taken. Parents are encouraged to help their children maintain regular and timely attendance so necessary for the achievement of academic success.

Students between the ages of 14 and 18 seeking part time employment may obtain employment permits from the Office of Pupil Services. Permits are issued specifically for the work positions stated on the certificate. When a student seeks another position, a new permit must be obtained. It is the responsibility of the Attendance Monitor to maintain records pursuant to student employment. The Department of Labor and Industries publishes a booklet providing information relative to child labor laws affecting student's employment. Copies of these booklets are available to students in the Office of Pupil Services.

Students out of school ten days or longer due to medical purposes are provided with home / hospital tutorial services. It is the responsibility of the Attendance Monitor to obtain a Physician's Statement for Temporary Home or Hospital Education filled out and signed by a Physician. This form is kept on file and needs to be updated every six weeks. The Attendance monitor assigns a tutor to work with the student and oversees the hours of service and length of services provided to each student.

The Attendance Monitor acts as the designated school district Homeless Education Liaison required by the McKinney-Vento Act. This role is to assist homeless students enroll in school and to ensure they receive the educational services for which they are eligible. The liaison is also responsible for maintaining all records and submitting annual data to The Commonwealth of Massachusetts Department of Education.

The Department of Education requests that Spring and Fall Statistical Reports be filed each year. As a result of the changes in both state and federal law, there has been a significant increase in the amount of data that the school department must submit on an annual basis. With the implementation of No Child Left Behind, there will be an even greater increase in federal requirements for information.

Respectfully submitted,

Debra P. Miller  
Attendance Monitor

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## **SCHOOL PHYSICIAN**

All the standard and sport physicals have been completed. The physicals for the elementary and middle schools will commence in the spring. All the students have been courteous and orderly during these examinations. My thanks go to the nurses for organizing and coordinating these student physicals so that this difficult task goes smoothly and efficiently.

My appreciation goes to the trainers for their assistance during the home games which I attend.

As always, my gratitude goes to the school and sports departments for giving me the honor and the opportunity to serve as their school and team physician these past 26 years.

Respectfully submitted,

Gary L. Goldfarb, M.D., F.A.A.P.  
School Physician

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## **SCHOOL NURSES**

The Burlington School Nurses continue to enhance the educational process of all our students by helping to maximize the health and well-being of these students. The healthier our students, the more effective their learning experience will be. Our school nurses help advance the academic success and achievement of students by being part of a team that includes members of the school staff and families

In Burlington, we have 3,671 students enrolled in our 6 schools. As in past years, we have seen over 1,000 students in the nurses' offices from September through January. Fortunately, most students return to class with only a few students dismissed, due to illness or injuries. We continue to document all encounters with the students through SNAP, our computerized health care program. Our nurses work to promote health and safety by intervening with actual or potential health issues, emergency care, health education and counseling, and by monitoring mandated immunizations, annual hearing, vision, heights, and weights, and Body Mass Index (BMI), all in compliance with Massachusetts Department of Public Health Guidelines for

School Health. In addition, our nurses work with the Physical Education Department to complete scoliosis screenings, and participate in crisis committees.

With the increase in allergies and allergy awareness, our nursing staff, along with the school district and parents, is developing new guidelines for handling allergic reactions to keep our children safe. Currently, we have many students with single or multiple food allergies, as well as bee sting and latex allergies. We have over 125 epi-pens on hand for children with severe allergies in the six schools in the event of any exposure to allergens.

Our Burlington Public School Nurses hold current licenses as Registered Nurses by the Commonwealth of Massachusetts and by the Department of Early and Secondary Education. We continue to “stay current” by participating in various continuing education conferences and workshops. We appreciate the assistance and support provided to us by our Pupil Services department, the entire school system, and the Burlington School Committee.

Respectfully submitted

Anne L. Azarian, RN, BSN  
Supervisor of Nurses

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## **SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT**

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2010 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 40th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Mark Trifiro, Chairman, and Donald Drouin, Secretary, from Bedford; Kenneth L. Buffum and Bernard F. Hoar from Billerica; Paul V. Gedick, Vice-Chairman, and Robert Gallagher from Burlington; J. Peter Downing and Patricia W. Meuse, Treasurer, from Tewksbury; and James M. Gillis and Robert

G. Peterson from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand three hundred twenty-four (1,324) high-school students were enrolled in SVTHS's day school programs in October of 2010, and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2010, SVTHS graduated 290 seniors. Over 67% of the graduates planned to attend college or other post secondary schooling in the fall. Slightly less than 20% of the students intended to continue working in their trade with another 6% working in another field after graduation. In addition, 1.5% entered the military forces.

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

### **Academic Programs**

**MCAS Performance:** In the Spring of 2010, the 321 sophomores comprising SVTHS' Class of 2012 distinguished themselves among all other vocational-technical high-school students, among all sophomores within the five-town district and, most impressively, among all sophomores throughout the Commonwealth—earning a special commendation from the Department of Elementary and Secondary Education (DESE) in the latter analysis.

With only one exception, SVTHS sophomores outperformed all other vocational-technical sophomores on all MCAS performance measures (English Language Arts, Mathematics, and Science/Technology/Engineering) during the 2010 test period. Blackstone Valley Technical High School outperformed Shawsheen (only) on the Mathematics test.

The District analysis paralleled the vocational analysis. With the exception of Wilmington (Mathematics only), SVTHS sophomores outscored or equaled all of their District peers on the three performance measures.

**Table 1.**  
**Percent of Tenth Graders Scoring in Either the Advanced or Proficient Range in Spring 2010 MCAS Testing.**

	Bedford	Billerica	Burlington	Shawsheen	Tewksbury	Wilmington
English	86	78	84	84	93	91
Mathematics	86	84	85	82	86	90
Science/ Tech/Eng	80	72	76	72	86	81

Although remarkable, both the vocational-technical and District analyses pale statistically to SVTHS' pre-eminent performance throughout the Commonwealth with respect to a rank ordering of Median Student Growth Percentiles (MSGP). The MSGP is a statistical measure of student growth between grades eight and ten. In the Spring of 2010, SVTHS ranked fourth among the 287 school districts for whom the DESE reported tenth-grade MCAS scores. This extraordinary achievement earned SVTHS a special commendation from the DESE for a second consecutive year. (In the Spring of 2009, SVTHS ranked sixth in the same analysis.)

**Curriculum Revision:** Throughout the school year, members of the Social Studies continued their redesign of SVTHS' Honors, College-Preparatory, and Support-Services U.S. History offerings. The restructured courses will be offered in grade 10 (Colonization to the Civil War) and grade 11 (Reconstruction to the present). The two-year format will allow students to explore topics in greater depth and breadth while providing instructional time for written-response training—a critical element of MCAS preparation. Curriculum planners believe that the expanded format will enhance the test performance of SVTHS students, as did the prior and parallel change in the Biology curriculum.

In response to the increasing demand for College-Preparatory electives, members of the Science Department continued to design a College-Preparatory Physical Science course, which joins the science curriculum alongside Honors and College-Preparatory Chemistry, Honors and College-Preparatory Physics, and Honors and College-Preparatory Biology. In a parallel effort to expand College-Preparatory offerings in mathematics, members of that department continued to design a College-Preparatory Statistics course, which joins rigorous upper-class offerings

in Honors and College-Preparatory Trigonometry and Honors and College-Preparatory Calculus.

**New Staff:** In the fall, Mrs. Debra Dew joined the Mathematics Department to fill the vacancy created by the retirement of Ms. Mary Brooks. Mrs. Katia Arida joined the Social Studies Department to facilitate the expansion of the U.S. History program, and Mrs. Celeste Joudrey joined the Science Department to fill the vacancy created by the retirement of Mr. Duane Cleak.

**Summer School:** In the summer of 2010, the SVTHS Summer Program enrolled approximately 116 students from ten surrounding school systems, who had failed an aggregate 139 academic courses. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Director of Academic Programs, at 978-671-3640 or Mr. Kevin Bloom, Summer Coordinator, at 978-671-3631.

**Infrastructure Renovations:** The extensive summer renovations to the school's infrastructure included, in part, the ongoing installation of ceiling-mounted LED projectors and white boards in many academic classrooms, the refurbishing of the school library, and the expansion of one PC lab.

## Clubs and Organizations

**Classes:** A yearlong series of successful twelfth-grade social events and fundraisers, coordinated by senior-class advisors Sheila Fitzpatrick and Bethany Keane, was highlighted by an elegant senior prom at the Granite Rose in Hampstead, New Hampshire. Under the direction of junior class advisor Angela Caira, the junior class held a gala prom at the Burlington Marriott. The freshman class, advised by Marygrace Ferrari, and the sophomore class, advised by Stacey LaBella, collaborated on the annual Spring Fling semiformal, which was held at the school.

The Eleventh Annual Shawsheen Turkey Bowl—the much anticipated flag-football game between the junior and senior girls—was once again a successful holiday event, which raised approximately \$120 and thirty-eight cases of food for the Billerica Food Pantry.

**Literary Magazine:** For the third consecutive year, Shawsheen's literary magazine, *Ramblings*, received an award for excellence by a major educational organization. In 2007-2008, New England Scholastic Press Association (NESPA) Executive Director Helen Smith of Boston University's College of Communication awarded

Shawsheen's literary magazine, *Ramblings*, NESPA's Highest Achievement Journalism Award in Scholastic Editing and Publishing. In 2008-2009, the National Council of Teachers of English named *Ramblings* a superior publication in its statewide Excellence in Literary Magazines competition. Most recently, the magazine earned a gold medal for overall quality and All-Columbia Honors for content from Columbia University Scholastic Press Association. These distinguished awards recognize the special talents of the SVTHS students who supplied the content and designed the layout of the annual publication under the supervision of Mrs. Leah Marquis of the English Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

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

**National Honor Society:** Under the advisorship of Mrs. Gail Poulten of the English Department, the SVTHS chapter of the National Honor Society inducted 25 eleventh graders and 10 twelfth graders in March of 2010. Mr. Brian Hart—a Bedford resident, a gold-star father, and founder of Black-I Robotics—spoke of his initiative to improve armor technology for U.S. combat troops at the induction ceremony. Throughout the year, the NHS traveled to New York City to view the King Tut exhibit and to Newport, R.I. and Salem, MA to visit cultural and historic sites.

**Student Council:** The Student Council, under the direction of faculty advisor Ms. Ellen Mountain, continued its energetic paper-recycling program throughout the year. In 2009, Ms. Mountain expanded the program to include the recycling of plastic, toner cartridges, cell phones, and sneakers.

**The Traveling Rams:** On their third annual global trek, members of Shawsheen's international-travel club visited Barcelona and Italy in the spring of 2009 under the direction of their indefatigable faculty advisor, Ms. Kristin Sciacca, and five chaperones. Interested world travelers should contact Ms. Sciacca at 978-667-2111x577 or [ksciacca@shawsheen.tec.ma.us](mailto:ksciacca@shawsheen.tec.ma.us).

**Oratory Club:** Coached by faculty advisor, Mrs. Leah Marquis of the English Department, Lyndsay Robinson, a

twelfth-grade Business student from Tewksbury, placed first at the district level in the Voice of Democracy Speech Contest sponsored by VFW Post 2597 of Pinehurst. In the Youth Speak contest sponsored by the Lions Club, Lyndsay prevailed at five levels of competition—hosted successively at Tewksbury, Billerica, Woburn, and Springfield—to eventually earn a gold medal in that statewide contest. Anne Whitehouse, an eleventh-grade Internet Technology student from Tewksbury, garnered a silver medal in SkillsUSA Prepared Speech competition.

**Performing Arts Club:** Boldly departing from its 2007 dramatic production of *Frankenstein* and its 2008 musical production of *Grease*, members of the Performing Arts Club staged two sold-out performances of improvisational theater last year in the school auditorium under the direction of Ms. Angela Caira of the Guidance Department.

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

**Alumni Association:** Under the direction of its Planning Committee and faculty advisor, Mrs. Gail Poulten, the Alumni Association organized and held an inaugural roast at the Tewksbury Country Club during which the ever-affable Mr. Duane Cleak of the Science Department was served (medium rare.) Any SVTHS alumni interested in working with Mrs. Poulten on future fundraising events should contact her at [gpoulten@shawsheen.tec.ma.us](mailto:gpoulten@shawsheen.tec.ma.us) or 978-667-2111x584.

## Support Services

The SVTHS Support Services Department services the second largest population of students with special needs in Vocational Education within Massachusetts. Nevertheless, SVTHS has the highest graduation rate of Special-Needs students in the state for schools with nearly one hundred special education students in each grade. The graduation average for students on Individual Educational Plans (IEPs) at SVTHS is over 90 percent—compared to the state average of 64 percent. The Support Services Department continues to implement various forms of technology that allow for equal access to the curriculum for all learners.

Shawsheen's success on the MCAS has continued as a result of a "team" effort on the part of Academic, Vocational/

Technical, and Support Services staff to address the needs of our Special Education population. Although over 24 percent of SVTHS students are diagnosed with special needs, the school's rate of either Advanced or Proficient MCAS scores exceeded 90 percent on English Language Arts, Mathematics, Biology, and Chemistry.

In addition to their work on MCAS, the Support Services staff has continued with extensive training to support the IEP process and the identification of specific learning disabilities for our special needs population based on new federal and state guidelines. Shawsheen is now using *eSped* software to write Individualized Educational Plans (IEPs). Following training, the staff transferred all IEP's into this system and has fully integrated this technology into all facets of the IEP process. Increased attention to training in the assessment process was provided with additional professional development for staff. The Support Services Department took part in a Coordinated Program Review that was completed by the DESE in the Fall of 2009. Recently completed renovations to existing office space resulted in a well-equipped conference room enabling the school to provide a dedicated space for the many meetings that are held as part of the special education process.

## Athletics

The year 2010 was a memorable year for Shawsheen Athletics with over 450 Shawsheen students participating in interscholastic athletics. Both the boys and girls cross country teams won dual-meet titles. Commonwealth Athletic Conference titles were won by boys ice hockey, wrestling, softball, boys lacrosse, golf, boys cross country, girls soccer, and football. State Vocational title winners included girls swimming, boys ice hockey, wrestling, golf and girls soccer.

The SVTHS division-one wrestling program won the North sectional title, and the football team concluded a best-ever 11-1 season, culminating with the school's first Super-Bowl title.

The overall winning percentage of the varsity teams, 13 of whom qualified for post-season play, ranked among the highest in school history. Dozens of students were honored with All Star recognition by the Commonwealth Athletic Conference and the *Lowell Sun*. Wrestlers Alex Najjar and Andrew Companeschi were named to the All Scholastic Wrestling team by both the *Boston Globe* and *Boston Herald*. Mark Donovan (wrestling), Doug Michaud (girls soccer) and

Al Costabile (football) were honored as Coach of the Year in their respective sports by the *Lowell Sun*. All three were also honored as divisional Coaches of the Year by the *Boston Globe*.

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

## Community Services

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

**School of Practical Nursing:** The 2009-2010 year graduated 33 Licensed Practical Nurses (LPN). Since its inception, a total of 531 students have successfully continued on to a rewarding career as Licensed Practical Nurses. This intense ten-month program offers a combination of evening and weekend coursework and clinical externship experiences. Preparation for the state LPN exam is also included. Residents interested in applying to the LPN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

**Project Explore:** Nearly 450 middle-school students from the District participated in after-school career awareness activities during the 2010 winter semester. Students explored a variety of career path options. This program is coordinated with area middle school guidance counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, interested residents should contact Ms. Carissa Karakaedos at 978-671-3607.

**Swim Program:** SVTHS energetically continued its water aerobics, lap swim, parent-and-me swim class and swim lessons during the 2009-2010 year. The Shawsheen pool also continues to serve as the home site for interscholastic high-school swim teams from Billerica, Bedford and Burlington public schools. Individuals seeking swim pro-



gram information should contact Ms. Jill Branley, Aquatic Director, at (978) 671-3699.

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

**Middlesex Community College:** SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at Shawsheen Tech as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2010 and the program received exemplary student evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Director of Community Services, Mrs. Carissa Karakaedos.

**Non-Traditional by Gender Advisory Committee:** The SVTHS Non-Traditional by Gender Advisory Committee continued its pursuit to support initiatives for students enrolled in occupational areas that are non-traditional for their gender. The committee is led by a coordinator, overseeing five SVTHS staff members. The committee had another successful non-traditional-by-gender night and continues to plan activities and events throughout the year.

## Computer Services

During the 2010 year, Computer Services completed all DESE data collection requirements. These reports included SIMS (Student Information Management System) data, EPIMS (Education Personnel Information Management System) data, SCS (Student Course Schedule) data, SSDR (School Safety and Discipline Report) data, the Technology Report data, and the VTCTS (Vocational Technical Competency Tracking System) data.

Computer Services installed a new module for teachers' use within the Student Information System. The new iPass rankbook allows teachers to keep a grade book and share

their student's progress with the parents through Parent Access Manager.

In the fall, Computer Services added the current ninth-grade population (class of 2014) to the Parent Access Manager System, bringing parent participation to approximately 80 percent. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, rankbook, schedules and discipline information.

The computer labs for Business Technology, Drafting, Internet Technology, Graphic Arts and Design & Visual Communications received upgrades during 2010. In each area, computers were replaced with the latest models.

Computer Services has continued to migrate additional physically hosted servers to the virtualized solution that was installed in the previous year. Computer Services established a more energy efficient infrastructure as part of the long term plan to add virtualized server equipment in place of older servers.

Office 2007 has been installed on all computers that are capable of receiving the upgrade. Office 2010 licenses have been purchased in preparation for the next upgrade.

## Guidance

**Admissions:** Applications once again exceeded 600 for 335 seats in the class of 2014. This year, presentations occurred in all the Billerica, Wilmington, Tewksbury, Bedford and Burlington middle schools. Students, parents and community members were invited to events on site including the Community Open House in November and the 8th Grade Career Night in January.

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

**College and Career Planning:** Shawsheen students continue to expand their options and opportunities after graduation. Studies conducted this year show a growing trend for SVTHS students to attend and retain at 4-year colleges and universities. In addition, SVTHS met federal benchmarks this year for graduates in all programs. This included positive placement in employment, college and military careers. SVTHS offered preparatory programs for both Accuplacer and SAT college exams. Over 75% of the senior class participated in one or the other. SVTHS continues to offer a foreign language to students pursuing college programs that have this requirement. The course is offered after school and evenings. The college fair this year included over 70 colleges and universities and a special workshop was offered to students with special education needs to understand their options for post secondary learning. Over 500 students and parents participated in this largest-to-date event.

**Scholarships and Awards:** Despite the tough economy, SVTHS students were awarded over \$80,000 in scholarship funds. A graduate was also the recipient of the Massachusetts Vocational Association scholarship award.

**Cooperative Education Program:** Cooperative education built momentum this fall with many of the vocational/technical programs increasing cooperative education placement by 50% or more. The trend continues as the Placement office has currently secured cooperative-education positions for more than 120 students out.

**Student Health:** During the past year, SVTHS participated in the state-wide effort to prevent the spread of H1N1. The SVTHSD offered vaccinations to students and staff and delivered public service messages and flu prevention information to all members of the school community.

### **School Council**

An important agency of school governance, the 2010-2011 SVTHS School Council, is made up of three parents—co-chair Patricia White from Tewksbury, JoAnn Brace from Tewksbury, and Susan Berry from Wilmington; three community members—Bob Lazott of Billerica, Jean Perry of Burlington, and Cosmo Ciccariello of Burlington; two SVTHS faculty members—Robert Roach and Jason Tildsley; and co-chair Dr. Robert Cunningham, Assistant Superintendent-Director/Principal.

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

### **Technical Programs**

**Skills USA:** Skills USA is a national non-profit organization preparing students for careers in trade, technology, and skilled-service occupations. SVTHS earned seventy-five medals at the 2010 district competition and twenty-five medals at the state competition. Eleven Shawsheen students went on to the National competition in Kansas City, MO. with all the students placing in the top twenty. HVAC&R finished first earning a Gold Medal, Health placed fourth, and the Graphic students finished seventh.

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

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

### **Transportation Cluster**

**Automotive Technology:** The senior students from the Diesel program were merged into the Automotive program. Mr. Flynn, from Diesel, joined the Automotive program, replacing Mr. Lavoie. The program embarked on several post-secondary career days and industry field trips, exposing students to career opportunities and new technologies in the field. A \$2100 tool box cash award was donated from

Lowes for SVTHS' 100% participant in SkillsUSA. Through the capital budget process, the Automotive program acquired a new, technologically-advanced Hunter high-speed GSP9700 wheel balancer.

**Autobody:** The Autobody program welcomed two new instructors, Mr. Dennis Reppucci and Mr. Daniel Simard, along with a full-time aide, Mr. Matthew Day. A new paint-mixing room and a ramp for the paint spray booth—the latter of which was built by Metal Fabrication program—were approved through the capital-budget process. The Autobody program continues to do an outstanding job repairing cars in need of body work for people throughout the district.

### Service Cluster

**Health Service and Technology:** The Health Services & Technology Program is preparing for a new location and an expansive expansion into three chapter-74 programs—Medical and Laboratory Assisting, Health Assisting, and Dental Assisting. These three programs will move into a new Life-Science wing in the autumn of 2011. The program also continues to expand its clinical affiliates, having recently added Woodbriar of Wilmington and Sunny Acres Nursing & Rehabilitation of Chelmsford. A strong partnership with Saints Medical Center led to another successful community blood drive at the school, collecting more than 40 units of blood. All twenty-six students successfully passed the Massachusetts Department of Health Nurse Assisting Exams, directly and positively impacting job placements.

**Culinary Arts:** An articulation agreement with Johnson and Wales University has provided opportunities for senior Culinary Arts students to attend classes full-time through their FAST (Freshman Advanced Study Track) option. This is the second consecutive year in which Shawsheen has placed a senior in the FAST program. The Culinary-Arts department visited Lincoln Institute in Hartford, Connecticut and has planned another trip in April to the prestigious Culinary Institute of America in Hyde Park, New York. Through the capital budget process and at the recommendation of its craft advisory board, the Culinary Arts program purchased a new rotary oven for the bakery as well as a six-door, reach-in refrigerator. Both purchases added to another successful year of providing meals and bakery goods to the public.

**Cosmetology:** A new floor and major renovations to the reception area have given the program a bright and welcoming appearance. Renovations include a mannequin hair drying cabinet with hood dryers. Offering services to the community has remained an important component of the Cosmetology program, as hundreds of local clients were served in the shop last year. Students also traveled off campus to provide community service at Senior Centers and assisted living communities. In addition to community service, students visited the Catherine Hinds Institute of Esthetics as an educational experience and to learn about pursuing additional licenses in related fields. All fourteen of the seniors acquired their Cosmetology License from the Massachusetts State Board of Cosmetology and are currently working in local salons.

### Construction Cluster

**Carpentry, Plumbing, Electrical, Heating Ventilation and Refrigeration and Masonry:** All five construction programs continued to provide a strong work-based curriculum by completing projects throughout the district's five towns. Some of the projects this year include a single family dwelling in Bedford for Habitat for Humanity of Greater Lowell, the renovation of the Grandview Farm building for the Town of Burlington, the construction of masonry stairs for the Veterans of Foreign Wars in Billerica, and the construction of storage cabinets for Wilmington High School's music department. At SVTHS, the construction programs also provide their exceptional skills in various in-house projects that include, in part, a new related classroom in Machine Shop, piping soffit in Commercial Art, installation of thirty-one storage cabinets within the school, bean-bag toss games for homecoming fundraiser, a new desk assembly in the Library, the repair of the water heater and refrigerator in the Field House, new electrical outlets in Cosmetology, twenty-five computer boxes in Drafting, and a new concrete block wall in Automotive.

### Arts and Communication Services Cluster

**Business Technology:** The second phase of upgrading the computer labs was completed this year, with the addition of electrical renovations. Students continue to thrive in the Business Professionals of America, medaling at both the state and National levels. Field trips to Framingham State College for the third annual career day and to the American Institute of Certified Public Accountants (AICPA)

conference at Bentley College were just two of many career opportunities presented to the students.

**Informational Support Services & Networking:** This year, a new technology plan was implemented with additional curriculum and courses. Lab C received an upgrade of twenty new Dell personal computers and a PC management program. All three computer labs are now energy efficient with a new Comcast high-speed network to simulate Security/Remote based services for our Security curriculum and new firewall to protect and enforce our security policy. IT has attained Microsoft Academy status with the future goal of training and certifying students as Microsoft Certified Professionals in Windows7.

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

**Graphic Communications:** The Graphics program enjoyed a year of great success in the pressroom and in its community partnerships. Graphics produced a record number of live jobs for schools, town governments, and non-profit organizations. Through these endeavors, students had an excellent opportunity to experience the real-world pressures and rewards of working in a printing company. The program received a national literary-magazine award for their publication of *Ramblings*. Some of the other highlights include the implementation of a new system for tracking and estimating production jobs along with the addition of new furniture and new silk-screen equipment.

## **Electro/Mechanical Cluster**

**Computer Aided Design & Drafting:** SVTHS has recently worked on numerous drafting projects that supported the construction cluster. These major projects included the Marion Tavern, Field House, Dugout, Library Drop Box. In addition, the program has updated various shop layouts and a plethora of small projects. Currently, the senior class is working on the design of an electric motor powered go-cart.

Capital improvements provided two more computer work-stations in each grade level, expanding the capacity to forty computer work-stations. During the summer, eighteen computers were replaced by the IT department, which also re-imaged the entire shop with the latest CAD software.

**Electronics:** Carl Buskey has joined the Electronics program as a new instructor, bringing over thirty years of experience with him. The Electronics program benefited greatly with the addition of the after- school Robotics Club, finding success at the First Tech Challenge (FTC) competitions at Pathfinder Vocational High School and Kingswood-Oxford School in West Hartford, CT. Through the capital budget process, a new Denford Printed Circuit Board (PCB) router was purchased, allowing students to learn valuable skills for employment. A group of electronic students won the New England Trebuchet competition in Windham NH for a second consecutive year.

**Machine Technology:** For the second consecutive year, Machine shop has benefited from a large donation of metal stock from MITRE Corporation. The donation of an injection molding machine from Sabre Machine Co. has also provided additional resources for the program. In grateful reciprocation, the program has given back to the community, helping design and build wheel frames for a special wheelchair, modifying electrodes for Comcast, and executing countless other small project requests. The upperclassmen had the chance to work on a windmill project with engineering students from UMass Lowell, gaining valuable skills and career opportunities. Through the capital budget process, the program was able to install an LCD projector in the related room and to rebuild the CNC milling machine.

**Metal Fabrication and Welding:** Christopher Wittmier was hired as a new instructor, replacing Mr. John Fusco, who retired in June. Metal Fabrication has worked on numerous welding and sheet metal projects that supported multiple school clusters and the community at large. This work included ductwork for new related room, a library drop-box project, new Autobody ramps, a stool repair for M.C.I. Billerica, and the go-cart project. For the second consecutive year, SVTHS hosted the annual open house for the Boston Chapter of American Welding Society (AWS). Two new swing-arm ventilation hoods were approved through the capital budget process.



## Conclusion and Acknowledgement

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

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2010. Those retirees are: Gary Baker, Placement Coordinator; Paula Blanchette, Special Education; Mary Brooks, Mathematics; Duane Cleak, Science; John Fusco, Metal Fabrication; John Havens, Diesel; and Jack Landers, Electrical.

Respectfully submitted,

Charles Lyons  
Superintendent-Director

## BCAT

The most significant change BCAT experienced in 2010 was the resignation of Production Manager Tricia L. Hicks. After serving 10 years at BCAT, she resigned to accept an adjunct position at Asnuntuck Community College in CT, in an effort to pursue her teaching career. We wish Tricia all the best with her future endeavours and thank her for her years of dedicated service to BCAT. We filled the open position with BHS grad and recent Emerson grad, Patrick Chin. Patrick, who was no stranger to BCAT or Burlington, quickly became a familiar and integral part of BCAT.



*BCAT Staff 2010 on set with Santa and Mrs. Claus before taping our annual "Santa Visit's BCAT" holiday show. Photograph by Kevin Carnell*

We hosted "BCAT's Green Magic" station again up at the common for Burlington's first "Celebrate Burlington Day" formerly known as "Pride Day." Our "Green Magic" offered residents an opportunity to pick out a picture to be used as a backdrop, stand in front of a green screen, and have that picture keyed behind them. This is the same technology TV stations use with their weather reporters. Props and costumes were also provided to enhance the scenes. Both kids and adults alike had fun, and their short bits were produced into segments with added sound effects that we called "Celebrate Burlington Moments." They were shown on BCAT throughout the fall. Over 100 "Celebrate Burlington" segments were produced.

### Other BCAT highlights in 2010

- BCAT will enjoy a new broadcast booth located in the press box atop the hometown bleachers. The refurbishment of the facility has presented BCAT with the



opportunity to design a facility for video and audio coverage of all events. We have designed a “plug and play” infrastructure that will accommodate a total of seven camera locations on the field, inside the press box and on the press box roof.

- In addition to our streaming VOD service that we made available on both the BCAT and Town sites in 2009, we added a live streaming service in 2010. We now carry all government meetings live as well as some specials, such as The BHS Graduation and BHS Hockey games. The service allows you to tune in anywhere over the internet and also participate in a live chat as well.
- Colleen Moore was named Volunteer of the Year at BCAT's Annual Meeting and Appreciation Night 2010. She is the producer of *Heritage Park Baptist Church Sunday Service*. The production has evolved over the years from a one camera shoot to a multi camera production. The production entails an elaborate set up of audio and video, live switching and directing and involves a weekly crew of four vs. one person. She also served as a regular crew member for BCAT's football coverage, has produced various specials and promos for BCAT, as well as volunteers for many other special productions and shows. Shawn Hansen was awarded the BCAT college grant as outstanding student of 2010. He was BCAT's first official college intern who earned college credit as he learned all of the ins and outs of BCAT. He quickly learned our equipment and worked on developing his skills both on and off camera. He became a regular fixture at BCAT, and continued his involvement after his spring semester was over in May. He is a regular volunteer for other shows and BCAT specials, and is also the producer and host of his own show called “Shawn Hansen's Comedy Corner.”
- BCAT produced many annual specials through out the year including *The BCSF Annual Telethon*, *July 4th Parade*, *Santa Visits BCAT*, *Pride Day 2010*, *Bnews Weekly Specials*, *Burlington's Annual Tree Lighting*, *The Annual BACC Taste of Burlington*, and *Burlington's Memorial Day and Veteran's Day services*.



*Volunteer Katerine Teabagy directing the crew during BCAT's coverage on the Burlington Breakfast Rotary's July 4th Parade. Photograph by BCAT Staff*

- Many series celebrated their 100th episode milestone in 2010. Those series included *Healthy Hypnosis*, *Walk With Jesus*, *Sports Call*, and *Shawn Hansen's Comedy Corner*. *Shawn Hansen's Comedy Corner* premiered in 2010 and holds the record for reaching the production of 100 episodes the fastest in BCAT history.

Respectfully submitted,

Jennifer Dodge, Executive Director  
Burlington Cable Access Television

Rick Karwan, President  
Burlington Cable Access Television

**Board of Directors:**

Arlene DiRocco, Vice President

Sally Wiillard, Treasurer

Brad Bond

Linda McNamee

Virginia Mooney

Colleen Moore

Mike Runyan

Robert Zahora

## BURLINGTON COMMUNITY SCHOLARSHIP FOUNDATION

Thanks to the generosity of the residents and businesses in the Town of Burlington, the Burlington Community Scholarship Foundation has managed again to award its' annual quota of scholarships to high school seniors and community adults.

In 2010, the BCSF awarded forty scholarships to high school seniors for a total of \$77,500, twenty seven Adopt a Class scholarships totaling \$25,600 and seven adult scholarships totaling \$15,200. In addition the Burlington High School Scholarship program, which is under our umbrella, awarded \$201,600. The statistics for 2010 are as follows: 174 total individuals received awards, 161 will attend a 4 year College or University, 9 will attend a 2 year Junior or Community College and 4 will attend another type of higher education. The total scholarships awarded by the BCSF and the BHS program totaled \$319,900.

We were also able this past year to add three new scholarships:

- BCSF Environmental Science Scholarship
- BCSF Nursing, Physical Therapy, Occupational Therapy and Nutrition Scholarship
- BCSF Business / Finance Scholarship

Many individuals assist our foundation and guide our path. The following individuals comprise the Board of Directors: Steve Preston, Debbie Keene, Jayne Hyde, Brian Curtin, Pat Dotson, Tom Killilea, Rosemarie Tieri, Juliette Mott, Jack Ferren, Al Fay, Joe Attubato, Paul Sheehan, Liz Gianino, Don Flaherty, Diane Creedon and Anisha Shaikh. The Board of Directors meets monthly and all meetings are open to the public.

### The BCSF is comprised of the following sub committees:

The Investment Committee is led by Brian Curtin with the assistance of Phil Gallagher, Juliette Mott and Dr. Eric Conti. This committee meets regularly and has done an exceptional job during these difficult economic times.

The Awards Committee meets each spring to review applications and award all scholarships, both student and adult. My sincere thanks to the individuals who donate their time to this committee.

Adopt a Class another component of the Burlington Community Scholarship Foundation, partners a local business with a specific grade level. Their goal is to raise money over a thirteen year period. Every year at graduation the money raised is then awarded to students. The Class of 2010 sponsored by June Tabaldi awarded \$25,600 in scholarships. Special thanks to Debbie Keene, Robyn Miliano, Rosemarie Tieri, Tom Killilea, Diane Creedon and Anish Shaikh for making Adopt a Class so successful over the years. Many thanks to all of the parents and students who volunteer to work with the Adopt a Class program. This year alone they generated over \$16,000 in their fundraising endeavors. Listed below are the classes and their Adopt a Class Partners:

Class of 2011 Burlington Firefighters	Class of 2015 Reimer & Braunstein	Class of 2019 CitiBank
Class of 2012 Sonia Rollins Exit Realty	Class of 2016 Reimer & Braunstein	Class of 2020 Liquor Cabinet
Class of 2013 Northern Bank and Trust Company	Class of 2017 Vidoli & Associates	Class of 2021 FlatBread Pizza
Class of 2014 Brick Point Properties	Class of 2018 Lahey Clinic	Class of 2022 In need of a business partner

Our major fundraiser each year is our Annual Telethon, which is held in October. This endeavor is a huge undertaking which requires much planning and organization and many volunteers. Planning sessions which begin in the summer are held at the Law Office of Riemer and Braunstein at Executive Park. Thank you to Attorney Bob Buckley, Melissa Cushing and all of their staff for their generosity and support. Special thanks to the B-Cat Staff, especially Jen Dodge, Dick Linder, Rick Karwan and all of their volunteers who help us televise the event. Many thanks to Doug Gillingham, Ray Harbor and Jim Round for their support. This year's Telethon was made possible by the efforts of Debbie Keene, Steve Preston, Jayne Hyde, Brian Curtin, Pat Dotson, Tom Killilea, Jack Ferren, Al Fay, Don Flaherty, Robyn Miliano, Diane Creedon, Anisha Shaikh, Rosemarie Tieri, Juliette Mott, and Joe Attubato. Thanks to all of the High School student volunteers who make calls to the residents, all of the individuals and businesses who made contributions, provided refreshments or gave prizes to help

insure the success of this event. This year we raised \$54,000 during the three nights of the Telethon.

