

TOWN OF CHELMSFORD

ANNUAL TOWN REPORT • FISCAL 2024





Community Profile & Map

2024 Quick Facts

Incorporated:	May 1655	Total Single Family Units:	9,064
Type of Government:	Select Board	Total Condo Units:	2,828
	Town Manager	Total Households:	14,102
	Representative Town Meeting	Avg. Single Family Home Value ² :	\$638,793
County:	Middlesex	Tax Rate Per \$1000: (split in FY 20).....	Res \$13.62
Land Area:.....	23.08 Sq. Miles		CIP \$17.22
Public Road Miles	225	(Business Personal Property)	PP \$17.06
Total Population ¹ :	36,392	Avg. Single Family Tax Bill ³ :.....	\$8,564
Registered Voters as of 12/31/2023:	26,118	Original FY 2024 Operating Budget:	\$157,483,141
		Websites:	www.chelmsfordma.gov

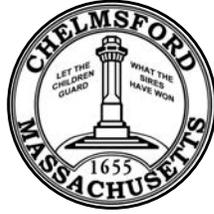
¹ 2020 Census Population

² Municipal Databank on Massachusetts Dept. of Revenue, Division of Local Services Website

³ Municipal Databank on Massachusetts Dept. of Revenue, Division of Local Services Website



TOWN OF CHELMSFORD



ANNUAL TOWN REPORT FISCAL 2024

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Meeting Schedules

Select Board, Town Offices, 6 PM - alt. Monday
School Committee, 230 North Road, 6 PM - alt. Tuesday
Planning Board, Town Offices, 7 PM - 2nd & 4th Wednesday

Schedules are subject to change. To confirm all meetings, visit the Town's Official website at www.chelmsfordma.gov or please call the Town Clerk's Office at (978) 250-5205.



In Memoriam



Francis J. Barre

Francis "Frank" Joseph Barre, 80, of Chelmsford, MA died early Wednesday morning, December 20, 2023 at his home with his family by his side. He was married to his high school sweetheart, Marguerite E. (Render) Barre with whom he celebrated their 60th wedding anniversary on March 23, 2023. Born in Jersey City, NJ, he was the son of the late Francis A. Barre and Florence (Miller) Barre. He was raised in Guttenberg, NJ, where he earned the rank of Eagle Scout with the Boy Scouts of America. He graduated from St. Joseph's High School in West New York, NJ with the class of 1961, and was a graduate of Rutgers University in NJ with a BA in History. Early in his working career he was an elementary school teacher in

West New York, NJ. Then, for 40 years, Frank served the Boy Scouts of America as a professional Scouter in various positions in the Northeast Region, including Scout Executive of the Greater Lowell Council. He retired from Yankee Clipper Council BSA, in 2008. Throughout his profession, Frank dedicated himself to mentoring and inspiring youth, and trained and mentored countless adult leaders to advance the Scouting program. He was an amazing role model, and his influence can be found in generations of young people. Frank was dedicated to his faith and his church. He was a communicant of St. Irene's Catholic Church in Carlisle, MA since 1990. For years, he and Marguerite were active members of the St Irene's Players and coordinated the St. Irene's Confirmation Program. He was a 4th Degree Knight and served as The Grand Knight with the Knights of Columbus 13848-Concord & Carlisle, MA. In later years, Frank found new ways to serve his community. For over 20 years, Frank was a Chelmsford Town Meeting Representative. He was very proud of his volunteer work at Boston Childrens' Hospital as a member of the Institutional Animal Care and Use Committee.



Emily S. Dilworth

Emily was born in Lansing, Michigan in 1980 and grew up in Rockford Michigan. It was there that we saw the beginnings of the spark she had in everything she did. From leading a cheer squad to taking up acting in high school plays, she exhibited more energy than could seemingly fit in her body. We vividly remember her quick smile and immediate excitement for new friends and adventures. A graduate of Rockford High School, she earned a bachelor's degree in criminal justice from Michigan State University. In 2000 she survived a violent car crash that left her comatose, only to walk out of the hospital in three months and eventually graduate with a college degree. It was while a student at MSU that Emily met Brandon, the love



In Memoriam

of her life. She then moved to Hancock with her little dog Steve in the upper peninsula of Michigan. She and Brandon were married in the most heart-warming ceremony, we can still see her in that white dress and flip flops holding a bouquet of roses with her proud husband at her side.

Life then called Brandon and Emily to Massachusetts where she continued with her passion of building lasting friendships. She welcomed new friends to a pod of close confidants that only became stronger the bigger it grew. She continued to send personalized treats to high school friends every year while still finding time to organize meet ups and parties for her massive group of friends in Chelmsford. Emily was engaged with the Chelmsford Mother's Club, and held multiple officer positions within the PTOs and was also a Town Meeting Representative in Chelmsford.



Robert P. Joyce

Robert P. Joyce, 72, a long-time resident of Chelmsford and formerly of Winchester, passed peacefully on Wednesday morning, July 19, 2023, after a long illness. He was the beloved husband of Rosemary Joyce with whom he shared 48 years of marriage. He was born on February 16, 1951, in Winchester, Massachusetts and was the son of the late Helen Dodd of Brighton and William Joyce of Winchester. Robert was raised in Winchester before going to Northeastern University and received his associate's degree in law enforcement and bachelor's degree in business administration. After a time spent living and working in Chelmsford, they began raising a family.

While in Chelmsford, Robert worked as an IT manager. He was the co-owner of PhotoBanc, a local one-hour photography business, and owner of ChelmsfordMassNews.com, a local online website. Actively involved in the town, Robert successfully served two terms on the board of selectmen, served 10 years on the Chelmsford planning board, was a member of the sewer commission, contributing town meeting member, school committee member of Nashoba Valley Technical High school, and a member of the Chelmsford Elks. Robert continued his education at Clark University and received his certificate in IT management. Robert was also an avid Beatles fan and a Boston sports enthusiast.



In Memoriam



Norman A. Labrecque

Normand A. Labrecque, 81, a longtime Chelmsford resident, passed away peacefully on Saturday, February 10, 2024, at Lowell General Hospital surrounded by his loving family. He was the beloved husband of Jean W. (Wilder) Labrecque with whom he shared 57 years of marriage. He was born in Berlin, NH, on July 11, 1942, and was the son of the late Lucien and Laurentia (Roy) Labrecque. Normand was raised in Berlin, NH, joined the US Army from January 1964 – November 1966, and graduated from University of New Hampshire (1969). His career spanned over 3 decades in nuclear power engineering working for Framatome, Areva, Duke Energy, United Engineers, and Yankee. While raising his four children, Normand was involved in town politics and

known as Mr. Town Meeting. He enjoyed coaching youth soccer for his children's teams. After retirement, he golfed daily at Chelmsford Country Club for many years, enjoyed bowling, performed extensive research on genealogy, and enjoyed many vacations with his wife Jean.



Rebecca Sue Markey

Rebecca Sue Markey, 69, of North Chelmsford, MA, was a devoted wife, mother, grandmother, sister, friend, and environmental activist, who went to heaven on September 26, 2023.

Rebecca was born to Harold and Ellen Woodruff on September 28, 1953 in Glendale, West Virginia. She was an active kid that loved to be outside, and in junior high school was a member of the Sarasota (FL) Sailor Circus. During her high

school years, Rebecca's love of singing led to meeting Carl, her husband of almost 51 years. They both were members of The Singing Valiants choral group which toured all over the Southeast. They were married on October 20, 1972, and together had 2 amazing sons: Gareth and Daryl.

Rebecca loved being a Mama to her boys. She sewed homemade Halloween costumes, made Christmas stockings, and filled her home with love, cakes, and spaghetti dinners. Rebecca later added Nonnie to her list of titles and helped care for her three loving grandchildren: Dominic, Lucia, and Fiona. She would read to them, bake muffins with them, and teach them about bird calls and all the wonderful creatures great and small. She loved to reminisce of her time spent in England where her husband Carl was stationed as a member of the U.S. Air Force. She enjoyed having a spot of tea, and was always available for a warm conversation on the phone or in person.

After her sons were grown, Rebecca went back to school graduating from Lesley University with a Bachelor's degree in Environmental Science. She was deeply passionate about environmental issues, and spent many years teaching others as a park ranger at Great Brook Farm State Park



In Memoriam

and the Lowell National Historical Park. She also worked at the Merrimack River Watershed Council, served as the Conservation Agent for the Towns of Billerica and Shirley, and worked at Places Associates (Littleton, MA). She was also a Director on the Chelmsford Land Conservation Trust (CLCT) for many years. Rebecca was active in the outreach programs of West Chelmsford United Methodist Church, and sang in the senior choir for many years. She spent her life in service to others.



Elizabeth Marie Ripsom

Elizabeth Marie (Postupack) Ripsom, 92, of Chelmsford, MA, entered into her heavenly rest at Tufts Medical Center,

Boston on October 25, 2023, surrounded by her loving family. Born on March 19, 1931, in Weatherly, PA. Betty was the youngest of 9 children born to the late Michael and Mary (Katerchek) Postupack of Poland and the Ukraine. Betty graduated from Weatherly High School in 1949 and McCann Business School, Hazleton, PA in 1951. After receiving her Business Certificate, Betty moved to Washington, DC to work for the Department of the Navy in the Budgets and Boats and Small Crafts Departments. While in DC, Betty met George A. Ripsom, the love of her life, whom she married on May 8, 1954.

In their almost 70 years of marriage, Betty and George raised four children and made more than 30 moves to homes located in Pennsylvania, Rhode Island, New Jersey, Virginia, Massachusetts and Kwajalein, Marshall Islands in support of George's education at Penn State and U Penn, and assignments with the US Navy, RCA, and Raytheon. After settling in Chelmsford Farms II in 1964, Betty spent the next 60 years refining her knowledge of horticulture earning academic credits, and a certification as a Landscape Design Critic; serving as a judge at sanctioned Flower Shows; planting a historically-accurate colonial herb garden at the "Old Chelmsford"

Garrison House; and cultivating beautiful gardens featuring hostas, irises and day lilies around her home.

Nearly six decades of participation in the Lazy Daisy Garden Club earned her more friends and led to additional community service projects. One of her favorites was bringing flowers and various holiday-themed containers to Sunny Acres Nursing Home where the residents could make their own arrangements and keep them to cheer up their rooms. In 2021 in the height of COVID19 isolation, Club members surprised Betty with a 90th Birthday Parade of vehicles decorated with balloons and signs of good wishes that circled past the Ripsom home and dropped off multiple beautiful floral tributes to brightened Betty's home.

Affectionately known as the "Pencil Lady" by neighborhood children, for almost 60 years Betty gave out unique, brightly-colored pencils at Halloween. On this first Halloween after her passing, George continued her tradition.

In the pre-computer era, Betty used library sources to research and coordinate the many miles of her family's never-ending educational odyssey which included traveling to all 50 states,



In Memoriam

Mexico, Canada, Japan, Guam, Micronesia, and Europe. A voracious reader and student of history, horticulture, garden, and urban design, she earned credits for professional courses in various subject areas, as well as studying for several semesters at Middlesex Community College.

Betty's abundant energy was not limited to home, travel, classes, and hobbies. For nearly 50 years, Betty organized fundraising events for the annual Navy League of the United States "Toys for Tots" Campaign. She received several commendations from the Commandant, Naval District Boston, for her voluntary contributions of time and talent that ensured the success of these campaigns. In the 1990s she added "local official" to her resume, as voters elected her to the first of many consecutive terms as a Precinct Representative to Chelmsford's Town Meeting.



George R. Ripsom

RIPSOM, George A. Sr. Served Church, Country and Community 38 years U.S. Navy Veteran George A. Ripsom, Sr., age 90, a resident of Chelmsford, MA for 60 years, departed this life on April 13, 2024, following an extended illness. George was a humble man, who never called attention to his many achievements. He was genuinely devoted to serving God, his country and the community of Chelmsford, where he shared a home with his beloved wife, Elizabeth "Betty" (Postupack) Ripsom, until her passing on October 25, 2023. Colleagues, friends and neighbors are invited to join George's family in Celebrating his Life and legacy, the highlights of which follow, with this disclaimer: "To be remembered for his smile and wit, George wrote no lines for

his obit. Words written here are not his own, but flow with love from hearts at home." Born in Alton, IL on December 1, 1933, George grew up on the Texas Gulf Coast and attended St. Mary's University in LaPorte for 3 years, before enlisting in the U.S. Navy. Assigned to Fire Control (FC) "A" school in Washington, D.C., in July 1953, he captured the attention of Betty Postupack at a church get-together. The pretty administrative assistant to three Navy Captains was 15" shorter than George's lanky 6' 3". Vowing that he, too, would be a captain one day, he married the girl from Weatherly, PA on May 8, 1954 at the Ukrainian Catholic Church, where she and her large family were members. There, followed deployments from Newport, RI to Korea as an FC aboard USS Caperton (DD650) and throughout Europe and the Mediterranean as repair team leader aboard USS Yosemite (AD19). George was recently remembered by one of his Caperton shipmates as "one of the best supervisors I ever had". In 1957, George entered the Naval Reserve. Receiving a BSEE from Penn State in 1960, he was commissioned Ensign (Engineering Duty). After earning an MSEE from Penn, he served various assignments in Lawrence, MA, at Ship Activation, Maintenance and Repair Division, Boston, at First Naval District Fleet Ship Support Project and



In Memoriam

at NAVELEX HQ. While on one of his several tours as a CO of Reserve Units at Portsmouth Naval Shipyard, he was promoted to Captain on July 1, 1982. He returned to active duty in 1985, at SPAWAR SYSCOM in Washington, D.C., to direct the Contractor Motivation Program, which he continued as a Reserve CO in Portsmouth until his retirement on the USS Constitution in 1992. Among his many awards, he received two Meritorious Service Medals and proudly swore daughters, Margaret to the Air Force and Lissa to the Naval Reserve. In many years as a leader of the National and Massachusetts Bay Councils of the Navy League, George lead 22 annual geopolitical symposia at BU. These day-long events attended by students from universities throughout the area featured a wargame-like scenario developed by Naval War College, Newport, RI. The symposia furthered the educational mission of the Navy League, earning the local Mass Bay Council several awards. In his civilian career, George worked for RCA before moving to Chelmsford in 1964 to work as Principal Systems Engineer with Raytheon Company's HAWK Mis-

sile System Program Office in Bedford, MA. In 1969, he and Betty embraced his opportunity to assume an assignment as Asst. Program Manager of Raytheon's Missile Site Radar (MSR) Program Office, located on Kwajalein, Marshall Islands. There, the family enjoyed cultural and recreational activities on the tropical paradise and George played on the Raytheon baseball team and bowling league. Upon returning to the U.S., he worked on the Plant Manager's staff at Raytheon's Lowell facility. George was active in Chelmsford politics, serving a term on the School Committee, as Chairman of which he proudly presented diplomas to daughter, Lissa, and the first graduating class from the new Chelmsford High School. He was later appointed to the Finance Committee, where he served for ten years as Chairman. He was a founding member of the Town of Chelmsford Arts & Technology Education Fund, serving on the Board administering donations for 14 years. An Eagle Scout, George was an enthusiastic supporter of both the Boy and Girl Scout Programs and proudly watched his son, George, Jr., receive his own Eagle Scout Award. He regularly assisted the American Red Cross in organizing local blood drives and donated 238 pints of blood in his lifetime. George was a longtime Treasurer for the

"Old Chelmsford" Garrison House Association, was on teams that moved the Hill Jock House and other historic buildings to the property and managed the rebuilding of the Adams Blacksmith Shop following a fire. He particularly enjoyed working with Betty on annual sessions of Summer History Camp, which she developed for the Garrison House Guild.



Elected Officials *Town Clerk's Listing as of April 2, 2024*

ADA COORDINATOR

Jose Negron

AGE-FRIENDLY IMPLEMENTATION COMMITTEE

Steve Callaghan

Lesley Kimball

Lisa Marrone

Jennifer Melanson

Colin Spence

Connie Donahue-Comtois 6/30/25

Debra M Siriani 6/30/27

ARTS & TECHNOLOGY EDUCATION FUND (ATEF)

Dr Jay Lang

BOARD OF ASSESSORS

Regan Flood

BOARD OF HEALTH

Eric Andrew Meikle 4/1/25

Richard J Day 4/7/26

David Arthur Paquette 4/6/27

BOARD OF REGISTRARS

Patricia E. Dzuris

CAPITAL PLANING COMMITTEE

Darlene Lussier

John B Sousa Jr

CEMETERY COMMISSION

Jeffrey A Hardy 4/1/25

Nancy S Sousa 4/7/26

Candace O Chase 4/6/27

COMMUNITY PRESERVATION FUND COMMITTEE (CPC)

Evan Belansky

Christine Clancy

FIRE STATION STUDY COMMITTEE

Robert Albon

Paul E Cohen

Virginia E Crocker Timmins

Gary Ryan

Gregory Segnini

HOUSING AUTHORITY

Denise Marcaurelle 4/1/25

Wendy Mauriello 4/7/26

Georgiana C Mueller 4/6/27

LIBRARY TRUSTEES

Kathleen M Fox 4/1/25

Deborah Robson 4/1/25

Kevin Hamilton 4/7/26

Margaret E Marshall 4/7/26

Adam Lloyd Schertzer 4/7/26

David M Braslau 4/6/27

Bina Upadhyay 4/6/27

MODERATOR

Jon H Kurland 4/7/26

PARKER MIDDLE SCHOOL BUILDING COMMITTEE

Paul E Cohen

Dr Jay Lang



Elected Officials *Town Clerk's Listing as of April 2, 2024*

PERSONNEL BOARD

Nancy Danahy

PLANNING BOARD

Joel J Luna	4/1/25
Annita Tanini	4/1/25
Michael S Walsh	4/1/25
Michael N Raisbeck	4/7/26
John B Sousa Jr	4/7/26
Deirdre Connolly	4/6/27
Christopher R Lavallee	4/6/27
Paul A. McDougall Jr.	4/6/27

PRECINCT 01-TMR

Pamela L Armstrong	4/1/25
William John Gilet Jr	4/1/25
David W Hadley	4/1/25
Janet O'Donnell	4/1/25
David E Rand	4/1/25
David M Sleeper	4/5/26
Deborah A Daley	4/7/26
Gerald N Daley	4/7/26
Jeffrey W Hoyt	4/7/26
Scot C Pratt	4/7/26
Karen L Allan	4/6/27
Darcy Beall	4/6/27
Jonathan C Beall	4/6/27
Jo-Ellen Carkin	4/6/27
Joseph H Tierney	4/6/27

PRECINCT 02-TMR

Albert Glenn Diggs	4/1/25
Valerie B Diggs	4/1/25
Janet E Murphy	4/1/25
Susan Tanner	4/1/25
Amanda Brooke Collison	4/7/26
Richard Frank Mahoney	4/7/26
Adam R. McCusker	4/7/26
Paul J Rigazio	4/7/26
Kenneth J Tassi	4/7/26
Colleen M Arrington	4/6/27
James E Clancy IV	4/6/27
Sarah Haven Davis	4/6/27
Jeffrey David Merrill	4/6/27
Soterios George Zaharoolis	4/6/27

PRECINCT 02-TMR - Appointed

VACANT	4/1/25
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PRECINCT 03-TMR

Virginia E Crocker Timmins	4/1/25
George R Dixon Jr	4/1/25
Michael F McCall	4/1/25
Ruth E Monahan	4/1/25
Michael S Walsh	4/1/25
Ferdinand Baez	4/7/26
Dean L Contover	4/7/26
Diane Donovan	4/7/26
Christopher T Garrahan III	4/7/26
Eric Salerno	4/7/26
Tammy B Arena	4/6/27
Scott C Davidson	4/6/27
Maria L Santos	4/6/27
Julio Cesar Silva	4/6/27
William D Wagner	4/6/27



Town Administration

Elected Officials *Town Clerk's Listing as of April 2, 2024*

PRECINCT 04-TMR

Karin O Bischoff	4/1/25
Karl F Bischoff	4/1/25
James M Lane Jr	4/1/25
Maybelle Y DeViney	4/7/26
Gerald W Kaplan	4/7/26
Randy Scott Leach	4/7/26
Eric Lawrence Maase	4/7/26
Jason Dussault	4/6/27
David P Goselin Sr	4/6/27
Laura H. Napiorkowski	4/6/27
Samuel Poulten	4/6/27
Glenn R Thoren Jr	4/6/27

PRECINCT 04-TMR - Appointed

Mark C Carota	4/1/25
Clare L Jeannotte	4/1/25
John J Troisi Jr	4/1/25

PRECINCT 05-TMR

Ginger Diane Carter Skoog	4/1/25
Helaine M Kaplan	4/1/25
Susan M Mackinnon	4/1/25
Philip Stanway	4/1/25
Kihm Lattimore	4/7/26
Michael M Tully	4/7/26
Thomas W. Amiro	4/6/27
Hana Barker	4/6/27
Michael Joseph Moore	4/6/27
Joseph Glenn Oberlander	4/6/27
Bruce Martin Rosen	4/6/27

PRECINCT 05-TMR - Appointed

Barry Joseph Briggs	4/1/25
Jonathan T Hastie	4/1/25
VACANT	4/1/25
VACANT	4/1/25

PRECINCT 06-TMR

Jeffrey J. Bernier	4/1/25
Matthew G Castle	4/1/25
Kenneth M Lefebvre	4/1/25
Joshua Alexander Walsh	4/1/25
Sarah Marsh Barnett	4/7/26
Jennifer Battelle	4/7/26
Sean Kenny	4/7/26
Stephen J Maher	4/7/26
Joanne M Anderson	4/6/27
Adam N. Brandow	4/6/27
Deborah L Dery	4/6/27
Sherman D Horton III	4/6/27
Virginia Lee Williams	4/6/27

PRECINCT 06-TMR - Appointed

Jeremy Paul Hastie	4/1/25
Julie M Stewart	4/1/25

PRECINCT 07-TMR

Thomas R Fall	4/1/25
Glenn R Thoren	4/1/25
Patricia Wojtas	4/1/25
Anne E Worth	4/1/25
William M Campbell	4/7/26
Rheanna Lanoie	4/7/26
Harrison Mayotte	4/7/26
Robert Copley Mayotte	4/7/26
Alvin J Drehman	4/6/27
William R Rice	4/6/27
Evelyn S Thoren	4/6/27
Karen D Uttecht	4/6/27
Robert J Uttecht	4/6/27

PRECINCT 07-TMR - Appointed

Christian James Eberiel	4/1/25
VACANT	4/1/25



Elected Officials *Town Clerk's Listing as of April 2, 2024*

PRECINCT 08-TMR

Judith K Carven	4/1/25
Donna L. Ready	4/1/25
Kevin B Ready	4/1/25
John J Tubridy	4/1/25
Kathleen A Tubridy	4/1/25
Cynthia A Goodland	4/7/26
Christine Enger McNamara	4/7/26
Stacey Ladd Mulholland	4/7/26
Michael N Raisbeck	4/7/26
Peter C Schulz	4/7/26
Nancy K Araway	4/6/27
Dennis Francis King II	4/6/27
Joseph D Ready	4/6/27
Patrick A Snow	4/6/27

PRECINCT 08-TMR - Appointed

VACANT	4/1/25
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PRECINCT 09-TMR

Tracy Ellen Cole	4/1/25
Deirdre Connolly	4/1/25
Richard B Fratus	4/1/25
Brian P Latina	4/1/25
Helen A Manahan	4/1/25
Diane M. Baxter	4/7/26
Aaron D Cunningham	4/7/26
Patrick J Maloney	4/7/26
Charles T Mooney	4/7/26
Carisa Dawn Pajak	4/7/26
Doreen A Deshler	4/6/27
Theresa R. Feely	4/6/27
Robert M Schneider	4/6/27
Johanna M Shaw	4/6/27
Nicole Toomey	4/6/27

PRECINCT 10-TMR

Rodney E Cleaves	4/1/25
Anthony F Coit	4/1/25
Annita Tanini	4/1/25
Erin E Drew	4/7/26
Dante Tanini Giles	4/7/26
Shawn P. Griffin	4/7/26
Joel J Luna	4/7/26
Ruth E Luna	4/7/26
Christine E Bowman	4/6/27
Christopher R Lavallee	4/6/27
Katherine Melville	4/6/27
Denielle L Smith	4/6/27
Carl H Steiling Jr	4/6/27

PRECINCT 10-TMR - Appointed

Sean Campbell	4/1/25
VACANT	4/1/25

PRECINCT 11-TMR

Susan B Graves	4/1/25
Richard L Lamontagne	4/1/25
Donna M Newcomb	4/1/25
Charles Wojtas	4/1/25
Michael S. Young	4/1/25
Douglas Byron Bruce	4/7/26
Rebecca J Gore	4/7/26
Sara M. Hesselton	4/7/26
Elizabeth U. Hryniewich	4/7/26
Badhri Uppiliappan	4/7/26
Diane L. Colucci	4/6/27
Courtney Leary Cooper	4/6/27
Eric J Hansson	4/6/27
Keith Richard Walsh	4/6/27



Town Administration

Elected Officials *Town Clerk's Listing as of April 2, 2024*

PRECINCT 11-TMR - Appointed

Colin P Dempsey 4/1/25

SCHOOL COMMITTEE

John W Moses 4/1/25

Maria L Santos 4/1/25

Dennis Francis King II 4/7/26

Susan M Mackinnon 4/7/26

Diana Marie Lebeaux 4/6/27

SELECT BOARD

Virginia E Crocker Timmins 4/1/25

Patricia Wojtas 4/1/25

Erin E Drew 4/7/26

George R Dixon Jr 4/6/27

Patrick J Maloney 4/6/27

STRATEGIC PLAN STEERING COMMITTEE

Frederick G Brusseau

Paul E Cohen

Virginia E Crocker Timmins

Susan M Mackinnon

Peter Spawn

Deborah A Taverna

Badhri Uppiliappan

Michael N Raisbeck 4/1/25



Appointed Officials

ADA COORDINATOR

Jose Negron

AGE-FRIENDLY IMPLEMENTATION COMMITTEE

Steve Callaghan
 Lesley Kimball
 Lisa Marrone
 Jennifer Melanson
 Colin Spence
 Connie Donahue-Comtois 6/30/25
 John Bowles 6/30/27
 Frederick G Brusseau 6/30/27
 Debra M Siriani 6/30/27

AGRICULTURAL COMMISSION

Henry G Parlee Jr 6/30/25
 Philip S Jones 6/30/26
 John A Swenson Jr 6/30/26
 James L Dergay 6/30/27
 Michael N Raisbeck 6/30/27

ARTS & TECHNOLOGY EDUCATION FUND COMMITTEE (ATEF)

Dr Jay Lang
 Theresa Ann Evans 6/30/25
 Kirk D Marshall 6/30/25
 Carrie Suzawa Meikle 6/30/25
 Beverly Barrett 6/30/26
 Evelyn S Thoren 6/30/26
 Hana Barker 6/30/27
 Candace O Chase 6/30/27
 Elizabeth Hastie 6/30/27

BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Michael J Carignan 6/30/25
 Steven E Pustell 6/30/25
 Joshua Warhurst 6/30/25
 Janet Haouchine 6/30/26
 Robert M Schneider 6/30/26
 VACANT 6/30/26
 David Antonelli 6/30/27
 Robert Klinkhammer 6/30/27
 Sarah Maggio 6/30/27

BOARD OF APPEALS

Albert Glenn Diggs 6/30/25
 Steven A Mendez 6/30/25
 Charles Wojtas 6/30/25
 Peter Casserly 6/30/26
 Brian P Reidy 6/30/26
 Rodney E Cleaves 6/30/27
 Jamie Leigh Outland-Brown 6/30/27
 Daniel Ruiz 6/30/27

BOARD OF ASSESSORS

Regan Flood
 Samuel P Chase 6/30/25
 Michael Donoghue 6/30/26
 Harrison Mayotte 6/30/27

BOARD OF REGISTRARS

Patricia E. Dzuris
 Curtis B Barton 6/30/25
 James M Lane Jr 6/30/26
 Thomas R Fall 6/30/27

CAPITAL PLANNING COMMITTEE

Darlene Lussier
 John B Sousa Jr
 David M Braslau 4/1/25
 David P Goselin Sr 4/1/25
 Dennis Francis King II 4/1/25
 Christopher R Lavallee 6/30/25
 Joseph H Tierney 6/30/26

CCA / TOWN HALL ADVISORY COMMITTEE

Kellie A Dunn 6/30/25
 Maura Snow 6/30/25
 Michael L Rigney 6/30/26
 VACANT 6/30/26
 Beth Bellone 6/30/27
 Dacey Zouzas 6/30/27

CENTER VILLAGE MASTER PLAN IMPLEMENTATION COMMITTEE

Paul A. McDougall Jr. 4/1/25
 Nancy K Araway 6/30/25
 Michael L Rigney 6/30/26
 VACANT 6/30/26
 VACANT 6/30/26
 Janet L Askenburg 6/30/27

CLEAN ENERGY AND SUSTAINABILITY COMMITTEE

Jack Bergstrom 6/30/25
 Sean McGuigan 6/30/25
 Shrilatha Raajkumar 6/30/25
 James Walton 6/30/25
 Bern Kosicki 6/30/26
 Peter Spawn 6/30/26
 Nicolas Mercier 6/30/27
 Badhri Uppiliappan 6/30/27
 VACANT 6/30/27

COMMISSION ON DISABILITIES

Matt Pellegrino 6/30/25
 Frankie Radgowski 6/30/25
 VACANT 6/30/25
 Francis H Gilroy 6/30/26
 Katrina Marie Schmidt 6/30/26
 VACANT 6/30/26
 Joanne E Stanway 6/30/27
 VACANT 6/30/27
 VACANT 6/30/27

COMMUNITY ACTION PROGRAM COMMITTEE

VACANT 6/30/25
 Luke Ruter 6/30/26
 VACANT 6/30/26

COMMUNITY PRESERVATION FUND COMMITTEE (CPC)

Evan Belansky
 Christine Clancy
 Patrick J Maloney 4/1/25
 John B Sousa Jr 4/1/25
 Karl F Bischoff 6/30/25
 Connie Donahue-Comtois 6/30/25
 Ruth E Luna 6/30/25
 Linda V Prescott 6/30/25
 Judith K Carven 6/30/26



Town Administration

Appointed Officials

CONSERVATION COMMISSION

Karl F Bischoff	6/30/25
Marc A Gibbs	6/30/25
VACANT	6/30/25
Peter Spawn	6/30/26
John A Swenson Jr	6/30/26
Christopher T Garrahan III	6/30/27
William R Vines	6/30/27

CONSTABLE

Edwin Paul Eriksen	6/30/25
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COUNCIL ON AGING BOARD

Sandra Hall	6/30/25
Ruth I'Anson	6/30/25
Dale Phillips	6/30/25
Jennifer Hardy	6/30/26
Louise C Myers	6/30/26
Robert M Schneider	6/30/26
Diana Louise Boisvert	6/30/27
Carole Hunt	6/30/27
Steve Maffetone	6/30/27
VACANT	6/30/27

CULTURAL COUNCIL

Elaine D'Alessandro	6/30/25
William Douglas Sparks	6/30/25
Patrick Demers	6/30/26
Kathy Kliskey	6/30/26
Patrick A Snow	6/30/26
Barbara Acheampong	6/30/27
Michael L Rigney	6/30/27
Roberta Witts	6/30/27

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE (DEIC)

Carly Connor Reim	6/30/25
Christopher Thornton	6/30/25
VACANT	6/30/25
Taylor Jhurani	6/30/26
Jennifer Melanson	6/30/26
Elizabeth A Piosos	6/30/26
Kim Briand	6/30/27
William M Campbell	6/30/27
Linda Morel	6/30/27

DOG PARK ADVISORY COMMITTEE

Danielle Corsino	6/30/25
Erik E Merrill	6/30/25
Vivian W Merrill	6/30/26
Barbara L Reilly	6/30/26
Arthur C. Corsino	6/30/27

FINANCE COMMITTEE

Cynthia A Goodland	6/30/25
David P Goselin Sr	6/30/25
James E Clancy IV	6/30/26
Steven Kovalck	6/30/26
Samuel P Chase	6/30/27
Elaine M MacDonald	6/30/27
Annita Tanini	6/30/27

FIRE STATION STUDY COMMITTEE

Robert Albion	
Paul E Cohen	
Virginia E Crocker Timmins	
Gary Ryan	
Gregory Segnini	
Robert Destrempe	6/30/26
Sheryl O'Donnell	6/30/26

HISTORIC DISTRICT COMMISSION

Brenda J Lovering	6/30/25
Deborah A Taverna	6/30/25
Janet L Askenburg	6/30/26
Debra L Belden	6/30/26
Donna L. Ready	6/30/26
Lisa Grasso	6/30/27
VACANT	6/30/27

HISTORICAL COMMISSION

Pan Du	6/30/25
Deborah A Taverna	6/30/25
Kelly Daniell	6/30/26
David Wayne Vigeant	6/30/26
Frederic S Merriam	6/30/27
Jeffrey David Merrill	6/30/27
Linda V Prescott	6/30/27

HOLIDAY DECORATING COMMITTEE

John Floria Jr	12/31/24
Erik E Merrill	12/31/24
Vivian W Merrill	12/31/24
VACANT	12/31/24

HOUSING ADVISORY BOARD

Deirdre Connolly	4/1/25
George R Dixon Jr	4/1/25
Valerie B Diggs	6/30/26
Connie Donahue-Comtois	6/30/26
Deborah A Taverna	6/30/26

HOUSING AUTHORITY

Connie Donahue-Comtois	
David Hedison	
Judith E. O'Connor	4/4/28
Michael Murray	6/30/29

LIBRARY TRUSTEES

Lesley Kimball

MASTER PLAN IMPLEMENTATION COMMITTEE

Evan Belansky	4/2/24
Frederick G Brusseau	4/2/24
James L Dergay	4/2/24
Scott Jeffrey Rummel	4/2/24
Peter Spawn	4/2/24
Brian F Stripp	4/2/24
Deborah A Taverna	4/2/24
Glenn R Thoren	4/2/24
Erin E Drew	4/1/25
Michael N Raisbeck	4/1/25

MIDDLESEX CANAL COMMISSION

Douglas N Chandler	6/30/26
Lisa Grasso	6/30/26



Appointed Officials

MILITARY COMMUNITY COVENANT TASK FORCE

Charles G Fidler	6/30/25
Bradley C Panton	6/30/25
Richard M Cockley	6/30/26
Pan Du	6/30/26
Brian E Fredriksson	6/30/26
Niles M. Cocanour	6/30/27
Patricia Wojtas	6/30/27

NASHOBA DISTRICT SCHOOL COMMITTEE

Harrison Mayotte	3/31/25
Patricia Wojtas	3/31/25
Lawrence J MacDonald	3/31/26
Jodie Murphy	3/31/27

NORTH TOWN HALL ADVISORY COMMITTEE

Donna Marie Salyards	6/30/25
John W Thompson	6/30/25
Laura A Lee	6/30/26
Karen A Thorp-Dussourd	6/30/26
Joseph H Tierney	6/30/27

OPEN SPACE AND RECREATION PLAN COMMITTEE

Karl F Bischoff	12/31/24
Christine Clancy	12/31/24
David Koonce	12/31/24
Paul A. McDougall Jr.	12/31/24
Jerry Schmidt	12/31/24
Peter Spawn	12/31/24
David A Sperry	12/31/24
Brian F Stripp	12/31/24
Patricia Wojtas	12/31/24

PARADE COMMITTEE

Karen Reidy	7/31/24
Candace O Chase	7/31/25
Samuel P Chase	7/31/25
Paige Gilet	7/31/25
Sean Hannaway	7/31/25
Jeffrey A Hardy	7/31/25
Eric Linstad	7/31/25
Charles Marcella	7/31/25
Lynn Marcella	7/31/25
Kirk D Marshall	7/31/25
Richard W Romano	7/31/25

PARKER MIDDLE SCHOOL BUILDING COMMITTEE

Joshua Blagg
Christine Clancy
James E Clancy IV
Paul E Cohen
Brian Curley
Joanna Johnson-Collins
Brandon Kelly
Dennis Francis King II
Dr Jay Lang
Patrick J Maloney
Timothy D Powderly
Matthew Schweitzer
John B Sousa Jr

PERMANENT BUILDING COMMITTEE

Christine Clancy	
Gary Ryan	
Michael Joseph Moore	6/30/25
Steven M Roberts	6/30/25
Debra L Belden	6/30/26
Michael Donoghue	6/30/26
Timothy D Powderly	6/30/27
Evelyn S Thoren	6/30/27

PERSONNEL BOARD

Lisa Marrone	
Robert Crowley	6/30/25
Jessica Porter	6/30/25
VACANT	6/30/26
Ann E Wade	6/30/26

PUBLIC RECORDS ADVISORY COMMITTEE

Patricia E. Dzuris	
Danny Lykansion	
John B Sousa Jr	
VACANT	6/30/25
Linda V Prescott	6/30/26

RECYCLING COMMITTEE

Chris Haley	
Norman Eisenmann	6/30/25
Rebecca J Gore	6/30/25
VACANT	6/30/26
Virginia Lee Williams	6/30/26
Karen A Willis	6/30/26
David P Foley	6/30/27
Lindsey Sieber	6/30/27

ROBERTS FIELD ADVISORY COMMITTEE

Marcus C Bush	6/30/25
VACANT	6/30/25
VACANT	6/30/25
VACANT	6/30/25
Elisabeth Chase Bobrow	6/30/26
Adelle D Staviss	6/30/26
Amanda von Zirpolo-Hall	6/30/26

SCHOOL COMMITTEE

Dr Jay Lang

STRATEGIC PLAN STEERING COMMITTEE

Frederick G Brusseau	
Paul E Cohen	
Virginia E Crocker Timmins	
Susan M Mackinnon	
Peter Spawn	
Deborah A Taverna	
Badhri Uppiliappan	
Michael N Raisbeck	4/1/25
Aaron D Cunningham	6/30/25
Charles T Mooney	6/30/25

TREE COMMITTEE

Christine Enger McNamara	6/30/25
Peter Spawn	6/30/25
James F Martin	6/30/26
John W Thompson	6/30/26
Ian Farley	6/30/27

VINAL SQUARE STRATEGIC ACTION PLAN COMMITTEE

Michael S Walsh	4/1/25
William John Gilet Jr	6/30/25
Laura A Lee	6/30/25
Joseph H Tierney	6/30/26
Joan Walters	6/30/26
Brian Creamer	6/30/27
Lauralynne Morey	6/30/27



Select Board

Pat Wojtas, Chair



*Front Row (left to right): Erin Drew, Pat Wojtas, Virginia Crocker Timmins
Back Row (left to right): Patrick Maloney, George Dixon*

As usual, the beginning of the Fiscal Year is celebrated during Chelmsford's amazing Fourth of July parade. It is recognized as one of the largest, best, and most well-attended in the state! We take pride in welcoming hundreds of participants from around the country and even Canada, as well as the tens of thousands of spectators who line the parade route!

Fiscal Year 2024 was a very busy time for the Chelmsford Select Board. Shortly after the start of the fiscal year, in September, Chair Mark Carota resigned from the Board, leaving the remaining four members to fulfill the obligations for the Board. At the next regular meeting following that resignation, a new slate of officers was selected to serve until the Town election in April: Pat Wojtas as Chair, Virginia Crocker Timmins as Vice Chair, and Erin Drew as Clerk.

At the Annual Election in April, we welcomed newcomer Patrick Maloney to the Select Board, and congratulated George Dixon, who ran for re-election to the other available seat, and won an historic

sixth consecutive election! Following that election, the Board conducted its traditional reorganization of officers. The current officers are: Pat Wojtas as Chair, Erin Drew as Vice Chair, and Patrick Maloney as Clerk.

During the year, the Board worked to engage residents and other standing boards and committees through various initiatives.

In September, the Board hosted the first Committee Orientation/Onboarding seminar. All members of elected and appointed boards and committees were invited; however, the focus was to those who were new to their positions, to help with understanding their duties and responsibilities. Presentations were made by the Chair of the Select Board, the Town Manager, Town Clerk, and Town Counsel. A booklet was created by the Town Clerk's office to use as a guide. This is a practice that we hope to continue on an annual basis.

In November, a practice from the past was reinstated: a meeting of the Chairs. As the name implies, the chair of each board and committee was invited to share recent accomplishments, and note ways in which committees can help each other. Over 30 representatives attended this meeting, and all came away with new knowledge and respect for other boards and committees. The apparent enthusiasm for this event insures that it will be continued.

A new event that was launched in June of 2023 was also continued this year – the Municipal Open House. This is an opportunity for residents to speak one-on-one with members of boards and committees,



Select Board

especially those that are searching for new members. The event is held at the Library, with an informal setup, allowing interested potential applicants to ask questions that they may be reluctant to voice during an open meeting.

In late summer and early Fall, the Board conducted intense negotiations with the Town Accountant and Town Manager to develop employment contracts for each of them. This was the first time for the Town Accountant to be considered for a contract. The process worked smoothly, and an agreement was reached for a three-year contract, including fixed salary increases for each year covered by the agreement

Discussions with the Town Manager also proceeded well, with an agreement being reached which resulted in a four-year contract. It also included fixed salary increases for each year. We were relieved to be assured of the continued employment of the incumbents in both critical positions.

A related Select Board policy was instituted, which defines a timely process for conducting performance evaluations for the Town Accountant and Town Manager. This process provides triggers for initiating the evaluations, and the steps to the final public reviews held during a regular Board meeting in July of each year.

As part of the 2024 goal-setting process for the Board and Town Manager, it was noted that Chelmsford has never had a Strategic Plan. So it was decided to include that in

our goals. A steering committee was formed, with representation from stakeholder groups and residents. After gathering ideas for the plan, an RFP was issued to accept proposals from interested consultants. A selection was made by the steering committee, and work is progressing on the plan.

The Fire Station Study Committee, which was created by the Board, continued its work to determine the best configuration for stations around the Town. After careful consideration of multiple options, the committee reported that maintaining the current five-station layout provides the most effective coverage to all areas. However, two of those stations are in need of upgrades and/or reconstruction. During the upcoming Fiscal Year, efforts will go forward to insure that all residents are aware of the fire station needs, and to ask for their support in providing the funding for that necessary work.

The Town was fortunate to receive federal funds during the COVID-19 pandemic. Per the criteria set for use of those funds, they must be programmed by December 31, 2024, and spent by December 31, 2026. The Board has relied heavily on municipal staff to designate the funds in the most advantageous manner. As of the end of fiscal year 2024, over 90% of the more than \$10,000,000 designated for Chelmsford has been assigned to almost 70 separate projects. The ability to use the funds in this manner has taken many items from the long-term capital plan, in addition to completing critical projects that were identified as a result of COVID-19, such as required HVAC upgrades in many municipal and school buildings.



Select Board

The Board continued its practice of periodically meeting with the Town's Legislative delegation for a candid exchange of ideas regarding issues being considered at the state level that affect our Town.

We are extremely grateful that our State Representatives and State Senator continue to be successful in securing funds for initiatives and projects that are critical to the Town, as well as their advocacy for issues that can benefit us.

Among dozens of ribbon cuttings for new businesses, residents of Chelmsford were thrilled to welcome the first brewery when Navigation Brewery opened their taps in Central Square. We look forward to the success of this new gathering spot in the Center of Town.

We were pleased to receive the news that the Town has maintained its AAA bond rating from Standard & Poors, which allows us to issue capital bonds at a very favorable interest rate.

Efforts to save open space from development were noteworthy recently. After purchasing the Warren-Pohl Farm in 2020, the Town finalized the execution of a Conservation Restriction for the property that will be monitored by the Chelmsford Land Conservation Trust, pending state approval. In addition, the Koulas Farm, on Pine Hill Road, was purchased in November of 2023. While the process of securing a Conservation Restriction on that property is on-going,

portions of the parcel have already been designated for agricultural purposes assuring that the land maintains its productivity.

During the past several years, the Board has received requests to name certain sections of local parks in honor of specific persons. It was decided to develop a policy for this type of request, in order to set criteria and a process for approval. That policy is now in place. The primary goals of the policy are to insure that the naming of monuments and memorials convey the connection to Chelmsford's historical past, and to maintain the infrastructure put in place, such that it continues to reflect the intent of the original honor.

If there is one topic where progress has lagged, it is our lack of success to eliminate double utility poles along our streets. We have begun to require National Grid to provide a monthly update showing progress (or lack thereof) in this area. It can be reported that incremental progress is being achieved; however we often receive reports that show almost as many new double poles as have been remediated. Although it is unlikely that we will ever get to zero double poles, we will continue our efforts until the number is significantly reduced.

In July of 2023, we were saddened to hear of the passing of Robert Joyce. He had served two terms on the Select Board, as well as multiple terms on the Planning Board. Bob was adamant in his beliefs, and had strong



Select Board

opinions that he was more than willing to share with anyone who would listen. He will be missed.

Finally, it must be stated that the residents of the Town of Chelmsford are unsurpassed when it comes to supporting our town. Although we may disagree on how to improve the quality of life in Chelmsford, we know that is a primary goal for everyone. The many volunteers, especially those who serve on boards and committees, demonstrate that commitment on a regular basis, and are instrumental in making Chelmsford a better place to live, work, and play.

Respectfully submitted,

Pat Wojtas

Chair, Chelmsford Select Board



Town Manager

Paul E. Cohen

The Town of Chelmsford had another prosperous year during Fiscal Year 2024. The Town strengthened its financial condition, acquired additional open space land, advanced housing production, and planned for climate change and future growth. The Town is prepared to meet future challenges and opportunities.

Standard and Poor's Financial Services maintained the Town's credit rating at the highest possible level of AAA. The Town first attained this level at the end of the previous fiscal year. The financial auditor's examination of the Town's previous fiscal year's financial records once again produced no adjustments or management concerns. The Town then completed another budget year in the black, while maintaining core services. Town Meeting adopted a \$163M operating budget and a \$5.9M capital improvement plan for the upcoming fiscal year.

The ongoing period of high inflation presents challenges for the upcoming fiscal years. Over 75% of the Town's operating budget is funded by the property tax. Massachusetts property tax law, commonly known as Proposition 2½, limits a community's increase in the annual property tax levy limit to 2.5% plus new growth. Labor costs, health costs, retirement assessments, and other expenses have been growing at rates above 3%. This will require the Town to reduce services.

The Town continued to utilize its \$10.6M in American Rescue Plan Act (ARPA) funding for over 60 projects. Much of the work focused on



HVAC improvements to school facilities, the purchase of a fire rescue vehicle, sewer pump station upgrades, drainage improvements, and PFAS-free firefighter protective clothing. The ARPA funds must be fully committed by the end of calendar year 2024 and completed by end of calendar year 2026.

Town Meeting approved an appropriation of \$4.164M in Community Preservation funds to purchase approximately 42 acres of land known as Koulas Farm. The main parcel consisting of 25 acres is located at 185 Pine Hill Road. An additional 6.5-acre field is located across the roadway. A 3.5-acre wetlands parcel is located across Interstate 495 adjacent to a 6.7-acre parcel that has frontage on Hunt Road. The Town Manager appointed an advisory committee to create recommendations for the use of the land. The advisory committee presented its recommendations to the Select Board. The Select Board asked the Conservation Commission to draft a



Town Manager

preservation restriction for the land. The DPW removed the debris, razed a residential dwelling, and created a parking area on the property. The public has access to the main parcel. The other two parcels are in agricultural use.

Housing supply was a major priority during the past fiscal year. The value of residential properties continued to appreciate at an annual rate of approximately 10%. Governor Maura Healey kept emphasizing the need to address a shortage of approximately 200,000 housing units across the Commonwealth. Town Meeting adopted a zoning amendment to comply with the mandated increased residential zoning density requirements that are contained in the newly enacted State law known as MBTA zoning. A portion of the Town's new MBTA zoning district contains the property located at 255 Princeton Street, which previously housed the UMass Lowell West Campus. Construction began on 396-multi-family housing units at that location.

The State's release of municipal Subsidized Housing Inventories based upon the 2020 census data placed the Town of Chelmsford slightly below the 10% threshold. This resulted in the submittal of five affordable housing projects to the Select Board for preliminary project eligibility. The State Legislature advanced legislation to allow for accessory-dwelling-units by right in all single-family zoning districts across the Commonwealth. The Select Board and Planning Board contacted the Town's legislative delegation and submitted written objections to this bill.

The above average rainfall with occasional intense periods of heavy rainfall during the first six months of the fiscal year created unprecedented drainage problems across town. The Department of Public Works Highway and Stormwater Divisions responded to immediate emergencies. The Stormwater Division initiated drainage studies and projects to improve roadway surface runoff.

The Town also focused on its long-term vision. The Select Board obtained funding from Town Meeting to fund the Town's first Strategic Plan. The objective is to receive input from all aspects of the community to develop a community vision with measurable implementation items. The Select Board established a Strategic Plan Steering Committee to engage the assistance of a consultant to help create the strategic plan.

The Fire Station Study Committee continued its multi-year effort to address the condition of the Town's satellite fire stations and staffing of fire personnel. The Committee made two presentations to the Select Board and one to Town Meeting. The recommended plan is to renovate and expand the West Chelmsford Fire Station, which is located at Roberts Field, and to replace the South Chelmsford Fire Station, which is located at 295 Acton Road. The Select Board voted unanimously to place a ballot question on the November 5, 2024 State election to exclude the \$25M project's debt service payments from the constraints of Proposition 2½. The project needs to be approved by a majority at the State election and by a 2/3rds vote at Town Meeting.



Town Manager

The Massachusetts School Building Authority (MSBA) accepted the Town of Chelmsford's Statement of Interest and invited the Town of Chelmsford into its Eligibility Period for the Colonel Moses Parker Middle School. In conformance with the Eligibility Period requirements, the Town met the target deadlines by submitting an Initial Compliance Certification, establishing a School Building Committee, completing an Educational Profile Questionnaire, providing an Online Enrollment Projection, and appropriating \$1.8M in funding for a Feasibility Study. The MSBA has informed the Town that the Feasibility Study shall not begin prior to February 2025, with a project vote no earlier than July 2026.

The Town also addressed the environmental threats from climate change. Town Meeting accepted a provision of State law to adopt a Specialized Energy Code for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gases. Other initiatives included the establishment of a public shade tree revolving fund, participation in the State Municipal Vulnerability Preparedness 2.0 grant program, and the undertaking of an electrification study of Town-owned buildings.

Chelmsford continued its investments in its roadway infrastructure. Town Meeting transferred \$1.5M in Free Cash to fund roadway and sidewalk improvements. This was in addition to the \$1.16M that the Town received in Chapter 90 State highway funding, a \$500,000 State distribution from the Fair Share Tax, and the \$750,000 for roadway and sidewalk construction funded in the Town's annual capital budget.

The Town continued to monitor its sewer flow to the Greater Lowell Wastewater Treatment Facility. Due to the heavy rainfall, the Town's sewer flow exceeded its permitted level. This further underscored the Town's recent adoption of a sewer capacity credit transfer policy to allow for continued economic development while obtaining funding to address sewer inflow and infiltration. The Town initiated a pilot program to incentivize residential property owners to disconnect sump pumps from the Town's sewer system. The Select Board also approved the DPW's request to explore the feasibility of connecting to the Massachusetts Water Resources Authority sewer system.

Efforts continued to develop 25% design plans to improve the traffic flow in Vinal Square, to remove the PFAS in the soils at the Town's former highway vehicle maintenance building located at 54 Richardson Road, to address traffic concerns across the community (especially the commercial truck traffic generated by the quarries that are accessed via Ledge Road), to remove double utility poles, to assist the homeless that are housed in hotels, and to financially support the Chelmsford Center for the Arts.

The Town has a dedicated group of employees and volunteers that contribute to its success. I am fortunate to be able to work alongside them. I look forward to joining with them to meet the upcoming challenges and opportunities.



Business Development

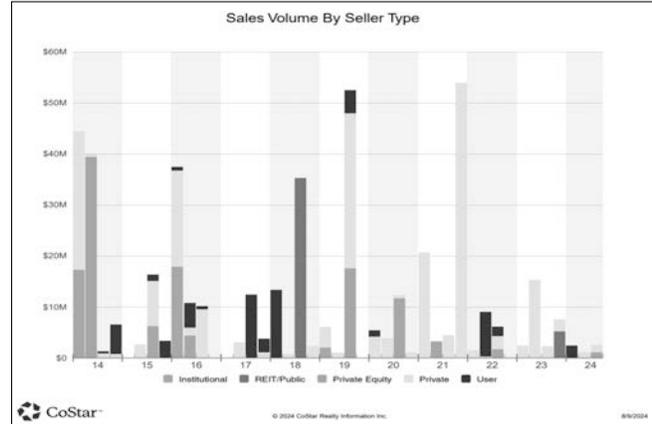
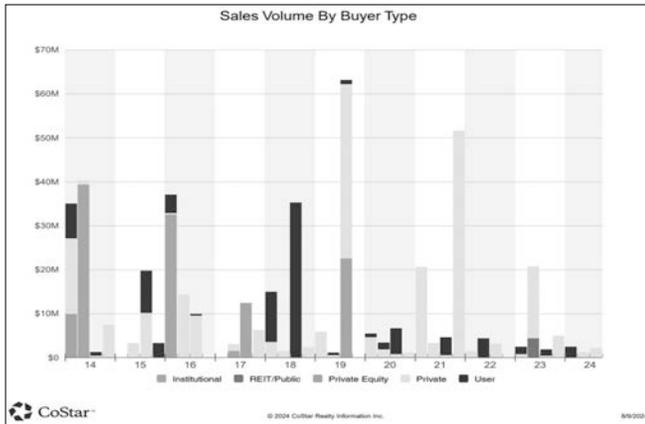
Lisa L. Marrone, Director



From July 2023 to June 2024 the Town continued to secure tenants and owners in minimizing empty space in all business areas. Vinal Square, Drum Hill, Center Village, and the Cross Roads of Route 129 are the major concentrations of business density. The Town continues to attract a wide variety of industries in balancing the portfolio of business properties with strength in commercial and technology based companies. Business development interacts with multiple departments to utilize a municipal team effort and for the purpose of advocating towards business welcoming, ease of transition towards business permitting, setup, opening and full operation. Business development provides support throughout the process and more so after full operation to include awareness on grant opportunities, recruitment, training, community involvement and engagement, diversity interests, sponsorship, cultural events, and more.



Business Development



Town-Wide

Co-Star reports a town wide vacancy rate of 9.3%, which is an increase of 2.0% from FY23. The market cap rate increased slightly from 6.9% to 7.3%. With an overall inventory of 9.1M SF. As by the CoStar reporting, the Chelmsford business base is primarily 19% industrial, 26% office, 23% retail, and others in health care, hospitality, specialty, and multi-family. The vacant square footage measures at approximately 841,000 SF amongst 370 business properties within 94 locations. Town wide statical charts above.



Cross Roads/Rt. 129

The Cross Roads at Rt. 129 includes an inventory of 4.7M square feet according to CoStar data. This area of Town is the largest density of office and technology tenants with notable major employers locating their global HQ in Chelmsford. With an overall vacancy rate of 14%, a slight increase in the market cap rate from 7.3% to 7.9% and empty square footage of 665,000. Occupancy rate is 86% this includes empty square footage that is leased or off-market.



Finance Department

John Sousa, Jr., Finance Director, Treasurer, Collector



From left to right: Lauren Halloran, Cassie Merrill, John Sousa, Jennifer Levesque, Kim Pease

The Town closed the fiscal year ending June 30, 2024 with solid financial results.

Total assessed valuation (AV) increased by \$761.5M or 9.8% in FY24 to \$8.52 billion, reflecting a robust Real Estate market for residential property. Property values remained strong at \$230,696 per capita. Our tax base remained diverse with the 10 largest taxpayers accounting for only 3.9% of total AV. Chelmsford's unemployment rate for June 2024 was 3.8%, an increase of 0.7% from one year ago. The inflation rate held steady with the Consumer Price Index rising 3.0% for the 12 months ending June 2024, essentially unchanged from one year earlier.

Revenues

Receipts from some key local sources of revenue exceeded expectations. The Town collected 98.8% of FY24 real estate and personal property taxes within the fiscal year. Total Local Receipts of \$15.09M exceeded budgeted revenue by \$3.02M or 25%. Nearly 53% of this surplus revenue resulted from \$3.25M of permit fees (Building, Electrical, and Plumbing) which exceeded budgeted revenue by \$1.6M. Permit fee revenue for

FY24 was augmented by \$1.15M of building permit fees received from Trammell Crow for the construction of Alexan Chelmsford, a development that includes 340 luxury multifamily residences at 255 Princeton St.

Motor Vehicle Excise tax revenue collections of \$6.15M, increased \$432,260 or 7.6% from the prior year. Meals tax revenue of \$928,271 increased 15.2% over the prior year. Hotel room occupancy tax revenue of \$585,258 increased 16% over the prior year. Investment earnings of \$1.01M exceeded budget revenue by \$568,018 due to higher market interest rates on short-term investments. Chelmsford received \$20.58M of State Aid during FY24.

Reserves

At the beginning of FY24, General Stabilization reserves equaled \$13.66M or 8.7% of budgeted operating revenues. Town Meeting voted in October 2023 to transfer \$947,537 of Free Cash into the fund. There were no transfers from Stabilization during FY24. Stabilization assets earned a net investment return of \$722,148 or 5%. For comparison, the Bloomberg U.S. Aggregate Bond Index gained 2.4% over the same period. The Stabilization Fund balance closed FY24 at \$15.33M, or approximately 9.6% of budgeted operating revenues.

Following the closeout of FY23, free cash was certified at \$2,887,154 as of July 1, 2023. On October 16th, Town Meeting approved the following appropriations from Free Cash: \$947,537 transfer to General Stabilization, \$156,842 transfer to Sewer Construction Stabilization, \$1,500,000 for roadway and sidewalk improvements, \$125,000 the development of a strategic plan, \$100,000



Finance Department

for masonry repairs at the Adams and MacKay libraries, \$33,500 for a land acquisition on Elm St., and \$24,275 for opioid abatement programs.

Liabilities

The FY24 General Operating Budget included a \$1.5M contribution to the OPEB (Other Post-Employment Benefits) Liability Trust Fund. The Town's OPEB Trust assets are invested in the Commonwealth of Massachusetts PRIT (Pension Reserves Investment Trust) Fund. Interested readers may access further information on PRIT at www.mapension.com. OPEB Trust assets earned a net investment return of \$2,178,173 or 9.4%. At the end of FY24, the OPEB Liability Trust Fund balance was \$25,686,175.

Standard and Poor's considers the Town's overall long-term debt profile strong due to the rapid amortization of existing debt, with nearly all principal being retired within 10 years. Debt service expenditures remain manageable with total general fund debt service charges of \$10.99M amounting to 6.9% of FY24 total budgeted expenditures or 5.4% of total expenditures net of betterment-funded sewer debt. During FY24, the Town reduced its' outstanding long-term debt by \$5.07M to \$50.4M. Between FY16 – FY24, the Town reduced outstanding long-term debt by \$49.4M or nearly 50%.