I would like to thank the many individuals who make contributions to us with their tax bills and their water bills. We appreciate each contribution that is sent to help the young people of Burlington further their education. Last year we received \$7,698 in contributions.

We would also like to recognize Joe Morandi and Dr. Marini for their time and effort to raise money for the foundation through their fundraiser *"Festival of Trees on the Common."*

The Scholarship Foundation is deeply grateful to our first President Joan Miles and her husband Steve who were the motivating force to initiate our foundations beginnings. We would also like to remember the generous spirit, hard work and efforts of Harold DuLong and Ernie DeMartinis who together made our Annual Telethon such a large success.

Respectfully submitted,

Stephen E. Preston, Jr.  
President

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## **BURLINGTON HOUSING AUTHORITY**

For the past 21 years, state auditors as well as private sector auditors have reported that the Burlington Housing Authority has managed our properties in full compliance with general state and federal rules, regulations and stringent guidelines set forth by the Commonwealth of Massachusetts. The Burlington Housing Authority is in excellent standing.

### **2010 UPDATE:**

The Burlington Housing Authority's inventory stock includes the following: one hundred and five (105) senior public housing units, of which 13.5% are set-aside for the young disabled and handicapped. We also have two (2) local initiative properties; two (2) state family 705 homes, ten (10) studio apartments at Atria Longmeadow Place and ninety-four (94) Federal Section 8 mobile vouchers.

PHOTOS BY MAUREEN LYNCH



*Towerhill Apartments*

The Board of Commissioners continues to make Burlington Veterans and Burlington Residents a priority. They have also continued to vote to remain as a part of the Centralized Section 8 wait list, which is overseen by Massachusetts Nahro. There are eighty-four (84) local Participating housing authorities throughout the state. This wait list remains open. Applications may be obtained at the Authority, Council on Aging or you may apply on line @[www.massnahro.org](http://www.massnahro.org).

The BHA is very pleased to have been able to obtain state funds to upgrade our second elevator and put it back in service.



*Birchcrest Arms Apartments*

The current members of the Board consists of Bernice Ferguson (Chair), Michael Austin (Vice Chair), James Langley (Treasurer), and Richard Howard (Vice Treasurer). Due to the passing of Richard Wilde, the state appointee seat is currently vacant.

The BHA wishes to thank 2010 Tenant Presidents, Maureen Sullivan & Dee Cuzziere as well as Senior support resident, Pat Stanford. They have spent many efforts on behalf of our senior Residents.

As the Executive Director of the Burlington Housing Authority, I always welcome any and all questions or concerns that you may have. I will continue to serve our senior and young disabled population with respect and compassion.

Respectfully submitted,

Maureen Lynch, PHM  
Executive Director

## METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is a regional planning agency serving the people who live and work in the 101 cities and towns of Greater Boston. With a mission to promote smart growth and regional collaboration, MAPC's work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region."

This year, we have increasingly focused our work on helping municipalities to collaborate across city and town borders, to achieve savings through new efficiencies, to capitalize on the existing and multifaceted resources of Greater Boston, and to explore innovation in unexpected ways. As fiscal challenges have intensified at the local level, MAPC has amplified its commitment to partnering with cities and towns in offering progressive solutions. We're expanding our reach into new areas – from the federal policy arena, to green energy development, and interactive gaming as a tool for community engagement – while keeping an eye toward preservation, sustainability, and responsible stewardship of our shared resources. In every effort we undertake, MAPC works toward a more equitable, livable Greater Boston region.

This year, we are heartened to have the Obama Administration's support for the smart growth ideals put forth in our regional plan, MetroFuture. We are honored to

be among a select group of grant recipients from the Sustainable Communities Partnership, a new federal collaboration among HUD, the EPA, and the U.S. Department of Transportation. With this grant, MAPC can go further in promoting sustainable development in Greater Boston.

The coming year will bring the first activities under the grant, which could total more than \$4.5 million over three years when matching commitments from regional foundations are included. The Metro Boston Sustainable Communities Consortium – which includes municipalities, non-profits, and institutional allies – will oversee our work under the grant. The heart of the work plan features several illustrative projects poised to benefit from Sustainable Communities funding.

They include:

- Enhancing the **Fairmount transit corridor** through Dorchester, Mattapan and Hyde Park in Boston;
- Engaging the Asian communities in **Chinatown, Quincy, and Malden** in planning efforts;
- Creating an anti-displacement strategy for residential areas along the planned **Green Line extension** in Somerville;
- Identifying priority preservation and development areas along the **Route 495/MetroWest corridor**; and
- Studying office park retrofit potential for the **Framingham Tech Park**, and exploring opportunities for linkage to the downtown commuter rail station.

All of these initiatives – and others that will be added as the program develops – will help the region to plan and grow responsibly, with a focus on future stewardship of our shared resources. In addition to this local work, MAPC will develop tools and models, build skills and capacity throughout the region, design and advocate for smart growth policies in state and local government, and track the region's progress through a **Regional Indicators Program**.

At the core of our mission is serving as a resource to our member municipalities. One of the most important ways MAPC serves cities and towns is to foster forward-thinking economic development opportunities. In 2011, we are focusing much of our economic development work in **clean energy and local business development**.



MAPC links federal resources to emerging green technology start-ups like the Fraunhofer Center for Sustainable Energy Systems. Fraunhofer is a non-profit applied research and development laboratory located in the heart of Boston's Innovation District on the South Boston waterfront, dedicated to the commercialization of clean energy technologies. We also provide support and advocacy for emerging business incubators such as the Cleantech InnoVenture Center in Lynn. This business incubator is designed to reduce the start-up expenses of small clean technology companies, while accelerating the time it takes to transform a research idea into a marketable product.

In Gloucester, MAPC is helping to build a cluster of **marine research institutes** on and around the harbor – adding strength to a historic fishing-based economy. We are also working with the Dorchester Bay Economic Development Corporation to place job training facilities within walking distance of neighborhoods in need, and to provide skill-based training in partnership with larger businesses that are seeking trained employees.

MAPC also plans to unveil a web-based business development tool that will allow cities in Greater Boston's urban core to market hard-to-sell commercial and industrial real estate to appropriate buyers. The website, **Choose Metro Boston**, can be found at [www.choosemetroboston.com](http://www.choosemetroboston.com).

Our energy planning will continue to grow as we start developing energy strategies for Chelsea and Revere, and as we explore similar opportunities across the region. All our green energy work is guided by our **Green Energy Campaign**, which is an effort to achieve the energy goals of MetroFuture by building local capacity, increasing energy efficiency, and developing alternate energy resources. In the coming year, proposed energy-related projects include developing a regional ESCO, or Energy Services Company, which would provide comprehensive energy efficiency services for multiple municipalities and school districts; developing a site suitability assessment for wind or solar energy on closed landfill and brownfield sites; and creating a regional energy manager service, which would provide MAPC staff support for a wide range of local energy work.

In many municipalities, MAPC can best help to achieve smart growth goals through targeted **zoning bylaw work**. This year, MAPC worked with the town of Littleton Planning Board, Board of Selectmen and a faithful cadre of concerned citizens over several months to draft, review and

finalize two zoning bylaws: a new Village Common zone, and an Overlay zone.

The Village Common zone created a new business district along Routes 119 and 110, where mixed use development will be allowed so long as new design guidelines are met. In the Overlay zone, created along Route 119, a vacant 90-acre site once owned by Cisco Systems may now be more easily redeveloped. MAPC presented the zoning changes at Town Meeting, helping to usher the bylaws toward adoption. Both zoning changes will help the town control and attract development consistent with both MetroFuture and the community's vision.

The **District Local Technical Assistance (DLTA)** program is another essential vehicle for helping communities to achieve such goals. DLTA is a state funding program that helps cities and towns to collaborate regionally on housing, economic development, and environmental protection projects. The funding can also be used to help municipalities to coordinate and more efficiently deliver local services. 2010 was by any measure a prolific year for DLTA-funded projects in municipalities throughout the region.

There were a total of 19 projects approved for funding this year – 10 in land use planning, and nine in municipal services. More than two dozen communities received help from MAPC on land use planning projects thanks to DLTA funding, the majority involving research or drafting local zoning bylaws. There are 39 cities and towns currently participating in municipal services projects, such as examining how to save funds or provide expanded services by sharing engineering staff, public health offices, and even ambulances. Since many of these projects affect multiple municipalities, the total number of cities and towns served is 57 - a record high for the program.

With DLTA funding, MAPC and the MetroWest Regional Collaborative are conducting a **MetroWest Regional Open Space Connectivity** study. This study will coordinate all the individual open space plans among MetroWest cities and towns, allowing open spaces to become linked into an interconnected network that will cross municipal boundaries and serve a variety of regional needs. The study will also identify and prioritize lands that are ripe for protection or acquisition for open space.

Using DLTA funds, MAPC assisted Bellingham in writing a Housing Production Plan in 2010, the first of what we hope will be many such plans crafted by MAPC. **Housing**



**Production Plans** help cities and towns guide local affordable housing developments. Another tool, the Smart Growth Zoning and Housing Act (Chapter 40R), offers financial incentives to encourage cities and towns to zone for compact residential and mixed-use development in smart growth locations. These districts are catching on slowly across Eastern Massachusetts, and MAPC is currently working to prepare a 40R District for Sharon.

On the North Shore, MAPC is working with Beverly, Danvers, Hamilton, Ipswich, Salem and Wenham to solicit local input on **Priority Development Areas and Priority Preservation Areas**, as part of a \$68,000 grant from the Massachusetts Executive Office of Housing and Economic Development.

Transportation planning is central to all facets of MAPC's work. The economic vitality of the region is dependent on a strong transportation network, and continued investment in all modes of transportation – roads, bridges, sidewalks, bicycle infrastructure, and public transit – is crucial to Greater Boston's ongoing competitiveness.

MAPC works toward sustainable transportation projects throughout the year, including the **regional bike share system** that is projected to launch in Boston in spring 2011. MAPC is collaborating with Boston, Cambridge, Somerville, and Brookline to link into Boston's system once it is established. The program will provide hundreds of stations, outfitted with several thousand bicycles, throughout the participating municipalities. Designed for short trips, the bike share system will provide a sustainable mode of transportation while extending access to public transit locations across the region. MAPC worked with Boston and the MBTA to secure a \$3 million Federal Transit Administration grant to implement the program in 2011.

In 2010, MAPC unveiled a comprehensive **Pedestrian Transportation Plan** with action steps that cities and towns can take to make their streets more walkable. Both a resource and a guide, the Pedestrian Transportation Plan identifies actions that local governments, advocacy groups, the private sector and individuals can take to increase pedestrian safety and convenience and to encourage more walking. The plan is available on our website, at [www.mapc.org/resources/ped-plan](http://www.mapc.org/resources/ped-plan).

MAPC is working collaboratively with three towns on the Upper Charles River to help them adapt to a series of new federal storm water regulations. Bellingham, Franklin

and Milford were selected this year by the Environmental Protection Agency (EPA) to pilot **stricter storm water regulations**. These regulations are required to reduce unhealthy rates of pollution in the Charles River.

The new regulations will attempt to reduce storm water flow and contaminated runoff into the watershed from private and public properties, which could cost the towns and property owners several million dollars to retrofit existing infrastructure. The regulations may eventually be extended to the rest of the Charles River and other watersheds in the region.

To assist with these challenges, MAPC is working with three towns to explore creation of a storm water utility, a public entity that maintains storm water infrastructure and performs needed upgrades and capital improvements. As with water or sewer utilities, costs are covered by user fees, which are assessed on each property owner that contributes storm water runoff.

Another area in which MAPC aids cities and towns in planning for the future is public safety. As municipal budgets grow tighter, cities and towns are increasingly seeking ways to maintain public safety services in the face of cuts, to build emergency preparedness, and to enhance their expertise by working with neighbors and allies. In keeping with our mission to promote regional collaboration, MAPC has helped to establish **three regional emergency equipment cache sites**, containing reserves of emergency equipment for large-scale use. The three sites – in Beverly, Framingham, and Lexington – help the region to be prepared for a major incident, by providing resources that municipalities most likely could not afford on their own.

The cache sites offer first responders and public safety officials such equipment as shelters-in-a-box, cyanide detectors, cots, illuminated signs, and other tools for disaster preparedness. MAPC works in tandem with NERAC, the Northeast Homeland Security Regional Advisory Council, to offer these vital resources through a federal homeland security grant program.

Throughout this year, despite of several budget cuts, the Metro Mayors Community Safety Initiative worked to maintain a strong police presence in troubled areas of the region through the **Metro Gang Task Force** and through additional patrols funded by the anti-crime **Shannon Grant**. High-risk and gang-involved youth experience intervention and prevention through Shannon Grant-funded programs,

including more than 600 out-of-school activities and employment opportunities.

MAPC also helps municipalities to save money through our collective purchasing efforts, which allow cities and towns to make discounted bulk purchases of supplies, equipment, vehicles and more. Since its inception in 1998, the program has assisted dozens of municipal clients in saving millions of dollars. This year, we announced an exciting new partnership with the **Fire Chiefs Association of Massachusetts**, allowing MAPC to act as a collective purchasing agent for fire apparatus. This program has lots of potential to help communities save local dollars on major purchases, while improving the caliber of emergency vehicles and response capabilities.

Another way MAPC is working with NERAC to support emergency planning is through a new **evacuation route planning tool**, which kicked off in 2010. The goal of the program is to create an intuitive mapping application that will provide local emergency responders with critical information during emergencies and evacuations. The project will feature online maps and a mapping application that will let users coordinate evacuations by referencing electronic route maps and resources from inside emergency response vehicles or emergency command centers.

MAPC staff is also working on a first-in-the-nation dataset analyzing **driving patterns, fuel consumption, and greenhouse gas emissions**. Working in collaboration with MassGIS and the MIT Department of Urban Studies and Planning, we will collect and analyze data on vehicle miles traveled and fuel consumption based on odometer readings from vehicle inspection records. The data will help local, state, and regional entities develop effective strategies to reduce transportation-related greenhouse gas emissions and their associated climate impacts. The data also answer MetroFuture's call to focus new development in transportation-efficient locations.

MAPC and WalkBoston are also conducting research on which school districts in the MAPC region have the best potential for encouraging more students to walk to school. This **"Safe Routes to School" Analysis** aims to shift school trips from cars to feet, which can reduce greenhouse gas production, air pollution, and traffic congestion around schools. Several studies estimate that up to 30 percent of morning commuter traffic is actually generated by parents driving children to school. Shifting even a small percentage back to walking could result in measurable reductions in

emissions, as well as health benefits for children and community benefits for their neighborhoods. Once the most promising walkable school districts are identified, MAPC and WalkBoston will work with participating municipalities to devise a plan for increasing the number of students who walk to school in those areas.

MAPC, an official **Census Affiliate**, helped promote Census participation throughout 2010, and will continue to monitor the results of the Census as data are released in 2011. As the data come out, MAPC will assist municipalities and non-profit partners with training and technical assistance. Data release schedules, new data and municipal profiles about your city or town, as well as training opportunities, can be found on the MetroBoston DataCommon, MAPC's online mapping tool, at [www.metrobostondatacommon.org](http://www.metrobostondatacommon.org).

As we work collaboratively and in innovative new ways throughout the year, we are mindful that all we do is guided by our bold regional plan, "MetroFuture."

The development of the MetroFuture plan involved thousands of "plan builders" around the region, a group MAPC is now working to turn into "plan implementers," who will work to advance MetroFuture at the local, regional, and state levels. To engage old and new allies alike, MAPC launched the **Friends of MetroFuture** program with a well-attended open house in January 2010. This program will educate the public about key issues relating to MetroFuture implementation, and will build public energy for the change necessary to achieve MetroFuture's goals. In the past year, the program has sponsored a photo contest, eight speakers on a wide range of topics, and three walking tours in the summer months, with similar activities planned for 2011. Check [www.metrofuture.org](http://www.metrofuture.org) for the full agenda.

As always, building a constituency for change involves many partnerships with other like-minded organizations. MAPC was a founding member in the **Massachusetts Smart Growth Alliance (MSGA)**, and remains active in its work. This year, MAPC and the MSGA kicked off **the Great Neighborhoods Initiative**, a campaign to link smart growth policy with place-based results. Throughout 2011, MAPC and MSGA will work with several local organizations around the region as they make their neighborhoods into smart growth models.

Finally, building regional support for smart growth principles requires research, expertise, a demonstrated record

of local success, and – importantly – a commitment to legislative advocacy. We are proud to be pointing to a demonstrated track record of success both on Beacon Hill and in Washington.

MAPC furthered its agenda of fostering regional collaboration by participating in the legislatively mandated **Regionalization Advisory Commission**. Chaired by Lieutenant Governor Timothy Murray, the commission studied impediments and benefits of regionalization over a broad spectrum of topics, ranging from public safety to energy and backroom office support. MAPC will use the findings of the commission's report to file a comprehensive piece of legislation in the 2011-2012 session, which will incentivize and remove barriers to sharing services across municipal boundaries. Additionally, MAPC and the MSGA were successful for the first time in advancing a piece of **land use reform legislation** favorably out of committee. Passage of comprehensive land use reform will continue to be a major priority for MAPC in the upcoming year.

Check [www.mapc.org](http://www.mapc.org) for news and updates about MAPC's work throughout the year.

### **North Suburban Planning Council**

Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester and Woburn.

The North Suburban Planning Council met nine times in 2010. The meetings covered a wide range of topics and the schedule included two site visits to provide members with an opportunity to view first hand some exciting projects in member communities. The year began with a meeting focused on the Clean Air and Mobility transportation program. At this meeting there was also a discussion of opportunities for funding projects under the District Local Technical Assistance program.

In February the focus was on the logistics and importance of the upcoming US Census. There was also a demonstration of upgrades to the NSPC web page.

In March the entire meeting was a presentation on the MS4 Stormwater Management Permit which many communities will need to be in compliance with.

The April meeting was devoted to two very important transportation issues; the development of the Transportation Improvement Program (TIP) and the Regional Transportation Plan.

In May was the first of two site visits. The meeting began in Reading Town Hall with a discussion of the communities' 40R zoning district and economic development initiatives. It was followed by a walk through downtown Reading to view streetscape improvements and some of the potential projects being contemplated in the 40R district.

In June NSPC turned its attention to land use reform and discussed the merits of the proposed Comprehensive Land Use and Reform Partnership Act.

In July transportation was once again on the agenda as the group discussed the TIP and the UPWP. Also on the agenda was another transportation topic: a presentation on the first ever regional Pedestrian Transportation Plan.

In September the group met in Winchester for a presentation on the Winchester Town Center Parking Study. This was followed by a walking tour of Winchester Town Center to view many of the areas that were included in the study.

The October meeting was a discussion of legislative priorities in order to provide input to the MAPC Legislative Committee.

The final meeting of the year was a discussion of the financing element of the Regional Transportation Plan and a briefing on the \$4million Sustainable Communities grant which HUD awarded MAPC. In an on-going effort to provide member communities with better access to information, regular upgrades to the NSPC web page were made. The page can be accessed at <http://www.mapc.org/subregions/nspc>. The page includes links to municipal web pages, agendas and meeting notes, photos from the site visits, links to major development projects, land use legislation and links to transportation web sites and databases.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.

## APPOINTED OFFICIALS

American Disabilities Act Coordinator	Robert C. Hogan
Animal Control Officer	Gerald Mills
Appraiser/Assistant Assessor	Russell H. Washburn (Ret. 7/10) Jim Doherty (Appt. 6/10)
Archivist/Records Manager	Daniel C. McCormack
Assistant Fire Chief	Michael Patterson
Assistant Town Administrator	Thomas Hickey
Assistant Town Clerk	Amy E. Warfield
Building Inspector	John Clancy
Community Life Center Director	Wesley Simons (Res. 5/10) Peggi Stallings Durand (Acting)
Conservation Administrator	John Keeley
Council on Aging Coordinator	Margery McDonald
Director of Parks and Recreation	Don Lorinovich
Director of Public Health	Sharon Mastenbrook
Director of Veteran Services	Robert C. Hogan
Emergency Services Director	Stephen Duke
Environmental Engineer	Susan Lumenello (Appt. 2/10)
Fire Chief	Lee Callahan (Ret. 7 /10) Steve Yetman (Appt. 6/10)
Health Agent/Sanitarian	Marlene Johnson
Housing Authority Executive Director	Maureen Lynch
Human Resources Director	Joanne Faust
Labor Counsel	Collins, Loughran & Peloquin
Library Director	Laura Hodgson
MAPC - TIP Coordinator	Thomas F. Hayes
MBTA Advisory Board	John Sanchez
Metropolitan Area Planning Council (MAPC)	Anthony Fields
MWRA Designee	John Sanchez
Planning Director	Anthony Fields
Police Chief	Francis J. Hart, III (Ret. 2/10) Michael Kent (Appt. 1/10)

Recreation Maintenance Director	Douglas Gillingham
Superintendent of Public Works	John Sanchez
Superintendent of Schools	Dr. Eric Conti
Town Accountant	Paul F. Sagarino, Jr.
Town Administrator	Robert A. Mercier
Town Clerk	Jane L. Chew
Town Counsel	Kopelman and Paige, P.C.
Town Engineer	Thomas F. Hayes
Treasurer/Tax Collector	Brian P. Curtin

## APPOINTED BOARDS AND COMMITTEES

### Appointments made by: Town Administrator

#### Beautification Committee(5) 1 year Standing

Carolyn R. Engel	9 Park Dr.	2011
Andrew A. Giordano	3 Belmont Rd.	2011
George M. Major	29 Lantern Ln.	2011
Ralph C. Patuto	29 Center St.	2011
<i>Selectmen Rep</i>		
Elaine Zuccaro	6 Pearson Cir.	2011

#### Bike Committee 1 year Ad Hoc

Kristine Brown	61 Center St.	2011
<i>Recreation Rep</i>		
Jack Donaldson	62 Winn St.	2011
Robert Hogan	61 Center St.	2011
<i>Selectmen Rep</i>		
Mildred J. Nash	39 Sunset Dr.	2011
James L. Nevins	26 Sunset Dr.	2011

#### B-Line Advisory Committee 1 year Ad Hoc

Jennifer Gelinis	10 Hallmark Garden #7	2011
Robert Hogan	61 Center St.	2011
<i>Selectman's Rep</i>		
Virginia E. Mooney	28 Mohawk Rd.	2011
Mildred J. Nash	39 Sunset Dr.	2011
Patti Robichaud	29 Center St.	2011
DPW		
Sonia Rollins	8 Paula St.	2011

#### Board of Appeals(5) 5 years Standing

John A. Alberghini	2 Elm Ave.	2013
William Gaffney	8 Joanne Rd.	2010

### Board of Appeals(5) 5 years Standing

Neil S. Kane	19 Mohawk Rd.	2010
<i>Alt #2</i>		
Eugene S. Lane, Jr.	24 Cathy Rd.	2011
Matt Lee	13 Fowler Ter.	2010
<i>Alt #1</i>		
Joseph E. Morandi	7 Winona Rd	2014
John T. Sullivan	2 Laurel Ln.	2012

### Board of Registrars(4) 3 years Standing

Jane L. Chew	7 Winn Valley Dr.	2011
Jeanne Ganley	26 Beacon St. #42A	2013
Elmer Bud Larson	23 County Rd.	2011
Robert J. Macdonald	238 Fox Hill Rd.	2012

### Cable Advisory Committee(7) 1 year Ad Hoc

Jennifer Dodge	123 Cambridge St. (BHS)	2011
<i>BCAT Rep</i>		
Daniel Dunn	29 Stony Brook Rd.	2011
Robert Hogan	61 Center St.	2011
<i>Selectman's Rep</i>		
Peter O'Keefe	47 Skelton Rd.	2011

### Cemetery Oversight Committee 1 year Ad Hoc

William C. Beyer	67 Peach Orchard Rd.	2011
Frank P. Monaco	18 Corcoran Rd	2011

### Community Life Center(7) 2 years Standing

Linda K. Collins	18 Town Line Rd.	2011
<i>Appt. 3/10</i>		
Kevin Doherty	45 Center St.	2011
<i>Appt. 3/10</i>		
Marilyn Langley	13 Algonquin Dr.	2010
Christine MacKay	7 Fairfax St.	2012
<i>Appt. 3/10</i>		
Ronald J. MacKenzie	15 South Bedford St.	2010
Ann Louise McNamara	79 Mountain Rd.	2011
Roberta E. Mills	19 Corcoran Rd.	2011

### Conservation Commission(7) 3 years Standing

Gretchen K. Carey	43 Locust St.	2013
Nedim Celik	46 Mill St.	2012
Larry S. Cohen	8 Wilhelmina Ave.	2012
Indra Deb	17 Pathwoods Ave.	2011
Gail M. Lima	188 Mill St.	2011
Ann Louise McNamara	79 Mountain Rd.	2012
Kerry Melanson	8 Freeport Dr.	2011

### Council on Aging(7) 3 years Standing

Jeannette S. Cain	7 Hallmark Grdn. #6	2011
Carole J. Castellano	12 Garrity Rd.	2013
Christopher E. Hartling	1 Colleen Cir.	2011
<i>Alternate 1 yr.</i>		
Joanne L. Kinchla	8 Arnold Terrace	2011
<i>Alternate 1 yr.</i>		
Muriel O'Brien	26 Maryvale Rd.	2012
Ralph C. Patuto	29 Center St.	2011
<i>Selectmen Rep</i>		
Marlene E. Pierce	15 Birchcrest St. #308	2011
Myrna A. Saltman	15 Greystone Ct.	2011
<i>Alternate 1 yr.</i>		
Marigrace Silva	5 Alma Rd.	2012
Suzanne J. Trousil	2 Lucaya Cir.	2011
Bernadette B. Whittington	1 Ganley Dr.	2013

### Cultural Council(5-22) 3 years Standing

Dana Berlow Belliveau	6 A Cresthaven Dr.	2010
Joyce M. Carnes	2 Fairfax St.	2008
Anne P. Coady	8 Woodside Ln.	2008
Elizabeth Cowhig	54 Middlesex Tpk	2011
Dorothy N. Dellemonico	3 Jonathan Rd.	2008
Eileen Feldman	19 Freeport Dr.	2006
Lauren R. Finkle	31 Boulder Dr	2009
Alysse C. Gerardi	8 Evergreen Ave	2009
Rick Karwan	8 Francis Wyman Rd.	2007
Shauna M. Leva	17 Church Ln.	2011
Wayne Little	Billerica, MA	2006
Charlanne Maynard	22 Sears St.	2007
<i>Library Rep</i>		
Margaret McGarry	6 Littles Brook Ct. #134	2008
Teresa Pignatone	9 Jonathan Rd.	2008
William Timothy Rose	10 Locust St.	2006
Richard D. Sarno	1 Bassett Ave	2008
Vincent J. Sferrino	10 Liberty Ave.	2010
Saira Taneja	29 Wheatland St.	2011
Janet M. Towers	28 Humboldt Ave.	2006

### Disabilities Access Committee(9) 1 year Standing

Ruthann Covino	4 Donna Ln.	2010
Bernice H. Ferguson	19 Bedford St.	2010
Mary Jane Fietze	42 Bedford St.	2010
Gary Gianino	29 Center St.	2010
<i>Selectmen Rep</i>		
Maura F. Mazzocca	5 Black Horse Ln.	2010
David P. Murphy	51 Bedford St.	2010
Rita E. Murphy	51 Bedford St.	2010



**Disabilities Access Committee(9) 1 year Standing**

Joseph D. Stordy	303 Farms Dr.	2010
<i>Appt. 3/10</i>		
Kenneth Tigges	4 Ellen Rd.	2010
Bernadette B. Whittington	1 Ganley Dr.	2010

**Grandview Farm Committee 1 year Ad Hoc**

Janet Atkinson	3 Newbridge Ave	2011
Brenda L. Cahoon	3 Lucy Rd.	2011
Eldrine Emerson	39 Arborwood Dr.	2011

*Historical Comm*

Toni Faria	6 Butters Ln.	2011
Kathleen A. Horton	85A Center St.	2011

*Historical Comm*

William T. McDonough	19 Rahway Rd.	2011
Kevin B. McKelvey	4 Allison Dr.	2011
Roger Morrison	5 Hope St.	2011
Hope M. Paulsen	59 Center St. #201	2011
Sonia Rollins	8 Paula St.	2011
Nicholas G. Rubino	16 Phyllis Ave.	2011
Beverlee Vidoli	17 Thornton Dr.	2011
Amy E. Warfield	56 Skilton Ln	2011
Judith G. Wasserman	3 Indian Hill Rd.	2011
Rob Zahora	103 Locust St	2011
Walter Zenkin	2 Toomey Cir	2011

*Selectmen Rep*

**Historical Commission(7) 3 years Standing**

Norman B. Biggart	4 Baron Pk. Ln. Apt. 1	2010
Sandra J. Covenio	59 Center St. #102	2011
Eldrine F. Emerson	39 Arborwood Dr.	2012
Toni Faria	6 Butters Ln.	2012
Joyce Fay	11 Raymond Rd.	2011
Kathleen Horton	85A Center St.	2010
Hope M. Paulsen	59 Center St. #201	2012

*Advisory*

Norma C. Robichaud	5 Highland Way	2010
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*Alternate 1 yr.*

Gene Rossi	174 Winn St.	2010
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*Alternate 1 yr.*

Michael Tredeau	12 Myrna St.	2011
Judith Wasserman	3 Indian Hill Rd	2012

*Advisory*

**Housing Partnership 1 year Ad Hoc**

Ernest E. Covino, Jr.	29 Center St.	2007
John DeFrancesco	50 Westwood St.	2007

**Housing Partnership 1 year Ad Hoc**

Daniel R. DiTucci	8 Lisa St.	2010
<i>Selectmen Rep</i>		
Phyllis Etsell	3 Eisenhower Dr.	2007
<i>Murray Hills</i>		
Wayne Harding	16 Chadwick Rd.	2007
Jayne L. Hyde	17 Meadowvale Rd.	2007
Virginia E. Mooney	28 Mohawk Rd.	2007
Michael S. Runyan	7A Mountain Rd.	2007

**Information Systems Advisory (7) 1 year Ad Hoc**

Gerald Beuchelt	13 Highland Way	2011
Jennifer Connor	46 Chandler Rd.	2011
Laurence J. Conway	18 Wildwood St.	2011
Daniel Dunn	29 Stony Brook Rd.	2011
Paul R. Nichols	20 Mohawk Rd.	2011
Peter O'Keefe	47 Skelton Rd.	2011

**Recycle Committee 3 years Ad Hoc**

Timothy J. Brown	8 Luther St.	2010
Gretchen K. Carey	43 Locust St.	2013
Diane Kendrigan Creedon	12 Gibson St.	2010
Ann M. Cummings	20 Tinkham Ave.	2010
Elizabeth A. DeVito	92 Francis Wyman Rd.	2012
Eileen Feldman	19 Freeport Dr.	2010
Elizabeth A. Gilman	20 Carol Ave	2010
Gail M. Lima	188 Mill St.	2010
Abby J. Murray	813 Arboretum Way	2012
John Tuccinardi	Tewksbury, MA	2010

*Burlington Rotary*

**Rink Oversight Committee(5) 1 year Ad Hoc**

Brian Curtin	29 Center St.	2013
<i>Treasurer/Collector</i>		
Thomas Hickey	29 Center St.	2013
<i>Selectmen Rep</i>		
Robert Hogan	61 Center St.	2013
<i>Selectmen Rep</i>		
Don Lorinovich	61 Center St.	2013
<i>Recreation Rep</i>		
Craig Robinson	123 Cambridge St.	2013
<i>School Dept.</i>		

**Rt. 3A Subcommittee 1 year Ad Hoc**

John Clancy	29 Center St.	2011
<i>Building</i>		
Ann M. Cummings	20 Tinkham Ave.	2010
<i>Planning Rep</i>		

**Rt. 3A Subcommittee 1 year Ad Hoc**

Phyllis Etsell	3 Eisenhower Dr.	2010
<i>Murray Hills</i>		
Tony Fields	29 Center St.	2011
<i>Planning Dir</i>		
Tom Hayes	29 Center St.	2010
<i>Engineering</i>		
Kathleen A. Horton	85A Center St	2010
<i>Historical Comm</i>		
Joseph Impemba	29 Center St.	2010
<i>Planning Rep</i>		
Kristln Kassner	29 Center St.	2011
<i>Planning</i>		
Michael Murray, Jr.	27 Cambridge St	2010
<i>Murray Hills</i>		
James L. Nevins	26 Sunset Dr.	2010
<i>Bike Path</i>		
Michael O'Neil	3 Kinney Ave.	2010
<i>Citizen Rep</i>		
Sonia Rollins	8 Paula St.	2011
Paul Roth	29 Center St.	2010
<i>Planning Rep</i>		
Michael Tredeau	12 Myrna St.	2010
<i>Historical Comm</i>		

**Sign Bylaw Committee 1 year Ad Hoc**

John Clancy	29 Center St.	2010
<i>Bldg. Dept</i>		
Tony Fields	29 Center St.	2010
<i>Planning Dir</i>		
William Gaffney	8 Joanne Rd.	2010
<i>BOA</i>		
Jayne L. Hyde	17 Meadowvale Rd.	2010
<i>Planning Bd</i>		
Joseph A. Impemba	11 Briarwood Ln.	2010
<i>Planning Rep</i>		
Joan McSweeney	1 Doris St.	2010
<i>Beautification</i>		
James Murphy	265 Winn St.	2010
<i>Chamber of Commerce</i>		
Doug Place	209 Cambridge St.	2010
<i>Chamber of Commerce</i>		
John T. Sullivan	2 Laurel Ln.	2010
<i>BOA</i>		
Beverlee Vidoli	17 Thornton Dr	2010
Walter Zenkin	2 Toomey Cir	2010
<i>Selectmen Rep</i>		

**Sr. Housing Options Committee 1 year Ad Hoc**

Arlene A. DiRocco	10 Old Colony Rd.	2007
Daniel R. DiTucci	8 Lisa St.	2010
<i>Selectmen Rep</i>		
Garry Feldman	19 Freeport Dr.	2007
Robert Hogan	61 Center St.	2007
<i>Selectman's Rep</i>		
Sheila Howard	5 Hallmark Garden #6	2007
Jayne L. Hyde	17 Meadowvale Rd.	2007

**Stormwater Management Advisory Com. 1 year Ad Hoc**

James J. Dion	29 Center St.	2010
<i>Board of Health</i>		
Tony Fields	29 Center St.	2010
<i>Planning Dir</i>		
Charles E. Fuller	3 Rolling Ln.	2010
<i>Consulting Engr</i>		
Gary Gianino	29 Center St.	2010
<i>Selectmen Rep</i>		
Tom Hayes	29 Center St.	2010
<i>Engineering</i>		
Jayne L. Hyde	17 Meadowvale Rd.	2010
John Keeley	29 Center St.	2010
<i>Conservation Rep</i>		
Terry McSweeney	29 Center St.	2010
<i>Board of Health</i>		

**Town Common Oversight 1 year Ad Hoc**

Carolyn R. Engel	9 Park Dr.	2011
Gary Gianino	29 Center St.	2011
<i>Selectmen Rep</i>		
Douglas Gillingham	61 Center St.	2011
<i>Rec. Maint. Rep</i>		
Robert Hogan	61 Center St.	2011
<i>Selectmen Rep</i>		
Elaine Zuccaro	6 Pearson Cir.	2011
<i>Beautification Rep</i>		

**Town Meeting Reapportionment(7) - Ad Hoc**

William C. Beyer	67 Peach Orchard Rd.	2011
Jane L. Chew	7 Winn Valley Dr.	2011
Daniel R. DiTucci	8 Lisa St.	2011
Philip Gallagher	8 Corcoran Rd.	2011
Ralph C. Patuto	29 Center St.	2011
Daniel J. Raske	3 Mildred Rd.	2011
Amy E. Warfield	56 Skilton Ln	2011

**Appointments made by: Moderator**

**Bylaw Review Committee(5) 1 year Standing**

Mark D. Casey	8 College Rd.	2011
Evelyn M Mottolo	3 Dover Dr.	2011
David F. Petersen	9 Cutting Ln.	2011
Richard M. Wing	4 Wing Ter.	2011
David J. Woodilla	3 Barnum Rd.	2011

**Capital Budget Committee(7) 3 years Standing**

Thomas D. Conley, Jr.	20 Corcoran Rd.	2013
Daniel J. Grattan	9 Fieldstone Dr.	2011
Barbara G. L'Heureux	10 Woodside Ln.	2013
Daniel J. Raske	3 Mildred Rd.	2012
Faydeen A. Sateriale	95 Lexington St.	2013
Janine S. Towle	57 Macon Rd.	2011
Christine H. Warren	29 Greenwood Rd.	2012

**Facilities Committee (7) 2 years Standing**

William C. Beyer	67 Peach Orchard Rd.	2011
Timothy J. Brown	8 Luther Rd.	2011
David J. Ghio	5 Holly St.	2011
Daniel J. Hanafin	4 Maple St.	2011
Frank P. Monaco	18 Corcoran Rd.	2011
Bruce A. Morey	5 Ellery Ln.	2011
Sally Willard	13 Foster Rd.	2011

**Human Services Committee(7) 3 years Standing**

Anne P. Coady	8 Woodside Ln.	2013
Joanne Frustaci	6 Valley Cir.	2012
Joanne M. Horgan	12 Eastern Ave.	2011
Gary B. Kasky	8 Radcliff St.	2011
Mabel Nevins	26 Sunset Dr.	2012
Cynthia J. Phillips	4 Michael Dr.	2013
Judith G. Wasserman	3 Indian Hill Rd.	2011

**Land Use Committee(9) 3 years Standing**

Shari Lynn Ellis	3 Hickory Ln.	2012
Matt Frost	14 Leroy Dr.	2013
Wendy Guthro	17 Treetop Ct.	2011
Joanne L. Kinchla	8 Arnold Terrace	2012
Karen A. Moyer	7 Kingsdale St.	2011
Janet O'Connell	14 Leroy Dr.	2012
Andrew H. Olney	21 Julia Connors Dr.	2013
Paul A. Valleli	14 Marrett Rd.	2013
Sally Willard	13 Foster Rd.	2011

**Northwest Park Committee(5) - Ad Hoc**

Diane Kendrigan Creedon	12 Gibson St.
Lucy M. Damiani	7 Hearthstone Dr.
David J. Ghio	5 Holly St.
Frank P. Monaco	18 Corcoran Rd.
David S. Tait	9 Meadowvale Rd.