Bond Rating

Standard and Poor's (S&P) affirmed the Town's bond rating at AAA with a Stable Outlook on June 12, 2024. The AAA rating is the highest credit rating assigned by Standard & Poor's and allows the Town to receive the most favorable market interest

rates on our upcoming borrowing. Analysts noted the rating reflects consistently strong budgetary performance, well-embedded financial policies and practices, very strong liquidity, and a strong debt and liability profile.

The Town anticipates issuing general obligation bonds in July to finance the acquisition of the Koulas Farm properties for \$4.16M through the Community Preservation Fund, High School kitchen renovations of \$1.5M, as well as \$5.73M of capital improvements authorized by Town Meeting in April 2024.

The Tax Collector's Office experienced the following staff transitions during the year. In July, we welcomed Jennifer Levesque, Treasury Clerk. In January, Lauren Halloran was promoted to Assistant Collector to fill a vacancy following the departure of Christine Wedge. Lauren brings 10 years of experience in our department to her new position. A note of appreciation to Christine Wedge for her 13 years of service as Asst. Collector and best wishes on her new opportunity with the Town of Bedford. In March, we welcomed Cassandra Merrill, Treasury Clerk to our team. Thank you to Kim Pease, Assistant Treasurer, for her assistance throughout these personnel changes and to Bonnie Steadman, retired Treasury Clerk, for helping maintain office coverage.

John Sousa, Jr.
Finance Director/ Treasurer-Collector



Finance Committee

James E. Clancy IV, Chair

The Finance Committee is composed of seven members who are appointed by the Town Moderator. Each appointment is for a three-year term and terms are staggered to maximize flow of information and continuity of experience. The chief responsibility of the Finance Committee is to provide recommendations on the Town's budget and proposed warrant articles which will be considered by Town Meeting Representatives at the Spring and Fall Town Meetings and at any Special Town Meetings.

Finance Committee members are assigned to town departments and other town boards and committees as liaisons to review and bring information back to the Committee for deliberation and recommendations concerning financial issues. Each liaison may schedule individual visits with department heads to review department budgets prior to meeting with the full Committee. Department heads are then asked to present their department's budget to the Committee and answer questions from Finance Committee members.

In addition to reviewing the budgets of town departments, the Finance Committee is presented the overall proposed budget and recommended capital plan. The Town Manager presents his proposed budget along with any additional information requested by the Finance Committee. The Capital Planning Committee Chair presents the capital plan to the Finance Committee for review. The Finance Committee may also invite others, including representatives from the CPC, proponents, petitioners, or other interested parties to attend Finance Committee meetings to answer questions with respect to all warrant articles which may have a financial impact on the town.

Once all the information needed to effectively deliberate is gathered, the Finance Committee makes informed recommendations to the Town Meeting Representatives on the budget and financial warrant articles and on any other warrant article which may have financial implications now or in the future. The Finance Committee makes its recommendations to Town Meeting based upon its own review, but it also presents that same information to Town Meeting through our handbooks and during our public meetings. Agendas and meeting minutes are posted and preserved on the Town's website and meetings are recorded for future viewing through Chelmsford TeleMedia's efforts. While the Committee hopes that its insight is beneficial to Town Meeting, and while the Committee believes that its recommendations are both thoughtful and thorough, it is ultimately the responsibility of Town Meeting to review what proponents of the articles have presented, to weigh the arguments for and against each article, and to vote for the most beneficial course of action for the Town as a whole.

When not preparing for Town Meeting, the Committee monitors the Town's financial situation throughout the year and may ask representatives of departments to meet and explain financial projects and the status of Town funds. The Committee also has discretion over the use of the Finance Committee Reserve Fund, which can be used to address extraordinary or unforeseen expenditures at any time between town meetings, avoiding the need to call a Special Town Meeting which, when held, creates additional and sometimes unnecessary cost to the Town. The unexpended funds may be appropriated at Town Meeting to fund warrant articles and unused funds, once certified, are returned as Free Cash at the end of the Fiscal Year.



Finance Committee

In the fall of 2023, the Town implemented the FY24 budgetary plan that was voted on in April 2024 at the Spring Town Meeting. The Town certified \$2,887,154 in Free Cash, which was once again lower than the prior year's amount of \$3,418,001. The Committee supported the use of funds to 1) transfer \$1,500,000 from Free Cash to fund roadway and sidewalk construction to continue to infuse much needed funds into construction and maintenance efforts, 2) transfer \$947,537 from Free Cash to the General Stabilization Fund, 3) transfer \$156,842 to the Sewer Construction Stabilization Fund, 4) transfer \$24,275 to the State-wide Opioid Settlement Fund, 5) acquire land on Elm Street for cranberry bog access for \$33,500, and 6) perform masonry repairs at both the Adams and MacKay Libraries in the amount of \$100,000. A majority of the Committee did not recommend the transfer of \$125,000 to fund a strategic plan consultant, but the article ultimately passed at Town Meeting. The Finance Committee also voted in favor of funding various yearly funds. The Committee supported funding a collective bargaining agreement between the Town and Chelmsford Firefighters Union Local 7839 for the period of Fiscal Years 2023 – 2025, the purchase of the 41.91-acre Koulas Farm, a borrowing to complete the Chelmsford High School kitchen renovation, a transfer of funds for a sewer infiltration and inflow study, continued PFAS remediation funding, and vault archive shelf funding. The Committee voted to recommend, the creation of a Public Shade Tree Revolving Fund, in support of General Bylaw Amendments for posting of Town Meetings and utility poles, and in favor of a Town Charter Amendment reducing signatures needed to run for Town Meeting. Zoning Bylaw Amendments were reviewed and while the use table for adult daycare was recommended, a proposed change to the zoning along Route 110 was not. A majority of the Committee was in support of acquiring an easement at 9 Acton Road that was ultimately

defeated at Town Meeting, and the Committee voted against approval of the adoption of the Specialized Energy Code, which was ultimately successful at Town Meeting.

In the spring of 2024, after thorough review with division and department heads, and further deliberation, the Committee unanimously recommended approval of the proposed budgets for the Town, Chelmsford Public School System, and Nashoba Valley Technical School District. All were passed by Town Meeting. An amendment of the FY24 budget was supported by the Committee and passed by Town Meeting. The Capital Budget was increased by approximately \$1.7 million this year to recognize the rise in costs and multiple needs for projects in the Town (borrowing in the amount of \$5,734,697, a transfer of \$65,000 from the School Department Childcare Revolving Fund, and a transfer of recaptured funds in the amount of \$83,705, for a total amount of \$5,883,402) and was ultimately supported at Town Meeting with projects including computer system upgrades, HVAC work at the Adams Library and Police Firearms Range, roof replacements, elevator replacements at the Senior Center and McCarthy School, public safety vehicle replacements, including a new fire engine, vehicle replacements for Public Works and Cemetery, sidewalk and road construction, boiler replacements, and a redesign of the McCarthy entryway. Annual enterprise funds were funded and departmental revolving funds were supported. A grade reconfiguration feasibility study was recommended and funded, a borrowing to move sewer pump equipment indoors and upgrade and protect 35-year-old station at Kensington Road for future use was recommended, and borrowings for a sewer flush truck and stormwater camera truck was also recommended and passed. The Committee recommended a transfer of funds for the purchase of a computer server, a camcorder package, and telecommunications



Finance Committee

equipment for the purchase of cameras, microphones, encoders, and telecommunications equipment for Chelmsford TeleMedia and an appropriation to fund property valuation services for the Fiscal Year 2026 five-year property valuation certification required by the Massachusetts Department of Revenue. The Finance Committee and Town Meeting supported the use of Community Preservation Funds for 1) the preservation of Forefather's Cemetery headstones and 2) the purchase and installation of a post and rail fence at the West Chelmsford Cemetery. The Committee reviewed and recommended acceptance of the provisions of Massachusetts General Laws Chapter 33, Section 59 regarding the effect of military service on salary, seniority, and leave allowances of Town employees. Finally, the Committee recommended the adoption of an MBTA Zoning Bylaw Amendment to meet the requirements set forth in the new state law, which ultimately passed after a lengthy discussion at Town Meeting.

The Finance Committee expresses its sincere appreciation to Town Manager, Paul Cohen, Finance Director, John Sousa, Town Accountant, Darlene Lussier, Chelmsford Public School District Superintendent, Dr. Jay Lang, Nashoba Valley Technical School District Superintendent, Denise Pigeon, Town Clerk, Patricia Dzuris, and to all Chelmsford department and division heads and their staff for their wealth of information and assistance in helping the Finance Committee reach its decisions. The Committee extends its gratitude to Chelmsford TeleMedia for broadcasting and recording its meetings. The Finance Committee also thanks the boards and committees who appear before it yearly, the Citizen petitioners, and, as always, the Committee extends a huge "thank you" to Pam Morrison, its clerk, who helps the Finance Committee remain current, organized, and punctual in its reporting of information and decisions to Town Meeting.

This year, John Thibault decided to step down midyear from his position on the Finance Committee after serving for the last few years. Kathy Duffett also completed her tenth and what was ultimately her final year on the Committee. The Committee would like to thank them both for their dedicated service to our Committee and to the Town of Chelmsford and wish them luck and in their new adventures. Their expertise and camaraderie will be missed.

The Finance Committee also welcomed new members Elaine MacDonald midyear and Steve Kovalck at the end of the year. The Committee looks forward to working with them in the coming years and thank them for stepping forward to serve on our Committee and to dedicate their time and talents to our Town.

The Finance Committee as a body serves the taxpayers of Chelmsford and as such always welcomes comments and suggestions. Meetings are held on Thursday nights at 6:30 p.m. or 7:30 p.m., subject to time changes, during the budget season and leading up to both Fall and Spring Annual Town Meetings, and public comment is always on the agenda. The Finance Committee strives to improve our Town by overseeing the budget process throughout each Fiscal Year, making sure we are all guarding "what the sires have won."

The Finance Committee (Fiscal Year 2024):

Jim Clancy, Chair
 Annita Tanini, Vice Chair
 Kathy Duffett
 Samuel Chase
 David Goselin
 Elaine MacDonald
 Cindy Goodland



Town Administration

Accounting

Combined Balance Sheet - All Fund Types and Account Groups as of June 30, 2024 (Audited)							
	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	(Memorandum Only)
Cash and cash equivalents	12,313,927.90	34,834,255.06	9,401,068.60	3,380,977.08	49,539,156.77		109,469,385.41
Investments							0.00
Receivables:							
Personal property taxes	66,578.07						66,578.07
Real estate taxes	1,028,443.74						1,028,443.74
Allowance for abatements and exemptions	(1,050,708.17)						(1,050,708.17)
Tax liens	1,082,600.33						1,082,600.33
Deferred taxes	462,094.27						462,094.27
Motor vehicle excise	612,785.71						612,785.71
Other excises							0.00
User fees				807,599.04			807,599.04
Utility liens added to taxes	5,112.69			26,984.61			32,097.30
Departmental							0.00
Special assessments	3,250.00						3,250.00
Due from other governments		610,810.51					610,810.51
Other receivables		539,103.52			107,000.00		646,103.52
Foreclosures/Possessions	45,977.82						45,977.82
Prepays							0.00
Due to/from other funds							0.00
Working deposit							0.00
Inventory							0.00
Fixed assets, net of accumulated depreciation							0.00
Amounts to be provided - payment of bonds						50,400,910.99	50,400,910.99
Amounts to be provided - vacation/sick leave						1,773,011.24	1,773,011.24
Total Assets	14,570,062.36	35,984,169.09	9,401,068.60	4,215,560.73	49,646,156.77	52,173,922.23	165,990,939.78
Liabilities:							
Warrants payable	3,263,901.05	605,048.34	525,002.73	80,907.02	5,113.90		4,479,973.04
Accounts payable							0.00
Accrued payroll	553,769.41						553,769.41
Withholdings	1,211,180.30						1,211,180.30
Accrued claims payable							0.00
Due to/from other funds							0.00
Due to other governments							0.00
Other liabilities							0.00
Deferred revenue:							
Real and personal property taxes	44,313.64						44,313.64
Tax liens	1,082,600.33						1,082,600.33
Deferred taxes	462,094.27						462,094.27
Foreclosures/Possessions	45,977.82						45,977.82
Motor vehicle excise	612,785.71						612,785.71
Other excises							0.00
User fees				807,599.04			807,599.04
Utility liens added to taxes	5,112.69			26,984.61			32,097.30
Departmental							0.00
Special assessments	3,250.00						3,250.00
Due from other governments		610,810.51					610,810.51
Other receivables	22,803.19	539,103.52					561,906.71
Deposits receivable							0.00
IBNR							0.00
Agency Funds					1,128,264.07		1,128,264.07
Notes payable							0.00
Bonds payable						50,400,910.99	50,400,910.99
Vacation and sick leave liability						1,773,011.24	1,773,011.24
Total Liabilities	7,307,788.41	1,754,962.37	525,002.73	915,490.67	1,133,377.97	52,173,922.23	63,810,544.38
Fund Equity:							
Reserved for encumbrances	1,374,890.03						1,374,890.03
Reserved for expenditures		29,925,893.67	8,876,065.87	18,500.00	48,512,778.80		87,333,238.34
Reserved for continuing appropriations				292,618.40			292,618.40
Reserved for petty cash	2,295.00						2,295.00
Reserved for appropriation deficit							0.00
Reserved for snow and ice deficit							0.00
Reserved for COVID-19 deficit							0.00
Reserved for debt service	89,058.55						89,058.55
Reserved for premiums							0.00
Reserved for working deposit							0.00
Undesignated fund balance	5,796,030.37	4,303,313.05		2,988,951.66			13,088,295.08
Unreserved retained earnings							0.00
Investment in capital assets							0.00
Total Fund Equity	7,262,273.95	34,229,206.72	8,876,065.87	3,300,070.06	48,512,778.80	0.00	102,180,395.40
Total Liabilities and Fund Equity	14,570,062.36	35,984,169.09	9,401,068.60	4,215,560.73	49,646,156.77	52,173,922.23	165,990,939.78



Assessing Division *Frank Reen, Assessor*



Rena Gagne, Michelle O'Hagan, Sue Taylor, Frank Reen

FY 2024 BOARD OF ASSESSORS

Sam Chase, Chairman
 Jack Duffett, Board Member
 Kevin Sullivan, Board Member (retired July 2023)
 Mike Donoghue (appointed November 2023)

Telephone: (978) 250-5220
 Fax: (978) 250-5223

Chelmsford Town Offices
 Assessor's Office
 50 Billerica Rd.
 Chelmsford, MA 01824-2777
www.ChelmsfordMA.Gov

Chief Assessor
 Frank T. Reen (retiring July 2024)

Assistant Assessor
 Rena E. Gagne Assessor
 (resigned December 2023)

Assistant Assessor/Interim Chief Assessor
 Regan Flood (appointed March 2024)

Assistant to the Chief Assessor
 Susan P. Taylor

Principal Clerk
 Michelle O'Hagan

The Board of Assessors consists of three members appointed to three-year staggered terms by the Town Manager.

We started the Fiscal year by saying goodbye to long-time Assessor Kevin Sullivan, who contributed to the Board's effectiveness by virtue of his extensive legal and probate/estate knowledge. Kevin's service and his willingness to share his legal perspective with the Board benefited the town greatly. We are grateful for his many years of dedicated service and will miss his presence on the Board.

Our newest member Mike Donoghue comes to us by way of the Chelmsford Fire Department, where he served for over 30 years, retiring at the Deputy Chief Rank. Mike's extensive Chelmsford experience, which includes an incredible knowledge of Chelmsford property and land ownership history, will serve the Board well going forward.

Under Massachusetts State Law (MGL Ch 59 Sec. 5), Assessors are primarily responsible for identifying and determining Assessed Values for all real and personal property located within their municipality. All real property must be valued at Full and Fair Cash Value as of the assessment date, which for FY2024 was January 1, 2023. Additionally the Assessor's Office must meet the Commissioner of Revenue's property valuation recertification requirements every three years.

In addition to the general statutory responsibility described above, the Board is directly responsible for:

- Reviewing and approving the annual Recapitulation Summary and related supporting valuation documents (LA forms) prior to submission to the Department of Revenue, preparatory to the annual setting of the Tax Rate.



Assessing Division

- Approving real estate, personal property, and excise tax commitment amounts for submission to the Tax Collector.
- Acting on all abatement, exemption and general hardship exemption requests, pursuant to statutory guidelines.
- Assisting the Chief Assessor and Town Counsel in preparing for Taxpayer appeals before the State Appellate Tax Board
- Acting as a general resource and support to the Chief Assessor and other Departments/Boards as requested.

Although all Board members must qualify as Assessors by completing State certification requirements, we do not as a Board manage day-to-day assessing operations. That is done by the Chief Assessor and office staff.

FY 2024 Office Staff

The Office Staff collects property information and maintains a database consisting of every real property parcel in town. The staff interacts daily with the Registry of Deeds to ensure the accuracy of property record ownership and manages the general public's requests for information and assistance. The Chief Assessor is primarily responsible for managing the valuation and assessment process and ensuring that the Town complies with state certification and other Department of Revenue requirements on an ongoing basis. The Chief Assessor and Staff are constantly responding to residents' requests for property value adjustment and validation, which often involve property inspection. Property inspections are done only at the invitation and authorization of the property owner.

The Valuation Process

The assessment/valuation process is not arbitrary or subjective.

Assessment = Mass Appraisal

In mass appraisal, values for individual parcels are not based solely on the sale price of an individual property; rather, valuation schedules and models must be consistently applied to property data that is correct, complete and timely. Mass appraisal is the process of valuing a group of properties as of a given date using common data, standardized methods and statistical testing to arrive at a property's fair market value.

Definition of Fair Market Value

In Massachusetts, the assessment date for property tax purposes is January 1 of each fiscal year. Property must be assessed at its fair market value as of that date. "Fair market value" is defined by Massachusetts law as: "The standard of valuation of property subject to local taxation is fair cash value. This means fair market value, which is the price an owner willing but not under compulsion to sell ought to receive from one willing but not under compulsion to buy....A valuation limited to what the property is worth to the purchaser is not market value....The fair cash value is the value the property would have had on January 1 of any taxable year in the hands of any owner, including the present owner...." (Boston Gas v. Assessors of Boston, 334 Mass. 549, Massachusetts Supreme Judicial Court, 1956)

The Mass Appraisal process requires Assessors to apply three professionally and legally recognized methods as appropriate for arriving at property value: the Sales Comparison, Cost, and Income Capitalization methods. The methodology is required because the market value of an unsold property cannot be determined, nor can only one sale of a property determine its market value (see Boston Gas vs. Assessors of Boston, above). State law requires that Assessors use at least two of these methods in combination to determine value for a residential or commercial property. For residential properties, Assessors use the



Assessing Division

Cost and Sales Comparison methods together; the Income method cannot be used. For commercial properties, all three methods together are typically used to assure the most accurate outcome.

Sales Comparison/Market Approach

We use adjusted sales prices of properties comparable to the subject property to establish general market value. The properties being assessed (subjects) are compared with similar properties that have recently sold (comparable sales, or "comps"). The Comps' sales prices are then adjusted for their differences from the subject and other influences that do not reflect market conditions such as lot subdivision potential, seller financing, non-arms-length sale, short sale, foreclosure sale, etc. When determining residential property market values for assessment purposes, it is important to remember that the assessed land value is based primarily on the property's current use, not its lot size or potential future use.

Income Approach

The income approach is used to value commercial properties that generate income, such as office buildings, hotels, storefront retail sales, and malls. This approach is based on the principle that the value of an investment property reflects the amount of income that it will generate over its life. This approach is also imputed to non-income generating owner-occupied commercial properties assuming "highest and best use," current market rental and expense data, and current capitalization rates.

Estimating the value of an income-producing property is done by capitalization, defined as dividing net operating income by a capitalization rate ("Cap rate") that is derived from the market. In applying this method, Assessors determine the market for typical rents and expenses of similar properties by collecting Income and Expense information

supplied by commercial property owners within the market area. Current market information is used because (a.) the law requires it (see *Boston Gas vs. Assessors of Boston*, above) and (b.) because only the value of the land and buildings is relevant to the real estate property value. Lease fee and other value considerations that may attach to or be included in the real estate sale may not by law be considered part of the real estate value, and property owners may not be taxed on value that is not real estate. It is important to emphasize that an assessment of an individual commercial property is not based on that specific property's financial performance; rather, the assessment is based on current market rents and expenses.

Cost Approach

The cost approach uses estimates of land value, accrued depreciation and the current cost of constructing buildings. Depreciation is subtracted from the current construction cost to obtain an estimate of improvement (building) value. The value of the (buildable) vacant land is then added to the value of the improvements to arrive at the value of the property. The cost approach works best for new construction because depreciation is not a significant factor. The cost approach is also a reliable method for unique properties that have no available sales comparables.

It is important to note that the Massachusetts Department of Revenue reviews the Assessor's work and must certify that all real estate values meet the legal standard of being at "full and fair cash value" before the Town's Selectboard can set a tax rate.



Assessing Division

This was our year for Staff personnel changes. Early this year Assistant Assessor Rena Gagne was called to Leominster to serve as that City's Chief Assessor. Rena's calm demeanor and consistent approach to resolving valuation issues and dealing with Resident concerns contributed greatly to office operations, and she will be missed.

Chief Assessor Frank Reen will retire in July 2024 after 23 years of faithful and outstanding service. Drawing on his working background in construction and appraisal science, Frank brought the town's Assessing operations to the highest levels of technical and administrative professionalism. It has been my distinct privilege to serve with Frank for over 15 years, and I am truly grateful for his outstanding leadership which included a willingness to mentor Board members in the intricacies of Mass Appraisal and assessment techniques. The town will miss his exceptional leadership and administrative skills.

We are pleased that Ms. Reagan Flood has joined the Operations Staff as Interim Chief Assessor. Ms. Flood brings extensive experience to us by way of her many years' service as a Lowell Assessor. We look forward to her contributions, which will include bringing on new professional staff in view of additional anticipated retirements in FY 2025.

On behalf of the Board, I want to express our gratitude to our capable staff for the outstanding work they do to ensure that residents are treated fairly and courteously. Residents who have questions concerning property valuations should feel comfortable contacting the Assessor's office at 978-250-5220. Ms. Flood and her staff are always available to assist residents.

Samuel P. Chase, Chairman
Chelmsford Board of Assessors
July 8, 2024



Human Resources

Jeanne Parziale, Director of Human Resources



MISSION STATEMENT: To attract and retain a qualified workforce, to maintain fair and equitable personnel policies and to promote a safe, healthy work environment.

PERSONNEL BOARD:
 Jessica Porter / Chair (term 6/30/25)
 Anneke Wade (term 6/30/26)
 Robert Crowley (term 6/30/25)
 Nancy Danahy (term 6/30/25)
 Jeanne Parziale

TOWN STATISTICS:
 The Town of Chelmsford is committed to attracting, maintaining and retaining a knowledgeable and effective workforce. Human Resources processed 60 new employee hires, 12 retirements, 25 resigned, 4 terminated and 4 deaths.

SCHOOL STATISTICS:
 The Town of Chelmsford Human Resources

provides support to the school staff for retirement insurance changes processing. Overall Town Human Resources for School support; 116 resignations, 2 deceased, 14 retired, and 280 new hires.

RETIREMENTS:

Jennifer Almeida	Town Clerk	8/09/2023
Russell Miscovitch	Municipal Facilities	9/08/2023
Kathleen Canavan	Municipal Facilities	8/11/2023
Richard Demers	Police	10/06/2023
Denis Kane	Inspection-Building	6/30/2023
Anthony Spinazola	Auxiliary-Detail	6/28/2024
Susan Rosa	Board of Health	7/12/2024
Christopher Brothers	Fire	11/17/2023
Thomas Ryan	Highway	8/09/2024
Michael Donoghue	Fire	1/12/2024
Jeanne Parziale	Personnel	6/28/2024
Michael Vosnakis	Sewer Department	1/12/2024

Total Headcount for Health Insurance Participants June 2024 = 1,647 (one month only)

Unemployment Expenses:
 School: \$ (952.97)
 Town: \$ 7,103.00

HEALTH INSURANCE ENROLLMENT
 – Month of JUNE 2024 only

Blue Care Elect PPO			
	Town	School	Retirees
Individual	4	9	11
Family	1	22	10
Network Blue HMO			
Individual	80	125	33
Family	125	273	25
HMO Select			
Individual	4	16	0
Family	1	5	0
Medicare Advantage PPO	129		
Medex	718		

Submitted by: Lisa Marrone, Human Resources Director effective 6/27/2024



Town Administration

Town Employee Payroll

TOWN MANAGER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
GERAGHTY	JAMES	\$71,070.58	\$-	\$71,070.58
BRUCE	KRISTINA	\$101,562.22	\$160.00	\$101,722.22
COHEN	PAUL	\$217,098.60	\$21,275.18	\$238,373.78
MAFFETONE	STEPHEN	\$1,645.21	\$8,607.99	\$10,253.20
MARRONE	LISA	\$109,478.10	\$-	\$109,478.10

FINANCE COMMITTEE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MORRISON	PAMELA	\$2,803.35	\$-	\$2,803.35

ACCOUNTING

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DREW	OLIVIA	\$5,564.04	\$-	\$5,564.04
LUSSIER	DARLENE	\$143,039.21	\$15,840.84	\$158,880.05
MACLEOD	JOHN	\$83,438.88	\$-	\$83,438.88
MCCARTHY	KIMBERLY	\$89,854.12	\$5,393.24	\$95,247.36
MORGAN	DIANE	\$11,931.50	\$-	\$11,931.50

ASSESSORS

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
FLOOD	REGAN	\$31,817.85	\$-	\$31,817.85
GAGNE	RENA	\$29,223.14	\$601.90	\$29,825.04
OHAGAN	MICHELLE	\$53,501.49	\$-	\$53,501.49
REEN	FRANK	\$119,127.62	\$7,187.44	\$126,315.06
TAYLOR	SUSAN	\$77,486.82	\$1,065.76	\$78,552.58

TREASURER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
HALLORAN	LAUREN	\$68,196.90	\$400.81	\$68,597.71
LEVESQUE	JENNIFER	\$47,686.14	\$-	\$47,686.14
MERRILL	CASSANDRA	\$16,339.48	\$-	\$16,339.48
PEASE	KIM	\$89,860.75	\$4,044.94	\$93,905.69
SOUSA	JOHN	\$163,381.91	\$19,315.26	\$182,697.17
STEADMAN	BONNIE	\$12,396.26	\$9,670.99	\$22,067.25
WEDGE	CHRISTINE	\$51,444.31	\$2,771.40	\$54,215.71

HUMAN RESOURCES

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
PARZIALE	JEANNE	\$117,554.23	\$22,513.51	\$140,067.74

COMMUNITY SERVICES COORDINATOR

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MELANSON	JENNIFER	\$85,524.39	\$-	\$85,524.39
PERNETT	CINDY	\$20,328.00	\$-	\$20,328.00



Town Employee Payroll

MIS/TECHNOLOGY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
HALL	MATHEW	\$112,235.76	\$11,086.96	\$123,322.72
LUTTER	EDWARD	\$119,768.15	\$15,888.94	\$135,657.09

TOWN CLERK

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ALMEIDA	JENNIFER	\$6,165.81	\$5,950.81	\$12,116.62
DZURIS	PATRICIA	\$112,223.53	\$6,301.56	\$118,525.09
GILCHREST	PAMELA	\$62,037.02	\$4,873.65	\$66,910.67
MAYOTTE	HARRISON	\$48,987.53	\$3,834.81	\$52,822.34
MURPHY	JANET	\$255.00	\$-	\$255.00
PERKINS	CHERYL	\$2,728.00	\$-	\$2,728.00
VASQUEZ	MARIA	\$71,954.19	\$7,622.01	\$79,576.20

REGISTRAR

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BARTON	CURTIS	\$500.00	\$-	\$500.00
FALL	THOMAS	\$500.00	\$-	\$500.00
LANE	JAMES	\$500.00	\$-	\$500.00

CONSERVATION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
KOONCE	DAVID	\$65,186.90	\$-	\$65,186.90

COMMUNITY DEVELOPMENT

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BELANSKY	EVAN	\$119,772.60	\$5,390.58	\$125,163.18
MERRILL	VIVIAN	\$5,308.28	\$30.00	\$5,338.28

PLANNING BOARD

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
DASILVA-CONDE	BECKY	\$57,615.35	\$-	\$57,615.35

POLICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
AHERN	TODD	\$112,235.76	\$156,855.62	\$269,091.38
ANDERSON	KEVIN	\$53,188.55	\$10,455.91	\$63,644.46
BARRY	TODD	\$66,189.34	\$3,466.06	\$69,655.40
BEERS	RACHEL	\$75,423.08	\$6,189.72	\$81,612.80
BENNETT	KATHLEEN	\$62,041.26	\$21,149.54	\$83,190.80
BERNIER	JEFFREY	\$112,235.76	\$72,534.43	\$184,770.19
BLODGETT	JEFF	\$68,381.71	\$65,968.84	\$134,350.55
BOYLE	DAVID	\$56,671.14	\$66,695.93	\$123,367.07
BRADY	SHAWN	\$81,557.41	\$75,254.26	\$156,811.67
BROWN	ROBERT	\$91,120.23	\$86,571.20	\$177,691.43
BUCKLEY	STEVEN	\$68,381.77	\$74,977.39	\$143,359.16



Town Administration

Town Employee Payroll

POLICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BUXTON	MICHAEL	\$12,045.59	\$2,827.07	\$14,872.66
CARLO	WILLIAM	\$94,772.90	\$106,023.56	\$200,796.46
CHIPCHAK	CHRISTOPHER	\$53,087.66	\$80,158.75	\$133,246.41
CONKLIN	STEVEN	\$68,381.76	\$9,424.80	\$77,806.56
CULLEN	COLLEEN	\$45,237.67	\$24,989.11	\$70,226.78
DEMERS	LISA	\$62,534.97	\$25,169.27	\$87,704.24
DEMERS	RICHARD	\$16,094.19	\$20,015.05	\$36,109.24
DENTREMONT	CORY	\$25,335.37	\$18,631.53	\$43,966.90
DESILVIO	DOMINIC	\$6,604.16	\$-	\$6,604.16
DIPIETRO	GINA	\$51,346.83	\$3,838.28	\$55,185.11
DUBE	PHILIP	\$89,162.83	\$76,063.13	\$165,225.96
FERNALD	MATTHEW	\$89,947.10	\$50,629.03	\$140,576.13
FREDERICKS	STEPHEN	\$95,652.90	\$108,517.02	\$204,169.92
FREKER	ALEXANDER	\$54,550.35	\$24,043.46	\$78,593.81
GALLANT	ASHLEY	\$9,695.76	\$15,641.12	\$25,336.88
GILLIS	AIDAN	\$68,381.77	\$53,595.24	\$121,977.01
GOGUEN	DANIEL	\$92,686.53	\$62,202.98	\$154,889.51
GOODE	FRANCIS	\$112,235.84	\$158,821.03	\$271,056.87
GOODE	TIMOTHY	\$62,424.05	\$19,211.41	\$81,635.46
HANNAGAN	GARY	\$129,641.07	\$70,119.78	\$199,760.85
HANSCOM	JASON	\$112,235.76	\$94,881.52	\$207,117.28
HARTSHORN	JAMES	\$51,760.74	\$7,678.70	\$59,439.44
HAWKINS	STEVEN	\$28,163.48	\$25,334.17	\$53,497.65
HAYDEN	ALEXANDRA	\$54,974.59	\$6,569.48	\$61,544.07
HILL	DEREK	\$68,381.77	\$84,330.04	\$152,711.81
HOUMILLER	ANDREW	\$57,198.67	\$26,588.62	\$83,787.29
KILMARTIN	MATTHEW	\$55,732.28	\$75,492.70	\$131,224.98
KOCH	CARL	\$66,189.37	\$3,838.43	\$70,027.80
LECZYNSKI	KEITH	\$68,381.75	\$56,202.28	\$124,584.03
LEO	DAVID	\$68,381.75	\$109,550.71	\$177,932.46
LINSTAD	DAVID	\$68,381.74	\$68,366.18	\$136,747.92
LUCAS	HALEIGH	\$14,008.82	\$3,919.65	\$17,928.47
MARSHALL	KALEIGH	\$65,882.94	\$32,974.76	\$98,857.70
MAUTI	CHRISTOPHER	\$68,381.76	\$87,028.55	\$155,410.31
MCCARTHY	RYAN	\$84,413.21	\$55,014.34	\$139,427.55
MEAD	CRAIG	\$68,381.74	\$60,462.46	\$128,844.20
MEEHAN	KENNETH	\$68,381.74	\$66,432.58	\$134,814.32
NOLAN	MELISSA	\$60,527.99	\$-	\$60,527.99
OBRIEN	PATRICK	\$51,346.73	\$8,651.32	\$59,998.05
OKEEFE	RILEY	\$68,381.79	\$54,412.46	\$122,794.25
PHILAPHANDETH	AARON	\$40,039.10	\$21,811.04	\$61,850.14
POOR	JASON	\$112,235.79	\$90,695.03	\$202,930.82
POOR	JOHN	\$60,156.45	\$15,608.80	\$75,765.25
QUINN	KEVIN	\$62,065.78	\$60,828.49	\$122,894.27



Town Employee Payroll

POLICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
REEDY	BRANDON	\$68,381.77	\$51,238.55	\$119,620.32
REID	DANIEL	\$68,381.76	\$109,475.01	\$177,856.77
RICHARD	BRIAN	\$74,610.63	\$43,559.91	\$118,170.54
RIORDAN	ROBERT	\$38,567.91	\$45,462.39	\$84,030.30
ROBINSON	ANDREW	\$54,550.33	\$46,809.84	\$101,360.17
ROBINSON	CHRISTOPHER	\$68,381.78	\$57,424.72	\$125,806.50
ROKAS	ASHLEY	\$68,381.75	\$26,689.77	\$95,071.52
SANCHEZ	DANIEL	\$6,604.16	\$-	\$6,604.16
SECH	MATTHEW	\$68,381.77	\$60,308.06	\$128,689.83
SEPULVEDA	CELINES	\$7,705.86	\$-	\$7,705.86
SPENCE	COLIN	\$206,038.60	\$409.23	\$206,447.83
SULLIVAN	DANIEL	\$68,381.76	\$39,889.76	\$108,271.52
THAYER	NICHOLAS	\$68,381.76	\$86,080.19	\$154,461.95
THOMAS	MICHAEL	\$22,919.98	\$4,303.69	\$27,223.67
TIRONE	KAILA	\$5,532.41	\$617.46	\$6,149.87
TYROS	DEREK	\$55,757.84	\$51,782.94	\$107,540.78
TYROS	GEORGE	\$68,381.75	\$24,688.76	\$93,070.51
TYROS	REBECCA	\$68,381.73	\$19,285.36	\$87,667.09
UBELE	BRIAN	\$68,381.71	\$48,636.50	\$117,018.21
ZAHER	CHRISTOPHER	\$68,381.74	\$28,971.82	\$97,353.56
ZIMINSKY	NICHOLAS	\$89,250.45	\$66,875.90	\$156,126.35

FIRE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ABBOTT	JOSHUA	\$84,775.87	\$71,286.06	\$156,061.93
ALBON	ROBERT	\$68,582.09	\$31,830.34	\$100,412.43
AMUNDSON	WILLIAM	\$68,582.11	\$36,470.03	\$105,052.14
AUBERT	JUSTIN	\$54,653.23	\$39,541.22	\$94,194.45
BACON	WILLIAM	\$68,582.10	\$30,553.64	\$99,135.74
BAKER	GARY	\$68,582.11	\$33,912.62	\$102,494.73
BENNETT	WILLIAM	\$68,582.11	\$63,107.40	\$131,689.51
BOISSEAU	EDWARD	\$68,582.11	\$34,795.09	\$103,377.20
BONICA	ROBIN	\$1,292.13	\$-	\$1,292.13
BOUDREAU	A	\$68,582.12	\$43,675.28	\$112,257.40
BOWLER	MICHAEL	\$59,703.85	\$41,226.62	\$100,930.47
BROTHERS	CHRISTOPHER	\$9,047.09	\$35,014.93	\$44,062.02
BROTHERS	MICHAEL	\$68,582.11	\$45,063.92	\$113,646.03
BROTHERS	THOMAS	\$68,582.12	\$65,154.91	\$133,737.03
BYAM	ERIK	\$68,582.12	\$39,368.29	\$107,950.41
CANCELLA	JEFFREY	\$68,582.11	\$69,936.15	\$138,518.26
CARKIN	JO ELLEN	\$22,653.44	\$-	\$22,653.44
CASEY	EDWARD	\$68,582.10	\$42,171.82	\$110,753.92
CHIASSON	MICHAEL	\$68,582.11	\$35,915.15	\$104,497.26
COREY	DANIEL	\$68,582.11	\$39,776.53	\$108,358.64
DALEY	PATRICK	\$68,582.06	\$40,916.77	\$109,498.83
DONOGHUE	MICHAEL	\$68,444.49	\$46,991.46	\$115,435.95



Town Administration

Town Employee Payroll

FIRE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DUCHARME	MICHAEL	\$68,582.08	\$58,667.25	\$127,249.33
EVANS	TYLER	\$54,222.91	\$39,658.14	\$93,881.05
FADER	FRANK	\$76,759.43	\$22,756.02	\$99,515.45
FUNARO	DANIEL	\$96,686.23	\$45,040.50	\$141,726.73
GARDNER	ROBERT	\$68,582.08	\$29,140.23	\$97,722.31
GRIFFIN	ANNA	\$62,041.26	\$3,723.86	\$65,765.12
HAMILTON	DEREK	\$68,582.11	\$38,713.06	\$107,295.17
HILLMAN	CHRISTOPHER	\$52,809.93	\$24,322.25	\$77,132.18
HOULE	DAVID	\$68,582.08	\$45,643.27	\$114,225.35
HOULE	RYAN	\$97,342.63	\$50,588.99	\$147,931.62
KIVLAN	JOHN	\$88,404.60	\$76,157.19	\$164,561.79
KOHL	DONALD	\$68,582.10	\$33,336.17	\$101,918.27
KOUTSOUFIS	DANIELLE	\$92,014.41	\$60,065.48	\$152,079.89
LABRECQUE	KENNETH	\$68,582.12	\$46,986.22	\$115,568.34
LINDSAY	KEITH	\$68,582.10	\$37,955.41	\$106,537.51
MAHER	DAVID	\$68,582.08	\$61,181.89	\$129,763.97
MAHER	MICHAEL	\$68,582.10	\$52,478.64	\$121,060.74
MANISCALCO	JAKE	\$-	\$4,349.72	\$4,349.72
MANLEY	DANIEL	\$88,404.61	\$58,227.41	\$146,632.02
MANLEY	LEO	\$68,582.11	\$30,112.62	\$98,694.73
MCGARRY	PATRICK	\$68,582.11	\$25,357.25	\$93,939.36
MCNIFF	TIMOTHY	\$68,582.09	\$36,424.84	\$105,006.93
MICU	ANDREW	\$68,582.10	\$80,076.51	\$148,658.61
NELSON	MICHAEL	\$68,582.10	\$53,743.24	\$122,325.34
NEVES	LUIS	\$56,068.12	\$28,665.71	\$84,733.83
NEWCOMB	SCOTT	\$68,582.10	\$29,670.47	\$98,252.57
NOONE	MICHAEL	\$21,705.09	\$4,342.46	\$26,047.55
OBRIEN	KEVIN	\$88,404.60	\$65,284.64	\$153,689.24
OXIER	CHRISTOPHER	\$57,574.74	\$21,085.43	\$78,660.17
PHELAN	CASEY	\$68,582.12	\$38,264.36	\$106,846.48
PICHARDO DOUGHTY	MELVIN	\$56,561.09	\$57,192.43	\$113,753.52
PINE	AUBREY	\$66,934.25	\$32,896.74	\$99,830.99
RYAN	GARY	\$154,873.21	\$34,962.12	\$189,835.33
RYAN	GEORGE	\$68,582.11	\$39,194.11	\$107,776.22
SACCO	MICHELLE	\$68,582.11	\$41,269.59	\$109,851.70
SCHELLBACH	WILLIAM	\$93,877.53	\$66,382.57	\$160,260.10
SEGNINI	GREGORY	\$68,582.12	\$49,204.33	\$117,786.45
SHANAHAN	TIMOTHY	\$68,582.09	\$32,483.59	\$101,065.68
SPARKS	GREGORY	\$68,582.12	\$47,480.40	\$116,062.52
SPINALE	NICHOLAS	\$21,705.09	\$6,029.19	\$27,734.28
TURNER	JASON	\$68,582.10	\$55,105.79	\$123,687.89
TURNER	JOSHUA	\$68,582.12	\$95,532.28	\$164,114.40
WALSH	GARRETT	\$68,582.10	\$45,334.70	\$113,916.80
YENCHO	CHELSEY	\$56,614.69	\$26,094.56	\$82,709.25
YOUNG	MICHAEL	\$68,582.09	\$37,964.03	\$106,546.12



Town Employee Payroll

BUILDING INSPECTION

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ANDERSON	DOUGLAS	\$2,952.83	\$-	\$2,952.83
ANDRADE	DAVID	\$20,924.38	\$2,245.28	\$23,169.66
CLAUSON	VERA	\$62,045.88	\$1,861.94	\$63,907.82
COLLUPY	EVERETT	\$6,289.88	\$-	\$6,289.88
DAMORE	PAUL	\$94,409.93	\$4,800.00	\$99,209.93
KANE	DENNIS	\$24,351.98	\$12,434.93	\$36,786.91
MORASH	DONALD	\$47,974.77	\$4,200.00	\$52,174.77
NEGRON	JOSE	\$96,769.84	\$-	\$96,769.84
ROBERTS	ERIC	\$77,262.61	\$4,800.00	\$82,062.61
WETHERBEE	PETER	\$627.47	\$-	\$627.47

ANIMAL CONTROL OFFICER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
CIANCI	MARK	\$62,052.64	\$19,520.17	\$81,572.81

DPW/ENGINEERING

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BRANSON	JACK	\$68,494.55	\$2,292.37	\$70,786.92
COLLINS	TREVOR	\$99,181.32	\$6,525.51	\$105,706.83
JOYCE	SHEILA	\$73,747.39	\$-	\$73,747.39
KOCH	HELENA	\$6,215.00	\$-	\$6,215.00
KUTSHKE	CALLA	\$3,937.50	\$-	\$3,937.50
LAWSON	MEGHAN	\$2,835.00	\$-	\$2,835.00
REPPUCCI	ANTHONY	\$124,570.49	\$-	\$124,570.49

MUNICIPAL SAFETY SPECIALIST

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
CERVEN	STEPHEN	\$47,096.13	\$8,859.08	\$55,955.21

DPW DIRECTOR

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
CLANCY	CHRISTINE	\$148,872.99	\$-	\$148,872.99

DPW BUSINESS MANAGER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
COTE	JOYCE	\$85,634.09	\$4,504.31	\$90,138.40



Town Administration

Town Employee Payroll

DPW/HIGHWAY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BAGNI	CHARLES	\$62,988.64	\$13,053.92	\$76,042.56
BOMIL	KEITH	\$61,451.88	\$12,911.43	\$74,363.31
COTE	PAUL	\$64,423.46	\$18,125.15	\$82,548.61
ERIKSEN	JOSEPH	\$124,570.48	\$12,477.82	\$137,048.30
GREENE	JAMES	\$53,293.74	\$19,618.45	\$72,912.19
GUILMETTE	JOHN	\$74,887.01	\$12,950.08	\$87,837.09
IRVINE	DAVID	\$82,646.48	\$32,330.97	\$114,977.45
JARRY	DAVID	\$40,678.26	\$10,644.38	\$51,322.64
KEELEY	JAMES	\$64,297.34	\$20,638.28	\$84,935.62
LEMASURIER	ANDREW	\$71,252.59	\$18,801.87	\$90,054.46
MALONE	RICHARD	\$73,047.47	\$23,124.09	\$96,171.56
MALONE	TIMOTHY	\$66,700.78	\$20,759.66	\$87,460.44
MARTIN	DAVID	\$54,609.85	\$3,643.83	\$58,253.68
NOBLES	STEVEN	\$8,691.63	\$156.74	\$8,848.37
RYAN	THOMAS	\$71,080.08	\$33,709.37	\$104,789.45
SIMARD	DANIEL	\$64,563.18	\$17,705.94	\$82,269.12
SMITH	JACK	\$55,045.89	\$12,359.95	\$67,405.84
ST JEAN	NICHOLAS	\$62,988.61	\$17,272.37	\$80,260.98
SWISSLER	TIMOTHY	\$61,199.45	\$16,802.93	\$78,002.38
TANSINO	RICHARD	\$14,918.34	\$6,887.31	\$21,805.65
THOMAS	MICHELLE	\$56,801.08	\$2,237.39	\$59,038.47
WALSH	TRAVIS	\$66,533.34	\$18,728.53	\$85,261.87
WOJTAS	FRANK	\$59,655.40	\$13,031.14	\$72,686.54

DPW/SEWER

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
BELKAS	DANIEL	\$119,737.39	\$10,830.07	\$130,567.46
BOYER	SHARON	\$62,041.11	\$3,723.86	\$65,764.97
BRULE	CHRIS	\$62,988.62	\$3,571.84	\$66,560.46
DUPONT	MATTHEW	\$67,346.26	\$7,513.31	\$74,859.57
GARBARZ III	GABRIEL	\$58,491.01	\$6,213.33	\$64,704.34
GENDRON	SHANE	\$96,270.42	\$14,101.25	\$110,371.67
GEOFFROY	JUSTIN	\$71,265.32	\$4,388.79	\$75,654.11
LAURENCIO	ADAM	\$73,047.47	\$8,454.71	\$81,502.18
MORAN	NEIL	\$76,745.38	\$7,439.34	\$84,184.72
OCZKOWSKI	JOSEPH	\$103,232.38	\$15,667.90	\$118,900.28
SILVA	ROBERT	\$103,232.38	\$19,063.81	\$122,296.19
VOSNAKIS	MICHAEL	\$63,097.94	\$24,326.72	\$87,424.66



Town Employee Payroll

DPW/STORMWATER

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ALTAVESTA	MICHAEL	\$62,988.58	\$7,060.88	\$70,049.46
CARBERRY	FREDERICK	\$44,350.76	\$686.32	\$45,037.08
DESTREMPE	SCOTT	\$80,315.60	\$13,227.03	\$93,542.63
LEGRO	CODY	\$18,390.06	\$561.63	\$18,951.69
LEVESQUE	JAMES	\$66,177.22	\$6,977.97	\$73,155.19
MCKENNA	MICHAEL	\$31,827.76	\$2,601.93	\$34,429.69
RICE	STEPHEN	\$64,563.18	\$8,349.24	\$72,912.42
SILVA	ANDREW	\$61,584.35	\$13,004.36	\$74,588.71
SILVA	DAVID	\$25,407.30	\$18,146.63	\$43,553.93
THOMPSON	COURTNEY	\$87,662.65	\$-	\$87,662.65
WALKER	NATHAN	\$75,590.64	\$-	\$75,590.64
WOOD	ROBERT	\$87,882.02	\$-	\$87,882.02

DPW/FACILITIES

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
CALLAGHAN	STEPHEN	\$74,873.28	\$3,817.08	\$78,690.36
CANAVAN	KATHLEEN	\$8,888.10	\$11,615.55	\$20,503.65
DIPERSIO	JASON	\$76,759.43	\$9,971.61	\$86,731.04
FAULKNER	ADAM	\$56,635.39	\$7,027.13	\$63,662.52
FERRANTE	AVERY	\$13,427.48	\$-	\$13,427.48
GRANT	KEVIN	\$76,745.38	\$16,149.81	\$92,895.19
HALEY	CHRISTOPHER	\$81,403.58	\$2,200.00	\$83,603.58
HARROW	STEPHEN	\$49,623.49	\$5,198.52	\$54,822.01
HERNON	CHRISTOPHER	\$2,358.40	\$-	\$2,358.40
IANNELLI	JOHN	\$54,314.11	\$4,651.16	\$58,965.27
LUTTER	DECLAN	\$9,557.00	\$-	\$9,557.00
MCCAFFREY	TIMOTHY	\$29,613.49	\$539.83	\$30,153.32
MCDONOUGH	LYNN	\$62,041.27	\$-	\$62,041.27
MISCOVITCH	RUSSELL	\$8,980.74	\$249.75	\$9,230.49
MOORE	CHRISTOPHER	\$3,685.37	\$-	\$3,685.37
MURRAY	KYLE	\$3,695.50	\$-	\$3,695.50
MURRAY	TYLER	\$3,520.00	\$-	\$3,520.00
ORSO	BRIAN	\$86,427.88	\$13,739.63	\$100,167.51
PELKEY	RODNEY	\$66,177.26	\$18,877.38	\$85,054.64
PHOENIX	SCOTT	\$6,140.00	\$360.00	\$6,500.00
RALLS	JOSEPH	\$76,759.43	\$15,891.79	\$92,651.22
RUGGIERO	DANIEL	\$62,988.64	\$7,366.18	\$70,354.82
SCHWEITZER	MATTHEW	\$119,169.45	\$28.98	\$119,198.43
SCOMIS	BRIAN	\$76,759.44	\$6,145.63	\$82,905.07
TRAINOR	RICHARD	\$27,549.79	\$7,980.24	\$35,530.03
TRAINOR	SHAUN	\$70,422.14	\$9,554.05	\$79,976.19



Town Administration

Town Employee Payroll

CEMETERY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BONNELL	BRANDON	\$1,060.58	\$1,552.98	\$2,613.56
BOYLE	DAVID	\$94,402.92	\$8,561.47	\$102,964.39
DEFREITAS	JORGE	\$76,745.39	\$16,179.19	\$92,924.58
FIELDING	CHRISTOPHER	\$27,587.00	\$2,047.50	\$29,634.50
HOULE	RANDY	\$48,523.98	\$5,986.14	\$54,510.12
MCCARTHY	MATTHEW	\$9,882.00	\$958.50	\$10,840.50
SILVA	MARYANN	\$25,170.11	\$-	\$25,170.11
ZGONIS	NICHOLAS	\$64,833.83	\$8,112.28	\$72,946.11

BOARD OF HEALTH

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ANGEL	TARYN	\$57,942.40	\$1,449.22	\$59,391.62
BEALL	DARCY	\$87,662.65	\$4,665.85	\$92,328.50
CAMERON	MARISSA	\$60,946.19	\$8,809.36	\$69,755.55
DANAHY	NANCY	\$55,529.50	\$59.11	\$55,588.61
DESTREMPE	CHARLENE	\$59,560.89	\$2,752.23	\$62,313.12
DUNN- GREENWOOD	DONNA	\$101,999.37	\$820.74	\$102,820.11
MASIELLO	MARK	\$83,454.19	\$5,235.59	\$88,689.78
MCINERNEY	AMY	\$29,380.08	\$1,888.35	\$31,268.43
ROSA	SUSAN	\$118,768.37	\$7,627.38	\$126,395.75

COUNCIL ON AGING

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BARRY	DEBORAH	\$43,012.19	\$1,994.73	\$45,006.92
BISCHOFF	NICHOLINA	\$2,138.53	\$34.89	\$2,173.42
BLAIR	RUTH	\$4,858.07	\$45.42	\$4,903.49
BRAMAN DUSSAULT	NATALIE	\$65,182.04	\$2,355.18	\$67,537.22
CONSALVI	STEVEN	\$1,469.93	\$-	\$1,469.93
COONEY	ANN	\$22,590.07	\$399.00	\$22,989.07
DALEY	TIMOTHY	\$3,368.34	\$-	\$3,368.34
DANAHY	THOMAS	\$45,693.66	\$1,420.87	\$47,114.53
DEAR	ELENA	\$58,491.03	\$3,909.76	\$62,400.79
FERNALD	NANCY	\$10,885.42	\$68.09	\$10,953.51
GRANT	LISA	\$33,651.50	\$1,409.94	\$35,061.44
GUERIN	JAMES	\$19,346.15	\$141.90	\$19,488.05
HASAN	CHARLENE	\$575.58	\$-	\$575.58
HENCKLER	CHARLES	\$15,275.93	\$20.46	\$15,296.39
HUNT	APRIL	\$57,611.16	\$502.44	\$58,113.60
JOHNSTON	SANDRA	\$2,798.22	\$27.42	\$2,825.64
LANGNER	GAIL	\$3,066.43	\$25.68	\$3,092.11
LIAKOS	ARTHUR	\$13,974.99	\$127.17	\$14,102.16
MACPHERSON	JANET	\$50,911.17	\$1,927.16	\$52,838.33



Town Employee Payroll

COUNCIL ON AGING

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
NORMANDY	COLLEEN	\$63,975.62	\$3,278.96	\$67,254.58
ONEIL	MEGAN	\$45,005.69	\$399.00	\$45,404.69
ONEIL	TRACY	\$34,134.03	\$2,367.54	\$36,501.57
PANNIELLO	CHRISTINE	\$2,525.88	\$-	\$2,525.88
SIRIANI	DEBRA	\$99,181.35	\$3,375.54	\$102,556.89
SPELLISSEY	JUDITH	\$3,967.10	\$25.83	\$3,992.93
SUAREZ	MELCHOR	\$1,248.57	\$-	\$1,248.57
WALSH	PETER	\$51,734.10	\$399.00	\$52,133.10
WORTHEN	PAUL	\$12,298.18	\$159.91	\$12,458.09

VETERANS AGENT

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BRONKEMA	AMY	\$36,867.60	\$-	\$36,867.60
JACKSON	REGINA	\$94,402.95	\$5,666.28	\$100,069.23

LIBRARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BOWSER	TODD	\$50,388.13	\$4,121.01	\$54,509.14
CHRISTOPHER	JIANNA	\$55,841.17	\$1,358.39	\$57,199.56
CLEMENT	LINDSEY	\$17,024.19	\$191.14	\$17,215.33
COOK	AIDAN	\$43,987.44	\$1,247.33	\$45,234.77
COWGILL	MICHAEL	\$18,745.26	\$1,952.41	\$20,697.67
DENEHY	JOSEPH	\$22,497.48	\$2,643.03	\$25,140.51
EVANS	GLYNIS	\$55,995.87	\$3,860.00	\$59,855.87
FITZHANSO	JESSICA	\$96,762.65	\$1,935.97	\$98,698.62
GADGIL	TRUPTI	\$53,264.96	\$6,111.67	\$59,376.63
GRANT	ANDREA	\$52,087.82	\$4,816.97	\$56,904.79
HARDIN	JESSICA	\$21,188.11	\$1,722.87	\$22,910.98
HARGROVE	CASSIDY	\$1,620.00	\$-	\$1,620.00
HARRADON	MICHAEL	\$35,802.96	\$8,450.97	\$44,253.93
HARTMAN	JEFFREY	\$72,294.72	\$63.50	\$72,358.22
HENRY	JEFFREY	\$460.55	\$-	\$460.55
HUSSAIN	ESHAL	\$1,020.00	\$-	\$1,020.00
IATRON	JULIE	\$31,201.19	\$1,419.57	\$32,620.76
JONES	WESLEY	\$31,071.00	\$526.47	\$31,597.47
KAZI	MAHNOOR	\$2,550.00	\$-	\$2,550.00
KENNY	JILLIAN	\$65,613.41	\$776.48	\$66,389.89
KERKHOVE	THOMAS	\$923.69	\$-	\$923.69
KHELA	KAREN	\$3,765.00	\$90.00	\$3,855.00
KIMBALL	LESLEY	\$122,163.53	\$-	\$122,163.53
LEAL	ALDEVINO	\$65,695.98	\$10,767.34	\$76,463.32
LONGCHAMP	CHARLENE	\$56,340.56	\$5,719.96	\$62,060.52
MAFFETONE	DONNA	\$37,330.57	\$2,500.00	\$39,830.57
MANDAVA	HAARIKA	\$4,005.00	\$-	\$4,005.00



Town Administration

Town Employee Payroll

LIBRARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
MASON	MARTHA	\$70,824.57	\$9,876.22	\$80,700.79
MCCARTHY	MELISSA	\$31,370.66	\$-	\$31,370.66
MCMENEMY	NANCY	\$86,222.60	\$357.66	\$86,580.26
MCCOLM				
MORRIS	KRISTIN	\$4,766.14	\$200.93	\$4,967.07
MORRISSEY	DEBORAH	\$33,958.60	\$867.88	\$34,826.48
MURPHY	LINDA	\$-	\$1,236.48	\$1,236.48
NELSON	STEPHANIE	\$35,947.37	\$223.50	\$36,170.87
PALMER	EMILY	\$517.50	\$-	\$517.50
PETRO-ROY	JENNIFER	\$14,625.13	\$3,688.94	\$18,314.07
PHILLIPS	JAMES	\$27,164.48	\$5,616.76	\$32,781.24
REIMANN	AMY	\$33,756.18	\$4,466.85	\$38,223.03
SMITH	SUSAN	\$307.22	\$1,748.10	\$2,055.32
SPADANO	AMY	\$17,698.12	\$244.67	\$17,942.79
STAPLES	ALYSSA	\$38,500.25	\$-	\$38,500.25
SULLIVAN	JULIA	\$55,165.52	\$1,123.17	\$56,288.69
TARR	ABIGAIL	\$1,515.00	\$-	\$1,515.00
TRAINOR	ERIN	\$1,888.84	\$814.81	\$2,703.65
TURCOTTE	VICKIE	\$109,478.12	\$6,571.12	\$116,049.24
VINOSKI	CYNTHIA	\$6,189.59	\$113.70	\$6,303.29
WALSH	EILEEN	\$52,110.14	\$2,600.46	\$54,710.60
WOOD	CHARLOTTE	\$87.41	\$3.50	\$90.91
ZISCH	HEIDI	\$3,502.48	\$-	\$3,502.48

NORTH TOWN HALL CUSTODIAN

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
POOR	ERIC	\$860.00	\$-	\$860.00
SAVOIE	HENRY	\$648.00	\$-	\$648.00

CHELMSFORD CENTER FOR THE ARTS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ADAMSKY	DANIEL	\$51,660.00	\$-	\$51,660.00
COCHRAN	LAUREN	\$52,499.98	\$-	\$52,499.98
GLEASON	NATHAN	\$3,600.00	\$4,073.00	\$7,673.00
HOFFMAN	SEBASTIAN	\$1,400.00	\$159.00	\$1,559.00
SNOW	PATRICK	\$7,065.00	\$-	\$7,065.00

PUBLIC ACCESS CABLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
DEWS	PETER	\$47,292.66	\$-	\$47,292.66
HEINRICH	KURT	\$10,554.73	\$1,185.02	\$11,739.75
PEDULLA	PETER	\$112,235.76	\$6,735.40	\$118,971.16
PETERSON	THOMAS	\$96,780.37	\$21,394.54	\$118,174.91
STEIMEL	DIANNE	\$53,507.32	\$-	\$53,507.32
TARI	VILLU	\$83,454.22	\$5,008.20	\$88,462.42