**Rules Committee(13) 1 year Standing**

Patricia J. Angelo	2 Austin St.	2008
Linda K. Collins	18 Town Line Rd.	2008
Joan B. Hastings	14 College Rd.	2008
Francis Heartquist	10 Briarwood Ln.	2008
Roberta E. Mills	19 Corcoran Rd.	2008
Mildred J. Nash	39 Sunset Dr.	2008
Eleanor N. O'Connell	33 Peach Orchard Rd.	2008
Louis Rubino	4 Fred St.	2008
Maureen Ryan	3 Donald Rd.	2008

**Ways & Means Committee(15) 3 years Standing**

William C. Beyer	67 Peach Orchard Rd.	2013
Brad D. Bond	8 Mullberry Ln.	2012
John G. Cormier	8 Chester Ave.	2011
Diane Kendrigan Creedon	12 Gibson St.	2013
Timothy M. Cummings	20 Tinkham Ave.	2013
Lucy M. Damiani	7 Hearthstone Dr.	2011
Michael J. Hardy	7 Thornton Dr.	2012
John D. Kelly	14 Oxbow Ln.	2012
Thomas C. Killilea	15 Wheatland St.	2011
Frank P. Monaco	18 Corcoran Rd.	2011
<i>Appt. 3/10</i>		
Paul G. Noonan	5 Ward St.	2013
Roger S. Riggs	4 Briarwood Ln	2013
Kiristin A. Russo	5 Kingsdale St	2011
<i>Appt. 12/09</i>		
Robert G. Schlansky	4 Gibson St.	2012
David S. Tait	9 Meadowvale Rd.	2012

**ADJOURNED TOWN MEETING  
MONDAY, JANUARY 25, 2010  
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:40 P.M. with a salute to the flag. Mr. Middleton-Cox made his debut performance at Town Meeting in a solo role by performing the National Anthem. He also sang another tune and was accompanied by Eric Leva on piano.

**ARTICLE 1 RE: Reports of Town Officers & Committees**

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

Chief Hart addressed the membership to thank them for their support over the years as he will be retiring in the spring.

The Ways and Means Committee gave a financial overview.

The Town Administrator introduced the newly appointed Police Chief, Michael Kent. He also gave a progress report on the Sign Bylaw Committee.

DPW Superintendent, John Sanchez, gave an update on the new water meter installation program and a review of the cemetery needs.

**ARTICLE 2 RE: Cordials and Liqueurs License**

To see if the Town will vote to accept these provisions of M.G.L. Chapter 138, Section 12 authorizing the Board of Selectmen to permit any common victualler who holds a M.G.L. 138, Section 12 Wine & Malt License to also sell cordials and liqueurs pursuant to such license, or to act in other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 3 RE: Ice Palace Debt Service**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$190,158 or any other amount to operate the Burlington Ice Palace, of which the \$190,158 will come from the FY10 Burlington Ice Palace Estimated Revenue Account, same to be expended under the direction of the Board of Selectmen, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$190,158 to operate the Burlington Ice Palace, of which \$190,158 will be transferred from the FY10 Ice Palace Estimated Revenue Account.

Recommendations: Ways & Means voted 10-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 4 RE: Funding for the Burlington Police Patrolmen's Association Contract**

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account a sum of money for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for *Fiscal Year 2008-2011*, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

**MAIN MOTION:** To Postpone Indefinitely

**A substitute motion to move the article as follows was moved and seconded.**

To see if the Town will vote to transfer from prior years' Negotiated Settlement Accounts, the sum of \$208,923 and to transfer from FY10 Negotiated Settlements the sum of \$182,207 for the sum total of \$391,130 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for Fiscal Year 2008-2011, same to be spent under the appropriate authority.

**A motion to strike the words "or any other sum" after the figure \$391,130 was moved, seconded and so voted.**

Recommendations: Ways & Means voted in favor of the motion to postpone indefinitely.

**ACTION: A motion to table until the end of the warrant or as the first order of business at the next meeting and further to meet Monday, February 1<sup>st</sup> instead of Wed. the 27<sup>th</sup>, if necessary, was moved, seconded and so voted.**

**ARTICLE 5 RE: Acceptance of Real Estate Exemption Provisions/Chapter 73, Acts of 1986**

To see if the Town will vote, pursuant to Chapter 73 of the Acts of 1986, as amended, to grant an additional exemption to taxpayers who otherwise qualify for an exemption under G.L. Chapter 59, Section 5, Clauses 17D, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41C, 42 or 43, of 100% of said exemptions, provided however, that in no instance shall the taxable valuation of such property, after all applicable exemptions, be reduced below ten percent of its full and fair cash valuation or result in any taxpayer paying less than taxes paid in the preceding fiscal year, except through the application of G.L. Chapter 58, Section 8A, or G.L. Chapter 59, Section 5, Clause 18, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Ways & Means voted 10-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 6 RE: Adjustment of Real Estate Exemption Factors**

To see if the Town will vote, pursuant to G.L. Chapter 59, Section 5, Clause 41C, as amended by Chapter 184, Section 51 of the Acts of 2002, to decrease from 70 to 65 the age at which seniors become eligible to be granted a tax exemption under said Clause 41C and to increase the amount of income allowed for said

exemption from \$13,000 to \$20,000 annually for single and from \$15,000 to \$30,000 annually for married couple and to increase gross assets from \$28,000 to \$40,000 for a single applicant and from \$30,000 in gross assets to \$55,000 for a married couple.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Ways & Means voted 10-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 7 RE: Meals Excise Tax Increase**

To see if Town Meeting will vote to accept the provisions of MGL Chapter 64L, Section 2(a) that allows local communities to impose a local meals excise tax at the rate of .75%; or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Ways & Means voted 8-3-0 in favor.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 51 IN FAVOR AND 29 OPPOSED, THE MAIN MOTION CARRIED**

**ARTICLE 8 RE: Senior Center Kitchen Renovations**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$60,000 or any other amount for the purposed of renovating the Senior Center kitchen at the Human Services Building located at 61 Center Street; or to act in other manner in relation thereto.

**MAIN MOTION:** To Postpone Indefinitely

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 9 RE: MITRE Field Improvements**

To see if the Town will vote to amend Article 7 adopted at the Town Meeting held on September 22, 2008 to read in its entirety as follows:

That the sum of \$5,100,000 be and hereby is appropriated, to be expended at the direction of the Board of Selectmen, to pay for the following Capital Projects, including any and all costs incidental or related thereto:

Road Construction and Paving, parking lot and sidewalk reconstruction	\$1,000,000
AMR (Install Town Wide Automated Meters)	1,500,000
High School/FWS Roof(s)	1,600,000
Grandview Farm Complex	1,000,000

and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7, clauses (1), (3A) and (5) and Section 8, clause (7A) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

**MAIN MOTION:** As printed in the warrant

Recommendations: Ways & Means voted 10-1-0 in favor.  
Capital Budget voted 4-2 in favor.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 77 IN FAVOR AND 3 OPPOSED, THE MAIN MOTION CARRIED.**

**ARTICLE 10 RE: Cemetery Expansion – Soil Exploration**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$30,000 or any other sum for the purpose of funding soil exploration and landscaping concept design for future expansion of the Pine Haven Cemetery, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will transfer from the Sale of Lots the sum of \$30,000 for the purpose of funding soil exploration and landscaping concept design for future expansion of the Pine Haven Cemetery.

Recommendations: Ways & Means voted 9-0-2 in favor. Capital Budget voted 6-0-0 in favor. Selectmen voted 5-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 11 RE: Transfer of Free Cash to Reserve Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other amount to place in the FY 2010 Reserve Fund budget, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from Free Cash, the sum of \$100,000 to the Reserve Fund.

Recommendations: Ways & Means voted 11-0-0 in favor.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 12 RE: Transfer of Free Cash to Stabilization Fund**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$500,000 or any other amount to place in the Town's Stabilization Account, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from Free Cash, the sum of \$500,000 to the Stabilization Fund.

Recommendations: Ways & Means voted 11-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED THE MAIN MOTION**

**ARTICLE 13 RE: Wildwood Transfer of Land**

To see if the Town will vote pursuant to General Laws Chapter 40, Section 15A to transfer from the Board of Selectmen for general



municipal purposes or for the purpose of lease, to the Recreation Commission for park and playground purposes, approximately 12 acres of land and improvements known as Wildwood Park located at Bedford Street and Greenwood Street, being the land acquired by deed recorded with the Middlesex South District Registry of Deeds in Book 8733, Page 118, and to authorize the Recreation Commission and/or the Board of Selection to enter into a Parkland Acquisitions and Renovations for Communities Program Project Agreement whereby a perpetual restriction subject to Article 97 of the Amendments to the Massachusetts Constitution is granted to the Commonwealth of Massachusetts requiring that the land be retained and used at all times and in perpetuity for park and playground purposes (Chapter 45, Section 14) and that the land shall revert to the Commonwealth if not so used, or take any action relative thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Ways & Means voted 10-1-1 in favor. Land Use voted 6-0-0. Capital Budget voted 6-0 in favor.

A motion to end debate was moved, seconded and so voted.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 72 IN FAVOR AND 8 OPPOSED, THE MAIN MOTION CARRIED.**

**ARTICLE 14 RE: Will of Marshall Simonds**

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$25,000 or any other amount for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners; or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant.

**ACTION: MAJORITY APPROVED THE MAIN MOTION**

**ARTICLE 15 RE: Mount Hope Christian Center Meadowbrook Lease Extension**

To see if the Town will vote to authorize the Board of Selectmen to lease for a term or terms not to exceed ten (10) years in total with an additional ten year option, or such other terms and conditions as the Selectmen may determine, the premises formerly known as the Meadowbrook School, comprising a school house, approximately 40,000 square feet in its entirety, and approximately eight acres of land, having entry from McGinnis Drive in said Burlington, Massachusetts, as shown on the plan recorded at the Middlesex South Registry of Deeds in Book 25721, Page 083, or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant.

Recommendations: Ways & Means voted 7-2-2 in favor. Land Use voted 0-6 in opposition. Capital Budget voted 6-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

A motion to take up Article 4 as the first order of business at the next meeting was moved, seconded and so voted.

At 10:55 pm, a motion to adjourn until Monday, February 1<sup>st</sup> was moved, seconded and so voted.

Attest

Jane L. Chew  
Town Clerk

**ADJOURNED TOWN MEETING  
MONDAY, FEBRUARY 1, 2010  
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:35 P.M. with a salute to the flag.

Dr. Conti introduced Anne Ford, English Teacher BHS, who runs the Poetry Out Loud program. Two students recited poems: David Murray recited "Epilogue" by Robert Browning and Kevin Parker recited "England in 1819" by Percy Bysshe Shelley.

The Facilities Study Committee presented their preliminary report.

**ARTICLE 4 RE: Funding for the Burlington Police Patrolmen's Association Contract**

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account a sum of money for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for *Fiscal Year 2008-2011*, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from prior years' Negotiated Settlement Accounts, the sum of \$208,923 and to transfer from FY10 Negotiated Settlements the sum of \$182,207 for the sum total of \$391,130 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for Fiscal Year 2008-2011, same to be spent under the appropriate authority.

Recommendations: Ways & Means voted 11-1-0 in favor.  
Selectmen voted 5-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 16 RE: CISCO Five-Year Lease**

To see if the Town will vote to authorize the Board of Selectmen and the School Committee to enter into a lease/purchase agreement for a term or terms not to exceed five (5) years in total, or such other terms and conditions as the Board of Selectmen and the School Committee may determine, for purposes of purchasing equipment and services to complete a network infrastructure upgrade for all School and Town properties, or to act in any manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant.

Recommendations: Capital Budget voted 6-0-0 in favor. Ways & Means voted 10-0-2 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 17 RE: Transfer of Funds FY 2010 Various Accounts**

To see if the Town will vote to transfer from available funds the sum of \$\_\_\_\_\_ or any other amount for the purpose of paying for expenses incurred in Fiscal Year 2010 to various accounts same to

be expended under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to transfer from available funds the sum of \$105,000 for the purpose of paying for expenses incurred in Fiscal Year 2010 to various accounts, same to be expended under the direction of the appropriate authorities as follows:

**FROM:**

LINE ITEM #	SOURCES	
24	Central Adm/Tn Ins	\$50,000
52	Tn Facilities/Occupancy	\$ 5,000
101	FY10 Neg. Settlements	<u>\$50,000</u>
		\$105,000

**TO:**

22	Central Adm/Unemployment	\$50,000
52	Tn Facilities/Capital	\$ 5,000
30	Legal/Collective Bargaining	<u>\$50,000</u>
		\$105,000

Recommendations: Ways & Means voted 12-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 18 RE: Amend Zoning Map/Rezone Property From RO One-Family Dwelling to Garden Apartment (RG) District**

To see if the Town will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, to rezone a certain parcel of land from a One-Family Dwelling (RO) District to a Garden Apartment (RG) District. Said parcel of land is generally identified as 22 Beacon Street and is more specifically identified on the Town of Burlington Assessors Map as follows: Map 37, Parcel 51-0; or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Land Use voted 6-0-0 in favor. Planning Board voted in 7-0-0 favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

App'd. A.G. . Posted .

**ARTICLE 19 RE: Amend Zoning Bylaw Articles II and IV Massage Therapy**

To see if the Town will vote to amend Article II DEFINITIONS of the Zoning Bylaw, by amending section 2.50.1 Massage Therapy, by striking the words "Burlington Board of Health" and substituting therefore the words "Commonwealth of Massachusetts", as follows:

The act of moving or manipulating superficial or deep tissues, muscles, joints, or bones by rubbing, kneading, guiding, or the like by manual or mechanical means, or as directed by the practitioner, for the purpose of invigorating, relaxing, or increasing physical and/or emotional well-being. Massage Therapy shall be accessory to an athletic club, health club, school, gymnasium, reducing salon, spa, medical office, or similar establishment, and may only be administered by a medical practitioner, chiropractor, massage

therapist, acupuncturist, physical therapist, or similar professional person licensed, certified, or exempted by the ~~Burlington Board of Health~~ **Commonwealth of Massachusetts**.

**AND** further to amend Article IV USE REGULATIONS, Section 4.2.0 Principal Use Regulation Schedule, Section 4.2.6.20.1 "Massage Therapy, subject to the regulations of the Board of Health", by striking the words "subject to the regulations of the Board of Health", as follows:

Massage Therapy, ~~subject to the regulations of the Board of Health~~;

or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Planning Board voted 7-0-0 in favor. Land Use voted 6-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

App'd. A.G. . Posted .

**ARTICLE 20 RE: Amend Zoning Bylaw Article VII, Section 7.4.0/Landscaping Requirements**

To see if the Town of Burlington will vote to amend Article VII "General Regulations", Section 7.4.0 "General Landscaping Requirements", of the Zoning Bylaws by adding the following new sections, highlighted in bold print, as follows:

**7.4.1 Purpose. This section is designed to accomplish the following objectives:**

- 1. Provide a suitable boundary or buffer between residential uses and nearby nonresidential uses;**
- 2. Separate different and otherwise incompatible land uses from each other in order to partially or completely reduce potential nuisances such as dirt, dust, litter, noise, glare from motor vehicle headlights, intrusion from artificial light (including ambient glare), or view of signs, unsightly buildings or parking lots;**
- 3. Provide visual relief and a source of shade in parking lots and other areas, and protection from wind in open areas; and**
- 4. Offer property owners protection against diminution of property values, if any, due to adjacent nonresidential use.**

**7.4.2 Applicability. The requirements of this section shall apply to any nonresidential use and to multifamily dwellings.**

**7.4.4 Landscaping Requirements.**

1. Screening, in accordance with an approved site plan, shall be provided, erected and maintained to shield RO and RG districts and municipal properties from adjoining business and industrial uses of land, and to shield RO districts from adjoining apartment uses. Screening shall be erected or planted before the premises are first occupied. Alternatively, the Planning Board may accept a financial guarantee in the amount of the cost of installing the screening and an agreement to complete the screening within a specified time and permit occupancy before the screening is installed.

2. Landscaping, in accordance with an approved site plan, shall be provided, erected and maintained on any part of any BN, BL, BG, BT, IH, IR, IG, or RG lot which is not occupied by a structure or by required parking areas, service areas, and driveways; except that all or part of the required landscaping may be in its clean original wooded state. Landscaping features shall be erected or planted before the premises are first occupied. Alternatively, the Planning Board may accept a financial guarantee in the amount of the cost of installing the landscaping and an agreement to complete the landscaping within a specified time and permit occupancy before the landscaping is installed.

**3. Property line(s) which also bound residential districts shall be screened from nonresidential uses by means of plantings or maintenance of trees of a species common to the area and appropriate for screening, spaced to minimize visual intrusion, and providing an opaque year-round visual buffer between uses. Such plantings shall be provided and maintained by the owner of the property used for nonresidential use and multifamily dwellings. No part of any building or structure or any paved or unpaved surface intended for or used as a parking area may be located within the buffer area required by Section 5.2.0 of this Bylaw.**

**4. Dumpsters and similar accessory receptacles over one cubic yard capacity shall be screened from all adjacent premises and streets from which such features would otherwise be visible in accordance with this Section.**

**5. Any loading area or HVAC equipment or other electrical equipment placed on the ground level shall be screened from all adjacent premises and streets from which it would otherwise be visible in accordance with this Section.**

**6. Planted areas shall contain an appropriate mix of plant species that are appropriate to the proposed use, site layout, soils, and other environmental conditions. Vegetation is preferable to mulch where practical.**

**7. Existing trees with a diameter at breast height (DBH) of twelve inches (12") or more, shall be preserved wherever feasible not be removed except by prior approval of the Planning Board, and if removed, shall be replaced with a minimum 3" caliper tree, unless waived by the Planning Board.**

**7.4.5 Coordination with Site Plan Approval. The Planning Board shall require a landscaping plan as part of an overall site plan for any premises subject to site plan review pursuant to Section 9.3.0 of this Bylaw. Such landscaping plan shall be at a scale sufficient to determine compliance with the specifications set forth in this Section.**

**Maintenance of Landscaped Areas. The owner of the property used for nonresidential purposes shall be responsible for the maintenance, repair and replacement of all landscaping materials installed in accordance with this section and shall have a continuing obligation to comply with the provisions set forth herein. All plant materials required by this Section shall be maintained in a healthful condition, or replaced as necessary, in perpetuity.**

or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

A motion to amend by striking the words "be preserved wherever feasible" under section 7 and substituting therefore the words "not be removed except by prior approval of the Planning Board, and if removed, shall be replaced with a minimum 3" caliper tree, unless waived by the Planning Board" was moved, seconded and so voted.

Recommendations: Planning Board voted 5-2 in favor as amended. Land Use voted 6-0-0 in favor as amended.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION AS AMENDED**

App'd. A.G. . Posted .

**ARTICLE 21 RE: Amend Zoning Bylaw Article VII, Section 7.3.0/Loading Requirements**

To see if the Town will vote to amend Article VII "General Regulations", Section 7.3.0 "General Loading Requirements and Purpose" of the Zoning Bylaws, by adding the following new sections highlighted in bold print, as follows:

**7.3.0 LOADING REQUIREMENTS**

Loading space dimensions and locations shall be approved by the Planning Board, and loading spaces shall be so placed as not to require maneuvering within a public way or way used by the public.

**7.3.1 General. Adequate off-street loading spaces or loading areas shall be provided and maintained by the owner of the property for each nonresidential building or use which is erected, enlarged or altered after the effective date of this Bylaw.**

**7.3.2 Same Lot. All loading spaces or loading areas required by this Bylaw shall be on the same lot as the building or use which they are intended to serve, and in no case shall any required loading area be part of an area used to satisfy the off-street parking requirements of this Bylaw.**

**7.3.3 No Queues or Backing onto Street. No loading facility shall be designed to require trucks to queue on a public way while awaiting off-loading. No loading facility shall be designed to require vehicles to back onto a public way; all turning maneuvers shall be accommodated on the premises.**

**7.3.4 Shared Loading. No part of an off-street loading area required by this Bylaw for any nonresidential building or use shall be included as part of an off-street loading area similarly required for another building or use, unless the type of buildings or uses indicates that the usage of such loading area would not occur simultaneously, as determined by the Planning Board.**

**7.3.5 Screening. Loading areas shall be screened in accordance with Section 7.4.0 of this Bylaw.**

**Location. No loading dock or bay shall be located within a required buffer area to an adjoining residential zoning district in accordance with Section 5.2.0 of this Bylaw. The Planning Board shall have final say on the siting of any loading dock.**

or to act in any other manner in relation thereto.

**MAIN MOTION:** As printed in the Warrant

Recommendations: Planning Board voted 7-0-0 in favor. Land Use voted 6-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

App'd. A.G. . Posted .

**ARTICLE 22 RE: Amend Zoning Bylaw Article V, Section 5.1.2.6/Lot Shape Requirement**

To see if the Town will vote to amend the Zoning Bylaw by amending Article V "Dimensional Requirements", Section 5.1.2 "Lot Interpretation and Restrictions", by adding a new Subsection 5.1.2.6 "Lot shape requirements in One Family Dwelling (RO) Districts", as follows:

**5.1.2.6 Lot shape requirements in One Family Dwelling (RO) Districts**

Lot lines that do not intersect shall maintain a minimum of twenty (20) feet of separation;

or to act in any other manner in relation thereto.

**MAIN MOTION:** Postpone Indefinitely

**ACTION: MAJORITY APPROVED MAIN MOTION**

At 9:00 p.m., a motion to adjourn was moved, seconded and so voted.

Attest:  
Jane L. Chew  
Town Clerk

## ADJOURNED TOWN MEETING MONDAY, MAY 10, 2010 FOGELBERG AUDITORIUM – BHS

A quorum being present, the meeting was called to order at 7:35 P.M.

Katie Campbell and Shane Ryan sang the Star Spangled Banner and a couple of tunes from the upcoming BHS play “Little Shop of Horrors” accompanied on piano by Mr. Middleton-Cox.

All newly elected Town Meeting Members were sworn in.

The Moderator recognized Joan Hastings for her 32 years of continuous service as a Town Meeting Member, Chief Lee Callahan who will be retiring after 32 years on the Fire Dept., and Russ Washburn who will be retiring this summer after 24 years of service as the Town’s Assistant Assessor.

The Moderator appointed Mr. Monaco and Mrs. Damiani as deputy moderators without objection.

A motion to adjourn until Wednesday, May 12 to complete the business of the warrant, if necessary, was moved, seconded and so voted.

### ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

Ways & Means reviewed the functions and procedures. The Town Administrator gave an overview of the town’s finances. The Superintendent of Schools gave an update on schools. The Facilities Study Committee presented an update. The Town Engineer gave a presentation on the condition of Bedford St. culverts.

### ARTICLE 2 RE: Fund Revolving Account

To see if the Town will vote to authorize revolving funds for certain Town departments under Massachusetts General Laws Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2010 or to act in any other manner in relation thereto.

Town Meeting sets \$ spending limit, not more than 10% of tax levy, employee benefit costs must be included.					
Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Home Composting/Rainwater Recycling	Public Works	Fees charged for compost bins/Rainwater Recycling Barrels	Purchase of compost bins/Rainwater Recycling Barrels	\$5,000	Available for expenditure next year
Cross Connection-Backflow prevention	Public Works	Fees charged for testing devices that prevent mixing of potable and non-potable water	Contract services to EPA authorized vendors who perform the testing	\$50,000	Available for expenditure next year
B-line Local Mini Bus	Public Works	Bus user fees	Salaries, expenses, contractual services to operate the in-town B-Line bus service.	\$45,000	Available for expenditure next year

Nursing Programs & Services	Board of Health	Fees charged for medical diagnosis & screening services and Medicare or insurance reimbursements, i.e. Flu/Pneumonia vaccination	Medical equipment and supplies, immunizations, educational materials	\$20,000	Available for expenditure next year
Plan Imaging	Building Department	2% of Building Department Fees Not to exceed \$20,000 annually	Archival imaging of building permit drawings and specifications	\$20,000	Available for expenditure next year
Sale of Recyclable Materials	Board of Selectmen	Receipts from the Sale of Recyclable Material	May be used to offset the cost of curbside collection and disposal of solid waste	\$50,000	Available for expenditure next year
Sealer of Weights & Measures	Board of Selectmen	Fees charged for Weights & Measures Services	Costs associated with the administration of the Weights & Measures Program	\$20,000	Available for expenditure next year

**MAIN MOTION:** As printed in the Warrant

Recommendations: Ways & Means voted 9-2-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

### ARTICLE 3 RE: Transfer of Funds FY 2010 Various Accounts

To see if the Town will vote to transfer from available funds the sum of \$ \_\_\_\_\_ or any other amount for the purpose of paying for expenses incurred in Fiscal Year 2010 to various accounts same to be expended under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town **will vote to transfer the sum of \$556,000.00 from available funds** for the purpose of paying for expenses incurred in Fiscal Year 2010 to various accounts, same to be expended under the direction of the appropriate authorities as follows:

#### FROM:

LINE ITEM#	SOURCES	
22	Central Adm/Unemployment	\$ 25,000.00
24	Central Adm/Town Ins.	\$ 21,000.00
29	Legal/Legal Fees	\$ 10,000.00
	Sewer Enterprise Fund/Surplus	<u>\$ 500,000.00</u>
		<b>\$556,000.00</b>

#### TO:

LINE ITEM#	USES	
14	Assessor’s FT	\$ 6,000.00
30	Legal/Collective Bargaining	\$ 10,000.00
48	Board of Appeals/Salaries	\$ 8,000.00
83	Veterans/Special – Aid to Veterans	\$ 32,000.00
	Sewer Enterprise Fund/Revenue	<u>\$500,000.00</u>
		<b>\$556,000.00</b>

Recommendations: Ways & Means voted 11-0-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**



# Town of Burlington

TOWN OF BURLINGTON, MA

MAY 2010 TOWN MEETING MINUTES

## ARTICLE 4 RE: Fund FY 2011 Operating Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money sufficient to cover the requests of the various departments for Fiscal Year 2011; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to raise and appropriate the sum of \$98,202,160 to cover the requests of the various departments for Fiscal Year 2011.

All budgets not held were approved. All held budgets (H) were voted separately and approved.

### TOWN MEETING & REPORTS (Lines 1-2)

1-	Salaries - Part Time	\$2,481
2-	Expenses - Cont. Services	\$17,500
	<b>TOTAL MEETINGS &amp; REPORTS</b>	<b>\$19,981</b>

### MODERATOR (Lines 3-4)

3-	Salaries	\$150
4-	Expenses - Mat. & Supp	\$0
	<b>TOTAL MODERATOR</b>	<b>\$150</b>

### WAYS AND MEANS (Lines 5-6)

5-	Salaries - Part Time	\$2,118
6-	Expenses - Mat. & Supplies	\$300
	<b>TOTAL WAYS &amp; MEANS</b>	<b>\$2,418</b>

### CAPITAL BUDGET COMMITTEE (Lines 7-8)

7-	Salaries-Part Time	\$600
8-	Expenses-Mat.& Supplies	\$0
	<b>TOTAL CAPITAL BUDGET</b>	<b>\$600</b>

### TOWN ADM/SELECTMEN (Lines 9-11) (H)

9-	Total Salaries	\$446,615
10-	Total Expenses	\$7,183
11-	Total Special Accounts	\$9,000
	<b>TOTAL TOWN ADM/SELECTMEN</b>	<b>\$462,798</b>

### ACCOUNTING (Lines 12-13)

12-	Total Salaries	\$224,261
13-	Total Expenses	\$3,000
	<b>TOTAL ACCOUNTING</b>	<b>\$227,261</b>

### ASSESSORS (Lines 14-15) (H)

14-	Total Salaries	\$226,160
15-	Total Expenses	\$106,350
	<b>TOTAL ASSESSORS</b>	<b>\$332,510</b>

### TREASURER/COLLECTOR (Lines 16-18)

16-	Total Salaries	\$549,432
17-	Total Expenses	\$9,396
18-	Total Special Accounts	\$100
	<b>TOTAL TAX COLL./TREAS</b>	<b>\$558,928</b>

### CENTRAL ADMINISTRATION (Lines 19-28)(H)

19-	Central Supply	\$108,150
20-	Central Machines	\$24,580
21-	Chapter 32B - Health Ins. (AA)	\$10,200,000
22-	Unemployment Comp (AA)	\$100,000
23-	Pension Reimbursement (AA)	\$3,000
24-	Town Insurance (AA)	\$700,000

25-	Financial Audit (AA)	\$50,000
26-	Medicare Tax (AA)	\$656,250
27-	Chas George Settlement (AA)	\$0
28-	4th of July/Town Event	\$0
	<b>TOTAL CENTRAL ADMIN.</b>	<b>\$11,841,980</b>

### LEGAL (Lines 29-32) (H)

29-	Legal Fees	\$95,000
30-	Collective Bargaining	\$60,000
31-	Tax Title	\$1,500
32-	Cable TV Negotiations	\$2,000
	<b>TOTAL LEGAL</b>	<b>\$158,500</b>

### HUMAN RESOURCES (Lines 33-35)

33-	Total Salaries	\$56,450
34-	Total Expenses	\$1,500
35-	Total Special Accounts	\$12,200
	<b>TOTAL HUMAN RESOURCES</b>	<b>\$70,150</b>

### MANAGEMENT INFO. SYSTEMS (Lines 36-37) (H)

36-	Total Salaries	\$170,507
37-	Total Expenses	\$111,902
	<b>TOTAL MGMNT INFO. SYS.</b>	<b>\$282,409</b>

### TOWN CLERK (Lines 38-40) (H)

38-	Total Salaries	\$244,029
39-	Total Expenses	\$13,825
40-	Total Special Accounts	\$42,909
	<b>TOTAL TOWN CLERK</b>	<b>\$300,763</b>

### REGISTRAR OF VOTERS (Lines 41-42)

41-	Total Salaries	\$1,000
42-	Total Expenses	\$5,550
	<b>TOTAL REGISTRARS</b>	<b>\$6,550</b>

### CONSERVATION (Lines 43-45) (H)

43-	Total Salaries	\$148,135
44-	Total Expenses	\$2,000
45-	Total Special Accounts	\$13,000
	<b>TOTAL CONSERVATION</b>	<b>\$163,135</b>

### PLANNING BOARD (Lines 46-47) (H)

46-	Total Salaries	\$214,238
47-	Total Expenses	\$11,611
	<b>TOTAL PLANNING BOARD</b>	<b>\$225,849</b>

### BOARD OF APPEALS (Lines 48-50)

48-	Salaries -- Part Time	\$10,826
49-	Expenses --Mat & Supplies	\$200
50-	Spec. Accts -- Ads & Postage	\$3,500
	<b>TOTAL BOARD OF APPEALS</b>	<b>\$14,526</b>

### TOWN FACILITIES (Lines 51-52)

51-	Total Salaries	\$438,501
52-	Total Expenses	\$462,018
	<b>TOTAL TOWN FACILITIES</b>	<b>\$900,519</b>

### POLICE DEPARTMENT (Lines 53-55) (H)

53-	Total Salaries	\$5,822,685
54-	Total Expenses	\$384,727
55-	Total Special Accounts	\$304,280
	<b>TOTAL POLICE DEPARTMENT</b>	<b>\$6,511,692</b>

### FIRE DEPARTMENT (Lines 56-58)

56-	Total Salaries	\$5,272,638
57-	Total Expenses	\$335,350
58-	Total Special Accounts	\$111,710

# 2010 Annual Report

TOWN OF BURLINGTON, MA

MAY 2010 TOWN MEETING MINUTES

TOTAL FIRE DEPARTMENT	<b>\$5,719,698</b>
BUILDING DEPARTMENT (Lines 59-61)	
59- Total Salaries	\$434,247
60- Total Expenses	\$25,616
61- Total Special Accounts	\$10
TOTAL BUILDING DEPT	<b>\$459,873</b>
SEALER OF WEIGHTS (Lines 62-63) (H)	
62- Salaries -- Part Time	\$0
63- Total Expenses	\$9,300
TOTAL SEALER OF WEIGHTS	<b>\$9,300</b>
EMERGENCY MGT SERVICE (64-66)	
64- Total Salaries	\$5,000
65- Total Expenses	\$17,700
66- Total Special Accounts	\$202
TOTAL EMERG. SERVICES	<b>\$22,902</b>
SHAWSHEEN VALLEY TECH (Line 67)	
67- TOTAL (AA)	<b>\$1,283,245</b>
LOCAL EDUCATION (Line 68) (H)	
68- TOTAL LOCAL EDUCATION	<b>\$44,016,290</b>
<b>A motion to postpone to first order of business on Wednesday evening was moved, seconded and so voted.</b>	
DEPT. OF PUBLIC WORKS (Lines 69-74)	
69- Total Salaries	\$3,821,122
70- Total Expenses	\$2,320,590
71- Total Special Accounts	\$691,000
TOTAL DPW (Operating)	\$6,832,712
72- Rubbish and Garbage (AA)	\$1,706,000
73- Street Light (AA)	\$370,500
74- Swift Law (AA)	\$20,000
TOTAL DPW (AA)	\$2,096,500
TOTAL PUBLIC WORKS	<b>\$8,929,212</b>
BOARD OF HEALTH (Lines 75-77) (H)	
75- Total Salaries	\$370,697
76- Total Expenses	\$48,800
77- Total Special Accounts	\$106,569
TOTAL BOARD OF HEALTH	<b>\$526,066</b>
COUNCIL ON AGING (Lines 78-80)	
78- Total Salaries	\$229,590
79- Total Expenses	\$7,700
80- Total Special Accounts	\$5,350
TOTAL COUNCIL ON AGING	<b>\$242,640</b>
VETERANS' SERVICES (Lines 81-83)	
81- Total Salaries	\$122,144
82- Total Expenses	\$3,663
83- Total Special Accounts	\$57,500
TOTAL VETERANS SERVICES	<b>\$183,307</b>
COMMUNITY LIFE CENTER (Lines 84-85)	
84- Total Salaries	\$411,126
85- Total Expenses	\$18,715
TOTAL COMM. LIFE CENTER	<b>\$429,841</b>
DISABILITY ACCESS (Lines 86-87)	
86- Total Salaries	\$2,290

87- Total Expenses	\$400
TOTAL DISABILITY ACCESS	<b>\$2,690</b>
PUBLIC LIBRARY (Lines 88-90)	
88- Total Salaries	\$955,839
89- Total Expenses	\$165,431
90- Total Special Accounts	\$152,000
TOTAL PUBLIC LIBRARY	<b>\$1,273,270</b>
RECREATION DIRECTOR (Lines 91-93) (H)	
91- Total Salaries	\$479,740
92- Total Expenses	\$39,170
93- Total Special Accounts	\$13,620
TOTAL REC. DIRECTOR	<b>\$532,530</b>
RECREATION MAINTENANCE (Lines 94-95)	
94- Total Salaries	\$703,035
95- Total Expenses	\$179,131
TOTAL RECREATION MAINT.	<b>\$882,166</b>
HISTORICAL COMMISSION (Line 96)	
96- Total Expenses	\$1,850
TOTAL HISTORICAL COMM.	<b>\$1,850</b>
DEBT SERVICE (Lines 97-98)	
97- PRINCIPAL (AA)	\$3,222,082
98- INTEREST (AA)	\$1,235,182
TOTAL DEBT SERVICE (AA)	<b>\$4,457,264</b>
OTHER ACCOUNTS (99-104)	
99- RESERVE FUND	<b>\$200,000</b>
COUNTY RETIREMENT (AA)	
100- (H)	<b>\$6,094,297</b>
101- NEG SETTLEMENTS	<b>\$400,000</b>
102- STABILIZATION (AA)	<b>\$0</b>
103- 53rd WEEK PAYROLL (AA)	<b>\$0</b>
104- LOCAL TRANSPORT (AA) (H)	<b>\$155,000</b>
105- CAPITAL IMPROVE (AA) (H)	<b>\$300,000</b>
<b>GRAND TOTAL</b>	<b>\$98,202,160</b>

Recommendations: Ways & Means voted in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION WITH THE EXCEPTION OF LINE ITEM 68.

## ARTICLE 5 RE: Council on Aging Kitchen Renovations

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$65,000 or any other sum for the purpose of renovating the kitchen at the Council on Aging/Human Services Building, or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

## ARTICLE 6 RE: Fund FY 2011 Capital Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money or any other amount for the items contained within the following proposed Fiscal Year 2011 Capital Budget, same to be expended under the appropriate authorities as indicated:

PROJECT NUMBER	DEPT	PROJECT NAME/ DESCRIPTION	SPENDING AUTH	APPROP. REQUEST
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FROM FREE CASH OR STABILIZATION (11-1 thru 11-18):

11-1	DPW	Paint Filter Room	Selectmen	\$18,000
11-2	DPW	2-way Comm Radio Upgrade	Selectmen	\$75,000
11-3	DPW	Sander for Highway Truck	Selectmen	\$40,000
11-4	DPW	Water Utility Truck w/Crane	Selectmen	\$55,000
11-5	DPW	Hwy 1-ton Truck/Sander	Selectmen	\$60,000
11-6	Recreation	Van Replacement	Rec. Comm	\$21,000
11-7	Recreation	Pick Up Truck	Rec. Comm	\$30,000
11-8	Fire	Zimex System	Selectmen	\$50,000
11-9	Fire	Command Car	Selectmen	\$35,000
11-10	Fire	Fire Alarm Radio Box	Selectmen	\$65,000
11-11	BHS	Bathroom Renovation	Sch Comm	\$60,000
11-12	BHS	Admin. Area Renovations	Sch Comm	\$85,000
11-13	Pine Glen	Admin. Area Renovations	Sch Comm	\$35,000
11-14	Pine Glen	Roof Replacement	Sch Comm	\$66,000
11-15	Pine Glen	Floor Replacement	Sch Comm	
11-16	Fox Hill	Café Floor Replacement	Sch Comm	\$30,000
11-17	Francis Wyman Library	AC Installation	Sch Comm	\$75,000
11-18	Francis Wyman Greenhouse	Installation	Sch Comm	\$10,000

FROM SEWER ENTERPRISE (11-19)

11-19	DPW	Corrosion/Odor Control	Selectmen	\$20,000
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FROM CEMETERY SALE OF LOTS (11-20):

11-20	DPW	Repave Cemetery Roadways	Selectmen	\$20,000
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**MAIN MOTION:** To see if the Town will vote transfer from Free Cash, Cemetery Sale of Lots and Sewer Enterprise as follows, for those items contained within the following proposed Fiscal Year 2011 Capital Budget, same to be expended under the appropriate authorities as indicated:

PROJECT NUMBER	DEPT	PROJECT NAME/ DESCRIPTION	SPENDING AUTH	APPROP. REQUEST
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FROM FREE CASH OR STABILIZATION (11-1 thru 11-18):

11-1	DPW	Paint Filter Room	Selectmen	\$18,000
11-2	DPW	2-way Comm Radio Upgrade	Selectmen	Postpone
11-3	DPW	Sander for Highway Truck	Selectmen	\$40,000
11-4	DPW	Water Utility Truck w/Crane	Selectmen	Postpone
11-5	DPW	Hwy 1-ton Truck/Sander	Selectmen	\$60,000
11-6	Recreation	Van Replacement	Rec. Comm	Postpone
11-7	Recreation	Pick Up Truck	Rec. Comm	\$30,000
11-8	Fire	Zimex System	Selectmen	Postpone
11-9	Fire	Command Car	Selectmen	Postpone
11-10	Fire	Fire Alarm Radio Box	Selectmen	\$65,000
11-11	BHS	Bathroom Renovation	Sch Comm	\$60,000

**A motion to amend by striking the figure 60,000 and substituting therefore the figure \$30,000 was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 25 in favor and 54 opposed, the amendment failed.**

11-12	BHS	Admin. Area Renovations	Sch Comm	Postpone
11-13	Pine Glen	Admin. Area Renovations	Sch Comm	Postpone
11-14	Pine Glen	Roof Replacement	Sch Comm	\$66,000
11-15	Pine Glen	Floor Replacement	Sch Comm	\$84,000
11-16	Fox Hill	Café Floor Replacement	Sch Comm	\$30,000
11-17	Francis Wyman Library	AC Installation	Sch Comm	Postpone
11-18	Francis Wyman Greenhouse	Installation	Sch Comm	\$10,000

**There was a division of the house and tellers were appointed. By a vote of 36 in favor and 43 opposed the motion under 11-18 was defeated.**

FROM SEWER ENTERPRISE (11-19)

11-19	DPW	Corrosion/Odor Control	Selectmen	\$20,000
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FROM CEMETERY SALE OF LOTS (11-20):

11-20	DPW	Repave Cemetery Roadways	Selectmen	\$20,000
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Recommendations: Capital Budget voted in favor of all items except items 11 and 18. Ways & Means voted in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION EXCEPT ITEM 11-18

**ARTICLE 7 RE: Special Counsel/Pending Appellate Tax Board Cases**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other sum for the purpose of hiring special counsel and expert witnesses to defend pending Appellate Tax Board cases, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$100,000 from the Overlay Surplus Account** for the purpose of hiring special counsel and expert witnesses to defend pending Appellate Tax Board cases.

Recommendations: Ways & Means voted 6-3-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

**ARTICLE 8 RE: DPW/Cemetery Backhoe and Attachments**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$125,000 or any other sum for the purpose of purchasing a cemetery backhoe and attachments, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$125,000 from the Cemetery Sale of Lots** for the purpose of purchasing a cemetery backhoe and attachments.

A motion to amend the article by striking the words "from the Cemetery Sale of Lots" and substituting therefore the words "from free cash" was moved, seconded and defeated.

Recommendations: Capital Budget voted 6-0-0 in favor. Ways & Means voted 9-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

At 11:00 PM, a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew  
Town Clerk

**ADJOURNED TOWN MEETING  
WEDNESDAY, MAY 12, 2010  
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:35 PM with a salute to the flag. A motion to adjourn to Monday, May 17, 2010 to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

A motion to take up Article 10-12 on Monday, May 17<sup>th</sup> as first order of business was moved, seconded and so voted.

**ARTICLE 4 RE: Fund FY2011 Operating Budget Cont.**

LOCAL EDUCATION (Line 68) (H)  
68- TOTAL LOCAL EDUCATION **\$44,016,290**

A motion to end debate was moved, seconded and so voted.

**ACTION:** MAJORITY APPROVED LINE ITEM #68

**ARTICLE 9 RE: DPW/Stream Cleaning**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other sum for the purpose of funding Stream Cleaning, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$150,000 from Receipt Reserve Oracle TIF Account** for the purpose of funding Stream Cleaning, same to be spent under the direction of the Town Administrator.

A motion to amend by striking the words "Town Administrator" and substituting therefore the words "Board of Selectmen" was moved, seconded and so voted.

Recommendations: Ways & Means voted 8-1-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION AS AMENDED

**ARTICLE 13 Bond Authorization**

To see if the Town will vote to appropriate a sum of money for installing water mains, repair and painting of water system storage tanks and repaving various roadways and top determine whether this appropriation shall be raised by borrowing or otherwise and to take any other action related thereto

<u>Project</u>	<u>Amount</u>
Water Main upgrades	\$1,000,000
Water System Storage Tank repair and Painting	\$1,200,000
Roadway construction and paving	\$1,500,000

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$3,700,000, to be expended at the direction of the Selectmen, to pay for the following projects, including any and all costs incidental or related thereto:

<u>Project</u>	<u>Amount</u>
Water Main upgrades	\$1,000,000
Water System Storage Tank repair and Painting	\$1,200,000
Roadway construction and paving	\$1,500,000

and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby **authorized to borrow** said amount under the pursuant to Chapter 44, Section 7, clauses (5) and Section 8, clauses (4) and (5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Recommendations: Ways & Means voted 8-1-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION:** UNANIMOUSLY APPROVED MAIN MOTION

**ARTICLE 14 RE: Sewer I/I Fund**

To see if the Town will vote to transfer from the Sewer Inflow/Infiltration fund the sum of \$---- for the purpose of paying the FY2011 debt service on the Town's two existing 0% MWRA loans, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$48,400 from the Sewer Inflow/Infiltration Fund** for the purpose of paying the FY2011 debt service on the Town's two existing 0% MWRA loans.

Recommendations: Ways & Means voted 11-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

**ARTICLE 15 RE: Inflow/Infiltration-Permanent Flow Meters**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$200,000 or any other sum for the purpose of installing 14 permanent sewer flow meters in order to monitor and identify sources of extraneous infiltration and inflow in the Burlington sewer system, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$200,000 from the Sewer Inflow/Infiltration Fund** for the purpose of installing 14 permanent sewer flow meters in order to monitor and identify sources of extraneous infiltration and inflow in the Burlington sewer system.

Recommendations: Ways & Means voted 7-2 in favor. Capital Budget voted 6-0 in favor.

A motion to end debate was moved, seconded and so voted.

**ACTION:** MAJORITY APPROVED MAIN MOTION

**ARTICLE 16 RE: Sewer Services Enterprise Fund**

To see if the Town will vote to raise and appropriate the sum of \$4,542,510 to operate the FY 2011 Sewer Services Enterprise of which \$4,542,510 will come from the FY 2011 Sewer Services Enterprise Estimated Revenue Account; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to raise and appropriate the sum of \$4,542,510** to operate the Sewer Enterprise Fund, of which **\$4,542,510 will be transferred from the FY11 Sewer Services Estimated Revenue.**

Recommendations: Ways & Means voted 11-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

**ARTICLE 17 RE: Water Treatment-SCADA**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$114,000

or any other sum for the purpose of installing an upgraded Supervisory Control And Data Acquisition (SCADA) system at the Vine Brook Treatment Plant, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$114,000 from the MTBE Court Settlement Account** for the purpose of installing an upgraded Supervisory Control and Data Acquisition (SCADA) System at the Vine Brook Treatment Plant.

Recommendations: Ways & Means voted 8-1 in favor. Capital Budget voted 6-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 18 RE: Drug and Alcohol Task Force**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$2,500 or any other amount to fund the Fiscal Year 2011 expenses of the Burlington Drug and Alcohol Task Force, same to be expended under the direction of the Board of Selectmen; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$2,500 from Free Cash** to fund the FY2011 expenses of the Burlington Drug and Alcohol Task Force, same to be expended under the direction of the Board of Selectmen.

Recommendations: Ways & Means voted 9-2 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 19 RE: Fund the Administrative & Professional Compensation Plan**

To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2011, and transfer from the Fiscal Year 2011 Negotiated Settlement Account the sum of \$--- or any other amount for the purpose of funding the plan under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$75,000 from FY2011 Negotiated Salary Account (line item #101)** to pay for salary adjustments to the Town's Administrative & Professional Compensation Plan.

Recommendations: Ways & Means voted 10-1-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 20 RE: Amend Administrative and Professional Classification Plan/Group 11**

To see if the Town will vote to amend Group 11 of the existing Administrative and Professional Classification Plan by adding the new title of "Senior Planner", or to act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

Recommendations: Ways & Means voted 8-2 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 21 RE: Fund the Part-time Compensation Plan**

To see if the Town will vote to transfer from the Fiscal Year 2011 Negotiated Settlement the amount of \$---, for the purpose of funding the Part-time Salary Plan (under 20 hours) for Fiscal Year 2011, same to be expended under the appropriate authority; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$10,000 from FY2011 Negotiated Salary Account (line item #101)** to pay for salary adjustments to the Town's Part-time Compensation Plan.

Recommendations: Ways & Means voted 10-1 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 22 RE: Chapter 90**

To see if the Town will vote to accept the Chapter 90 allocation of \$---- and appropriate the sum of \$---- for the purpose of funding roadway improvements, same to be spent under the direction of the Town Administrator; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to accept the Chapter 90 allocation of \$793,436 and appropriate the sum of \$793,436** for the purpose of funding roadway improvements, same to be expended under the direction of the Town Administrator.

A motion to strike the words "Town Administrator" and substitute therefore the words "Board of Selectmen" was moved, seconded and so voted.

Recommendations: Ways & Means voted 10-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION AS AMENDED

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**ARTICLE 23 RE: Ice Palace Debt Service**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$135,692 or any other sum to operate the Burlington Ice Palace, of which the \$135,692 will come from the FY11 Burlington Ice Palace Estimated Revenue Account, same to be expended under the direction of the Board of Selectmen, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to raise and appropriate the sum of \$135,692** to operate the Burlington Ice Palace, of which **\$135,692 will be transferred from the FY11 Ice Palace Estimated Revenue Account.**

Recommendations: Ways & Means voted 11-0 in favor.



**ACTION: MAJORITY APPROVED MAIN MOTION****ARTICLE 24 RE: Health Actuarial Study**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$20,000 or any other sum to conduct a re-analysis of the Town's liability for future health care cost to comply with requirements of the GASB 45 accounting standards, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$20,000 from Free Cash** to conduct a re-analysis of the Town's liability for future health care cost to comply with requirements of the GASB 45 accounting standards.

Recommendations: Ways & Means voted 8-1 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION****ARTICLE 25 RE: G.L. Chapter 32B, Section 20**

To see if the Town will vote to accept the provisions of Chapter 32B, Section 20 that will allow the Town to establish an "Other Post Employment Benefits Liability Trust Fund", or to act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

Recommendations: Ways & Means voted 9-1-1 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION****ARTICLE 26 RE: Will of Marshall Simonds**

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$25,000 or any other amount for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town **will vote to accept the sum of \$25,000 from the Trustees under the Will of Marshall Simonds** for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners.

**ACTION: MAJORITY APPROVED MAIN MOTION****ARTICLE 27 RE: Fire Pumper**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$ 490,000 or any other sum, for the purpose of replacing a Engine 4, a 1990 Pierce Model Engine, or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

**ARTICLE 28 RE: Human Service Building Repairs**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other sum for the purpose of engaging the services of the appropriate contractor(s) to make repairs to the Human Services Building needed to prevent continued water damage to the structure, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$100,000 from the Stabilization Fund** for the purpose of engaging the services of the appropriate contractor(s) to make repairs to the Human Service Building needed to prevent continued water damage to the structure.

Recommendations: Ways & Means voted 9-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION****ARTICLE 29 RE: Library Energy Program**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$50,000 or any other sum for the purpose of undertaking the energy efficiency opportunities that were recommended by the NSTAR/National Grid Energy Benchmarking Initiative for the Library, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$15,000 from the Stabilization Fund** for the purpose of undertaking the energy efficiency opportunities that were recommended by the NSTAR/National Grid Energy Benchmarking Initiative for the Library.

Recommendations: Ways & Means voted 9-0 in favor. Capital Budget voted 6-0 in favor.

There was a division of the house and tellers were appointed.

**ACTION:** BY A VOTE OF 76 IN FAVOR AND 1 OPPOSED, THE MAIN MOTION CARRIED

**ARTICLE 30 RE: Police Department Repairs**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$50,000 or any other sum for the purpose of engaging the services of the appropriate contractor(s) to make repairs to the Police Department needed to prevent continued water damage to the structure, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$50,000 from the Stabilization Fund** for the purpose of engaging the services of the appropriate contractor(s) to make repairs to the Police Department needed to prevent continued water damage to the structure.

Recommendations: Ways & Means voted 7-0 in favor. Capital Budget voted 6-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION****ARTICLE 31 RE: Community Custodial Services**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$40,000 or any other sum for the purpose of Community Custodial Fees for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Youth Lacrosse, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations, to be spent under the direction of the School Committee; or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town **will vote to transfer the sum of \$31,442 from Free Cash** for the purpose of Community Custodial Fees for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Youth Lacrosse, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations, to be spent under the direction of the School Committee.

Recommendations: Ways & Means voted 10-1-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

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**ARTICLE 32 RE: Marshall Simonds Middle School**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money to be expended under the direction of the School Committee for renovation and addition to the Marshall Simonds Middle School, for which construction the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the design and construction in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$32,865,272 for the Design and Construction of renovations and additions to the Marshall Simonds Middle School, said sum to be expended under the direction of the Burlington School Committee, that the Town of Burlington / Burlington School Committee acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town of Burlington / Burlington School Committee incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Burlington / Burlington School Committee, and that the sum of **\$ 32,865,272** be and hereby is appropriated, to be expended at the direction of the School Committee, to pay the cost of designing and construction of renovations and additions to the Marshall Simonds Middle School, which may or may not include entering into a contract with a construction management at risk firm, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Section 7(3) and Chapter 70B of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town of Burlington. The amount to be raised and appropriated and borrowed by issue of bonds or notes or otherwise provided pursuant to this vote shall be reduced by any grant amount set

forth in the Project Funding Agreement that may be executed between the Town of Burlington / Burlington School Committee and the MSBA.

Recommendations: Ways & Means voted 11-0 in favor. Capital Budget voted 6-0 in favor.

A motion to end debate was moved, seconded and so voted. The Moderator called for the roll.

**ACTION:** BY A VOTE OF 72 IN FAVOR, 5 OPPOSED AND 1 ABSTENTION, THE MAIN MOTION CARRIED

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At 11:10 PM, a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew  
Town Clerk

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**ADJOURNED TOWN MEETING  
MONDAY, MAY 17, 2010  
FOGELBERG AUDITORIUM – BHS**

A quorum being present, the meeting was called to order at 7:35 PM with a salute to the flag pin. A moment of silence was held for Larry Rittenberg, former Assistant Town Administrator who recently passed away.

The Moderator announced that he received a Resolution that will be taken up at the end of business.

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**ARTICLE 10 RE: Recreation Fields/City of Boston**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$250,000 to develop two multi-purpose fields and off street parking on a portion of the land held in trust (Mary Cummings Trust) by the City of Boston, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town **will vote to transfer the sum of \$250,000 from the Stabilization Fund** for the purpose of developing two multi-purpose fields and off street parking on a portion of the land held in trust (Mary Cummings Trust) by the City of Boston.

Recommendations: Ways & Means voted 8-2 in favor. Capital Budget voted 6-0 in favor. Land Use Committee voted 5-0 in favor. Selectmen voted 5-0 in favor.

A motion to amend by adding the following: "provided that any agreement entered into by the Board of Selectmen be for a minimum term of 15 years and to authorize the Board of Selectmen to enter into said agreement and to petition the General Court for authorization under Article 97 of the Massachusetts Constitution, if necessary." was moved and seconded. The amendment failed.

A motion to end debate was moved, seconded and so voted.

There was a division of the house and tellers were appointed.

**ACTION:** BY A VOTE OF 57 IN FAVOR AND 19 OPPOSED, THE MAIN MOTION CARRIED

#### **ARTICLE 11 Sale of Lot/40 South Bedford Street**

To see if the Town will vote to authorize the Board of Selectmen to sell a single family residential parcel located at 40 South Bedford Street (Map 47, Parcel 3) and to use the proceeds from such sale for the construction of the Grandview complex barn and outside landscaping, or act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

Recommendations: Ways & Means voted 11-0 in favor. Capital Budget voted 6-0 in favor. Land Use voted 5-2 in favor.

A motion to discuss Articles 11 and 12 together and vote separately was moved, seconded and so voted. A motion to end debate was moved, seconded and so voted.

There was a division of the house and tellers were appointed.

**ACTION:** BY A VOTE OF 52 IN FAVOR AND 22 OPPOSED, THE MAIN MOTION CARRIED

#### **ARTICLE 12 Sale of Lot/Parcel B – Sleeper Drive Extension**

To see if the Town will vote to authorize the Board of Selectmen to sell a single family residential parcel located and identified as "parcel B" on an approved sub-division plan dated January 20, 2005 and furthermore to use the proceeds from such sale for the construction of the Grandview complex barn and outside landscaping, or to act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

Recommendations: Ways & Means voted 11-0 in favor. Capital Budget voted 6-0 in favor. Land Use voted 5-2 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

#### **ARTICLE 33 RE: School System-Wide Pavement**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$500,000 or any other sum, to be expended at the direction of the School Committee, to pay the cost of replacing / repairing paved areas at various schools including the payment of all costs incidental and related, or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

#### **ARTICLE 34 RE: Burlington High School Interior Bleacher Replacement**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$250,000 or any other sum, to be expended at the direction of the School Committee, to pay the cost of replacing the interior bleachers at the John Vanella Gymnasium, Burlington High School, including

the payment of all costs incidental and related, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$250,000 from Free Cash** to be expended at the direction of the School Committee, to pay the cost of replacing the interior bleachers at the John Vanella Gymnasium, Burlington High School, including the payment of all costs incidental and related.

Recommendations: Ways & Means voted 10-1 in favor. Capital Budget voted 6-0 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

#### **ARTICLE 35 RE: Burlington High School Access Road Lighting**

To see if the Town will vote to appropriate, transfer from available funds, borrow or otherwise provide the sum of \$120,000 or any other sum, to be expended at the direction of the School Committee, to pay the cost of replacing access road and perimeter poles and lights at Burlington High School, including the payment of all costs incidental and related, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$120,000 from Free Cash** to be expended at the direction of the School Committee, to pay the cost of replacing access road and perimeter poles and lights at Burlington High School, including the payment of all costs incidental and related.

Recommendations: Ways & Means voted 11-0 in favor. Capital Budget voted 5-0-1 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

#### **ARTICLE 36 RE: Francis Wyman Auditorium Chair Replacement**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$114,000 or any other amount, to be expended at the direction of the School Committee, to pay the cost of replacement of the auditorium chairs at the Francis Wyman School, including the payment of all costs incidental and related, or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will **vote to transfer the sum of \$114,000 from Free Cash** to be expended at the direction of the School Committee, to pay the cost of replacement of the auditorium chairs at the Francis Wyman School, including the payment of all costs incidental and related.

Recommendations: Ways & Means voted 10-1 in favor. Capital Budget voted 3-3.

There was a division of the house and tellers were appointed.

**ACTION:** BY A VOTE OF 52 IN FAVOR AND 17 OPPOSED, THE MAIN MOTION CARRIED

#### **ARTICLE 37 RE: Town-wide Computer Equipment Replacement**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$200,000

or any other sum, to be expended at the direction of the School Committee, to pay the cost or replacement and purchase of identified computer technology for all town buildings and departments, including the payment of all costs incidental and related, or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

**ARTICLE 38 RE: Amend Zoning Map and Rezone Property to Planned Development (PD) District/Muller Road**

To see if the Town will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning certain parcels of land from a One Family Dwelling (RO) District and General Industrial (IG) District to a Planned Development (PD) District. Said parcels of land are generally identified as being located off of Muller Road and are further identified on the Town of Burlington Assessors' Map as follows: Map 56, Parcel 29-0; Map 57, Parcels 1-0, 2-0, 3-0, 4-0, 5-0, 6-0, 7-0, 8-0, 9-0; or to act in any other manner in relation thereto.

**ACTION:** Withdrawn

**ARTICLE 39 RE: Amend Zoning Bylaw Article VIII, Section 8.1.0, "100-Year Flood Plain District"**

To see if the Town will vote to amend Article VIII "Overlay Districts" of the Zoning Bylaw, by amending Section 8.1.0 "100-Year Flood Plain District as follows:

To amend Section 8.1.2 District Boundaries, to read as follows:

**8.1.2 District Boundaries**

~~The District includes all areas designated A, AO and A1 through A30 on maps entitled, "Flood Insurance Rate Maps (FIRM), Town of Burlington, Mass.," dated July 5, 1984, Community Panel Numbers 250185-0001B through 0004B, prepared by the Federal Emergency Management Agency. The boundaries of the Floodway within the FP District are the floodway boundaries as delineated on the "Flood Boundary and Floodway Maps, Town of Burlington, Mass.," dated July 5, 1984, Community Panel Numbers 250185-0001B through 0003B, prepared by the Federal Emergency Management Agency. These two sets of maps dated July 5, 1984 and the publication entitled,~~

~~"Burlington Flood Insurance Study" dated January 5, 1984 and published by the Federal Emergency Management Agency are on file with the Burlington Town Clerk and the Planning Board and are incorporated into this section by reference.~~

The District includes all special flood hazard areas within the Town of Burlington designated zones A and AE on the Middlesex 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 Middlesex County FIRM that are wholly or partially within the Town of Burlington are panel numbers 25017C0287E, 25017C0288E, 25017C0289E, 25017C0293E, 25017C0401E, 25017C0402E, 25017C0404E, and 25017C0406E dated June 4, 2010. The boundaries of the District are defined by the 100 year base flood elevations shown on the FIRM and further defined by the Middlesex

County Flood Insurance Study (FIS) report dated June 4, 2010. The FIRM and FIS report are incorporated herein by reference and are on file with the Burlington Town Clerk and the Planning Board.

AND further to amend Section 8.1.4 Permitted Land Uses, to read as follows:

**8.1.4 Permitted Land Uses**

~~The FP District is established as an overlay district. Uses which are permitted or approved in accordance with the provisions of the underlying zoning district are allowed in the FP District provided that such uses meet the additional requirements of this section as well as those of the Massachusetts State Building Code dealing with construction in flood plains.~~

The FP District is established as an overlay district to all other districts. Structures and uses which are permitted or approved in accordance with the provisions of the underlying zoning district are allowed in the FP District, provided that such structures and uses meet the additional requirements of this section. 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:

- 1) Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR 120.G "Flood Resistant Construction and Construction in Coastal Dunes");
- 2) Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- 3) DEP Inland Wetlands Restrictions (currently 310 CMR 13.00);
- 4) DEP Minimum Requirements for Subsurface Disposal of Sanitary Sewage (currently 310 CMR 15, Title 5).

AND further to amend Section 8.1.5 Requirements for Development within the Floodway, to read as follows:

**8.1.5 Requirements for Development within the Floodway**

~~Within the floodway portion of the FP District, as delineated on the Flood Boundary and Floodway Maps, FIRM, the following requirements apply:~~

1. All encroachments, which include fill, new construction, substantial improvements to existing buildings, and other development, are prohibited unless the applicant provides certification by a registered professional engineer demonstrating that such encroachment will not result in any increase in flood levels during the occurrence of a 100-year flood. Such certification shall be to the satisfaction of the Planning Board where site plan approval or a special permit is required and shall be to the satisfaction of the Inspector of Buildings where such approvals are not required.
2. Any encroachment permitted within the floodway in accordance with Section 8.1.5.1 shall comply with the flood plain requirements of the Massachusetts State Building Code.

AND further to amend Section 8.1.6 Requirement for development within the Flood Plain District, to read as follows:

8.1.6 Requirements for Development within the Flood Plain District

~~1. For residential buildings, including manufactured homes, the lowest floor, including the basement of all development within the Flood Plain District, shall be elevated to or above the base flood elevation, as shown on the FIRM maps.~~

2. For nonresidential buildings, all development shall either have the lowest floor including the basement elevated to or above the base flood elevation, or shall be designed so that below the base flood elevation the building, together with attendant utility and sanitary facilities, is watertight with walls substantially impermeable to the passage of water and with structural components have the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer shall certify that the floodproofing methods are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the base flood, and a record of such certificates shall be maintained by the Inspector of Buildings.

13. For all development, and for proposed subdivisions, the related utilities and utility facilities, such as sewer, water, gas and electrical systems, shall be located and constructed to minimize or eliminate flood damage.

~~4. For all development, including manufactured homes and substantial improvements, fully enclosed areas below the lowest floor that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of flood waters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria:~~

~~—A minimum of two (2) openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of flood waters.~~

~~—A record of such certification and/or compliance shall be maintained by the Inspector of Buildings.~~

25. The design standards for utilities are as follows:

- (a) Mechanical and utility equipment must be elevated above the base floor elevation or designed so as to prevent water from entering or accumulating within the equipment components.
- (b) Electrical, heating, ventilation, plumbing, and air-conditioning equipment and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
- (c) New or replacement water supply systems shall be designed to minimize, or eliminate infiltration of flood waters into the systems.
- (d) New or replacement sanitary sewage systems shall be designed to minimize or eliminate

infiltration of flood waters into the systems and discharges from the systems into flood waters.

(e) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

36. All manufactured homes shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated so that the lowest floor of the manufactured home is at or above the base flood elevation and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.

47. Where base flood elevation data and/or flooding data is not provided on the Flood Insurance Rate Maps (FIRM) or on the Flood Boundary and Floodway Maps (FBFM), **the applicant shall use the best available federal, state, local or other base flood elevation and floodway data.** The determination of a base flood elevation or floodway boundaries pursuant to this subsection shall be subject to the review and approval of the Planning Board or the Inspector of Buildings, as provided for in Section 8.1.7.

AND further to amend Section 8.1.8 Submission requirements, by adding the following highlighted subsections:

**8.1.8 Submission Requirements**

All applications for permission to undertake development within the FP District must be accompanied by sufficient information to permit determination regarding the compliance of the proposed development with the provisions of the FP District. Such information includes, but is not limited to:

- 1. A plot plan showing the property boundaries, the location of existing buildings and site improvements, the location of new construction or improvements to existing buildings and the boundaries of the floodway and the 100-Year Flood Plain District within the property.
- 2. Base flood elevation for the property. Data from the FIRM maps must be used, if they provide data for the subject property.
  - a) **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.**
  - b) **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 could result in any increase in flood levels within the community during the occurrence of the base flood discharge.**
- 3. Elevation of the lowest floor in the building.
- 4. Elevation of the lowest habitable floor, if different from the lowest floor.

AND further to amend Section 8.1.9 “Exemption from Flood Plain District Requirements,” to read as follows:



#### 8.1.9 Exemption from Flood Plain District Requirements

Development may be exempted from the requirements of the FP District when the property owner, lessee, or other party of interest submits documentation that the Federal Government has reevaluated its designation of the property upon which the development would be located from that indicated in the **June 4, 2010 Middlesex County FIRM** and concluded that the property is not subject to flooding during a 100-year flood. For development which requires the approval of the Planning Board, including but not limited to site plan approval or a special permit, the documentation must be found to be satisfactory by the Planning Board before an exemption may be granted.

For development for which Planning Board approval is not required, the documentation must be found to be satisfactory by the Inspector of Buildings before an exemption may be granted. Such documentation may include, but is not limited to, a "Letter of Map Amendment."