Town Employee Payroll

POLICE/AUXILLARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ALBERT	JOHN	\$28,672.61	\$545.64	\$29,218.25
BARRY	JAMES	\$19,968.33	\$272.82	\$20,241.15
CALLAHAN	JOHN	\$43,561.07	\$2,728.20	\$46,289.27
CRAWFORD	DONALD	\$1,091.28	\$-	\$1,091.28
FLEURY	MICHAEL	\$3,887.69	\$-	\$3,887.69
LAFERRIERE	PAUL	\$10,128.44	\$1,091.28	\$11,219.72
MACKENZIE	DAVID	\$52,707.73	\$3,751.28	\$56,459.01
MCPADDEN	JAMES	\$16,887.49	\$1,091.28	\$17,978.77
MIRABELLA	SALVATORE	\$30,991.98	\$2,489.49	\$33,481.47
MOORE	KENNETH	\$36,513.17	\$2,660.00	\$39,173.17
MURPHY	ROBERT JAMES	\$54,668.63	\$28,840.40	\$83,509.03
OBRIEN	DAVID	\$35,891.88	\$3,580.77	\$39,472.65
RAVANIS	PETER	\$13,754.98	\$-	\$13,754.98
RIVERA	JOSE	\$34,558.90	\$3,273.84	\$37,832.74
ROARK	JOHN	\$82,229.60	\$52,695.09	\$134,924.69
SMITH	EDWARD	\$60,008.14	\$3,035.13	\$63,043.27
SPINAZOLA	ANTHONY	\$46,124.02	\$21,771.35	\$67,895.37
SPINNEY	JAMES	\$34,517.71	\$2,728.20	\$37,245.91
TEEHAN	FRANCIS	\$67,211.82	\$3,580.77	\$70,792.59
TOUMAYAN	SYLVIA	\$8,627.95	\$470.20	\$9,098.15
TOUSIGNANT	LEO	\$4,740.25	\$1,841.54	\$6,581.79
WALSH	CRAIG	\$91,046.96	\$41,207.76	\$132,254.72



Town Administration

School Employee Payroll

CENTRAL OFFICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ARGENZIANO	JEFFREY	\$54,817.10	\$0.00	\$54,817.10
BATOR	MARY	\$10,890.00	\$0.00	\$10,890.00
BATTLE	BERNARD	\$10,130.72	\$0.00	\$10,130.72
BRADSHAW	CHRISTINE	\$63,405.49	\$915.98	\$64,321.47
BREKALIS	PETER	\$53,180.92	\$0.00	\$53,180.92
CAIN	ROBERT	\$46,452.90	\$0.00	\$46,452.90
CAREY	DIANE	\$136,209.06	\$8,374.08	\$144,583.14
CORBETT	ROBYN	\$62,232.56	\$0.00	\$62,232.56
CURLEY	BRIAN	\$139,339.98	\$9,167.11	\$148,507.09
DANTAS	DONNA	\$64,416.30	\$0.00	\$64,416.30
DOUKSZEWICZ	ROBERTA	\$8,290.00	\$0.00	\$8,290.00
DREW	MICHAEL	\$68,919.24	\$420.00	\$69,339.24
FREELove	BRIDGET	\$27,295.06	\$513.24	\$27,808.30
GIGLIO	SHARON	\$4,950.00	\$0.00	\$4,950.00
GUILLEMETTE	TRACY	\$48,453.86	\$0.00	\$48,453.86
GUNTER	JORDAN	\$67,465.06	\$0.00	\$67,465.06
HIRSCH	LINDA	\$166,423.92	\$24,748.95	\$191,172.87
JOHNSON-COLLINS	JOANNA	\$154,961.04	\$14,994.80	\$169,955.84
LANG	ROGER	\$228,456.02	\$45,345.65	\$273,801.67
MARCOUX	JASON	\$68,919.24	\$0.00	\$68,919.24
MCDONALD	JANE	\$65,527.28	\$0.00	\$65,527.28
MERCIER	KATHERINE	\$62,232.56	\$13,000.00	\$75,232.56
NEHME	DAVID	\$94,489.72	\$0.00	\$94,489.72
NORMANDIN	STEVEN	\$48,956.70	\$0.00	\$48,956.70
O'DONNELL	CHRISTOPHER	\$12,701.33	\$0.00	\$12,701.33
OEMIG	JENNIFER	\$46,250.00	\$0.00	\$46,250.00
PACELLI	DONNA	\$44,908.50	\$0.00	\$44,908.50
PHILLIPS	DEBORAH	\$22,790.32	\$0.00	\$22,790.32
REESE	AMY	\$154,961.04	\$17,994.80	\$172,955.84
ROSE	WIOLETTKA	\$66,298.96	\$4,500.00	\$70,798.96
SHIN	DONG	\$92,699.88	\$0.00	\$92,699.88
SILVER	WILLIAM	\$154,961.04	\$14,994.80	\$169,955.84
SOUSA	NANCY	\$58,411.34	\$4,586.85	\$62,998.19
WOODMAN	KAREN	\$44,908.50	\$0.00	\$44,908.50
WOODMAN	TYLER	\$45,320.08	\$0.00	\$45,320.08



School Employee Payroll

HIGH SCHOOL

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ABOELSAAD	DAWN	\$98,789.08	\$909.00	\$99,698.08
ACHESON	BRIAN	\$99,697.00	\$0.00	\$99,697.00
AHIRE	GAUREE	\$5,158.28	\$0.00	\$5,158.28
ALVES	MADALENA	\$99,697.00	\$1,362.00	\$101,059.00
ALVES-PIGEON	ALISON	\$115,747.06	\$0.00	\$115,747.06
AMENKOWICZ	MARYANNE	\$7,818.93	\$0.00	\$7,818.93
ANTETOMASO	MARY	\$99,697.00	\$600.00	\$100,297.00
ASHTON	REBECCA	\$5,953.42	\$0.00	\$5,953.42
AYLWARD	JAMES	\$93,611.96	\$0.00	\$93,611.96
BAK	CARA	\$83,653.92	\$240.00	\$83,893.92
BARTOS	MATTHEW	\$99,697.00	\$4,703.00	\$104,400.00
BELL	ANNE	\$20,810.18	\$574.22	\$21,384.40
BELLISSIMO	JENNIFER	\$78,569.92	\$110.00	\$78,679.92
BEYRANEVAND	MATTHEW	\$122,604.04	\$0.00	\$122,604.04
BISCHOFF	SHANNON	\$115,124.88	\$0.00	\$115,124.88
BLAGG	KAREN	\$98,789.08	\$11,170.00	\$109,959.08
BORREGO	KARYN	\$62,877.88	\$0.00	\$62,877.88
BRODEUR	JAEPLITHE	\$78,904.98	\$0.00	\$78,904.98
BURLAND	JASON	\$93,611.96	\$0.00	\$93,611.96
CAFARELLI	JOHN	\$83,653.96	\$0.00	\$83,653.96
CALLAHAN	DELANA	\$29,708.56	\$185.00	\$29,893.56
CAMP	MAKAYLA	\$21,468.75	\$0.00	\$21,468.75
CARPENITO	SAMUEL	\$90,873.90	\$7,473.00	\$98,346.90
CHAGNON	KATHARINE	\$55,787.42	\$1,700.00	\$57,487.42
CHAGNON	MAIRIN	\$93,611.96	\$5,527.00	\$99,138.96
CHOWDHURY	SOMDATTA	\$88,889.06	\$1,602.00	\$90,491.06
CHRONOPOULOS	CHRISTOPHER	\$3,282.44	\$0.00	\$3,282.44
COGLIANO	DIANE	\$0.00	\$22,832.00	\$22,832.00
COLE	BENJAMIN	\$93,611.96	\$4,393.00	\$98,004.96
COMEAU	KATE	\$93,611.96	\$4,619.00	\$98,230.96
COURTEMANCHE	STEVEN	\$99,697.08	\$1,818.00	\$101,515.08
COX	COLIN	\$98,252.96	\$0.00	\$98,252.96
CUNNINGHAM	ALEXANDRA	\$66,512.16	\$3,735.00	\$70,247.16
DANIELS	ADAM	\$69,267.90	\$11,580.00	\$80,847.90
DASCOLI	BRIDGET	\$25,895.06	\$81.44	\$25,976.50
DEGEN	DANA	\$89,412.96	\$7,839.00	\$97,251.96
DEMERS	JONATHAN	\$50,301.93	\$9,352.44	\$59,654.37
DERY	TARYN	\$119,124.98	\$0.00	\$119,124.98
DESCHENES	KATHRYN	\$93,611.96	\$2,145.00	\$95,756.96
DESILVIO	CHRISTINE	\$31,831.02	\$0.00	\$31,831.02
DIAS MONTEIRO	LUIZA	\$23,176.01	\$600.00	\$23,776.01
DIBBLE	MATTHEW	\$93,611.96	\$245.00	\$93,856.96
DICARLO	CHRISTOPHER	\$93,611.91	\$0.00	\$93,611.91
DICK	ABBEY	\$119,603.90	\$0.00	\$119,603.90
DISTASI	REBECCA	\$39,670.02	\$11,466.00	\$51,136.02
DOAK	JENNIFER	\$93,611.96	\$7,393.00	\$101,004.96
DOHERTY	JOHN	\$81,253.90	\$0.00	\$81,253.90
DOULAMIS	KATHERINE	\$93,611.91	\$1,362.00	\$94,973.91



Town Administration

School Employee Payroll

HIGH SCHOOL

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
DRISCOLL	KELLEY	\$31,014.90	\$3,539.47	\$34,554.37
DURKIN	JULIE	\$99,697.00	\$0.00	\$99,697.00
DUSSAULT	JASON	\$93,611.96	\$3,373.31	\$96,985.27
DUTCHER	SHAWN	\$77,029.05	\$0.00	\$77,029.05
EASTMAN	MARGARET	\$26,323.08	\$0.00	\$26,323.08
ELLIS	JAMIE	\$78,905.06	\$2,594.14	\$81,499.20
FARRELL	COURTNEY	\$93,611.96	\$3,605.00	\$97,216.96
FERNANDOIS	MAX	\$3,517.10	\$0.00	\$3,517.10
FERRONETTI	JESSICA	\$59,826.90	\$2,724.00	\$62,550.90
FITZGIBBONS	MEGHAN	\$59,827.04	\$11,354.50	\$71,181.54
FURTADO	JULIANNE	\$60,775.96	\$240.00	\$61,015.96
GADBOIS	VERONICA	\$98,789.08	\$0.00	\$98,789.08
GADIRI	MERIEM	\$23,362.92	\$0.00	\$23,362.92
GAFFNEY	LEAH	\$93,611.96	\$1,662.00	\$95,273.96
GHAFOURIAN	FARANAK	\$23,363.08	\$935.95	\$24,299.03
GILBERT	STEPHANIE	\$99,697.00	\$2,575.00	\$102,272.00
GILLIGAN	KATHERINE	\$69,267.90	\$3,151.00	\$72,418.90
GONSALVES	JULIE	\$67,515.62	\$5,261.60	\$72,777.22
GONZALEZ	CATHERINE	\$5,139.77	\$0.00	\$5,139.77
GOVER	ALLISON	\$90,873.90	\$0.00	\$90,873.90
GRAHAM	REBECCA	\$93,611.96	\$0.00	\$93,611.96
GRAY-WILLIAMS	MANDY	\$93,611.96	\$0.00	\$93,611.96
GREENE	JEREMY	\$98,789.08	\$0.00	\$98,789.08
GREENWOOD	MEGAN	\$47,861.94	\$3,444.93	\$51,306.87
GUARENTE	MATTHEW	\$83,653.96	\$12,315.00	\$95,968.96
HARDY	MARY	\$8,219.20	\$0.00	\$8,219.20
HARRINGTON	CHRISTOPHER	\$0.00	\$1,000.00	\$1,000.00
HART	DANIEL	\$118,603.94	\$0.00	\$118,603.94
HARTERY	MARTHA	\$42,686.02	\$0.00	\$42,686.02
HAYES	KELLY	\$5,769.20	\$0.00	\$5,769.20
HENRICKSON	KENDRA	\$107,876.18	\$0.00	\$107,876.18
HOLLERAN	JEFFREY	\$93,611.96	\$0.00	\$93,611.96
HOPKINS	JULIE	\$75,693.02	\$0.00	\$75,693.02
HUBBARD	MAUREEN	\$93,611.91	\$0.00	\$93,611.91
HUGHES	ANGELA	\$36,902.04	\$2,878.00	\$39,780.04
HUNT	ILYSSA	\$98,789.08	\$300.00	\$99,089.08
JACOB	SHOBA	\$25,295.60	\$18,400.00	\$43,695.60
KAMEL	NANCY	\$30,139.91	\$0.00	\$30,139.91
KAVERUD	KRISTINA	\$104,572.02	\$3,937.00	\$108,509.02
KEA	KRISTINA	\$80,340.00	\$9,263.00	\$89,603.00
KELLEY	KARA	\$75,514.49	\$2,704.99	\$78,219.48
KENDER	MICHELLE	\$98,789.08	\$0.00	\$98,789.08
KIERNAN-BELL	NANCY	\$93,611.96	\$12,216.50	\$105,828.46
KING	JOHN	\$93,611.96	\$3,470.00	\$97,081.96
KOBRENSKI	REBECCA	\$98,789.08	\$0.00	\$98,789.08
LAFLAMME	KATHRYN	\$98,789.08	\$3,105.50	\$101,894.58
LAFORTUNE	JOSHUA	\$104,572.00	\$0.00	\$104,572.00
LAVIN	BRIANNA	\$0.00	\$1,992.19	\$1,992.19



School Employee Payroll

HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
LEARY	TAMMY	\$99,697.00	\$4,639.70	\$104,336.70
LESLIE	KATHLEEN	\$26,647.46	\$12,372.75	\$39,020.21
LICHTENTHAL	VALERIE	\$87,690.98	\$2,058.00	\$89,748.98
LIMA	CHRISTINE	\$93,611.96	\$3,077.65	\$96,689.61
LORING	ELISABETH	\$78,905.06	\$1,362.00	\$80,267.06
LUDWAR	CAYCE	\$42,643.90	\$0.00	\$42,643.90
LYONS	JAMES	\$23,912.91	\$0.00	\$23,912.91
MACISAAC	JOHN	\$121,605.90	\$600.00	\$122,205.90
MACNEIL	ERIN	\$114,576.02	\$0.00	\$114,576.02
MARSETTA	LAUREN	\$99,697.00	\$0.00	\$99,697.00
MARSHALL	ERIN	\$98,789.08	\$300.00	\$99,089.08
MARSHALL	MICHAEL	\$93,611.96	\$17,685.00	\$111,296.96
MARTINEZ	AXEL	\$78,904.98	\$1,818.00	\$80,722.98
MASON	MARCY	\$36,902.04	\$0.00	\$36,902.04
MATSON	AMY	\$121,422.08	\$900.00	\$122,322.08
MATTEUCCI	ANDREW	\$66,055.08	\$13,631.00	\$79,686.08
MCGOWAN-GUMP	MARGARET	\$118,603.94	\$0.00	\$118,603.94
MCGRATH	DANIEL	\$69,267.90	\$14,127.30	\$83,395.20
MCINTYRE	ZACHARY	\$98,789.08	\$150.00	\$98,939.08
MCLAUGHLIN	RENEE	\$25,840.58	\$4,590.71	\$30,431.29
MCMANUS	JENNIFER	\$98,789.04	\$0.00	\$98,789.04
MCMENIMAN-PINHEIRO	AMY	\$43,323.21	\$1,470.00	\$44,793.21
MEEGAN	MEAGAN	\$87,690.98	\$1,732.50	\$89,423.48
MERRILL	CONNOR	\$69,267.90	\$1,968.00	\$71,235.90
MIAN	AAMINA	\$25,654.90	\$500.00	\$26,154.90
MIKUS	KELLEY	\$78,905.06	\$6,025.02	\$84,930.08
MITZA	CHRISTINA	\$114,214.10	\$0.00	\$114,214.10
MOHANRAJ	DEVIUMA	\$26,135.06	\$1,339.00	\$27,474.06
MOREAU	KELLEY	\$42,438.06	\$486.26	\$42,924.32
MORRIS	JONATHAN	\$118,603.94	\$1,200.00	\$119,803.94
MORRISSETTE	JENNA	\$92,694.94	\$0.00	\$92,694.94
MOTTRAM	SHAWNA	\$115,124.88	\$0.00	\$115,124.88
MULROONEY	MATTHEW	\$98,518.42	\$0.00	\$98,518.42
MURPHY	JOAN	\$93,611.96	\$1,830.00	\$95,441.96
MURRAY	STEPHEN	\$153,673.00	\$0.00	\$153,673.00
NOLLET	JESSICA	\$39,080.98	\$1,786.54	\$40,867.52
O'DONNELL	COLLEEN	\$78,905.06	\$1,014.00	\$79,919.06
O'KEEFE	MICHAEL	\$93,611.96	\$0.00	\$93,611.96
O'SULLIVAN	JOHN	\$98,789.08	\$1,642.50	\$100,431.58
ORSINI	JENNIFER	\$90,873.90	\$10,905.95	\$101,779.85
PARATO	LISA	\$98,789.08	\$0.00	\$98,789.08
PARSONS	RYAN	\$98,789.08	\$0.00	\$98,789.08
PECORA	JOHN	\$93,611.96	\$0.00	\$93,611.96
PELLAND	DENISE	\$28,084.08	\$0.00	\$28,084.08
POISSON	RYAN	\$12,974.20	\$10,484.43	\$23,458.63
PREES	HOLLY	\$24,164.91	\$7,466.81	\$31,631.72
QUINN	STEPHANIE	\$121,604.08	\$700.00	\$122,304.08
REGA	ALLISON	\$66,055.08	\$12,958.00	\$79,013.08



Town Administration

School Employee Payroll

HIGH SCHOOL

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
REGAN	SUSAN	\$93,611.96	\$0.00	\$93,611.96
REILLY	CAROL	\$86,037.12	\$666.44	\$86,703.56
RICHARD	KALVIN	\$21,440.57	\$0.00	\$21,440.57
RICHARD	TIMOTHY	\$62,842.00	\$0.00	\$62,842.00
RICHTER	DANIEL	\$92,586.06	\$14,387.00	\$106,973.06
RIVARD	DONNA	\$26,523.08	\$0.00	\$26,523.08
ROBERTS	PATRICIA	\$98,789.08	\$300.00	\$99,089.08
ROBERTSON	CRAIG	\$0.00	\$4,958.00	\$4,958.00
ROBILLARD	SCOTT	\$98,789.08	\$0.00	\$98,789.08
ROEDER	AMANDA	\$93,611.96	\$8,330.00	\$101,941.96
ROGERS	KELLY	\$121,604.08	\$600.00	\$122,204.08
ROSA	DANIEL	\$0.00	\$25,505.25	\$25,505.25
RUGGIERO	MARGARET	\$24,655.59	\$0.00	\$24,655.59
RUSSO	ROBERT	\$93,611.96	\$7,296.00	\$100,907.96
RYAN	SHEA	\$23,296.01	\$1,727.10	\$25,023.11
SALOMAA	JOANNE FAGAN	\$82,277.00	\$720.00	\$82,997.00
SANCHEZ	PATRICIA	\$97,810.96	\$300.00	\$98,110.96
SANTOS	ARTHUR	\$98,789.08	\$360.00	\$99,149.08
SCARFO	KERRY ANN	\$30,337.10	\$0.00	\$30,337.10
SEXAUER	MATTHEW	\$93,611.96	\$8,819.00	\$102,430.96
SHAW	MARY JANE	\$54,803.11	\$735.50	\$55,538.61
SHEA	KAITLYN	\$24,564.91	\$0.00	\$24,564.91
SHEA	MICHAEL	\$98,789.08	\$0.00	\$98,789.08
SHEEHAN	JUDITH	\$104,572.00	\$135.00	\$104,707.00
SHEPPARD	LINDSEY	\$95,975.88	\$3,483.00	\$99,458.88
SHUPE	ANDREW	\$93,611.91	\$2,575.00	\$96,186.91
SIMES	KATHRYN	\$121,604.08	\$600.00	\$122,204.08
SLOAN	MICHELE	\$98,789.08	\$0.00	\$98,789.08
SMITH	MARIAN	\$98,789.08	\$3,937.00	\$102,726.08
SOARES	SHEALAGH	\$93,611.96	\$0.00	\$93,611.96
SOUSA	THOMAS	\$93,611.96	\$2,575.00	\$96,186.96
STATHOPOULOS	NICK	\$8,800.00	\$13,260.00	\$22,060.00
STEEVES	DAVID	\$98,789.08	\$1,734.00	\$100,523.08
SULLIVAN	KATELYN	\$83,653.96	\$2,097.00	\$85,750.96
SULLIVAN	KATHRYN	\$98,789.08	\$3,270.50	\$102,059.58
SULLIVAN	LAURA	\$4,323.57	\$0.00	\$4,323.57
SWEENEY	MARILYN	\$122,604.04	\$0.00	\$122,604.04
TANINI	LINDA	\$104,572.02	\$2,740.00	\$107,312.02
THOMPSON	AMY	\$13,837.95	\$0.00	\$13,837.95
TOWER	ESTEFANIA	\$72,954.96	\$300.00	\$73,254.96
TRAVERS	GWEYN	\$31,129.98	\$6,465.00	\$37,594.98
TRUE MELLO	KRISTEN	\$45,419.92	\$4,432.42	\$49,852.34
TYLENDIA	JESSICA	\$98,789.04	\$5,886.62	\$104,675.66
UPADHYAY	BINA	\$25,975.06	\$0.00	\$25,975.06
VAN BLARCOM	IAN	\$93,611.96	\$4,949.00	\$98,560.96
VANNI	ELIZABETH	\$85,001.02	\$0.00	\$85,001.02
VARGA	ERIK	\$98,789.08	\$0.00	\$98,789.08
VITALE	CRAIG	\$93,611.96	\$6,081.00	\$99,692.96
VITALE	JACLYN	\$103,535.90	\$4,107.00	\$107,642.90



School Employee Payroll

HIGH SCHOOL

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
WARD	JASON	\$99,697.00	\$0.00	\$99,697.00
WHITE	THERESA	\$24,964.91	\$135.00	\$25,099.91
WHITTLESEY	CHRISTINA	\$122,604.04	\$600.00	\$123,204.04
WILLIAMS	DANIEL	\$0.01	\$2,280.00	\$2,280.01
WINDT	SANDRA	\$49,110.88	\$277.09	\$49,387.97
ZOPES	PETER	\$98,789.08	\$1,362.00	\$100,151.08
ZOUZAS	HARIKLIA	\$49,110.88	\$0.00	\$49,110.88

MCCARTHY MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
AGARWAL	KAMINI	\$16,657.05	\$0.00	\$16,657.05
AYOUB	ERICA	\$27,545.91	\$600.00	\$28,145.91
BERUBE	BENJAMIN	\$93,611.96	\$0.00	\$93,611.96
BONNAR	ROSLYN	\$93,611.91	\$3,315.00	\$96,926.91
BOUCHER	MARC	\$85,001.02	\$480.00	\$85,481.02
BRAZIL	KATHLEEN	\$78,905.06	\$310.05	\$79,215.11
BRIAND	KIMBERLY	\$93,611.96	\$2,082.00	\$95,693.96
CALOBRISI	KERRY ANN	\$116,851.02	\$0.00	\$116,851.02
CARTER	ERIKA	\$72,479.94	\$1,362.00	\$73,841.94
CARUSO	CHRISTINA	\$73,714.94	\$1,729.50	\$75,444.44
CASABURRI	FAYE	\$82,277.00	\$0.00	\$82,277.00
CASEY	LAURA	\$98,789.08	\$2,269.00	\$101,058.08
CHACE	ALIX	\$40,287.78	\$0.00	\$40,287.78
CHARIG	MOYA	\$83,653.96	\$632.00	\$84,285.96
CHASE	TIMOTHY	\$27,844.95	\$4,951.72	\$32,796.67
CHEMALY	JEFFREY	\$25,756.97	\$0.00	\$25,756.97
CLANCY	REGINA	\$47,861.94	\$1,316.08	\$49,178.02
CLIMO	KIMBERLY	\$48,272.86	\$660.00	\$48,932.86
COURTEMANCHE	KARA	\$87,690.98	\$1,939.00	\$89,629.98
COURTNEY	DANA	\$99,697.00	\$2,083.00	\$101,780.00
CROWLEY	JENNIFER	\$45,420.06	\$7,541.23	\$52,961.29
CURRAN	THERESA	\$9,383.01	\$0.00	\$9,383.01
DALY	VIRGINIA	\$24,668.06	\$44.25	\$24,712.31
DENNY-BROWN	ANN	\$92,694.94	\$840.00	\$93,534.94
DENSON	MICHELE	\$99,697.00	\$0.00	\$99,697.00
DENTY	IRENE	\$24,788.06	\$0.00	\$24,788.06
DESTEFANO	VINCENT	\$75,693.02	\$9,269.00	\$84,962.02
DRAGOUMANOS	ELIZABETH	\$98,789.08	\$450.00	\$99,239.08
DUSSAULT	JENNIFER	\$90,873.90	\$930.00	\$91,803.90
EDOUARD	MARIE	\$9,383.01	\$0.00	\$9,383.01
EGAN	ASHLEY	\$69,267.90	\$2,575.00	\$71,842.90
EL-HADDAD	RIMA	\$56,776.02	\$0.00	\$56,776.02
EPSTEIN	SHELLEY LYNN	\$98,789.08	\$700.00	\$99,489.08
ERIKSEN	TAYLOR	\$62,842.00	\$0.00	\$62,842.00
EVERETT	KELLY	\$23,745.76	\$0.00	\$23,745.76
FINN	KATHLEEN	\$26,467.94	\$5,038.89	\$31,506.83
GALLAGHER	THOMAS	\$86,037.12	\$0.00	\$86,037.12
GERMAIN	TRACEY	\$93,611.96	\$360.00	\$93,971.96
GIGUERE	NORMAND	\$1,143.12	\$0.00	\$1,143.12



Town Administration

School Employee Payroll

MCCARTHY MIDDLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
GOSLIN	JULIE	\$65,926.90	\$0.00	\$65,926.90
GRAHAM	PATRICK	\$93,611.96	\$1,554.56	\$95,166.52
HANLON	NICOLE	\$75,131.07	\$1,317.50	\$76,448.57
HANSON	LAURA	\$15,644.10	\$623.08	\$16,267.18
HAVENER	LYNN	\$24,948.06	\$0.00	\$24,948.06
HERLIHY	JODIE	\$41,512.90	\$319.92	\$41,832.82
HESLIN	JACKELYN	\$98,789.08	\$300.00	\$99,089.08
HILL	KATHERINE	\$85,001.02	\$0.00	\$85,001.02
HOLLAND	KELLEY	\$28,236.88	\$0.00	\$28,236.88
HUGHES	MATTHEW	\$0.00	\$8,640.00	\$8,640.00
ISAACS	KELLY	\$87,690.98	\$0.00	\$87,690.98
JACKSON	KERRIE	\$20,793.27	\$0.00	\$20,793.27
JEAN	ASHLEY	\$82,276.95	\$8,609.00	\$90,885.95
JOHNSON	TAYLOR	\$69,422.08	\$666.24	\$70,088.32
KANTOR	MICHAEL	\$76,484.98	\$0.00	\$76,484.98
KEOHANE	THERESE	\$98,789.08	\$2,559.04	\$101,348.12
KILEY	SARAH	\$86,037.12	\$0.00	\$86,037.12
KISH	SHEILA	\$99,697.00	\$7,912.00	\$107,609.00
KOMPERDA	JOSEPH	\$10,886.80	\$0.00	\$10,886.80
KOSCIOLEK	RAMONA	\$9,897.09	\$0.00	\$9,897.09
LALLY	ERIN	\$98,789.04	\$0.00	\$98,789.04
LANOUE	CATHERINE	\$93,611.96	\$1,264.00	\$94,875.96
LAROCHELLE	LISA	\$25,428.06	\$1,899.81	\$27,327.87
LARRABEE	TERRIE	\$87,690.98	\$2,499.00	\$90,189.98
LILJEGREN	STEVEN	\$104,572.00	\$26,143.00	\$130,715.00
LIVINGSTON	SHAUN	\$93,611.96	\$300.00	\$93,911.96
LUCENTE	KATHRYN	\$98,789.08	\$300.00	\$99,089.08
LYNCH	STEFANIE	\$62,842.00	\$0.00	\$62,842.00
MACGREGOR	CAITLYN	\$72,479.94	\$55.20	\$72,535.14
MANNION	IDA	\$40,792.96	\$2,779.31	\$43,572.27
MANOLOPOULOS	MARISSA	\$87,690.98	\$142.50	\$87,833.48
MARSON	ELLEN	\$18,808.92	\$0.00	\$18,808.92
MAYER	SARAH	\$52,843.96	\$5,991.45	\$58,835.41
MCAULIFFE	DANIEL	\$93,611.91	\$960.00	\$94,571.91
MCCLURE	STEPHEN	\$98,789.08	\$840.00	\$99,629.08
MENG	WEIJUN	\$22,429.05	\$2,838.00	\$25,267.05
MILLER	LUCAS	\$78,905.06	\$4,297.00	\$83,202.06
MORTON	LISA	\$93,611.96	\$840.00	\$94,451.96
O'GRADY	DESMOND	\$9,999.11	\$4,826.59	\$14,825.70
O'MEARA	PAMELA	\$85,001.02	\$750.00	\$85,751.02
ODUNFA	SARAH	\$1,905.20	\$0.00	\$1,905.20
PARKS	ANGELA	\$93,611.96	\$1,749.50	\$95,361.46
PARKS	JEFFERY	\$138,505.12	\$9,023.00	\$147,528.12
PORTEN	EMILY	\$98,789.08	\$60.00	\$98,849.08
RAJI	PATRICIA	\$27,844.96	\$600.00	\$28,444.96
RAMU	KRITHIKA	\$19,299.34	\$8,779.77	\$28,079.11
RICHARDSON	JODI	\$93,611.91	\$8,766.00	\$102,377.91
ROBICHAUD	SYDNEY	\$5,579.14	\$2,377.37	\$7,956.51
ROBINSON	JESSICA	\$86,967.92	\$0.00	\$86,967.92



School Employee Payroll

MCCARTHY MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
SCHEINBART	CAROL	\$0.00	\$24,316.25	\$24,316.25
SCHILLE	JAYNE	\$25,227.94	\$0.00	\$25,227.94
SEERO	ELYSE	\$96,885.10	\$632.00	\$97,517.10
SEGOOL	JORDAN	\$69,267.90	\$640.20	\$69,908.10
SHATTUCK	MARCIA	\$6,810.98	\$0.00	\$6,810.98
SHEEHAN	SIOBHAN	\$69,267.90	\$592.50	\$69,860.40
SHERLOCK	JOHN	\$98,789.08	\$5,489.60	\$104,278.68
SILVA	AMIE	\$27,844.95	\$2,689.67	\$30,534.62
SORRENTINO	LINDA	\$99,697.00	\$0.00	\$99,697.00
SORROWS	ELISABETH	\$62,842.08	\$0.00	\$62,842.08
SOUSA	ERIN	\$62,842.00	\$4,098.08	\$66,940.08
SUCHECKI	ERIN	\$83,653.96	\$1,326.24	\$84,980.20
SULLIVAN	ERIC	\$93,611.96	\$2,744.64	\$96,356.60
SWEENEY	BRITNI	\$87,690.98	\$0.00	\$87,690.98
TERENZIO	MARY	\$9,382.88	\$0.00	\$9,382.88
TESTA	CYNTHIA	\$98,789.08	\$2,457.11	\$101,246.19
THORP-DUSSOURD	KAREN	\$78,905.06	\$1,997.00	\$80,902.06
VARGHESE	JINCE	\$22,612.02	\$126.03	\$22,738.05
VENUGOPAL	DEVI	\$98,518.42	\$0.00	\$98,518.42
VORONOV	JULIA	\$92,695.05	\$480.00	\$93,175.05
WARNOCK	JAKE	\$59,827.04	\$1,362.00	\$61,189.04
WEAVER	JESSICA	\$99,697.00	\$1,313.02	\$101,010.02
WILLIAMS	VIRGINIA	\$0.00	\$17,320.00	\$17,320.00
WING	PAUL	\$98,789.08	\$3,079.00	\$101,868.08

PARKER MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBASCIANO	MICHELLE	\$72,479.94	\$622.50	\$73,102.44
ADLER	ANITA	\$98,789.04	\$24,697.25	\$123,486.29
AJIKUTIRA	SANGEETHA	\$88,882.14	\$810.00	\$89,692.14
ALAVALAPPIL	ANUPAMA	\$8,906.71	\$0.00	\$8,906.71
ANNUNZIATA	DAWNMARI	\$45,415.76	\$6,600.00	\$52,015.76
ATHANAS	DOROTHEA	\$97,784.98	\$600.00	\$98,384.98
AVILA	LEO	\$3,517.00	\$0.00	\$3,517.00
AVILA	LINDA	\$25,182.85	\$651.45	\$25,834.30
AVILA	LINDA	\$4,612.34	\$0.00	\$4,612.34
AYLWARD	JENNIFER	\$93,611.96	\$0.00	\$93,611.96
BAILLARGEON	DANIELLE	\$93,611.96	\$867.30	\$94,479.26
BAIN	JACLYN	\$98,789.08	\$150.00	\$98,939.08
BAKER	AMY	\$98,789.08	\$2,403.04	\$101,192.12
BARKER	EMILY	\$23,610.93	\$84.92	\$23,695.85
BARO	EDITH	\$8,303.41	\$0.00	\$8,303.41
BARRICELLI	ROBERTA	\$93,611.96	\$23,403.00	\$117,014.96
BEAUDOIN	MELISSA	\$72,479.94	\$2,157.00	\$74,636.94
BHARTI	PREETI	\$21,361.00	\$1,068.05	\$22,429.05
BLAGG	JOSHUA	\$132,454.92	\$689.00	\$133,143.92
BROCKMYRE-MARTIN	MARY	\$98,789.08	\$3,343.80	\$102,132.88
BUTLER	JALISA	\$78,905.06	\$2,629.00	\$81,534.06



Town Administration

School Employee Payroll

PARKER MIDDLE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CARNEVALE	VICTORIA	\$82,276.95	\$4,205.00	\$86,481.95
CLARK	JENNIFER	\$69,267.90	\$916.08	\$70,183.98
CODY	TRACEY	\$92,685.06	\$375.00	\$93,060.06
COHAN	MARCIA	\$25,316.97	\$0.00	\$25,316.97
COLON	MEGHAN	\$75,693.02	\$5,051.50	\$80,744.52
CONLEY	MARTIN	\$66,055.08	\$3,633.00	\$69,688.08
CONNELLY	DARLENE	\$25,605.86	\$0.00	\$25,605.86
CORBO	STACY	\$93,611.96	\$0.00	\$93,611.96
CRANNEY	SARAH	\$66,055.08	\$3,754.50	\$69,809.58
CROCKER	CATHERINE	\$25,316.97	\$0.00	\$25,316.97
CULVER	MOLLY	\$0.00	\$16,570.00	\$16,570.00
DECKER	SHANNON	\$23,866.92	\$60.57	\$23,927.49
DELUCA	NANCY	\$10,169.11	\$0.00	\$10,169.11
DEVITO	KATHRYN	\$99,697.00	\$1,987.04	\$101,684.04
DILWORTH	EMILY	\$3,524.62	\$1,980.00	\$5,504.62
DOLAN	AUTUMN	\$104,572.00	\$1,264.00	\$105,836.00
DUBE	ROBYN	\$98,789.08	\$390.00	\$99,179.08
EASTMAN	JENNIFER	\$98,789.08	\$1,264.00	\$100,053.08
ENGEL	SHANNON	\$98,789.08	\$2,500.00	\$101,289.08
FELZANI	ADAM	\$99,697.00	\$1,139.52	\$100,836.52
FIGUCIA	RACHEL	\$60,775.96	\$166.56	\$60,942.52
FLANAGAN	JENNIFER	\$98,789.08	\$5,154.50	\$103,943.58
FOLEY	DONNA	\$56,935.06	\$225.00	\$57,160.06
GANNON	JULIA	\$69,853.70	\$0.00	\$69,853.70
GATTU	PRAGATHI	\$21,719.87	\$600.00	\$22,319.87
GILLIES	LINDSEY	\$80,022.80	\$0.00	\$80,022.80
GIORDANO	LAUREN	\$95,975.88	\$0.00	\$95,975.88
HANSBURY	ALEXANDRA	\$72,479.94	\$97.50	\$72,577.44
KAMENIDES	LISA	\$93,611.96	\$3,601.60	\$97,213.56
KARACEK	STACEY	\$21,479.05	\$0.00	\$21,479.05
KARPE	APARNA	\$455.44	\$0.00	\$455.44
KAZARIAN	LYNN	\$0.00	\$15,557.50	\$15,557.50
KENNEDY	JEAN	\$150.00	\$24,095.00	\$24,245.00
KHOUZAMI	FADIA	\$2,476.10	\$0.00	\$2,476.10
KLICK-MCHUGH	CAITLIN	\$90,669.35	\$0.00	\$90,669.35
KOMPERDA	JENNIFER	\$98,789.08	\$300.00	\$99,089.08
KURTH	KRISTIANA	\$72,480.03	\$0.00	\$72,480.03
KUTUVA JAYARAM	RANIMAI	\$22,109.20	\$135.00	\$22,244.20
LAGOU-STATHOPOULOS	MARIA	\$6,640.45	\$340.50	\$6,980.95
LAROCHELLE	NORMA	\$10,947.09	\$0.00	\$10,947.09
LAROSA	CHARLES	\$47,861.94	\$4,917.69	\$52,779.63
LEMAY	LAUREN	\$22,548.90	\$0.00	\$22,548.90
LEONARD	NICOLE	\$93,611.96	\$1,264.00	\$94,875.96
LINSNER	ERIC	\$86,037.12	\$3,937.00	\$89,974.12
LOCOCO	KAREN	\$98,789.08	\$2,729.50	\$101,518.58
LOSSO	DEBORAH	\$19,626.58	\$10,624.86	\$30,251.44
LYONS	KRISTEN	\$99,697.00	\$397.50	\$100,094.50



School Employee Payroll

PARKER MIDDLE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
MACALLISTER	MARYBETH	\$93,611.96	\$2,951.00	\$96,562.96
MACISAAC	MELISSA	\$92,685.06	\$0.00	\$92,685.06
MACPHEE	JENNIFER	\$93,611.96	\$735.00	\$94,346.96
MAGNUSON	REBECCA	\$93,611.96	\$0.00	\$93,611.96
MAHER	GLENN	\$93,611.96	\$645.00	\$94,256.96
MANGIARATTI	CATHERINE	\$75,693.02	\$0.00	\$75,693.02
MCCARTHY	GARRETT	\$93,611.96	\$1,943.20	\$95,555.16
MCCORMICK	VIRGINIA	\$24,668.06	\$0.00	\$24,668.06
MERRILL	SHANNON	\$98,789.08	\$3,177.50	\$101,966.58
MILLER	JOELLE	\$14,722.33	\$28.14	\$14,750.47
MORSE	CEARA	\$22,212.01	\$1,423.16	\$23,635.17
MURRAY	PAMELA	\$98,789.08	\$990.00	\$99,779.08
MYLLMAKI	ERICA	\$39,401.84	\$150.00	\$39,551.84
NUTT	TAMMIE	\$99,697.00	\$90.00	\$99,787.00
OBRIEN INZ	SUSAN	\$104,572.00	\$0.00	\$104,572.00
ONEILL	MYRIAM	\$30,306.90	\$0.00	\$30,306.90
ORFANEDES	MAURA	\$92,329.12	\$0.00	\$92,329.12
ORTIZ	MATARA	\$22,629.05	\$0.00	\$22,629.05
OTTMAN	RACHEL	\$93,611.96	\$645.00	\$94,256.96
PALLAPOTHU	CHITRA	\$22,885.04	\$0.00	\$22,885.04
PANAGIOTAKOS	CHRISTINE	\$0.00	\$16,810.00	\$16,810.00
PANNETON	SHERRI	\$56,775.94	\$720.00	\$57,495.94
PAUL	LYNN	\$25,516.97	\$0.00	\$25,516.97
PIAZZA	SUSAN	\$99,697.00	\$0.00	\$99,697.00
RIPPETOE	KRISTEN	\$55,538.08	\$757.80	\$56,295.88
ROBERTSON	MARTHA	\$69,267.90	\$9,973.00	\$79,240.90
ROBINSON	DEBORAH	\$45,898.06	\$0.00	\$45,898.06
ROCHWARG	CATHARINE	\$90,873.90	\$720.00	\$91,593.90
SCHMUNK	DANIEL	\$62,877.88	\$0.00	\$62,877.88
SCHREMS	PAIGE	\$69,267.90	\$1,362.00	\$70,629.90
SEMENTELLI	KATHLEEN	\$25,676.97	\$0.00	\$25,676.97
SENKAL	CAROLINE	\$22,629.05	\$0.00	\$22,629.05
SHAH	KEJAL	\$22,805.04	\$0.00	\$22,805.04
SIDELINGER	GLORIA	\$9,383.01	\$0.00	\$9,383.01
SINGH	REENA	\$675.30	\$0.00	\$675.30
SKAFF	LISA ANN	\$93,611.96	\$735.00	\$94,346.96
SOUZA	MARK	\$121,604.08	\$0.00	\$121,604.08
SULESKI	MICHAEL	\$98,789.08	\$0.00	\$98,789.08
SULLIVAN	JULIE	\$97,810.96	\$1,264.00	\$99,074.96
SULLIVAN	KELLIE	\$93,611.96	\$2,500.00	\$96,111.96
SULLIVAN	MICHAEL	\$90,873.90	\$694.00	\$91,567.90
SWEENEY	KEVIN	\$21,594.10	\$4,737.00	\$26,331.10
SZABLAK	LINDA	\$93,611.91	\$25,507.00	\$119,118.91
TIANO	LISA	\$93,611.96	\$5,302.00	\$98,913.96
WALSH	JANICE	\$11,493.09	\$17,635.18	\$29,128.27
WHALEN	LILIE	\$23,278.07	\$1,277.02	\$24,555.09
WHITE	TARA	\$30,052.47	\$0.00	\$30,052.47
WOLFE	ABIGAIL	\$75,693.02	\$0.00	\$75,693.02
WORTHEN	CAITLIN	\$66,055.08	\$0.00	\$66,055.08
WU-MARSHALL	JANNIS	\$24,588.06	\$0.00	\$24,588.06



Town Administration

School Employee Payroll

BYAM ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ARORA	ANUPAMA	\$98,789.08	\$0.00	\$98,789.08
ATKINSON	KIMBERLY	\$93,611.96	\$1,365.00	\$94,976.96
AUFIERO	MARY	\$66,055.08	\$150.00	\$66,205.08
BABSON	KRISTIN	\$93,611.96	\$150.00	\$93,761.96
BADOLA	KIRAN	\$13,028.18	\$0.00	\$13,028.18
BEDARD	LINDA	\$10,434.25	\$0.00	\$10,434.25
BEGIN	ROSEMARIE	\$69,268.08	\$0.00	\$69,268.08
BENEDETTI	CLAUDIA	\$11,214.42	\$356.94	\$11,571.36
BHUSANI	VIGNESHWARI	\$9,383.01	\$0.00	\$9,383.01
BOUTIN	KANDACE	\$73,714.94	\$150.00	\$73,864.94
BROWN	AMY	\$77,028.90	\$0.00	\$77,028.90
BURGESS	CATHERINE	\$93,611.96	\$150.00	\$93,761.96
CAMIRE	ALYSSA	\$98,789.08	\$84.02	\$98,873.10
CAREY	JANET	\$93,611.96	\$1,264.00	\$94,875.96
CARSON	SARAH	\$93,611.96	\$0.00	\$93,611.96
CASTONGUAY	MARY	\$26,236.97	\$7.00	\$26,243.97
CIAMPA	JAMIE	\$9,383.01	\$0.00	\$9,383.01
CORMACK- ODONNELL	MARIE	\$98,789.08	\$10.20	\$98,799.28
DANIELSON	APRIL	\$4,441.38	\$0.00	\$4,441.38
DESCHENES	EMILY	\$23,151.18	\$600.00	\$23,751.18
DOLAN	ELIZABETH	\$117,850.98	\$0.00	\$117,850.98
DOSSIN	ANNE	\$43,623.09	\$0.00	\$43,623.09
DRISCOLL	BETSEY	\$47,861.94	\$0.00	\$47,861.94
DUDEVOIR	JENNIFER	\$72,479.94	\$612.11	\$73,092.05
DYNAN	DEBORAH	\$0.00	\$1,012.50	\$1,012.50
FERNANDEZ FAMILIA	ELIANA	\$5,514.60	\$180.00	\$5,694.60
FERRONETTI	SUSAN	\$89,412.96	\$2,528.00	\$91,940.96
FLAHERTY	BRENDAN	\$0.00	\$1,877.67	\$1,877.67
FREDETTE	JASON	\$131,354.08	\$3,000.00	\$134,354.08
GAUDETTE	LISA	\$0.00	\$1,665.68	\$1,665.68
GOFF	MICHAEL	\$26,076.97	\$7.00	\$26,083.97
GOLDSTEIN	JENNIFER	\$98,789.04	\$0.00	\$98,789.04
GRABER	MATTHEW	\$92,694.94	\$1,264.00	\$93,958.94
GROUT	KRISTI	\$47,861.94	\$4,263.13	\$52,125.07
HANAFIN	SHERRI	\$93,611.96	\$84.02	\$93,695.98
HANNON	KATHLEEN	\$9,383.01	\$0.00	\$9,383.01
HANS	ANSHUL	\$26,034.09	\$600.00	\$26,634.09
HARRIS	KATHERINE	\$99,697.00	\$0.00	\$99,697.00
HICKS	MEGHANNE	\$93,611.96	\$0.00	\$93,611.96
HILTZ	ERIC	\$69,267.90	\$0.00	\$69,267.90
HOGAN	MEGHAN	\$93,611.96	\$1,564.00	\$95,175.96
HOLMAN	MELISSA	\$98,789.08	\$150.00	\$98,939.08
HUNTER	MEGHEN	\$9,383.01	\$7.94	\$9,390.95
JACKSON	KATHRYN	\$69,268.08	\$948.19	\$70,216.27
KAPOPOULOS	CHRISTINE	\$9,897.09	\$0.00	\$9,897.09
KEANE	MARY-JANE	\$9,383.01	\$7.94	\$9,390.95
KENNEDY	MEGHAN	\$99,697.00	\$2,500.00	\$102,197.00
KREBS	KRISTIN	\$23,216.97	\$993.96	\$24,210.93



School Employee Payroll

BYAM ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
LACAVA	JESSICA	\$66,055.08	\$150.00	\$66,205.08
LAMBERT	DONNA	\$12,148.34	\$0.00	\$12,148.34
LANTEIGNE	REBECCA	\$23,810.93	\$600.00	\$24,410.93
LAROSE-YORK	RENEE	\$93,611.96	\$450.00	\$94,061.96
LEBEAU	HAYLEE	\$44,362.26	\$0.00	\$44,362.26
LOJZIM	KRISTIE	\$62,877.88	\$0.00	\$62,877.88
MACDONALD	CAROL	\$26,316.97	\$18.93	\$26,335.90
MAGUIRE	ELEN	\$93,611.96	\$1,264.00	\$94,875.96
MAHER	MEAGHAN	\$0.00	\$14,560.00	\$14,560.00
MALCOLM	COURTNEY	\$66,055.08	\$0.00	\$66,055.08
MANUPELLI	LISA	\$25,148.06	\$6,276.40	\$31,424.46
MARCHANT	KRISTINA	\$93,611.96	\$10.20	\$93,622.16
MARKHAM	JILL	\$24,588.06	\$0.00	\$24,588.06
MARTIN	LISA	\$0.00	\$15,142.50	\$15,142.50
MARTIN-LOEW	CATHERINE	\$92,685.06	\$205.00	\$92,890.06
MASTAS	JENNIFER	\$62,842.00	\$240.00	\$63,082.00
MATSON-DURKIN	HOLLY	\$99,697.00	\$0.00	\$99,697.00
MCCALL	CARRIE	\$86,037.12	\$0.00	\$86,037.12
MURPHY	STELLA	\$22,177.05	\$4,521.95	\$26,699.00
NOVELLANO	DIANE	\$22,852.01	\$4,082.82	\$26,934.83
O'NEIL	LYNDSEY	\$75,693.02	\$3,865.00	\$79,558.02
PATIN-KOOKEN	KARLA	\$93,611.96	\$1,264.00	\$94,875.96
PORTER	ALCINDA	\$9,383.01	\$0.00	\$9,383.01
PREES	EVAN	\$14,878.32	\$9,107.56	\$23,985.88
QUINN	COURTNEY	\$92,685.06	\$6,212.25	\$98,897.31
REGAN	AMY	\$93,611.96	\$2,072.94	\$95,684.90
REINERT	JACQUELYN	\$92,329.12	\$0.00	\$92,329.12
RILEY	MONICA	\$25,628.06	\$6.93	\$25,634.99
ROBICHAUD	JULIANNE	\$16,896.21	\$4.69	\$16,900.90
SANAM	SHEETHAL	\$25,994.08	\$600.00	\$26,594.08
SARAO	CATHERINE	\$24,459.95	\$600.00	\$25,059.95
SEXAUER	ELIZABETH	\$92,685.06	\$0.00	\$92,685.06
SMITH	LAUREN	\$72,480.03	\$1,414.00	\$73,894.03
STREETER	KRISTY	\$93,611.96	\$0.00	\$93,611.96
SULLIVAN	LAUREN	\$93,611.96	\$0.00	\$93,611.96
TULLY	ALYCE	\$25,794.09	\$600.00	\$26,394.09
VARMA	MEERA	\$23,358.07	\$0.00	\$23,358.07
WALSH	ASHLEY	\$87,690.98	\$0.00	\$87,690.98
WEEKS	LARISSA	\$95,975.88	\$0.00	\$95,975.88
WRIGHT	THERESA	\$23,126.00	\$600.00	\$23,726.00
WYNN	DEBBIE	\$24,588.06	\$0.00	\$24,588.06



Town Administration

School Employee Payroll

CENTER ELEMENTARY

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
BEAUREGARD	OLIVIA	\$62,842.00	\$2,915.00	\$65,757.00
BERGLUND	CATHARINA	\$23,398.07	\$600.00	\$23,998.07
CAFFELLE	MARY	\$0.00	\$2,542.50	\$2,542.50
CAMPBELL	DAVID	\$9,383.01	\$0.00	\$9,383.01
CARLSON	NICOLE	\$72,479.94	\$1,250.00	\$73,729.94
CHEN	LING-HUI	\$8,704.27	\$0.00	\$8,704.27
COLBERT	JENNIFER	\$25,146.00	\$6,681.75	\$31,827.75
CONATSER	CHRISTINE	\$23,382.84	\$0.00	\$23,382.84
COTTER	DIANNE	\$93,611.96	\$0.00	\$93,611.96
CUNNINGHAM	ALICIA	\$93,611.96	\$150.00	\$93,761.96
DARWIN	LISA	\$25,716.97	\$12,917.83	\$38,634.80
DELETETSKY	ROBERTA	\$9,383.01	\$0.00	\$9,383.01
DENNIS	SHANNON	\$22,548.32	\$0.00	\$22,548.32
DOOLEY	SUSAN	\$0.00	\$22,832.00	\$22,832.00
DRISCOLL-DOWD	RENEE	\$66,055.08	\$3,664.00	\$69,719.08
ELY	CHRISTINE	\$20,003.97	\$87.39	\$20,091.36
ENGDAHL	MEAGHAN	\$56,934.99	\$0.00	\$56,934.99
FELZANI	ROSE	\$75,693.02	\$609.76	\$76,302.78
FITZGERALD	MARIANNE	\$22,765.04	\$600.00	\$23,365.04
FULREADER	DIANNA	\$131,354.08	\$3,000.00	\$134,354.08
FYTEN	ANN MARIE	\$10,087.98	\$0.00	\$10,087.98
GIESEKER	ANNE	\$39,452.40	\$0.00	\$39,452.40
GILMORE	MARSHA	\$0.00	\$16,492.90	\$16,492.90
GREGORY	KATHLEEN	\$79,250.08	\$150.00	\$79,400.08
HANEWICH	STACIE	\$89,848.05	\$0.00	\$89,848.05
HERON	JULIE	\$9,383.01	\$0.00	\$9,383.01
HILL	KIMBERLY	\$26,156.97	\$0.00	\$26,156.97
HUGUET	ALESSANDRA	\$93,611.96	\$205.00	\$93,816.96
IANNALFO	MEGAN	\$52,844.00	\$3,507.50	\$56,351.50
JOHNSON	ERICA	\$97,810.96	\$1,365.00	\$99,175.96
JOYCE	ALANA	\$62,877.88	\$0.00	\$62,877.88
KARTHIKEYAN	JEYARANI	\$21,351.05	\$0.00	\$21,351.05
KIELINEN	SARA	\$0.01	\$0.00	\$0.01
KIVI	TANYA	\$99,150.72	\$0.00	\$99,150.72
KNIGHT	BARBARA	\$93,611.96	\$1,414.00	\$95,025.96
KRAFSIG	JENNIFER	\$93,611.96	\$2,460.00	\$96,071.96
L'ABBE	JEFFREY	\$98,789.08	\$0.00	\$98,789.08
LAFERRIERE	GABRIELLE	\$13,713.10	\$0.00	\$13,713.10
LALLAS	CATHERINE	\$93,611.96	\$0.00	\$93,611.96
LAM	ELIZABETH	\$72,480.03	\$0.00	\$72,480.03
LAROSE	SHAYLA	\$6,515.10	\$0.00	\$6,515.10
LEARY	RACHEL	\$68,359.20	\$0.00	\$68,359.20
LOMICKA	BARBARA	\$25,436.97	\$690.00	\$26,126.97
MACLEAN	CORRIE	\$77,029.05	\$1,414.00	\$78,443.05
MANCHALA	JANAKI	\$3,826.70	\$0.00	\$3,826.70
MANSOUR	RANIA	\$9,383.01	\$0.00	\$9,383.01
MARA	KIMBERLY	\$98,789.08	\$1,264.00	\$100,053.08
MARINO	COLLEEN	\$69,267.90	\$1,264.00	\$70,531.90
MCCARTIN	SALLY	\$25,956.97	\$7,948.90	\$33,905.87



School Employee Payroll

CENTER ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MCCONNELL	BRENDA	\$82,051.58	\$0.00	\$82,051.58
MCGILLICUDDY	CHRISTOPHER	\$66,055.08	\$6,050.00	\$72,105.08
MCGUIRE	KATHERINE	\$17,895.45	\$0.00	\$17,895.45
MCHUGH	LAUREN	\$23,229.05	\$0.00	\$23,229.05
MILLER	AMY	\$56,775.94	\$0.00	\$56,775.94
O'SHEA	ALICIA	\$24,668.06	\$2,477.67	\$27,145.73
OHEARN	CHERYL	\$39,048.10	\$0.00	\$39,048.10
OLSON	KRISTEN	\$98,789.08	\$1,017.22	\$99,806.30
OLSSON	MARYELLEN	\$93,611.96	\$0.00	\$93,611.96
OMOBONO	DONNA	\$115,124.88	\$0.00	\$115,124.88
PAPPERT	ALYSSA	\$45,420.06	\$0.00	\$45,420.06
PARDO	ANGELA	\$12,195.05	\$0.00	\$12,195.05
PIERCE-CLARKE	KARI	\$93,611.96	\$4,634.00	\$98,245.96
POOLEY	JESSICA	\$39,283.55	\$7,050.00	\$46,333.55
RABIDEAU	SARAH	\$69,267.90	\$0.00	\$69,267.90
REMICK	JESSICA	\$93,611.96	\$150.00	\$93,761.96
RICHERD GLADIUS	JUDITH GLADIUS	\$22,669.05	\$0.00	\$22,669.05
ROBSON	KIMBERLY	\$75,693.02	\$0.00	\$75,693.02
SANTOS	STEPHANIE	\$85,001.02	\$1,414.00	\$86,415.02
SAY	SARAH	\$9,335.38	\$0.00	\$9,335.38
SOUSA	ALLISON	\$22,685.04	\$5,225.46	\$27,910.50
SRIVASTAVA	SHRUTI	\$22,685.04	\$600.00	\$23,285.04
STUART	SARAH	\$93,611.96	\$0.00	\$93,611.96
STYS	CASSANDRA	\$23,018.97	\$0.00	\$23,018.97
TASSINARI	HEATHER	\$85,001.02	\$0.00	\$85,001.02
THAKUR	ISHITA	\$0.00	\$7,170.00	\$7,170.00
THOMPSON	PAMELA	\$8,763.92	\$0.00	\$8,763.92
WALKER	ANNAN	\$72,480.03	\$0.00	\$72,480.03
WELLS	HEATHER	\$59,827.04	\$0.00	\$59,827.04
YANKOPOULOS	CLAIRE	\$90,409.37	\$150.00	\$90,559.37
YOST	SHANNEN	\$72,480.03	\$0.00	\$72,480.03

HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBOTT	KATHLEEN	\$25,436.97	\$0.00	\$25,436.97
ALBERT	LINDSAY	\$66,055.08	\$2,500.00	\$68,555.08
ALVES FERREIRA DA SILVA	ALEXANDRA	\$6,525.20	\$0.00	\$6,525.20
ASHDOWN	LISA	\$93,611.96	\$0.00	\$93,611.96
ASSELIN	ROBERT	\$131,354.08	\$3,000.00	\$134,354.08
AUTIO	JENNIFER	\$23,083.00	\$0.00	\$23,083.00
BAER	JENNIFER	\$72,479.94	\$0.00	\$72,479.94
BAKANOWSKY	ALLISON	\$75,693.02	\$1,414.00	\$77,107.02
BARRASSO	MARLANA	\$66,485.79	\$0.00	\$66,485.79
BASTIEN	MATTHEW	\$85,001.02	\$90.00	\$85,091.02
BOYNTON	JENNIFER	\$0.00	\$15,990.00	\$15,990.00
BUCKLEY	DENISE	\$59,827.04	\$2,257.50	\$62,084.54
BUONO	MATTHEW	\$71,685.64	\$984.00	\$72,669.64
CARRESI	ASHLEY	\$81,253.90	\$2,974.56	\$84,228.46



Town Administration

School Employee Payroll

HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CASSELS	KATHLEEN	\$24,708.06	\$0.00	\$24,708.06
CODDAIRE	ELIZABETH	\$93,611.96	\$0.00	\$93,611.96
COHEN-LAFFONT	CAROLINE	\$23,382.84	\$713.88	\$24,096.72
COLARUSSO	ASHLEY	\$62,842.00	\$2,475.00	\$65,317.00
COLE	IAN	\$73,714.94	\$0.00	\$73,714.94
CORMIER	KELLY	\$93,611.96	\$1,264.00	\$94,875.96
COTE	KRISTINA	\$87,690.98	\$150.00	\$87,840.98
CROWLEY	KELLY	\$68,508.80	\$0.00	\$68,508.80
DANIELI	ELIZABETH	\$90,873.90	\$2,085.00	\$92,958.90
DEROSA	AMANDA	\$56,593.97	\$0.00	\$56,593.97
EBRAHIM	DIANA	\$12,718.15	\$0.00	\$12,718.15
EXARCHOS	AMANDA	\$1,445.00	\$0.00	\$1,445.00
FIDLER	HEATHER	\$45,420.06	\$0.00	\$45,420.06
FITZGERALD	KATELYN	\$78,472.70	\$195.00	\$78,667.70
FLAHERTY	ANA CARLA	\$53,926.06	\$3,810.00	\$57,736.06
FUCCILLO	DONNA	\$1,095.49	\$0.00	\$1,095.49
GAUTHIER	SUSAN	\$0.00	\$16,420.00	\$16,420.00
GILBERT	STACY	\$93,611.96	\$1,414.00	\$95,025.96
GONYEA	ROBIN	\$9,383.01	\$0.00	\$9,383.01
GRABOWSKI	KAREN	\$116,125.10	\$0.00	\$116,125.10
GRAHAM	KRISTEN	\$93,611.96	\$1,264.00	\$94,875.96
HALL	LAURA	\$6,640.45	\$0.00	\$6,640.45
HAYWARD	CHRISTOPHER	\$23,862.28	\$732.86	\$24,595.14
HOFFMAN	JANET	\$93,611.96	\$300.00	\$93,911.96
JOACINE	CHRISTELLE	\$22,469.05	\$6,862.50	\$29,331.55
JOSHI	SAMIKSHA	\$18,872.25	\$1,360.00	\$20,232.25
KALWANKAR	KIRTI	\$11,585.77	\$330.00	\$11,915.77
KELLERMAN	AMANDA	\$69,267.90	\$4,330.00	\$73,597.90
KINGSTON	TAMMY LEE	\$24,748.06	\$0.00	\$24,748.06
KOLAKOWSKI	CATHERINE	\$89,412.96	\$0.00	\$89,412.96
KOWALIK	JESSICA	\$93,611.96	\$0.00	\$93,611.96
KUFFERT	JONATHON	\$73,714.94	\$1,264.00	\$74,978.94
LESAFFRE RUFO	CAROLYN	\$78,905.06	\$150.00	\$79,055.06
LOVETT	KAREN	\$7,441.53	\$0.00	\$7,441.53
MANIKABARATHAN	NARMADHA	\$19,717.14	\$0.00	\$19,717.14
MARCHAND	MELISSA	\$22,397.14	\$0.00	\$22,397.14
MARMO	ANDREA	\$93,611.96	\$955.00	\$94,566.96
MARVIN	MICHELLE	\$92,685.06	\$0.00	\$92,685.06
MAZZONE	KELLY	\$72,555.20	\$0.00	\$72,555.20
MCCORMACK	SUSAN	\$25,356.97	\$0.00	\$25,356.97
MCMENIMAN	PAMELA	\$93,611.96	\$2,719.00	\$96,330.96
MENESES	ANGELA	\$75,693.02	\$1,444.00	\$77,137.02
MORRISON	JESSICA	\$75,693.03	\$0.00	\$75,693.03
NAGLE	KAITLYN	\$72,479.94	\$1,264.00	\$73,743.94
NEVES	KATHERINE	\$0.00	\$240.00	\$240.00
OTTO	SUSAN	\$23,174.04	\$0.00	\$23,174.04
PAGE	MICHELLE	\$49,110.88	\$138.56	\$49,249.44
PAILES	THERESA	\$98,789.08	\$0.00	\$98,789.08



School Employee Payroll

HARRINGTON ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
PIMENTEL	MEGHAN	\$45,420.06	\$0.00	\$45,420.06
PLOURDE	JENNIFER	\$9,144.86	\$0.00	\$9,144.86
POTCNER	LEAH	\$78,905.06	\$150.00	\$79,055.06
PROEHL	MICHELLE	\$77,028.90	\$210.00	\$77,238.90
RITTER	KATIE	\$62,877.88	\$0.00	\$62,877.88
ROSE	KATE	\$62,056.54	\$0.00	\$62,056.54
SAART	KIMBERLY	\$19,260.34	\$626.34	\$19,886.68
SAWYER	ELIZABETH	\$0.00	\$13,472.50	\$13,472.50
SHELDON	DOLORES	\$9,383.01	\$0.00	\$9,383.01
SUBRAMANIYAN	RAJESWARI	\$0.00	\$12,412.50	\$12,412.50
TERRELL	AMBER	\$8,946.40	\$0.00	\$8,946.40
TGIBEDES	MELISSA	\$7,525.43	\$0.00	\$7,525.43
TREDEAU	MARY	\$25,436.97	\$0.00	\$25,436.97
TROUP	ELIZABETH	\$83,603.74	\$150.00	\$83,753.74
WURTZLER	STEVE	\$93,611.96	\$150.00	\$93,761.96
YADAV	DEEPTI	\$22,509.05	\$1,981.68	\$24,490.73

SOUTH ROW ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ABBOTT	TAMMY	\$90,873.90	\$3,615.00	\$94,488.90
ANDERSON	ELIZABETH	\$9,383.01	\$0.00	\$9,383.01
BOTT	MICHELLE	\$20,693.92	\$0.00	\$20,693.92
BOYD	TRICIA	\$82,277.00	\$276.03	\$82,553.03
BROGAN	DEIRDRE	\$104,572.00	\$0.00	\$104,572.00
BULLOCK	CARA	\$85,001.02	\$1,414.00	\$86,415.02
BURLAMACHI	ELIZABETH	\$24,868.06	\$0.00	\$24,868.06
CASSIDY	LAUREN	\$69,267.90	\$0.00	\$69,267.90
COOPER	AMANDA	\$90,873.90	\$0.00	\$90,873.90
COSTELLO	SARAH	\$78,905.06	\$2,500.00	\$81,405.06
CRAIG	ANNE	\$93,611.96	\$0.00	\$93,611.96
CRISTANTIELLO	JANE	\$93,611.96	\$0.00	\$93,611.96
D'AMICO	ALLISON	\$66,055.08	\$0.00	\$66,055.08
DININO	KRISTINA	\$9,383.01	\$0.00	\$9,383.01
DIXON-MASSON	PAMELA	\$6,974.38	\$0.00	\$6,974.38
DUNCAN	JACLYN	\$85,001.02	\$2,650.00	\$87,651.02
ELDAKKACHE	SONYA	\$9,383.01	\$0.00	\$9,383.01
FRASCA	STACY	\$93,611.96	\$0.00	\$93,611.96
GAMBLE-BROWN	REBECCA	\$87,690.98	\$1,264.00	\$88,954.98
GILBERT	THERESA	\$129,412.92	\$0.00	\$129,412.92
HAMM	MARIA	\$47,862.10	\$0.00	\$47,862.10
HANSON	ANNIKA	\$21,053.55	\$555.00	\$21,608.55
HEATER	JENNIFER	\$24,465.73	\$0.00	\$24,465.73
HECTOR	TRACEY	\$9,897.09	\$0.00	\$9,897.09
HEVEY	ALLISON	\$93,611.96	\$0.00	\$93,611.96
HEVEY	ERIN	\$0.00	\$15,145.00	\$15,145.00
HICKS	CATHERINE	\$93,611.96	\$97.50	\$93,709.46
HOGAN	SARAH	\$93,611.96	\$3,370.00	\$96,981.96
HOUREAS	DANIELLE	\$23,192.00	\$728.44	\$23,920.44
HUNT	JOSHUA	\$21,616.30	\$128.44	\$21,744.74
INMAN	TAYLOR	\$65,874.10	\$2,574.00	\$68,448.10



Town Administration

School Employee Payroll

SOUTH ROW ELEMENTARY

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
KELLEY	DEIRDRE	\$98,789.08	\$0.00	\$98,789.08
KRAUCH	MARTHA	\$93,611.96	\$150.00	\$93,761.96
LEFEBVRE	KIM	\$72,479.94	\$1,264.00	\$73,743.94
LEWIS	JULIA	\$59,827.04	\$150.00	\$59,977.04
LIECHTY	JUSTIN	\$66,055.08	\$0.00	\$66,055.08
LY	CHRISTINE	\$0.00	\$1,440.00	\$1,440.00
MAGRATH	ERICA	\$66,055.08	\$1,264.00	\$67,319.08
MARTIN	MICHELLE	\$78,905.06	\$4,480.00	\$83,385.06
MARTIN	SANDRA	\$9,897.09	\$0.00	\$9,897.09
MATHEWS	BETH-ANN	\$93,611.96	\$1,264.00	\$94,875.96
MONAHAN	MEAGAN	\$66,055.08	\$0.00	\$66,055.08
MOORE	ELIZABETH	\$23,358.07	\$0.00	\$23,358.07
ONEILL	DEBORAH	\$42,438.06	\$135.00	\$42,573.06
PADHY	SUNITA	\$22,874.05	\$0.00	\$22,874.05
PATRIQUIN	ABIGAIL	\$75,693.02	\$1,414.00	\$77,107.02
PINTAL	KATHLEEN	\$23,866.92	\$141.33	\$24,008.25
RAMALHO	JAYSON	\$116,851.02	\$0.00	\$116,851.02
REIDY	DIANE	\$25,756.97	\$0.00	\$25,756.97
RETICKER	COURTNEY	\$72,479.94	\$2,707.50	\$75,187.44
RICHMAN	EMILY	\$86,967.92	\$0.00	\$86,967.92
RIGBY	JENNIFER	\$87,450.73	\$0.00	\$87,450.73
RUHMANN	MICHELLE	\$93,611.96	\$8,300.48	\$101,912.44
SANBORN	JENNIFER	\$98,789.08	\$2,400.00	\$101,189.08
SECOR	ROSHEEN	\$22,725.04	\$0.00	\$22,725.04
SEMENZA	SHANNON	\$69,268.08	\$0.00	\$69,268.08
SEPE	KIMBERLY	\$21,527.10	\$399.75	\$21,926.85
SHANAHAN	SANDRA	\$24,788.06	\$0.00	\$24,788.06
STAGNONE	ANNE	\$98,789.08	\$1,264.00	\$100,053.08
SYLVESTER	CORINA	\$23,491.07	\$0.00	\$23,491.07
THORNTON	ERICA	\$0.00	\$15,325.00	\$15,325.00
TICE	LISA	\$98,789.08	\$255.00	\$99,044.08
TRAHAN	AMANDA	\$5,053.17	\$0.00	\$5,053.17
VANDEVOORDT	SHANNON	\$72,479.94	\$592.15	\$73,072.09
VASQUEZ	AUDRA	\$93,611.96	\$0.00	\$93,611.96
WALL	JENNIFER	\$22,721.98	\$1,372.09	\$24,094.07
WARREN	SALLY	\$56,934.99	\$0.00	\$56,934.99
WEBBER	JAMIE	\$89,412.96	\$150.00	\$89,562.96
WHITNEY-PERRY	AMY	\$9,383.01	\$0.00	\$9,383.01

CUSTODIANS

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ARIAS	PEDRO	\$49,471.45	\$19,206.47	\$68,677.92
BATOR	RONALD	\$16,200.00	\$0.00	\$16,200.00
BUFFUM	CHARLES	\$61,027.60	\$15,028.45	\$76,056.05
CROWTHER	CHAD	\$1,360.00	\$0.00	\$1,360.00
CUNHA	CHRISTOPHER	\$47,978.40	\$9,018.46	\$56,996.86
GAUTHIER	DANIEL	\$4,640.00	\$1,895.00	\$6,535.00
GEOFFROY	NORMAND	\$480.00	\$0.00	\$480.00
GOOR	JEFFERY	\$25,185.00	\$0.00	\$25,185.00
HIRSCH	ADAM	\$45,214.80	\$5,123.76	\$50,338.56



School Employee Payroll

CUSTODIANS

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
KELLY	SHAWN	\$40,114.20	\$4,046.22	\$44,160.42
MANNINEN	MATTHEW	\$48,022.80	\$7,337.88	\$55,360.68
MARSHALL	MANUEL	\$1,150.00	\$0.00	\$1,150.00
OCASIO	GLORIVÉE	\$49,304.99	\$4,325.96	\$53,630.95
ROMAC	THOMAS	\$49,626.02	\$3,817.63	\$53,443.65
SPAULDING	CHERYL	\$49,412.00	\$3,104.23	\$52,516.23
TRUJILLO	NICOLAS	\$49,364.44	\$5,083.94	\$54,448.38
WOODMAN	ALLEN	\$46,586.00	\$14,000.28	\$60,586.28

CHIPS PROGRAM

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ANGADI	SOWMYA	\$25,061.90	\$2,053.68	\$27,115.58
BARRETT	ELIZABETH	\$93,611.91	\$0.00	\$93,611.91
BERRY	ABBY	\$93,611.96	\$0.00	\$93,611.96
BURKE	GWENDOLYN	\$25,695.06	\$600.00	\$26,295.06
BURNS	CHRISTINA	\$71,685.64	\$0.00	\$71,685.64
CHHIM	SOKORNTÉAR	\$26,870.96	\$3,547.50	\$30,418.46
DESILETS	OLIVIA	\$24,689.56	\$2,235.40	\$26,924.96
DOAK	ERICA	\$82,276.95	\$517.50	\$82,794.45
DONAHUE	BETHANN	\$37,886.10	\$0.00	\$37,886.10
DONAHUE	SARAH	\$24,089.93	\$600.00	\$24,689.93
DOOLAN	MEGHAN	\$24,337.54	\$2,659.38	\$26,996.92
FENN	KELSEY	\$26,510.60	\$600.00	\$27,110.60
FORTY	MARY ELLEN	\$93,611.96	\$0.00	\$93,611.96
HENNIG	AMELIA	\$87,690.98	\$720.00	\$88,410.98
KIVLAN	SARAH	\$25,715.93	\$600.00	\$26,315.93
KURUP	ANJALI	\$2,110.04	\$0.00	\$2,110.04
LONDON	ALICIA	\$69,267.90	\$0.00	\$69,267.90
LYNCH	KRISTEN	\$79,250.08	\$737.85	\$79,987.93
MARTIN	LISA	\$87,690.98	\$0.00	\$87,690.98
MATHEWS	ANJU	\$23,284.32	\$600.00	\$23,884.32
MAZARES	MELANIE	\$98,252.96	\$0.00	\$98,252.96
MBALIRO	SHAMIR	\$25,144.08	\$600.00	\$25,744.08
MCGUIRK	MEGAN	\$115,124.88	\$0.00	\$115,124.88
NADEAU	BETH	\$0.00	\$2,550.00	\$2,550.00
NEUMEIER	EDMUND	\$24,941.90	\$3,540.00	\$28,481.90
NICOLOSI	LAUREN	\$97,810.96	\$0.00	\$97,810.96
PANDA	PRANGYA	\$26,991.07	\$600.00	\$27,591.07
RANEY	LYNN	\$98,789.08	\$1,470.35	\$100,259.43
RAU	SARAH	\$23,443.08	\$600.00	\$24,043.08
REED	DIANE	\$24,861.90	\$600.00	\$25,461.90
RUSZKOWSKI	WENDY	\$26,055.06	\$600.00	\$26,655.06
SCOTT	LAUREN	\$92,695.05	\$0.00	\$92,695.05
SEXTON	HEATHER	\$24,284.91	\$600.00	\$24,884.91
SVENSON	NICOLE	\$0.00	\$2,970.00	\$2,970.00
WEAVER-MORRIS	LISA	\$69,267.90	\$30.00	\$69,297.90
ZULIANI	CAROLINA	\$36,052.32	\$0.00	\$36,052.32



Town Administration

School Employee Payroll

DISTRIC WIDE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ARSENAULT	MATTHEW	\$0.00	\$3,470.00	\$3,470.00
ATHORN	NICOLE	\$2,750.00	\$0.00	\$2,750.00
AYOUB	ANTHONY	\$0.00	\$5,374.00	\$5,374.00
BACHAND	HANNAH	\$0.00	\$2,900.00	\$2,900.00
BAGNI	KERRIE	\$2,750.00	\$0.00	\$2,750.00
BARRY	KEVIN	\$19,050.00	\$0.00	\$19,050.00
BASTEK	ANNMARIE	\$4,187.50	\$0.00	\$4,187.50
BEAN	CHERYL	\$3,250.00	\$0.00	\$3,250.00
BEAUCHESNE	GERALD	\$2,125.00	\$0.00	\$2,125.00
BEGAY	CHRYSTAL	\$1,000.00	\$0.00	\$1,000.00
BERNIER	ABIGAIL	\$568.00	\$0.00	\$568.00
BERNIER	TRACY	\$96.00	\$0.00	\$96.00
BLAKE	ARLENE	\$4,416.00	\$0.00	\$4,416.00
BOLDUC	PHILLIP	\$8,625.00	\$437.50	\$9,062.50
BRAMANTI	WILLIAM	\$480.00	\$0.00	\$480.00
BRETON	ALENA	\$0.00	\$5,490.00	\$5,490.00
BROWARNIK	BROOKE	\$0.00	\$2,220.90	\$2,220.90
BUCHHOLZ	SARAH	\$4,625.00	\$0.00	\$4,625.00
BUCKLEY	OLIVIA	\$864.00	\$0.00	\$864.00
BURNS	DEVIN	\$3,375.00	\$0.00	\$3,375.00
BURNS	MIA	\$1,768.00	\$0.00	\$1,768.00
CALDEIRA PACHECO	ROSHELLE	\$15,375.00	\$0.00	\$15,375.00
CAMPE	MARY ANN	\$600.00	\$0.00	\$600.00
CHHUN	ORIEN	\$0.00	\$845.00	\$845.00
CLAFFEY	NEIL	\$3,375.00	\$0.00	\$3,375.00
COLOMBA	MATTHEW	\$13,887.50	\$402.60	\$14,290.10
CORMIER	MARGARET	\$5,144.00	\$0.00	\$5,144.00
CORREIA	AMANDA	\$12,687.50	\$0.00	\$12,687.50
COUTU	CHRIS	\$0.00	\$5,374.00	\$5,374.00
CRANE	BRIAN	\$0.00	\$2,592.00	\$2,592.00
CRANNELL	MARTHA	\$13,250.00	\$0.00	\$13,250.00
CROWLEY	BRITTNEY	\$0.00	\$8,600.00	\$8,600.00
CROWLEY	MICHAEL	\$0.00	\$7,711.00	\$7,711.00
CULVER	MEGHAN	\$1,040.00	\$2,816.00	\$3,856.00
DAIGNEAULT	DAVID	\$0.00	\$4,677.00	\$4,677.00
DALEY	BRIAN	\$0.00	\$2,446.00	\$2,446.00
DAVE	HEMAXI	\$17,687.50	\$0.00	\$17,687.50
DEBYE	SUSAN	\$192.00	\$0.00	\$192.00
DISTASI	LOUIS	\$0.00	\$8,304.00	\$8,304.00
DOE	CHRISTINE	\$500.00	\$0.00	\$500.00
DOHERTY	KATHRYN	\$580.00	\$0.00	\$580.00
DOLAN	JAMES	\$125.00	\$0.00	\$125.00
DRISCOLL	REBECCA	\$0.00	\$3,170.00	\$3,170.00
DUFFY	KATHLEEN	\$1,875.00	\$2,797.50	\$4,672.50
DUPREE	OLIVIA	\$0.00	\$5,490.00	\$5,490.00
ERVIN	THOMAS	\$0.00	\$5,490.00	\$5,490.00
FARMER	JULIE	\$4,000.00	\$0.00	\$4,000.00
FARNHAM	SUSAN	\$0.00	\$5,439.00	\$5,439.00
D'AGOSTINO				
FERREIRA	MEREDITH	\$12,816.00	\$0.00	\$12,816.00



School Employee Payroll

DISTRIC WIDE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
FINNERAL	RAE	\$750.00	\$0.00	\$750.00
FLANAGAN	EMILY	\$0.00	\$3,525.00	\$3,525.00
FLOOD	MOLLY	\$5,312.50	\$0.00	\$5,312.50
FLORES	GISELLE	\$0.00	\$1,122.62	\$1,122.62
FOLEY	DONNA	\$35,000.00	\$600.00	\$35,600.00
FRACKLETON	JOHN	\$375.00	\$0.00	\$375.00
FRAM	ISAAC	\$11,000.00	\$0.00	\$11,000.00
FREELove	EMILY	\$480.00	\$0.00	\$480.00
FREELove	TREVOR	\$496.00	\$0.00	\$496.00
FRENETTE	MARY	\$2,872.00	\$0.00	\$2,872.00
FULGHAM	ERIC	\$0.00	\$5,374.00	\$5,374.00
GAGNE-HEBERT	MONIQUE	\$1,687.50	\$0.00	\$1,687.50
GARCIA	GENEVA	\$1,884.00	\$0.00	\$1,884.00
GARRIGAN	MIRANDA	\$1,640.00	\$72.25	\$1,712.25
GARRIGAN	SKYLA	\$0.00	\$72.25	\$72.25
GAUVIN	KERRY	\$0.00	\$8,700.00	\$8,700.00
GEDDA	VAGDEVI	\$5,112.00	\$0.00	\$5,112.00
GELINEAU	EMMA	\$12,460.00	\$4,691.00	\$17,151.00
GENTILE	CAITLYN	\$0.00	\$2,655.00	\$2,655.00
GIBSON	ALICE	\$17,562.50	\$0.00	\$17,562.50
GILLIS	ELIZABETH	\$0.00	\$2,175.47	\$2,175.47
GIORDANO	CHRISTOPHER	\$0.00	\$7,711.00	\$7,711.00
GOFFIN	JUDITH	\$2,475.00	\$0.00	\$2,475.00
GOWER	FRANCIS	\$3,395.83	\$0.00	\$3,395.83
GRANEY	SOPHIE	\$875.00	\$0.00	\$875.00
GURAJALA	BHUVANESHWARI	\$7,376.00	\$0.00	\$7,376.00
HARRINGTON	LAUREN	\$1,739.58	\$0.00	\$1,739.58
HARTSHORN	CURTIS	\$0.00	\$1,577.00	\$1,577.00
HAYWOOD	DEBORA	\$14,625.00	\$0.00	\$14,625.00
HOLCOMB	JOYCE	\$10,062.50	\$0.00	\$10,062.50
HOUSTON	JASON	\$0.00	\$5,474.00	\$5,474.00
JACKSON	KATELYN	\$2,496.00	\$2,220.90	\$4,716.90
JONES	JILLIAN	\$680.00	\$0.00	\$680.00
JOSHI	TEJAL	\$888.00	\$0.00	\$888.00
JUSSAUME	EMILY	\$3,000.00	\$0.00	\$3,000.00
KAMINSKY	DANIEL	\$61,137.28	\$0.00	\$61,137.28
KELLY	KERRI	\$4,875.00	\$0.00	\$4,875.00
KESHWALA	SHEETAL	\$2,750.00	\$0.00	\$2,750.00
KINNETT	HARRIET	\$0.00	\$5,438.00	\$5,438.00
KONITZER	MICHELE	\$912.00	\$0.00	\$912.00
KOWALYK	MICHAELA	\$292.00	\$0.00	\$292.00
LABRECQUE	CHERYL	\$8,312.50	\$0.00	\$8,312.50
LACAVA	NICHOLAS	\$0.00	\$632.00	\$632.00
LANE	HEIDI	\$225.00	\$0.00	\$225.00
LANGLOIS	BRIANNA	\$13,700.00	\$0.00	\$13,700.00
LAVIN	ALEXIS	\$720.00	\$0.00	\$720.00
LEBLANC	ANGELA	\$3,623.38	\$0.00	\$3,623.38
LEE	ESTHER	\$3,875.00	\$0.00	\$3,875.00
LEFEBVRE	SHAWN	\$0.00	\$747.00	\$747.00
LEONARD JR	KEVIN	\$0.00	\$7,711.00	\$7,711.00



Town Administration

School Employee Payroll

DISTRIC WIDE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
LESNIEWSKI	PATRICIA	\$96.00	\$0.00	\$96.00
LEVAR	EMMALINE	\$0.00	\$2,865.00	\$2,865.00
LOMBARDI	CATHERINE	\$240.00	\$0.00	\$240.00
LUPOLI	SOPHIA	\$12,775.00	\$0.00	\$12,775.00
LYON	CLARE	\$440.00	\$0.00	\$440.00
MAITLAND	ERIN	\$0.00	\$5,829.00	\$5,829.00
MAJOR	GEORGE	\$687.50	\$0.00	\$687.50
MALONEY	KATHLEEN	\$3,450.00	\$0.00	\$3,450.00
MARKHAM	DAVID	\$0.00	\$1,629.00	\$1,629.00
MARSHALL	KELLY	\$1,875.00	\$0.00	\$1,875.00
MARTINES	LAURIE	\$11,125.00	\$0.00	\$11,125.00
MATAMOROS	CHRISTIAN	\$0.00	\$3,888.00	\$3,888.00
MATHUR	MONAL	\$6,000.00	\$0.00	\$6,000.00
MAY	GABRIELA	\$17,675.00	\$1,125.00	\$18,800.00
MCCANN	WILLIAM	\$485.50	\$0.00	\$485.50
MCGOWAN	KAITLIN	\$0.00	\$4,628.00	\$4,628.00
MCLEAN	KATHRYN	\$0.00	\$3,111.00	\$3,111.00
MCNULTY	JAMES	\$1,632.00	\$0.00	\$1,632.00
MERCURI	RAYMOND	\$0.00	\$2,446.00	\$2,446.00
MERRILL	REBECCA	\$125.00	\$0.00	\$125.00
MILLER	HILARY	\$375.00	\$0.00	\$375.00
MORIARTY	MARY	\$675.00	\$0.00	\$675.00
MOSHER	LAUREN	\$72.12	\$0.00	\$72.12
NEEDHAM	LEANNE	\$9,875.00	\$0.00	\$9,875.00
NEWY	BRITTANY	\$4,247.88	\$0.00	\$4,247.88
ONEAL	MARICLARE	\$6,675.00	\$0.00	\$6,675.00
PANAGAKIS	SOPHIA	\$56.00	\$0.00	\$56.00
PANNETON	LINDSEY	\$2,112.00	\$2,311.76	\$4,423.76
PAPPO	EMMA	\$0.00	\$5,200.00	\$5,200.00
PARKS	ELLA	\$1,152.00	\$0.00	\$1,152.00
PASQUAROSA	MILISSA	\$0.00	\$2,135.09	\$2,135.09
PATRIQUIN	ISABELLE	\$35,500.00	\$0.00	\$35,500.00
PERLIGER	YOTAM	\$0.00	\$2,220.90	\$2,220.90
PESSIN	KATHARINE	\$312.50	\$0.00	\$312.50
PETERSON	GEORGE	\$0.00	\$10,673.00	\$10,673.00
PETERSON	SH'NARDRIA	\$2,062.50	\$0.00	\$2,062.50
PETERSON	SHELBY	\$2,648.00	\$0.00	\$2,648.00
PIRO	MARY	\$62.50	\$0.00	\$62.50
PISCIONE	CHRIS	\$0.00	\$7,711.00	\$7,711.00
PULLEY	MARTHA	\$48.00	\$0.00	\$48.00
QUINN	CAROLYN	\$2,547.70	\$0.00	\$2,547.70
RAMOS	NATASHA	\$9,272.00	\$0.00	\$9,272.00
REENEY	KATHRYN	\$0.00	\$1,727.10	\$1,727.10
REPOZA	MADISON	\$750.00	\$0.00	\$750.00
ROBERGE-HORNBAKER	DARLENE	\$8,460.00	\$0.00	\$8,460.00
ROSE	JUDITH	\$11,836.00	\$747.46	\$12,583.46
ROSS-MYERS	DEBORAH	\$1,812.50	\$0.00	\$1,812.50
ROSSMAN	JON	\$0.00	\$1,192.50	\$1,192.50



School Employee Payroll

DISTRIC WIDE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ROSSMAN	KATHRYN	\$0.00	\$23,549.75	\$23,549.75
SANE	RUCHI	\$1,312.50	\$0.00	\$1,312.50
SCANLON	CHRISTOPHER	\$0.00	\$5,439.00	\$5,439.00
SCIACCA	LINDSEY	\$312.00	\$0.00	\$312.00
SEMENTELLI	MEGHAN	\$0.00	\$2,220.90	\$2,220.90
SETT	JAYATRI	\$7,562.50	\$0.00	\$7,562.50
SEVIGNY	ANN	\$12,000.00	\$0.00	\$12,000.00
SHAHAB	ANNE	\$14,937.50	\$0.00	\$14,937.50
SHARPE	ELLEN	\$0.00	\$200.00	\$200.00
SHAW	BRYAN	\$8,437.50	\$0.00	\$8,437.50
SHEERAN	JOAN	\$20,417.18	\$0.00	\$20,417.18
SILVA	SARA	\$540.00	\$0.00	\$540.00
SINGH	SHIKHA	\$8,000.00	\$0.00	\$8,000.00
STARKEY	BRIANNA	\$0.00	\$2,200.00	\$2,200.00
STONE	KEITH	\$0.00	\$3,470.00	\$3,470.00
STONEHOUSE	JENNIFER	\$10,312.50	\$0.00	\$10,312.50
SWIERZBIN	ANNA	\$35,000.00	\$1,780.00	\$36,780.00
SZETO	TAYLOR	\$0.00	\$3,370.00	\$3,370.00
TATE	ERIC	\$5,958.33	\$0.00	\$5,958.33
TERRANOVA	RACHEL	\$0.00	\$4,995.00	\$4,995.00
TRAN	KIM	\$62.50	\$0.00	\$62.50
TURKOGLU	AYKUT	\$4,562.50	\$0.00	\$4,562.50
TURLEY	RUTH	\$0.00	\$300.00	\$300.00
VALDEZ	EDGAR	\$0.00	\$11,648.00	\$11,648.00
VECCHIONE	JOSEPH	\$0.00	\$4,677.00	\$4,677.00
VENUGOPAL	ARUN	\$2,125.00	\$0.00	\$2,125.00
VIJAY	ADITYA	\$432.00	\$0.00	\$432.00
VOSNAK	MARTHA	\$8,500.00	\$0.00	\$8,500.00
VOZELLA	CHRISTINA	\$0.00	\$1,423.40	\$1,423.40
WOLFE	AMANDA	\$0.00	\$6,400.00	\$6,400.00
WONG	ABIGAIL	\$0.00	\$1,500.00	\$1,500.00
WOOD	GRACIE	\$732.00	\$0.00	\$732.00
WOOD	OLIVIA	\$500.00	\$0.00	\$500.00
YAKASI	SWATHI	\$7,160.00	\$0.00	\$7,160.00
YASSEMEDIS	DAVID	\$4,950.00	\$0.00	\$4,950.00
YUTKINS	RICHARD	\$0.00	\$4,738.00	\$4,738.00
ZAWASKI	CHRISTINA	\$6,250.00	\$0.00	\$6,250.00
ZWART	RENEE	\$1,776.00	\$0.00	\$1,776.00

FOOD SERVICE

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>REGULAR</u>	<u>OTHER</u>	<u>TOTAL</u>
ALVAREZ VARELA	JOSE ANTONIO	\$17,982.50	\$900.00	\$18,882.50
AMADOU	OUSSEINA	\$7,832.00	\$0.00	\$7,832.00
ANTOLINI	NANCY	\$100,628.06	\$0.00	\$100,628.06
BISHOP	LAURA	\$54,589.92	\$0.00	\$54,589.92
BRANGAN	ALECIA	\$473.82	\$0.00	\$473.82
CAIRES	ADELINO	\$18,900.03	\$0.00	\$18,900.03



Town Administration

School Employee Payroll

FOOD SERVICE

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
CHALIFOUX	PAULA	\$9,534.51	\$345.00	\$9,879.51
CHONAY	ESTER	\$27,076.14	\$1,387.50	\$28,463.64
CIANO	CAROL	\$15,621.64	\$500.00	\$16,121.64
CURRAN	DEVIN	\$16,610.52	\$500.00	\$17,110.52
DAPKAS	DEBORAH	\$9,201.59	\$500.00	\$9,701.59
DE YOUNG	LESLIE	\$34,161.42	\$5,642.24	\$39,803.66
DEMERS	ASHLEY	\$17,775.76	\$650.00	\$18,425.76
EVANS-ROHDE	SASHA	\$4,604.10	\$0.00	\$4,604.10
FENJAN	SUNDES	\$21,068.91	\$500.00	\$21,568.91
FINNEGAN	TAMMY	\$18,870.98	\$800.00	\$19,670.98
GETTINGS	RITA	\$2,936.00	\$0.00	\$2,936.00
GOVINDE GOWDA	ARCHANA	\$19,118.19	\$490.00	\$19,608.19
GUMP	CASEY	\$15,349.42	\$1,617.60	\$16,967.02
HUGHES	REBECKA	\$19,509.58	\$500.00	\$20,009.58
IANUZZI	LAUREN	\$20,610.20	\$850.00	\$21,460.20
ISSA	YOUNOUSSA	\$9,404.00	\$0.00	\$9,404.00
JACINTO	HAIJIE	\$9,655.20	\$325.00	\$9,980.20
KENNEY	THOMAS	\$1,823.86	\$0.00	\$1,823.86
KHALIL	MICHEL	\$11,666.70	\$500.00	\$12,166.70
LANE	DEANNA	\$34,169.88	\$900.00	\$35,069.88
LONG	JAMES	\$46,133.26	\$0.00	\$46,133.26
LUCONTONI	NORMA	\$19,851.27	\$850.00	\$20,701.27
MARKOS	NOUR	\$5,140.50	\$500.00	\$5,640.50
MCCANN	MONICA	\$469.35	\$500.00	\$969.35
MCCULLEN	MIKAYLA	\$5,824.41	\$500.00	\$6,324.41
MORALES	JULIANIS	\$3,911.25	\$500.00	\$4,411.25
MOZHGANI	SOHRAB	\$3,348.00	\$0.00	\$3,348.00
MUNROE	JEFFREY	\$36,000.75	\$990.00	\$36,990.75
NUNEZ DE PEREZ	MARLENYS	\$393.36	\$285.00	\$678.36
NY	SAW	\$352.00	\$0.00	\$352.00
PATEL	AJITKUMAR	\$16,628.00	\$0.00	\$16,628.00
PERRY	LEAH	\$30,589.50	\$500.00	\$31,089.50
POISSON	CATHERINE	\$28,026.50	\$500.00	\$28,526.50
RAMOS	GENESIS	\$6,258.00	\$500.00	\$6,758.00
RAPPE	BRIANNA	\$12,399.78	\$380.00	\$12,779.78
READY	HOLLEY	\$53,500.02	\$0.00	\$53,500.02
ROBICHAUD	RANDY	\$34,378.74	\$990.00	\$35,368.74
SEPEHR	MITRA	\$3,348.00	\$0.00	\$3,348.00
THOMPSON	ODOM	\$1,819.29	\$500.00	\$2,319.29
TREMBLAY	RACHEL	\$4,724.00	\$0.00	\$4,724.00
TWOMBLY	JAIME	\$4,103.46	\$145.00	\$4,248.46
VINCENT	STACEY	\$11,961.72	\$650.00	\$12,611.72
WANG	XIAOPEI	\$17,464.82	\$500.00	\$17,964.82
ZOPES	MARIA	\$10,902.44	\$500.00	\$11,402.44



School Employee Payroll

COMMUNITY EDUCATION

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
ADAMS	ROBYN	\$97,325.02	\$0.00	\$97,325.02
ASHRAF	ANA	\$0.00	\$326.25	\$326.25
ASHRAF	AZAN	\$0.00	\$8,567.82	\$8,567.82
BECKER	JOLIE	\$0.00	\$2,208.75	\$2,208.75
BECKER	STELLA	\$0.00	\$136.00	\$136.00
BRYANT	AARON	\$0.00	\$7,214.10	\$7,214.10
CASTINE	LINDA	\$0.00	\$9,609.25	\$9,609.25
CHRISTIANSON	BRENDA	\$0.00	\$2,732.82	\$2,732.82
CLARK	KAYLEE	\$0.00	\$3,206.25	\$3,206.25
CLARK	STEPHANIE	\$43,126.02	\$0.00	\$43,126.02
CORMIER	KATHLEEN	\$0.00	\$5,805.00	\$5,805.00
COWGILL	JUDITH	\$0.00	\$11,955.25	\$11,955.25
CZERNICKI	KENDRA	\$0.00	\$5,523.75	\$5,523.75
DASGUPTA	MEDHA	\$0.00	\$1,203.75	\$1,203.75
DEHAAN	SARA	\$0.00	\$1,672.50	\$1,672.50
DEMARCO	JENNIFER	\$40,396.65	\$5,852.25	\$46,248.90
DIFOLCO	KELLEY	\$66,599.78	\$0.00	\$66,599.78
DORMAN	WILLIAM	\$0.00	\$2,896.88	\$2,896.88
DOSHI	AASHVI	\$0.00	\$6,926.25	\$6,926.25
ERICKSON	DAFNA	\$0.00	\$13,101.60	\$13,101.60
FANNON	LISA	\$0.00	\$15,461.79	\$15,461.79
FAUCHER	LILY	\$0.00	\$4,762.50	\$4,762.50
FERRER	JACOB	\$0.00	\$106.25	\$106.25
FIELDS	BENJAMIN	\$0.00	\$2,764.69	\$2,764.69
FINKEL	MADELINE	\$0.00	\$787.50	\$787.50
GARDNER	ANN	\$0.00	\$1,528.13	\$1,528.13
GHOBRIAL	MARY	\$0.00	\$28.13	\$28.13
GOSELIN	SAMANTHA	\$0.00	\$2,896.89	\$2,896.89
GREEN	KIMARA	\$39,632.25	\$0.00	\$39,632.25
GREENLEE	JANEE	\$0.00	\$97.75	\$97.75
GRELLA	KERRIE	\$0.00	\$2,038.50	\$2,038.50
GROVES	JEAN	\$35,698.12	\$0.00	\$35,698.12
HEALEY	CAROLYN	\$29,104.16	\$3,344.00	\$32,448.16
HOOVER	MEGHAN	\$28,764.80	\$133.51	\$28,898.31
KALABOKIS	BETHANY	\$38,782.38	\$0.00	\$38,782.38
KARRA	MADHAVI	\$30,170.72	\$2,451.57	\$32,622.29
LAFLAMME	KATHLEEN	\$0.00	\$10,617.23	\$10,617.23
LAMAR	SOPHIE	\$0.00	\$720.00	\$720.00
LI	NICKY	\$0.00	\$5,652.24	\$5,652.24
LOTTO	MARGERY	\$0.00	\$21,882.90	\$21,882.90
MCCARTIN	JANICE	\$32,844.00	\$4,335.00	\$37,179.00
MCGUIGAN	LEA	\$0.00	\$2,315.63	\$2,315.63
MELTZER	SAMANTHA	\$0.00	\$1,796.25	\$1,796.25
MESSIER	DARRYL	\$0.00	\$2,134.00	\$2,134.00
MISHRA	MANJARI	\$0.00	\$3,845.19	\$3,845.19
MITCHELL	LORRAINE	\$0.00	\$6,782.82	\$6,782.82
MONKE	LINDSAY	\$0.00	\$1,593.75	\$1,593.75



Town Administration

School Employee Payroll

COMMUNITY EDUCATION

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
MORRILL	COLBY	\$0.00	\$5,801.29	\$5,801.29
MROUSE	CARISSA	\$0.00	\$3,065.63	\$3,065.63
MUKHERJEE	JIAH	\$0.00	\$2,418.75	\$2,418.75
PAOLUCCI	RACHELE	\$40,342.35	\$0.00	\$40,342.35
PELLETIER	BETHANY	\$0.00	\$5,805.00	\$5,805.00
PERRY	ASHLEE	\$0.00	\$2,767.50	\$2,767.50
PERRY	KORYN	\$0.00	\$2,109.39	\$2,109.39
PIELESKI	MICHELE	\$49,867.39	\$0.00	\$49,867.39
PLEVA	BENJAMIN	\$0.00	\$4,451.25	\$4,451.25
PLEVA	NICHOLAS	\$0.00	\$2,858.44	\$2,858.44
POOLE	RHONDA	\$36,171.75	\$0.00	\$36,171.75
PRATT	LAUREN	\$0.00	\$3,616.00	\$3,616.00
QUINN	LIAM	\$0.00	\$2,096.25	\$2,096.25
RODRIGUEZ CARRILLO	VICTTORIA	\$0.00	\$5,992.50	\$5,992.50
ROGERS	JUDITH	\$0.00	\$5,301.61	\$5,301.61
ROY	ANJANA	\$0.00	\$913.75	\$913.75
RUGGIERO	EMMA	\$0.00	\$4,640.68	\$4,640.68
SANDELLI	GINA	\$0.00	\$9,980.25	\$9,980.25
SANDELLI	MIA	\$0.00	\$1,066.75	\$1,066.75
SAPIENZA	KIMBERLY	\$0.00	\$3,792.23	\$3,792.23
SARDONE	LUCAS	\$0.00	\$1,732.50	\$1,732.50
SCHIEFEN	DELANEY	\$1,583.33	\$2,269.94	\$3,853.27
SHAW	TRACY	\$28,102.24	\$0.00	\$28,102.24
SHAY	JESSICA	\$0.00	\$1,340.64	\$1,340.64
SILVA	MARIE	\$24,788.36	\$5,427.25	\$30,215.61
SIMARD	VANESSA	\$28,128.00	\$1,512.50	\$29,640.50
SMITH	COLLEEN	\$51,116.00	\$0.00	\$51,116.00
SNEDEN	NICHOLAS	\$0.00	\$10,148.52	\$10,148.52
SPOONER	MEGAN	\$0.00	\$2,061.25	\$2,061.25
SPOONER	TRACEY	\$32,399.68	\$3,533.45	\$35,933.13
STOFFERS	CATHERINE	\$0.00	\$3,878.88	\$3,878.88
TRONCOSO	MIA	\$0.00	\$468.75	\$468.75
TRUDEL	CYNTHIA	\$0.00	\$2,375.75	\$2,375.75
TUFFOUR	ELIZABETH	\$0.00	\$5,981.28	\$5,981.28
UPADHYAY	KEYA	\$0.00	\$2,107.50	\$2,107.50
VALES	BERNADETTE	\$0.00	\$242.25	\$242.25
VALLIERE	LIONEL	\$0.00	\$1,395.00	\$1,395.00
VERCELLI	EMILY	\$0.00	\$3,660.00	\$3,660.00
VOSNAKIS	GEORGE	\$0.00	\$2,936.25	\$2,936.25
VOSNAKIS	NICHOLAS	\$0.00	\$4,383.75	\$4,383.75
WALSH	JESSE	\$0.00	\$1,228.13	\$1,228.13
WESTLAND	LINDA	\$52,323.96	\$0.00	\$52,323.96
WILKINSON	LAURA	\$13,887.00	\$0.00	\$13,887.00
YADHAVAN	SATHYAPRIYA	\$15,590.18	\$0.00	\$15,590.18
YOFFE	EMILY	\$0.00	\$6,697.50	\$6,697.50



School Employee Payroll

INTERIM EMPLOYEES

LAST NAME	FIRST NAME	REGULAR	OTHER	TOTAL
DALY	MAUREEN	\$23,610.93	\$218.19	\$23,829.12
DEHAAN	LAUREN	\$56,775.94	\$0.00	\$56,775.94
DIONNE	ASHLEY	\$5,906.01	\$0.00	\$5,906.01
FIRICANO	NATALIA	\$24,978.24	\$600.00	\$25,578.24
GAUDETTE	EMILY	\$7,698.67	\$1,776.72	\$9,475.39
HEALD	ANNE	\$0.00	\$1,305.00	\$1,305.00
HUGHES	MAEGHAN	\$59,826.90	\$195.00	\$60,021.90
LEBEL	LINDA	\$22,831.45	\$2,417.10	\$25,248.55
LOEHLE	GLORIA	\$62,669.91	\$90.00	\$62,759.91
MCCARTHY	KRISTIN	\$27,545.91	\$2,820.90	\$30,366.81
MEIER	LINDSAY	\$23,126.00	\$712.56	\$23,838.56
MULLIGAN	DONALD	\$9,453.85	\$300.00	\$9,753.85
PORZIO	ALEXIS	\$23,040.32	\$0.00	\$23,040.32
PROIA	JOCELYNE	\$23,382.84	\$732.86	\$24,115.70
SCHNAIDER VIDAL	LARISSA	\$19,658.80	\$525.00	\$20,183.80



Town Clerk

Patricia E. Dzuris, CMC, CMMC



(left to right) Town Clerk Tricia Dzuris, Assistant Town Clerk Maria Vasquez, Special Services Coordinator Pamela Gilchrest, Departmental Support Coordinator Harrison Mayotte

MISSION STATEMENT

Trust, Integrity, Excellence – Serving Chelmsford with Transparency and Fairness

STAFF

The Town Clerk staff consists of four full-time positions. The Town Clerk’s Office benefits from having many dedicated volunteers, election workers, and a robust internship program to assist with the year-round functions of the office. The Town Clerk’s Office thrives on mentorship, teamwork, and professional development.

Assistant Town Clerk, Maria Vasquez has attended two International Institute of Municipal Clerks Conferences and will be attending her third year of training at the New England Municipal Clerk’s Institute and Academy this July. Maria will graduate from this program in July of 2024, which will bring her closer to achieving her Certified Municipal Clerk (CMC) designation.

Pamela Gilchrest was promoted from Departmental Assistant to Special Services Coordinator in July 2023. Pam meticulously maintains the State Voter Registration and Information System. Her attention to detail and uncanny skill for anticipating the needs of the office make her a true asset to the position and the Town Clerk’s Office. Pam’s creativity is reflected in the content of the Chelmsford Town Clerk Facebook, Instagram, and Tik Tok pages. Be sure to check them out!

Harrison Mayotte was hired as our Departmental Support Coordinator in August 2023. We are very fortunate to have Harrison Mayotte join the Town Clerk team! Harrison is a 2023 graduate from Nashoba Valley Regional Technical High School. Harrison earned two associate’s degrees while still attending High School. While learning a new job during a very busy election year, Harrison completed his bachelor’s degree in public administration and has already taken and passed the LSAT’s as he plans to begin law school soon. We hope to hold on to this rising star, and teach him a few things along the way, before he moves onward and upward toward a very successful future!

REVENUE

The Office of the Town Clerk turned over the following amounts to the Town Treasuries as of June 30, 2024:

Dog Licenses, late fees and citations	\$78,632.00
General Revenue	\$52,105.00
Other Department Revenue	\$7,690.00
Permits	\$3,700.00
Total revenue collected from July 1, 2023, to June 30, 2024	\$142,127.00



Town Clerk

ELECTIONS

Chapter 92 of the Acts of 2022
 AN ACT FOSTERING VOTER
 OPPORTUNITIES, TRUST EQUITY, AND
 SECURITY passed and enacted 6/22/2022.

During fiscal year 2024 the office executed two elections:

Presidential Primary, March 5, 2024,
 Vote-by- Mail, applications available on the
 State and Town website, mailed to each voter
 by SOC Elections Division, and one week
 of in-person early voting.

Annual Town Election, April 2, 2024, no early
 voting in-person, Vote-by Mail, applications
 available on the State and Town website as
 well as to those that checked "All Elections" on
 the postcard application mailed out by the State.

2024 Presidential Primary:

- 5821 Vote-by-Mail applications received, and ballots mailed out.
- 4325 Vote-by-Mail ballots accepted.
- 1347 Vote-by-Mail ballots not returned.
- 149 Vote-by-Mail ballots rejected.
 (81) received late,
 (20) failed delivery,
 (22) no signature,
 (11) missing inner envelope,
 (2) spoiled ballot,
 (13) other, i.e.: parties came in
 and voted absentee at the counter

2024 Local Election:

- 5665 Vote-by-Mail applications received, and ballots mailed out.
- 2643 Vote-by-Mail ballots accepted.
- 2871 Vote-by-Mail ballots not returned.
- 151 Vote-by-Mail ballots rejected.
 (115) received late,
 (17) failed delivery,
 (11) no signature,
 (2) missing ballot,
 (3) missing inner envelope,
 (1) spoiled ballot,
 (1) incomplete ballot envelope,
 (1) other, i.e.: parties came in and
 voted absentee at the counter

Total New Voters: 1184

45% of Early Voters in the 2024 Local Election had not voted in the past three local elections

SUMMARY OF ABSENTEE / EARLY / IN PERSON VOTING BY ELECTION							
ELECTION	ABSENTEE	% to total	EARLY	% to total	IN PERSON	% to total	TOTAL
March 5, 2024	60	1%	4,756	51%	4,584	49%	9,400
April 2, 2024	56	1%	2,651	59%	1,771	40%	4,478

We spent this year fine tuning our processes for Vote-by-Mail and Early Voting for the Presidential Primary and all the elections going forward. This included purchasing a digital addressing printer, a larger scale postage meter as well as a high-speed opener with date stamp capabilities. These tools will help cut down on overtime expenses as well as hundreds of paper cuts!



Town Clerk

We have updated our online election worker training videos, election worker tests and certificates of completion introduced before the 2020 election season. This training format has made it easier for interested parties to apply and get certified to work elections. We are so grateful to the pool of talented individuals that continue to execute our elections with precision, dedication, and pride.

The office held voter registration sessions, where the office remained open from 8:30 AM to 5:00 PM in advance of the Presidential Primary, and Annual Town Election. The office processed 1854 new voter registrations from July 1, 2023, to June 30, 2024.

CENSUS

Returning your local Census form annually ensures that registered voters in your household remain active on the Voting List. In January 2024, the office mailed the local census to nearly 15,000 households utilizing the Commonwealth's Voter Registration Information System. It is through this system that the Jury List and Street List are produced, as required by law. You will find other important information on the Census form such as upcoming election dates, Vote-by-Mail and Early Voting information, as well as dog licensing information.

TOWN MEETINGS

- The 2023 Fall Annual Town Meeting commenced on Monday, October 16, 2023, at the Chelmsford Senior Center, and continued to October 19, 2023.
- The 2024 Spring Annual Town Meeting opened on Monday, April 29, 2024, at the Chelmsford Senior Center and continued to May 2, 2024.

The Town Clerk and Town Moderator extend gratitude to the 165 Town Meeting Representatives who give their time to ensure each of our eleven precincts is fully represented.

A special thanks to Connie Silvia and Cheryl Perkins, for their assistance in ensuring all representatives are accurately checked in and provided with their badges and other pertinent materials.

ETHICS/CONFLICT OF INTEREST

The Office administers the Oath of Office and provides conflict-of-interest and open meeting law summaries, and ethics training information to all appointed and elected officials. The following statutorily required notice was sent on January 12, 2024, to all Municipal Employees, including Board & Committee Members, concerning the Conflict-of-Interest Law Education Requirements:

The State Ethics Commission has launched a new conflict of interest law online training program. The new program, along with the summaries of the conflict-of-interest law, will be hosted on the Commission's new learning management system. <https://massethicstraining.skillburst.com/>

You must register and log in to the State Ethics Commission Online Training Program to acknowledge receipt of the Yearly Conflict of Interest Law Summary and to comply with the State Ethics Conflict of Interest Law Education Requirements. As this is a NEW Conflict of Interest Training that is REQUIRED to complete every TWO Years, please take the time to complete the training this year even if you may be current with the old training. This will ensure that everyone has the most up to date information and the system will track certificates of completion going forward.

Recognizing and properly responding to a conflict of interest is a key element to maintaining the public's confidence in government and in the integrity of the work we do as public employees. Please complete your registration, Annual Conflict of Interest Law Summary and acknowledgment, AND the State Ethics Commission Conflict of Interest Law Training by March 31, 2024.



Town Clerk

If you have questions, please review the Education and Training Guidelines available on the Commission's website, www.mass.gov/ethics. The guidelines provide helpful information about who is required to comply with these statutory requirements, record-keeping requirements, and the process to exempt certain municipal positions from these requirements.

PUBLIC RECORDS REQUESTS

The Town Clerk acts as the Records Access Officer for the Town of Chelmsford per Massachusetts Public Records Law, G.L. c.66 and c.4, §7(26) These guidelines are intended to assist members of the public seeking access to public records in the custody of the Town of Chelmsford. The Public Records Portal can be found here <https://www.townforms.com/FOIADirect-ChelmsfordMACitizens/Public/Request/PublicRequest.aspx>. Go to the Town website for more information: <https://www.chelmsfordma.gov/641/Public-Records-Law>

PUBLIC RECORDS REQUESTS	2017	2018	2019	2020	2021	2022	2023	2024
# Requests logged	48	109	156	129	153	182	270	268



DOG LICENSING

The Clerk's Office, in concert with the Animal Control Officer, continues to strengthen its outreach to dog owners to be law compliant. State law requires that all dogs have up-to-date rabies vaccinations and current licenses from the town. For the 2024 licensing year and as of the date of this report, we have licensed 4177 of the 4407 known dogs in town. We urge dog owners to please call the Town Clerk's Office if a dog has died or has moved from town.

License Period 12/1 – 6/30	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
# Dogs Licensed	3866	4010	4092	4144	4170	4235	4345	4240	4224	4177



Town Clerk

VITAL STATISTICS

The Town Clerk's office, acting as the Town's Register of Vital Records, recorded the following statistics for calendar year 2023 as of December 31, 2023:

VITAL STATISTICS	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Births	334	300	326	295	302	329	319	319	355	355	309
Marriage Intentions	122	157	134	158	132	147	124	165	160	143	185
Marriages	119	145	127	145	145	144	114	160	155	142	185
Deaths	356	367	372	391	391	376	399	456	407	384	393

INITIATIVES

Through research and collaboration, the Clerk's Office continuously strives to meet the needs of citizens by embracing streamlined processes and technologies. We pride ourselves on our preparedness in anticipating challenges and working toward solutions before problems arise.

Since the Votes Act of 2022 was enacted, the Town Clerk's Office invested in new equipment to streamline the receiving and processing of vote-by-mail applications, assembling and distributing ballots, receiving, date stamping, and tracking returned ballots. This investment was crucial in processing the increased number of Vote by Mail applications received in 2024. Other City and Town Clerks across the Commonwealth have reached out to Chelmsford for information on implementing some of these changes in their own municipalities. An invitation was extended to our State Representatives and to the Division of Local Mandates to demonstrate the various processes involved in vote by mail and to engage in discussions regarding the time and expense to execute these mandates effectively, efficiently, precisely, and securely. We extend our thanks to Representative Simon Cataldo, Representative Rodney Elliott, Jana DiNatale, Director of the Division of Local Mandates and Carina DeBarcelos, Managing Analyst for the Division of Local Mandates as well as fellow Town Clerk and Chelmsford resident, Kaari Tarri of Concord for taking the time to discuss the necessary funding to support this ongoing requirement.

We continue our mission of restoring, preserving, protecting, and improving access for our historic records. Historic records continue to be digitized, and we are working toward making public records easier to access for departmental staff and the public.



Town Clerk

C.L.E.R.K. INTERNSHIP PROGRAM

The Community Leadership through Education, Responsibility, and Kindness (CLERK) Internship Program has had over thirty enthusiastic individuals graduate from the program since its inception in 2012. The CLERK Internship Program is a year-round opportunity for high school students, college students, postgraduates, and professionals to gain valuable experience working in local government. The program is modeled on citizen and servant leadership, where interns gain professional skills while contributing to Chelmsford's local government as active participants and community representatives.

We are grateful to have hosted Jenna Ward as a college intern during the summer of 2023. Among the many tasks that she assisted with; Jenna was most instrumental in helping to compile the Town Clerk office procedures manual. We wished her well as she continued her studies at Clark University.

Samhita Badhri started with the CLERK Internship program as a Sophomore at CHS in October 2023. She diligently performed multiple functions in our office during a very busy year. Data analysis is one of Samhita's strong suits. She was most excited to analyze the voting data of our local election to help us determine and isolate completely new local election voters due to the Vote-by-mail applications being set out by the State Elections Division in January 2024.

I am honored to serve as your Town Clerk and to continue the tradition of excellence in public service that has been a long-standing expectation in this office. It is a privilege to work alongside an inspirational and amazing team of dedicated people every day. Please stop by the office and join me in expressing heartfelt thanks to Maria Vasquez, Pamela Gilchrest, and Harrison Mayotte for their exemplary service. Don't forget to bring your dogs!

Respectfully Submitted:
 Patricia E. Dzuris, CMC, CMMC
 Town Clerk



CLERK Intern Jenna Ward



CLERK Intern Samhita Badhri



Board of Registrars

The Board of Registrars, as directed by State and Federal Election Laws and by the Secretary of Commonwealth, provides voters in the Town of Chelmsford the opportunity to participate in their government through voting. The success of the democratic process requires the Board of Registrars to conduct fair, transparent elections that accurately reflect the intent of the electorate. To achieve this objective, the Registrars have two primary functions: register voters and conduct elections.

The Board of Registrars, through the Town Clerk's Office, offers a comprehensive year-round program of voter registration and voter outreach. Using the statewide Central Voter Registration System (VRIS) database, the Registrars, and the Office of the Town Clerk: determine the eligibility of voters; maintain the voter registration records and street file database; process absentee ballot applications; certify candidate nomination petitions and proposed town meeting articles; and provide public voter/census information, access to electronic lists of registered voters, and absentee applicants.

Election logistics also include recruiting and training election officers; testing election equipment; overseeing polling places and absentee voting; preparing ballots; providing information to the public; compiling election returns; and posting unofficial election results on the Town's website on election night. In addition, the Office of the Town Clerk receives and provides public access to candidates' campaign contribution and expenditure reports.

All Chelmsford voters who are US citizens, who attain the age of 18 by the election date, and register to vote by the voter registration deadline, are eligible to vote. Registering to vote has become a very convenient process. Qualified individuals can now register to vote online by visiting the Secretary of Commonwealth's website. Eligible persons may also register to vote in person at the Town Clerk's Office during business hours, or a mail-in voter registration form may be requested by calling the Clerk's Office. Voter registration applications are also available online by visiting the Secretary of Commonwealth's website.

The Registrars and Town Clerk perform additional functions that include developing voter information lists; creating policies and procedures to comply with federal and state laws; responding to public inquiries; and receiving suggestions and feedback from voters, campaigns, candidates, elected officials, and the press.