AND further to create a new Section 8.1.10 "Notification of Watercourse Alteration", to read as follows:

#### 8.1.10 Notification of Watercourse Alteration

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

- 1) Planning Board and Conservation Commission of adjacent communities;
- 2) NFIP State Coordinator  
Massachusetts Department of Conservation and Recreation  
251 Causeway Street, Suite 600-700  
Boston, MA 02114-2104
- 3) NFIP Program Specialist  
Federal Emergency Management Agency, Region 1  
99 High Street, 6<sup>th</sup> Floor  
Boston, MA 02110

or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to amend Article VIII "Overlay Districts" of the Zoning Bylaw, by amending Section 8.1.0 "100-Year Flood Plain District as follows:

To amend Section 8.1.2 District Boundaries, to read as follows:

#### 8.1.2 District Boundaries

**The District includes all special flood hazard areas within the Town of Burlington designated zones A and AE on the Middlesex 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 Middlesex County FIRM that are wholly or partially within the Town of Burlington are panel numbers 25017C0287E, 25017C0288E, 25017C0289E, 25017C0293E, 25017C0401E, 25017C0402E, 25017C0404E, and 25017C0406E dated June 4, 2010. The boundaries of the District are defined by the 100 year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated June 4, 2010. The FIRM and FIS**

**report are incorporated herein by reference and are on file with the Burlington Town Clerk and the Planning Board.**

AND further to amend Section 8.1.4 Permitted Land Uses, to read as follows:

#### 8.1.4 Permitted Land Uses

**The FP District is established as an overlay district to all other districts. Structures and uses which are permitted or approved in accordance with the provisions of the underlying zoning district are allowed in the FP District, provided that such structures and uses meet the additional requirements of this section. 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:**

- 1) **Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR 120.G "Flood Resistant Construction and Construction in Coastal Dunes");**
- 2) **Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);**
- 3) **DEP Inland Wetlands Restrictions (currently 310 CMR 13.00);**
- 4) **DEP Minimum Requirements for Subsurface Disposal of Sanitary Sewage (currently 310 CMR 15, Title 5).**

AND further to amend Section 8.1.5 Requirements for Development within the Floodway, to read as follows:

#### 8.1.5 Requirements for Development within the Floodway

Within the floodway portion of the FP District, as delineated on the **FIRM**, the following requirements apply:

1. All encroachments, which include fill, new construction, substantial improvements to existing buildings, and other development, are prohibited unless the applicant provides certification by a registered professional engineer demonstrating that such encroachment will not result in any increase in flood levels during the occurrence of a 100-year flood. Such certification shall be to the satisfaction of the Planning Board where site plan approval or a special permit is required and shall be to the satisfaction of the Inspector of Buildings where such approvals are not required.

2. **Any encroachment permitted within the floodway in accordance with Section 8.1.5.1 shall comply with the flood plain requirements of the Massachusetts State Building Code.**

AND further to amend Section 8.1.6 Requirement for development within the Flood Plain District, to read as follows:

#### 8.1.6 Requirements for Development within the Flood Plain District

1. For all development, and for proposed subdivisions, the related utilities and utility facilities, such as sewer, water, gas and electrical systems, shall be located and constructed to minimize or eliminate flood damage.

## 2. The design standards for utilities are as follows:

- (a) Mechanical and utility equipment must be elevated above the base floor elevation or designed so as to prevent water from entering or accumulating within the equipment components.
- (b) Electrical, heating, ventilation, plumbing, and air-conditioning equipment and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
- (c) New or replacement water supply systems shall be designed to minimize, or eliminate infiltration of flood waters into the systems.
- (d) New or replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
- (e) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

3. All manufactured homes shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated so that the lowest floor of the manufactured home is at or above the base flood elevation and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.

4. Where base flood elevation data and/or flooding data is **not** provided on the Flood Insurance Rate Maps (FIRM) or on the Flood Boundary and Floodway Maps (FBFM), **the applicant shall use the best available federal, state, local or other base flood elevation and floodway data.** The determination of a base flood elevation or floodway boundaries pursuant to this subsection shall be subject to the review and approval of the Planning Board or the Inspector of Buildings, as provided for in Section 8.1.7.

AND further to amend Section 8.1.8 Submission requirements, by adding the following highlighted subsections:

**8.1.8 Submission Requirements**

All applications for permission to undertake development within the FP District must be accompanied by sufficient information to permit determination regarding the compliance of the proposed development with the provisions of the FP District. Such information includes, but is not limited to:

- 1. A plot plan showing the property boundaries, the location of existing buildings and site improvements, the location of new construction or improvements to existing buildings and the boundaries of the floodway and the 100-Year Flood Plain District within the property.
- 2. Base flood elevation for the property. Data from the FIRM maps must be used, if they provide data for the subject property.

- a) **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.**

- b) **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 could result in any increase in flood levels within the community during the occurrence of the base flood discharge.**

- 3. Elevation of the lowest floor in the building.
- 4. Elevation of the lowest habitable floor, if different from the lowest floor.

AND further to amend Section 8.1.9 “Exemption from Flood Plain District Requirements,” to read as follows:

## 8.1.9 Exemption from Flood Plain District Requirements

Development may be exempted from the requirements of **the** FP District when the property owner, lessee, or other party of interest submits documentation that the Federal Government has reevaluated its designation of the property upon which the development would be located from that indicated in the **June 4, 2010 Middlesex County FIRM** and concluded that the property is not subject to flooding during a 100-year flood. For development which requires the approval of the Planning Board, including but not limited to site plan approval or a special permit, the documentation must be found to be satisfactory by the Planning Board before an exemption may be granted.

For development for which Planning Board approval is not required, the documentation must be found to be satisfactory by the Inspector of Buildings before an exemption may be granted. Such documentation may include, but is not limited to, a "Letter of Map Amendment."

AND further to create a new Section 8.1.10 “Notification of Watercourse Alteration”, to read as follows:

## 8.1.10 Notification of Watercourse Alteration

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

- 1) Planning Board and Conservation Commission of adjacent communities;
- 2) NFIP State Coordinator  
Massachusetts Department of Conservation and Recreation  
251 Causeway Street, Suite 600-700  
Boston, MA 02114-2104
- 3) NFIP Program Specialist  
Federal Emergency Management Agency, Region 1  
99 High Street, 6<sup>th</sup> Floor  
Boston, MA 02110

Recommendations: Planning Board voted 7-0 in favor. Land Use voted 5-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

App. A.G. . Posted .

**ARTICLE 40 RE: Zoning Bylaw Amendment Article II & IV - Business & Biotechnology Definitions**

To see if the Town of Burlington will vote to amend the Zoning By-Laws of the Town of Burlington by adding the following new definitions and use restrictions, as follows:

By amending Article II "Definitions" to include the following new definitions:

- 2.6.0.2 Biotechnology: The fusion of biology and technology. Biotechnology is the application of biological techniques to product research and development. In particular, biotechnology involves the use by industry of recombinant DNA, cell fusion, and new bioprocessing techniques. Biotechnology uses are subject to all federal, state and local regulations. NIH Biosafety Level 4 (BL-4) laboratories are prohibited in Burlington.
- 2.16.0.1 Clinic: A building used exclusively by physicians, dentists, and similar personnel for the treatment and examination of patients solely on an outpatient basis, provided that no overnight patients shall be kept on the premises. A building that has been licensed as part of a larger hospital campus is not considered a clinic.
- 2.16.0.2 Conference Center: A facility used for service organizations, business and professional conferences, and seminars limited to accommodations for conference attendees. The accommodations can include accessory uses such as fast food, restaurant and banks. A conference center is not designed to be only utilized by the general public for overnight purposes and must be associated with a Hotel or office park.
- 2.64.1 Prototype Manufacturing: The manufacture of an original, full-scale or partial scale model of a new product or new version of an existing product which will be mass manufactured elsewhere.

And further to replace the existing Section 2.69 "Repair, Auto" with the following:

- 2.69 Research and Development: Research, development, and testing laboratories that do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

And further to Amend Article IV "Use Regulations", by adding the following subsections:

4.2.4.5 "Conference Center", and providing a "NO" in the RO, RG, RC, BN, BL, BG, BT, IR and OS Districts, an "SP" in the IG, IH, CC and CBD Districts, and a "YES" in the A and WR Districts.

4.2.7.1.1 "Research & Development", and providing a "NO" in the RO, RG, RC, BN, BL, BG, BT, and OS Districts, a "YES" in the IG, IH, IR, CC and CBD Districts, and an "SP" in the A and WR Districts.

4.2.7.1.2 "Prototype Manufacturing", and providing a "NO" in the RO, RG, RC, BN, BL, BG, BT, and OS Districts, a "YES" in the IG, IH, IR, CC and CBD Districts, and an "SP" in the A and WR Districts.

4.2.7.1.3 "Biotechnology, subject to the regulations of the National Institute of Health and the Burlington Board of Health. NIH Level 4 laboratories are prohibited", and providing a "NO" in the RO, RG, RC, BN, BL, BG, BT, IR and OS Districts, an "SP" in the IG, IH, A, WR, CC, and CBD Districts.

*Abbreviated Principal Use Table Addendum A (see back-up for full table)*

**MAIN MOTION:** As Printed in the Warrant

A motion to strike the words "similar personnel" under section 2.16.0.1 and substitute therefore the words "associated licensed independent practitioners" was moved and seconded. Amendment carried.

Recommendations: Planning Board voted 7-0 in favor. Land Use voted 7-0 in favor as amended.

**ACTION:** MAIN MOTION AS AMENDED WAS DEFEATED

**ARTICLE 41 RE: Amend Zoning Bylaw Article IV & Article XI/Inclusionary Housing Bylaw**

To see if Town Meeting will vote to amend the Zoning Bylaw as follows:

To amend Article IV, Section 4.2.0 "Use Table to amend Subsection 4.2.1.2 "Garden Apartment dwelling units" by changing the use designation from YES to SP in the Garden Apartment (RG) District, and from YES<sub>1</sub> to SP<sub>1</sub> Civic Center (CC) and Central Business District (CBD) Overlay Districts, and further to amend Subsection 4.2.1.17 "Multi-Family other than 4.2.1.2" by changing the use designation from NO to SP in the Garden Apartment (RG) District, and YES<sub>1</sub> to SP<sub>1</sub> in the Civic Center (CC) and Central Business District (CBD) Overlay Districts, as follows:

*See Addendum B*

AND further by amending Article XI "Special Residential Regulations" by adding a new Section 11.8.0 "Inclusionary Zoning Requirements for Multifamily Housing", as follows:  
**11.8.0 Inclusionary Zoning Requirements for Multifamily Housing**

**11.8.1 Purpose and Intent**

The purpose of this Bylaw is to outline and implement a coherent set of policies and objectives for the development of affordable housing in compliance with the 2004 Burlington Community Development Plan, G.L. c. 40B sec. 20-23 and ongoing initiatives of the Burlington Housing Partnership to promote a reasonable percentage of housing that is affordable to low and moderate income buyers. It is intended that the affordable housing units that result from this Bylaw be considered as Local Initiative Program (LIP) dwelling units in compliance with the requirements for the same as specified by the Massachusetts Department of Housing and Community Development (DHCD), or successor, or additional programs adopted by the Commonwealth or its agencies, and that said units count toward the Town's requirements under G. L. c. 40B sec. 20-23, as amended.

**11.8.2 Definitions**



**Affordable Housing Unit:** A dwelling unit that qualifies as a local initiative unit under the Commonwealth's Local Initiative Program and meets the requirements of a subsidized housing unit for purposes of listing in the subsidized housing inventory under G. L. c. 40B Sec. 20-23.

**Qualified Affordable Housing Unit Purchaser:** An individual or family with household incomes that do not exceed 80% of the median income, with adjustments for household size, as reported by the most recent information from the United States Department of Housing and Urban Development (HUD) and/or the Massachusetts Department of Housing and Community Development (DHCD), for the standard Metropolitan Statistical Area that includes Burlington.

**DHCD Affordable Housing Unit Sales Price or Rent:** The sales price or rent for each Affordable Housing Unit shall be a price that is affordable to a qualified affordable housing unit purchaser, adjusted for household size depending on the size of the applicable affordable unit(s), which sales price is calculated in accordance with the Commonwealth's Local Initiative Program and acceptable to DHCD for the standard Metropolitan Statistical Area in which Burlington is located. DHCD will determine the sales price for all for-sale units and the rental payment for all rental units.

### 11.8.3 Applicability

Beginning with the adoption of this Bylaw by Town Meeting, applications for approval of all multifamily housing developments creating 4 or more new or converted units, including housing within mixed use developments, shall provide an affordable component within the project pursuant to the provisions in this Bylaw. The Affordable Housing Units to be provided shall remain affordable in perpetuity. This provision shall apply whether the proposal is for rental or ownership units.

The Affordable Housing Units required above shall be affordable to persons and households of low and moderate income as defined by G.L. c. 40B, Section 20. The applicant shall be responsible for preparing a Massachusetts Local Initiative Program Units Only Application, as administered by the DHCD or any successor program, or an application for any other program that provides for inclusion of such Affordable Housing Units as part of the Town's affordable housing inventory under G.L. c. 40B Section 20.

#### 11.8.3.1 Projects less than 10 units

For multifamily housing developments of less than 10 housing units, the applicant may choose to:

- 11.8.3.1.1 Provide an Affordable Housing Unit within the development, or;
- 11.8.3.1.2 Provide an Affordable Housing Unit off-site, pursuant to the off-site provisions in Section 11.8.3.3, or;
- 11.8.3.1.3 Pay a financial contribution pursuant to the formula below to the Burlington Affordable Housing Trust Fund pursuant to Section 11.8.3.4 of this Bylaw, to be used for the development and/or preservation of affordable housing by the Town or its designees.

### Financial Contribution Formula for projects under 10 units

The financial contribution shall be 5% of the total purchase price of each of the units in the project, or for rental units, the equivalent sales value of the units. Payment of the contribution shall be made prior to the issuance of a final Certificate of Occupancy for each such unit.

#### 11.8.3.2 Projects equal to or greater than 10 units

For multifamily housing developments of ten (10) or more housing units, the applicant shall provide one (1) Affordable Housing Unit within the development for every ten (10) housing units constructed.

When the calculation of the number of Affordable Housing Units to be provided yields a fraction, the applicant may choose to:

- 11.8.3.2.1 Round up to the next whole number of Affordable Housing Units; or
- 11.8.3.2.2 Provide an Affordable Housing Unit off-site, pursuant to the off-site provisions in Section 11.8.3.3, or;
- 11.8.3.2.3 Pay a financial contribution pursuant to the formula below to an Affordable Housing Trust Fund pursuant to Section 11.8.3.4 of this Bylaw for such fraction to be used for the development and/or preservation of affordable housing by the Town or its designees. Such payment option shall not be used in lieu of construction of at least one affordable unit for every ten units constructed, but only for fractions resulting from the calculation.

### Financial Contribution Formula for projects greater than 10 units

For fractional units in multifamily housing developments of 10 or more units, an applicant choosing not to provide an Affordable Housing Unit for that fraction shall contribute a financial contribution. The financial contribution shall be: 5% of the total purchase price of each of the fractional market rate units in the project, or for rental units, the equivalent sales value of the units. Payment of the contribution shall be made prior to the issuance of a final Certificate of Occupancy for each unit.

#### 11.8.3.3 Provisions for off-site affordable units

Affordable Housing Units shall be provided within any multifamily housing project, unless the Planning Board finds that unique or extraordinary circumstances exist and that the public purpose may be better served by authorizing off-site Affordable Housing Units. The off-site Affordable Housing Units shall be affordable to persons and households of low and moderate income as defined by G.L. c. 40B, Section 20. The applicant shall be responsible for preparing a Massachusetts Local Initiative Program Units Only Application, as administered by the Department of Housing and Community Development, or any successor program, or an application for any other program that provides for inclusion of such affordable units as part of the Town's affordable housing inventory under G.L. c. 40B Section 20. The units shall be equivalent or better in bedroom count to the on-site project and be phased with the project pursuant to 11.8.5. Timing of construction or provision of off-site Affordable Housing Units shall be provided coincident to the development of

market rate units, but in no event shall the development of the Affordable Housing Units be delayed beyond the schedule noted in Section 11.8.5.

#### 11.8.3.4 Payments to the Affordable Housing Fund

If the Affordable Housing Trust Fund has not yet been established at the time of said payment, the payment shall be placed in such fund(s) as the Town Treasurer shall determine appropriate for the purpose of being held and used for affordable housing purposes. Such fund shall be established by the Town Treasurer to receive all payments made under this Section, and shall be kept separate and apart from other monies by the Town Treasurer. Any moneys in said fund shall be expended in accordance with G.L. c. 44 Section 55C or other applicable statutes, to support the creation of low and moderate income housing units which meet the definition of "low or moderate income housing" as defined by MGL Chapter 40B, Section 20. All moneys which are collected as a result of any contribution to this fund shall be transferred to the principal of said fund, and the Town Treasurer shall be the custodian of the fund and shall deposit the proceeds in a bank or invest the same in such securities as are legal for the investment of funds of savings banks under the laws of the Commonwealth of Massachusetts, or in federal savings and loan associates situated in the Commonwealth. Any interest earned thereon shall be credited to and become a part of such fund.

#### 11.8.4 Monitoring

The monitoring of affordability for rental units, including changes in tenants, shall be supervised by the Burlington Housing Partnership (BHP) pursuant to a Memorandum of Agreement (MOA) between the applicant and the BHP. Such MOA shall provide for monitoring fees for the administration of such affordable units by the BHP and shall be subject to approval by the Board of Selectmen.

The monitoring of home ownership units shall be supervised by the BHP. Affordability of these units shall be established by deed rider, covenant, or equivalent mechanism, subject to review and approval of the Board of Selectmen. Funding for oversight of conducting a lottery and other administrative actions shall be provided by the applicant for first sale. Subsequent sales shall be subject to the guidelines and requirements established by the DHCD.

#### 11.8.5 Provisions Applicable to Affordable Housing Units

1. Siting of Affordable Housing Units – All Affordable Housing Units constructed or rehabilitated under this Bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space or recreational facilities, as the market-rate units.
2. Minimum design and construction standards for Affordable Housing Units – Affordable Housing Units within market rate developments shall be integrated with the rest of the development and shall be compatible in size, design, appearance, construction and quality of materials with other units.
3. Timing of construction or provision of Affordable Housing Units or lots – Where feasible, Affordable Housing Units shall be provided coincident to the development of market rate units, but in no event shall

the development of Affordable Housing Units be delayed beyond the schedule noted below:

#### Timing of construction or provision of affordable units or lots

MARKET RATE UNIT %	AFFORDABLE HOUSING UNIT %
Up to 30%	None required
30% plus 1 unit	At least 10%
Up to 50%	At least 30%
Up to 75%	At least 50%
Up to 90%	100%

#### 11.8.6 Administration

The Planning Board shall adopt and maintain regulations incorporating the necessary policies, procedures and requirements to implement the provisions of this Section. Such regulations may include criteria of maximum incomes, sales or rental prices, resale price, preservation of affordability and calculation of payments for fractional units.

or to act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

Recommendations: Planning Board voted 6-1 in favor. Land Use voted 5-0 in favor. Selectmen voted 5-0 in favor.

A motion to amend by striking the words "the equivalent sales value of the units" in Section 11.8.3.1 and substituting therefore the words "the fair market value of the units as determined by the Town Assessor", and further by amending the last paragraph in Section 11.8.3.2 by striking the words "the equivalent sales value of the units" and substituting therefore the words "the fair market value of the units as determined by the Town Assessor" was moved, seconded and so voted.

A motion to end debate was moved, seconded and so voted. There was a division of the house and tellers were appointed.

**ACTION:** BY A VOTE OF 46 IN FAVOR AND 9 OPPOSED, THE MAIN MOTION AS AMENDED CARRIED

App'd. A.G. . Posted .

#### ARTICLE 42 RE: Amend Zoning Bylaw Article II/"Definitions", Section 2.34/"Home Occupations"

To see if the Town will vote to amend the Zoning Bylaw Article II/"Definitions", Section 2.34 "Home Occupation", to read as follows:

"Any business, occupation, or activity undertaken for gain within a residential dwelling or permitted accessory structure, by a person residing in the dwelling, that is incidental and secondary to the use of that premises as a dwelling unit."

AND further to amend Article II "Definitions" create a new Section 2.34.1 "Home-Based Business", to read as follows:



“A home occupation conducted by a resident of the premises, but subject to a special permit due to nonresident employee(s) or business-related visitors to the premises over the course of a day.”

AND further to amend Article IV “Use Regulations”, Subsection 4.3.1.2 to read as follows:

“Use of a portion of a dwelling ~~as an office~~ by a physician, dentist or other professional person residing in the dwelling, incidental to such residence provided that there is no display or advertising other than a permitted sign.”

AND further to amend Article X “Miscellaneous and Special Regulations”, by creating a new Section 10.1.1 as follows:

10.1.1 Additional Regulations for Home-Based Businesses:

1. A special permit shall be required for home occupations or businesses that employ nonresident employees or bring patrons, clients or customers to the premises, or otherwise do not qualify as a home occupation under Section 10.1.0. This section is intended to address those accessory uses permitted under Section 4.3.1.2 of this Bylaw.
2. The provisions of this section are intended to accommodate limited business uses in dwellings, conducted by the residents thereof, in order to promote wider economic opportunities for Burlington residents, while at the same time protecting residential neighborhoods from adverse impacts
3. Home based businesses shall be considered accessory uses to the principal residential use of a property or dwelling, and shall comply with the restrictions of Section 5.1.4, and shall be conducted by a resident of the dwelling.
4. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home based business other than one sign, not exceeding one square foot in area, non-illuminated, and mounted flat against the wall of the principal building, and except as provided herein for off-street parking.
5. There shall be no exterior storage of materials, supplies, or equipment related to the business. Such business shall not use and/or store hazardous materials (as defined in Massachusetts General Laws, Chapter 21E, § 2) in excess of quantities permitted in residential structures.
6. No equipment or process shall be used in such home occupation which created noise, vibrating, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot, if the occupation is conducted in a single-family residence, or outside the dwelling unit if conducted in other than a single-family residence. In the case of electrical interference, no equipment of process shall be used which creates visual or audible interference in any radio or television receivers off the premises
7. More than one home occupation may be established in a dwelling, but all home occupations combined shall not exceed any of the standards of this section.
8. Hours of operation and business visits to a home based business shall be limited to the hours from 7:00 a.m. to 9:00 p.m., unless otherwise authorized by special permit.
9. A home based business shall provide off-street parking spaces in addition to two spaces for the dwelling unit, as follows:
  - (1) One parking space shall be provided for each nonresident employee, partner, or contractor regularly working on the premises;
  - (2) The Planning Board may require, at its discretion, the provision of up to one parking space for each client or customer expected to visit the premises at one time.

Provision of such spaces shall be in addition to parking required for the dwelling unit and nonresident employees.

10. In addition to the special permit approval criteria in Section 9.2.4 of this Bylaw, the Planning Board may impose conditions including, but not limited to, restriction of hours of operation, maximum floor area, off-street parking, maximum number of daily customer vehicle trips, terms of length, or the transfer of the property, where the Planning Board deems such to be in the public interest, or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

**ARTICLE 43 RE: Amend Zoning Bylaw Article XIII Signs/Municipal**

To see if the Town will vote to amend Article XIII “Signs” of the Zoning Bylaw, by adding the following new Section 13.1.5 “Municipal Uses (Town of Burlington)” as follows:

13.1.5 Municipal Uses (Town of Burlington)

13.1.5.1 Wall Signs

- 13.1.5.1.1 Wall Signs shall be the same as Business Districts
- 13.1.5.1.2 One (1) Building Directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall not exceed one (1) s.f. for each Town Department.

13.1.5.2 Marquee Signs

- 13.1.5.2.1 Marquee Signs shall be the same as Business Districts.

13.1.5.3 Freestanding Ground Signs

- 13.1.5.3.1 One (1) freestanding sign shall be permitted for each Town owned property.
- 13.1.5.3.2 The freestanding sign shall be at least ten (10) ft. or more from any property line.
- 13.1.5.3.3 The maximum size for any freestanding sign shall be six (6) ft. in height and ten (10) ft. in length. The height of the sign shall be measured from the average adjoining grade to the top of the sign. The freestanding sign is permitted to be double sided.
- 13.1.5.3.4 The freestanding sign shall be landscaped around its base so as to help diminish the exposure above grade of the sign structure. The freestanding sign is permitted to have a base. The base shall be included in the height calculation.

13.1.5.4 Freestanding Message Monument Sign

- 13.1.5.4.1 The Town of Burlington shall be permitted to install two (2) manually changeable letter freestanding signs. The location of said signs shall be determined by the Board of Selectmen.
- 13.1.5.4.2 The freestanding sign(s) shall be subject to the provisions of sections 13.1.5.3.2 through 13.1.5.3.4 for size and landscaping requirements,

or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to amend Article XIII "Signs" of the Zoning Bylaw, by adding the following new Section 13.1.5 "Municipal Uses (Town of Burlington)" as follows:

13.1.5 Municipal Uses (Town of Burlington)

13.1.5.1 Wall Signs

- 13.1.5.1.1 Wall Signs shall be the same as Business Districts
- 13.1.5.1.2 One (1) Building Directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall not exceed one (1) s.f. for each Town Department.

13.1.5.2 Marquee Signs

- 13.1.5.2.1 Marquee Signs shall be the same as Business Districts.

13.1.5.3 Freestanding Ground Signs

- 13.1.5.3.1 One (1) freestanding sign shall be permitted for each Town owned property.
- 13.1.5.3.2 The freestanding sign shall be at least ten (10) ft. or more from any property line.
- 13.1.5.3.3 The maximum size for any freestanding sign shall be six (6) ft. in height and ten (10) ft. in length. The height of the sign shall be measured from the average adjoining grade to the top of the sign. The free standing sign is permitted to be double sided.
- 13.1.5.3.4 The freestanding sign shall be landscaped around its base so as to help diminish the exposure above grade of the sign structure. The freestanding sign is permitted to have a base. The base shall be included in the height calculation.

13.1.5.4 Freestanding Message Monument Sign

- 13.1.5.4.1 The Town of Burlington shall be permitted to install **three (3)** manually changeable letter freestanding signs. The location of said signs shall be determined by the Board of Selectmen.
- 13.1.5.4.2 The freestanding sign(s) shall be subject to the provisions of sections 13.1.5.3.2 through 13.1.5.3.4 for size and landscaping requirements.

Recommendations: Planning Board voted 7-0 in favor. Land Use voted 6-0 in favor. Bylaw Review voted in favor. Selectmen voted in favor.

A motion to discuss Articles 43 and 46 together and vote separately was moved, seconded and so voted.

**ACTION:** UNANIMOUSLY APPROVED MAIN MOTION

**App'd. A.G.** . **Posted** .

**ARTICLE 46 RE: Amend General Bylaw Article XIV, Section 3.0 Signs and Advertising Devices/"Municipal Signs"**

To see if the Town will vote to amend Article XIV "Environment", Section 3.0 "Signs and Advertising Devices" of

the General Bylaw, by adding the following new Section 3.3.4 "Municipal Uses (Town of Burlington)" as follows:

3.3.4 Municipal Uses (Town of Burlington)

3.3.4.1 Wall Signs

- 3.3.4.1.1 Wall Signs shall be the same as Business Districts
- 3.3.4.1.2 One (1) Building Directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall not exceed one (1) s.f. for each Town Department.

3.3.4.2 Marquee Signs

- 3.3.4.2.1 Marquee Signs shall be the same as Business Districts.

3.3.4.3 Freestanding Ground Signs

- 3.3.4.3.1 One (1) freestanding sign shall be permitted for each Town owned property.
  - 3.3.4.3.2 The freestanding sign shall be at least ten (10) ft. or more from any property line.
  - 3.3.4.3.3 The maximum size for any freestanding sign shall be six (6) ft. in height and ten (10) ft. in length. The height of the sign shall be measured from the average adjoining grade to the top of the sign. The free standing sign is permitted to be double sided.
  - 3.3.4.3.4 The freestanding sign shall be landscaped around its base so as to help diminish the exposure above grade of the sign structure. The freestanding sign is permitted to have a base. The base shall be included in the height calculation.
  - 3.3.4.4 Freestanding Message Monument Sign
  - 3.3.4.4.1 The Town of Burlington shall be permitted to install two (2) manually changeable letter freestanding signs. The location of said signs shall be determined by the Board of Selectmen.
  - 3.3.4.4.2 The freestanding sign(s) shall be subject to the provisions of sections 13.1.5.3.2 through 13.1.5.3.4 for size and landscaping requirements,
- or to act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to amend Article XIV "Environment", Section 3.0 "Signs and Advertising Devices" of the General Bylaw, by adding the following new Section 3.3.4 "Municipal Uses (Town of Burlington)" as follows:

3.3.4 Municipal Uses (Town of Burlington)

3.3.4.1 Wall Signs

- 3.3.4.1.1 Wall Signs shall be the same as Business Districts
- 3.3.4.1.2 One (1) Building Directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall not exceed one (1) s.f. for each Town Department.

3.3.4.2 Marquee Signs

- 3.3.4.2.1 Marquee Signs shall be the same as Business Districts.

3.3.4.3 Freestanding Ground Signs

- 3.3.4.3.1 One (1) freestanding sign shall be permitted for each Town owned property.
- 3.3.4.3.2 The freestanding sign shall be at least ten (10) ft. or more from any property line.
- 3.3.4.3.3 The maximum size for any freestanding sign shall be six (6) ft. in height and ten (10) ft. in length. The height of the sign shall be measured from the average adjoining grade to the top of the sign. The free standing sign is permitted to be double sided.
- 3.3.4.3.4 The freestanding sign shall be landscaped around its base so as to help diminish the exposure above grade of the sign structure. The freestanding sign is permitted to have a base. The base shall be included in the height calculation.

3.3.4.4 Freestanding Message Monument Sign

- 3.3.4.4.1 The Town of Burlington shall be permitted to install **three (3)** manually changeable letter freestanding signs. The location of said signs shall be determined by the Board of Selectmen.
- 3.3.4.4.2 The freestanding sign(s) shall be subject to the provisions of sections 13.1.5.3.2 through 13.1.5.3.4 for size and landscaping requirements.

**ACTION:** UNANIMOUSLY APPROVED MAIN MOTION

**App. A.G.** . **Posted** .

**ARTICLE 44 RE: Amend Zoning Bylaw Article XIII/Wall Signs**

To see if the Town will vote to amend Article XIII "Sign Regulations" of the Zoning Bylaw, as follows:

## SECTION 13.1.0 SIGNS

For the purpose of this section, SIGN shall include any letter, word, symbol, drawing, picture, design, device, article or object that advertises, calls attention to or indicates any premises, person or activity, whatever the nature of material and manner of composition or construction.

Signs are permitted as follows:

- 13.1.1 One Family Dwelling Districts (RO)
  - 13.1.1.1 A temporary sign advertising rental, lease or sale of the premises which shall be six (6) sq. ft. or less.
  - 13.1.1.2 A sign stating the home occupation or profession of a resident, which shall be one (1) sq. ft. or less.
- 13.1.2 Continuing Care Districts (RC)
  - 13.1.2.1 Wall Signs
    - ~~13.1.2.1.1 One wall sign shall be permitted for each building.~~
    - ~~13.1.2.1.2 A wall sign shall be less than 4 feet in height.~~
    - ~~13.1.2.1.3 A wall sign shall be less than 6 feet in length.~~
    - 13.1.2.1.1 Wall signs shall be allowed as in business districts.**

- ~~13.1.2.1.4~~ **2** Plus one building directory shall be permitted on the exterior wall of the building at each entrance. Each building directory shall be 5 square feet or less.

- 13.1.2.2 Marquee Signs
  - 13.1.2.2.1 Signs shall only be attached to the sides or front of a marquee and shall be 7 feet or more above the ground.
  - 13.1.2.2.2 The sign shall be 6 square feet or less.

## 13.1.2.3 Free Standing Signs

- 13.1.2.3.1 A temporary sign erected during construction of a building shall be 48 square feet or less and 10 feet or less in any other dimension.
- 13.1.2.3.2 A free standing sign may be permitted provided that no such sign shall exceed 48 total square feet, and shall not exceed twelve (12) feet in height.

13.1.3 General Business Districts (BG), Neighborhood Business Districts (BN), Limited Business Districts (BL), Continuous Traffic Business Districts (BT)

- 13.1.3.1 A temporary sign advertising rental, lease or sale of the premises which shall be six (6) sq.

## 13.1.3.2 Wall Signs:

- ~~13.1.3.2.1 One wall sign shall be permitted for each business side of a building and direct entrance into a store.~~

**13.1.3.2.1 Number of Wall Signs:**

- 13.1.3.2.1.1 At the first floor level, one wall sign shall be permitted for each business side of a building and direct entrance into a store.**
- 13.1.3.2.1.2 Above the first floor level, one wall sign shall be permitted by right per building. Additional wall signs may be permitted by the Board of Appeals pursuant to Section 13.2.0.**
- 13.1.3.2.1.3 On any side of a building, wall signage shall be permitted either at the first floor level or on upper floors, but not both.**

~~13.1.3.2.2~~

- 13.1.3.2.1.4** At gasoline stations and garages the wall sign may be divided into separate signs indicating operations or departments, provided the size of each sign does not exceed the maximum permitted for a wall sign

- ~~13.1.3.2.3 A wall sign shall be four feet or less in height.~~

- ~~13.1.3.2.4 At the first floor level a sign may extend across the full width of the wall. At other than the first floor level, a sign shall be six (6) feet or less in length.~~

**13.1.3.2.2 Size of Wall Signs:**

- 13.1.3.2.2.1 At the first floor level, a wall sign may extend across up to 80% of a storefront with up to two (2) foot high lettering and 40 square feet per sign, consisting of channel lettering, halo lighted or front externally illuminated. A corporate logo shall be exempt from the two (2) foot height requirement, but shall be included in the maximum size of sign.**
- 13.1.3.2.2.2 Above the first floor level, a wall sign may be no more than 75 square feet with a maximum of 30 inch high lettering. A corporate logo shall be**

- exempt from the 30" height restriction, but shall be included in the maximum size of sign.**
- 13.1.3.2.2.3** Above the first floor level and within 400 feet from and facing Middlesex Turnpike or Burlington Mall Road, a wall sign may be no more than 90 square feet with a maximum lettering height of three (3) feet.
- 13.1.3.2.2.4** Above the first floor level and within 1000 feet from and facing Interstate 95 (Route 128) or Route 3, a wall sign may be no more than 120 square feet with a maximum lettering height of four (4) feet.
- 13.1.3.2.3** **Location of Wall Signs: Wall signs shall be allowed attached to any vertical plane or part of the building façade.**
- 13.1.3.2.4** One building directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall be one (1) sq. ft. or less for each tenant or occupant of the building.
- 13.1.3.3** Projecting Signs:
- 13.1.3.3.1** One sign shall be permitted for each business.
- 13.1.3.3.2** The sign shall be four (4) ft. or less in height and shall not project more than six (6) ft. from the face of the building, nor closer than 15 ft. from the property line. **Sign lettering shall be limited to two (2) feet high or less.**
- 13.1.3.3.3** **Projecting signs shall be allowed on, or just above the first floor level and sized to a pedestrian scale.**
- 13.1.3.4** Marquee Signs:
- 13.1.3.4.1** Signs shall only be attached to the sides or front of a marquee and shall be seven (7) ft. or more above the ground.
- 13.1.3.4.2** The sign shall be six (6) sq. ft. or less. An individual letter sign shall be two (2) ft. or less in height.
- 13.1.3.5** Free Standing Signs:
- 13.1.3.5.1** No free standing signs shall be permitted except temporary signs which shall be 10 ft. or more from any property line.
- 13.1.3.5.2** A temporary sign erected during construction of a building shall be 48 sq. ft. or less and 10 ft. or less in any dimension.
- 13.1.4** Retail Industrial (IR), General Industrial (IG), and High-Rise Industrial Districts (IH)
- 13.1.4.1** A temporary sign advertising rental, sale or lease of premises not exceeding 24 sq. ft.
- 13.1.4.2** Wall Signs:
- 13.1.4.2.1** Wall signs shall be allowed as in business districts ~~zones except that signs shall be six (6) feet or less in height.~~
- 13.1.4.3** Roof Signs *[DELETED]*

- ~~13.1.4.3.1~~ One roof sign shall be permitted for each building, but no roof sign shall be permitted for a building ~~exceeding eighty (80) feet in height.~~
- ~~13.1.4.3.2~~ A roof sign shall be ten (10) ft. or less in height and shall not exceed 100 sq. ft. An individual letter roof sign shall be six (6) ft. or less in height.
- 13.1.4.4** Projecting Signs - Same as Business Districts.
- 13.1.4.5** Marquee Signs - Same as Business Districts.
- 13.1.4.6** Free Standing Signs:
- 13.1.4.6.1** No free standing signs shall be permitted except temporary, traffic control, or directory signs which shall be ten (10) ft. or more from any property line.
- 13.1.4.6.2** A temporary sign erected during the construction of a building shall be 48 sq. ft. or less and 10 feet or less in any dimension.
- 13.1.4.6.3** A free standing sign may be permitted for purposes of a business directory provided that no more than 20 sq. ft. shall be permitted for each business.
- 13.1.4.6.4** Size and location of traffic control signs to be approved by the Inspector of Buildings when building permit is issued.

#### SECTION 13.1.5 TOWN CENTER OVERLAY DISTRICTS

**In addition to the applicable regulations in Section 13.1.1 through 13.1.4 above governing the dimensions and placement of signs, any sign within the Civic Center and Central Business Districts shall also be subject to design review pursuant to Section 8.5.8 Design Requirements.**

#### SECTION 13.2.0 SPECIAL SIGNS

In particular instances, the Board of Appeals may permit signs of **differing quantities**, larger maximum sizes, **materials, or locations** than specified herein when any such sign is located at least 100 feet from the nearest residential zoning district boundary or public way, whichever is more distant, and within a Business or Industrial Zoning District, and when such a permit is in the public interest,

or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

#### ARTICLE 45 RE: Amend General Bylaw Article XIV, Section 3.0 Signs and Advertising Devices/"Walls Signs"

To see if the Town will vote to amend Article XIV "Environment", Section 3.0 "Signs and Advertising Devices" of the General Bylaw, by amending Section 3.3 "Permitted Signs", as follows:

##### 3.3 Permitted Signs

##### 3.3.1 One Family Dwelling Districts (RO)

- 3.3.1.1** A temporary sign advertising rental, lease or sale of the premises which shall be 6 sq.ft. or less.
- 3.3.1.2** A sign stating the home occupation or profession of a resident which shall be one sq.ft. or less.



**3.3.1.A Continuing Care Districts (RC)****3.3.1.A.1 Wall Signs:**

**3.3.1.A.1.1** Wall signs shall be allowed as in business districts.

**3.3.1.A.1.2** One building directory shall be permitted on the exterior wall of the building at each entrance. Each building directory shall be 5 square feet or less.

**3.3.1.A.2 Marquee signs:**

**3.3.1.A.2.1** Signs shall only be attached to the sides or front of a marquee and shall be 7 feet or more above the ground.

**3.3.1.A.2.2** The sign shall be 6 square feet or less.

**3.3.1.A.3 Free Standing Signs**

**3.3.1.A.3.1** A temporary sign erected during construction of a building shall be 48 sq.ft. or less and 10 ft. or less in any other dimension.

**3.3.1.A.3.2** A free standing sign may be permitted provided that no such sign shall exceed 48 sq.ft. total square feet, and shall not exceed twelve (12) feet in height.

**3.3.2** General Business Districts (BG), Neighborhood Business Districts (BN), Limited Business Districts (BL), and Continuous Traffic Business Districts (BT):

**3.3.2.1** Same as 3.3.1.1 above

**3.3.2.2 Wall Signs:**

~~(a) One wall sign shall be permitted for each business side of a building and direct entrance into a store.~~

**(a) Number of wall signs:**

- 1) One wall sign shall be permitted by right per building. Additional wall signs may be permitted by the Board of Appeals.**
- 2) On any side of a building, wall signage shall be permitted either at the first floor level or on upper floors, but not both, unless permitted by the Board of Appeals for multitenant buildings.**

~~(b) 3) At gasoline stations and garages, the wall sign may be divided into separate signs indicating operations or departments, provided that the size of each sign does not exceed the maximum permitted for a wall sign.~~

~~(c) A wall sign shall be 4 ft. or less in height.~~

~~(d) At the first floor level, a sign may extend across the full width of the wall. At other than the first floor level, a sign shall be 6 ft. or less in length.~~

**(b) Size of Wall Signs:**

- 1) At the first floor level, a wall sign may extend across up to 80% of a storefront with up to two (2) foot high lettering and 40 square feet per sign, consisting of channel lettering, halo lighted or front externally illuminated. A corporate logo shall be exempt from the two (2) foot height requirement, but shall be included in the maximum size of sign.**
- 2) Above the first floor level, a wall sign may be no more than 75 square feet with a maximum of 30 inch high lettering. Corporate logo exempt from 30" height restriction, but shall be included in the maximum size of sign.**

**3) Above the first floor level and within 400 feet from and facing Middlesex Turnpike or Burlington Mall Road, a wall sign may be no more than 120 square feet with a maximum lettering height of three (3) feet.**

**4) Above the first floor level and within 1000 feet from and facing Interstate 95 (Route 128) or Route 3, a wall sign facing such highway may be no more than 120 square feet with a maximum lettering height of four (4) feet.**

**(c) Location of wall signs: Wall signs shall be allowed attached to any vertical plane or part of the building façade.**

~~(d)~~ **(d)** One building directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall be one (1) sq. ft. or less for each tenant or occupant of the building.

**3.3.2.3 Projecting Signs:**

**(a) One sign shall be permitted for each business.**

**(b) The sign shall be four (4) feet or less in height and shall not project more than six (6) feet from the face of the building, nor closer than 15 feet from the property line. Sign lettering shall be limited to two (2) feet in height or less.**

**(c) Projecting signs shall be allowed on, or just above, the first floor level and sized to a pedestrian scale.**

**3.3.2.4 Marquee Signs:**

**(a) Signs shall only be attached to the sides and front of a marquee and shall be seven (7) feet or more above the ground.**

**(b) The sign shall be six (6) square feet or less. An individual letter sign shall be 2 ft. or less in height.**

**3.3.2.5 Free Standing Signs**

**(a) No free standing signs shall be permitted except temporary signs which shall be 10 ft. or more from any property line.**

**(b) A temporary sign erected during construction of a building shall be 48 sq.ft. or less and 10 ft. or less in any dimension.**

**3.3.3** Retail Industrial Districts (IR), General Industrial Districts (IG) and High-Rise Industrial Districts (IH)

**3.3.3.1** A temporary sign advertising rental, sale or lease of a premises not exceeding 24 sq.ft.

**3.3.3.2 Wall Signs:**

**(a) Wall signs shall be allowed as for business districts zones except that signs shall be 6 ft. or less in height.**

**3.3.3.3 Roof Signs: [DELETED]**

~~(a) One roof sign shall be permitted for each building, but no roof sign shall be permitted for a building exceeding eighty (80) feet in height.~~

~~(b) A roof sign shall be 10 ft. or less in height and shall not exceed 100 sq.ft. An individual letter roof sign shall be six (6) ft. or less in height.~~

**3.3.3.4** Projecting Signs – Same as for Business Districts.

**3.3.3.5** Marquee Signs – Same as for Business Districts.

**3.3.3.6** Free Standing Signs



- (a) No free standing signs shall be permitted except temporary or directory signs which shall be 10 ft. or more from any property line.
- (b) A temporary sign erected during construction of a building shall be 48 sq.ft. or less and 10 ft. or less in any dimension.
- (c) A free standing sign may be permitted for the purposes of a business directory provided that no more than 20 sq. ft. shall be permitted for each business.

### 3.3.5 Town Center Overlay Districts

**In addition to the applicable regulations in Sections 3.3.1 through 3.3.4 above governing the dimensions and placement of signs, any sign within the Civic Center and Central Business Districts shall also be subject to design review pursuant to Section 8.5.8 Design Requirements of the Zoning Bylaw,**

or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

### ARTICLE 47 RE: Soliciting Money or Selling Upon or Abutting Public Ways

To see if the Town will vote to amend the General Bylaws by adding the following new sub-sections, sequentially numbered, to Article XIII Public Safety, Section 1 Use of Streets and Public Places:

No person shall solicit money on or abutting any public way or other public place or sell any tag, badge, or other article of any intrinsic value for the purpose of obtaining money or sell any commodity whatsoever on or abutting any public way or other public place, except as authorized by law, without first having obtained permission so to do from the Chief of Police designating the appropriate time, place and manner therefore in order to assure the public safety and safe and convenient flow of foot and vehicular traffic.

No person or persons shall congregate or stand on any public sidewalk or public way so as to obstruct the free passage thereof, after being directed by a police officer to move on,

or to act in any other manner in relation thereto.

**MAIN MOTION:** As Printed in the Warrant

A motion to strike the second paragraph was moved and seconded. Amendment was defeated.

Recommendations: Bylaw Review voted 2-1 in favor.

**ACTION:** MAJORITY APPROVED MAIN MOTION

**App'd. A.G. . Posted .**

### ARTICLE 48 RE: Affordable Housing Trust Fund

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 44, Section 55C, and establish a Town of Burlington Affordable Housing Trust Fund, as follows

The Trust shall be called the Town of Burlington Affordable Housing Trust, herein referred to as the "Trust".

#### 1.1.0 Purpose

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Burlington for the benefit of low and moderate income households.

#### 1.2.0 Board of Trustees

There shall be a Board of Trustees consisting of five (5) Trustees who shall be appointed by the Board of Selectmen. One of the Trustees shall be a member of the Board of Selectmen. Only persons who are residents of the Town of Burlington shall be eligible to hold the office of Trust. The Chairman of the Town of Burlington Housing Partnership shall be an ex-officio member with no right to vote. Trustees shall serve for a term of two (2) years, except that two of the initial appointments shall be for a term of one (1) year. Trustees may be reappointed by the Board of Selectmen for succeeding terms, and there is no limit on the number of terms which a Trustee can serve.

#### 1.3.0 Meetings of the Trust

The Trust shall meet at least quarterly at such time and place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, G.L. c.39, Sections 23A, 23B, and 23C. A quorum at any meeting shall be a majority of the Trustees qualified and present in person. Minutes of all meetings shall be recorded and filed with the Town Clerk in accordance with the provisions of the Open Meeting Law.

#### 1.4.0 Powers of Trustees

The powers of the Trust, shall be the following, except that (a) any purchase, sale, lease, exchange, transfer or conveyance of any interest in real property is subject to a two-thirds vote of the Trustees; (b) the Trustees may incur debt, borrow money, grant mortgages and pledge Trust assets only in an amount not to exceed 80% of the total value of the Trust's assets; and (c) any debt incurred by the Trust shall not constitute a pledge of the full faith and credit of the Town of Burlington and all documents related to any debt shall contain a statement that the holder of any such debt shall have no recourse against the Town of Burlington with an acknowledgement of said statement by the holder.

**1.4.1** The Affordable Housing Trust Fund shall receive all payments made pursuant to the Article 11.8.0 "Inclusionary Zoning Requirements for Multifamily Housing", Section 11.8.3.4 "Payments to the Affordable Housing Fund" of the Zoning Bylaw

**1.4.2** To accept and receive property, whether real or personal, by gift, grant, devise, or transfer from any person, firm, corporation or other public or private entity, including without limitation grants of funds or other property tendered to the trust in connection with provisions of any zoning bylaw or any other bylaw.

**1.4.3** To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income.

**1.4.4** To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise and to make such contracts and enter into such undertakings relative to trust property as the Trust deems advisable notwithstanding the length of any such lease or contract.

**1.4.5** To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages for the accomplishment of the purposes of the Trust.

**1.4.6** To employ advisors and agents, such as accountants, appraisers and lawyers as the Trust deems necessary.

**1.4.7** To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trust deems advisable.

**1.4.8** To apportion receipts and charges between incomes and principal as the Trust deems advisable, to amortize premiums and establish sinking funds for such purpose and to create reserves for depreciation, depletion or otherwise.

**1.4.9** To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or with power of substitution to vote on any securities or certificates of interest and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person.

**1.4.10** To deposit any security with any protective reorganization committee and to delegate to such committee such powers and authority with relation thereto as the Trust may deem proper and to pay out of Trust property, such portion of expenses and compensation of such committee as the Trust may deem necessary and appropriate.

**1.4.11** To carry property for accounting purposes other than acquisition date values.

**1.4.12** To borrow money on such terms and conditions and from such sources as the Trust deems advisable. To mortgage and pledge trust assets as collateral.

**1.4.13** To make distributions or divisions of principal in kind.

**1.4.14** To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation and subject to the provisions of state statutes, to continue to hold the same for such period of time as the Trust may deem appropriate.

**1.4.15** To manage or improve real property and to abandon any property which the Trust determines not to be worth retaining.

**1.4.16** To hold all or part of the Trust property un-invested for such purposes and for such time as the Trust may deem appropriate.

**1.4.17** To extend the time for payment of any obligation to the Trust.

#### **1.5.0 Funds paid to the Trust:**

Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any Burlington Zoning Bylaw, exaction fee, or private contribution shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust.

Funds appropriated by the Burlington Town Meeting for payment into the Trust become Trust property and these funds need not be further appropriated to be expended except as may be set forth herein. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Trust, remain Trust property. The Trust shall comply with any conditions stipulated in any motion for moneys appropriated by Town Meeting.

#### **1.6.0 Annual Audits**

As required under chapter 491, the books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices. Such audit will be available to the public.

#### **1.7.0 Expenditures of Non-appropriated funds received by the trust**

Funds not appropriated by Town Meeting may be used for the following purposes during the first calendar year after Town Meeting adoption:

Enable the Trustees, together with the Housing partnership to explore suitable non-profit developers who would like to work with the town of Burlington to develop affordable housing which meets the needs of the community.

In cooperation with the appropriate town bodies identify town owned parcels as well as privately owned parcels which would be suitable for affordable housing development or conversion.

In cooperation with the housing partnership identify the term limits on all affordable housing restrictions to evaluate expiration deadlines. Identify steps to ensure that expiring restrictions are either extended or balanced with new developments or conversions.

In cooperation with the Planning Board, Board of Assessors and a subcommittee of Town Meeting identify opportunities to ensure consistent funding to the AHTF. Explore the options of adopting the Community Preservation Act, as well as an Inclusionary Housing Bylaw which secondarily could fund the AHTF when a developer chooses not to include the affordable units but rather pay the cash equivalent.

A report outlining additional non-appropriated funding allocations shall be submitted to Town Meeting for review of compliance with the purpose set forth in the adoption of this fund.

#### **1.8.0 Summary**

The Affordable Housing Trust Fund is a flexible mechanism that will allow the Town of Burlington to effectively utilize funds in accordance with all applicable votes of town meeting and input of all appropriate town bodies,

or to act in any other manner in relation thereto.

**ACTION:** Postpone Indefinitely

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A Resolution signed by twenty-five members was moved and seconded by Lucy Damiani and Joanne Frustaci and so voted.

**Resolution #1:**

That all further applications for multiple family housing within the Town Center Overlay District be put on hold until the Selectmen and Planning Board assess the impact of the already permitted units.

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At 11:10 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew  
Town Clerk

ADDENDUM A – as referenced under article 40

4.2.0 PRINCIPAL USE REGULATION SCHEUDLE																
	USE DESIGNATION	RESIDENTIAL DISTRICTS			BUSINESS DISTRICTS				INDUSTRIAL DISTRICTS			OTHER	OVERLAY DISTRICTS			
4.2.1	RESIDENTIAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.1.3	Motels, hotels, motor hotel	NO	NO	NO	NO	NO	NO	NO	NO	SP	NO	NO	YES	YES	NO	NO
4.2.4	OFFICE USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.4.5	Conference Center	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	SP	SP
	USE DESIGNATION	RESIDENTIAL DISTRICTS			BUSINESS DISTRICTS				INDUSTRIAL DISTRICTS			OTHER	OVERLAY DISTRICTS			
4.2.7	INDUSTRIAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.7.1.1	Research and Development	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	YES	YES
4.2.7.1.2	Prototype manufacturing	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	YES	YES
4.2.7.1.3	Biotechnology subject to the regulations of the National Institute of Health and the Burlington Board of Health. NIH Level 4 laboratories are prohibited.	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	SP	SP	SP	SP

ADDENDUM B – as referenced under Article 41

4.2.0 PRINCIPAL USE REGULATION SCHEDULE																
USE DESIGNATION		DISTRICT											OVERLAY DISTRICTS			
RESIDENCE USES		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.1.2	Garden Apartment dwelling units (see 11.3.0)	NO	<del>YES</del> SP	NO	NO	NO	NO	NO	NO	NO	NO	NO	YES	YES	<del>YES</del> SP <sub>1</sub>	<del>YES</del> SP <sub>1</sub>
4.2.1.17	Multi-Family other than 4.2.1.2	NO	<del>NO</del> SP	NO	NO	NO	NO	NO	NO	NO	NO	NO	YES	YES	<del>YES</del> SP <sub>1</sub>	<del>YES</del> SP <sub>1</sub>

**ADJOURNED TOWN MEETING  
MONDAY, SEPTEMBER 27, 2010  
FOGELBERG PERFORMING ARTS CENTER – BHS**

A quorum being present, the meeting was called to order at 7:32 P.M. with a salute to the flag and the singing of the Star Spangled Banner and a musical performance of the New England Tenors and BHS Select Chorus under the direction of Mr. Middleton-Cox. There was a reminder about an upcoming Tenors concert to be held at Burlington High School on Nov. 4<sup>th</sup>. A motion to adjourn to Wednesday, September 29, 2010 to complete the warrant, if necessary, was moved, seconded and so voted.

**ARTICLE 1      RE: Reports of Town Officers & Committees**

To hear and act on the reports of the Town Officers and Committees; or to act in any other manner in relation thereto.

Chairman Brad Bond from Ways & Means reported on the status of finances for the Town. Robert Mercier, Town Administrator about forecast, current economic climate and reason for meeting on Wednesday, September 29, 2010 in regards to Article #6. Dr. Eric Conti, gave an update on the Marshall Simonds Middle School and Memorial School projects. He also handled questions regarding the athletic field project. John Sanchez, DPW Superintendent and Tom Hayes, Town Engineer, updated the body on Cemetery future plans. Tim Brown, presented the Facilities Study Committee Report.

The Moderator recognized new Fire Chief Steve Yetman and Town Assessor Jim Doherty at their first Town Meeting.

**ARTICLE 2      RE: 2011 Annual Town Election Date**

To see if Town Meeting will vote to set the date of the 2011 Annual Town Election as Saturday, April 9, 2010; or to act in any manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant.

**AMENDMENT:** Motion to change date to April 9, 2011, moved, seconded and so voted.

**ACTION: MAJORITY APPROVED MAIN MOTION AS AMENDED**

**ARTICLE 3      RE: Abandonment of Easement**

To see if the Town will vote to authorize the Selectmen to abandon and release a portion of an existing easement on property located at 7 Thornton Drive, which easement is recorded with the Middlesex South District Registry of Deeds in Book 23374, Page 142, and accept a new utility easement on a different portion of said property, all as shown on a plan of land dated July 27, 2010, on file with the Town Clerk; or act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Land Use voted 4-0-0 in favor

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 4      RE: Home Rule Petition/Liquor License**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation in the form set forth below authorizing the Town to issue 5 additional licenses for the sale of all alcoholic beverages to be drunk on premises and 5 additional licenses for the sale of wine and malt beverages to be drunk on premises provided that the General Court may only make clerical or editorial changes of form to the bill unless the Board of Selectmen approves amendments to the bill before enacted by the General Court. The board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

AN ACT AUTHORIZING THE TOWN OF BURLINGTON TO GRANT ADDITIONAL LIQUOR LICENSES.

**Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:**

SECTION 1. Notwithstanding Section 17 of Chapter 138 of the General Laws or any other general or special law to the contrary, the licensing authority of the Town of Burlington may grant five additional licenses for the sale of all alcoholic beverages to be drunk on the premises and five additional licenses for the sale of wine and malt beverages to be drunk on the premises. Said licenses shall be subject to all of said Chapter 138 except said Section 17.

SECTION 2. This act shall take effect upon its passage.

OR to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

**ARTICLE 5      RE: Home Rule Petition/Exempt Positions From Civil Service**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation in the form set forth below exempting certain positions in the Town of Burlington from the Civil Service Law; provided that the General Court may only make clerical or editorial changes of form to the bill unless the Board of Selectmen approves amendments to the bill before enactment by the General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

AN ACT EXEMPTING CERTAIN POSITIONS IN THE TOWN OF BURLINGTON FROM THE CIVIL SERVICE LAW.

**Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:**

SECTION 1. Notwithstanding any general or special law to the contrary, all employees of the Town of Burlington, including employees of the School Department, except uniformed positions



within the Police and Fire Departments, shall be exempt from the provisions of Chapter 31 of the General Laws.

SECTION 2. Nothing in this act shall impair the civil service status of an incumbent holding a position described in Section 1 on the effective date of this act.

SECTION 3. This act shall take effect upon passage.

Or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

Motion to Postpone Article 6 to Wednesday, September 29<sup>th</sup> was moved, seconded and so voted.

**ARTICLE 7 RE: Acceptance of Real Estate Exemption Provisions/Chapter 73, Acts of 1986**

To see if the Town will vote, pursuant to Chapter 73 of the Acts of 1986, as amended, to grant an additional exemption to taxpayers who otherwise qualify for an exemption under G.L. Chapter 59, Section 5, Clauses 17D, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41C, 42 or 43, of 100% of said exemptions, provided however, that in no instance shall the taxable valuation of such property, after all applicable exemptions, be reduced below ten percent of its full and fair cash valuation or result in any taxpayer paying less than taxes paid in the preceding fiscal year, except through the application of G.L. Chapter 58, Section 8A, or G.L. Chapter 59, Section 5, Clause 18; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted 12-0-0 in favor

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 8 RE: Adjustment of Real Estate Exemption Factors**

To see if the Town will vote, pursuant to G.L. Chapter 59, Section 5, Clause 41C, as amended by Chapter 184, Section 51 of the Acts of 2002, to decrease from 70 to 65 the age at which seniors become eligible to be granted a tax exemption under said Clause 41C and to increase the amount of income allowed for said exemption from \$13,000 to \$20,000 annually for single and from \$15,000 to \$30,000 annually for a married couple and to increase gross assets from \$28,000 to \$40,000 for a single applicant and from \$30,000 in gross assets to \$55,000 for a married couple; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted 12-0-0 in favor

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 9 RE: Elevator Repairs**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$30,000

to repair the elevator at the High School and the elevator at the Town Hall; or to act in any other manner in relation thereto.

**MAIN MOTION:** Withdrawn

**ARTICLE 10 RE: BAN/Bond Authorization**

To see if the Town will vote to appropriate the sum of \$800,000, to be expended at the direction of the Board of Selectmen to pay for the construction of the Grandview Farm barn including all cost incidental or related thereto and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount pursuant to Chapter 44, Section 7, clauses (5) and Section 8, clauses (4) and (5) of the general laws or any other enabling authority and to issue bonds or notes of the Town; or act in any other manner in relation thereto.

**MAIN MOTION:** To see if the Town will vote to appropriate the sum of \$800,000 to be expended at the direction of the Selectmen, to pay for the Grandview Farm Barn construction and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7, clauses (1), (3a) AND (5) AND Section 8, clause (7A) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Recommendations: Board of Selectmen voted 4-1 in favor. Ways & Means voted 9 -3-0 in favor. Capital Budget voted 4 -1 in favor.

Moderator called for a Roll Call vote.

**ACTION: BY A VOTE OF 47 IN FAVOR AND 44 OPPOSED THE MOTION FAILED TO RECEIVE THE NECESSARY 2/3 VOTE.**

At 10:38 P.M., a motion to adjourn was moved, seconded and so voted.

ATTEST:

Amy Warfield  
Assistant Town Clerk

**ADJOURNED TOWN MEETING  
WEDNESDAY, SEPTEMBER 29, 2010  
FOGELBERG PERFORMING ARTS CENTER – BHS**

A quorum being present, the meeting was called to order at 7:35 P.M. with a salute to the flag.

**ARTICLE 6 RE: Acceptance of Middlesex Turnpike, Second Avenue and Third Avenue Layout**

**and Alteration of Public Ways at Northwest Park**

To see if the Town will vote to accept as public ways the altered layouts of Middlesex Turnpike, Second Avenue and Third Avenue, to include within the layout of said roadways the parcels of land shown on the plan entitled "Permanent and Temporary Easement Plan of Middlesex Turnpike and Third Avenue in the Town of Burlington, Middlesex County", prepared by Vanasse Hagen Brustlin, Inc., dated August 25, 2010 (7 sheets), on file with the Office of the Town Clerk; and to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, easements to use such parcels of land for all purposes for which public ways are used in the Town of Burlington, and all easements related thereto; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted in favor. Land Use voted 6-0-0 in favor. Planning Board voted 6-0-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 11 RE: Grandview Farm Debt Service**

To see if the Town will vote to transfer the sum of \$86,508 from the Land Exchange Development Agreement (LEDA) Fund from the Gutierrez Company for the purposes of paying the Fiscal Year 2011 debt service on the Town's July 1, 2009 Grandview Remodeling Bond; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted 12-0 in favor. Capital Budget voted 5-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 12 RE: Acceptance of Insurance Reimbursement**

To see if the Town will vote to transfer from the Insurance Reimbursement Account the sum of \$24,772.10, to offset the deficit created by the expenditures related to damages and repair of equipment at the Greenleaf Mountain Water Storage Tank; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted 11-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

**ARTICLE 13 RE: Sale of Lot/Sleeper Drive**

To see if the Town will vote to authorize the Board of Selectmen to sell a single family residential parcel located on Sleeper Drive and identified as "Parcel A" on an approved sub-division plan dated November 12, 2004, and furthermore to use said proceeds from the sale for the construction of the Grandview complex barn and outside landscaping; or act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Ways & Means voted 10-0 in favor. Capital Budget voted 5-0 in favor. Land Use voted 4-0 in favor.

**ACTION: MAJORITY APPROVED MAIN MOTION**

**ARTICLE 14 RE: Amend Zoning Map and Rezone Parcel From One Family (RO) District to a General Business (BG) District Residential**

To see if the Town will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning a parcel of land from a One Family Dwelling (RO) District to a General Business (BG) District. Said parcel of land is identified as being located at 32 Burlington Mall Road and is further identified on the Town of Burlington Assessors' Map as follows: Map 47, Parcel 12-12; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Planning Board voted 6-0 in opposition. The Land Use voted 4-0 in opposition.

**ACTION: MAJORITY DEFEATED MAIN MOTION**

**ARTICLE 15 RE: Amend Zoning Map and Rezone Property to Planned Development (PD) District**

To see if the Town of Burlington will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning certain parcels of land from a One Family Dwelling (RO) District and General Industrial (IG) District to a Planned Development (PD) District (plan[s] on file in the office of the Town Clerk). Said parcels of land are generally identified as being located off of Muller Road and are further identified on the Town of Burlington's Assessors' Map as follows: Map 56, Parcel 29-0, Map 57, Parcels 1-0, 2-0, 3-0, 4-0, 5-0, 6-0, 7-0, 8-0, 9-0; or to act in any other manner in relations thereto.

**MAIN MOTION:** Withdrawn

**ARTICLE 16 RE: Zoning Bylaw Amendment to Article XI, Section 11.8.0 Inclusionary Housing Requirements for Multifamily Housing**

To see if the Town will vote to amend the Zoning Bylaw by amending Article XI "Special Residential Regulations", Section 11.8.0 "Inclusionary Housing Requirements for Multifamily Housing", by amending Section 11.8.3 "Applicability", and Subsections "11.8.3.1" and "11.8.3.2", as follows:

**11.8.3 Applicability**

Beginning with the adoption of this Bylaw by Town Meeting, applications for approval of all multifamily housing developments creating 4 or more new or converted units, including housing within mixed use developments, whether on one or more contiguous parcels, owned or controlled by the applicant or a related entity, now or in the future, shall provide an affordable

## TOWN OF BURLINGTON, MA

## SEPTEMBER 2010 TOWN MEETING MINUTES

component within the project pursuant to the provisions in this Bylaw. The Affordable Housing Units to be provided shall remain affordable in perpetuity. This provision shall apply whether the proposal is for rental or ownership units.

The Affordable Housing Units required above shall be affordable to persons and households of low and moderate income as defined by G.L. c. 40B, Section 20. The applicant shall be responsible for preparing a Massachusetts Local Initiative Program Units Only Application, as administered by the DHCD or any successor program, or an application for any other program that provides for inclusion of such Affordable Housing Units as part of the Town's affordable housing inventory under G.L. c. 40B Section 20.

**11.8.3.1** For multifamily housing developments, the applicant shall provide one (1) Affordable Housing Unit within the development for every ten (10) housing units constructed. When the calculation of the number of Affordable Housing Units to be provided yields a fraction, the applicant shall round up to the next whole number of Affordable Housing Units (Figure 1). The applicant may choose to provide an Affordable Housing Unit off-site, pursuant to the off-site provisions in Section 11.8.3.2.

Figure 1

Proposed Units	Required Affordable Units
4-10	1
11-20	2
21-30	3
31-40	4
41-50	5
51-60	6
61-70	7
71-80	8
81-90	9
91-100	10
And so on...	

**11.8.3.2 Provisions for off-site affordable units**

Affordable Housing Units shall be provided within any multifamily housing project, unless the Planning Board finds that unique or extraordinary circumstances exist and that the public purpose may be better served by authorizing off-site Affordable Housing Units. The off-site Affordable Housing Units shall be affordable to persons and households of low and moderate income as defined by G.L. c. 40B, Section 20. The applicant shall be responsible for preparing a Massachusetts Local Initiative Program Units Only Application, as administered by the Department of Housing and Community Development, or any successor program, or an application for any other program that provides for inclusion of such affordable units as part of the Town's affordable housing inventory under G.L. c. 40B Section 20. The units shall be equivalent or better in bedroom count to the on-site project and be phased with the project pursuant to 11.8.5. Timing of construction or provision of off-site Affordable Housing Units shall be provided coincident to the development of market rate units, but in no event shall the development of the Affordable Housing Units be delayed beyond the schedule noted in Section 11.8.5.; or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Planning Board voted 6-0 in favor. Land Use voted 4-0 in favor.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 73 IN FAVOR AND 6 OPPOSED THE MAIN MOTION WAS APPROVED**

App'd A.G. . Posted .

**ARTICLE 17 RE: Amend Article II Definitions, Section 2.50 Lot Width and Article V Dimensional Requirements, Section 5.2.0 Density Regulation Schedule**

To see if the Town will vote to amend the Zoning Bylaw Article II Definitions, Section 2.50 Lot Width by deleting the existing definition and inserting the following definition:

2.50 Lot Width – The minimum distance between any two opposing lot lines.

AND further vote to amend the Zoning Bylaw Article V Dimensional Requirements, Section 5.2.0 Density Regulations Schedule, by inserting a new row for Minimum Lot Width and inserting a criteria of 20 feet for the RO, RG and RC Districts, as follows:

	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR
Minimum Lot Width	20ft	20ft	20ft	N/A	N/A	N/A	N/A	N/A	N/A	N/A

or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Planning Board voted 4-0 in favor. Land Use voted 6-0 in favor.

**ACTION: UNANIMOUSLY APPROVED MAIN MOTION**

App'd A.G. . Posted .

**ARTICLE 18 RE: Article VIII Overlay Districts, Section 8.5.0 Town Center Overlay Districts**

To see if the Town will vote to amend Zoning Bylaw Article VIII Overlay Districts, Section 8.5.0 Town Center Overlay Districts by deleting in its entirety Section 8.5.4.2.1 Annual Permit Cap.

AND further vote to amend Section 8.5.4.2.2 Maximum Residential Component by deleting the existing language and change to:

8.5.4.2.2. Maximum Residential Component

No additional Multiple-Family Dwellings shall be permitted beyond those units already permitted or applied for as of June 8, 2010, or to act in any other manner in relation thereto.

**MAIN MOTION:** as printed in the Warrant

Recommendations: Planning Board voted 3-1-0 in favor. Land Use voted 7-0 in favor.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 62 IN FAVOR AND 14 OPPOSED  
THE MAIN MOTION WAS APPROVED**

**App'd A.G. . Posted .**

**ARTICLE 19 RE: Article V Dimensional Requirements,  
Section 5.2.0 Density Regulation Schedule**

To see if the Town will vote to amend Zoning Bylaw Article V Dimensional Requirements, Section 5.2.0 Density Regulation Schedule/NOTES FOR DENSITY REGULATION TABLE by changing the existing NOTE as follows:

Amend the existing language which now reads:

\*\*\* Within 200 feet of RO or RG – 30 feet; for each 100 feet in excess of 200 feet from RO or RG – 15 additional feet, with a maximum of 155 feet, except that no structure located within 1,800 feet of the center point of the intersection of Cambridge Street and Route 128 shall exceed 80 feet in height.

AND vote to change to:

\*\*\* Within 200 feet of RO, OS, RC, RG or PDD, if the PDD contains any residential components with separate cooking, bathroom and sleeping facilities, -- 30 feet; for each 100 feet in excess of 200 feet from RO, OS, RC, RG or PD, if the PD contains any residential components with separate cooking, bathroom and sleeping facilities – 15 additional feet with a maximum height of 80 feet, except in IH which allows a maximum of 155 feet, except that no structure located within 1,800 feet of the center point of the intersection of Cambridge Street and Route 128 or 1,800 feet of the center point of Middlesex Turnpike at the Burlington/Lexington town line shall exceed 80 feet in height. A Planned Development District ("PD") shall be deemed to be one lot for height and density regulation notwithstanding that legal ownership in the land and or structures is divided by, lease, in fee or otherwise, among two or more owners. Nothing within this section is intended to allow any additional increase to a height structure within the Town Center Overlay District beyond that allowed by section 8.5.0, including section 8.5.5.7; or to act in any manner in relation thereto.

**MAIN MOTION:** Withdrawn

**RESOLUTION 1: Presented by Land Use Committee**

Town Meeting requests the Planning Board to investigate the rewrite of Section 5.2.0, the Density Regulations Schedule, Section II ( Definitions) and any other Section(s) of the Zoning Bylaw to retain the setback, height and density restriction(s) relative to adjacent parcels that are (were) in existence at the time Town Meeting votes (voted) in favor of any Planned Development District (PDD).

Further, the Density Regulation Schedule will be expanded to include appropriate density restrictions relative to Open Space (OS) districts.

Further, Town Meeting requests the Planning Board present initial findings to the January 2011 Town Meeting and the rewritten Section 5.2.0 for a vote by Town Meeting no later than May 2011 Town Meeting.

Resolution carried unanimously.

At 9:55 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew  
Town Clerk

## **TOWN ACCOUNTANT**

The Town of Burlington Accounting Office is responsible for all financial record keeping pertaining to the receipts and expenditures of the Town of Burlington. The Accounting office uses Massachusetts General Laws, the Town of Burlington by-laws, the Massachusetts Department of Revenue Uniform Municipal Accounting System, and the Governmental Accounting Standards Board regulations to ensure that all of its accounting entries to the financial records of the Town are made in accordance with generally accepted accounting principles.