As of 1/1/2022, Chelmsford is now comprised of eleven voting precincts and two split precincts, which are located at the following locations:

Precincts 1 and 2:	Chelmsford Senior Center, 75 Groton Road North Chelmsford
Precincts 3A & 3B:	McCarthy Middle School Small Gymnasium 250 North Rd.
Precincts 4, 5A & 5B, 6, 7, and 8:	McCarthy Middle School Large Gymnasium 250 North Rd.
Precincts 9, 10 and 11:	Town Offices, 50 Billerica Road

Respectfully submitted by the Board of Registrars,

Patricia E. Dzuris, CMC, CMMC, Clerk
James M. Lane, Jr., Chairman
Curtis B. Barton, Member
Thomas R. Fall, Member



Board of Registrars

LEGEND			
A - Conservative Party	J - Green Rainbow	R - Republican	Z - Working Families
B - Natural Law Party	K - Constitution Party	S - Socialist	AA - Pizza Party
C - New World Council	L - Libertarian	T - Interdependent 3rd Party	BB - American Term Limits
D - Democrat	M - Timesizing Not Downsizing	U - Unenrolled	CC - United Independent Party
E - Reform Party	N - New Alliance Party	V - America First Party	DD - Twelve Visions Party
F - Rainbow Coalition	O - MA Independent Party	W - Veterans Party America	
G - Green Party USA	P - Prohibition Party	X - Pirate Party	
H - We the People	Q - American Independent Party	Y - World Citizens Party	

Voting Strength as of December 31, 2023 Enrolled Voters																					
Precinct	A	AA	CC	D	E	EE	G	H	J	K	L	O	Q	R	S	T	U	X	Y	Z	TOTALS
1	1		3	446			2				5	3	1	211	1	3	1520			1	2198
2	1		10	549				1	3	1	10	3	3	209	1	1	1576		1	1	2370
3A			2	204			1				2			96	1		808				1114
3B			3	208						1	8			85		1	850				1156
4			2	453	1						4	2	1	238			1758				2459
5A			2	367					1		3	2	1	212		1	1358				1947
5B	1			98			1				2			61		1	426				590
6	2		2	461							5	2		227			1686				2385
7	2	1	5	471				1	1		11	2	3	210	1		1676				2384
8	1	1	6	452							8	1		180			1546				2195
9	5	1	5	494		1			3		4			277			1787	1			2578
10	1		3	440		1					8		1	223		1	1574	1			2253
11	1		1	490					1		7		3	209	1	2	1774				2489
Totals	15	3	44	5133	1	2	4	2	10	2	77	15	13	2438	5	10	18339	2	1	2	26118

COUNT OF RESIDENTS AS OF 5/28/2024				
Precinct	Active Voters	Inactive Voters	Non-Voter	Grand Total
1	1445	871	370	2686
2	1486	1003	462	2951
3A	736	459	231	1426
3B	792	421	235	1448
4	1851	673	527	3051
5A	1424	573	467	2464
5B	437	176	151	764
6	1621	896	561	3078
7	1526	973	609	3108
8	1624	655	434	2713
9	1761	941	584	3286
10	1385	1003	615	3003
11	1741	844	550	3135
Total	17829	9488	5796	33113



Town Administration

Fall 2023 Town Meeting *Warrant Article Summary*

ARTICLE	DESCRIPTION	TOWN MEETING VOTE
1	Reports of Town Officers/Committees	
2	Cemetery Improvement and Development Fund	Carries by majority vote under consent agenda
3	Sewer Construction Stabilization Fund	Carries by majority vote under consent agenda
4	Funding for Collective Bargaining Agreements	Carries by majority vote under consent agenda
5	Amend Fiscal Year 2024 Operating Budget	No Action
6	Appropriation of Statewide Opioid Settlement Abatement Funds	Carries by majority vote under consent agenda
7	Community Preservation Fund – Koulas Farm	Carries by two-thirds vote as recorded by roll call
8	Community Preservation Fund – Koulas Farm Planning and Preparation	Carries by majority vote as declared by the Moderator by a show of hands
9	Land Acquisition – Adjacent to Cranberry Bog off Elm Street	Carries by two-thirds vote as declared by the Moderator by a show of hands
10	Chelmsford High School Kitchen Renovation	Carries by two-thirds vote as declared by the Moderator by a show of hands
11	Roadway and Sidewalk Construction	Carries by two-thirds vote as declared by the Moderator by a show of hands
12	Sewer Infiltration and Inflow	Carries by majority vote as declared by the Moderator by a show of hands
13	PFAS Remediation at 54 Richardson Road	Carries by unanimous consent as declared by the Moderator by a show of hands
14	Adams Library Masonry Repair	Carries by majority vote under consent agenda
15	MacKay Library Masonry Repair	Carries by majority vote under consent agenda



Fall 2023 Town Meeting *Warrant Article Summary*

16	Strategic Plan	Carries by majority vote.
17	Transfer Free Cash to the General Stabilization Fund	Carries by majority vote.
18	Public Shade Tree Revolving Fund	Carries by majority vote under consent agenda
19	Community Preservation Fund – Vault Shelving for Archived Records	Carries by majority vote under consent agenda
20	Zoning Bylaw Amendment – RB to RC for Portion of Littleton Road {Citizen Petition}	Fails to carry
21	Zoning Bylaw Amendment – Adult Social Day Care	Carries by two-thirds vote
22	General Bylaw Amendment – Posting Locations for Town Meeting Warrants	Carries by majority vote
23	Town Charter Amendment – Number of Nominating Signatures for Town Meeting Representatives	Carries by two-thirds vote
24	General Bylaw Amendment – Repeal Section 142-37 Pertaining to Utility Poles	Carries by majority vote
25	Adoption of Specialized Energy Code	Carries by majority vote
26	Acquire Permanent Easement at 9 Acton Road	Fails to carry
27	Acquire Sewer and Drainage Easements off Old Farm Way	Carries by two-thirds vote



Fall 2023 Annual Town Meeting October 16, 2023

The 2023 Fall Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, October 16, 2023. All stood for the Pledge of Allegiance. There were 88 Town Meeting Representatives present which satisfied the quorum requirement of 83 Representatives. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/16451/2023-Fall-Annual-Town-Meeting-Presentation> The Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/gP13p79445c>

ARTICLE 1. To hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: Select Board

MOTION UNDER ARTICLE 1. I move that the Town hear reports of the Town Officers and Committees

SUBMITTED BY: Select Board

Town Manager Paul Cohen introduced DPW Director Christine Clancy who reviewed the ARPA Funds expended to date.

Finance Director, John Sousa provided highlights of our FY 2025 revenue projections and our overall five-year financial forecast.

Paul Cohen reviewed the allocation of free cash.

CONSENT AGENDA.

I move that the Town consider at this time, under a consent agenda, the following 9 warrant articles:

Article 2. Cemetery Improvement and Development Fund;

Article 3. Sewer Construction Stabilization Fund;

Article 4. Funding for Collective Bargaining Agreements;

Article 5. Amend Fiscal Year 2024 Operating Budget;

Article 6. Appropriation of Statewide Opioid Settlement Abatement Funds;

Article 14. Adams Library Masonry Repair;

Article 15. MacKay Library Masonry Repair;

Article 18. Public Shade Tree Revolving Fund;

Article 19. Vault Shelving for Archived Records

SUBMITTED BY: Town Manager

CONSENT AGENDA.

ARTICLE 2. To see if the Town will vote to transfer a sum of money from the Sale of Graves and Lots Account to the Cemetery Improvement and Development fund; or act in relation thereto.

SUBMITTED BY: Cemetery Commission

MOTION UNDER ARTICLE 2. I move that the Town transfer \$75,000 from the Sale of Graves and Lots Account to the Cemetery Improvement and Development Fund.

SUBMITTED BY: Cemetery Commission



Fall 2023 Annual Town Meeting
October 16, 2023

ARTICLE 3. To see if the Town will vote to transfer from Free Cash a sum of money to the Sewer Construction Stabilization Fund; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 3. I move that the Town transfer \$156,842 from Free Cash to the Sewer Construction Stabilization Fund.

SUBMITTED BY: Town Manager

ARTICLE 4. To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum of money to be used to fund employee contract agreements between the Town and its collective bargaining units; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 4. I move that the Town raise and appropriate \$1,227,000 to fund employee contract agreements between the Town and the Chelmsford Firefighters Union Local 7839 for the period of Fiscal Years 2023 - 2025.

SUBMITTED BY: Town Manager

ARTICLE 5. To see if the Town will vote to amend the Fiscal Year 2024 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 24, 2023; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 5. I move that the Town take no action under this Article.

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Board of Health in accordance with the Massachusetts Attorney General's statewide opioid settlement abatement funds allocation agreement with certain Massachusetts political subdivisions; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 6. I move that the Town raise and appropriate \$24,275 to be expended by the Board of Health in accordance with the Massachusetts Attorney General's statewide opioid settlement abatement funds allocation agreement with certain Massachusetts political subdivisions.

SUBMITTED BY: Town Manager

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to repair the concrete stairs, replace stair threads, and reconstruct the northwest chimney at the Adams Public Library building; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 14. I move that the Town transfer \$70,000 from Free Cash to repair the concrete stairs, replace stair threads, and reconstruct the northwest chimney at the Adams Public Library building.

SUBMITTED BY: Town Manager

ARTICLE 15. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to replace the front stairs and walkway, refinish wrought iron rails, and improve accessibility to the rear entrance at the MacKay Public Library building; or act in relation thereto.

SUBMITTED BY: Town Manager



Fall 2023 Annual Town Meeting

October 16, 2023

MOTION UNDER ARTICLE 15. I move that the Town transfer \$30,000 from Free Cash to replace the front stairs and walkway, refinish wrought iron rails, and improve accessibility to the rear entrance at the MacKay Public Library building.

SUBMITTED BY: Town Manager

ARTICLE 18. To see if the Town will vote to:
a) amend Chapter 35, Section 6. Departmental Revolving Funds of the Code of the Town of Chelmsford by adding thereto a new Public Shade Tree Revolving Fund with an authorization for the Director of Public Works to spend from the fund those receipts from the payment pertaining to public shade tree removal as a result of construction or utility work to replant public shade trees for Fiscal Years 2024 and subsequent fiscal years; and b) to authorize the total amount of expenditures for Fiscal Year 2024 from said revolving account to be \$30,000; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 18. I move that the Town (a) amend Chapter 35, Section 6. Departmental Revolving Funds of the Code of the Town of Chelmsford by adding thereto a new Public Shade Tree Revolving Fund with an authorization for the Director of Public Works to spend from the fund those receipts from the payment pertaining to public shade tree removal as a result of construction or utility work to replant public shade trees for Fiscal Years 2024 and subsequent fiscal years; and (b) authorize the total amount of expenditures for Fiscal Year 2024 from said revolving account to be \$30,000.

SUBMITTED BY: Town Manager

ARTICLE 19. To see if the Town will vote to transfer a certain sum of money from the Community Preservation Fund General Reserve to be expended by the Town Clerk for the installation of shelving in the Town's archive storage vault; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee
Town Clerk**

MOTION UNDER ARTICLE 19. I move that the Town transfer \$26,875 from the Community Preservation Fund General Reserve to be expended by the Town Clerk for the installation of shelving in the Town's archive storage vault.

**SUBMITTED BY: Community Preservation Committee
Town Clerk**

Recommendations:

Finance Committee: Unanimously recommends approval of Articles 2, 3, 4, 6, 14, 15, 18, 19 and take no action under Article 5.

Select Board: Unanimously recommends approval of Articles 2, 3, 4, 6, 14, 15, 18, 19 and take no action under Article 5.

The electronic voting devices registered the following votes:

YES: 117 NO: 2 Abstentions: 0

MOTION UNDER CONSENT AGENDA:
Carries by majority vote.



Fall 2023 Annual Town Meeting

October 16, 2023

ARTICLE 7. To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise, four parcels of land containing 41.91 acres, more or less, in total, one parcel which is identified as 185 Pine Hill Road, shown as Lot 1 on Assessors' Map 91, Block 321, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 34200, Page 69, another parcel which is bordered by Pine Hill Road, shown as Lot 5 on Assessors' Map 91, Block 362, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, another parcel which is located off of Hunt Road and bordered by Interstate 495, shown as Lot 4 on Assessors' Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, and another parcel which is bordered by Hunt Road, shown as Lot 3 on Assessor's Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 971, Page 366, said parcels to be held for the purpose of open space, including, without limitation, for agricultural purposes; to authorize the Select Board to convey a perpetual restriction in said parcels that meets the requirements of G.L. Chapter 184, Section 31, as required by G.L. Chapter 44B, Section 12 (a), as amended, and that said restriction may be granted to any organization qualified and willing to hold such a restriction in accordance with G.L. Chapter 44B; and further to appropriate a certain sum of money to fund said acquisition, including related appraisal, survey, and legal costs, and other costs incidental and related thereto; and to meet said appropriation, borrow a certain sum of money; and authorize the Town Treasurer with the approval of the Select Board to issue bonds and notes therefore pursuant to General Laws Chapter 44, Sections 7 or 8, or Chapter 44B, Section 11, or any other enabling

authority; and further authorize the Select Board to take all actions necessary to acquire said parcels; or act in relation thereto.

SUBMITTED BY: **Town Manager**
 Community Preservation
 Committee
 Two-Thirds Vote

MOTION UNDER ARTICLE 7. I move that that upon the recommendation of the Community Preservation Committee, the Town appropriate \$4,163,900 for the acquisition by purchase, gift, eminent domain, or otherwise, four parcels of land containing 41.91 acres, more or less, in total, one parcel which is identified as 185 Pine Hill Road, shown as Lot 1 on Assessors' Map 91, Block 321, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 34200, Page 69, another parcel which is bordered by Pine Hill Road, shown as Lot 5 on Assessors' Map 91, Block 362, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, another parcel which is located off of Hunt Road and bordered by Interstate 495, shown as Lot 4 on Assessors' Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, and another parcel which is bordered by Hunt Road, shown as Lot 3 on Assessor's Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 971, Page 366, said parcels to be held for the purpose of open space, including, without limitation, for agricultural purposes, including related appraisal, survey, and legal costs, and other costs incidental and related to said acquisition, and to authorize the Select Board to enter into leases and other agreements with third parties for the purpose of allowing use of said property for agriculture; that the Select Board



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is authorized to convey a perpetual restriction in said parcels that meets the requirements of G.L. Chapter 184, Section 31, as required by G.L. Chapter 44B, Section 12 (a), as amended, and that said restriction may be granted to any organization qualified and willing to hold such a restriction in accordance with G.L. Chapter 44B; that to meet this appropriation, the Treasurer with the approval of the Select Board is authorized to borrow \$4,163,900 under General Laws Chapter 44, Sections 7 or 8, or Chapter 44B, Section 11, or any other enabling authority; and that the Select Board and Town Manager are authorized to take any other action necessary or convenient to acquire said parcels.

SUBMITTED BY: **Town Manager**
 Community Preservation
 Committee
 Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 7.
Select Board: Unanimously recommends approval of Article 7.
The electronic voting devices were malfunctioning.

Paul Cohen asked the body to vote to allow the following non-resident to speak:
Attorney/court assigned partitioner is Domenic P. Aiello, with Woodworth & Evarts, LLP
Real Estate Broker, Robert E. Cronin with Colliers International Boston.

The Moderator recognized a majority vote by a show of hands.

Paul Cohen asked the body to vote to allow Attorney Michael D. Rosen with Ruberto, Israel & Weiner representing one of the Koulas heirs to speak.

The Moderator recognized a majority vote by a show of hands.

Harrison Mayotte of Precinct 7 made a motion to move the question.
The electronic voting devices registered the following votes:

YES: 60 NO: 24 Abstentions: 1

It appeared that the voting devices were malfunctioning.
The Moderator called for a show of hands.

MOTION TO MOVE THE QUESTION: Carries by two-thirds vote as called by the Moderator by a show of hands.

S. George Zaharoolis of Precinct 2 called for a hand count. The Moderator asked the Town Clerk to mobilize the tally clerks for a hand count. James Clancy IV of Precinct 2 called for a roll call vote. A vote was not taken, however, the Moderator called for a roll call vote on Article 7. The Moderator and Town Clerk conducted a roll call vote on Article 7.



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First Name	Last Name	Precinct	Vote
Karen	Allan	1	NO
Thomas	Amiro	5	YES
Joanne	Anderson	6	NO
Nancy	Araway	8	NO
Tammy	Arena	3	NO
Pamela	Armstrong	1	YES
Colleen	Arrington	2	NO
Ferdinand	Baez	3	YES
Hana	Barker	5	YES
Sarah	Barnett	6	YES
Jennifer	Battelle	6	YES
Diane	Baxter	9	
Jeffrey	Bernier	6	
Karin	Bischoff	4	
Karl	Bischoff	4	YES
Helen	Blasioli	2	
Christine	Bowman	10	YES
Adam	Brandow	6	
Kathryn	Brough	8	
Douglas	Bruce	11	YES
Edward	Buckley	6	
John	Byron, Jr	11	YES
William	Campbell	7	YES
Thomas	Carey	5	
Jo-Ellen	Carkin	1	YES
Mark	Carota	4	
Susan	Carter	11	NO
Ginger	Carter Skoog	5	YES
Judith	Carven	8	YES
Matthew	Castle	6	YES
James	Clancy IV	2	YES
Anthony	Coit	10	YES
Tracy	Cole	9	YES
Amanda	Collison	2	

First Name	Last Name	Precinct	Vote
Diane	Colucci	11	YES
Deirdre	Connolly	9	YES
Dean	Contover	3	YES
Virginia	Crocker Timmins	3	YES
Aaron	Cunningham	9	YES
Deborah	Daley	1	YES
Gerald	Daley	1	YES
Scott	Davidson	3	YES
Sarah	Davis	2	YES
Deborah	Dery	6	NO
Maybelle	DeViney	4	YES
Albert	Diggs	2	YES
Valerie	Diggs	2	
Emily	Dilworth	11	YES
George	Dixon Jr	3	YES
Diane	Donovan	3	
Alvin	Drehman	7	NO
Erin	Drew	10	YES
Katherine	Duffett	5	YES
Thomas	Fall	7	YES
Theresa	Feely	9	YES
Richard	Fratus	9	NO
Christopher	Garrahan III	3	YES
Dante	Giles	10	YES
Liam	Gilet	1	
William	Gilet Jr	1	NO
Cynthia	Goodland	8	YES
Rebecca	Gore	11	YES
Kevin	Goscila	1	
David	Goselin Sr	4	YES
Susan	Graves	11	YES
Shawn	Griffin	10	YES
David	Hadley	1	
Sara	Hesselton	11	



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First Name	Last Name	Precinct	Vote
Sherman	Horton III	6	YES
Jeffrey	Hoyt	1	YES
Elizabeth	Hryniewich	11	YES
Clare	Jeannotte	4	NO
Gerald	Kaplan	4	YES
Helaine	Kaplan	5	NO
Sean	Kenny	6	YES
Dennis	King II	8	YES
Richard	Lamontagne	11	YES
James	Lane Jr	4	NO
Rheanna	Lanoie	7	YES
Brian	Latina	9	YES
Kihm	Lattimore	5	
Christopher	Lavallee	10	YES
Randy	Leach	4	YES
Kenneth	Lefebvre	6	NO
Joel	Luna	10	YES
Ruth	Luna	10	YES
Eric	Maase	4	YES
Susan	MacKinnon	5	YES
Stephen	Maher	6	YES
Patrick	Maloney	9	YES
Helen	Manahan	9	YES
Harrison	Mayotte	7	YES
Robert	Mayotte	7	YES
Michael	McCall	3	YES
Adam	McCusker	2	
Christine	McNamara	8	YES
Katherine	Melville	10	
Jeffrey	Merrill	2	YES
Jeffrey	Miller	3	NO
Ruth	Monahan	3	YES
Charles	Mooney	9	YES
Micheal	Moore	5	YES

First Name	Last Name	Precinct	Vote
Branden	Morris	2	
Stacey	Mulholland	8	YES
Janet	Murphy	2	NO
Sally	Murphy	7	
William	Murphy	7	
Laura	Napiorkowski	4	
Sarah	Neal	5	YES
Donna	Newcomb	11	YES
Sean	Oconnell	1	NO
Janet	Odonnell	1	NO
Carisa	Pajak	9	YES
Zachary	Phillips	5	NO
Sheila	Pichette	10	YES
Kirk	Pitta	5	YES
James	Potter	4	
Samuel	Poulten	4	
Scot	Pratt	1	NO
Michael	Raisbeck	8	NO
David	Rand	1	YES
Donna	Ready	8	
Joseph	Ready	8	ABS
Kevin	Ready	8	NO
William	Rice	7	YES
Paul	Rigazio	2	YES
Bruce	Rosen	5	
Eric	Salerno	3	NO
Maria	Santos	3	YES
Robert	Schneider	9	YES
Peter	Schulz	8	NO
Johanna	Shaw	9	YES
Denielle	Smith	10	
Patrick	Snow	8	
Colleen	Stansfield	9	YES
Philip	Stanway	5	NO



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First Name	Last Name	Precinct	Vote
Carl	Steiling Jr	10	YES
Julie	Stewart	6	YES
Kathleen	Sullivan	10	
Daniel	Sullivan III	10	
Annita	Tanini	10	YES
Susan	Tanner	2	NO
Kenneth	Tassi	2	YES
Evelyn	Thoren	7	YES
Glenn	Thoren	7	YES
Glenn	Thoren Jr	4	YES
Joseph	Tierney	1	NO
Nicole	Toomey	9	
John	Troisi Jr	4	YES
John	Tubridy	8	YES
Kathleen	Tubridy	8	YES
Michael	Tully	5	YES
Badhri	Uppiliappan	11	YES
Karen	Uttecht	7	NO
Robert	Uttecht	7	NO
William	Wagner	3	YES
Michael	Walsh	3	NO
Joshua	Walsh	6	YES
Caroline	Wetzel	11	YES
Virginia	Williams	6	YES
Patricia	Wojtas	7	YES
Charles	Wojtas	11	ABS
Anne	Worth	7	YES
Michael	Young	11	YES
Soterios	Zaharoolis	2	NO

YES: 100 NO: 31 Abstentions: 2

MOTION UNDER ARTICLE 7: Carries by two-thirds vote as recorded by roll call.

ARTICLE 8. To see if the Town will vote to transfer a certain sum of money from the Community Preservation Fund General Reserve to be expended by the Town Manager to plan and prepare for community use four parcels of land containing 41.91 acres, more or less, in total, one parcel which is identified as 185 Pine Hill Road, shown as Lot 1 on Assessors' Map 91, Block 321, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 34200, Page 69, another parcel which is bordered by Pine Hill Road, shown as Lot 5 on Assessors' Map 91, Block 362, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, another parcel which is located off of Hunt Road and bordered by Interstate 495, shown as Lot 4 on Assessors' Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, and another parcel which is bordered by Hunt Road, shown as Lot 3 on Assessor's Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 971, Page 366; or act in relation thereto.

**SUBMITTED BY: Community Preservation Committee
Town Manager**

MOTION UNDER ARTICLE 8. I move that the Town transfer \$50,000 from the Community Preservation Fund General Reserve to be expended by the Town Manager to plan and prepare for community use four parcels of land containing 41.91 acres, more or less, in total, one parcel which is identified as 185 Pine Hill Road, shown as Lot 1 on Assessors' Map 91, Block 321, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 34200, Page 69, another parcel which is bordered by Pine Hill Road, shown



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as Lot 5 on Assessors' Map 91, Block 362, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, another parcel which is located off of Hunt Road and bordered by Interstate 495, shown as Lot 4 on Assessors' Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 34200, Page 69, and another parcel which is bordered by Hunt Road, shown as Lot 3 on Assessor's Map 91, Block 378, and more fully described in a deed recorded with said Registry of Deeds in Book 971, Page 366.

SUBMITTED BY: **Community Preservation Committee**
 Town Manager

Recommendations:

Finance Committee: Unanimously recommends approval of Article 8.
Select Board: Unanimously recommends approval of Article 8.

MOTION UNDER ARTICLE 8: Carries by majority vote as declared by the Moderator by a show of hands.

ARTICLE 9. To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise, a parcel of land located off of Elm Street containing 1.15 acres, more or less, bordered by Town-owned conservation land known as the cranberry bog, shown as Lot 19 on Assessors Map 124, Block 462, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 5297, Page 4, said parcel to be under the care, custody, and control of the Conservation Commission and held for open space purposes; and further to raise and appropriate and/or transfer from available funds a certain sum of money to fund said acquisition, including related appraisal, survey, and legal costs, and other costs incidental and related

thereto; and further to authorize the Select Board to take all actions necessary to acquire said parcel; or act in relation thereto.

SUBMITTED BY: **Town Manager**
 Conservation Commission
 Two-Thirds Vote

MOTION UNDER ARTICLE 9. I move that the Town authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise, a parcel of land located off of Elm Street containing 1.15 acres, more or less, bordered by Town-owned conservation land known as the cranberry bog, shown as Lot 19 on Assessors Map 124, Block 462, and more fully described in a deed recorded in the Middlesex North Registry of Deeds in Book 5297, Page 4, said parcel to be under the care, custody, and control of the Conservation Commission and held for open space purposes; and further to transfer \$33,500 in Free Cash to fund said acquisition, including related appraisal, survey, and legal costs, and other costs incidental and related thereto; and further to authorize the Select Board to take all actions necessary to acquire said parcel.

SUBMITTED BY: **Town Manager**
 Conservation Commission
 Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 9.
Select Board: Recommends approval of Article 9 by a 4-0 vote with 1 abstention.

MOTION UNDER ARTICLE 9: Carries by two-thirds vote as determined by the Moderator by a show of hands.



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ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money to renovate the kitchen at Chelmsford High School; or take any other action relative thereto.

SUBMITTED BY: Town Manager
Two-Thirds Vote

MOTION UNDER ARTICLE 10. I move that the Town appropriate \$1,500,000 for the reconstruction of the Chelmsford High School kitchen; and that to meet this appropriation, the Town authorize the Treasurer, with the approval of the Select Board, to borrow \$1,500,000 under Chapter 44 of the General Laws or any other enabling authority and issue bonds and/or notes of the Town therefor; and to authorize the Town Manager to take any other action necessary or convenient to carry out this project.

SUBMITTED BY: Town Manager
Two-Thirds Vote

Recommendations:
Finance Committee: Unanimously recommends approval of Article 10.
Select Board: Unanimously recommends approval of Article 10.

MOTION UNDER ARTICLE 10: Carries by two-thirds vote as determined by the Moderator by a show of hands.

ARTICLE 11. To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund roadway and sidewalk construction; or act in relation thereto.

SUBMITTED BY: Town Manager
Two-Thirds Vote

MOTION UNDER ARTICLE 11. I move that the Town transfer \$1,500,000 from Free Cash to fund roadway and sidewalk construction.

SUBMITTED BY: Town Manager
Two-Thirds Vote

Recommendations:
Finance Committee: Unanimously recommends approval of Article 11.
Select Board: Unanimously recommends approval of Article 11.

MOTION UNDER ARTICLE 11: Carries by two-thirds vote as determined by the Moderator by a show of hands.

ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money to correct, remedy, repair, prevent and prohibit any and all forms of infiltration or inflow from groundwater and other sources of leakage into pipes, facilities and other components of the sewer system; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 12. I move that the Town transfer \$100,000 for the Sewer Enterprise Fund Retained Earnings to correct, remedy, repair, prevent and prohibit any and all forms of infiltration or inflow from groundwater and other sources of leakage into pipes, facilities and other components of the sewer system.

SUBMITTED BY: Town Manager

Recommendations:
Finance Committee: Unanimously recommends approval of Article 12.
Select Board: Unanimously recommends approval of Article 12.



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MOTION UNDER ARTICLE 12: Carries by majority vote as determined by the Moderator by a show of hands.

ARTICLE 13. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money to remediate PFAS in the soil and groundwater at the Town's highway yard located at 54 Richardson Road; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 13. I move that the Town raise and appropriate \$425,000 to remediate PFAS in the soil and groundwater at the Town's highway yard located at 54 Richardson Road.

SUBMITTED BY: Town Manager

Recommendations:

Finance Committee: Unanimously recommends approval of Article 13.

Select Board: Unanimously recommends approval of Article 13.

MOTION UNDER ARTICLE 13: Carries by unanimous consent as determined by the Moderator by a show of hands.

ARTICLE 14. Considered under Consent Agenda

ARTICLE 15. Considered under Consent Agenda

As called for by the Moderator, a motion to adjourn was made and seconded from the floor. The Moderator recognized a majority by a show of hands and adjourned the first session of the 2023 Fall Town Meeting at 10:57 PM to be continued at 7:30 PM on October 19.



Fall 2023 Annual Town Meeting

October 19, 2023, Session II

The second session of the 2023 Fall Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Thursday, October 19, 2023. All stood for the Pledge of Allegiance. There were 114 Town Meeting Representatives present which satisfied the quorum requirement of 83 Representatives. The Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: https://www.youtube.com/live/OQTawA_6GPE?si=--I3uYA9F4hDZXc8

Select Board Chair recognized the following Town Meeting Representatives for their 10 years of service:

Nancy K Araway	P1 & P8
Judith K Carven	P1, P7 & P8
Carl H Steiling Jr	P4 & P10
Karen D Uttech	P5 & P7
William D Wagner	P3 & P8

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Select Board for the development of a community-based vision and strategic plan for the Town of Chelmsford; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 16. I move that the Town transfer \$125,000 from Free Cash to be expended by the Select Board for the development of a community-based vision and strategic plan for the Town of Chelmsford.

SUBMITTED BY: Town Manager

Recommendations:

Finance Committee: Majority recommends against approval of Article 17 by a vote of 2 in

favor, 4 opposed and 1 abstention.

Select Board: Unanimously recommends approval of Article 16.

The electronic voting devices registered the following votes:

YES: 90 NO: 20 Abstentions: 0

MOTION UNDER ARTICLE 16: Carries by majority vote.

Some of the voting devices were still malfunctioning. Reps went to the IT Director to manually record their votes.

The revised vote is:

YES: 93 NO: 20 Abstentions: 0

ARTICLE 17. To see if the Town will vote to transfer from Free Cash a sum of money to the General Stabilization Fund; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 17. I move that the Town transfer \$947,537 from Free Cash to the General Stabilization Fund.

SUBMITTED BY: Town Manager

Recommendations:

Finance Committee: Unanimously recommends approval of Article 17.

Select Board: Unanimously recommends approval of Article 17.

The electronic voting devices registered the following votes:

YES: 112 NO: 4 Abstentions: 0

MOTION UNDER ARTICLE 17: Carries by majority vote.



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October 19, 2023, Session II

ARTICLE 18. Considered under Consent Agenda

ARTICLE 19. Considered under Consent Agenda

Nancy Araway of Precinct 8 presented Article 20.

ARTICLE 20. To change the land parcels directly on Littleton Rd., between Forefathers' Burying Ground and Gingerale Plaza on the East and Lime Kiln Quarry and Miriam E. Warren Wetlands on the West, from RB zoning to RC zoning, consisting of 35 residential properties and 1 commercial property, to more appropriately match the existing use, to include the following properties:

Book-Block-Lot	Location	Book-Block-Lot	Location
83-320-44	105 LITTLETON RD	83-337-8	68 LITTLETON RD
83-320-45	109 LITTLETON RD	83-320-31	69 LITTLETON RD
83-320-47	115 LITTLETON RD	83-320-32	71 LITTLETON RD
83-320-9	31 LITTLETON RD	83-337-9	72 LITTLETON RD
83-320-12	37 LITTLETON RD	83-320-34	73 LITTLETON RD
83-337-1	40 LITTLETON RD	83-337-11	76 LITTLETON RD
83-320-13	41 LITTLETON RD	83-320-35	79 LITTLETON RD
83-320-14	45 LITTLETON RD	83-337-12	80 LITTLETON RD
83-337-2	46 LITTLETON RD	83-320-39	81 LITTLETON RD
83-320-17	47 LITTLETON RD	83-337-13	84 LITTLETON RD
83-337-3	50 LITTLETON RD	83-320-41	85 LITTLETON RD
83-337-4	52-54 LITTLETON RD	83-320-42	87 LITTLETON RD
83-320-27	53 LITTLETON RD	83-337-14	88 LITTLETON RD
83-320-8	57 LITTLETON RD	83-320-38	93 LITTLETON RD
83-337-5	60 LITTLETON RD	83-320-43	97 LITTLETON RD
83-337-6	62 LITTLETON RD	83-320-37	99 LITTLETON RD
83-320-28	63-65 LITTLETON RD	83-337-10	LITTLETON RD
83-337-7	64 LITTLETON RD	83-320-40	LITTLETON RD

SUBMITTED BY: Michael Smith – Citizen Petition
Two-Thirds Vote



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October 19, 2023, Session II

MOTION UNDER ARTICLE 20. I move that the Town change the land parcels directly on Littleton Rd., between Forefathers' Burying Ground and Gingerale Plaza on the East and Lime Kiln Quarry and Miriam E. Warren Wetlands on the West, from RB zoning to RC zoning, consisting of 35 residential properties and 1 commercial property, to more appropriately match the existing use, to include the following properties:

Book-Block-Lot	Location	Book-Block-Lot	Location
83-320-44	105 LITTLETON RD	83-337-8	68 LITTLETON RD
83-320-45	109 LITTLETON RD	83-320-31	69 LITTLETON RD
83-320-47	115 LITTLETON RD	83-320-32	71 LITTLETON RD
83-320-9	31 LITTLETON RD	83-337-9	72 LITTLETON RD
83-320-12	37 LITTLETON RD	83-320-34	73 LITTLETON RD
83-337-1	40 LITTLETON RD	83-337-11	76 LITTLETON RD
83-320-13	41 LITTLETON RD	83-320-35	79 LITTLETON RD
83-320-14	45 LITTLETON RD	83-337-12	80 LITTLETON RD
83-337-2	46 LITTLETON RD	83-320-39	81 LITTLETON RD
83-320-17	47 LITTLETON RD	83-337-13	84 LITTLETON RD
83-337-3	50 LITTLETON RD	83-320-41	85 LITTLETON RD
83-337-4	52-54 LITTLETON RD	83-320-42	87 LITTLETON RD
83-320-27	53 LITTLETON RD	83-337-14	88 LITTLETON RD
83-320-8	57 LITTLETON RD	83-320-38	93 LITTLETON RD
83-337-5	60 LITTLETON RD	83-320-43	97 LITTLETON RD
83-337-6	62 LITTLETON RD	83-320-37	99 LITTLETON RD
83-320-28	63-65 LITTLETON RD	83-337-10	LITTLETON RD
83-337-7	64 LITTLETON RD	83-320-40	LITTLETON RD

SUBMITTED BY: Michael Smith – Citizen Petition
Two-Thirds Vote

Recommendations:

Finance Committee: Majority recommends against approval of Article 20 by a vote of 1 in favor, 5 opposed with 1 absent.

Select Board: Majority recommends against approval of Article 20 by a vote of 1 in favor, 3 opposed.

Planning Board: Unanimously voted against approval with 1 abstention.

The electronic voting devices registered the following votes:

YES: 31 NO: 73 Abstentions: 2

MOTION UNDER ARTICLE 20: Fails to carry.



Town Administration

Fall 2023 Annual Town Meeting October 19, 2023, Session II

ARTICLE 21. To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw" by amending section 195-5. "Permitted Uses", Attachment 1, "Use Regulation Schedule" by adding a new use "Adult Day Care" as line item D.37 as follows:

D. Commercial

D. Commercial	R A	R B	R C	R M	CA	CB	CC	CD	CV	IA	IS	RM H	CX	P	OS
37. Adult Day Care	N	N	N	PB	PB	PB	PB	PB	N	PB	N	N	N	N	N

or act in relation thereto.

SUBMITTED BY: Planning Board
Two-Thirds Vote

MOTION UNDER ARTICLE 21. I move that the Town amend the Town Code, Chapter 195: "Zoning Bylaw" by amending section 195-5. "Permitted Uses", Attachment 1, "Use Regulation Schedule" by adding a new use "Adult Day Care" as line-item D.37 as follows:

D. Commercial

D. Commercial	R A	R B	R C	R M	CA	CB	CC	CD	CV	IA	IS	RM H	CX	P	OS
37. Adult Day Care	N	N	N	PB	PB	PB	PB	PB	N	PB	N	N	N	N	N

SUBMITTED BY: Planning Board
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 21.

Select Board: Unanimously recommends approval of Article 21.

Planning Board: Unanimously recommends approval of Article 21.

The electronic voting devices registered the following votes:

YES: 108 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 21: Carries by two-thirds vote.

ARTICLE 22. To see if the Town will vote to amend the Code of the Town of Chelmsford by adding a new section, Section 154 – 1.5 pertaining to the posting location of Town Meeting Warrants as follows:

Section 154 – 1.5 Posting of Town Meeting Warrants.

The Town Constable shall notify and warn the Inhabitants of the Town of Chelmsford by posted attested copies of Town Meeting Warrants at each of the Town's designated polling locations, police station, fire stations, libraries, and Town Offices.



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; or act in relation thereto.

SUBMITTED BY: Town Clerk

MOTION UNDER ARTICLE 22. I move that the Town amend the Code of the Town of Chelmsford by adding a new section, Section 154 – 1.5 pertaining to the posting location of Town Meeting Warrants as follows:

Section 154 – 1.5 Posting of Town Meeting Warrants.

The Town Constable shall notify and warn the Inhabitants of the Town of Chelmsford by posted attested copies of Town Meeting Warrants at each of the Town’s designated polling locations, police station, fire stations, libraries, and Town Offices.

SUBMITTED BY: Town Clerk

Recommendations:

Finance Committee: Unanimously recommends approval of Article 22.

Select Board: Unanimously recommends approval of Article 22.

The electronic voting devices registered the following votes:

YES: 114 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 22: Carries by majority vote.

ARTICLE 23. To see if the Town will vote, pursuant to the provisions of Massachusetts General Laws Chapter 43B, Section 10 and Section 7-1 of the Town Charter, to amend the Town Charter, Part II, Legislative Branch/ Representative Town Meeting, Section 2-3 Town Meeting Membership, by amending the text in paragraph (b) as follows:

(b) Nomination Procedures. Nomination of candidates for town meeting member shall be made by nomination papers signed by not less than ~~twenty-five~~ ten voters of the precinct in which the candidate resides and from which the candidate seeks election. Nomination papers shall be filed with the town clerk at least thirty-five days preceding the date of the town election. Every nomination paper shall be submitted to the registrars of voters for certification of names thereon on or before five o'clock in the afternoon of the fourteenth day preceding the day on which it shall be filed with the town clerk. The written acceptance of the candidate shall be on or attached to the nomination papers when filed in order for it to be valid.

; or act in relation thereto.

SUBMITTED BY: Town Clerk
Two-Thirds Vote

MOTION UNDER ARTICLE 23. I move that the Town, pursuant to the provisions of Massachusetts General Laws Chapter 43B, Section 10 and Section 7-1 of the Town Charter, amend the Town Charter, Part II, Legislative Branch/Representative Town Meeting, Section 2-3 Town Meeting Membership, by amending the text in paragraph (b) as follows:

(b) Nomination Procedures. Nomination of candidates for town meeting member shall be made by nomination papers signed by not less than ~~twenty-five~~ ten voters of the precinct in which the candidate resides and from which the candidate seeks election. Nomination papers shall be filed with the town clerk at least thirty-five days preceding the date of the town



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election. Every nomination paper shall be submitted to the registrars of voters for certification of names thereon on or before five o'clock in the afternoon of the fourteenth day preceding the day on which it shall be filed with the town clerk. The written acceptance of the candidate shall be on or attached to the nomination papers when filed in order for it to be valid.

SUBMITTED BY: Town Clerk
Two-Thirds Vote

Recommendations:

Finance Committee: Unanimously recommends approval of Article 23.

Select Board: Unanimously recommends approval of Article 23.

The electronic voting devices registered the following votes:

YES: 101 NO: 11 Abstentions: 1

MOTION UNDER ARTICLE 23: Carries by two-thirds vote.

ARTICLE 24. To see if the Town will vote to amend the Code of the Town of Chelmsford by deleting Article IV Utility Poles Section 142-37. Order to remove, relocate or alter; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 24. I move that the Town amend the Code of the Town of Chelmsford by deleting Article IV Utility Poles Section 142-37. Order to remove, relocate or alter.

SUBMITTED BY: Town Manager

Recommendations:

Finance Committee: Unanimously recommends approval of Article 24.

Select Board: Unanimously recommends approval of Article 24.

The electronic voting devices registered the following votes:

YES: 106 NO: 10 Abstentions: 0

MOTION UNDER ARTICLE 24: Carries by majority vote.

Badhri Uppiliappan of Precinct 11 presented Article 25.

ARTICLE 25. To see if the Town will vote to enact Chapter 26 of the Town of Chelmsford General Bylaws, entitled "Specialized Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications thereto, with an effective date of July 1, 2024, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

SUBMITTED BY: Clean Energy & Sustainability Committee

MOTION UNDER ARTICLE 25. I move that the Town enact Chapter 26 of the Town of Chelmsford General Bylaws, entitled "Specialized Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications



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thereto, with an effective date of July 1, 2024 as follows:

Chapter 26 SPECIALIZED ENERGY CODE

- § 26-1 Definitions
- § 26-2 Purpose
- § 26-3 Applicability
- § 26-4 Stretch Code

§ 26-1 Definitions

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

Specialized Energy Code – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

Stretch Energy Code - Codified by the combination of 225 CMR 22 and 23, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

§ 26-2 Purpose

The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Energy Code is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 26-3 Applicability

This energy code applies to residential and commercial buildings.

§ 26-4 Specialized Code

The Specialized Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Chelmsford General Bylaws, Chapter 26.

The Specialized Code is enforceable by the inspector of buildings or building commissioner.

SUBMITTED BY: **Clean Energy & Sustainability Committee**



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Recommendations:

Finance Committee: Majority recommends against approval of Article 25 by a vote of 4 in favor, 1 opposed, 1 absent.

Select Board: Majority recommends approval of Article 25 by a vote of 3 in favor and 1 opposed.

Harrison Mayotte of Precinct 7 made a motion to move the question.

The electronic voting devices registered the following votes:

YES: 80 NO: 30 Abstentions: 0

MOTION TO MOVE THE QUESTION: Carries by two-thirds vote.

The electronic voting devices registered the following votes:

YES: 58 NO: 48 Abstentions: 1

MOTION UNDER ARTICLE 25: Carries by majority vote.

ARTICLE 26. To see if the Town will vote to accept an easement to pass and repass by foot or by non-motorized vehicle for access to, and travel within, and to construct all necessary infrastructure to allow a walking area near the area known as "Beaver Brook" over the area shown as "Proposed Access Easement 8' Wide Area = 2,081 S.F.+/-" as shown on a plan entitled "Easement Plan 9 Acton Road Chelmsford, Massachusetts prepared for Acton Road Development LLC" dated June 27, 2023, prepared by WSP USA Inc. and recorded at the Middlesex North Registry of Deeds in Plan Book 251. as Plan 64; a copy of said easement exhibit plan and the associated Easement Agreement is attached to this warrant; or act in relation thereto.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

MOTION UNDER ARTICLE 26. I move that the Town accept an easement to pass and repass by foot or by non-motorized vehicle for access to, and travel within, and to construct all necessary infrastructure to allow a walking area near the area known as "Beaver Brook" over the area shown as "Proposed Access Easement 8' Wide Area = 2,081 S.F.+/-" as shown on a plan entitled "Easement Plan 9 Acton Road Chelmsford, Massachusetts prepared for Acton Road Development LLC" dated June 27, 2023, prepared by WSP USA Inc. and recorded at the Middlesex North Registry of Deeds in Plan Book 251. as Plan 64; a copy of said easement exhibit plan and the associated Easement Agreement is attached to this warrant.

**SUBMITTED BY: Planning Board
Two-Thirds Vote**

Recommendations:

Finance Committee: Majority recommends approval of Article 26 by a vote of 4 in favor, 1 opposed, 1 absent.

Select Board: Unanimously recommends approval of Article 26.

Planning Board: Unanimously recommends approval of Article 26.

Joeseeph Ready of Precinct 8 made a motion to move the question.

The electronic voting devices registered the following votes:

YES: 108 NO: 4 Abstentions: 0

MOTION TO MOVE THE QUESTION: Carries by two-thirds vote.



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The electronic voting devices registered the following votes:

YES: 22 NO: 82 Abstentions: 2

MOTION UNDER ARTICLE 26: Fails to carry.

ARTICLE 27. To see if the Town will vote to accept easements for drainage and sewer off of Old Farm Way over an area shown as "2023 Easement A in Common Area B Area = 16,865 +/- SqFt" as shown on a draft plan entitled "Sewer & Drainage Easement over Common Area B, Old Farm Way" dated September 4, 2023, prepared by Farnsworth Engineering Associates; a copy of said draft easement exhibit plan and the associated Easement Agreement is attached to this warrant; or act in relation thereto.

**SUBMITTED BY: Town Manager
 Two-Thirds Vote**

MOTION UNDER ARTICLE 27. I move that the Town accept easements for drainage and sewer off of Old Farm Way over an area shown as "2023 Easement A in Common Area B Area = 16,865 +/- SqFt" as shown on a draft plan entitled "Sewer & Drainage Easement over Common Area B, Old Farm Way" dated September 4, 2023, prepared by Farnsworth Engineering Associates; a copy of said draft easement exhibit plan and the associated Easement Agreement is attached to this warrant.

**SUBMITTED BY: Town Manager
 Two-Thirds Vote**

Recommendations:

Finance Committee: Unanimously recommends approval of Article 27.

Select Board: Unanimously recommends

approval of Article 27.

The electronic voting devices registered the following votes:

YES: 99 NO: 2 Abstentions: 0

MOTION UNDER ARTICLE 27: Carries by two-thirds vote.

Town Moderator Jon Kurland called for a motion to adjourn the 2023 Fall Annual Town Meeting. A motion was made and seconded from the floor and the Moderator recognized a majority in favor and adjourned the 2023 Fall Annual Town Meeting at 10:52 PM.

Respectfully Submitted,

Town Clerk



Town Administration

Spring 2024 Town Meeting Warrant Article Summary

ARTICLE	DESCRIPTION	TOWN MEETING VOTE
1	Reports of Town Officers/Committees	
2	Amend Fiscal Year 2024 Operating Budget	Carries by majority vote under consent agenda
3	Nashoba Valley Technical School District FY25 Assessment	Carries by majority vote
4	Fiscal Year 2025 Chelmsford Public Schools Operating Budget	Carries by majority vote
5	Fiscal Year 2025 General Government Operating Budget	Carries by majority vote
6	Finance Committee Reserve Fund	Carries by majority vote under consent agenda
7	Fiscal Year 2025 Capital Budget	Carries by two-thirds vote
8	Parker Middle School Feasibility Study	Carries by two-thirds vote
9	Fiscal Year 2025 Sewer Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
10	Kensington Road Sewer Pump Station Upgrade	Carries by unanimous consent
11	Sewer Division Flush Truck	Carries by two-thirds vote
12	Fiscal Year 2025 Stormwater Management Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
13	Stormwater Division Camera Truck	Carries by two-thirds vote
14	Fiscal Year 2025 Forum Ice Rink Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
15	Fiscal Year 2025 PEG Access and Cable Related Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
16	PEG Access Equipment	Carries by majority vote under consent agenda
17	Fiscal Year 2025 Golf Course Enterprise Fund Operating Budget	Carries by majority vote under consent agenda
18	Annual Authorization of Departmental Revolving Funds	Carries by majority vote under consent agenda
19	Cemetery Improvement and Development Fund	Carries by majority vote under consent agenda
20	Community Action Program Fund	Carries by majority vote under consent agenda
21	Property Valuation Services for FY26 Five-Year Property Valuation Certification	Carries by majority vote under consent agenda



Spring 2024 Town Meeting
Warrant Article Summary

ARTICLE	DESCRIPTION	TOWN MEETING VOTE
22	Community Preservation Fund: FY25 Debt Service, Admin. Expenses & Reserves	Carries by majority vote under consent agenda
23	Preservation of Headstones at Forefathers Cemetery	Carries by majority vote under consent agenda
24	Post & Rail Fence at West Chelmsford Cemetery	Carries by majority vote under consent agenda
25	Accept Provisions of MGL Chapter 33, Section 59 Regarding Military Service Renumeration	Carries by majority vote under consent agenda
26	Zoning Bylaw Amendment: MBTA Zoning	Carries by majority vote
27	Citizen Petition: Regarding MBTA Zoning Bylaw	No Action



Spring 2024 Annual Town Meeting April 29, 2024

The 2024 Spring Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Monday, April 29, 2024. All stood for the Pledge of Allegiance. There were 134 Town Meeting Representatives present which satisfied the quorum requirement of 83 Representatives. Town Clerk, Patricia Dzuris, swore in the newly Elected Town Meeting Members. Mr. Moderator called for a moment of silence in honor of the Town Meeting Representatives that have passed since the last Town Meeting; Elizabeth Ripsom, George Ripsom, Francis Barre, and Emily Dillworth. State Representatives Simon Cataldo and Rodney Elliot read and presented David McLachlan with a citation honoring his 35 years on the Chelmsford Conservation Commission. Select Board Chair Pat Wojtas presented a Town of Chelmsford Proclamation to David McLachlan in recognition of his years of service. State Representative Simon Cataldo also provided a brief legislative update to the body. Moderator Kurland asked the body for a show of hands for consideration of changing the start time of Town Meeting from 7:30 PM to 7:00 PM. There were enough hands showing opposition for the Moderator to table the idea. Mr. Moderator determined the Warrant was duly and properly posted and reviewed the procedures for Town Meeting. He notified the body that they will be asked to vote to allow a consent agenda and that Articles 26 and 27 will be considered together. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/17471/2024-STM-Presentation>

The Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/FcTY99FB6EY>

ARTICLE 1. To see if the Town will vote to hear reports of the Town Officers and Committees; or act in relation thereto.

SUBMITTED BY: Select Board

MOTION UNDER ARTICLE 1. I move that the Town hear reports of the Town Officers and Committees.

SUBMITTED BY: Select Board

Town Manager Paul Cohen introduced Article 1. The following reports will be heard.

- Fire Station Study Committee
- Financial Overview

Select Board member and Chair of the Fire Station Study Committee, Virginia Crocker Timmins, presented the Fire Station Study Committee Report. The report can be found within the Spring Town Meeting Presentation. <https://www.townofchelmsford.us/DocumentCenter/View/17471/2024-STM-Presentation>

Town Manager Paul Cohen presented a brief financial overview.

CONSENT AGENDA. I move that the Town consider at this time, under a consent agenda, the following 16 warrant articles:

- Article 02: Amend Fiscal Year 2024 Operating Budget
- Article 06: Finance Committee Reserve Fund
- Article 09: Sewer Enterprise Fund Operating Budget
- Article 12: Stormwater Management Enterprise Fund Operating Budget
- Article 14: Forum Ice Rink Enterprise Fund Operating Budget



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- Article 15: PEG Access & Cable Related Enterprise Fund Operating Budget
- Article 16: PEG Access Equipment
- Article 17: Golf Course Enterprise Fund Operating Budget
- Article 18: Annual Authorization of Departmental Revolving Funds
- Article 19: Cemetery Improvement and Development Fund
- Article 20: Community Action Program Fund
- Article 21: Property Valuation Services for FY26 Certification
- Article 22: Community Preservation Fund: FY25 Debt Service, Admin. Expenses, & Reserves
- Article 23: Preservation of Headstones at Forefathers Cemetery
- Article 24: Post & Rail Fence at West Chelmsford Cemetery
- Article 25: Military Service Renumeration for Town Employees

SUBMITTED BY: Town Manager

The Moderator recognized a majority vote by a show of hands to allow for the consideration of the Consent Agenda. Town Manager Paul Cohen presented all articles under the Consent Agenda.

CONSENT AGENDA:

ARTICLE 2. To see if the Town will vote to amend the Fiscal Year 2024 operating budget adopted under Articles 4, 5, and 6 of the Warrant for the Spring Annual Town Meeting held on April 24, 2023; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 2. I move that the Town amend the Fiscal Year 2024 operating budget adopted under Articles 4, 5, and 6

of the Warrant for the Spring Annual Town Meeting held on April 24, 2023, by transferring \$400,000 from the Finance Committee Reserve Fund and \$88,033 from Line Item #7, Snow and Ice Removal to the following budget line items:

- Line Item #1, Municipal Administration Personnel Services: \$102,493
- Line Item #2, Municipal Administration Expenses: \$84,800
- Line Item #4, Public Safety Expenses: \$225,000
- Line Item #9, Municipal Facilities Personnel Services: \$45,555
- Line Item #12, Community Services Personnel Services: \$30,185.

SUBMITTED BY: Town Manager

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds such sums of money to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2025, as provided in General Laws Chapter 40, Section 6; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 6. I move that the Town raise and appropriate \$400,000 to be used as a Reserve Fund at the discretion of the Finance Committee for Fiscal Year 2025 as provided in General Laws Chapter 40, Section 6.

SUBMITTED BY: Town Manager



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ARTICLE 9. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2025 budget to operate the Sewer Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 9. I move that the Town appropriate the following sums to operate the Sewer Enterprise for Fiscal Year 2025:

- Personnel Services: \$1,183,385
- Expenses: \$4,161,265
- Total: \$5,344,650 and that \$5,344,650 be raised from Sewer Enterprise revenues.

SUBMITTED BY: Town Manager

ARTICLE 12. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2025 budget to operate the Stormwater Management Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 12. I move that the Town appropriate the following sums to operate the Stormwater Management Enterprise for Fiscal Year 2025:

- Personnel Services: \$841,472
- Expenses: \$752,032
- Total: \$1,593,504 and that \$1,593,504 be raised from Stormwater Management Enterprise revenues.

SUBMITTED BY: Town Manager

ARTICLE 14. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2025 budget to operate the

Forum Ice Rink Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 14. I move that the Town appropriate \$65,000 in expenses to operate the Chelmsford Forum Ice Rink Enterprise Fund for Fiscal Year 2025 and that \$65,000 be raised from Chelmsford Forum Ice Rink Enterprise Fund revenues.

SUBMITTED BY: Town Manager

ARTICLE 15. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2025 budget to operate the Cable Television Public, Educational, and Governmental (PEG) Access Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 15. I move that the Town appropriate the following sums to operate the Cable Television Public Educational and Governmental (PEG) Access Enterprise for Fiscal Year 2025:

- Personnel Services: \$439,714
- Expenses: \$143,966
- Total: \$583,680 and that \$583,680 be raised from cable television licensing revenues.

SUBMITTED BY: Town Manager

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds a certain sum of money for Chelmsford Telemedia to purchase and install cable access television computer servers and equipment; or act in relation thereto.

SUBMITTED BY: Town Manager



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MOTION UNDER ARTICLE 16. I move that the Town appropriate \$39,284 from the Cable Television Public Educational and Governmental (PEG) Access Enterprise Fund Retained Earnings for the purchase of a computer server, a camcorder package, and telecommunications equipment for the current fiscal year (Fiscal Year 2024) and appropriate \$18,500 from the Cable Television Public Educational and Governmental (PEG) Access Enterprise Fund Retained Earnings for the purchase of cameras, microphones, encoders, and telecommunications equipment for the upcoming fiscal year (Fiscal Year 2025).

SUBMITTED BY: Town Manager

ARTICLE 17. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a certain sum of money for the Fiscal Year 2025 budget to operate the Golf Course Enterprise; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 17. I move that the Town appropriate \$30,000 in expenses to operate the Golf Course Enterprise for Fiscal Year 2025 and that \$30,000 be raised from Golf Course Enterprise revenues.

SUBMITTED BY: Town Manager

ARTICLE 18. To see if the Town will vote to authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2025 which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

- Dog Pound & Licensing:.....\$10,000
- Senior Citizen Trip Program:.....\$75,000
- Senior Citizen Respite Care Program:..\$150,000

- Police Cruiser Communications
Equipment:..... \$20,000
- Fire Life Safety Equipment:..... \$20,000
- Sealer of Weights & Measures
Inspections: \$40,000
- Cemetery Wreath/Floral Decorations:....\$10,000
- Onsite Sewage Facility:..... \$75,000
- Public Shade Tree:..... \$30,000

or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 18. I move that the Town authorize the following total amount of expenditures for Departmental Revolving Funds for the Fiscal Year 2025, which have been established under the provisions of Chapter 35, Section 6 of the Code of the Town of Chelmsford:

- Dog Pound & Licensing:.....\$10,000
- Senior Citizen Trip Program:.....\$75,000
- Senior Citizen Respite Care Program:..\$150,000
- Police Cruiser Communications
Equipment:..... \$20,000
- Fire Life Safety Equipment:..... \$20,000
- Sealer of Weights & Measures
Inspections: \$40,000
- Cemetery Wreath/Floral Decorations:....\$10,000
- Onsite Sewage Facility:..... \$75,000
- Public Shade Tree:..... \$30,000

SUBMITTED BY: Town Manager

ARTICLE 19. To see if the Town will vote to transfer a certain sum of money from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund; or act in relation thereto.

SUBMITTED BY: Cemetery Commission



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MOTION UNDER ARTICLE 19. I move that the Town transfer \$60,000 from the Sale of Graves and Lots to the Cemetery Improvement and Development Fund.

SUBMITTED BY: Cemetery Commission

ARTICLE 20. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 20. I move that the Town raise and appropriate \$10,000 to fund the Community Action program established under Article 12 of the Warrant for the April 29, 1996 Spring Annual Town Meeting to provide matching funds to community improvement projects undertaken by individuals and/or organizations within the Town of Chelmsford.

SUBMITTED BY: Town Manager

ARTICLE 21. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund property valuation services pertaining to the Town of Chelmsford's Fiscal Year 2026 five-year property valuation certification by the Massachusetts Department of Revenue; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 21. I move that the Town transfer \$80,000 from Overlay Surplus to fund property valuation services pertaining to the Town of Chelmsford's Fiscal Year 2026 five-year property valuation certification by the Massachusetts Department of Revenue.

SUBMITTED BY: Town Manager

ARTICLE 22. To see if the Town will vote to:

- A. hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation budget;
- B. appropriate a certain sum of money from Fiscal Year 2025 Community Preservation Fund revenues and/or from Community Preservation Fund reserves for the payment of Fiscal Year 2025 debt service;
- C. appropriate from Fiscal Year 2025 Community Preservation Fund revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025; and
- D. reserve for future appropriation amounts from Fiscal Year 2025 Community Preservation Fund revenues as recommended by the Community Preservation Committee:
 - (1) a sum of money for the acquisition, creation and preservation of open space,
 - (2) a sum of money for the acquisition and preservation of historic resources,
 - (3) a sum of money for the creation, preservation and support of community housing; and



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- (4) a sum of money for the Community Preservation Fund Fiscal Year 2025 Budgeted Reserve

; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee

MOTION UNDER ARTICLE 22. I move that the Town:

- A. Hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation budget;
- B. Appropriate \$150,000 from the Community Preservation Fund Open Space Reserve, \$115,375 from the Community Preservation Fund Community Housing Reserve, and \$556,288 from the Community Preservation Fund General Reserve for the payment of Fiscal Year 2025 debt service;
- C. Appropriate from Fiscal Year 2025 Community Preservation Fund revenues \$50,000 to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2025; and
- D. Reserve for future appropriation amounts from Fiscal Year 2025 Community Preservation Fund revenues as recommended by the Community Preservation Committee:
 - (1) \$150,000 for the acquisition, creation, and preservation of open space,
 - (2) \$150,000 for the acquisition and preservation of historic resources,
 - (3) \$150,000 for the creation, preservation, and support of community housing; and

- (4) \$250,000 for the Community Preservation Fund Fiscal Year 2025 Budgeted Reserve.

SUBMITTED BY: Community Preservation Committee

ARTICLE 23. To see if the Town will vote to appropriate and transfer a certain sum of money from the Community Preservation Fund General Reserve for the preservation of headstones at Forefathers Cemetery; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee Cemetery Commission

MOTION UNDER ARTICLE 23. I move that the Town transfer \$8,000 from the Community Preservation Fund General Reserve for the preservation of headstones at Forefathers Cemetery.

SUBMITTED BY: Community Preservation Committee Cemetery Commission

ARTICLE 24. To see if the Town will vote to appropriate and transfer a certain sum of money from the Community Preservation Fund General Reserve for the installation of a post and rail fence at the West Chelmsford Cemetery; or act in relation thereto.

SUBMITTED BY: Community Preservation Committee Cemetery Commission



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MOTION UNDER ARTICLE 24. I move that the Town transfer \$40,000 from the Community Preservation Fund General Reserve for the installation of a post and rail fence at the West Chelmsford Cemetery.

SUBMITTED BY: Community Preservation Committee
Cemetery Commission

ARTICLE 25. To see of the Town will vote to accept the provisions of Massachusetts General Laws Chapter 33, Section 59 regarding the effect of military service on salary, seniority, and leave allowances of public employees, or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 25. I move that the Town accept the provisions of Massachusetts General Laws Chapter 33 Section 59 regarding the effect of military service on salary, seniority, and leave allowances of public employees.

Recommendations:

- Finance Committee: Unanimously recommends approval of Articles 2, 6, 9, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, and 25 with one abstention on article 21
- Select Board: Unanimously recommends approval of Articles 2, 6, 9, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, and 25.

The electronic voting devices registered the following votes:

YES: 133 NO: 1 Abstentions: 1

MOTION UNDER CONSENT AGENDA:
Carries by majority vote.

Nashoba Valley Technical School District Superintendent Denise Pigeon presented Article 3.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to fund the Town's Fiscal Year 2025 assessment to the Nashoba Valley Technical School District; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 3. I move that the Town raise and appropriate \$4,037,071 to fund the Town's Fiscal Year 2025 assessment to the Nashoba Valley Technical School District.

SUBMITTED BY: Town Manager

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 3.
- Select Board: Unanimously recommends approval of Article 3.
- Nashoba School Committee: Unanimously recommends approval of Article 3.

The electronic voting devices registered the following votes:

YES: 123 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 3: Carries by majority vote.

The Moderator announced that anyone who believes that their device did not register their vote to call or email the Town Clerk the next day following the meeting.



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ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money as may be required to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2024, through June 30, 2025; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 4. I move that the Town raise and appropriate \$73,880,000 to defray charges for the operations of the Chelmsford Public Schools for the fiscal period July 1, 2024, through June 30, 2025.

SUBMITTED BY: Town Manager

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 4.
- Select Board: Unanimously recommends approval of Article 4.
- School Committee: Unanimously recommends approval of Article 4.

The electronic voting devices registered the following votes:

YES: 133 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 4: Carries by majority vote.

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds, such sums of money as may be required to defray charges of the Town's General Government operations for the fiscal period July 1, 2024, through June 30, 2025; or act in relation thereto.

SUBMITTED BY: Town Manager

MOTION UNDER ARTICLE 5. I move that the Town raise and appropriate \$76,887,794 and transfer various amounts from other funds to cover the General Government operating budget for Fiscal Year 2025.

SUBMITTED BY: Town Manager

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 5.
- Select Board: Unanimously recommends approval of Article 5.

The electronic voting devices registered the following votes:

YES: 136 NO: 1 Abstentions: 0

MOTION UNDER ARTICLE 5: Carries by majority vote.

ARTICLE 6. Considered under consent agenda.

Finance Director John Sousa presented Article 7.



Town Administration

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ARTICLE 7. To see if the Town will vote to: a.) appropriate a certain sum of money for the following capital projects:

FY2025 PROPOSED CAPITAL BUDGET

Function	Department /Location	Project	Expenditure
Administration/ Community Services	<u>Information Technology</u>	Core Switch Upgrade	\$100,000
	<i>Information Technology Subtotal</i>		\$100,000
	<u>Admin./Community Services</u>		
	<u>Town Clerk</u>	Digitization & Records Management	\$60,000
	<u>Senior Center</u>	Flooring Replacement - Phase 1	\$50,000
		Elevator Replacement	\$325,000
	<u>Adams Library</u>	HVAC System - Phase 1	\$450,000
	<u>Health</u>	Staff Vehicle Replacement	\$50,000
	<i>Admin. / Community Services Subtotal</i>		\$935,000
		<u>Police</u>	Air Handler - Firearms Range Building
		Parking Lot Lighting Replacement	\$60,000
<u>Fire</u>		Engine 5 Replacement	\$1,027,374
<i>Public Safety Subtotal</i>		\$1,237,374	
Public Works		<u>Highway</u>	Sidewalk Improvements
		Roadway Improvements	\$425,000
		Roof Replacement - 54 Richardson Rd.	\$150,000
		Med. Duty Patch Truck Replacement	\$105,000
	<u>Cemetery</u>	Dump Truck Replacement	\$82,500
	<i>Public Works Subtotal</i>		\$1,112,500
	Public Facilities	<u>Municipal Facilities</u>	Plumbing Van Replacement
<i>Municipal Facilities Subtotal</i>		\$85,000	
<u>School Administration</u>		Roof Replacement	\$105,000
<u>Westlands Comm. Ed. Center</u>		Boiler Replacement	\$325,000
<u>South Row School</u>		Ceiling Tile Replacement	\$958,528
<u>McCarthy Middle School</u>		Elevator Replacement	\$325,000
		Front Entryway Secure Access	\$450,000
		Roof Replacement - Design	\$250,000
<i>School Facilities Subtotal</i>		\$2,413,528	
CAPITAL PROJECTS TOTAL			\$5,883,402



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; and b.) raise and appropriate, transfer and appropriate from available funds, transfer and appropriate from the General Stabilization Fund, and/or borrow a certain sum of money (or any combination thereof) to fund said projects, and to further authorize the Town Manager to enter into lease and/or purchase agreements, on such terms and conditions as the Town Manager deems appropriate in the best interests of the Town, in excess of three years; or act in relation thereto.

SUBMITTED BY: **Town Manager**
 Capital Planning Committee
 Two-Thirds Vote

MOTION UNDER ARTICLE 7. I move that the Town (a.) appropriate \$5,883,402 for the following capital projects:

IT – Core Switch Upgrade:.....	\$100,000
Town Clerk – Digitization & Records Management:.....	\$60,000
Senior Center – Flooring Phase 1:	\$50,000
Senior Center – Elevator Replacement:	\$325,000
Adams Library – HVAC Phase 1:.....	\$450,000
Health – Staff Vehicle Replacement:	\$50,000
Police – Air Handler for Firearms Range:	\$150,000
Police – Parking Lot Lighting Replacement:.....	\$60,000
Fire – Engine 5 Replacement	\$1,027,374
Highway – Sidewalk Improvements:	\$350,000
Highway – Roadway Improvements:	\$425,000
Highway – Roof Replacement @ 54 Richardson:	\$150,000
Highway – Medium Duty Patch Truck Replacement:.....	\$105,000
Cemetery – Dump Truck Replacement:	\$82,500
Facilities – Pickup Truck with Plow Replacement:.....	\$85,000
School Admin. – Partial Roof Replacement:	\$105,000
Westlands/Comm. Ed – Boiler Replacement:	\$325,000
South Row School - Ceiling Tile Replacement:.....	\$958,528
McCarthy School – Elevator Replacement:	\$325,000
McCarthy School – Front Entryway Access:.....	\$450,000
McCarthy School – Roof Replacement Design:	\$250,000

; (b.) that to meet this appropriation, \$65,000 shall be transferred from the School Department Childcare Revolving Fund which shall be applied to the appropriation for the Westlands Community Education Center boiler replacement project, \$83,705 shall be transferred from unexpended bond proceeds and an unexpended appropriation of free cash for projects that are completed and for which



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no liability remains as set forth below, which amounts shall be applied to the appropriation for the Adams Library HVAC project; and authorize the Treasurer, with the approval of the Select Board, to borrow \$5,734,697 under Chapter 44 of the General Laws or any other enabling authority; and (c.) that the Select Board is authorized to contract for and expend any federal or state aid available for the projects; and that the Town Manager is authorized to take any other action necessary or convenient to carry out these projects.

PROJECT	AMOUNT TRANSFERRED	ARTICLE	DATE APPROVED	SOURCE
DPW ALPHA ROAD PAVING	\$6,911	Art. 13	Oct. 21, 2019	Free Cash
FIRE ENGINE 4 A9/20	\$4,020	Art. 9	Apr. 29, 2019	Borrow
FAC-COA PARKING LOT A8	\$13,309	Art. 8	June 17, 2021	Borrow
FAC-LIB EMG GENERATOR	\$58,276	Art. 8	June 17, 2021	Borrow
DPW-PARKS DUTY TRUCK	\$1,190	Art. 8	June 17, 2021	Borrow
	TOTAL \$83,705			

SUBMITTED BY: Town Manager
Capital Planning Committee
Two-Thirds Vote

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 7.
- Select Board: Unanimously recommends approval of Article 7.

The electronic voting devices registered the following votes:

YES: 108 NO: 3 Abstentions: 0

MOTION UNDER ARTICLE 7: Carries by two-thirds vote.

ARTICLE 8. To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for a feasibility study for the Colonel Moses Parker Middle School, 75 Graniteville Road, Chelmsford, Massachusetts for grades 5–6, with a potential grade reconfiguration to serve grades 4-6, reducing grade 4 in the Town’s four elementary schools, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (MSBA); 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 feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or act in relation thereto.

SUBMITTED BY: Town Manager
Two-Thirds Vote



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MOTION UNDER ARTICLE 8. I move that the Town appropriate and borrow \$1,800,000 for a feasibility study for the Colonel Moses Parker Middle School as outlined in the warrant, subject to the possibility of partial reimbursement from the MSBA.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 8.
- Select Board: Unanimously recommends approval of Article 8.
- School Committee: Unanimously recommends approval of Article 8.

The electronic voting devices registered the following votes:

YES: 121 NO: 3 Abstentions: 1

MOTION UNDER ARTICLE 8: Carries by two-thirds vote.

ARTICLE 9. Considered under consent agenda.

ARTICLE 10. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money to upgrade the Kensington Road sewer pump station; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

MOTION UNDER ARTICLE 10. I move that the Town appropriate and borrow \$655,000 for the upgrade of the Kensington Road Sewer Pump Station, to be expended under the direction of the Town Manager.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 10.
- Select Board: Unanimously recommends approval of Article 10.

The electronic voting devices registered the following votes:

YES: 135 NO: 0 Abstentions: 0

MOTION UNDER ARTICLE 10: Carries by unanimous consent.

ARTICLE 11. To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the purchase of a flush truck for the Department of Public Works Sewer Division; or act in relation thereto.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

MOTION UNDER ARTICLE 11. I move that the Town appropriate and borrow \$350,000 for the purchase of a flush truck for the Department of Public Works Sewer Division.

SUBMITTED BY: **Town Manager**
Two-Thirds Vote

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 11.
- Select Board: Unanimously recommends approval of Article 11.



Spring 2024 Annual Town Meeting

May 2, 2024, Session II

The continuation of the 2024 Spring Annual Town Meeting held at the Chelmsford Senior Center 75 Groton Road, Chelmsford, MA 01863, was called to order at 7:30 PM by Moderator Jon H. Kurland on Thursday, May 2, 2024. Mr. Moderator allowed Finance Director John Sousa to address the body regarding the inconsistencies with the voting devices and to discuss the issues, solutions, and procedures. There were 135 Town Meeting Representatives present which satisfied the quorum requirement of 83 Representatives. The Town Manager's presentation can be found at the following link: <https://www.townofchelmsford.us/DocumentCenter/View/17471/2024-STM-Presentation> The Town Meeting was recorded by Chelmsford Telemedia and can be viewed at the following link: <https://youtu.be/H5uXCg-2Fro>

The Town Moderator advised the body that they will hear and vote on Articles 26 and 27 together as the action of one has a direct correlation to the outcome of the other. Each of the proponents of Articles 26 and 27 will be allowed 20 minutes to make their presentations.

Christopher Lavalley, Vice-Chair of the Planning Board, presented Article 26.

Recommendations:

- Finance Committee: Unanimously recommends approval of Article 26.
- Select Board: Unanimously recommends approval of Article 26
- Planning Board: Unanimously recommends approval of Article 26

Doreen Deshler, Precinct 9 Town Meeting Representative, presented the Citizen Petition Warrant Article 27.

Recommendations:

- Finance Committee: Takes no action on Article 27.
- Select Board: Unanimously recommends against approval of Article 27

ARTICLE 26. To see if the Town will vote to amend the Town Code, Chapter 195: "Zoning Bylaw" by inserting a new Article XXVI, MBTA Communities Multi-Family Overlay District, which provides as follows:

ARTICLE XXVI

MBTA Communities Multi-Family Overlay District (MCMOD)

§ 195-167. Purpose and intent.

The purpose of the MBTA Communities Multi-Family Overlay District (MCMOD) is to allow multi-family housing as of right in accordance with Section 3A of the Zoning Act (Massachusetts General Laws Chapter 40A). This zoning provides for as of right multi-family housing to accomplish the following purposes:



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- A. Encourage the production of a variety of housing sizes and typologies to provide equal access to new housing throughout the community for people with a variety of needs and income levels;
- B. Locate housing within walking distance of public transit to promote general public health, reduce the number of vehicular miles travelled, support economic development, and meet community-based environmental goals, including reducing greenhouse gases and improving air quality; and
- C. To ensure compliance with MGL c. 40A § 3A.

§ 195-168. Establishment and applicability.

The locations and boundaries of the MCMOD overlay districts are hereby established and made part of this bylaw as shown on the Umass West Area District Map (Map 20, Block 74, Lots 1,4,and 11), dated February 20, 2024 and the Route 110 West RM Area District Map (Map 92,Block 320, Lots 1,2,3,4,5,and 6), dated February 20, 2024.

- A. **Applicability of MCMOD.** An applicant may develop multifamily housing located within a MCMOD in accordance with the provisions of this Article.
- B. **Underlying Zoning.** The MCMOD is an overlay district superimposed on underlying zoning districts. The regulations for use, dimension, and all other provisions of the Zoning Bylaw governing the respective underlying zoning district(s) shall remain in full force, except for uses allowed as of right in the MCMOD. Uses that are not identified in § 195-169 are governed by the requirements of the underlying zoning district(s).
- C. **Relationship with other zoning provisions.**

1. Per MGL Chapter 40A, section 3A, for MCMOD "As of right" development any zoning provisions that would normally require the need for a special permits, variances, zoning amendment, waiver, or other discretionary zoning approval is not applicable nor required for an MCMOD application.
2. The following existing zoning Articles are specifically incorporated into the MCMOD by reference, and remain applicable to MCMOD projects:
 - a. Article VII "Outdoor Illumination", section 195-34
 - b. Article VIII "Environmental Protection Standards
 - c. Article XIX "Administration and Enforcement", section 195-104
 - d. Article XX "Terminology"

§ 195-169. Allowed uses.

Multifamily dwellings designed under the MCMOD shall meet the following standards:



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By right, with site plan review (per § 195-174 of the MCMOD)

1. Multifamily dwellings, greater than three dwelling units per 40,000 sq. ft.
2. Accessory Uses. The following uses are considered accessory as of right to any of the permitted uses in this section.
 - a. Parking, including surface parking and parking within a structure such as an above ground or underground parking garage or other building on the same lot as the principal use.
 - b. Accessory uses for residential uses are permitted to the same extent they would be permitted in the RM Zoning District.
3. Uses permitted in the underlying zoning district are allowed as set forth in the Use Regulation Schedule of the Bylaw.

§ 195-170. Design and development standards.

Development standards in the MCMOD are applicable to all multifamily development with more than three units. These standards are components of the Site Plan Review process in § 195-174. Site Plan Review.

A. Architectural design standards.

1. Not more than 24 dwelling units in a single structure, serving not more than six dwelling units from a single entrance, limiting building length to not more than 200 feet, having unbroken roof area of not more than 3,000 square feet.
2. To enhance the buildings and structures and create visual interest that vary the appearance of a building mass, break up long blank walls, express the individuality of each, and enhance the character of the neighborhood, applicants shall vary at least three of the Priority 1 elements below, and at least two of the Priority 2 elements below:
 - a. Priority 1
 - i. Roofline
 - ii. Step backs
 - iii. Modulation
 - iv. Recesses
 - v. Height
 - vi. Color
 - b. Priority 2
 - i. Windows
 - ii. Entries
 - iii. Building form
 - iv. Architectural Materials and details



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3. Architectural elements and variations shall not be restricted to a single facade. All sides of a building shall display a similar level of quality and architectural interest.
4. The required minimum distance between buildings that are structurally connected by roofing, fencing, or other means that is not enclosed or heated shall be determined by the Building Commissioner for "by right" projects and the Planning Board for projects requiring site plan review.

B. Landscaping.

1. Property lines, parking, and roadway buffers (public and private). Where existing dense plantings do not exist along perimeter property lines, a 20 foot landscaped buffer shall be provided with landscaping that will serve to reduce abutters' view of the project and enhance existing mature vegetative buffer where possible. Landscape buffers may include but not limited to trees, shrubs, pedestrian amenities, berms, lawns, fences, and walls.
2. Within the 20 foot perimeter landscaped buffer, no more than 10 feet can be manicured lawn.
3. A perimeter fence, residential in character, may be installed within required setbacks to provide additional physical barriers for security and/or additional screening.
4. Landscaping around structures. There shall be landscaping plantings along the perimeter of the buildings where possible and consistent with the Massachusetts Fire Code.

C. Lighting.

1. A lighting plan shall be required in conjunction with the site plan review. Lighting shall be designed to illuminate the subject property and shall not encroach onto abutting properties. All lighting shall be directed away from adjoining property with no light spillover and shall comply with § 195-34 of the Bylaws.

D. Utilities.

1. Services. All utilities shall be installed underground unless otherwise approved by the Planning Board.

E. Recreational and open space.

1. Twenty-five percent (25%) of the total lot area for multifamily dwellings shall be set aside as recreational and open space. At least seventy-five percent (75%) of the required open space must be usable defined as not including wetlands as defined by MGL chapter 131 section 40.
2. Open space shall remain free from structures, parking and drives, and such area shall be left either in its natural state, landscaped, or developed for outdoor recreational facilities and agricultural uses. Outdoor recreational facilities shall include incidental recreational



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structures such as boardwalks and pathways, swimming pools and decks, patio areas, grill stations, fire pits, hammocks, tables and seating, playground(s), bocce turf courts, landscaping and dog parks or other similar features.

3. Any area transferred to another entity by deed, easement or other similar document that includes criteria for preservation as open space shall continue to be included in the recreational and open space and density calculations for the developed site.

F. Sidewalks.

1. Sidewalks shall provide a direct connections among building entrances, the public sidewalk (if applicable), internal access roadways which lead to abutting public roadways, bicycle storage, and parking.
2. Entries. Where feasible, entries shall be clearly defined and linked to a paved pedestrian network that includes the public sidewalk.

G. Signage

1. Any building or identification signage shall comply with signage requirements in the RM district per section 195-31.

§ 195-171. Density and Dimensional Requirements.

A. Density.

1. Maximum density shall be 15 dwelling units per acre for multifamily dwellings.

B. Table of Dimensional Standards. Notwithstanding anything to the contrary in this Zoning, the dimensional requirements applicable in the MCMOD are as follows:

Standard	
Minimum lot size	40,000 square feet
Height	
Stories (maximum)	3
Stories (minimum)	2
Feet (maximum)	35
Minimum open space	25%
Standard	
Maximum Building Coverage	40%
Standard	
Minimum Frontage (ft)	150
Front Yard Setback (ft)	20
Side Yard Setback (ft)	201
Rear Yard Setback (ft)	201
NOTES:	
1 Increase to 25 feet where abutting an RA or RB District.	



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C. **Multiple Principal and Accessory Buildings / Structures on Lots.** In the MCMOD, lots may have more than one principal and accessory building / structures and shall be inter-connected by accessways suitable for emergency responses and pedestrians.

1. Accessory buildings / structures shall not exceed 20 feet or two stories.

§ 195-172. Parking.

A. Vehicular Parking.

1. Multifamily dwellings:
 - a. Off-street parking spaces shall be provided at a rate of not less than 1.6 parking spaces per unit, which shall include both resident and guest parking.
 - b. Applicants are encouraged, but not required, to provide additional visitor parking beyond the minimum parking requirement.
2. All required parking spaces may be located on surface parking lots, in accessory garages, in a dedicated parking area on the lot. During site plan review, the Planning Board may permit a reduction in the size of some parking spaces to allow compact parking spaces and pervious parking surfaces.
 - a. Dimensions of outdoor parking spaces shall be a minimum of nine feet by 19 feet.
 - b. Dimensions of indoor parking garage spaces shall be a minimum of nine feet by 18 feet.

B. Bicycle Parking / storage.

1. Covered bicycle storage shall be provided at a rate of one bicycle parking space per dwelling unit.
2. For multifamily dwellings of 25 or units or more, covered bicycle parking spaces shall be integrated into the structure of the building(s).

§ 195-173. Affordability Requirements.

Affordability requirements in the MCMOD are applicable to all multi-family development with three or more units.

- A. **Applicability.** Affordability requirements are applicable to all residential developments with three or more dwelling units, whether new construction, substantial rehabilitation, expansion, reconstruction, or residential conversion (Applicable Projects). No project may be divided or phased to avoid the requirements of this section.



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B. Affordability requirements.

1. Subsidized Housing Inventory. All units affordable to households earning 80% or less of Area Median Income created in the MCMOD under this section must be eligible for inclusion on Executive Office of Housing and Livable Communities' ("EOHLC") Subsidized Housing Inventory and as such they must comply with all applicable requirements under 760 CMR 56.00 et seq. This shall include a requirement that the Applicant execute a Regulatory Agreement for all affordable units as set forth by the EOHLC as part of its Local Action Unit requirements.

C. Provision of Affordable Housing. In Applicable Projects, not fewer than 10% of housing units constructed shall be Affordable Housing Units. The Town prefers to have affordable units created rather than to accept payments in lieu. When the size of a development triggers a requirement for one full affordable unit, the unit must be created on site as part of the project. Fractional units. When the requirement for Affordable Housing Units results in a fraction of a unit, the applicant shall have the choice to provide an additional affordable unit that complies with the regulations in this Section, or to convert the fraction of a unit to a cash payment to the Town's Housing Stabilization Fund as shown in the table below. The monetary contribution shall be based on the total development cost limit for suburban/rural areas outside Metro Boston as articulated in the most current Massachusetts Qualified Allocation Plan for the Low Income Housing Tax Credit Program, issued by the EOHLC, or its successor agency.

Number of units	Payment in lieu fraction required	Number of mandatory affordable units
3	0.30	-
4	0.40	-
5	0.50	-
6	0.60	-
7	0.70	-
8	0.80	-
9	0.90	-
10	0.0	1
11	0.10	1
12	0.20	1

Any payment as an in lieu contribution for Affordable Housing Units shall be made as follows: at least 50 percent of the total owed prior to the issuance of a building permit; and the remaining total owed prior to the issuance of an occupancy permit.

§ 195-174. Site plan review.

A. Sections 195-104 C (1), D, E, F, G, and J shall apply to projects within the MCMOD in addition to the Planning Board's Site Plan Rules and Regulations.



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- B. **Site Plan Approval.** Site Plan approval for uses listed in § 195-169 Allowed Uses shall be granted upon determination by the Planning Board that the application meets the development standards set forth in § 195-170 Design and Development Standards and 195-104.E

§ 195-175. Validity of decision.

- A. Approval of a site plan shall remain valid and shall run with the land indefinitely, provided that a valid building permit has been issued and construction has commenced, including site work, within three years after the site plan approval decision issues, which time shall be extended by the time required to adjudicate any appeal from such approval. For purposes of projects that are phased, the commencement of construction or substantial use on any project phase shall constitute commencement of construction of all remaining phases of the project. This three-year period may also be extended for a specific period of time by majority vote of the Planning Board if it finds the project proponent is actively pursuing other required permits for the project or that there is other good cause for the failure to commence construction within the three-year period. Requests for extensions must be filed with the Planning Board prior to the expiration of the three year period.
- B. If submittal of a building permit application has not been made within three years after the decision is issued (or any Planning Board approved extension of the three year period), then site plan review approval shall be null and void, and no construction shall thereafter commenced unless a new site plan review is approved in accordance with the provisions of this section.

§ 195-176. Waivers.

The Planning Board is specifically authorized to waive any requirements in the MCMOD. The Board shall base its decision upon findings that the waivers will provide for improved aesthetics created by the design, and practicality of design to lessen environmental, neighborhood, and public service impacts and provided that the Planning Board shall consider, as applicable to the proposed waivers:

- A. Social, economic or community needs which are served by the proposal
- B. Traffic flow and safety, including parking and loading;
- C. Adequacy of utilities and other public services;
- D. Neighborhood character and social structures;
- E. Impacts on the natural environment; and
- F. Potential fiscal impact, including impact on Town services, tax base and employment.



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§ 195-177. Severability.

In the event that one or more of the provisions of this article are determined to be illegal or unenforceable by a court of competent jurisdiction, then the illegality or unenforceability of any such provision shall not affect the validity of any other provision of this article which remains in full force and effect.

; or act in relation thereto.

SUBMITTED BY: Planning Board

MOTION UNDER ARTICLE 26. I move that the Town amend the Town Code Chapter 195: "Zoning Bylaw" to insert a new Article XXVI MBTA Communities Multi-Family Overlay District to meet state requirements for zoning changes related to multi-family housing development near transit stations.

SUBMITTED BY: Planning Board

ARTICLE 27. To see if the Town will vote to ask the town meeting reps to vote no on article 26 on the MBTA Zoning and Multifamily Housing mandate put forth by our Planning Board, and to present arguments against article 26.

As it is written in the 2A Guidelines of Section 3A of the Zoning Act Definitions "As of right" means Development that may proceed under a zoning ordinance or by-law without the need for a special permit, variance, zoning amendment, waiver, or other discretionary zoning approval, definition for "Housing suitable for families," means housing comprised of residential dwelling units that are not age restricted housing and for which there are no restrictions on the number of bedrooms, the size of bedrooms, or the number of occupants. Legally if these words are put on any legal document or contract, we are legally bound to these words.

For reference: MGL c. 40A, Section 3A, in part – only subsections (a) and (b).

"Section 3A. (a)(i) An MBTA community shall have a zoning ordinance or by-law that provides for at least 1 district of reasonable size [DHCD established as 50 acres] shall: (i) have a minimum gross density of 15 units per acre, subject to any further limitations imposed by section 40 of the chapter [3] and title 5 of the state environmental code established pursuant to section 13 of chapter 21A; and (ii) be located not more than 0.5 miles from a commuter rail station, subway station, ferry terminal, or bus station, if applicable."

"(b) An MBTA community that fails to comply with this section shall not be eligible for funds from (i) the Housing Choice Initiative as described by the governor in the message to the general court dated December 11, 2017; (ii) the Local Capital Projects Fund established in section 2EEEE of chapter 29; or (iii) the Mass Works infrastructure program in Section 63 of chapter 23A.

MGL c. 40A, Zoning (aka The Zoning Act), Section 3, Multi-family zoning as-of-right in MBTA communities;



Town Administration

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[https://malegislature.gov/Laws/GeneralLaws/Part 1/TitleVII/Chapter40A/Section3A.](https://malegislature.gov/Laws/GeneralLaws/Part%201/TitleVII/Chapter40A/Section3A)

**SUBMITTED BY: Citizen Petition
Doreen Deshler**

MOTION UNDER ARTICLE 27. I move that the Town ask the Town Meeting Representatives to vote no on Article 26 concerning the MBTA Zoning and Multifamily Housing Mandate, and to take any other action relative to this matter.

SUBMITTED BY: Citizen Petition

James Clancy of Precinct 2 made a motion to move the question.

The electronic voting devices registered the following votes:

YES: 125 NO: 17 Abstentions: 0

MOTION TO MOVE THE QUESTION: Carries by a two-thirds vote.

The body then voted on the main motion.

The electronic voting devices registered the following votes:

YES: 125 NO: 19 Abstentions: 2

MOTION UNDER ARTICLE 26: Carries by majority vote.

MOTION UNDER ARTICLE 27: Fails to carry by the action taken on Article 26.

Town Moderator Jon Kurland called for a motion to adjourn the 2024 Spring Annual Town Meeting. A motion was made and seconded from the floor and the Moderator recognized a majority in favor and adjourned the 2024 Spring Annual Town Meeting at 9:51 PM.

Respectfully Submitted,

Town Clerk

Presidential Primary Election March 5, 2024 Official Results

"MARCH 5, 2024 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS"															
"In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:"															
CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL
« « « DEMOCRATIC PARTY « « «															
PRESIDENTIAL PREFERENCE															
DEAN PHILLIPS		30	23	12	15	20	13	2	29	22	22	26	20	23	257
JOSEPH R. BIDEN		244	334	153	148	375	284	82	299	287	372	370	247	365	3560
MARIANNE WILLIAMSON		19	11	6	3	11	6	1	13	14	16	15	13	14	142
NO PREFERENCE		27	21	14	13	35	19	3	28	18	30	34	29	28	299
All Others		3	4	1	4	6	5	2	5	7	7	3	5	6	58
Blanks		6	6	0	4	3	1	3	3	3	1	5	3	2	40
Totals		329	399	186	187	450	328	93	377	351	448	453	317	438	4356
"STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT"															
ROBERT G. LOGAN		260	308	128	148	353	249	68	279	271	339	351	250	339	3343
All Others		1	46	0	1	0	2	0	0	0	4	1	3	3	61
Blanks		68	45	58	38	97	77	25	98	80	105	101	64	96	952
Totals		329	399	186	187	450	328	93	377	351	448	453	317	438	4359
"STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT"															
MARA DOLAN		265	317	137	154	359	252	72	291	275	357	364	254	353	3450
All Others		1	2	0	0	1	1	0	0	0	1	0	0	2	8
Blanks		63	80	49	33	90	75	21	86	76	90	89	63	83	898
Totals		329	399	186	187	450	328	93	377	351	448	453	317	438	4356
"TOWN COMMITTEE GROUP CHELMSFORD (33)"															
GROUP		187	244	100	118	268	191	52	210	220	272	256	204	253	2575
BLANKS		142	155	86	69	182	137	41	167	131	176	197	113	185	1781
TOTALS		329	399	186	187	450	328	93	377	351	448	453	317	438	4356
CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL



Election Results

Presidential Primary Election March 5, 2024 Official Results

CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL
« « « DEMOCRATIC PARTY « « «															
TOWN COMMITTEE															
ANGELO J. TARANTO		231	282	126	146	349	247	65	270	254	323	323	237	303	3156
SAMUEL POULTEN		199	260	110	124	314	220	58	237	243	297	292	225	281	2860
GEORGE R. DIXON, JR.		220	284	121	137	317	228	63	256	247	300	294	231	286	2984
GAIL E. POULTEN		205	258	108	119	312	216	59	232	232	302	283	221	281	2828
MARY E. HADLEY		211	282	117	127	298	228	58	263	244	309	298	235	292	2962
KEVIN R. SULIVAN		207	264	115	124	318	227	62	241	245	295	284	228	289	2899
CHRISTOPHER T. GARRAHAN, III		195	255	112	135	294	214	59	228	233	293	283	211	273	2785
JOANNE DOROTHY GARRAHAN		200	260	113	128	295	217	59	235	235	297	288	218	282	2827
ROBERT F. WALTON		192	255	109	121	285	212	61	233	230	290	284	214	289	2775
KAREN WALTON		198	259	112	125	289	216	61	235	234	296	286	220	299	2830
SHAUN MICHAEL COHEN		199	254	109	123	291	213	56	230	232	293	277	215	270	2762
MARCIA JILL COHAN		201	262	111	124	291	215	58	234	237	301	284	224	284	2826
BONNIE E. BRODNER		205	264	118	124	297	223	60	236	238	304	285	222	285	2861
JOSEPH D. READY		208	278	119	133	323	242	61	250	258	322	293	232	309	3028
BENARI L. J. POULTEN		199	251	106	123	298	213	56	228	234	289	285	218	270	2770
REBECCA J GORE		0	3	0	0	0	2	2	0	3	8	2	0	7	27
WARREN R FLEWELLEN		0	3	0	0	0	2	2	0	3	8	2	0	7	27
THOMAS FALL		0	2	0	0	0	2	2	0	3	8	2	0	6	25
JANINE T REALE		0	0	0	0	0	2	2	0	3	7	2	0	4	20
SUSAN B GRAVES		1	1	0	0	1	2	2	0	3	7	1	0	5	23
KATHRYN BROUGH		1	0	0	0	0	2	2	0	3	8	2	0	5	23
MICHAEL RIGNEY		1	0	0	0	0	2	2	0	2	7	2	0	4	20
JOHN MOSES		0	0	0	0	2	2	2	0	2	8	1	0	4	21
JOSEPH E WHALEN		0	0	0	0	0	2	2	0	2	7	1	0	4	18
DIANE HAIDAR		0	0	0	0	0	1	0	0	1	6	1	0	3	12
All others		3	3	4	2	8	1	0	3	18	29	1	5	6	83
Blanks		7691	9025	4338	4220	10178	7401	2119	8650	7782	10170	10305	7069	9998	98946



Presidential Primary Election March 5, 2024 Official Results

"MARCH 5, 2024 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS"															
"In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:"															
CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL
« « « REPUBLICAN PARTY « « «															
PRESIDENTIAL PREFERENCE															
CHRIS CHRISTIE		2	5	0	1	8	2	3	0	4	5	5	3	3	41
RYAN BINKLEY		1	0	1	2	0	1	0	0	2	1	0	0	0	8
VIVEK RAMASWAMY		2	0	1	0	3	3	1	1	3	1	1	1	2	19
ASA HUTCHINSON		0	0	0	1	1	0	1	0	1	1	1	0	0	6
DONALD J. TRUMP		271	222	117	99	221	209	55	243	230	174	291	223	254	2609
RON DeSANTIS		3	2	0	1	5	2	1	6	2	5	1	1	4	33
NIKKI HALEY		170	139	79	74	252	177	73	218	159	216	236	131	231	2155
NO PREFERENCE		4	6	2	4	6	6	0	8	7	4	5	0	4	56
ALL OTHERS		1	1	0	2	1	2	1	0	3	0	1	2	2	15
BLANKS		2	0	1	0	2	1	0	2	0	3	5	1	3	21
Totals		456	375	201	184	499	403	135	478	411	410	546	362	503	4963
"STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT"															
JAMES E. DIXON		294	226	136	122	302	228	78	294	250	240	316	235	287	3008
JUSTIN DAVID CUSANO		8	11	2	3	13	11	0	0	0	8	0	11	9	76
All Others		8	0	1	1	3	0	6	11	9	1	20	2	4	66
Blanks		146	138	62	58	181	164	51	173	152	161	210	114	203	1813
Totals		456	375	201	184	499	403	135	478	411	410	546	362	503	4963
"STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT"															
RUTH A. CUSANO		85	69	37	47	78	67	22	76	67	75	104	69	67	863
DOREEN A. DESHLER		285	219	121	106	294	218	80	273	231	224	301	225	313	2890
All Others		1	0	0	0	4	0	0	1	0	0	1	0	0	7
Blanks		85	87	43	31	123	118	33	128	113	111	140	68	123	1203
Totals		456	375	201	184	499	403	135	478	411	410	546	362	503	4963
"TOWN COMMITTEE GROUP CHELMSFORD (35)"															
GROUP		192	155	70	89	203	161	51	186	163	154	205	140	194	1963
BLANKS		264	220	131	95	296	242	84	292	248	256	341	222	309	3000
TOTALS		456	375	201	184	499	403	135	478	411	410	546	362	503	4963



Election Results

Presidential Primary Election March 5, 2024 Official Results

CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL
« « « REPUBLICAN PARTY « « «															
TOWN COMMITTEE															
DOREEN A. DESHLER		247	208	93	105	256	217	70	245	213	214	283	200	259	2610
THERESA R. FEELY		204	171	76	95	211	173	56	201	176	171	238	163	209	2144
BRIAN P. LATINA		212	173	78	99	242	183	63	216	179	185	281	176	239	2326
RODNEY E. CLEAVES		201	168	75	94	219	170	55	211	172	172	229	169	215	2150
NEIL JOSEPH ATKINSON		206	166	73	93	216	166	54	203	172	168	224	167	202	2110
WILLIAM RANDALL RICE		199	163	74	97	218	170	56	201	184	174	228	156	209	2129
DALE E. STREIN		202	162	71	94	212	168	55	220	168	167	225	159	198	2101
KAREN I. KOWALSKI		217	167	78	103	222	178	58	213	177	185	236	177	210	2221
MARY GAIL LEONARD		230	169	82	96	220	173	58	198	171	174	229	160	202	2162
SANDRA B. MARTINEZ		219	177	85	98	242	185	62	219	189	190	240	185	231	2322
LINCOLN CLARK, III		199	165	75	96	218	171	54	201	176	178	251	166	219	2169
DELORES E. MILLER		224	176	73	94	215	176	58	210	170	177	227	153	199	2152
PAUL J. RIGAZIO		216	183	78	98	228	182	59	221	185	182	236	161	214	2243
ANNE LISE SEXTON		205	167	74	95	221	168	57	197	171	178	231	153	213	2130
LOUSIE M. CRYTS		200	160	73	97	214	166	56	195	171	166	227	155	201	2081
JANET A. VEINO		212	171	81	102	236	169	58	196	173	178	229	150	207	2162
JUDITH K. CARVEN		215	168	77	101	225	188	65	215	188	198	243	162	220	2265
RAYMOND E. CHARETTE		204	163	73	95	216	166	56	198	171	165	234	159	201	2101
FRANKLIN E. RADGOWSKI		198	160	73	93	214	165	54	197	173	165	238	163	205	2098
ELAINE M. BARTON		215	167	73	100	222	172	56	204	175	178	246	169	204	2181
CURTIS B. BARTON		206	166	72	95	221	172	54	207	175	174	241	167	203	2153
JAMES M LANE		2	5	0	0	8	0	1	2	0	2	6	3	0	29
MICHAEL M MCCALL		1	4	3	0	8	6	0	2	0	0	10	2	0	36
All Others		4	2	15	0	11	6	1	15	12	10	12	2	13	103
Blanks		11522	9502	5396	4386	12694	10373	3467	12245	10588	10515	13898	9165	13090	126841
Totals		15960	13083	7021	6426	17409	14063	4683	16632	14329	14266	18942	12642	17563	173019



Presidential Primary Election March 5, 2024 Official Results

"MARCH 5, 2024 PRESIDENTIAL PRIMARY Town of Chelmsford OFFICIAL RESULTS"															
"In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The unofficial results are as follows:"															
CANDIDATE	PRECINCT:	1	2	3A	3B	4	5A	5B	6	7	8	9	10	11	TOTAL
« « « LIBERTARIAN PARTY « « «															
PRESIDENTIAL PREFERENCE															
JACOB GEORGE HORNBERGER		1	0	0	1	0	0	0	0	1	1	1	1	1	7
MICHAEL D. RECTENWALD		1	0	0	0	0	0	0	0	0	1	0	0	0	2
CHASE RUSSELL OLIVER		1	1	0	0	0	0	0	0	0	1	1	1	2	7
MICHAEL TER MAAT		0	1	0	0	0	0	0	0	0	0	2	0	0	3
LARS DAMIEN MAPSTEAD		0	1	1	0	0	1	0	0	0	1	0	1	0	5
NO PREFERENCE		3	3	1	3	1	2	1	3	4	1	4	2	2	30
All Others		3	3	0	2	0	1	4	2	2	1	0	2	2	22
Blanks		0	1	0	0	0	2	0	0	1	0	1	0	0	5
Totals		9	10	2	6	1	6	5	5	8	6	9	7	7	81
"STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT"															
All Others		1	0	0	2	0	2	0	0	2	1	0	0	0	8
Blanks		8	10	2	4	1	4	5	5	6	5	9	7	7	73
Totals		9	10	2	6	1	6	5	5	8	6	9	7	7	81
"STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT"															
All Others		1	0	0	1	0	2	0	0	4	1	0	0	0	9
Blanks		8	10	2	5	1	4	5	5	4	5	9	7	7	72
Totals		9	10	2	6	1	6	5	5	8	6	9	7	7	81
"TOWN COMMITTEE CHELMSFORD (10)"															
All Others		2	0	0	2	0	1	1	0	20	0	0	0	0	26
Blanks		88	100	20	58	1	59	49	50	60	60	81	70	70	766
Totals		90	100	20	60	1	60	50	50	80	60	81	70	70	792

BALLOTS VOTED														
Democratic Ballots	329	399	186	187	450	328	93	377	351	448	453	317	438	4,356
Republican Ballots	456	375	201	184	499	403	135	478	411	410	546	362	503	4,963
Libertarian Party Ballots	9	10	2	6	1	6	5	5	8	6	9	7	7	81
Total Ballots Voted	794	784	389	377	950	737	233	860	770	864	1,008	686	948	9,400
Total Registered	2,275	2,455	1,181	1,202	2,499	1,979	606	2,476	2,463	2,259	2,696	2,358	2,562	27,011
Percentage	34.9%	31.9%	32.9%	31.4%	38.0%	37.2%	38.4%	34.7%	31.3%	38.2%	37.4%	29.1%	37.0%	34.8%
REGISTERED VOTERS														
Democrats	467	577	219	226	463	370	101	487	485	470	532	463	509	5369
Republicans	218	206	98	88	249	215	63	237	217	191	287	229	218	2516
Libertarian	6	11	3	8	4	3	2	5	12	9	4	11	7	85
Other Political Designations	16	28	4	7	6	7	3	6	15	10	14	8	9	133
Unenrolled	1,568	1,633	857	873	1,777	1,384	437	1,741	1,734	1,579	1,859	1,647	1,819	18,908
Total Registered Voters	2,275	2,455	1,181	1,202	2,499	1,979	606	2,476	2,463	2,259	2,696	2,358	2,562	27,011
% OF BALLOTS VOTED BY PARTY														
Democratic Ballots	70.4%	69.2%	84.9%	82.7%	97.2%	88.6%	92.1%	77.4%	72.4%	95.3%	85.2%	68.5%	86.1%	46.3%
Republican Ballots	70.4%	69.2%	84.9%	82.7%	97.2%	88.6%	92.1%	77.4%	72.4%	95.3%	85.2%	68.5%	86.1%	46.3%
Libertarian	150%	91%	67%	75%	25%	200%	250%	100%	67%	67%	225%	64%	100%	0.9%
Total Ballots Voted	34.9%	31.9%	32.9%	31.4%	38.0%	37.2%	38.4%	34.7%	31.3%	38.2%	37.4%	29.1%	37.0%	34.8%



Election Results

Local Election

April 2, 2024 Official Results

Town of Chelmsford Election OFFICIAL Results of Local Election, April 2, 2024													
In accordance with the warrant, the polls were opened at 7:00 am and closed at 8:00 pm. Registered Chelmsford voters cast their ballots in their respective precincts. The official results are as follows:													
Registered Voters: 27,144													
CANDIDATE	PRECINCT	1	2	3	4	5	6	7	8	9	10	11	TOTAL
« « « CHELMSFORD MASSACHUSETTS « « «													
SELECT BOARD													
PATRICK J MALONEY		188	192	216	332	326	234	218	323	350	239	308	2926
GEORGE R DIXON JR.		219	218	239	252	246	230	180	265	252	184	278	2563
AARON DAVID CUNNINGHAM		100	119	120	197	172	147	135	201	241	196	192	1820
Total number of write-ins		0	0	0	7	1	1	0	1	2	0	0	12
Times Blank Voted		149	137	135	150	163	160	133	144	185	127	152	1635
Total Ballots		656	333	355	469	454	386	333	467	515	373	465	4478
SCHOOL COMMITTEE													
DIANA MARIE LEBEAUX		219	226	247	331	339	259	238	345	391	237	339	3171
RODNEY E CLEAVES		53	52	60	83	56	63	49	71	68	93	72	720
Total number of write-ins		0	0	0	2	0	0	0	0	1	0	1	4
Times Blank Voted		56	55	48	53	59	64	46	51	55	43	53	583
Total Ballots		328	333	355	469	454	386	333	467	515	373	465	4478
PLANNING BOARD													
DEIRDRE CONNOLLY		209	224	241	333	318	287	228	345	371	278	328	3162
PAUL ALLEN MCDUGALL		159	199	221	276	282	225	183	295	293	221	291	2645
CHRISTOPHER RICHARD LAVALLEE		170	187	207	274	269	203	192	293	294	250	264	2603
DOREEN A DESHLER		132	135	120	163	149	127	136	166	211	121	136	1596
Total number of write-ins		1	1	0	4	5	0	0	0	1	0	1	13
Times Blank Voted		313	253	276	357	339	316	260	302	375	249	375	3415
Total Ballots		984	333	355	469	454	386	333	467	515	373	465	4478
PLANNING BOARD ASSOCIATE													
JOEL J LUNA		237	250	264	351	341	275	242	355	385	291	315	3306
Total number of write-ins		0	0	1	3	2	0	0	1	2	0	1	9
Times Blank Voted		91	83	90	115	111	111	91	111	128	82	149	1163
Total Ballots		328	333	355	469	454	386	333	467	515	373	465	4478
BOARD OF HEALTH													
DAVID ARTHUR PAQUETTE		236	238	277	353	340	271	239	346	371	264	319	3254
Total number of write-ins		1	1	0	1	1	0	0	1	2	1	1	9
Times Blank Voted		91	94	78	115	113	115	94	120	142	108	145	1215
Total Ballots		328	333	355	469	454	386	333	467	515	373	465	4478
TRUSTEES OF THE PUBLIC LIBRARY													
DAVID MICHAEL BRASLAU		192	218	234	323	301	235	196	304	326	225	287	2841
BINA UPADHYAY		120	134	153	211	234	156	145	222	205	158	192	1930
JOSHUA M WIMBLE		117	121	137	164	119	128	119	177	209	130	146	1567
Total number of write-ins		0	1	0	1	0	2	1	1	6	0	0	12
Times Blank Voted		227	192	186	239	254	251	205	230	284	233	305	2606
Total Ballots		656	666	710	938	908	772	666	934	1030	746	930	8956

Local Election April 2, 2024 Official Results

CANDIDATE	PRECINCT	1	2	3	4	5	6	7	8	9	10	11	TOTAL
CEMETERY COMMISSION													
CANDACE O CHASE		243	259	279	369	354	282	251	366	398	288	334	3423
Total number of write-ins		0	0	0	1	1	2	0	0	2	0	0	6
Times Blank Voted		85	74	76	99	99	102	82	101	115	85	131	1049
Total Ballots		328	333	355	469	454	386	333	467	515	373	465	4478
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 1 - Three years													
JO-ELLEN CARKIN		239											239
KAREN LEE ALLAN		222											222
JOSEPH H TIERNEY		209											209
JONATHAN C BEALL		192											192
DARCY A BEALL		5											5
Total number of write-ins		3											3
Times Blank Voted		770											770
Total Ballots		1640											1640
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 1 - One for two years													
DAVID M SLEEPER		251											251
Total number of write-ins		1											1
Times Blank Voted		76											76
Total Ballots		328											328
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 2 - Three years													
COLLEEN MARIE ARRINGTON			223										223
SARAH HAVEN DAVIS			209										209
JEFFREY DAVID MERRILL			194										194
JAMES E CLANCY IV			190										190
SOTERIOS GEORGE ZAHAROOIS			180										180
RICHARD FRANK MAHONEY			158										158
Total number of write-ins			2										2
Times Blank Voted			509										509
Total Ballots			1665										1665
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 2 - One for two years													
RICHARD FRANK MAHONEY			8										8
Total number of write-ins			16										16
Times Blank Voted			317										317
Total Ballots			333										333
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 3													
MARIA LOURDES SANTOS				243									243
WILLIAM D WAGNER				234									234
SCOTT CHRISTOPHER DAVIDSON				230									230
TAMMY B ARENA				223									223
JULIO CESAR SILVA				9									9
Total number of write-ins													
Times Blank Voted				831									831
Total Ballots				1775									1775



Election Results

Local Election

April 2, 2024 Official Results

CANDIDATE	PRECINCT	1	2	3	4	5	6	7	8	9	10	11	TOTAL
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 4 - Three years													
DAVID PAUL GOSELIN					328								328
LAURA H NAPIORKOWSKI					327								327
GLENN RICHARD THOREN					322								322
Samuel Poulten					16								16
Deanna M Lane					4								4
Total number of write-ins					8								8
Times Blank Voted					1340								1340
Total Ballots					2345								2345
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 4 - One for two years													
Vacancy-Failure to elect					0								0
Total number of write-ins					4								4
Times Blank Voted					465								465
Total Ballots					469								469
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 4 - One for one year													
Vacancy-Failure to elect					0								0
Total number of write-ins					12								12
Times Blank Voted					457								457
Total Ballots					469								469
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 5 - Three years													
BRUCE MARTIN ROSEN						317							317
MICHAEL JOSEPH MOORE						317							317
HANA BARKER						316							316
THOMAS WILLIAM AMIRO						300							300
Joseph Glenn Oberlander						4							4
Total number of write-ins						10							10
Times Blank Voted						1006							1006
Total Ballots						2270							2270
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 5 - Two for two years													
Vacancy-Failure to elect						0							0
Total number of write-ins						18							18
Times Blank Voted						890							890
Total Ballots						908							908
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 6 - Three years													
DEBORAH L DERY							266						266
JOANNE M ANDERSON							256						256
SHERMAN D HORTON III							252						252
ADAM N BRANDOW							251						251
VIRGINIA LEE WILLIAMS							244						244
Total number of write-ins							4						4
Times Blank Voted							657						657
Total Ballots							1930						1930



Local Election April 2, 2024 Official Results

CANDIDATE	PRECINCT	1	2	3	4	5	6	7	8	9	10	11	TOTAL
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 6 - Two for two years													
STEPHEN J MAHER							272						272
Vacancy-Failure to elect							0						0
Total number of write-ins							6						6
Times Blank Voted							494						494
Total Ballots							772						772
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 6 - One for one year													
SHANNON ELIZABETH DECHIARA							2						2
Total number of write-ins							6						6
Times Blank Voted							378						378
Total Ballots							386						386
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 7 - Three years													
EVELYN S THOREN								234					234
WILLIAM RANDALL RICE								216					216
KAREN D UTTECHT								210					210
ALVIN JOSEPH DREHMAN								210					210
ROBERT J UTTECHT								206					206
Total number of write-ins								2					2
Times Blank Voted								587					587
Total Ballots								1665					1665
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 7 - Two for two years													
RHEANNA LANOIE								7					7
Vacancy-Failure to elect								0					0
Total number of write-ins								30					30
Times Blank Voted								636					636
Total Ballots								666					666
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 8													
KATHRYN ELIZABETH BROUGH									339				339
PATRICK A SNOW									332				332
JOSEPH D READY									331				331
DENNIS F KING II									327				327
NANCY KAY ARAWAY									321				321
Total number of write-ins									1				1
Times Blank Voted									684				684
Total Ballots									2335				2335



Election Results

Local Election

April 2, 2024 Official Results

CANDIDATE	PRECINCT	1	2	3	4	5	6	7	8	9	10	11	TOTAL
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 9													
JOHANNA M SHAW										357			357
NICOLE MARIE TOOMEY										350			350
THERESA R FEELY										346			346
ROBERT M SCHNEIDER										339			339
DOREEN A DESHLER										290			290
Total number of write-ins										8			8
Times Blank Voted										885			885
Total Ballots										2575			2575
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 10													
CHRISTOPHER RICHARD LAVALLEE											260		260
KATHERINE MELVILLE											256		256
DENIELLE L SMITH											219		219
CHRISTINE ELENA BOWMAN											213		213
CARL HERMAN STEILING JR											210		210
RODNEY E CLEAVES											132		132
Total number of write-ins											5		5
Times Blank Voted											570		570
Total Ballots											1865		1865
REPRESENTATIVE TOWN MEETING MEMBER - PRECINCT 11													
COURTNEY LEARY COOPER												306	306
DIANE L COLUCCI												280	280
KEITH RICHARD WALSH												279	279
ERIC J HANSSON												278	278
EMILY SUSAN DILWORTH												263	263
Total number of write-ins												2	2
Times Blank Voted												917	917
Total Ballots												2325	2325
QUESTION 1													
YES		252	254	268	372	355	275	246	354	405	274	343	3398
NO		46	40	47	54	58	76	49	55	62	55	71	613
Times Blank Voted		30	39	40	43	41	35	38	58	48	44	51	467
Total Ballots		328	333	355	469	454	386	333	467	515	373	465	4478



Community Development

Evan Belansky, Director



Fiscal Year 2024 was another busy year in the Community Development Department. The three-person Department provides full time administrative and technical staff support to the Planning Board, Conservation Commission, and Zoning Board of Appeals. The Department is also responsible for managing community and economic development projects, grant administration, coordinating improvements to conservation lands, and interfacing with residents, developers, and other municipal staff.

In addition the Department collaborated with the following committees:

- North Village Strategic Planning Committee
- Center Village Master Planning Committee
- Housing Advisory Board
- Master Plan Update Implementation Committee
- Clean Energy and Sustainability Committee

During this past year the Department continued its work on a number of planning related activities: Advancing updates to the

Housing Production Plan and the Center Village Master Plan with NMCOG and committees, quarterly meetings with the Master Plan Implementation Committee, worked with the Clean Energy and Sustainability Committee and Planning Board to implement several of the recommendations contained in the Zoning Action plan for Climate Resiliency and Net Zero.

The Department worked with the DPW and consultant to advance the \$250,000 Housing choice grant from the state for 25% Mass Dot design plans for the Vinal Square Transportation Improvement Plan.

The Department worked to advance a \$95,000 Municipal Vulnerability Plan 2.0 grant that will assist the town in advancing its climate change and resiliency planning and preparedness by establishing a Core Team, contracting with a consultant and initiating the public engagement process.

The Department applied for and received grants in the amount of \$75,000 from the State and NMCOG to update the Open Space and Recreation Plan.

In addition the Department continued managing community and economic development projects, grant administration, and interfacing with residents, developers, and other municipal staff.



Planning Board

MEMBERS:

Deirdre Connolly (re-elected April 2024)
Christopher Lavallee (elected April 2024)
Joel Luna, Associate Member (appointed July 2023 and elected April 2024)
Paul McDougall (re-elected April 2024)
Michael Raisbeck
John Sousa, Jr.
Annita Tanini
Michael Walsh

STAFF MEMBERS:

Evan Belansky,
Community Development Director
Becky DaSilva-Conde,
Departmental Assistant

Purpose

The Planning Board is responsible for ensuring that the development of land in Chelmsford meets the criteria set forth in state and local land use regulations. The process involves the review of lot divisions, definitive and preliminary subdivisions, site plans, and special permits.

Membership

During April Elections, Deidre Connolly and Paul McDougall were re-elected. Christopher Lavallee was voted as new Member (previously appointed) and Joel Luna was elected as the new Associate Member.

After the April Annual Elections, the Board re-organized with Deirdre Connolly as Chair, Chris Lavallee as Vice Chair, and John Sousa, Jr., as Clerk.

Planning Board Activities

The Planning Board was very busy this year with a number of planning and zoning related activities regarding existing land use and zoning conflicts, the Massachusetts Bay Transportation Authority (MBTA) Communities

Multi-Family Zoning requirements, and the development of a MBTA Communities action plan and overlay zoning district, which carried over from the previous fiscal year. The Board's main focus was to continue work sessions, public meeting discussions, and collaborating with Northern Middlesex Council of Governments (NMCOG) consulting services to brainstorm and develop an overlay district(s) compliant with MBTA's mandates and implementation deadlines. The Board held six public hearings to educate the residents and Town Meeting Representatives on this time-sensitive state zoning mandate, while also collecting the public input. The final proposal was presented as a warrant article at Spring Town Meeting and passed.

In the summer and fall months, the Board also worked on redefining "adult daycare" for zoning purposes. This zoning use was erroneously omitted from the zoning use table because it was meant to be exempt. However, it is not an exempt use. Therefore, the Board decided it was best to reinsert it back into the zoning table so that it is an allowable use as intended. The warrant article was passed at Fall Town Meeting.

The Board continued to review and amend its Policies & Procedures throughout the year. After working extensively with NMCOG in FY23 to identify land use and zoning conflicts, NMCOG presented its final analysis report to the Board in July. The Board plans to strategize for zoning improvements in the key areas of conflict during FY25, due to their focus in FY24 being the MBTA zoning overlay mandate.

In addition, the Board compiled a detailed Land Use/Zoning Matrix for the Master Plan Implementation Committee.



Planning Board

Notable projects for which approval was granted in FY24 include the following:

- Drum Hill – approval of traffic mitigation funds for traffic light improvements by DPW
- 278 Mill Road – minor modification approval to expand the existing educational facility for autistic children
- 25 Wellman Avenue / Lighthouse School – endorsement of final plans
- 264 Groton Road / Watertown Avenue Definitive Subdivision – endorsement of final plans
- 17-19 and 25-27 Groton Road – ANR endorsement to adjust the property lines between the two lots.
- 61 Central Square, Unit 5 – Special Permit approval for “indoor commercial entertainment and recreation” for child after school program
- 28 Parlee Road – Special Permit approval for construction of 1,024 sq. ft. detached garage
- 255 Princeton Street / UMass West Overlay District – endorsement of mylar plans
- 3 Meeting House Road – approval of Community Enhancement, and Investment Overlay District (CEIOD) to convert second floor commercial space into eight (8) residential apartments, and endorsement of mylar plans
- 66 Parkhurst Road / Wal-Mart – approval of Minor Site Plan for exterior store remodeling and parking lot improvements
- 83-85 Parkhurst Road – Special Permit approval for parking reduction
- 41 Central Square / Odd Fellows Building -- Special Permit approval for parking reduction

- 15-21 and 20 Dunstable Road and 17-19 Groton Road – ANR endorsement of parking lot
- 110 Middlesex Street, Suite 1 – Special Permit approval of pre-existing contractors yard
- 191 Chelmsford Street – Site Plan and Special Permits for a carwash
- 93 Brick Kiln Road – Site Plan and special permits for industrial warehouse
- 150 North Road – endorsement of ANR plan to combine Lots 2, 3, and 9 that were part of an endorsed ANR Subdivision (Charles Way) in 2022.