As required, the Town Accountant shall examine the books and accounts of all officers and committees entrusted with the receipt, custody or expenditure of funds, and all original bills and vouchers on which funds have been or may be paid from the Town Treasury.

The following pages are a copy of the Town's audited financial statements for the fiscal year ended June 30, 2010 as prepared by our independent auditors.

Respectfully submitted,

Paul F. Sagarino Jr.  
Town Accountant



***TOWN OF BURLINGTON, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***FISCAL YEAR ENDED JUNE 30, 2010***

TOWN OF BURLINGTON, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2010

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**Independent Auditors' Report**

To the Honorable Board of Selectmen  
Town of Burlington, Massachusetts

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of and for the fiscal year ended June 30, 2010, 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 Burlington, Massachusetts' management. Our responsibility is to express opinions 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, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of June 30, 2010, and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 4, 2011, on our consideration of the Town of Burlington, Massachusetts' internal control over financial reporting and 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 read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, retirement system schedule of funding progress, retirement system schedule of employer contributions, other postemployment benefits schedule of funding progress, and other postemployment benefits actuarial methods and assumptions, located after the notes to the basic financial statements, are not a required part 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.

February 4, 2011

## ***Management's Discussion and Analysis***

## **Management's Discussion and Analysis**

As management of the Town of Burlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2010. We encourage readers to consider the information presented in this report in conjunction with the Town's financial statements. All amounts unless, otherwise noted, are presented in whole dollars.

The Governmental Accounting Standards Board (GASB) is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

### **Financial Highlights**

- The assets of the Town of Burlington's exceeded its liabilities at the close of the most recent fiscal year by \$87.8 million (net assets).
- Of this amount, 13% or \$11.2 million (unrestricted net assets) may be used to meet the government's ongoing obligations to citizens and creditors.
- At the close of the current fiscal year, the Town's general fund reported an ending fund balance of \$12.0 million. Total fund balance represents 11% of total general fund expenditures.
- The Town's total debt (short-term and long-term combined) was \$35.4 at year end, a net increase of \$6.1 million during the current fiscal year.
- The Town's postemployment (OPEB) liability increased by \$3.3 million.

### **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Town of Burlington's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. This report also contains other required 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 finances in a manner similar to 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 the 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 (i.e. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are primarily supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, education, public works, water and sewer, human services, culture and recreation, and interest.

**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 three categories: governmental funds, proprietary 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 statements focus on near-term inflows 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 info 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.

The Town of Burlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison statement is presented as Required Supplementary Information after the notes to the financial statements.

**Proprietary funds.** The Town of Burlington maintains two types of proprietary funds.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for health insurance activities and worker's compensation benefits. Because these services primarily benefit governmental rather than business-type activities, they have been included within governmental activities in the government-wide financial statements.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses an enterprise fund to account for its ice skating rink operations.

**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 statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the basic 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.

**Financial Highlights.** The following pages provide financial highlights of the government-wide financial statements for Fiscal Year 2010 in comparison to Fiscal Year 2009.

### ***Government-wide Financial Analysis***

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The Town of Burlington's assets exceeded liabilities by \$87.8 million at the close of Fiscal 2010.

Net assets of \$74.7 million (85%) reflects its investment in capital assets (e.g., land, buildings, infrastructure, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in its capital assets is reported net of its 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 the Town's net assets totaling \$1.9 million (2%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets, \$11.2 million (13%), may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year the Town of Burlington is able to report positive balances in all three categories of net assets, both for the Town as a whole, as well as for its separate governmental and business-type activities. The same situation held true in the prior year.

The financial analysis of the Town's governmental and business-type activities is presented on the following pages.

### **Governmental Activities**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$86.7 million at the close of FY2010.

	Governmental Activities	
	2010	2009
<b>Assets:</b>		
Current assets.....	\$ 41,372,770	\$ 33,592,900
Noncurrent assets (excluding capital).....	1,712,000	1,926,000
Capital assets.....	102,304,834	93,583,028
<b>Total assets.....</b>	<b>145,389,604</b>	<b>129,101,928</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	14,362,032	8,614,935
Noncurrent liabilities (excluding debt).....	9,051,826	5,708,303
Current debt.....	3,290,482	4,716,147
Noncurrent debt.....	31,967,556	24,278,038
<b>Total liabilities.....</b>	<b>58,671,896</b>	<b>43,317,423</b>
<b>Net Assets:</b>		
Capital assets net of related debt.....	73,581,193	67,532,644
Restricted.....	1,963,823	1,358,679
Unrestricted.....	11,172,692	16,893,182
<b>Total net assets.....</b>	<b>\$ 86,717,708</b>	<b>\$ 85,784,505</b>

A significant portion of the Town's net assets, \$73.6 million (85%), reflects its investment in capital assets (i.e. land, land improvements, buildings, building improvements, equipment, vehicles, and infrastructure) less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens: consequently these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to pay this debt must be provided from other sources, since capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net assets, \$1.9 million (2%), represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$11.2 million (13%) may be used to meet the government's ongoing obligations to citizens and creditors.

The governmental activities net assets increased by \$933 thousand during the current fiscal year. The increase in net assets is primarily due to two factors. The first is the increase in the liability relating to GASB Statement #45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. This requires the recognition of other postemployment benefits (OPEB) cost over a period that approximates employees' years of service and providing information about actuarial accrued liabilities associated with OPEB and whether and to what extent progress is being made in funding the plan. In fiscal 2010 the Town, based on its actuarial valuation, increased its liability by \$3.3 million over the prior fiscal year. The impact of OPEB was offset by \$4.8 million of capital assets being acquired by current year revenues, i.e. capital articles and grants.

	Governmental Activities	
	2010	2009
<b>Program revenues:</b>		
Charges for services.....	\$ 12,777,040	\$ 14,416,302
Operating grants and contributions.....	18,700,912	17,012,906
Capital grants and contributions.....	3,318,410	404,336
<b>General Revenues:</b>		
Real estate and personal property taxes.....	78,024,335	74,149,116
Motor vehicle excise taxes.....	2,886,060	2,913,520
Nonrestricted grants.....	2,424,372	3,042,580
Unrestricted investment income.....	252,090	460,915
Other revenues.....	3,115,005	2,820,020
<b>Total revenues.....</b>	<b>121,498,224</b>	<b>115,219,695</b>
<b>Expenses:</b>		
General government.....	7,813,766	8,459,662
Public safety.....	19,775,102	18,431,272
Education.....	66,909,094	65,300,541
Public works.....	10,134,929	9,662,429
Water and sewer.....	8,327,213	7,944,289
Human services.....	1,851,921	1,992,081
Culture and recreation.....	4,793,427	4,590,373
Interest.....	959,569	1,047,441
<b>Total expenses.....</b>	<b>120,565,021</b>	<b>117,428,088</b>
<b>Change in net assets.....</b>	<b>\$ 933,203</b>	<b>\$ (2,208,393)</b>

Governmental expenses totaled \$120.6 million of which \$34.8 million was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled \$86.7 million, primarily coming from property taxes, excise taxes, and grants not restricted to specific programs.

Charges for services represent about 37% of governmental program revenues. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered that are set by Town Meeting, the Board of Selectmen, Town boards and commissions and the Town Administrator are included in this category.

Operating and capital grants and contributions account for 63% of the governmental program revenues. Most of these resources apply to education operations. These resources offset costs of the school department over and above the general fund operating budget.

Property taxes are the most significant revenue source for the Town's governmental activities. They comprise 64% of all resources.

Other taxes comprise 2% of the governmental activity's resources.

Education is the largest governmental activity of the Town. A total of \$66.9 million was expended for education, of which \$22.0 million was funded by program revenues. The remaining \$44.9 million was funded by taxes and other revenue.

Public safety and public works are the second and third largest activities of the Town as \$19.8 million and \$10.1 million were needed, from program and other revenue sources, to cover their FY10 operating expenses, respectively.

### **Business-type Activities**

For the Town's business-type activities, assets exceeded liabilities by \$1.1 million at the close of FY2010.

		Business-type Activities	
		2010	2009
<b>Assets:</b>			
Current assets.....	\$	21,740	\$ 36,285
Capital assets.....		1,240,106	1,282,270
<b>Total assets.....</b>		<b>1,261,846</b>	<b>1,318,555</b>
<b>Liabilities:</b>			
Current liabilities (excluding debt).....		1,958	4,780
Current debt.....		131,421	179,502
Noncurrent debt.....		-	131,421
<b>Total liabilities.....</b>		<b>133,379</b>	<b>315,703</b>
<b>Net Assets:</b>			
Capital assets net of related debt.....		1,108,685	971,347
Unrestricted.....		19,782	31,505
<b>Total net assets.....</b>	<b>\$</b>	<b>1,128,467</b>	<b>\$ 1,002,852</b>

Business-type net assets of \$1.1 million (98%) represent investments in capital assets net of related debt. The remaining \$20 thousand (2%) is available to be used for the ongoing operation of the Town's Ice Palace Skating Rink activities.

At the end of the current fiscal year, the Town is able to report positive balances in all categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities.

The increase of \$126,000 in net assets reported in connection with the Ice Palace Skating Rink business-type activities is attributable to the Town's agreement to transfer the Ice Palace to an independent manager.

	Business-type Activities	
	2010	2009
<b>Program revenues:</b>		
Charges for services.....	\$ 190,158	\$ 662,860
<b>General revenues:</b>		
Unrestricted investment income.....	-	1,972
<b>Total revenues.....</b>	<b>190,158</b>	<b>664,832</b>
<b>Expenses:</b>		
Cost of services and administration.....	64,543	731,015
<b>Change in net assets.....</b>	<b>\$ 125,615</b>	<b>\$ (66,183)</b>

In February 2009, the Town officially agreed to transfer the day-to-day operations of the Ice Palace to an independent manager. Under the terms of the transfer, the manager paid the Town \$190,158 in fiscal 2010 and will pay \$135,693 in fiscal year 2011 for the current and future debt service related to the Ice Palace FY1999 and FY2003 bond issues.

## Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting 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, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$22.3 million, of which \$12.0 million is related to the general fund, \$3.3 million is related to the stabilization fund, (\$476) thousand relating to the memorial school, and \$7.5 million is related to nonmajor governmental funds. Within the nonmajor funds, \$3.8 million is attributed to capital projects, \$3.1 million is attributed to the Town's special revenue accounts, and \$513 thousand is attributed to the permanent trust funds.



The general fund is the chief operating fund of the Town of Burlington. At the end of the current fiscal year, undesignated fund balance of the general fund was \$9.1 million while total fund balance was \$12.0 million. As a measure of the general fund's liquidity, it may be useful to compare both undesignated fund balance and the total fund balance to total fund expenditures. Undesignated fund balance represents 8% of the total general fund expenditures, while total fund balance represents 11% of that same amount. Reservations of fund balance for encumbrances and continuing appropriations totaled \$1.8 million. Additionally, \$1.1 was designated for amounts voted to be used in fiscal 2011.

The general fund balance increased by \$823 thousand during the current fiscal year. This was due to better than anticipated revenue collections and the turn back of unexpended appropriation balances.

The stabilization fund is a special revenue fund used to account for the accumulation of resources to provide general and/or capital reserves, and planning and development's ongoing and future operations. The fund decreased by \$524 thousand in fiscal 2010. This was due to budgeted transfers out to fund capital and operating items totaling \$1.1 million and transfers in of \$500 thousand and investment income of \$95 thousand.

### **General Fund Budgetary Highlights**

The \$630 thousand increase from the original budget of \$101.8 million to the final budget of \$102.4 million primarily consists of a \$500 thousand transfer to the stabilization fund..

### **Capital Asset and Debt Administration**

In conjunction with the annual operating budget the Town of Burlington annually prepares a capital budget for the upcoming fiscal year and a five year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town has an "AA+" bond rating from Moody's Investors Service. The Town continues to maintain strong market access for both note and bond sales. At the end of the fiscal year the Town had total bonded debt outstanding of \$34.9 million of which \$14.7 million is related to school projects, \$9.5 million is related to the water treatment facility, \$1.6 million relates to the Town Hall remodeling, \$1.9 million relates to road construction, \$131 thousand relates to the Ice Palace, and the balance of \$7.1 million relates to other capital projects. The entire amount is classified as general obligation debt and is backed by the full faith and credit of the Town.

The Commonwealth of Massachusetts is obligated to provide school construction assistance for approved school projects. The assistance is paid annually to support the debt service payments over time. At June 30, 2010 the Town is scheduled to receive approximately \$2.7 million of future reimbursements for approved construction costs.

Please refer to notes 4, 7, and 8 to the financial statements for further discussion of the major capital and debt activity.

### **Requests for Information**

This financial report is designed to provide a general overview of the Town of Burlington'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 the Town Accountant, 29 Center Street, Burlington, MA 01803.

## ***Basic Financial Statements***

# Town of Burlington

## STATEMENT OF NET ASSETS

JUNE 30, 2010

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents.....	\$ 31,563,771	\$ 21,740	\$ 31,585,511
Investments.....	2,047,380	-	2,047,380
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	1,038,884	-	1,038,884
Real estate tax deferrals.....	103,184	-	103,184
Tax liens.....	1,088,792	-	1,088,792
Motor vehicle excise taxes.....	148,688	-	148,688
Water and sewer fees.....	2,149,520	-	2,149,520
Departmental and other.....	131,378	-	131,378
Intergovernmental.....	2,141,611	-	2,141,611
Working capital deposit.....	850,400	-	850,400
Other assets.....	17,320	-	17,320
Tax foreclosures.....	91,842	-	91,842
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Intergovernmental.....	1,712,000	-	1,712,000
Capital assets:			
Nondepreciable.....	30,199,085	505,000	30,704,085
Depreciable (net of accumulated depreciation).....	72,105,749	735,106	72,840,855
<b>TOTAL ASSETS.....</b>	<b>145,389,604</b>	<b>1,261,846</b>	<b>146,651,450</b>
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	4,936,553	-	4,936,553
Accrued payroll.....	3,010,751	-	3,010,751
Health claims payable.....	2,049,424	-	2,049,424
Tax refunds payable.....	645,000	-	645,000
Accrued interest.....	488,294	1,958	490,252
Other liabilities.....	310,574	-	310,574
Deferred revenue.....	36,436	-	36,436
Compensated absences.....	1,561,000	-	1,561,000
Workers' compensation.....	124,000	-	124,000
Bonds and notes payable.....	3,290,482	131,421	3,421,903
<b>NONCURRENT:</b>			
Compensated absences.....	2,214,000	-	2,214,000
Postretirement benefits.....	6,837,826	-	6,837,826
Bonds and notes payable.....	31,967,556	-	31,967,556
<b>TOTAL LIABILITIES.....</b>	<b>58,671,896</b>	<b>133,379</b>	<b>58,805,275</b>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt.....	73,581,193	1,108,685	74,689,878
Restricted for:			
Permanent funds:			
Expendable.....	124,569	-	124,569
Nonexpendable.....	387,980	-	387,980
Other purposes.....	1,451,274	-	1,451,274
Unrestricted.....	11,172,692	19,782	11,192,474
<b>TOTAL NET ASSETS.....</b>	<b>\$ 86,717,708</b>	<b>\$ 1,128,467</b>	<b>\$ 87,846,175</b>

See notes to basic financial statements.

# 2010 Annual Report

## STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2010

	Program Revenues				
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue
<b>Primary Government:</b>					
<i>Governmental Activities:</i>					
General government.....	\$ 7,813,766	\$ 1,577,780	\$ 152,500	\$ -	\$ (6,083,486)
Public safety.....	19,775,102	1,742,183	196,253	-	(17,836,666)
Education.....	66,909,094	2,326,499	18,138,129	1,542,244	(44,902,222)
Public works.....	10,134,929	488,372	56,568	1,776,166	(7,813,823)
Water and sewer.....	8,327,213	5,605,736	-	-	(2,721,477)
MWRA assessment.....	-	-	-	-	-
Plant and facilities.....	-	-	-	-	-
Property and natural resources.....	-	-	-	-	-
Community development.....	-	-	-	-	-
Human services.....	1,851,921	85,602	123,595	-	(1,642,724)
Library.....	-	-	-	-	-
Culture and recreation.....	4,793,427	950,868	33,867	-	(3,808,692)
Pension benefits.....	-	-	-	-	-
Property and liability insurance.....	-	-	-	-	-
Employee benefits and insurance.....	-	-	-	-	-
Claims and judgments.....	-	-	-	-	-
Capital outlay.....	-	-	-	-	-
Interest.....	959,569	-	-	-	(959,569)
State and county charges.....	-	-	-	-	-
Other.....	-	-	-	-	-
Total Governmental Activities.....	120,565,021	12,777,040	18,700,912	3,318,410	(85,768,659)
<i>Business-Type Activities:</i>					
Ice Palace.....	64,543	190,158	-	-	125,615
Total Primary Government.....	\$ 120,629,564	\$ 12,967,198	\$ 18,700,912	\$ 3,318,410	\$ (85,643,044)

See notes to basic financial statements.

(Continued)

# Town of Burlington

## STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2010

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net assets:</b>			
Net (expense) revenue from previous page.....	\$ <u>(85,768,659)</u>	\$ <u>125,615</u>	\$ <u>(85,643,044)</u>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	78,024,335	-	78,024,335
Tax liens.....	461,580	-	461,580
Motor vehicle excise taxes.....	2,886,060	-	2,886,060
Hotel/motel tax.....	1,287,634	-	1,287,634
Penalties and interest on taxes.....	300,476	-	300,476
Payments in lieu of taxes.....	548,087	-	548,087
Grants and contributions not restricted to specific programs.....	2,424,372	-	2,424,372
Unrestricted investment income.....	252,090	-	252,090
Miscellaneous.....	517,228	-	517,228
Total general revenues and transfers.....	<u>86,701,862</u>	<u>-</u>	<u>86,701,862</u>
Change in net assets.....	933,203	125,615	1,058,818
<i>Net Assets:</i>			
Beginning of year.....	<u>85,784,505</u>	<u>1,002,852</u>	<u>86,787,357</u>
End of year.....	\$ <u><u>86,717,708</u></u>	\$ <u><u>1,128,467</u></u>	\$ <u><u>87,846,175</u></u>

(Concluded)



# 2010 Annual Report

## GOVERNMENTAL FUNDS BALANCE SHEET

JUNE 30, 2010

ASSETS	General	Stabilization Fund	Memorial School	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents.....	\$ 16,251,426	\$ 1,234,326	\$ 2,230,152	\$ 8,460,642	\$ 28,176,546
Investments.....	-	2,047,380	-	-	2,047,380
Receivables, net of uncollectibles:					
Real estate and personal property taxes.....	1,038,884	-	-	-	1,038,884
Real estate tax deferrals.....	103,184	-	-	-	103,184
Tax liens.....	1,088,792	-	-	-	1,088,792
Motor vehicle excise taxes.....	148,688	-	-	-	148,688
Water fees.....	739,438	-	-	-	739,438
Sewer fees.....	1,410,082	-	-	-	1,410,082
Departmental and other.....	131,378	-	-	-	131,378
Intergovernmental.....	2,669,000	-	-	1,184,611	3,853,611
Other assets.....	17,320	-	-	-	17,320
Tax foreclosures.....	91,842	-	-	-	91,842
<b>TOTAL ASSETS.....</b>	<b>\$ 23,690,034</b>	<b>\$ 3,281,706</b>	<b>\$ 2,230,152</b>	<b>\$ 9,645,253</b>	<b>\$ 38,847,145</b>
<b>LIABILITIES AND FUND BALANCES</b>					
LIABILITIES:					
Warrants payable.....	\$ 1,131,915	\$ -	\$ 2,706,294	\$ 646,207	\$ 4,484,416
Accrued payroll.....	3,010,751	-	-	-	3,010,751
Tax refunds payable.....	645,000	-	-	-	645,000
Accrued interest on short-term debt.....	70,000	-	-	-	70,000
Other liabilities.....	310,574	-	-	-	310,574
Deferred revenues.....	6,507,343	-	-	1,005,887	7,513,230
Notes payable.....	-	-	-	500,000	500,000
<b>TOTAL LIABILITIES.....</b>	<b>11,675,583</b>	<b>-</b>	<b>2,706,294</b>	<b>2,152,094</b>	<b>16,533,971</b>
FUND BALANCES:					
Reserved for:					
Encumbrances and continuing appropriations.....	1,834,572	-	-	-	1,834,572
Stabilization.....	-	3,281,706	-	-	3,281,706
Perpetual permanent funds.....	-	-	-	387,980	387,980
Unreserved:					
Designated for subsequent year's expenditures.....	1,090,942	-	-	-	1,090,942
Undesignated, reported in:					
General fund.....	9,088,937	-	-	-	9,088,937
Special revenue funds.....	-	-	-	3,139,071	3,139,071
Capital projects funds.....	-	-	(476,142)	3,841,539	3,365,397
Permanent funds.....	-	-	-	124,569	124,569
<b>TOTAL FUND BALANCES.....</b>	<b>12,014,451</b>	<b>3,281,706</b>	<b>(476,142)</b>	<b>7,493,159</b>	<b>22,313,174</b>
<b>TOTAL LIABILITIES AND FUND BALANCES.....</b>	<b>\$ 23,690,034</b>	<b>\$ 3,281,706</b>	<b>\$ 2,230,152</b>	<b>\$ 9,645,253</b>	<b>\$ 38,847,145</b>

See notes to basic financial statements.

# Town of Burlington

## RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS

JUNE 30, 2010

Total governmental fund balances.....	\$ 22,313,174
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....	102,304,834
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds.....	7,476,794
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.	
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net assets.....	1,736,064
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....	(418,294)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Bonds and notes payable.....	(34,758,038)
Capital lease obligations.....	(1,200,000)
Workers compensation.....	(124,000)
Compensated absences.....	(3,775,000)
Other postemployment benefits.....	(6,837,826)
Net effect of reporting long-term liabilities.....	(46,694,864)
Net assets of governmental activities.....	\$ <u>86,717,708</u>

See notes to basic financial statements.

# 2010 Annual Report

## GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2010

	General	Stabilization Fund	Memorial School	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>					
Real estate and personal property taxes, net of tax refunds.....	\$ 78,080,006	\$ -	\$ -	\$ -	\$ 78,080,006
Tax liens.....	77,469	-	-	-	77,469
Motor vehicle excise taxes.....	2,850,959	-	-	-	2,850,959
Hotel/motel tax.....	1,287,634	-	-	-	1,287,634
Charges for services.....	2,963,613	-	-	-	2,963,613
Sewer charges.....	4,571,936	-	-	-	4,571,936
Penalties and interest on taxes.....	300,476	-	-	-	300,476
Fees and rentals.....	404,593	-	-	-	404,593
Payments in lieu of taxes.....	548,087	-	-	-	548,087
Licenses and permits.....	1,253,915	-	-	-	1,253,915
Intergovernmental.....	18,915,504	-	1,542,244	3,820,900	24,278,648
Departmental and other.....	593,720	-	-	4,318,724	4,912,444
Contributions.....	-	-	-	28,016	28,016
Investment income.....	130,666	94,833	-	14,668	240,167
Miscellaneous.....	426,989	-	-	47,983	474,972
<b>TOTAL REVENUES.....</b>	<b>112,405,567</b>	<b>94,833</b>	<b>1,542,244</b>	<b>8,230,291</b>	<b>122,272,935</b>
<b>EXPENDITURES:</b>					
Current:					
General government.....	5,099,363	-	-	1,136,167	6,235,530
Public safety.....	13,474,939	-	-	198,295	13,673,234
Education.....	44,489,865	-	5,562,071	4,856,688	54,908,624
Public works.....	6,025,602	-	-	3,578,599	9,604,201
Water and sewer.....	3,631,069	-	-	-	3,631,069
MWRA assessment.....	3,988,371	-	-	-	3,988,371
Human services.....	1,331,250	-	-	89,750	1,421,000
Culture and recreation.....	2,623,236	-	-	1,006,746	3,629,982
Pension benefits.....	15,821,783	-	-	-	15,821,783
Employee benefits and insurance.....	9,964,115	-	-	-	9,964,115
State and county charges.....	629,368	-	-	-	629,368
Debt service:					
Principal.....	2,966,147	-	-	-	2,966,147
Interest.....	1,089,091	-	-	17,628	1,106,719
<b>TOTAL EXPENDITURES.....</b>	<b>111,134,199</b>	<b>-</b>	<b>5,562,071</b>	<b>10,883,873</b>	<b>127,580,143</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>1,271,368</b>	<b>94,833</b>	<b>(4,019,827)</b>	<b>(2,653,582)</b>	<b>(5,307,208)</b>
<b>OTHER FINANCING SOURCES (USES):</b>					
Proceeds from bonds and notes.....	-	-	4,280,000	6,200,000	10,480,000
Premium from issuance of bonds.....	173,618	-	-	-	173,618
Transfers in.....	265,000	500,000	70,000	1,220,818	2,055,818
Transfers out.....	(886,500)	(1,119,318)	-	(50,000)	(2,055,818)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>(447,882)</b>	<b>(619,318)</b>	<b>4,350,000</b>	<b>7,370,818</b>	<b>10,653,618</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>823,486</b>	<b>(524,485)</b>	<b>330,173</b>	<b>4,717,236</b>	<b>5,346,410</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>11,190,965</b>	<b>3,806,191</b>	<b>(806,315)</b>	<b>2,775,923</b>	<b>16,966,764</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 12,014,451</b>	<b>\$ 3,281,706</b>	<b>\$ (476,142)</b>	<b>\$ 7,493,159</b>	<b>\$ 22,313,174</b>

See notes to basic financial statements.

# Town of Burlington

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

FISCAL YEAR ENDED JUNE 30, 2010

Net change in fund balances - total governmental funds.....	\$ 5,346,410
<p>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.</p>	
Capital outlay.....	13,645,746
Depreciation expense.....	<u>(4,923,940)</u>
Net effect of reporting capital assets.....	8,721,806
<p>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 (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.....</p>	
	(786,634)
<p>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. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.</p>	
Proceeds from bonds and notes.....	(10,480,000)
Debt service principal payments.....	<u>2,966,147</u>
Net effect of reporting long-term debt.....	(7,513,853)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>	
Net change in compensated absences accrual.....	50,000
Net change in accrued interest on long-term debt.....	(26,468)
Net change in workers compensation.....	109,000
Net change in capital lease obligations.....	(1,200,000)
Net change in other postemployments benefit accrual.....	<u>(3,334,523)</u>
Net effect of recording long-term liabilities and amortizing deferred losses.....	(4,401,991)
<p>Internal service funds are used by management to account for health insurance and workers' compensation activities.</p>	
The net activity of internal service funds is reported with Governmental Activities.....	<u>(432,535)</u>
Change in net assets of governmental activities.....	\$ <u><u>933,203</u></u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF NET ASSETS

JUNE 30, 2010

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<b>ASSETS</b>		
<b>CURRENT:</b>		
Cash and cash equivalents.....	\$ 21,740	\$ 3,387,225
Working capital deposit.....	-	850,400
Total current assets.....	21,740	4,237,625
<b>NONCURRENT:</b>		
Capital assets, net of accumulated depreciation:		
Depreciable.....	735,106	-
Nondepreciable.....	505,000	-
Total noncurrent assets.....	1,240,106	-
<b>TOTAL ASSETS.....</b>	<b>1,261,846</b>	<b>4,237,625</b>
<b>LIABILITIES</b>		
<b>CURRENT:</b>		
Warrants payable.....	-	452,137
Health claims payable.....	-	2,049,424
Accrued interest.....	1,958	-
Bonds and notes payable.....	131,421	-
<b>TOTAL LIABILITIES.....</b>	<b>133,379</b>	<b>2,501,561</b>
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt.....	1,108,685	-
Unrestricted.....	19,782	1,736,064
<b>TOTAL NET ASSETS.....</b>	<b>\$ 1,128,467</b>	<b>\$ 1,736,064</b>

See notes to basic financial statements.



**PROPRIETARY FUNDS**

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2010

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<b><u>OPERATING REVENUES:</u></b>		
Employee contributions .....	\$ -	\$ 3,285,748
Employer contributions .....	-	7,570,978
Charges for services .....	190,158	-
 TOTAL OPERATING REVENUES .....	 190,158	 10,856,726
<b><u>OPERATING EXPENSES:</u></b>		
Cost of services and administration .....	14,545	-
Depreciation.....	42,164	-
Employee benefits .....	-	11,301,184
 TOTAL OPERATING EXPENSES .....	 56,709	 11,301,184
 OPERATING INCOME (LOSS).....	 133,449	 (444,458)
<b><u>NONOPERATING REVENUES (EXPENSES):</u></b>		
Investment income.....	-	11,923
Interest expense.....	(7,834)	-
 TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	 (7,834)	 11,923
 CHANGE IN NET ASSETS.....	 125,615	 (432,535)
 NET ASSETS AT BEGINNING OF YEAR.....	 1,002,852	 2,168,599
 NET ASSETS AT END OF YEAR.....	 \$ 1,128,467	 \$ 1,736,064

See notes to basic financial statements.

# 2010 Annual Report

## PROPRIETARY FUNDS STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2010

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES:</u></b>		
Receipts from customers and users.....	\$ 190,158	\$ -
Receipts from interfund services provided.....	-	10,856,726
Payments to vendors.....	(14,545)	-
Payments for interfund services used.....	-	(10,693,911)
NET CASH FROM OPERATING ACTIVITIES.....	175,613	162,815
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u></b>		
Principal payments on bonds and notes.....	(179,502)	-
Interest expense.....	(10,656)	-
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	(190,158)	-
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES:</u></b>		
Investment income.....	-	11,923
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	(14,545)	174,738
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	36,285	3,212,487
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 21,740	\$ 3,387,225
<b><u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u></b>		
Operating income (loss).....	\$ 133,449	\$ (444,458)
Adjustments to reconcile operating income (loss) to net cash from operating activities:		
Depreciation.....	42,164	-
Changes in assets and liabilities:		
Working capital deposit.....	-	(751,288)
Warrants payable.....	-	452,137
Health claims payable.....	-	906,424
Total adjustments.....	42,164	607,273
NET CASH FROM OPERATING ACTIVITIES.....	\$ 175,613	\$ 162,815

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2010

	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
CURRENT:		
Cash and cash equivalents.....	\$ 664,714	\$ 297,623
Investments.....	648,681	-
Receivables, net of allowance for uncollectibles:		
Departmental and other.....	-	52,477
TOTAL ASSETS.....	<u>1,313,395</u>	<u>350,100</u>
<b>LIABILITIES</b>		
Warrants payable.....	598	6,664
Liabilities due depositors.....	-	343,436
TOTAL LIABILITIES.....	<u>598</u>	<u>350,100</u>
<b>NET ASSETS</b>		
Held in trust for other purposes.....	<u>\$ 1,312,797</u>	<u>\$ -</u>

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2010

	Private Purpose Trust Funds
<u>ADDITIONS:</u>	
Contributions.....	\$ 216,863
Net investment income (loss):	
Interest.....	85,404
TOTAL ADDITIONS.....	302,267
<u>DEDUCTIONS:</u>	
Educational scholarships.....	266,827
CHANGE IN NET ASSETS.....	35,440
NET ASSETS AT BEGINNING OF YEAR.....	1,277,357
NET ASSETS AT END OF YEAR.....	\$ 1,312,797

See notes to basic financial statements.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the Town of Burlington, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

**A. Reporting Entity**

The Town of Burlington, Massachusetts is a municipal corporation that is governed by an elected Board of Selectmen. As required by GAAP, these basic financial statements present the government and its component units, entities for which the Town is considered to be financially accountable.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no Component Units that require inclusion in these basic financial statements.

**Joint Ventures**

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The Town participates in the following joint venture:

Name	Purpose	Address	Fiscal 2010 Assessment
Shawsheen Valley Technical High School	To provide vocational education	100 Cook Street Billerica, MA 01821	\$ 1,447,887

The Shawsheen Valley Technical High School is governed by a nine member school committee consisting of two voting appointed representatives from the Town of Burlington. The Town is indirectly liable for debt and other expenditures of the School and is assessed annually for its share of the operating and capital costs. Separate financial statements may be obtained by writing the Business Manager of the School District at the above address.

**B. Government-Wide and Fund Financial Statements**

*Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.



*Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

*Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

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. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal 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.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues. For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and Ice Palace Enterprise Fund. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

*Fund Financial Statements*

**Governmental** fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *stabilization fund* is a special revenue fund used to account for the accumulation of resources to provide general and/or capital reserves, and planning and development's ongoing and future operations.

The *memorial school fund* is a capital project fund used to account for financial resources for the construction of the Memorial School.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for the proceeds of specific revenue sources (other than permanent funds or capital projects funds) that are restricted by law or administrative action to expenditures for specified purposes.

The *capital projects fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Enterprise and Trust Funds).

The *permanent fund* and *perpetual permanent fund* are used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The *Ice Palace enterprise fund*, which is used to account for the Town's skating rink activities, is reported as a major proprietary fund.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. The Town accounts for its risk financing activities related to health insurance in the internal service fund.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### *Government-Wide and Fund Financial Statements*

For enterprise fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

#### D. Cash and Investments

##### *Government-Wide and Fund Financial Statements*

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

#### E. Accounts Receivable

##### *Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

**Real Estate, Real Estate Tax Deferrals, Personal Property Taxes and Tax Liens**

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate tax liens are processed by the last day in September following the last billing cycle on delinquent properties. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the fiscal year they are processed. Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

**Motor Vehicle Excise Taxes**

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

**Water and Sewer Fees**

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

**Departmental and Other**

Departmental and other receivables consist primarily of police and fire details and are recorded as receivables in the fiscal year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

**Intergovernmental**

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

F. Inventories*Government-Wide and Fund Financial Statements*

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

G. Capital Assets*Government-Wide and Proprietary Fund Financial Statements*

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation.

Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	20
Buildings.....	40
Building improvements.....	20-40
Equipment.....	5-10
Vehicles.....	5-20
Infrastructure.....	20-50

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

*Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

H. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.



***Government-Wide Financial Statements***

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets as "internal balances."

***Fund Financial Statements***

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

**I. Interfund Transfers**

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

***Government-Wide Financial Statements***

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net."

***Fund Financial Statements***

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

**J. Deferred Revenue**

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

**K. Net Assets and Fund Equity*****Government-Wide Financial Statements (Net Assets)***

Net assets are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net assets have been "restricted for" the following:

"Permanent funds – nonexpendable" represents the endowment portion of donor restricted trusts that support governmental programs.

"Permanent funds – expendable" represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

“Other purposes” represents restrictions placed on assets from outside parties such as state and federal grants.

*Fund Financial Statements (Fund Balances)*

Fund balances are reserved for amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use. Designations of fund balance represent tentative management plans that are subject to change.

Fund balances have been “reserved for” the following:

“Encumbrances and continuing appropriations” represents amounts obligated under purchase orders, contracts and other commitments for expenditures that are being carried over to the ensuing fiscal year.

“Stabilization” represents amounts internally set aside in a stabilization fund.

“Perpetual permanent funds” represents amounts held in trust for which only investment earnings may be expended.

Fund balances have been “designated for” the following:

“Subsequent year’s expenditures” represents amounts appropriated for the fiscal year 2011 operating budget.