Notable projects that were either withdrawn or denied in FY24 include the following:

- Citizens Petition for 2023 Fall Town Meeting, Littleton Road Zoning Article – not endorsed
- 150-152 Dalton Road proposed detached 40x60 ft. storage barn/workshop – denied
- Turnpike Road proposed outdoor contractors yard – special permit denied
- 29 Maple Road proposed outdoor contractors yard – withdrawn
- 195, 199-201 Riverneck Road application for Definitive Subdivision – withdrawn

Notable proposals which began Planning Board review in FY24 and are continued into FY25:

- 10 Hildreth Street Definitive Subdivision
- 313 Littleton Road CEIOD request for conversion of second floor commercial space into residential apartments
- 150 North Road / The Gardner School proposed childcare/early education facility



Community Development

Inspections Department

José W. Negrón, Building Commissioner, Building Department

Department Personnel:

José Negrón- Commissioner

Vera Clauson- Dept Asst

Paul D'Amore - Bldg Inspector

Eric Roberts - Bldg Inspector

Don Morash - Plumbing & Gas Inspector

David Andrade - Wiring Inspector

David Andrade - Wiring Inspector

The Chelmsford Building Department/Code Enforcement Division works to protect public safety through enforcement of the State Building, Plumbing, Electrical, Gas and Sanitation Codes. Combined with local ordinances, response to public complaints and potential code violations, we remain committed to protecting and preserving public safety, quiet enjoyment of residential properties, evaluation of land development/use proposals per the goal and objectives of the zoning board.

The following is a breakdown of new construction permits for FY 2024:

Single family Dwellings	2
Two family dwellings	3 duplex (6 units)
Multifamily dwellings	1 (7 units)
Commercial	5 (340 units)

Type of Permit:	Number of Permits Issued	Total Fees
Commercial Building	117	\$1,849,485.00
Residential Building	1,518	822,704.00
Wiring	1,327	353,009.00
Plumbing & Gas	145	153,138.00
Mechanical & Sheet Metal	188	73,744.00
TOTAL:	3,295	\$ 3,254,080.00

In addition to the fees above, the total fees collected for yard sales and Certificates of Inspection/Occupancy amounted to \$12,100.

The building department acknowledges the retirement of Wiring Inspector Dennis Kane after 38 years of dedicated service to the Town of Chelmsford. We also thank the personnel of other Town Departments for their cooperation, support and assistance throughout the year.



Inspections Department

Fee Summary Report (07/01/23 to 06/30/24)									
Permits	Applications	Transactions	Issued	Cost	Fees	Cash	Check	Waived	Online Payment
Certificate Of Inspection	33	30	19	\$0.00	\$4,500.00	\$0.00	\$1,500.00	\$0.00	\$3,000.00
Certificate Of Occupancy	0	1	1	\$ 0.00	\$ 150.00	\$ 0.00	\$ 150.00	\$ 0.00	\$ 0.00
Certificate Of Occupancy (C)	2	2	2	\$ 0.00	\$ 300.00	\$ 0.00	\$ 150.00	\$ 0.00	\$ 150.00
Commercial Building Permit	112	170	108	\$ 105389136.14	\$ 1841245.00	\$ 360.00	\$ 1584205.00	\$ 39075.00	\$ 256680.00
Commercial Short Permit	15	10	9	\$ 1127455.60	\$ 8240.00	\$ 0.00	\$ 0.00	\$ 1085.00	\$ 8240.00
Demolition Permit	16	12	1	\$ 0.00	\$ 4225.00	\$ 0.00	\$ 1275.00	\$ 750.00	\$ 2950.00
Electrical Permit	1353	1336	1327	\$ 0.00	\$ 353009.20	\$ 230.00	\$ 130425.16	\$ 6830.00	\$ 222354.04
Gas Permit	773	769	715	\$ 0.00	\$ 56179.00	\$ 175.00	\$ 1220.00	\$ 915.00	\$ 54784.00
Mechanical Permit	115	109	107	\$ 0.00	\$ 25632.00	\$ 0.00	\$ 1502.00	\$ 50.00	\$ 24130.00
Plumbing Permit	803	803	743	\$ 0.00	\$ 98959.00	\$ 314.00	\$ 1148.00	\$ 2989.00	\$ 97497.00
Residential Building Permit	1167	1260	1088	\$ 39957631.77	\$ 622385.00	\$ 4355.00	\$ 179110.00	\$ 65.00	\$ 438920.00
Residential Short Permit	451	434	430	\$ 6628992.43	\$ 107645.00	\$ 0.00	\$ 5670.00	\$ 0.00	\$ 101975.00
Shed Application	0	0	0	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Sheet Metal Permit	92	83	81	\$ 0.00	\$ 48112.00	\$ 50.00	\$ 32470.00	\$ 2082.00	\$ 15592.00
Sign Permit	28	25	25	\$ 165700.00	\$ 4707.00	\$ 100.00	\$ 125.00	\$ 0.00	\$ 4482.00
Smoke And Co Modification Permit	16	0	0	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Solid Fuel Appliance Permit	16	16	16	\$ 93279.95	\$ 1200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1200.00
Sprinkler And Fire Alarm Systems Application	15	3	2	\$ 0.00	\$ 50.00	\$ 0.00	\$ 0.00	\$ 2.00	\$ 50.00
Tent Permit	17	26	15	\$ 86540.70	\$ 2749.50	\$ 0.00	\$ 150.00	\$ 0.00	\$ 2599.50
Trench Permit	6	0	0	\$ 3352950.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	5030	5089	4689	\$ 156801686.59	\$ 3179287.70	\$ 5584.00	\$ 1939100.16	\$ 53843.00	\$ 1234603.54



Board of Appeals

MEMBERS:

- Brian Reidy, Chair
- Charlie Wojtas, Vice Chair
- Peter Casserly, Associate Member
- Rodney Cleaves, Associate Member
- Glenn Diggs, Associate Member
- Danny Ruiz, Associate Member (appointed Feb. 2024)
- Jamie Outland-Brown, Member
- Nancy Morency, Member (resigned Nov. 2023)
- Steve Mendez, Member

STAFF MEMBERS:

- José Negron, Building Commissioner
- Evan Belansky, Community Development Director
- Becky DaSilva-Conde, Community Development Administrative Assistant

The Board of Appeals hears petitions for Variances, Special Permits, Comprehensive Permits, and Appeals of the Building Commissioner's rulings.

During Fiscal Year 2024, the Board saw the following activity and acted upon the following:

Applications	FY21	FY22	FY23	FY24
Special Permit	5	7	10	9
Variance	8	16	6	4
Sign Variance	0	0	0	0
Limited Accessory Apartment	8	7	4	7
Administrative Appeal	3	1	0	2
40B Comprehensive Permit	0	0	0	0
Administrative Amendments	0	2	6	1

Membership

Mr. Brian Reidy continues in the position of Chair and Charlie Wojtas as Vice-Chair. Member Nancy Morency resigned on November 2, 2023. On November 20th, the Select Board voted to appoint associate member Peter Casserly as the new member to fill Ms. Morency's unexpired three-year term. In February, Daniel (Danny) Ruiz was appointed as the new associate member to fill Peter Casserly's former position.

Comprehensive Permit, Chapter 40B

There were no 40B Applications in FY24.

FY2024 Board of Appeals

The Board continues to receive a steady number of applications as in FY2023. The number of Variance applications has decreased significantly compared to previous years. However, bylaw amendments now allow nonconforming dwellings to apply for special permits whereas they are not eligible for variances. The Board also approved two more modifications to previously approved special permits at wireless facilities for equipment upgrades. Limited Accessory Apartment (LAA) applications increased to the same quantity as in FY22. Resident inquiries for LAA eligibility and permitting process are frequent as more families consider this economical housing option for retirement/down-sizing, family healthcare reasons, and/or overall generational living lifestyle.

The Board did not propose warrant articles for Fall 2023 nor Spring 2024 Town Meetings.



Chelmsford Public Schools

Dr. Jay Lang, Superintendent



2023-2024 Year in Review

The members of the Chelmsford School Committee at the end of the 2023-2024 school year include the following: Mr. Dennis King, Chair; Ms. Maria Santos, Vice Chair; Ms. Diana Lebeaux, Secretary; and Members at Large, Ms. Susan Mackinnon and Mr. John Moses. Central administration for the Chelmsford Public Schools include the following: Dr. Jay Lang, Superintendent of Schools, Dr. Linda Hirsch, Assistant Superintendent of Curriculum and Instruction, Ms. Joanna Johnson-Collins, Director of Business and Finance, Ms. Diane Carey, Director of Human Resources, Mr. William Silver, Director of Information, Communication and Technology Services, Ms. Amy Reese, Director of Student Support Services, and Mr. Brian Curley, Director of Operations and Maintenance.

District Mission

The mission of the Chelmsford Public Schools is to educate, engage, prepare, and empower well-rounded and knowledgeable learners who PERSEVERE through challenges, demonstrate RESPECT and INTEGRITY in their words and actions, are DEDICATED to their community, and display EMPATHY as global citizens while discovering and pursuing their full potential.

District Vision

The vision of the Chelmsford Public Schools is to provide all students with multiple pathways to optimize their own potential for academic excellence, leadership, and social and emotional wellness. We work from a rigorous curriculum that is aligned with state standards using multiple forms of data to inform innovative approaches to teaching. Our students' success is anchored in the high expectations of teachers who are part of a professional, collaborative culture that demands a continuous focus on instructional improvement. It is our responsibility that every student feels safe, cared for, appropriately challenged, and supported in our schools. Our students' successes are celebrated within and across schools as well as throughout the broader community. Parents and the Chelmsford community are connected to the daily life of our schools through consistent, multidirectional and multi-modal communication, which builds external support for and pride in the district, schools, teachers, and students. As a result of high-quality teaching, meaningful partnerships, and well-resourced schools, our students contribute to the Chelmsford community as self-directed, creative, and well-rounded learners who are ready to become the innovative leaders of tomorrow.



Chelmsford Public Schools

District Values

- ✓ Academic Achievement for All Students
- ✓ Positive and Support School Cultures
- ✓ Excellence and Professionalism in Teaching
- ✓ Supportive and Stable Relationships
- ✓ Strong Fiscal and Facility Support

As I reflect on my ninth year leading the Chelmsford Public Schools (CPS), I am deeply grateful for the encouragement and support I have received from students, parents, staff, and community members; I feel privileged to work with you as superintendent. I do not take the opportunity to lead this district lightly. Your support for our students is truly remarkable, and I look forward to working with you and the greater Chelmsford community as we build on past successes in the district and work to make CPS the best public school system in the state.

We have accomplished much over this past year. I am very proud of our work and I thank you for guiding and supporting me and the CPS staff as we strive to address students' academic, social, and emotional needs. I feel encouraged every day when I walk through schools, attend events, and witness firsthand the dedication to meeting students' needs displayed by our teachers, paraprofessionals, administrators, and support staff. Following are some highlights of our collective work this year:

FY2023 Massachusetts DESE Financial Audit

Every year, each school district in Massachusetts must submit an external audit of their end-of-year financial report to the Massachusetts Department of Elementary and Secondary Education (DESE). Powers & Sullivan, LLC performed the district's external financial audit for the year ending June 30, 2023. As noted in the audit report, the auditors had no financial findings or financial reporting

recommendations. This outcome is desirable and significant, given the number of financial audits and reviews of CPS conducted in prior fiscal years, each with findings and recommendations for improvement of financial practices.

FY2024 Budget Administration

School Committee members received regular reports on the district's finances throughout FY2024, including the local operating budget, grant funds, and revolving funds. After reviewing the FY2024 budget, I am pleased to report the district has continued to make great strides in stabilizing its finances. By implementing strict financial practices, it has accrued several reserve fund balances for future budget needs. At the end of FY2024, the district can:

- reserve approximately \$ 2.3 million in the special education circuit breaker revolving fund to pay for future unanticipated/ unfunded special education student tuition and/or transportation costs (by contrast, when I arrived nine years ago in the fall of 2015, the school department had to request a supplemental appropriation of \$ 500,000 from the town to cover unanticipated special education tuition costs as no reserve fund balance was available).
- reserve \$ 790,000 in a new special education reserve fund in accordance with MGL Ch. 40 § 13E to offset unanticipated/ unfunded special education student tuition and/or transportation costs in future fiscal years
- carry over approximately \$ 4.1 million in food service/school nutrition funds. This is a significant achievement, given that many school districts find themselves operating their food service programs at a deficit. A portion of these funds has been allocated to an FY2024 capital improvement project.



Chelmsford Public Schools

- set aside approximately \$ 2.6 million in school choice funds as a reserve for future spending by the School Committee on educational programs and services to augment current program offerings in the schools, or a contingency in the event of an unanticipated budget shortfall. School choice funds are earmarked annually to support the 1:1 student Chromebook initiative.

FY2025 Budget Presentation and Review

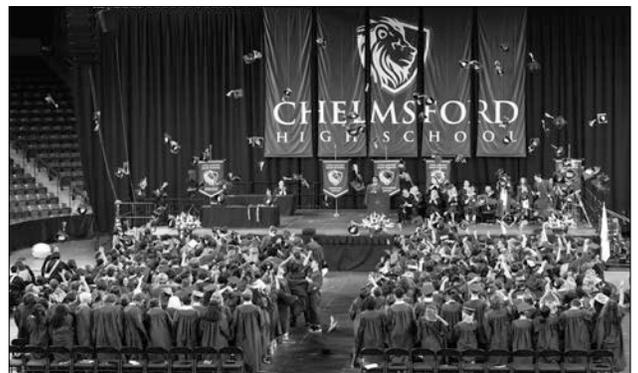
In February, the administration presented the FY2025 general fund operating budget to the School Committee, including net school spending compliance and comparable community analysis (demographic and financial). We highlighted the assumptions that underlie the FY2025 budget, including normal step and lane increases, funding to support the third phase implementation of the in-district Language Based Program at the middle school level, funding to support the expansion of the ASD Program at the elementary and middle school levels, funding to support the implementation of a STEP Program classroom at McCarthy Middle School to support students as they re-enter the school setting following hospitalizations, and funding to support mathematics teacher specialists at the elementary level. The School Committee held public input sessions and reviewed district-level budget detail and a staff salary book that cross-walked salaries to the main budget document. The budget presented and reviewed was in-line with Town Manager Cohen's recommended budget increase of \$3.18 million, \$70.7 million to \$73.88 million, to support the Chelmsford Public Schools.

At the April 29, 2024 town meeting, representatives once again asked thoughtful questions, received straightforward answers, and approved (near unanimously: 133 - 1) the FY2025 funding request of \$73.88 million to support CPS.

Realignment of Middle School Grade Levels

In July of 2021, the school committee authorized the issuance of an RFP to engage

the services of a firm to review the status of and provide updates to our current 10-Year Capital Plan, our MSBA priority project and application for long-term MSBA funding consideration, and to consider short-term program and/or facility enhancements and realignments while our long-term capital project is pending. Dore & Whittier Architects, the author of the original districtwide master plan, was selected to return, update the short- and long-term capital plans, and host community visioning sessions to reassess and recommend a MSBA priority project. Dore & Whittier provided updates to the school committee throughout the fall of 2021 and winter of 2022. After careful consideration and much discussion, the school committee revised the MSBA priority project (from Chelmsford High School to Parker Middle School) and voted in April of 2022 and 2023 to advance Parker Middle School as the MSBA priority project in hopes of building a new middle school in Chelmsford in the years to come. Dore and Whittier also identified a potential short-term facilities enhancement and realignment of the middle school grade levels while our long-term capital project is pending. The potential for merging the McCarthy and Parker Middle School populations and creating a separate grade 5/6 middle school (Parker) and separate grade 7/8 middle school (McCarthy) was identified as a short-term measure to provide more equitable middle school programming in town. In August of 2022, the school committee voted to realign the middle school grade level configuration beginning in the 2023/24 school year; the Parker Middle School will serve all





Chelmsford Public Schools

grade 5/6 students and McCarthy Middle School will serve all grade 7/8 students in Chelmsford. A significant amount of planning and preparation for this important transition occurred throughout the 2022/23 school year. At the start of the 2023/24 school year, Parker welcomed all grade 5/6 students and McCarthy welcomed all grade 7/8 students in the Town of Chelmsford. This realignment was significant and benefited greatly from the planning and preparation. I am encouraged by the work of staff and students in the first year as they begin to develop new cultures and operating norms within their buildings.

MSBA Invitation to Eligibility Period: Parker Middle School

On December 13, 2023, we received fantastic news that the Massachusetts School Building Authority (MSBA) Board of Directors voted to invite the Town of Chelmsford into the Eligibility Period for the Parker Middle School Statement of Interest (SOI) submitted in April, 2023. This was our sixth application (4 for CHS and 2 for Parker) to the MSBA for funding consideration of a potential new school building project in town. The MSBA invitation allows the Town of Chelmsford to identify one of three options that best addresses the current and future needs of the Chelmsford Public Schools through a Feasibility Study. The first option is a 1:1 replacement of Parker Middle School serving two grade levels (5 and 6 – approximately 800 students), the second option is a new school serving all middle school grade levels (5 – 8) in one building (approximately 1,600 students), and the third option is a new school with a grade level reconfiguration serving three grade levels (4 – 6 – approximately 1,200 students). The Eligibility Period officially commenced on April 1, 2024 with the completion of eight (8) required deliverables by December 27, 2024. Upon successful completion of each deliverable, the Town of Chelmsford is eligible to be invited into a Feasibility Study as early as January 2026. At the April 29, 2024 town meeting, representatives voted to approve a warrant article authorizing the expenditure of \$ 1.8 million to fund the Feasibility Study (near unanimously with 121 in favor, 3 opposed, and

1 abstention).

Chelmsford Demographic (Enrollment) Study - NESDEC

The district engaged the services of the New England School Development Council (NESDEC) to conduct demography and enrollment projections to support the districts' work in the MSBA Eligibility Period for Parker Middle School. The information is critical when determining the "right-size" of any potential new school building project in the Town of Chelmsford. Analysis and data support a projected increase in K – 12 enrollment over the next ten years from 4,930 in the 2023/24 school year to 5,599 in the 2033/34 school year, an increase of 669 students districtwide. This information was shared with the MSBA and will be taken into consideration when drafting the Feasibility Study agreement.

Districtwide Strategic Planning

In November of 2021, the district contracted with District Management Group (DMGroup) to develop a multi-year strategic plan for the Chelmsford Public Schools. DMGroup worked with district administrators and a steering committee to assess our current performance and needs, and to clearly articulate priority areas to be the focus of our improvement efforts in the coming years to continue to advance education in Chelmsford. DMGroup hosted staff and community sessions to gather input for the plan and presented updates to the steering committee and school committee





Chelmsford Public Schools



throughout the process. In June of 2022, a draft strategic plan was presented and final feedback was sought on the identified priority areas. In July of 2022, the final strategic plan that will guide our work in the Chelmsford Public Schools over the next 5-years: 2022/23 – 2026/27 was approved by the school committee. A steering committee met regularly over the 2022/23 and 2023/24 school years to monitor the implementation of Years 1 and 2 of the strategic plan priority areas. The School Committee received updates throughout the school year from the subcommittees focused on each of the five priority areas (academic achievement, equity, social emotional learning, human capital, and operations and facilities) as well as mid-year and end-of-year strategic plan updates from DMGroup.

Special Education Opportunities Review: Paraeducator Working Group

In September of 2022, the district contracted with District Management Group (DMGroup) to develop an understanding of current practice related to special education and

intervention in the district, explore alignment of current practice with best practice research in order to raise achievement of students with disabilities, and identify opportunities to align staff practices with best practices and effectively manage staffing in order to create sustained change in schools and classrooms and improve the work life of teachers. In May of 2023, the school committee received a report and recommendations detailing the project methodology, data analysis, commendations, and high leverage support areas for CPS to consider implementing to improve support for students with disabilities. Among the top high leverage opportunity areas for examination was the role paraeducators play in supporting the districts' Equity priority work around closing the achievement gap between students with and without disabilities in the district.

In the 2023/24 school year, a working group convened to review the roles and responsibilities of paraeducators throughout the district to 1) understand the gaps in current and ideal responsibilities of paraeducators in the district, 2) outline clear, consistent responsibilities of paraeducators to support students and district priorities, 3) develop a communication and PD plan so all staff understand the role of paraeducators, and 4) develop a progress monitoring plan to ensure consistency of the paraeducators role across the district to ensure consistency. The product of the Paraeducator Working Group will be incorporated into an initiative under the Equity priority area as we shift to implementation and progress monitoring for the 2024/25 school year.

Over this past year, we have accomplished much as we worked together. In addition to the aforementioned actions of the past year, we continued to administer and manage the day-to-day operations of the school district, approved capital plans for FY2025, expanded programming, such as the Dual Enrollment and Innovation Pathways Programs at Chelmsford High School, and continued an emphasis on diversity, equity and inclusive practices in our school system.



Chelmsford Public Schools



In addition to the developments already listed, we have taken steps to continue to rebuild both the school community's and the greater Chelmsford community's confidence in the school administration. I have worked closely with Town Manager Cohen and the members of his financial team to provide accurate and timely information on our budget to Chelmsford's boards. We will close the books on FY2024 with a positive fund balance and we will set aside remaining school choice funds as a reserve for School Committee use. Much work lies ahead, but I strongly feel we are continuing to move in the right direction. I am excited about our staffs' accomplishments in the district this past year and look forward to a successful 2024/25 school year.

Yours truly,

Jay Lang, Ed.D.
Superintendent of Schools



Chelmsford Public Schools





Public Education

Nashoba Valley Technical High School *Denise P. Pigeon, Superintendent*

NASHOBA VALLEY TECHNICAL HIGH SCHOOL
100 Littleton Road, Westford, MA 01886
(978) 692-4711 www.nashobatech.net

NVTHS - School Committee Members

Lawrence MacDonald
Pat Wojtas
Jodie Murphy
Alternate - Harrison Mayotte

Administration	
Dr. Denise P. Pigeon	Superintendent
Mr. Jeremy Slotnick	Principal
Ms. Michelle Beauvais	Business Manager
Mr. Paul Jussaume	Vocational Operations and Facilities Director
Ms. Jobee O'Sullivan	Postsecondary, Continuing & Community Education Director
Ms. Gabriella White	Curriculum Director
Ms. Michelle Valhouli	Special Education Director
Ms. Patricia Blackstock	Guidance and Admissions Coordinator
Mr. Jeff Scheminger	Vocational Technical Coordinator
Mr. James Creed	Dean of Students
Ms. Jennifer Noponen	Dean of Students

Serving the towns of Ayer, Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend, Westford



Mission Statement

The Mission of Nashoba Valley Technical High School is to provide the highest quality academic and technical education possible to prepare our students for college and career paths leading to success in an ever-changing technological world. The school strives to promote citizenship through a safe and inclusive atmosphere encouraging a diverse population of students to become positive and productive members of the community.

Nashoba Valley Technical High School is a regional technical high school established in 1969 to serve students grades 9–12 and also provides post-graduate programs for those between the ages of 18 and 25 in all career areas on a space available basis. Nashoba has earned an impressive reputation for producing community leaders as well as providing a vast amount of community projects for our district towns. Nashoba Valley Technical High School offers career preparation in 18 technical programs.

Accreditation:

New England Association of Schools and Colleges.

The Learning Schedule:

Three 12-week trimesters consisting of eight



Nashoba Valley Technical High School

45-minute periods set in a four block schedule, five days per week. The school schedule alternates one week of academic classes with a week in a career-technical area for grades 9 through 12.

The Year in Review:

The core mission of a vocational-technical school is to offer practical training for skills-based careers, and impart to its students knowledge and skills that will be valuable for securing and having success in future employment. To achieve this goal, Nashoba Valley Technical High School must constantly look to the future to determine the necessary skills that will be valued in an economy yet to come. Since Nashoba Valley Technical High School opened its doors in September 1969, in-demand skills have changed along with career pathways and technology. Nashoba Tech’s history is one of near-constant adaptation; not just to keep pace with a rapidly changing world but to anticipate those changes and keep learning relevant. These changes have come about both in the technical programs that Nashoba offers and in the facilities and equipment of the building. Nashoba Valley Technical High School’s enrollment continues to grow with the need for skilled labor for in-demand trades.

Workforce Skills Capital Grant Projects:

Since 2016, Nashoba Valley Technical High School has been the honored recipient of \$8,575,000 in competitive state grant funds from the Workforce Skills Capital Program. This has allowed us to continue to provide the most advanced technical education possible to our students, meeting the standards set by industry partners. The following programs have been renovated and received updated equipment as a result of these funds: Advanced Manufacturing, Engineering/Robotics, Health and Dental Assisting, Culinary/Hospitality, Cosmetology, Electrical/Veterinary Science, and Programming and Web Development.

FY	Program	Amount	Plan
2016	Advanced Manufacturing	\$500,000	Program Renovation and Equipment Update
2017	Engineering/Robotics	\$500,000	Program Renovation and Equipment Update
2019	Health/Dental	\$500,000	Program Renovation and Equipment Update
2020	Culinary/Hospitality	\$125,000	Equipment Replacement
2022	Plumbing	\$250,000	Program Renovation and Equipment Update
2023	Cosmetology	\$500,000	Salon Renovation and Equipment Update
2024	Electrical/Veterinary Science	\$2,500,000	Program Renovation and Equipment Update - will also allow us to expand the physical space of both programs, building to address student enrollment trends
2024/2025	Engineering/Robotics/ Programming and Web/ Advanced Manufacturing	\$3,750,000	Added 7000 square feet of new instructional space. The new building will house Engineering Technology, Robotics, and Programming & Web Development.



Public Education

Nashoba Valley Technical High School

Technical Program Enrollment:

Technical Program Enrollment: The NVTHS District following our mission continues to offer cost-effective high quality Chapter 74 technical education programs to its member district towns of Ayer, Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend, and Westford. Below is an overview of student enrollment trends by technical program.

Technical Program Enrollment (All Students)	% of Students
Construction & Transportation Cluster	47%
Automotive Collision Repair, Automotive Technology, Carpentry, Electrical Technology, and Plumbing Technology	
Health and Services Cluster	31%
Cosmetology, Culinary Arts, Hospitality Management, Early Childhood Education, Health Assisting, Dental Assisting, and Veterinary Assisting	
Arts and Technology Cluster	22%
Programming and Web Development, Television and Media Production, Design and Visual Communications, Advanced Manufacturing, Engineering Technology, and Robotics	

Special Academic Programs:

Advanced Placement, Honors, and College Preparatory courses are available in all core subjects. Foreign language, music, theatre art, and additional elective courses are offered for all four years to all interested students.

Early College at Middlesex Community College

Early College is a program offered jointly through Nashoba Valley Technical High School and Middlesex Community College which has the distinction of being designated by the Department of Elementary and Secondary Education as an official Early College Pathway Program. Students who enroll in this program are able to earn college credits while still attending high school. Students have two Early College options to choose from: Early College Off Campus, and Early College On Campus. The Early College program is a state sponsored program that allows eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. The Early College Program is available to any junior or senior who meets the criteria adopted by both the State, the College, and the School District. Upon completion, students receive their high school diploma from Nashoba and one or two years of college credit. Many Nashoba students in recent years have graduated with an associate's degree and their high school diploma at the same time.

Early College at Nashoba

In January 2019, Nashoba became the first vocational school to be awarded the Early College designation from the Department of Elementary and Secondary Education. Students can apply to participate in the Early College at Nashoba program beginning in their junior year. This program allows students to remain at Nashoba Valley Technical High School, enroll in "concurrent" enrollment classes at NVTHS, and earn credit at both Nashoba and Middlesex Community College. Students would be expected to complete a minimum of 12 or more credits between their junior and senior year. These credits are offered at no cost to the student or their families. Additionally, students will



Nashoba Valley Technical High School

enter the program with one credit earned for Career Exploration. This course is taken by all students in grade 9 when they participate in their required Freshmen Exploratory of all Nashoba's technical programs. In future years, students will earn one credit a piece for a First Year Seminar and a Service Learning course. Early College at Nashoba students have all the resources of Middlesex Community College available to them. They become college students with access to libraries, technology centers, and support services available at the college. Nashoba's teachers work with a mentor from Middlesex to design the course and to help students get the most benefit from this unique experience.

Community Service Projects

Nashoba is unique in its approach to community service and its relationship to its district towns. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. The students perform all necessary work for the district towns to complete their requested project. The Community Service Program educates students in a real-world setting and allows the towns the benefit of observing Nashoba students at work, creating a lasting tribute to their efforts, and having a major project completed without over-expending limited town resources for capital improvement.

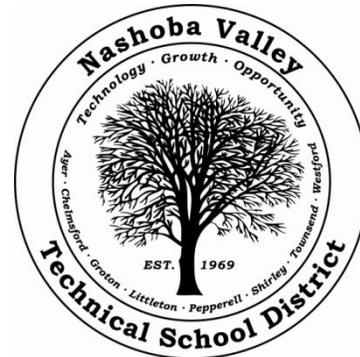
Student Activities:

Nashoba sponsors an extensive program in intra-scholastic sports including varsity teams various high school sports. Other extracurricular activities include Student Council, National Honor Society, Music Honor Society, Yearbook, Kick-Off Mentors, Students Against Destructive Decisions (SADD), Skills USA, Student Leadership, Peer Mediation, Chorus, Drama, and many special interest

clubs. No user fees are imposed on any sport, school sponsored club, or activity.

Continuing & Community Education:

Nashoba Tech's Continuing Community Education Program offers many late afternoon and evening classes to our community, such as Electrical, Plumbing, Advanced Manufacturing, and Driver's Education. Additional information can be found on the NVTTHS website.





Police Department *Colin Spence, Chief of Police*



I herein respectfully submit the Annual Report of the Police Department for FY 2024. The department's sworn complement remained at 54 permanent officers. In addition, the department employs 16 civilian support personnel. The Chelmsford Police Department is a professional, accredited organization committed to working in partnership with our community to ensure the Town of Chelmsford is a safe, welcoming, and inclusive community to live, work and visit. The Chelmsford Police Department is committed to being a model 21st Century Police Department. The philosophy of the department continues to emphasize community policing and community engagement strategies and initiatives that enhance the overall safety of the community. It is our mission to work in partnership with all the citizens of Chelmsford to provide high-quality, fair, inclusive, and equitable police services, to address and resolve issues of concern, and to improve the overall quality of life for those that live, work, and visit

Chelmsford. Our top priorities continue to include traffic related complaints, community engagement, community wellness, and disturbance calls. These quality-of-life issues are of paramount importance in maintaining order and providing an overall sense of safety and security throughout the town.

ADMINISTRATIVE DIVISION

CHIEF OF POLICE - Colin C. Spence

DEPUTY CHIEF - Gary Hannagan

PATROL DIVISION SHIFT COMMANDERS

Lieutenant Jason Hanscom

Lieutenant Jeffrey Bernier

Lieutenant Francis Goode Jr.

Lieutenant William Carlo

PATROL DIVISION SUPERVISORS

Sergeant Stephen Fredericks

Sergeant Craig Walsh

Sergeant Matthew Fernald

Sergeant Ryan McCarthy

Sergeant Shawn Brady

Sergeant Brian Richard

INVESTIGATIVE DIVISION

Lieutenant Todd Ahern

Sergeant Robert Brown

Detective Jeffrey Blodgett

Detective George Tyros

Detective Christopher Mauti

Detective Kenneth Meehan

SPECIAL SERVICES DIVISION

Lieutenant Jason Poor

TRAFFIC AND TRAINING UNIT

Sergeant Nicholas Ziminsky

Traffic Officer Riley O'Keefe

K-9 Officer David Leo and K9 Alun

Police Department

COMMUNITY ENGAGEMENT & WELLNESS UNIT

Sergeant Daniel Goguen
School Resource Officer Rebecca Tyros – High School
School Resource Officer Ashley Rokas – McCarthy Middle School
School Resource Officer Daniel Sullivan - Parker Middle School
Community Resource Dog Officer Ozzie – Parker Middle School
Co-Response Clinician Rachel Beers
Community Engagement Social Media Officer Aidan Gillis

DEPARTMENT CRIMINAL PROSECUTOR / LOWELL DISTRICT COURT

Sgt. Philip Dube

PATROL DIVISION OFFICERS

Christopher Zaher
Daniel Reid
Brian Ubele
David Linstad
Keith Leczynski
Aiden Gillis
Craig Mead
Kaleigh Marshall
Steven Conklin
Matthew Sech
Derek Hill
Nicholas Thayer
Steven Buckley
Aaron Philaphandeth
Kevin Quinn
Brandon Reedy
Christopher Robinson
Robert Riordan
Christopher Chipchak
Matthew Kilmartin
David Boyle
Derek Tyros
Andrew Robinson

Alexander Freker
Cory D'Entremont
Jake Hartshorn
Haleigh Lucas
Michael Buxton

RECRUIT OFFICERS

Dominic DeSilvio
Daniel Sanchez

PUBLIC SAFETY DISPATCHERS

Timothy Goode
Lisa Demers
John Poor
Andrew Houmiller
Kevin Anderson
Patrick O'Brien
Gina Dipietro
Colleen Cullen
Kaila Tirone

ADMIN ASSISTANT

Melissa Nolan

RECORDS

Alexandra Hayden

ACCOUNTING

Katie Bennett

FACILITY MAINTENANCE

Carl Koch

FLEET MECHANIC

Todd Barry





Police Department

RECEIPTS TURNED OVER TO THE TOWN

Permits, fines, and fees	\$18,820
Parking Tickets	\$ 2,940
Towing Receipts	\$53,606

BREAKDOWN OF ARRESTS

Adult Arrests	151
Juvenile Arrests	2
Total Arrests	153

MISCELLANEOUS STATISTICS

Total Police Activity – Calls / Interactions	36053
Summons Served	155
Accidents Reported	1010
Fatal Accidents	0
Citations Issued	1331
Motor Vehicle Stops	3842
Parking Violations Issued	194
Restraining Orders Served	85
Alarm Calls	1036
Clinician Response / Follow-Up	565
Medical Calls	4645
Opioid Overdoses	24
Suspicious Activity Calls	889
Disturbance Calls	422
Domestic Calls	352
O.U.I. Alcohol	16
Motor Vehicle Thefts	21
Fraud Reports	236
Hate / Bias Offenses	1
Well-Being Checks	742
Special Services/Community Policing	288

ACHIEVEMENTS

Over 36,000 Incidents / Interactions were handled by officers during FY 24. While our violent crime rate remained extremely low for a community the size of Chelmsford, we continue to see property crimes related to



thefts from motor vehicles, shoplifting and vandalism. The police department is continuing in its efforts to reduce and deter these types of crimes. The Chelmsford Police Department earned re-accreditation from the Massachusetts Police Accreditation Commission in February 2024. The accreditation process is a voluntary evaluation by which police departments strive to meet and maintain top standards of law enforcement. Accreditation is considered the best measure for a police department to compare itself against the established best practices in law enforcement across the United States.

The Chelmsford Police Department is committed to Community Policing and Community Engagement. In 2024 the department underwent a significant and needed reorganization to truly embrace our community policing and community engagement efforts with the formation of our Community Engagement and Wellness Unit and the creation of a community engagement and social media officer. This unit helps to direct our community policing and community engagement efforts. In addition, the department launched a new website to further engage and educate the public as to the police department's mission and ensure inclusivity of all residents. As a result of our employees efforts the Chelmsford Police Department has an extremely successful community policing and community

Police Department

engagement program which includes the Chelmsford Police Athletic League (CPAL), movie nights, flag football, floor hockey, youth police academies, Touch a Truck events, coffee with a cop, car seat installations, Cops for Kids with Cancer, Officer Feature Friday, birthday parades, Ride to School, internet safety nights, SoberFest, drug take back, overdose vigils, Diversity Equity and Inclusion Committee events, learn to skate events, athletic coaching and various other community events throughout the year.

As part of the Chelmsford Police Department's reorganization the department established the Traffic and Training Unit to address the traffic safety issues in the community. In addition, this unit will organize and direct the police departments advanced training and education. The Chelmsford Police Department provides the highest level of training in the area. The department focuses on training police officers and employees to handle a wide variety of situations. Over 80% of Chelmsford Police Officers have attended a 40-hour Crisis Intervention Training in which officers receive additional training to respond to individuals in crisis. In addition, this unit provides the highest level of use of force training in the area with a concentration on de-escalation tactics for officers to utilize.

The Chelmsford Police Department works in collaboration with the Tewksbury Police Department, The Billerica Police Department, The Dracut Police Department, and the Tyngsboro Police Department to implement a follow-up program to address the needs of residents who are suffering from substance use disorder issues, as well as mental health challenges. The Chelmsford Police Department has a full-time clinician and access to clinicians twenty-four hours a day. Through our Behavioral Health Unit Police Collaborative

medical clinicians will work in our communities alongside officers to facilitate follow-up medical treatment. We have continued to expand this program, which has resulted in the ability for the Police Department to deploy medical clinicians in the field to deal with persons in need. During these deployments, the clinician can examine persons in need and help decide as to the next steps to assist with proper care and treatment.

The Chelmsford Police Departments Community Engagement and Wellness Unit collaborates with the Behavioral Health Unit Police Collaborative, as well as the Town's Community Services Department. The Community Engagement and Wellness Unit directs efforts towards mental health issues, opioid issues, homelessness, community, and department diversity issues, as well as various health and wellness concerns. In addition, the department offers Safe Watch in which the department provides free Safety Net tracking bracelets to individuals who have a tendency to wander due to a cognitive issues. The Chelmsford Police Department will continue to make officer wellness a priority.

Chelmsford Police Department's Community Resource Dog, Officer Ozzie is an integral part of the department. Officer Ozzie interacts with members of our community to reduce anxiety and increase communication between police officers and members of the public. Officer Ozzie will provide comfort for people during times of crisis, and to provide comfort to individuals, groups and communities impacted by violence, tragedy, or traumatic events. The Community Resource Dog Program continues to be a valuable tool in fostering dialog and communications between the Chelmsford Police Department and the community.



Police Department

CRITICAL INCIDENT / SCHOOL AND WORKPLACE SAFETY

The Chelmsford Police Department continues to make school and workplace safety a top priority. During FY24 The Chelmsford Police Department conducted training sessions with local businesses and churches in the community. This training focuses on enabling stake holders to develop and implement safety plans to prepare for and respond to a critical incident.

The Chelmsford Police Department also conducted various training exercises involving active shooters and critical incidents. The focus of this training was to enhance coordination and communication between all first responder agencies that would respond to such an incident.

OFFICER AWARDS

This years' Police Foundation Awards honored thirteen members of the department for meritorious service. Officers receiving 2024 awards:

- Detective Jeffrey Blodgett
- Lieutenant William Carlo
- Detective Sergeant Robert Brown
- Sergeant Matthew Fernald
- Officer Anthony Spinazola
- Officer Craig Mead
- Officer Christopher Robinson
- Officer Kaleigh Marshall
- Officer Nicholas Thayer
- Officer Matthew Kilmartin
- Officer Derek Tyros
- Officer Kevin Quinn
- Clinician Rachel Beers

RETIREMENTS

- Detective Lieutenant John Roark after 30 years of service
- Officer Robert Murphy retired after 32 years of service
- Officer Anthony Spinazola after 30 years of service

GRANTS

The Police Department received the following Grants during Fiscal Year 2024:

State 911 Dispatching Grant	\$ 167,403
Emergency Medical Dispatch Training Grant	\$ 33,245

CHIEF'S STATEMENT

As your Police Chief it is truly an honor and privilege to lead such an exemplary team of officers and employees committed to serving and safeguarding our community. Having served on the Chelmsford Police Department for over 30 years I have come to recognize and acknowledge how the community wants to be policed through community input. I have come to know what the people of this community expect and demand from our Police Department. Our mission is one of community engagement, community wellness, ensuring safety, building trust and promoting unity in our community. Our officers train and strive for excellence every day with the hope that we can earn your respect and trust.

As a department we would like to thank the community for their continued support of our department. Community involvement is the centerpiece of our policing philosophy. We believe in working in collaboration with our residents, businesses, and local organizations to create a safer community for everyone. As Police Chief, I will ensure that the Chelmsford Police Department continues to be a prepared, highly professional, transparent, responsible, and ethical agency. We will continue focusing on quality-of-life issues and being proactive in the deterrence and prevention of crime. We will also make it a priority that the Chelmsford Police Department deploys resources towards community policing and community engagement efforts. The

Police Department

Chelmsford Police Department will continue to be a responsive, inclusive, and adaptive agency to the needs of this community. The Chelmsford Police Department will always treat everyone we encounter with dignity, respect, and fundamental fairness. We will continue to make integrity, accountability, and transparency the hallmark of the Chelmsford Police Department.

We believe that every interaction matters, and everyone must be treated with the utmost care and compassion. The dedicated employees of the Chelmsford Police Department look forward to working as a team with residents and the other departments and entities in town making sure that Chelmsford continues to be a great community to live, work, and visit.

Respectfully submitted,

Colin C. Spence
Police Chief





Police Department *Animal Control*

Every year, Animal Control is tasked with keeping our residents, domestic animals, and wildlife safe and healthy through education and enforcement of state and local ordinances. Our goal has always been to promote the humane treatment of both domestic and wild animals as we, as a society continue to expand into the habitat of our wild neighbors. We meet these challenges head on and embrace the constant fluidity working for the best outcome of all involved. 2024 has been no exception.

Throughout 2023 and well into 2024 we have continued to see an increase in the number of dogs that are being abandoned, with no way to track down previous owners, medical history, or temperament.

We have held several abandoned dogs over the past year in an effort to evaluate their temperament and make these dogs adoptable. Normally this would be done by fosters or rescues, but the number of dogs flooding New England have left these resources sparse. Thanks to the generous donations from our citizens, we have had no shortage of necessary supplies. Such as food, blankets, and towels.

Animal Control has also worked hard to change the stigma of surrendering in an effort to curb animals being left to fend for themselves. Chelmsford Animal Control in conjunction with our Wellness Division have also held quite a few dogs for people in crisis. This is done so that those in need could focus on getting well without fear of losing their four-legged companions. Something that we will happily continue to do.

We continued to provide service within Animal Control to our neighboring town, Tyngsboro. We've been able to accomplish this without any sacrifice to the quality of work within Chelmsford.

I am greatly appreciative of the support of the town leadership and the police department command staff. A special thanks to our Wellness Division for their continued efforts to include Animal Control in their efforts with people in crisis and their pets.

Sincerely,

ACO Mark A. Cianci CPD/TPD

CALLS FOR SERVICE	582
INFORMATIONAL CALLS	2,750
DOG LICENSED IN FY2024	4,385
ANIMALS TAKEN TO POUND	38
ANIMALS RETURNED TO OWNERS	28
ANIMALS TO FOSTER FACILITIES/ ADOPTION	19
ROAD KILLS DISPOSED OF	131
ANIMAL BITES	20
CALLS FOR SERVICE TO TYNGSBORO	55

*"You can't change a dog's past...
But you can rewrite their future."*



Police Department

Traffic Control Unit

TRAFFIC CONTROL UNIT ORGANIZATIONAL CHART BREAKDOWN

Director Deputy Chief Hannagan

|

Lt Jason Poor

|

Special Traffic Retired Lieutenant Smith (Chelmsford)	Special Traffic Retired Sergeant Teehan (Chelmsford)	Special Traffic Retired Sergeant Richardson (Chelmsford)	Special Traffic Retired Officer Mackenzie (Chelmsford)
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Special Traffic Retired Chief Spinney (Chelmsford)	Special Traffic Retired Lieutenant Roark (Chelmsford)	Special Traffic Retired Officer Spinazola (Chelmsford)	Special Traffic Retired Officer Murphy (Chelmsford)
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Special Traffic Retired Lieutenant Barry (Lexington)	Special Traffic Retired Officer Moore (Lowell)	Special Traffic Retired Lieutenant Fleury (Dracut)	Special Traffic Retired Officer O'Brien (Dracut)
Special Traffic Retired Deputy Super Albert (Cambridge)	Special Traffic Retired Officer Callahan (Lowell)	Special Traffic Retired Captain Crawford (Lowell)	Special Traffic Retired Captain Laferriere (Lowell)
Special Traffic Retired Captain McPadden (Lowell)	Special Traffic Retired Officer Mirabella (Lexington)	Special Traffic Retired Officer Rivera (Lowell)	Special Traffic Retired Officer Tomayan (Concord)



Police Department

Traffic Control Unit

MISSION STATEMENT

In partnership with our community, we, the Chelmsford Police Department, are committed to maintaining peace, protecting life and property, and providing professional law enforcement and crime prevention services. We accept the challenge of reducing the fear of crime by preventing criminal activity. We shall provide these services with compassion, dignity, and proficiency within the framework of the United States Constitution. To enhance the quality of life for all citizens, we will cooperate with other agencies and groups to resolve community concerns. To fulfill our mission, the Chelmsford Police Department will provide a supportive work environment that fosters the professional development of its members. Service will be our commitment... Honor and integrity are our mandates.

The Director of the Traffic Control Unit is Deputy Chief Hannagan, who oversees the Supervisor of the Traffic Control Unit, Lieutenant Jason Poor of the Special Services Division. The Traffic Control Unit comprises approximately 20 Traffic Control Officers. The unit is built on the chain of command. The sole purpose of the unit is to coordinate numerous special events, including but not limited to road races, bike path events, sports tournaments, parades, and other town-wide events. The unit is strictly on a volunteer basis. Traffic Officers are allowed to work on paid traffic details during the year.

Members of the Chelmsford Police Traffic Control Unit meet all necessary Massachusetts Police Reform Regulations to maintain professionalism and accountability within the unit. All Traffic Officers will satisfy MPTC standards and complete yearly in-service training, firearms qualification training, use of force training, conflict of interest training and maintain P.O.S.T. certification.

Fire Department

Gary Ryan, Fire Chief

Chief Gary Ryan
 Deputy Chief Ryan Houle
 Captain John Kivlan – Unit 1
 Captain Daniel Manley – Unit 2
 Captain Kevin O’Brien – Unit 3
 Captain Daniel Funaro – Unit 4
 Captain William Schellbach – Training Officer
 Captain Danielle Koutsoufis – Fire Prevention Officer
 Captain Joshua Abbott – Fire Prevention Officer

Firefighters

Robert Albon	William Amundson
Justin Aubert	Willaim Bacon
Gary Baker	William Bennett
Edward Boisseau	Evan Boudreau
Michael Bowler	Michael Brothers
Thomas Brothers	Erik Byam
Jeffrey Cancellia	Edward Casey
Michael Chiasson	Daniel Corey
Patrick Daley	Michael Ducharme
Tyler Evans	Robert Gardner
Derek Hamilton	Christopher Hillman
David Houle	Donald Kohl
Kenneth LaBrecque	Keith Lindsay
David Maher	Michael Maher
Leo Manley	Patrick McGarry
Timothy McNiff	Andrew Micu
Michael Nelson	Luis Neves
Scott Newcomb	Michael Noone
Christopher Oxier	Casey Phelan
Melvin Pichardo	Aubrey Pine
George Ryan	Michelle Sacco
Gregory Segnini	Timothy Shanahan
Gregory Sparks	Nicholas Spinale
Jason Turner	Joshua Turner
Garrett Walsh	Chelsey Yencho
Michael Young	

Mechanic

Frank Fader

Clerical

Anna Griffin
 Robin Bonica

New Firefighters

Chelmsford Firefighters Nicholas Spinale and Michael Noone graduated from the 10-week Massachusetts Fire Academy on Friday, May 10th. The firefighters were among 33 who graduated with Class#320, representing Andover, Auburn, Belmont, Chelmsford, Falmouth, Haverhill, Lynn, Methuen, Nantucket, Norwood, Seekonk, and Yarmouth. To graduate, recruits must demonstrate proficiency in life safety, search and rescue, ladder operations, water supply, pump operations, and fire attack. Both Nick and Mike successfully met the national standards of the National Fire Protection Association standard 1001 and are certified to the level of Firefighter I and II, and Hazardous materials first responder operational level. The Massachusetts Fire Training Council oversees the certification process, which is accredited by the National Board on Fire Service Professional Qualifications.





Fire Department



Departure

It is with great honor that I reflect on the retirement and remarkable 30-year career of Deputy Chief Michael Donoghue from the Chelmsford Fire Department. Retiring in December 2023, Deputy Chief Donoghue dedicated three decades to our department, leaving a lasting impact through his commitment and exemplary service.

Deputy Chief Donoghue began his career with the Chelmsford Fire Department in December 1993 as a Firefighter. His dedication and skill led to his promotion to Captain in October 2002, where he elevated the office of Fire Prevention. In April 2010, he was promoted to Deputy Chief, initially assuming the role of Deputy Chief of Fire Prevention before moving into the role of Operations Deputy Fire Chief until his retirement.

Throughout his distinguished career, Deputy Chief Donoghue spearheaded initiatives that greatly enhanced our department's capabilities and operational efficiency. His experience in operations was pivotal in refining our fire ground tactics and response protocols. He played a critical role in constructing two

essential fire station projects, modernizing our facilities. Recognizing the importance of seamless communication during emergencies, he led the upgrade of our communication network, implementing the town's first microwave radio coverage. Under his guidance, our fleet of fire apparatus and staff vehicles saw significant upgrades. He organized outside department participation in community events like the July 4th parade and collaborated statewide with fire officials to improve the statewide bid process for fire apparatus procurement. Additionally, he worked closely with the town's E-911 committee to ensure accurate assignment of addresses and unit numbers for large apartment complexes, streamlining emergency response.

Deputy Chief Donoghue's retirement in December 2023 marks the end of an era characterized by dedication, professionalism, and a relentless pursuit of excellence. His contributions have left an enduring legacy that will continue to benefit our department and the community for years to come.

Fire Department

Promotions

During the Fiscal Year 2024, the department proudly recognized the service and dedication of two distinguished members through well-deserved promotions. On April 8, 2024, Captain Ryan Houle was elevated to the rank of Deputy Fire Chief. Similarly, on December 18, 2023, Firefighter Josh Abbott ascended to the rank of Captain. Both Deputy Houle and Captain Abbott have been integral parts of our department since they both joined the department on October 12, 2006.

Throughout their tenure, Deputy Houle and Captain Abbott have demonstrated unwavering commitment to enhancing the operations and safety protocols within the department. Their contributions have significantly strengthened our team's efficiency and effectiveness, ensuring the highest standards of service to our community.

We extend our heartfelt congratulations to Deputy Fire Chief Ryan Houle and Captain Josh Abbott on their well-earned promotions. We are confident that they will excel in their new roles, continuing to lead with excellence and dedication. We wish them the very best in their future endeavors and look forward to their continued impact on the department's success.



Captain Abbott, Assitant Town Clerk Maria Vasquez and Deputy Chief Houle



Fire Department

New Vehicles

In December 2023, the Department welcomed two significant additions to its fleet: a new Pierce Fire Engine and the Department's very first all-electric vehicle, a Ford F150 Lightning. The arrival of the Pierce Fire Engine marks the replacement of the aging 1998 Smeal fire truck, which will now be retired and sold. This new fire engine will enhance our capabilities and ensure that we are better equipped to respond to emergencies efficiently.

In addition, the introduction of the Ford F150 Lightning represents a major step towards sustainability and modernization within the Department. This all-electric vehicle will take over the duties of the 2009 Ford Crown Victoria staff vehicle, providing a greener and more technologically advanced option for our daily operations.

We are incredibly grateful for these critical upgrades to our fleet and extend our sincere thanks to the town for its support in helping us maintain and improve our equipment. These new vehicles are essential in our ongoing efforts to provide the highest level of service to our community.



Fire Department



Roof venting evolution from Tower platform



Thermal imaging Drone footage of CFD training evolution

March 2024- Department Training at vacant Koulas Farmhouse

The Chelmsford Fire Department conducted several training evolutions at the vacant Koulas Farmhouse located on Pinehill Road in Chelmsford. This property, now under the ownership of the Town of Chelmsford, served as a valuable training ground for our firefighters.



Simulated smoke conditions for CFD Search and Rescue evolution



Fire Department



Chelmsford Fire Department Driving Simulator Training

The Chelmsford Fire Department successfully completed the Massachusetts Interlocal Insurance Association (MIIA) driving simulator training program. Held from May 20 to May 24th, this comprehensive training aims to enhance the driving skills of emergency responders through a blend of classroom instruction and hands-on practice with a state-of-the-art driving simulator.

The MIIA training program focuses on cultivating safe driving habits and strict adherence to road rules, which are critical in the high-pressure and fast-paced scenarios firefighters frequently encounter. The classroom sessions provide in-depth education on the best practices for safe driving, while the simulator offers a realistic and controlled environment for firefighters to practice managing various road conditions and situations they may face during emergencies.

The driving simulator mimics real-life road conditions, including adverse weather, heavy traffic, and other potential hazards. This realistic training environment allows firefighters to refine their driving techniques without the risks associated with live road training.

Fire Department

PFAS free Turnout gear approval

During the June 3rd Select Board meeting, town approval was granted for the allocation of \$252,000 in American Rescue Plan Act (ARPA) funds to procure 61 sets of PFAS-free turnout gear, one for each department member. This decision was motivated by increasing concerns surrounding the health risks associated with per- and polyfluoroalkyl substances (PFAS) commonly found in traditional firefighter gear.

In recent years, extensive research has underscored the significant health hazards posed by PFAS chemicals. These substances have been linked to serious conditions such as cancer and reproductive disorders. As guardians of public safety, it is our duty to prioritize protecting our firefighters from these preventable risks. Unfortunately, up until now, the Fire Department has not had access to a viable alternative to the current firefighting gear that contains PFAS substances.

Fortunately, our turnout gear vendor has informed us of available alternatives that do not contain PFAS. These advanced options utilize non-fluorinated technologies, effectively eliminating Fluorosurfactants from the equipment. Rigorous testing has confirmed that these alternatives meet or exceed all required safety standards while maintaining optimal performance.

The town's decision to switch to PFAS-free turnout gear reflects a strong commitment to protecting the health and well-being of our firefighters. By using these safer alternatives, we significantly reduce their exposure to harmful chemicals, thereby decreasing long-term health risks associated with PFAS.

I extend my sincere gratitude to the Town Manager, the Select Board, and the dedicated efforts of Chelmsford Local 1839 for their unwavering support of this proposal to fund the acquisition of PFAS-free turnout gear for our firefighters. This initiative not only aligns with our core values of prioritizing safety but also underscores our commitment to maintaining the highest standards of occupational health and safety within our department.



Public Works

Department of Public Works

Christine Clancy, Director

The Department of Public Works (DPW) maintains and improves the Town's infrastructure to provide a high quality, clean, and safe environment. The DPW has broad responsibilities including: maintenance and repair of the Town's roads, sidewalks, public buildings, streetlights, parks and playgrounds; maintenance and repair of the Town's sewer and stormwater systems; management of collection and disposal of residential and public building solid waste and recycling; maintenance and planning of the Town's public shade trees; snow and ice operations and responding to other emergencies; festival and event support; and collaborating and supporting other Town Departments, boards, and committees for other Town opportunities and needs.



The DPW, located at 9 Alpha Road, is comprised of the Engineering Division, Highway Division, Facilities/Parks Division, Sewer Division, Stormwater Division, and Solid Waste and Recycling Division. Across all divisions, there are 68 positions and additional intern or summer temporary staff that assist throughout the year.

The DPW held its first annual Open House and Touch a Truck event during Public Works Appreciation Week this past May 2024. This first event was a large success with several hundred people in attendance and various organizations and local companies participating in the event. As part of the event, the DPW conducted a food drive and collected over 80 recycling containers of donated food for the local food pantry.



As part of the DPW's Public Works Appreciation Week, approximately two dozen DPW employees spent a day giving back to the community by providing landscaping and other minor repair projects at Camp Paul. Camp Paul is a non-profit organization located on Concord Road that has provided educational and recreational programs for individuals with disabilities since 1968. DPW repaired a bridge, built a walkway, and completed other landscaping improvements.

Department of Public Works



The DPW provides monthly updates on the American Rescue Plan Act (ARPA) funding allocations and status of projects. The Town has an overall \$10.58 million in ARPA funds that are required to be allocated to projects by December 2024 and spent by December 2026. \$5.8 million in projects were allocated from ARPA prior to FY2024. In FY2024, an additional \$4.1 million in projects were allocated from ARPA funding. Many DPW projects allocated from ARPA funds in FY2024 were related to drainage infrastructure assessments and improvements, whereas many DPW projects allocated from ARPA funds prior to FY2024 were HVAC related projects.

Engineering Division

The Engineering Division is the technical backbone of the DPW, providing engineering support for the various DPW and Town infrastructure needs. The Engineering Division provides the following DPW operations:

- Maintains and updates the Town's GIS database and updates the Town Assessor maps.
- Provides design, layout, grades, technical assistance, and/or contract administration for various infrastructure projects within the Town's right-of-way or within public properties.
- Leads procurement of all DPW related projects and materials. Applies for various

infrastructure grants through state, federal, or other opportunities.

- Participates along with the Town Manager's Office, Police Department, and Highway Department on traffic related matters as part of a Traffic Committee.
- Reviews and issues permits for work within the public right-of-way and conducts inspections on the permitted work. 241 road opening, trench, utility, driveway and land disturbance permits were issued in FY2024.
- Reviews tree locations and coordinates with the Town's Tree Warden, the DPW Director, and consultants for the assessment of town owned trees. Approximately 135 tree requests were evaluated by the Engineering Division in FY2024 regarding health, ownership, or other needed actions for trees.
- Monitors the status of double poles located within the Town and coordinates relocation or removal of Town overhead utilities as part of the double pole process. A total of 20 transfers were completed in FY2024.
- Assists with snow removal operations.
- Completes Site Plan reviews for planning and development projects. Performs ongoing reviews of construction site plans to assure that they meet the standard erosion and sedimentation protection requirements as well as the water quality standards. Proposed projects are reviewed for compliance with the MA Stormwater Standards. In FY2024, the following site plan reviews were completed (total 14 reviews):
 - 18 Board of Appeals reviews were completed for 15 Chatman Road, 94-96 Princeton Street, 100 Park Road, 2 Pendleton Road, 29 Ansie Road, 290 Littleton Road, Unit 8, 3 Hidden Way, 43 Bartlett Street, 63 Carlisle Street, 6 Monmouth Street, 10 King Street, 26 Strawberry Hill Road, and 39 Evergreen Street, 3 Ranch Road, 15 Concord Road, 2 Indian drive, and 203 Turnpike Road.



Department of Public Works

- 15 Planning Board reviews were completed for 10 Hildreth Street, 93 Brick Kiln Road, 3 Meeting House Road, 10 Cross Street/0 Hope Street, 150-152 Dalton Road, 28 Parlee Road, 61 Central Square, Unit 5, 191 Chelmsford Street, 66 Parkhurst Road, 24 Maple Road, 83-85 Parkhurst Road, 41 Central Square, 110 Middlesex Street, Suite 1, 313 Littleton Road, and 150 North Road.

FY2024 Notable Projects

- Assisted the Highway Division with a Townwide Sidewalk Reconstruction Project which consisted of approximately 1.33 miles of sidewalk reconstruction.
- Assisted the Highway Division with Mill and Overlay Project at various streets in Town. A total of 5.76 miles were part of this project.
- Developed and implemented a Pavement Reclaim Contract at various streets in Town. A total of 2.65 miles were reclaimed.
- Developed and implemented a Pavement Microsealing Project at various streets in Town. A total of 1.53 miles were included in this project.
- Continued management of pavement and sidewalk databases to plan for future paving and sidewalk projects. The Overall PCI rating for the Town's Roadway increased from 76.9 in FY2023 to 78.3 in FY2024. This rating is on a scale of 0-100.
- Assembled a grant application for the MassDOT Complete Streets Grant for the addition of a new sidewalk on Turnpike Road between Golden Cove Road and Warren Avenue. \$500,000 in funding was awarded to this project.
- Worked with consulting engineers to evaluate the condition of the School Street over Stonybrook bridge and make recommendations for rehabilitation.