L. Long-term debt

*Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

*Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

N. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

*Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

*Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability,

O. Use of Estimates

*Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure 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.

P. Total Column

*Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

*Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

**NOTE 2 - CASH AND INVESTMENTS**

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and cash equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At fiscal year-end, the carrying amount of deposits totaled \$29,173,966 and the bank balance totaled \$30,797,005. Of the bank balance, \$1,508,536 was covered by Federal Depository Insurance, \$271,210 was

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

covered by DIF insurance, and \$29,017,259 was exposed to custodial credit risk because it was uninsured and uncollateralized. The Town has not adopted a formal investment policy related to custodial credit risk of deposits.

Investments

As of June 30, 2010, the Town of Burlington had the following investments:

Investment Type	Fair Value	Maturity		Rating
		Under 1 Year	1-5 Years	
<u>Debt Securities</u>				
Government Sponsored Entities..... \$	807,202	\$ -	\$ 807,202	AAA
Corporate Bonds.....	536,724	407,148.00	129,576	A2
Corporate Bonds.....	412,052	-	412,052	AA2
Corporate Bonds.....	291,402	-	291,402	BAA1
Total Debt Securities.....	2,047,380	\$ <u>407,148</u>	\$ <u>1,640,232</u>	
<u>Other Investments</u>				
Equity Securities.....	34,731			
Equity Mutual Funds.....	205,061			
Fixed Income Mutual Funds.....	408,889			
MMDT.....	3,373,882			
Total Investments..... \$	<u>6,069,943</u>			

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town's total custodial credit risk exposure for investments totals \$1,274,909 which consists of investments of \$1,240,178 in corporate bonds and \$34,731 in equity securities, because the related securities are uninsured, unregistered and held by the counterparty.

The Town has not adopted a formal investment policy related to custodial credit risk for investments.

Interest Rate Risk

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates for most investment types.

The Town's investment policy regarding repurchase agreements is as follows; utilize repurchase agreements only on a limited basis and then only with major Massachusetts financial institutions when no other more favorable action is possible and then only of a duration of no more than three days.

Credit Risk

The Town's formal investment policy regarding credit risk states the Treasurer shall subscribe to information reports from a recognized bank rating company. Direct investment in an institution shall be restricted to those ranked in the upper half of rating categories utilized by said company unless the Treasurer obtains additional

adequate security for the investment or otherwise determines and documents in writing that the rating provided does not properly reflect the strength of the institution. Maintenance of disbursement or other types of accounts at institutions below a mid-range rating shall be limited, to the maximum extent possible, to a balance below \$100,000. When the rating falls to a "warning stage" or when more than one-half of an institution's capital and surplus has been lost in a 12-month period, any accounts shall be closed forthwith.

Concentration of Credit Risk

The Town has adopted a policy on the amount that may be invested in any one issuer. The policy is as follows; investment in a single institution may not exceed 10% of the institution's capital and surplus position as of the most recent quarterly data available to the Treasurer, nor may any investment in a single institution (other than MMDT) exceed 5% of the Treasurer's cash balance at any time. Up to 100% of available cash may be invested in the State's Treasurer's pooled fund. As of June 30, 2010, the Town had more than 5% of its investments in the following securities:

<u>Issuer</u>	<u>Percentage of Total Investments</u>
Federal Home Loan Mortgage Corporation	13%
General Electric Corporate Bonds	7%
Hartford Life Insurance Corporate Bonds	5%

**NOTE 3 - RECEIVABLES**

At June 30, 2010, receivables for the individual major governmental funds and nonmajor, internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes..... \$	1,049,326	\$ (10,442)	\$ 1,038,884
Real estate tax deferrals.....	103,184	-	103,184
Tax liens.....	1,088,792	-	1,088,792
Motor vehicle excise taxes.....	398,843	(250,155)	148,688
Water fees.....	739,438	-	739,438
Sewer fees.....	1,410,082	-	1,410,082
Departmental and other.....	679,284	(547,906)	131,378
Intergovernmental.....	3,853,611	-	3,853,611
Tax foreclosures.....	91,842	-	91,842
Total..... \$	<u>9,414,402</u>	<u>\$ (808,503)</u>	<u>\$ 8,605,899</u>

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. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:



Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

	General Fund	Other Governmental Funds	Total
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes.....	\$ 867,937	\$ -	\$ 867,937
Real estate tax deferrals.....	103,184	-	103,184
Tax liens.....	1,088,793	-	1,088,793
Motor vehicle excise taxes.....	148,689	-	148,689
Water and sewer fees.....	2,149,520	-	2,149,520
Departmental and other.....	131,378	-	131,378
Intergovernmental.....	1,926,000	1,005,887	2,931,887
Tax foreclosures.....	91,842	-	91,842
Total.....	\$ 6,507,343	\$ 1,005,887	\$ 7,513,230

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2010, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 16,143,810	\$ -	\$ -	\$ 16,143,810
Construction in progress.....	3,862,268	11,118,107	(925,100)	14,055,275
Total capital assets not being depreciated.....	20,006,078	11,118,107	(925,100)	30,199,085
<u>Capital assets being depreciated:</u>				
Land improvements.....	3,013,543	175,100	-	3,188,643
Buildings.....	37,836,278	-	-	37,836,278
Building improvements.....	28,717,238	356,700	-	29,073,938
Equipment.....	5,385,292	817,755	(129,590)	6,073,457
Vehicles.....	6,040,545	367,170	(133,998)	6,273,717
Infrastructure.....	89,119,146	1,736,014	-	90,855,160
Total capital assets being depreciated.....	170,112,042	3,452,739	(263,588)	173,301,193
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(1,500,274)	(112,908)	-	(1,613,182)
Buildings.....	(26,879,034)	(687,507)	-	(27,566,541)
Building improvements.....	(8,816,255)	(1,014,393)	-	(9,830,648)
Equipment.....	(3,310,188)	(631,696)	129,590	(3,812,294)
Vehicles.....	(3,175,495)	(368,352)	133,998	(3,409,849)
Infrastructure.....	(52,853,846)	(2,109,084)	-	(54,962,930)
Total accumulated depreciation.....	(96,535,092)	(4,923,940)	263,588	(101,195,444)
Total capital assets being depreciated, net.....	73,576,950	(1,471,201)	-	72,105,749
Total governmental activities capital assets, net.....	\$ 93,583,028	\$ 9,646,906	\$ (925,100)	\$ 102,304,834

**Business-Type Activities**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Ice Palace Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 505,000	\$ -	\$ -	\$ 505,000
<u>Capital assets being depreciated:</u>				
Buildings.....	745,000	-	-	745,000
Building improvements.....	941,571	-	-	941,571
Total capital assets being depreciated.....	1,686,571	-	-	1,686,571
<u>Less accumulated depreciation for:</u>				
Buildings.....	(614,625)	(18,625)	-	(633,250)
Building improvements.....	(294,676)	(23,539)	-	(318,215)
Total accumulated depreciation.....	(909,301)	(42,164)	-	(951,465)
Total capital assets being depreciated, net.....	777,270	(42,164)	-	735,106
Total capital assets, net.....	\$ 1,282,270	\$ (42,164)	\$ -	\$ 1,240,106

Depreciation expense was charged to functions/programs of the primary government as follows:

**Governmental Activities:**

General government.....	\$ 297,268
Public safety.....	409,944
Education.....	1,448,331
Public works.....	2,480,715
Human services.....	11,449
Culture and recreation.....	276,233
Total depreciation expense - governmental activities.....	\$ 4,923,940

**Business-Type Activities:**

Ice Palace.....	\$ 42,164
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**NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

Interfund transfers for the fiscal year ended June 30, 2010, are summarized as follows:

Transfers Out:	Transfers In:				Total
	General Fund	Stabilization Fund	Memorial School Fund	Nonmajor Governmental Funds	
General Fund.....	\$ -	\$ 500,000	\$ 70,000	\$ 316,500	\$ 886,500 (1)
Stabilization Fund.....	215,000	-	-	904,318	1,119,318 (2)
Nonmajor Governmental Funds.....	50,000	-	-	-	50,000 (3)
Total.....	\$ <u>265,000</u>	\$ <u>500,000</u>	\$ <u>70,000</u>	\$ <u>1,220,818</u>	\$ <u>2,055,818</u>

- (1) Represents budgeted transfers to the Stabilization Fund and various capital project and special revenue accounts.  
 (2) Represents budgeted transfer from Stabilization Fund to the General Fund and Capital Projects.  
 (3) Represents transfer from special revenue funds to the General Fund.

**NOTE 6 – CAPITAL AND OPERATING LEASES**

The Town has entered into lease agreements as lessee for the construction of a new computer network for the school department. This lease agreement qualifies as a capital lease for accounting purposes and therefore has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

Asset:	Governmental Activities
Construction in Progress.....	\$ <u>1,500,000</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2010, were as follows:

Fiscal Years Ending June 30	Governmental Activities
2011.....	\$ 300,000
2012.....	300,000
2013.....	300,000
2014.....	<u>300,000</u>
Total minimum lease payments.....	1,200,000
Less: amounts representing interest.....	<u>-</u>
Present value of minimum lease payments.....	\$ <u>1,200,000</u>

**NOTE 7 - SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund respectively. Details related to the short-term debt activity for the fiscal year ended June 30, 2010, are as follows:

Type	Purpose	Interest Rate (%)	Due Date	Balance at June 30, 2009	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2010
BAN	School Design.....	2.50	07/30/09	\$ 1,600,000	\$ -	\$ 1,600,000	\$ -
BAN	Fire Engine.....	2.50	07/30/09	150,000	-	150,000	-
BAN	Drainage/Engineering.....	2.50	07/30/09	400,000	-	400,000	-
BAN	Drainage Improvements.....	2.50	07/30/09	600,000	-	600,000	-
BAN	High School Roof.....	1.45	07/30/09	100,000	-	100,000	-
BAN	Grandview Farm Remodeling...	1.45	07/30/09	600,000	-	600,000	-
BAN	Road Construction & Paving.....	1.45	07/30/09	200,000	-	200,000	-
BAN	School Design.....	2.00	07/30/10	-	1,280,000	-	1,280,000
BAN	Automated Meter Reader Equip	2.00	07/30/10	-	1,500,000	-	1,500,000
BAN	Recreational Facilities.....	2.00	07/30/10	-	1,000,000	-	1,000,000
BAN	School Design.....	1.25	07/30/10	-	3,000,000	-	3,000,000
Total.....				<u>\$ 3,650,000</u>	<u>\$ 6,780,000</u>	<u>\$ 3,650,000</u>	<u>\$ 6,780,000</u>
Less amounts permanently bonded subsequent to year end.....							<u>(6,280,000)</u>
Total.....							<u>\$ 500,000</u>

On July 15, 2010, the Town issued \$6,280,000 of long-term debt to payoff BANS's due July 30, 2010. Accordingly, those notes have been classified as long-term debt.

**NOTE 8 - LONG-TERM DEBT**

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

Details related to the outstanding indebtedness at June 30, 2010, and the debt service requirements are as follows:

**Bonds and Notes Payable Schedule – Governmental Funds**

Project	Interest Rate (%)	Outstanding at June 30, 2009	Issued	Redeemed	Outstanding at June 30, 2010
Water Treatment Facility.....	4.70	\$ 2,700,000	\$ -	\$ 300,000	\$ 2,400,000
Town Hall Remodeling.....	4.70	1,800,000	-	200,000	1,600,000
Wyman School.....	5.90	1,925,000	-	290,000	1,635,000
School Remodeling.....	5.43	1,110,000	-	115,000	995,000
Water Project.....	5.43	30,000	-	30,000	-
Boiler Bonds.....	5.43	10,000	-	10,000	-
Water Tank.....	3.19	300,000	-	60,000	240,000
Police Station Repairs.....	3.19	175,000	-	35,000	140,000
School.....	3.19	200,000	-	40,000	160,000
Roads.....	3.19	350,000	-	70,000	280,000
Water Mains.....	3.19	150,000	-	30,000	120,000
Remodeling.....	3.18	275,000	-	55,000	220,000
Landlocked Refunding.....	2.53	403,308	-	403,308	-
Police Station Refunding.....	2.69	252,246	-	146,916	105,330
Library Refunding.....	2.94	718,523	-	160,274	558,249
School Remodeling.....	4.23	4,085,000	-	260,000	3,825,000
Water.....	4-5	587,000	-	33,000	554,000
High School Roof.....	4-5	1,230,000	-	70,000	1,160,000
Museum Police Station Remodeling.....	4-5	139,000	-	11,000	128,000
DPW Road Construction.....	4-5	665,000	-	85,000	580,000
Recreation Facility.....	4-5	464,000	-	36,000	428,000
Water Treatment - MWPAT - Pool 12.....	2.00	7,162,657	-	333,913	6,828,744
MWRA Inflow/Infiltration.....	0.00	130,746	-	130,746	-
Water Treatment-MWPAT.....	2.00	288,105	-	12,590	275,515
MWRA Inflow/Infiltration.....	0.00	66,000	-	16,500	49,500
MWRA Inflow/Infiltration.....	0.00	127,600	-	31,900	95,700
High School Roof.....	1.5-4.1	100,000	1,500,000	-	1,600,000
Water Meters.....	1.5-3.5	-	1,500,000	-	1,500,000
Drainage.....	1.5-4.1	1,000,000	-	-	1,000,000
Road Construction.....	1.5-4.1	200,000	800,000	-	1,000,000
Remodeling - Grandview.....	1.5-4.1	600,000	400,000	-	1,000,000
Memorial School.....	3-5	-	4,280,000	-	4,280,000
High School Field.....	3-5	-	1,000,000	-	1,000,000
Water Meters.....	3-5	-	1,000,000	-	1,000,000
Total.....		\$ 27,244,185	\$ 10,480,000	\$ 2,966,147	\$ 34,758,038



# Town of Burlington

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

Debt service requirements for principal and interest for Governmental bonds payable in future fiscal years are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011.....\$	2,790,482 \$	1,110,244 \$	3,900,726
2012.....	3,016,149	1,122,659	4,138,808
2013.....	3,023,433	1,012,643	4,036,076
2014.....	2,962,466	899,488	3,861,954
2015.....	2,545,049	784,602	3,329,651
2016.....	2,537,786	681,344	3,219,130
2017.....	2,270,678	586,744	2,857,422
2018.....	2,198,730	503,816	2,702,546
2019.....	1,706,945	418,714	2,125,659
2020.....	1,590,325	355,760	1,946,085
2021.....	1,258,875	305,438	1,564,313
2022.....	1,263,909	263,936	1,527,845
2023.....	1,227,808	226,675	1,454,483
2024.....	1,236,887	188,702	1,425,589
2025.....	1,246,149	150,122	1,396,271
2026.....	950,598	116,875	1,067,473
2027.....	940,238	89,231	1,029,469
2028.....	371,460	70,624	442,084
2029.....	353,414	56,779	410,193
2030.....	318,414	43,721	362,135
2031.....	173,414	34,244	207,658
2032.....	173,414	27,525	200,939
2033.....	173,414	20,588	194,002
2034.....	173,414	13,652	187,066
2035.....	173,414	6,715	180,129
2035.....	81,173	1,623	82,796
Total.....\$	<u>34,758,038</u> \$	<u>9,092,464</u> \$	<u>43,850,502</u>

## Bonds and Notes Payable Schedule – Ice Palace Enterprise Fund

<u>Project</u>	<u>Interest Rate (%)</u>	<u>Outstanding at June 30, 2009</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Outstanding at June 30, 2010</u>
Skating Rink.....	5.43	\$ 50,000	\$ -	\$ 50,000	\$ -
Ice Palace Refunding.....	2.77	260,923	-	129,502	131,421
Total.....		<u>\$ 310,923</u>	<u>\$ -</u>	<u>\$ 179,502</u>	<u>\$ 131,421</u>

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

Debt service requirements for principal and interest for the Ice Palace enterprise fund bonds and notes payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2011.....	\$ 131,421	\$ 4,272	\$ 135,693

The Massachusetts Water Resource Authority (MWRA) operates an Infiltration/Inflow Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. The loan portion is payable in five equal annual installments. At June 30, 2010, the outstanding principal amount of these loans totaled \$145,200.

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2010, approximately \$259,000 of such assistance was received. Approximately \$2,070,000 will be received in future fiscal years. Of this amount, \$145,000 represents reimbursement of long-term interest costs, and \$1,926,000 represents reimbursement of approved construction costs. Accordingly, a \$1,926,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The annual change in revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The MSBA offers a construction grant program which pays the Town the State's share of approved school construction costs and therefore eliminates the need for the Town to fund the State's share through long-term debt. The Memorial School project is being funded by this grant program. The Total grant received by the Town is expected to be \$14,051,000. During the fiscal year the Town received \$1,542,000 and recorded a receivable for \$743,000 for amounts that were received subsequent to year end.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2010, the Town had the following authorized and unissued debt:

Purpose	Amount
Mill Pond Treatment Plant.....	\$ 23,518
Memorial School.....	27,923,244
Sewer I/I 2008.....	198,000
Automated Water Meters.....	1,500,000
Sewer Pump Station and Main.....	9,000,000
Field Renovations.....	2,000,000
Water Main Upgrades.....	1,000,000
Water Tank Repairs.....	1,200,000
Road Construction and Drainage.....	1,500,000
Marshall Simonds Middle School.....	32,865,272
Total.....	\$ 77,210,034

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2010, the following changes occurred in long-term liabilities:

	Balance at June 30, 2009	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance at June 30, 2010	Current Portion
<b>Governmental Activities:</b>						
Compensated absences.....	\$ 3,825,000	\$ -	\$ -	\$ (50,000)	\$ 3,775,000	\$ 1,561,000
Workers' compensation.....	233,000	-	-	(109,000)	124,000	124,000
Other postemployment benefits.....	3,503,303	-	-	3,334,523	6,837,826	-
Long-term bonds and notes.....	<u>27,244,185</u>	<u>10,480,000</u>	<u>(2,966,147)</u>	<u>-</u>	<u>34,758,038</u>	<u>2,790,482</u>
Total.....	<u>\$ 34,805,488</u>	<u>\$ 10,480,000</u>	<u>\$ (2,966,147)</u>	<u>\$ 3,175,523</u>	<u>\$ 45,494,864</u>	<u>\$ 4,775,482</u>
<b>Business-Type Activities:</b>						
Long-term bonds and notes.....	<u>\$ 310,923</u>	<u>\$ -</u>	<u>\$ (179,502)</u>	<u>\$ -</u>	<u>\$ 131,421</u>	<u>\$ -</u>

**NOTE 9 - PENSION PLAN**

*Plan Description* - The Town contributes to the Middlesex Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Middlesex Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled \$9,864,000 for the fiscal year ended June 30, 2010, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Middlesex Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 25 Linnell Circle, Billerica, Massachusetts, 01821.

*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 system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's contributions to the System for the fiscal years ended June 30, 2010, 2009, and 2008 were \$5,993,783, \$5,960,257, and \$5,347,677, respectively, which equaled its required contribution for each fiscal year.

**NOTE 10 - RISK FINANCING**

The Town 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 Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for approximately 10% of its health insurance and 100% of its workers' compensation activities. The self-insured health insurance activities are accounted for in the Internal Service Fund. Workers' compensation activities are accounted for in the General Fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. The approximate 90% of health insurance coverage that is premium based is accounted for in the General Fund. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

*(a) Health Insurance*

Approximately 10% of the Town's health insurance activities are premium based plans. The remaining 90% of employee health insurance claims are administered by a third party administrator and were funded from the Town's Internal Service Fund. The Town purchases individual stop loss insurance for claims in excess of the \$100,000 coverage. The estimate of IBNR claims is based on a historical trend analysis and recent trends.

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2006.....	\$ -	\$ 762,779	\$ (635,779)	\$ 127,000
Fiscal Year 2007.....	127,000	1,862,282	(1,768,282)	221,000
Fiscal Year 2008.....	221,000	6,325,238	(5,869,238)	677,000
Fiscal Year 2009.....	677,000	10,776,921	(10,310,921)	1,143,000
Fiscal Year 2010.....	1,430,000	12,029,995	(11,410,571)	2,049,424

*(b) Workers' Compensation*

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town estimates its IBNR claims based on history and injury type. At June 30, 2010, the amount of the liability for workers' compensation claims totaled \$124,000. Changes in the reported liability since July 1, 2005 are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2006.....	\$ 81,000	\$ 120,680	\$ (89,680)	\$ 112,000
Fiscal Year 2007.....	112,000	133,243	(88,943)	156,300
Fiscal Year 2008.....	156,300	179,572	(130,872)	205,000
Fiscal Year 2009.....	205,000	119,392	(91,392)	233,000
Fiscal Year 2010.....	233,000	120,188	(229,188)	124,000

**NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

Fiscal year 2009 is the initial year that the Town has implemented GASB Statement 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions (GASB 45). As allowed by GASB 45, the Town has established the net Other Postemployment Benefits (OPEB) obligation at zero at the beginning of the transition year and has applied the measurement and recognition requirements of GASB 45 on a prospective basis.

*Plan Description* – The Town of Burlington administers a single-employer defined benefit healthcare plan (“the Retiree Health Plan”). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

*Funding Policy* – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 80 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 20 percent of their premium costs. For fiscal year 2010, the Town contributed \$5.4 million to the plan, and member contributions totaled \$1 million.

*Annual OPEB Cost and Net OPEB Obligation* – The Town’s annual other postemployment benefit (OPEB) cost (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 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town’s net OPEB obligation are summarized in the following table:

Normal cost.....	\$ 3,322,679
Amortization of unfunded actuarial accrued liability.....	5,332,943
Interest on existing net OPEB obligation.....	175,165
Adjustments to annual required contribution.....	<u>(128,127)</u>
Annual OPEB cost (expense).....	8,702,660
Contributions made.....	<u>(5,368,137)</u>
Increase/Decrease in net OPEB obligation.....	3,334,523
Net OPEB obligation - beginning of year.....	<u>3,503,303</u>
Net OPEB obligation - end of year.....	<u><u>\$ 6,837,826</u></u>

## Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2010

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2010 was as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2010	\$ 8,702,660	62%	\$ 3,334,523
6/30/2009	8,307,770	58%	3,503,303

*Funded Status and Funding Progress* – As of December 31, 2007, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$137.8 million, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$56 million, and the ratio of the UAAL to the covered payroll was 38 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with 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 about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

*Actuarial Methods and Assumptions* – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer 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 employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2007 actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 5% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 10% initially, graded to 5% over 5 years and included a 4.5% inflation assumption. The UAAL is being amortized over a 30 year period, with amortization payments increasing at 4.5% per year. The remaining amortization period at July 1, 2009 is 29 years.

### NOTE 12 - COMMITMENTS

The Town has entered into, or is planning to enter into, contracts totaling approximately \$77 million for renovations to the schools, improvements to recreation facilities, water and sewer infrastructure projects, and roadway upgrades.

### NOTE 13 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2010, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be



disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2010, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2010.

#### **NOTE 14 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During the year the following GASB pronouncements were implemented:

- The GASB issued Statement #53, *Accounting and Financial Reporting for Derivative Instruments*, which is required to be implemented in fiscal 2010. The standards in this statement require all derivative instruments be reported at fair value. This pronouncement did not impact the basic financial statements.
- The GASB issued Statement #57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*. The standards in this statement permits an agent employer that has an individual employer OPEB plan with fewer than 100 members to use an alternative measurement method to produce actuarially based information for purposes of financial reporting, regardless of the number of total plan members in the agent multiple-employer OPEB plan in which it participates. Management elected to implement this standard early and this standard did not impact the basic financial statements.
- The GASB issued Statement #58, *Accounting and Financial Reporting for Chapter 9 Bankruptcies*. The standards in this statement provide guidance for bankrupt state and local governments by establishing requirements for recognizing and measuring the effects of the bankruptcy process on assets and liabilities and for classifying changes in those items and related costs. Management elected to implement this standard early and this standard did not impact the basic financial statements.

Future Implementation of GASB Pronouncements:

- The GASB issued Statement # 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which is required to be implemented in fiscal year 2011. Management believes this pronouncement will require additional disclosure and impact the basic financial statements.
- The GASB issued Statement #59, *Financial Statements Omnibus*, which is required to be implemented in fiscal year 2011. Management believes this pronouncement will require additional disclosure relative to investments held by the Town.

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## ***Required Supplementary Information***

# 2010 Annual Report

## GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2010

	Budgeted Amounts			
	Amounts Carried forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
<b>REVENUES:</b>				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 78,027,966	\$ 78,027,966	\$ 78,027,966
Tax liens.....	-	-	-	-
Motor vehicle excise taxes.....	-	2,901,640	2,901,640	2,901,640
Hotel/motel tax.....	-	1,400,000	1,400,000	1,400,000
Charges for services.....	-	2,925,000	2,925,000	2,925,000
Water charges.....	-	-	-	-
Sewer charges.....	-	-	-	-
Trash disposal.....	-	-	-	-
Penalties and interest on taxes.....	-	300,000	300,000	300,000
Fees and rentals.....	-	380,000	380,000	380,000
Payments in lieu of taxes.....	-	540,000	540,000	540,000
Licenses and permits.....	-	800,000	800,000	800,000
Intergovernmental.....	-	8,224,026	8,224,026	8,224,026
Departmental and other.....	-	525,000	525,000	525,000
Investment income.....	-	300,000	300,000	300,000
Miscellaneous.....	-	200,000	200,000	200,000
<b>TOTAL REVENUES.....</b>	<b>-</b>	<b>96,523,632</b>	<b>96,523,632</b>	<b>96,523,632</b>
<b>EXPENDITURES:</b>				
Current:				
General government.....	687,963	5,673,049	6,361,012	5,871,658
Public safety.....	104,528	12,490,292	12,594,820	13,100,961
Education.....	3,026,295	44,399,045	47,425,340	47,425,340
Public works.....	362,894	5,891,765	6,254,659	6,368,874
Water and sewer.....	275,280	3,389,408	3,664,688	3,584,945
Human services.....	17,986	1,337,053	1,355,039	1,398,058
Culture and recreation.....	17,340	2,698,965	2,716,305	2,727,027
Pension benefits.....	-	5,993,783	5,993,783	5,993,783
Employee benefits.....	155,234	10,303,000	10,458,234	10,483,234
State and county charges.....	-	629,656	629,656	629,656
Debt service:				
Principal.....	-	2,787,001	2,787,001	2,787,001
Interest.....	-	1,137,500	1,137,500	1,137,500
<b>TOTAL EXPENDITURES.....</b>	<b>4,647,520</b>	<b>96,730,517</b>	<b>101,378,037</b>	<b>101,508,037</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>(4,647,520)</b>	<b>(206,885)</b>	<b>(4,854,405)</b>	<b>(4,984,405)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Premium from issuance of bonds.....	-	-	-	-
Transfers in.....	-	255,000	255,000	285,000
Transfers out.....	-	(386,000)	(386,000)	(886,000)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>-</b>	<b>(131,000)</b>	<b>(131,000)</b>	<b>(601,000)</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(4,647,520)</b>	<b>(337,885)</b>	<b>(4,985,405)</b>	<b>(5,585,405)</b>
<b>BUDGETARY FUND BALANCE, Beginning of year.....</b>	<b>12,209,105</b>	<b>12,209,105</b>	<b>12,209,105</b>	<b>12,209,105</b>
<b>BUDGETARY FUND BALANCE, End of year.....</b>	<b>\$ 7,561,585</b>	<b>\$ 11,871,220</b>	<b>\$ 7,223,700</b>	<b>\$ 6,623,700</b>

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$ 78,247,831	\$ -	\$ 219,865
77,469	-	77,469
2,850,959	-	(50,681)
1,287,634	-	(112,366)
2,963,613	-	38,613
-	-	-
-	-	-
300,476	-	476
404,593	-	24,593
548,087	-	8,087
1,253,915	-	453,915
8,308,504	-	84,478
593,720	-	68,720
130,666	-	(169,334)
426,989	-	226,989
<u>97,394,456</u>	<u>-</u>	<u>870,824</u>
5,099,363	361,032	411,263
13,007,076	55,021	38,864
43,649,057	3,363,555	412,728
5,999,259	479,354	(109,739)
3,183,560	-	401,385
1,331,250	11,843	54,965
2,623,236	5,245	98,546
5,957,783	-	36,000
9,964,115	183,485	335,634
629,368	-	288
2,787,001	-	-
1,083,091	-	54,409
<u>95,314,159</u>	<u>4,459,535</u>	<u>1,734,343</u>
<u>2,080,297</u>	<u>(4,459,535)</u>	<u>2,605,167</u>
173,618	-	173,618
285,000	-	-
(886,500)	-	(500)
<u>(427,882)</u>	<u>-</u>	<u>173,118</u>
1,652,415	(4,459,535)	2,778,285
<u>12,209,105</u>	<u>-</u>	<u>-</u>
\$ <u>13,861,520</u>	\$ <u>(4,459,535)</u>	\$ <u>2,778,285</u>

**MIDDLESEX RETIREMENT SYSTEM  
SCHEDULE OF FUNDING PROGRESS**

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)
01/01/08	\$ 774,863,669	\$ 1,529,806,307	\$ 754,942,638	50.7%	\$ 360,206,302	209.6%
01/01/06	653,156,866	1,364,582,969	711,426,103	47.9%	330,999,861	214.9%
01/01/04	618,163,380	1,223,828,127	605,664,747	50.5%	306,025,949	197.9%
01/01/02	599,699,143	1,020,828,178	421,129,035	58.7%	280,740,439	150.0%
01/01/00	570,263,467	905,280,472	335,017,005	63.0%	253,228,818	132.3%
01/01/98	476,708,969	763,093,878	286,384,909	62.5%	215,380,186	133.0%
01/01/96	373,750,361	634,920,488	261,170,127	58.9%	218,345,024	119.6%

The Town's share of the UAAL, as of January 1, 2008, is approximately 8%.

See notes to required supplementary information.



**MIDDLESEX RETIREMENT SYSTEM  
SCHEDULE OF EMPLOYER CONTRIBUTIONS**

Plan Year Ended December 31	System Wide			Town of Burlington	
	Annual Required Contributions	(A) Actual Contributions	Percentage Contributed	(B) Actual Contributions	(B/A) District's Percentage of System Wide Actual Contributions
2010	\$ 74,126,190	\$ 74,126,190	100%	\$ 5,993,783	8.09%
2009	71,233,749	71,233,749	100%	5,960,257	8.37%
2008	64,053,064	64,053,064	100%	5,347,677	8.35%
2007	57,553,642	57,553,642	100%	4,892,218	8.50%
2006	57,553,642	57,553,642	100%	4,361,931	7.58%
2005	52,298,150	52,298,150	100%	3,616,102	6.91%
2004	52,902,366	52,906,366	100%	2,750,499	5.20%

The Town's Actual Contributions equaled 100% of its Required Contributions for each year presented.

See notes to required supplementary information.

## OTHER POSTEMPLOYMENT BENEFIT PLAN SCHEDULE OF FUNDING PROGRESS

JUNE 30, 2010

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
12/31/2007	\$ -	\$ 137,797,088	\$ 137,797,088	0%	\$ 54,104,138	254.7%

The Town implemented GASB Statement No. 45 for the fiscal year ended June 30, 2009.  
Information for prior years is not available.

See notes to required supplementary information.

**OTHER POSTEMPLOYMENT BENEFIT PLAN**  
**ACTUARIAL METHODS AND ASSUMPTIONS**

FISCAL YEAR ENDED JUNE 30, 2010

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Actuarial Methods:

Valuation date.....	December 31, 2007
Actuarial cost method.....	Project Unit Credit
Amortization method.....	Payment increasing at 4.5%
Remaining amortization period.....	29 Years as of July 1, 2009

Actuarial Assumptions:

Investment rate of return.....	5.0%, pay-as-you-go scenario
Inflation rate.....	4.5%
Medical/drug cost trend rate.....	10.0% graded to 5.0% over 5 years

Plan Membership:

Current retirees, beneficiaries, and dependents.....	709
Current active members.....	<u>607</u>
Total.....	<u><u>1,316</u></u>

See notes to required supplementary information.

**NOTE A - BUDGETARY BASIS OF ACCOUNTING****1. Budgetary Information**

Municipal Law requires the adoption of a balanced budget that is approved by Town Meeting. The Finance and Advisory Board presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Town Meeting approval via a supplemental appropriation.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2010 approved budget authorized approximately \$101,764,000 in appropriations and other amounts to be raised. During fiscal year 2010, Town Meeting also approved supplemental appropriations totaling approximately \$630,000.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

**2. Budgetary - GAAP Reconciliation**

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2010, is presented below:

Net change in fund balance - budgetary basis.....	\$	1,652,415
<u>Basis of accounting differences:</u>		
Net change in revenue accruals.....		775,175
Increase in revenue due to on-behalf payments.....		9,864,000
Perspective differences in reporting of sewer fund activities.....		(63,090)
Increase in expenditures due to on-behalf payments.....		(9,864,000)
Net change in expenditure accruals.....		<u>(1,541,014)</u>
Net change in fund balance - GAAP basis.....	\$	<u>823,486</u>

**3. Excess of Expenditures over Appropriations**

For the fiscal year ended June 30, 2010, actual expenditures exceeded appropriations for snow and ice (public works). These over-expenditures will be raised and funded through available funds during fiscal year 2011.

**NOTE B – PENSION PLAN**

The Town contributes to the Middlesex Contributory Retirement System ("Retirement System"), a cost-sharing, multiple-employer defined benefit pension plan ("Plan") administered by the Middlesex Retirement Board. The Retirement System provides retirement, disability, and death benefits to members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the Plan. Plan members are required to contribute to the Retirement System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the Retirement System its share of the systemwide actuarially determined contribution which is apportioned among the employers based on active covered payroll.

The schedule of funding progress, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Additionally, the schedule of employer contributions, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions. This information is designed to be helpful for understanding the scale of the information presented relative to the Town.

The following actuarial methods and assumptions were used in the Retirement System's most recent actuarial valuation:

Valuation Date.....	January 1, 2008
Actuarial Cost Method.....	Entry Age Normal Cost Method
Amortization Method.....	Level dollar for the 1992, 2002 and 2003 ERIs and 4.50% increasing for the remaining unfunded liability
Remaining Amortization Period.....	As of July , 2008, 2 years remaining for 1992 ERI liability; 11 year remaining for 2002 and 12 years remaining for 2003 and 20 years remaining for unfunded liability
Asset Valuation Method.....	The difference between the expected return and the actual investment return on a market value basis is recognized over a 5 year period as described by Revenue Procedure 2000-40
Actuarial Assumptions:	
Investment rate of return.....	8.25%
Projected salary increases.....	4.00% for the next 2 years; then 4.75% for Group 1 and 5.25% for Group 4
Cost of living adjustments.....	3.00% on first \$12,000
Plan Membership:	
Retired participants and beneficiaries receiving benefits.....	4,764
Terminated participants entitled to a return of their employee contributions.....	3,077
Terminated participants with a vested right to a deferred or immediate benefit.....	190
Active participants.....	<u>9,285</u>
Total.....	<u><u>17,316</u></u>

## NOTE B – OTHER POST-RETIREMENT BENEFITS

The Town of Burlington administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town's health insurance plan, which covers both active and retired members, including teachers.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets. Since this is the Town's initial year of implementation of GASB Statement 45, information for prior years is not available.



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

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