NAME	FRSEGMENT	TOSEGMENT	Treatment TBD
BILTMORE AVENUE	CARLISLE ST	DEAD END	Reclaim
BOARDWALK	MONTVIEW RD	CUL DE SAC	Reclaim
BONANZA ROAD	OLD STAGE RD	CUL DE SAC	Reclaim
CAROLYN AVENUE	MARINEL AVENUE	PRIVATE ROAD	Reclaim
CHATHAM ROAD	WARREN AVE	CUL DE SAC	Reclaim
CUSHING PLACE	ACTON RD	DEAD END	Reclaim
DELMORE DRIVE	MANNING RD	DEAD END	Micro Sealing
DOWNING PLACE	TANGLEWOOD DR	CUL DE SAC	Mill And Overlay
DRUM HILL ROAD	TOWN LINE	ROTARY	Mill And Overlay
DUNSHIRE DRIVE	DUNSTABLE ROAD	DUNSHIRE DRIVE	Reclaim
DUNSTABLE ROAD	ROGERS ROAD	CORAL AVENUE	Mill And Overlay
DUNSTABLE ROAD	CORAL AVENUE	DUNSHIRE DRIVE	Mill And Overlay
DUNSTABLE ROAD	DUNSHIRE DRIVE	GLENDALE ROAD	Mill And Overlay
DUNSTABLE ROAD	GROTON ROAD	ROGERS ROAD	Mill And Overlay
DUNSTABLE ROAD 2	TOWN LINE	TOWN LINE	Mill And Overlay
DUNSTABLE ROAD 3	TOWN LINE	TOWN LINE	Mill And Overlay
FLEETWOOD DRIVE	WARREN AVE	CHATHAM RD	Reclaim
GARY ROAD	CLARISSA RD	KRISTIN DR	Mill And Overlay
HIGHLAND AVENUE	MIDDLESEX ST	PRINCETON ST	Reclaim
HUNT ROAD	100' N OF AUTUMN LANE	GARRISON RD	Mill And Overlay
HUNT ROAD	100' S OF LITTLETON RD	100' N OF AUTUMN LANE	Mill And Overlay
HUNTLEY STREET	PINENEEDLE ST	DUNSTAN RD	Micro Sealing
MANNING ROAD	CARLISLE ST	DUNSTAN RD	Mill And Overlay
MANNING ROAD	DUNSTAN RD	DEAD END	Micro Sealing
MARINEL AVENUE	GROTON ROAD	DUNSTABLE ROAD	Mill And Overlay
MONTCLAIR CIRCLE	FLEETWOOD DR	CUL DE SAC	Reclaim
MONTVIEW ROAD	MONTVIEW RD	NORTH ROAD	Reclaim
NORTH ROAD	WORTHEN ST	FLETHCER ST	Reclaim
ORCHARD LANE	NORTH RD	DAVIS RD	Reclaim
PARKHURST ROAD	RT3 UNDERPASS	DRUM HILL RD	Mill And Overlay
RANDALL ROAD	MANNING RD	EDGEWOOD ST	Micro Sealing
SHARON AVENUE	GROTON ROAD	MARINEL AVENUE	Reclaim
SHEILA AVENUE	GROTON ROAD	CAROLYN AVENUE	Reclaim
STEADMAN STREET	PRIVATE ROAD	TOWN LINE	Mill And Overlay
STEARNS STREET	MANNING RD	EDGEWOOD ST	Micro Sealing
STURBRIDGE DRIVE	OLD WESTFORD ROAD	CUL DE SAC	Reclaim
SUMMER STREET	BOSTON RD	BILLERICA RD	Micro Sealing
TANGLEWOOD DRIVE	LOCKE RD	CUL DE SAC	Mill And Overlay
WORTHEN STREET	WESTFORD ST	NORTH RD	Mill And Overlay

- Continued coordination with MassDOT on the preliminary design of the Chelmsford Street and Gorham Street over I-495 bridge replacement project.
- Continued coordination with MassDOT on the pre-25% design of Vinal Square Improvements
- Completed construction oversight for the Dunshire Culvert Replacement Project.
- Coordinated design of CHS Tennis, Basketball, and Deck Hockey Court Renovations. Construction is anticipated to be completed in FY2025.
- Completed construction administration for upgrades to Ayotte Field
- Working with the Sewer Division on Town's Pilot Inflow Removal Program

Department of Public Works

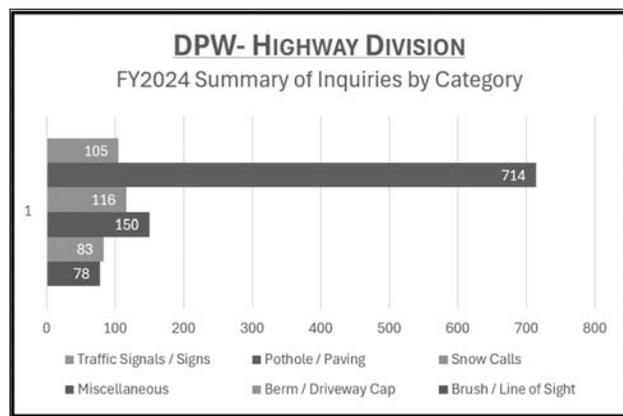
- Worked with the Stormwater Division on the procurement of a watershed assessment for 3 areas in the Town.
- Worked with the Facilities and Highway Division on the improvements at the Adams Library where the parking lot abuts Boston Road. A new sloped area with fencing was constructed in place of the failing wall and non-compliant sidewalk.
- Completed design for the Beaver Brook Walkway Project.
- Completed design on drainage improvements for Jessie Road, Ansie Road, Mill Road, and Roberts Field. Construction is anticipated to be completed in FY2025.
- Designed and procured a grease trap for the McCarthy Kitchen Renovations Project.
- Continued with the managing and assisting a Licensed Site Professional with remediation of PFAS contamination at 54 Richardson Road.



Highway Division

Daily activities for the Highway Division consist of roadway, sidewalk, and parking lot maintenance, pothole repairs, curb and berm installations, brush cutting, tree pruning and removal, traffic signal maintenance, fleet maintenance, community coordination with various right-of-way requests, street and traffic sign maintenance and coordination, various event coordination, snow and ice operations, and construction assistance with other various projects throughout the Town.

Many Highway Division related inquiries that are called into DPW are fielded directly by the DPW administration through either email, phone, in person, or the Town's SeeClickFix portal. Below is a summary of the volume and category of inquiries received by the Highway Division in FY2024.



Road and Sidewalk Construction

The following roads have been rehabilitated in the calendar year 2024. As part of the rehabilitation efforts, drainage structures and drainage issues have been addressed, areas adjacent to the roadway have been loamed and seeded, and traffic markings were applied where applicable. A total of 9.64 miles were paved as part of this program. Surface treatments included microsealing, mill and overlay, and reclaim.



Department of Public Works

NAME	FRSEGMENT	TOSEGMENT	Treatment TBD
BILTMORE AVENUE	CARLISLE ST	DEAD END	Reclaim
BOARDWALK	MONTVIEW RD	CUL DE SAC	Reclaim
BONANZA ROAD	OLD STAGE RD	CUL DE SAC	Reclaim
CAROLYN AVENUE	MARINEL AVENUE	PRIVATE ROAD	Reclaim
CHATHAM ROAD	WARREN AVE	CUL DE SAC	Reclaim
CUSHING PLACE	ACTON RD	DEAD END	Reclaim
DELMORE DRIVE	MANNING RD	DEAD END	Micro Sealing
DOWNING PLACE	TANGLEWOOD DR	CUL DE SAC	Mill And Overlay
DRUM HILL ROAD	TOWN LINE	ROTARY	Mill And Overlay
DUNSHIRE DRIVE	DUNSTABLE ROAD	DUNSHIRE DRIVE	Reclaim
DUNSTABLE ROAD	ROGERS ROAD	CORAL AVENUE	Mill And Overlay
DUNSTABLE ROAD	CORAL AVENUE	DUNSHIRE DRIVE	Mill And Overlay
DUNSTABLE ROAD	DUNSHIRE DRIVE	GLENDALE ROAD	Mill And Overlay
DUNSTABLE ROAD	GROTON ROAD	ROGERS ROAD	Mill And Overlay
DUNSTABLE ROAD 2	TOWN LINE	TOWN LINE	Mill And Overlay
DUNSTABLE ROAD 3	TOWN LINE	TOWN LINE	Mill And Overlay
FLEETWOOD DRIVE	WARREN AVE	CHATHAM RD	Reclaim
GARY ROAD	CLARISSA RD	KRISTIN DR	Mill And Overlay
HIGHLAND AVENUE	MIDDLESEX ST	PRINCETON ST	Reclaim
HUNT ROAD	100' N OF AUTUMN LANE	GARRISON RD	Mill And Overlay
HUNT ROAD	100' S OF LITTLETON RD	100' N OF AUTUMN LANE	Mill And Overlay
HUNTLEY STREET	PINENEEDLE ST	DUNSTAN RD	Micro Sealing
MANNING ROAD	CARLISLE ST	DUNSTAN RD	Mill And Overlay
MANNING ROAD	DUNSTAN RD	DEAD END	Micro Sealing
MARINEL AVENUE	GROTON ROAD	DUNSTABLE ROAD	Mill And Overlay
MONTCLAIR CIRCLE	FLEETWOOD DR	CUL DE SAC	Reclaim
MONTVIEW ROAD	MONTVIEW RD	NORTH ROAD	Reclaim
NORTH ROAD	WORTHEN ST	FLETHCER ST	Reclaim
ORCHARD LANE	NORTH RD	DAVIS RD	Reclaim
PARKHURST ROAD	RT3 UNDERPASS	DRUM HILL RD	Mill And Overlay
RANDALL ROAD	MANNING RD	EDGEWOOD ST	Micro Sealing
SHARON AVENUE	GROTON ROAD	MARINEL AVENUE	Reclaim
SHEILA AVENUE	GROTON ROAD	CAROLYN AVENUE	Reclaim
STEADMAN STREET	PRIVATE ROAD	TOWN LINE	Mill And Overlay
STEARNS STREET	MANNING RD	EDGEWOOD ST	Micro Sealing
STURBRIDGE DRIVE	OLD WESTFORD ROAD	CUL DE SAC	Reclaim
SUMMER STREET	BOSTON RD	BILLERICA RD	Micro Sealing
TANGLEWOOD DRIVE	LOCKE RD	CUL DE SAC	Mill And Overlay
WORTHEN STREET	WESTFORD ST	NORTH RD	Mill And Overlay

The following sidewalks have been reconstructed in 2024. As part of the reconstruction efforts, curbing is replaced or reset, areas adjacent to the sidewalk have been loamed and seeded, and necessary transitions have been made to driveways and walkways. ADA complaint concrete panels and crosswalks are also installed as part of these efforts.

LIST of SIDEWALKS completed in 2024, 1.82 miles in total

- Old Westford Road (Partial New Sidewalk)
- Cushing Place (New Sidewalk)
- Parkhurst Road (Partial New Sidewalk)
- Longspur Road
- Clydesdale Road
- Windsor Street
- Essex Place

- Percheron Road
- Miscellaneous curb ramp replacements at 20 locations
- Tyngsboro Road (Vinal Square to Wellman Ave New Sidewalk by MassDOT)

Other Miscellaneous Highway Projects

- Lead effort to cleanup 185 Pinehill Road, formerly known as Koulas Farm, which is a 42 acre property purchased by the Town in 2023. A total of 18 dumpsters of miscellaneous debris and old farm equipment were removed from the site as part of the cleanup. Several vehicles were removed from the site as well. The Highway Division assisted with the demolition of the abandoned house on the property, graded the site, cleared and mowed the meadow area, and built an interim parking location for the site to be visited by the community.
- Lead storm response efforts in response to a microburst that passed through the Town on September 8 2023, causing damage to many trees in Town.
- Assisted with demolition of McCarthy Tennis Courts and CHS Tennis Courts.
- Assisted Facilities with demolition of the Highland Park Playground.
- Assisted Facilities with maintenance and drainage at the Southwell Playground.



Department of Public Works

- Completed 10 tree plantings in collaboration with the Tree Committee at Town Offices, Harrington, and Friendship Park.
- Completed pruning and tree maintenance on Bruce Freeman Trail and other locations across Town. Coordinated pruning and tree removal as needed with the Town's tree contractor.
- Expanded brining system at DPW for use for snow and ice operations so that 75% of the Town can be treated prior to a storm.
- Updated Fleet inventory and maintenance information for all of DPW in Fleet Management database.
- Completed improvements to the sidewalk and existing retaining wall at the Adams Library Parking Lot by eliminating a sidewalk, creating a sloped embankment, and adding curbing and wooden guardrail at the edge of the library parking lot.
- Developed in house CDL Training Program and successfully completed training to a few new DPW employees in FY2024.

Snow and Ice

Winter plowing operations are managed by the Highway Division and assisted by the Engineering Division, Parks Division, Cemetery Division, Sewer Division, Stormwater Division, and the Facilities Division. The plowing is supplemented with private contractors. Snow plowing occurs within 190 miles of streets, 28 municipal buildings and along 27 miles of sidewalk.

Although the region experienced unprecedented rainfall amounts this year, the 2023/2024 winter season was overall a mild winter for snow and icing events. The DPW deployed its fleet, supplemented with plow contractors, for three (3) plowing events and deployed in-house salting trucks for four (4) low accumulation and/or icing events. In total, approximately 65 pieces of equipment

operated by plow contractors and DPW were deployed during plowable snow events. In addition to salting and plowing efforts, DPW expanded its brining operations. The pilot program that launched in 2022/2023 treated approximately 25% of the Town during each appropriate winter event. This year's program treated approximately 75% of Town roadways and all municipal and school parking lots. Brining is a mixture of salt and water that is mixed at 23% water to salt ratio and applied on dry surfaces up to 24 hours ahead of a storm. The brining mixture is an environmentally and cost-effective pretreatment option that treats the initial snow accumulation that falls on treated surfaces.

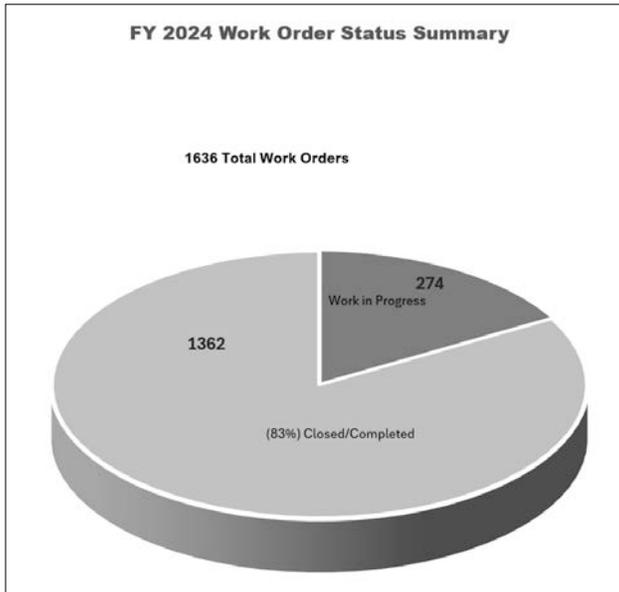
Facilities Division

The Facilities Division oversees the operation and maintenance of the Chelmsford Public Schools and Public Buildings, twenty-eight in total. In FY2024, Facilities completed a minor staff reorganization by folding in the facilities management of the library facilities directly into the Facilities Division. Prior to FY2024, the Library Department had a separate facilities manager. As part of this reorganization, an Operations Manager position was created to lead the maintenance and operations of the Division. Also, a Facilities Project Manager was created to lead the many facility related Capital and ARPA projects.

The Division provides in-house services by the Facilities Maintenance Shop including electrical, plumbing, painting, carpentry, small engine repair, asbestos/pesticides, truck driving, fields and grounds and general maintenance. Facilities leads efforts on capital and other improvement projects at the Town and School buildings, parks, and grounds. Facilities hires and oversees work implemented by outside vendors to service and maintain building systems as needed. Examples of services contracted to outside vendors include, asbestos, building envelope repair, HVAC



Department of Public Works



building system, roof assessments and repairs, energy controls, fire alarms, generators, HVAC building systems, pest management, abatement associated with projects, security alarms, solar operations, and sprinkler systems. The Facilities Division employs a part-time Building Attendant at Town Offices to assist with opening and closing of the building as needed and supervision of the cleaning contractor. The Facilities Division utilizes a work order management system, called School Dude, to document and prioritize facility related maintenance and repair requests throughout the Town. The charts below provide a summary of the work order completion in FY24.

The Facilities Division also provides the following DPW operations:

- Maintains all Town parks and playgrounds.
- Provide snow removal at the school and public buildings.
- The Town's two electricians within the Facilities Division are responsible for the maintenance of approximately 2,220 Town owned streetlights as well as removing

abandoned overhead fire alarm wires throughout the Town.

- Maintains all traffic islands and commons in Town as well as the DPW building grounds. The grounds are groomed each spring and prepared for heavy use during the year. The grounds are prepared ahead of various events held throughout the year.
- Groom and maintain approximately 80 acres of athletic turf and grass fields for all public-school sporting events and town recreational programs.

FY2024 Notable Facilities Projects

- McCarthy School Kitchen Renovations Project completed Fall 2023.
- Byam and Harrington HVAC Ventilation Improvements Project completed Fall 2023.
- Center School Boilers Replacements completed Fall 2023.
- CHS Boiler Replacements completed Fall 2023.
- CHS Gym Diffuser installation completed in Spring 2024 to improve air distribution in the CHS gym.
- South Row modular exterior wall repair completed Fall 2023.
- School Door Hardware Replacement project at the Harrington, Byam, and Community Education was completed in winter/spring 2024.
- CHS Kitchen Renovations Project design completed and construction began in summer 2024 with an anticipated completion of summer/early fall 2024.
- CHS Art Wing Unit Ventilator and Community Ed Café Unit Ventilator Replacement completed in summer 2024.
- Cleaning Services Contract was procured for FY2024 for cleaning of Town Offices and DPW.
- Town field and Park grounds (48.2 acres) Fertilization Contract for FY2024 was procured and administered.

Department of Public Works

- South Row Lightning Protection System was installed by June 2024.
- Electrification Study for all School Buildings began in 2024 and is anticipated to be completed in FY2025.
- Community Ed and Harrington Boilers design has been completed and project procured. Installation anticipated to be completed in FY2025 (Fall 2024).
- McCarthy and Parker School RTU Replacements have been procured. Installation to be completed in FY2025 (Fall 2024).
- CHS RTU Replacement Project has been completed.
- Worked with the Engineering Department on improvements to Ayotte Field.
- Fire Headquarters HVAC controls upgrade completed in Fall 2023.



- Senior Center HVAC Improvements Project design and procurement was completed. Project completion estimated to be completed in FY2025.
- Manage HVAC on-call maintenance contract for Town and School Buildings
- Procured one new Facilities Pick Up Truck to replace aging fleet vehicle.

Playgrounds Coordinator

The Town's Playground Coordinator works within the Facilities Division and manages the maintenance and safety of all 14 public playgrounds and conducts safety inspections on a monthly/annual basis to adhere to all compliance requirements.

The Playground Coordinator lead the design on the playground replacement of Highland Park. The construction of this playground was completed in fall 2023. The Playground Coordinator worked with Friends of Roberts Field



and the Dillon Family for the design and procurement of an addition to a 2-5 age group playground at Friendship Park to be called Junie's Place in memory of Juniper Dillon. Construction is anticipated to be completed in summer 2024. ADA and fencing improvements were installed at the playground at the



Department of Public Works

Harrington School and East Harmony Park. Various other minor maintenance, such as new playground safe wood chip installation, was completed at the other playgrounds throughout Town.

The Playground Coordinator manages seasonal staff to maintain and clean the parks, beaches, and playgrounds in the spring and summer season. Additionally, the Playground Coordinator facilitates volunteerism by local partners including the Middlesex County Sheriff's Department and Valley High Collaborative who collaborate to complete small projects and help maintain Town property.

Energy Manager (Sustainability Manager)

The Town's Sustainability Manager works within the Facilities Division. The Sustainability Manager oversees the energy management systems for all municipal buildings on a daily basis, coordinates with the schools on energy control needs, manages daily work requests, and coordinates repairs with the controls contractor. The Energy Manager works with the Clean Energy Committee on various clean energy initiatives and grant opportunities. The Energy Manager also works with vendors on the management of the Town's solar panels. Repairs completed on solar panel systems include a replacement inverter at the DPW and a few blown fuses at South Row school.

The Energy Manager is working with the DPW Director on an electrification study within the school buildings to build a roadmap on how all of the school buildings will become independent of fossil fuel energy by the Town's goal of 2050. This study is anticipated to be completed in FY2025. The Town collects revenue from the Town's electric vehicle charging stations. They are currently located at various Town facilities and parking lots. There are a total of 11 locations, 20 ports throughout the Town. In FY2024, the Town collected \$52,236 in total revenue from

the charging stations.

Recycling and Solid Waste Division

The Sustainability Manager oversees the solid waste, recycling, and all other waste stream diversion programs available to residents of Chelmsford. The Division works with the Town's recycling committee to encourage recycling, assuring that programs comply with state waste bans, local bylaws, and other relevant requirements. The Sustainability Manager assists residents with issues and inquiries related to recycling and solid waste, educates residents regarding the importance of recycling, reuse, diversion, and donation options while also monitoring the Town's waste and recycling contractor's tonnage and cost activity. E.L. Harvey completed its first full year as the Town's solid waste and recycling contractor under a newly instituted 5-year contract.

The following lists FY2024 program highlights for the Solid Waste and Recycling Division:

3 Year Solid Waste and Recycling History		
Year	Solid Waste Tonnage	Recycling Tonnage
FY2022	11,016	3,314
FY2023	9,356	3,133
FY2024	10,294	3,293

- Renewed solid waste disposal contract with Covanta facility located in Haverhill, MA
- The Town's 2023 "Chelmsford Recycle" app where residents can receive updates about the curbside services and other solid waste and recycling program updates increased in users in FY2024 to 4,410 users, which is a 37% annual increase from FY2023.
- Below is an overview of the tonnage of solid waste and recycling tonnage from FY2024 as well as the previous 2 fiscal years.
- The Sustainability Manager continued to work with the School Department on a composting program. A total of 25 tons of

Department of Public Works

food, a 13% increase (22 tons in FY2023), was diverted from landfills and was able to be composted as part of this program.

- The pink bag textile recycling program operated by Simple Recycling collected 32,820 pounds of material curbside, which is approximately a 29% increase from FY2023 (25,506 pounds).
- E. L. Harvey continued to provide a for-fee pick-up of electronics, appliances and tires.
- The Town replaced its biannual yard waste drop off programs in FY2023 with five curbside yard waste and leaf pick-up programs for residents in the community.
- The Town held two hazardous waste events, staffed by DPW employees and volunteers. These events served 574 vehicles, which is a 12% increase from FY2023 (511 vehicles). Residents who were unable to attend these events had the option of attending other regional collection events available through DEP sponsored reciprocity agreements.
- The Sustainability Manager and volunteers from the Recycling Committee operate the Town's mercury abatement program which is funded by Covanta Haverhill. This program includes the collection of fluorescent light bulbs, thermometer exchanges, and thermostat and button cell battery collections programs. A total of 5,135 pounds of battery/mercury volume in weight was collected as part of this program.
- The Town held two community shredding events, staffed by DPW employees and volunteers. The event was held at the DPW and served 358 cars.
- The Sustainability Manager launched a program to recycle holiday string lights. In FY2024, a total of 900 pounds of string lights were collected as part of this program.
- The Sustainability Manager organized the sale of 47 rain barrels and 44 compost bins

in partnership with MA DEP SMRP grants and Enviroworld, the vendor who supplied the equipment. The Town also launched a curbside program with Black Earth to allow for biweekly curbside pickup. 95 users in Chelmsford signed up for the curbside program.

- The town continued its mattress recycling program with UTEC, INC to keep disposal rates at \$30.00 per mattress. The Town and its residents diverted around 1171 mattresses in FY 2024, an increase of 67% from FY2023 (700 mattresses).
- The Sustainability Manager organized a cleanup that was sponsored by the Highway Department and E. L. Harvey during Earth Day. Approximately 300 bags were picked up from the DPW by residents who worked diligently in their community to pick up litter over the course of the week.

Sewer Division

The daily activities of the Sewer Division Operations staff include: preventative maintenance and repair of 41 pump stations, 2 metering stations, and approximately 190 miles of sewer gravity mains, force mains and low pressure lines. In addition to the preventative maintenance tasks, the Operations staff

performs Pump Station building and grounds maintenance, snow removal, and emergency mark outs. The Division staff also oversees and performs repairs and maintenance on all the Town's backup generators at the DPW, Schools, Police, Fire, Library and Town offices. In addition, the Staff assists the Highway Division with snow removal activities and other Divisions as needed. The Departmental Assistant is the primary interface with the public and handles billing, sewer betterments, phone inquiries, concerns and other related matters.

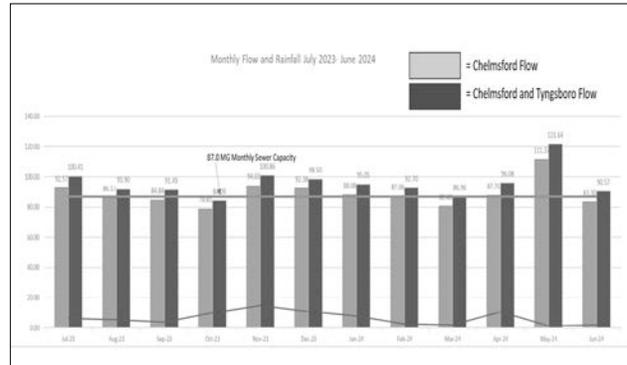


Department of Public Works

Major accomplishments in FY2024:

- 30 manholes were rehabilitated for I/I removal estimated at approximately 13,500 gallons of infiltration removed from the sewer system in addition to the I/I removal estimated from the 2022 Sewer System Evaluation Survey.
- Lord Rd Pump Station upgrade completed on 7/10/23
- Kensington Phase 1 construction completed on 6/21/24
- Miland Ave Pump Station upgrade started on 6/27/24
- Progress Ave Pump Station: two 8" ductal iron force main repairs on 1/4/24
- 8" gravity sewer repair on 2/2/24 on Woodlawn Avenue
- 152 grinder pump responses for repairs/ core replacements
- Assisted Engineering and Stormwater with the Town's pilot inflow removal program
- Continued pipeline and manhole inspection program and gravity sewer flushing program
- Installed 2 new manhole structures and repaired 2 manhole inverts to prevent possible gravity sewer blockages
- Continued wet well cleaning program for all 41 sewer pump stations
- Rebuilt/ repaired pumps, valves, transducers on 27 sewer pump stations
- Installed Mission Controls to 3 sewer pump stations and 2 flow metering stations that flow directly to Lowell. Mission monitors alarms, pump data, and flow analysis. This project was funded through ARPA
- Completed 2024 Sewer Division Operations Safety Audit

The Town continues to monitor the sewer capacity constraint that the Town is facing. Monthly sewer flows as it relates to rainfall totals were monitored monthly in FY2024,



depicting the correlation between higher groundwater conditions and rainfall amounts and higher sewer flows. The Sewer Division works with the Engineering Division to assess any sewer capacity needs for proposed change in use projects. 12 total addresses were evaluated for potential sewer capacity increases. One property utilized the sewer credit policy.

Stormwater Division

The Stormwater Division is the newest division of the DPW which was created in 2019. The Stormwater Division inspects, maintains and makes improvements to the town's drainage infrastructure. This infrastructure includes approximately 106 miles of stormwater pipe, 325 culverts, 5933 catch basins and 667 outfalls. The stormwater division also sweeps all town owned roads. The Stormwater Division manages and maintains (managing the runoff from rainstorms and snow melt) with the EPA Phase II National Pollutant Discharge Elimination System (NPDES) permit. This permit is in place to allow Towns to control water pollution by regulating the point sources that discharge pollutants into our water systems.

Operations and Maintenance:

The Stormwater division swept all town owned roads, schools and public building parking lots in the spring and fall. All catch basins are routinely cleaned off to ensure no localized flooding during rain events. 1,100 catch basin

Department of Public Works

sumps and 157 drain manholes were cleaned, inspected and recorded utilizing town owned and operated equipment. An estimated 1,050 cubic yards of street sweepings and 400 cubic yards of catch basin cleanouts were collected. The Town disposed of 1,850 tons of street sweeping and catch basin cleanout material. 60 catch basins were repaired. Stormwater routinely inspects outfalls, culverts and all other drainage infrastructure. 1,100 ft of drainage pipe was flushed to remove obstructions within the pipe that may have partially or completely blocked stormwater from draining properly. Several drainage headwalls were inspected and repaired, such as removing overgrown vegetation, repointing headwalls, removal of trash and debris.

Inspections and Reporting:

While inspecting and maintaining the Town's stormwater infrastructure, stormwater employees in coordination with the Engineering Department, locate town owned drainage and private drainage that is interconnected and is not currently mapped. This year, 170 Pipe segments, 54 catch basins, 13 outfalls, and 5 detention ponds were updated in the Town's GIS database.

Flooding:

FY2024 experienced several high intensities rainstorms causing the town's drainage system to be over capacity. Stormwater provides immediate assistance as well as investigates long term solutions to improve drainage in collaboration with the DPW Director and Engineering staff. Often flooding is the result of beaver activity blocking a culvert or stream. Stormwater works with the Board of Health for assistance in removal of beavers by permitting emergency beaver permits. 13 emergency beaver permits were issued in FY2024. Two culverts that have repeated beaver activity were fitted with a beaver control device that stops the culvert from being dammed without the need of trapping beavers. One of the flooding events

in September 2023 was related to a beaver dam located adjacent to Route 3 in North Chelmsford that gave way, resulting in millions of gallons of water rushing downstream towards Swain Pond and Deep Brook causing the brook to swell and flood. Stormwater staff assisted in deploying sandbags to homes that were experiencing flooding.

Watershed Analysis, Drainage Improvement Projects - ARPA Funding:

Stormwater and Engineering worked together to identify watersheds that are prone to flooding during heavy rainstorms as well as identify other drainage improvement projects to assist with areas experiencing flooding. Deep Brook Watershed, Black Brook East Watershed, and a floodprone area between Dalton Road and Route 3 on 110 were selected for Watershed Assessments. The Watershed Assessment project, funded by ARPA, will evaluate the configuration of the watersheds, evaluate real time flow data with flow metering equipment, develop a model to evaluate impacts during various weather events to the stormwater infrastructure within each of these 3 watershed areas, and provide recommendations on potential improvements to drainage infrastructure in these areas. This analysis is an ongoing project that will be carried out into fiscal year 2025. Stormwater has been assisting with investigations in the field. Several other drainage improvement projects have been funded by ARPA and are being designed by the Engineering division. These projects include Pendleton stream cleaning, improvements to drainage at Ansie Road and Jessie Road, Mill Road, and Roberts Field and will be completed in FY2025.

Westford St. Culvert Replacement:

A 50' long pipe culvert was replaced with new HDPE pipe and the headwall was rebuilt.

Public Outreach and Education:

Part of the MS4 Stormwater Permit is to



Department of Public Works

educate the public on stormwater, and ways in which the public can assist in the importance of keeping our stormwater clean. The Stormwater Engineer meets with over 400 fifth grade students at Chelmsford's Elementary schools to teach about stormwater every year.



During the DPW's May 2024 Open House and Touch a Truck Event, Stormwater demonstrated how pollutants in roads and fields can enter and pollute water ways with an interactive EnviroScape model. The Stormwater Division also published multiple public educational flyers during FY2024 regarding stormwater pollution.

Pond/Lake Management: The Stormwater Division manages Freeman Lake and Heart Pond water quality investigations and treatment plans for invasive plant growth. The Town is currently working with TCR to develop a Comprehensive Lake Management Study for Freeman Lake. This study included multiple sampling events and a public input event in FY2024 and aims to help guide the Town in treatment options going forward. The study will continue into FY2025. The Town has an established treatment plan for Heart Pond and worked with Water and Wetland in FY2024 to implement. The treatment plan includes pre-treatment lake survey, aquatic herbicide

treatment for Curly-leaf Pondweed and Fanwort, monitoring of Cyanobacteria levels and treatment for Cyanobacteria, if necessary.

Cemetery Commission

David Boyle, Superintendent



Members:

Jeffrey A. Hardy, Chair
Nancy Sousa
Candace O. Chase

Cemetery Department Personnel:

David J. Boyle, Superintendent
Jorge De Freitas, Foreman/Backhoe Operator
Nick Zgonis, Driver / Laborer
Randy Houle, Driver/ Laborer
MaryAnn Silva, P. T. Clerk
Matthew Mc Carthy, Seasonal Laborer
Chris Fielding, Seasonal Laborer

The Cemetery Commission is pleased to report the following accomplishments for Fiscal Year 2024, to the citizens of Chelmsford.

In the Fiscal Year 2024, we recorded a total of 192 interments for the year, 101 full burials and 69 cremation interments and 22 Niche Wall In-Urments. Overall, cremation accounted for just over 47.5% of total interments. For FY 2024 there were 90 cemetery lots purchased. Forty-five (45) lot owners participated in the Prepaid Interment Fee Program.

As in the past, I would first like to take this opportunity to thank the entire staff for each their contributions, between the increase in interments and the continuous need to keep the cemeteries looking as well as possible, they have done an amazing job. Once winter breaks, our focus is on having the Cemeteries in pristine condition for both Mother's Day and Memorial Day each year. In FY 2024, the Sale of Cemetery lots stayed above average, we offer lot owners numerous interment options, be it for full casket interments or cremation interments, at Pine Ridge we offer a beautiful Cremation Garden area along with 4 Niche Walls, we are in the early stages of developing lots that will house mausoleums for both caskets and urns. At Fairview, we have both tradition monument privilege lots and a Niche Wall, in the Fall of 2024 we will be erecting a second niche wall at there.

At Pine Ridge Cemetery, we are awaiting bids for the paving from the new Riverneck Rd entrance to Section I within the cemetery, this will complete the site work for the project, which began in the Fall of 2016 with the clearing of trees



Cemetery Commission

and end this Fall with the completion of paving. During the Fall of 2023, working with Mass Corr (Massachusetts Corrections) they fabricated a new wrought iron gate that was installed alongside the granite post at the new entrance off Riverneck Rd. Final lot design and planting of trees will take place in the future. With the support of the Town Manager and Town Meeting members, the entire project is being funded completely by the Cemetery by transferring monies from the Sale of Lots account to the Improvement & Development Fund. At Fairview Cemetery we are in the process of placing a second 80-unit Niche Wall with an expected date of arrival in the Fall of 2024. At the 2024 Spring Town Meeting approval was given to replace the chain link fencing that borders Strawberry Hill Rd with a granite post rail fence, this project will be funded through the Community Preservation Commission, the Cemetery Commission would like to thank them for supporting this project.

Restoration of the wrought iron fencing that surrounds Pine Ridge continues. It began in 2018, with an approximate end date of 2026.

We continue our program to safety prune any trees that need attention at the Towns six cemeteries. Once again, this past year Cemetery personnel assisted the DPW in snowplowing operations throughout the winter season.

Beginning November 15, 2024, Cemetery personnel and volunteers from the local Boy Scouts group will be removing all Veterans flags, for the winter season. A flag retirement ceremony will also take place at a time to be determined. New Veteran flags will be placed on all Veterans graves on Armed Forces Day, Saturday May 17, 2025.

Wreathes Across America will take place in Chelmsford on Saturday December 14, 2024, beginning at Pine Ridge, watch for further details to come. We are always looking for volunteers to place wreathes at Christmas and Veteran flags for Memorial Day. If there are any questions, please

TOWN OF CHELMSFORD CEMETERIES

Download our New Mobile App!

We've created an easy way for you to locate loved ones from your phone! To download simply scan the code here with your mobile device.

When prompted to install the app, tap the Share icon in your bottom toolbar, and choose Add to Home Screen.

direct them to the Superintendent at dboyle@chelmsfordma.gov

Cemetery Lots are available for sale at Pine Ridge Cemetery, Fairview Cemetery, and West Chelmsford Cemetery. Limited lots will be available again at Heart Pond Cemetery in the Spring of 2025

Please check out the "Chelmsford Cemeteries" Smart Phone App, which works with both Android and the I-Phone, to download the app, please go to our website, cemeteries.chelmsfordma.gov and hit the "Search Burial Records tab" there you'll find the link to download the App. Our Facebook page, listed under Chelmsford Cemeteries, is continually updated with information regarding the Towns cemeteries. All cemeteries also have a sign board with a QR code to easily download our App while at the cemeteries.

Please visit the Cemetery web site, cemeteries.chelmsfordma.gov or go on the Towns web site chelmsfordma.gov and click on the Town Departments link; then to the Cemetery Department link, here you will find all information pertaining to the Cemeteries.

Respectfully submitted,

David J Boyle,
Superintendent of Cemeteries



Center for the Arts *Executive Director, Lauren Cochran*



This past year was an incredibly busy one for the Chelmsford Center for the Arts. There has been consistency in programming in the Cabaret / Café which has increased the audiences as well as some incredible physical changes that have been and are being made to the interior and exterior of the building.

The Cabaret Café received new furnishings and a new led sign, "The CCA is the Place to Play" and has now hosted Broadway Karaoke, Sober Karaoke, Trivia, Open Mic , Storytelling, Cribbage Contest & Game Nights, and Folk Music Open Mic , all on a once a month schedule! In the fall, the CCA once more held an open house to support the Board of Health fall festival. It included a fall photo display done by a local girl scout troupe! In addition, the Playground, the CCA's own resident theatre group, led by Donna DeWitt, produced the 2nd annual CHS Alumni

Talent Show much to the delight of the sold-out audience. The Playwright's Collaborative of Newburyport graciously did a night of one act plays and donated all the ticket revenue to the CCA! Wonderful short plays written by North Shore playwrights delighted audiences. After Thanksgiving, the CCA held its first, soon to be 2nd annual, mini festival of trees as a fundraiser. Over 38 companies donated to the event and many people came to the CCA to look at the magical wonderland of trees. December fun continued with a sold-out Barbie Holiday Party sponsored by Dacey Zouzas and her endowment for the arts. Each child received a free Barbie doll! In addition, the Playground had a world premiere of an original holiday musical, "Santi and Perch: Countdown to Christmas. Featuring a cast of over 30, ages of the cast ranged from 8 to 70. In February, in conjunction with the DEI committee, the CCA hosted its 2nd annual Jazz Brunch in celebration of Black History Month along with a featured display of visual art by Jeff Higgs and a keynote speech Dr. Brent Smith. The event was once more a sellout.

Art exhibitions in the gallery have returned under the helm of former executive director, Susan Gates as well as events hosted by members of the Chelmsford Art Society. To date Christopher Scott Blumfield's Blue Gnome exhibit and art by local artist Maureen Baker had receptions and openings. For June, there was an LGBTQ tribute in the gallery. July 4th brought the Chelmsford Art's Society annual exhibition to both the auditorium and gallery. Starting in September 2024, the gallery will once more be hosting monthly exhibits and receptions. The gallery has been renovated and will be receiving fresh paint along with new furnishings!



Center for the Arts

The CCA continues to flourish. With many rental events, each week is filled with people, often on all 3 floors simultaneously. The CCA continues to house Toastmasters, Rotary Club, Community Band, Community Jazz Band, The Writer's Group, Knitting Groups, Meditation group and more. The CCA was happy to host a Masquerade Ball as a fundraiser for Junie's Place. The CCA also hosted baby showers, recitals, celebrations of life, bridal showers, birthday parties and art shows. For the 2nd year in a row, the CCA hosted the COOL Science Art Show sponsored by UMass Lowell as well as the Congressional Art Show.

The Playground's own 2nd annual Ten-Minute Play Festival in June featured works of local playwrights and was a great success. It featured many local actors. In addition, two of the plays were from writers in the CCA's very own Writer's Group. The 2nd Drag Show and the first Drag Character Brunch, done in collaboration with Community Services was fun for all. Once more, the CCA hosted an educational event for the Transgender Day of Visibility.

Dramatically Incorrect of Lowell rented space at the CCA and produced several musicals and plays this past season including: Doubt, Heathers, Connected, and Seussical the Musical. They are currently running a summer theatre program for children that will culminate in a production of Willie Wonka. A new Littleton Theatre Group entitled Roaring Hills Theatre company also produced The Importance of Being Earnest at the CCA in August.

The Playground expanded and will continue to expand its own theatrical offerings with its once a month, "Cocktail and a Comedy Series". The first production was "Audience" by Michael Frayn. Upcoming will be the

2nd comedy entitled "The 39 Steps". The Playground will continue this series with gratitude from a grant from the Chelmsford Cultural Council.

The CCA newsletter is sent out weekly and has now produced over 50 newsletters! Each newsletter lists upcoming events, photos and any other information pertinent to the town of Chelmsford. The subscriber list is over 2200 with hopes of growing even more. The CCA website is updated weekly with all of our events.

The CCA has a few high school interns as well as three part time employees and one full time employee. Nate Gleason is now our part time concessions program manager and held 3 successful charcuterie and cocktail making classes along with Graze of Chelmsford. Nate continues to be an important part of the staff here at the CCA. Sebastian Hoffman is the part time marketing person. Trina Teele is our resident artist and has many successful Joy of Paint Classes. Brian Snow continues to teach music in our seminar room. Other local artists have held successful craft and art classes this year. During the fall, the CCA hosted the outdoors farmer's market and hopes to continue this in times of inclement weather and just as another service to the community.

With a generous grant, the kitchen has received new plumbing, new ventilation, a new ice machine and a new stackable washer and dryer (for linens). In addition, a stage extension that is now solely for the CCA will be available for plays. There is new lighting and sound equipment to enhance the theatre performances. A new coffee station sits nicely in front of the Cabaret Cafe.



Center for the Arts

This fall, we are excited to announce the brand new Chelmsford Children's Chorus that will be meeting here once a week on Thursdays. Under the guidance of local music teachers, Christopher McGillicuddy and Martha Robertson, the CCA will be performing concerts and premiering at the Holiday Prelude.

The CCA works collaboratively with and is grateful to the Chelmsford Senior Center, The Chelmsford Public Library, The Chelmsford Board of Health, The Chelmsford Art Society The Chelmsford Community Services Dept., The Chelmsford Garden Club, the Chelmsford Town Clerk's office and The Chelmsford Community Band. The CCA is also grateful to have support from the Town Manager and the Select Board. With encouragement and support from these entities and the town of Chelmsford, community members from Chelmsford and the surrounding towns are starting to realize the gem that has been and continues to be the Chelmsford Center for the Arts. The CCA is the Place to Play.



Community Services Coordinator

Jen Melanson



The Community Services Coordinator is responsible for developing new and innovative programs which will support community members in times of crisis. The Coordinator has a preventive and reactive role working to connect individuals and families to the appropriate levels of care for wellness and prevention relating to social services. The Coordinator is accessible for confidential drop-in consultations and for family member and friend referrals.

The Coordinator reports directly to the Town Manager. The Coordinator is responsible for responding, assisting, and coordinating social service needs along with the Police Department, Fire Department, Health Department, School Department, Senior Services, and regional partners. The Coordinator is responsible for preparing and making public presentations, preparing informational and educational materials, and serving as a liaison to Town committees and regional civic groups.

Community Engagement

The Community Services Coordinator is committed to engaging with the residents of Chelmsford. The Coordinator regularly meets with individuals in the community to address needs such as housing, food insecurity, and financial assistance, and connecting to mental health services. The Coordinator works collaboratively with Police and Fire on emergency calls where social service needs for individuals have been identified.

Community Collaboration

The Coordinator collaborates with agencies and community partners throughout Chelmsford and the Greater Lowell Area. The Coordinator represents the interests of Chelmsford residents on several task forces with the Greater Lowell Health Alliance. She works closely with Town Departments such as the Board of Health, Building Department, Clerk's Office, Veteran's Agent, Chelmsford Public Schools, the Council on Aging, the faith-based community, and more. These important partnerships allow the Coordinator to identify and assess community needs and to develop programs to help meet those needs.

The Coordinator has also taken an active role within Chelmsford's Age-Friendly initiative, serving as the lead for the Community Supports and Health Services Domain. The Age-Friendly

Community Services Coordinator

initiative draws upon the collaboration of various town departments, residents, agencies, service providers, and more to help ensure that Chelmsford is a “livable community for all ages.” One of the Coordinator’s most successful programs through the Age-Friendly initiative has been Gardens for Good.

In FY2024, the Coordinator was appointed by the Selectboard to the Diversity, Equity, and Inclusion Committee.

Community Programs and Services

The Coordinator has taken several steps to help address needs in the community. One such program – Gardens for Good – was created to help increase access to healthy foods for Chelmsford residents. Gardens for Good was established in 2020 with six raised-bed vegetable gardens which were installed in the parking lot behind the Town Offices, with all harvested produce distributed to Chelmsford residents. Gardens for Good received a grant through the Greater Lowell Health Alliance to add additional beds, increasing the garden size to 14 raised beds. A volunteer network was established to assist with maintenance and harvesting of vegetables. Priority was given to senior volunteers looking to accumulate hours towards the town’s senior tax credit program. All produce grown in the Gardens for Good is distributed to Chelmsford residents through community partners. Gardens for Good teamed up with the Chelmsford Grow-a-Row program for a third year, providing over \$11,000 worth of produce at no cost to residents.

The Coordinator is the organizer of Chelmsford’s Market on the Common – a farmers and artisans market which takes place weekly from late May-early October. The Market brings fresh, locally grown produce and other food products to the Town Common each week. The Market accepts WIC and Senior Discount coupons, which can be obtained through the State.



The Coordinator periodically organizes collection drives to help meet the needs of the community. Collections have included hygiene products, diapers, blankets and sleeping bags for the homeless, and produce from backyard gardeners to supplement the Gardens for Good program.

For the fourth year, the Coordinator was awarded a generous grant from Emerson Hospital and Impact Melanoma to install sunscreen dispensers at various town locations. Touchless sunscreen dispensers are located at Heart Pond, Freeman Lake, and Roberts Field and provide free sunscreen to all visitors.

The Coordinator is available to assist residents with a variety of social service needs, including: applications for fuel assistance, SNAP benefits, and Social Security/Disability, connection to mental health and behavioral health services, elder services referrals, faith-based services, financial assistance, food resources, health services, legal assistance, school services, addiction treatment services, and more.

ChelmsfordRIDE is a Community Services transportation initiative aimed at providing accessible, reliable, and affordable transportation options to residents of the community. This program is designed to enhance mobility for all, particularly benefiting seniors, individuals with disabilities, and those without access to private transportation.



Community Services Coordinator

Key Features

Accessibility

The program ensures that transportation is available to all community members, including those with mobility challenges. Vehicles are equipped to accommodate wheelchairs and other assistive devices.

Affordability

ChelmsfordRIDE offers cost-effective transportation options to make it accessible to individuals from various economic backgrounds. Subsidized fares or free rides might be available for eligible residents.

Convenience

With flexible scheduling and multiple pick-up and drop-off points, the program aims to provide a convenient solution for those who need transportation to medical appointments, grocery stores, social events, and other essential destinations.

Safety

Safety is a top priority, with trained drivers and well-maintained vehicles ensuring a secure travel experience for all passengers.

Commitment to Diversity, Equity, and Inclusion

The Community Services Coordinator is committed to promoting the diversity, equity, and inclusion of all Chelmsford residents. She welcomes all individuals – regardless of race, ethnicity, sexual orientation, or gender identity – and strives to provide a safe, inclusive space where residents can turn towards for help.

The Coordinator held the 4th annual PRIDE at the Market event this year, in conjunction with Chelmsford's Market on the Common. The purpose of the event was to provide awareness and education to the community concerning the LGBTQ+ population, and to provide those who identify as part of this population a safe space to feel welcomed. In addition, the Coordinator hosted a family friendly, Disney character

drag brunch, and Celebrate! A Drag Show in collaboration with the Chelmsford Center for the Arts and the Diversity, Equity, and Inclusion Committee.

In addition to being appointed to the Diversity, Equity, and Inclusion Committee by the Selectboard for FY2024, the Coordinator was also elected co-Vice Chair of the board.

The Community Services Coordinator's office is located in the Town Offices, room 206. Weekly drop-in hours are Tuesdays from 4-6pm and Thursdays from 9-11am. Private consultations can also be scheduled as needed. The Coordinator can be reached at 978-254-0446 or jmelanson@chelmsfordma.gov. And be sure to follow the Coordinator on Facebook on the Chelmsford [Community Services page at www.facebook.com/chelmsfordcommunityservices](https://www.facebook.com/chelmsfordcommunityservices)



Public Library

Lesley Kimball, Library Director



Wow, what a year it's been! FY24 has been fantastic for library services – whether you've visited us in person, online, or seen us around town. Chelmsford Public Library, one of the busiest libraries in the region, **welcomed 169,000 visitors** to the Main Library alone – more than 500 people every single day, a 12% increase! And our patrons **checked out over 500,000 physical and digital items** – that's 14

items for every person in town. These numbers just scratch the surface of how much our library means to the community, but they clearly show how much you all value it.

Programs and Activities!

Our programs are vibrant and varied. We're open more than **60 hours a week**, and people are coming in for maker programs, health workshops, STEM activities, tech classes, and language practice groups. We ran over **1,300 programs** this year, and over **25,000 people** joined in (in-person and virtually!), which is a 23% increase from last year. The adult creative workshops are especially popular, with every session fully booked with waitlists.

We've got something for everyone, including **Trivia Nights** (at the CCA and the new



Make and Take Sauerkraut Workshop

Navigation Brewery Taproom), a Spice Club, a Seed Library, and PJ story times co-hosted by Silas the Sorcerer! Make sure to keep an eye on our **events calendar** or sign up to get our newsletter so you don't miss anything: <https://chelmsfordlibrary.libcal.com/calendar>

The Library Takes You Places!





Public Library

Information and Learning!

Technology Works classes, made possible by a grant from the Public Library Association, were a big hit and a big success – 90% of participants said they felt more confident using technology afterward. The classes covered everything from video conferencing to cybersecurity to using mobile devices – skills essential to today's digital world. We held the classes in the library and out in the community, and we're excited to bring them to even more places next year.

The library's Reference and Information Department has been hopping with people looking for one-on-one help with borrowing ebooks, using research databases, and finding the best resources to navigate online job applications or access other online services. Library staff coordinate the AARP Tax Aide program that assists over a thousand people each tax season and we get you the tax forms and instructions that you need.

Our knowledgeable and friendly staff is always here to help you get things done, whether it's tech-related or not.

Speaking of learning, working, and getting things accomplished... The library's **work and study rooms** saw a record **5,200 reservations!** These rooms are perfect for studying for exams, meeting with a tutor or coach, or virtual appointments. Not sure how to book some time in a study room? Check out the easy request form on our website or give us a call.

MacKay Branch Library!

The **MacKay neighborhood Branch Library** in North Chelmsford reopened in May 2023 and has been growing in visits, checkouts, and programs ever since. Middle schoolers can ride their bikes to the library and it's a great spot to browse books without coming into the



Town Center. In the Fall we offer **outdoor movies** and in the Summer, outdoor concerts. Inside, you'll find a seed library, the best books, a Spice Club, and **Homeschool Hangout**. In April 2024, we hosted an eclipse party on the lawn of MacKay for 150 people – it was spectacular! Coming soon: 24/7 pickup lockers and story times!

Library of Things!

Remember the 500,000 items checked out from the library? A growing number of things people are borrowing are outside of what you might expect. Our "**Library of Things**" is packed with all sorts of cool stuff you can check out – **Wi-Fi hotspots, an ice cream maker, power washers, snowshoes**, and more! (Did she say *power washers*? Yes!) Check out what's





Public Library

available with your library card at <https://www.chelmsfordlibrary.org/services/library-of-things/>. Why buy something for a one-time use when you can borrow it from the library?



Around Town!

We brought the library directly to the you with our **Pop-Up Library truck**, reaching **2,700 people** at stops around town and checking out 1,800 items, a 60% increase. At the DPW Touch-A-Truck event, the Pop-Up Library delighted 300 people with bestsellers and books about construction and diggers for the kids. Don't have a library card yet? You can get one right at the truck! Find out where the Pop-Up Library truck will be next: <https://www.chelmsfordlibrary.org/services/pop-up-library/>

You might've spotted our **Trails and Tales mini-free libraries** around town, like on the Bruce Freeman Rail Trail and Kroll Pasture. These books, celebrating local indigenous culture and the environment, are meant for you to take, enjoy, and share with others. Have you taken a reading stroll with our **Story Walk® at Sunny Meadow Farm**? The story changes a few times each year so it's always a fun adventure in a beautiful spot.



In FY24 we saw thousands of people along the **4th of July parade** route, cheering on the Pop-Up Library and summer reading activities. We have a great time at the parade and the Country Fair, where you'll always find the Friends of the Library raffling off great prizes – just one of the many ways they boost our program budget!

Come Together!

Our annual **Volunteer Fair** in March was a hit, drawing **200 residents** looking to give their time to one of the many community organizations represented. We also host an Environment Fair where we give away native saplings and feature the people working to keep Chelmsford green.

Our new **Fix-It Clinics** have volunteers with repair skills for everything from smartphones to bicycle chains sharing their know-how with others who need something fixed. What better way to learn something new and solve a problem than with a Chelmsford neighbor?

Bringing people together to make a difference and share experiences is a big part of what we do. **The Municipal Open House** at the library connects people with important civic and



Public Library



community roles. Want to get more involved in town? Have skills to share with other residents? The library can help with that!

Books and Reading!

Reading and storytelling are still at the core of who we are. We host **11 (yes, 11!) book groups**, a book-chat show on Chelmsford TeleMedia, and partner with authors and bookstores to inspire readers. And, we're amplifying diverse local voices through **our 'Zine Club, Story Slams, and kids' Silly Story Contest**. Our new Readers' Services desk, named in honor of former Director – and passionate reading advocate – Becky Herrmann, is the spot where our book experts can help you find your next great read. Or, just stop by and browse, there's always something exciting to discover.



Our **"One Book Chelmsford"** program, now 17 years strong, continues to bring the community together through shared reading experiences. This year's book, *The Killing Kind* by Peter Swanson (bestselling and local author), was given away to 500 residents thanks to the Friends of the Library. Swanson was blown away by our reading community when he visited in April. He even said: **"The brilliance of this program** is that Chelmsford Public Library provides free copies of the book to all their patrons. Not only did this ensure that there was great turn-out, but that all of them had read the book! ***I was able to talk about the ending of the book without ruining it for anyone!***"

Welcome to the Library!

In a time when it can feel like we're divided in some ways, the library is bringing our community together. We're creating spaces and services that invite everyone to connect over their shared love of Chelmsford, enjoyment of reading, learning, and creating, and commitment to making a difference. Come be part of the conversation – **you belong here at your library!**

Respectfully submitted,
Lesley Kimball
Library Director





Public Library

Other Highlights:

- The Main Library's "new" addition turned 24 this year
- We read with goats at Bartlett Park in Summer '23
- The Chelmsford Friends of the Library held two giant book sales, raising over \$30K to support library programs and services
- Bibliobites Cookbook group celebrated its 10-year anniversary
- Local Author Fair showcased talented writers
- Amateur Telescope Makers of Boston gave a telescope to one enthusiastic attendee at the Environment Fair
- First Mini-Golf course INSIDE the library
- Two new book groups introduced: Between the Sheets (Romance) and the 2024 MA Book Challenge
- The Apple Pie Contest returned

We want to hear from you!

Give us a shout over email, social media, or on the phone and let us know what you like about what the library is doing, and what you'd like us to do next!

www.chelmsfordlibrary.org

 facebook.com/chelmsfordlibrary  askus@chelmsfordlibrary.org  978-256-5521





Library Trustees

Deborah Robson, Chair



The Chelmsford Board of Library Trustees is comprised of seven elected volunteer representatives, who work in conjunction with the Library Director, and the Friends of the Library, to make sure that the Chelmsford Public Library continues to provide the excellent services that not only Chelmsford residents have come to expect, but also to the many residents from other towns nearby who use our facility.

We are grateful for the leadership of our library director, Lesley Kimball, who completed her first full year as director in 2024. Despite many staffing challenges, she has kept everything running smoothly.

We have devoted quite a bit of time this year to the memorial projects to honor our past director, Becky Herrmann. A reader's advisory desk was custom built and installed this spring and is dedicated to Becky. An art installation in Becky's memory, in the library courtyard, has been commissioned. A local artist is working on it, and we hope to see it installed in the fall. Many people have donated money to this effort. There will also be a fund set up for continuing education for library staff.

Another highlight of the year was the grand re-opening celebration for the MacKay Library in August; the building had reopened a couple of months earlier, but the party was delayed. There were balloons, games, ice cream and other snacks. There was a great turnout for the event, and a good time was had by all.

We also had a staff, trustees, and Friends of the Library mixer in January. This was a chance for everyone to learn more about each other in an informal setting. The trustees provided food, which was all delicious. We hope to make this a yearly event.

On a sadder note, the longtime office administrator at the library, Melissa McCarthy passed away, after a yearlong illness. She knew everything there was to know about keeping the office running smoothly, and taking the minutes at Trustee meetings. She will continue to be missed.

The Board had been working toward having a student representative from Chelmsford High School, who would attend our meetings, and this year, Klara Vaskova was appointed to this observer position.

Our trustee Phakdey Yous decided not to run for re-election, and our newest trustee, Bina Upadhyay was elected in her place in April.

The current year members of the Library Board of Trustees are as follows:

Deborah Robson, Chairperson
Kathy Fox, Vice Chair
Adam Schertzer, Treasurer
Maggie Marshall, Corresponding Secretary
David Braslau, Capital Planning Liaison
Kevin Hamilton
Bina Upadhyay



Senior Center - Council on Aging & Human Services

Debra Siriani, Director of Human Services

Council on Aging Board members

Fred Brusseau, Chair

Ruth l'Anson, Secretary

Louise Myers Bob Schneider

Jennifer Hardy Diane Boisvert

Peter Giroux Carole Hunt

Sandra Hall



Senior Population

The senior population in Chelmsford continues to be a substantial demographic. Chelmsford is experiencing significant growth in its senior population. Projections suggest that by 2030, more than one out of three Chelmsford residents will be aged 60 or older. While many seniors enjoy good health and active lifestyles, it is essential to recognize the increasing need for age-friendly services and support. This growth underscores the critical role of the Senior Center and Council on Aging in providing essential services and programs to meet the evolving needs of our community.

Accomplishments and Program Highlights

The past year has been marked by significant achievements for the Chelmsford Senior Center. Our dedicated staff and volunteers have worked tirelessly to expand programs, strengthen partnerships, and improve service delivery.

The Chelmsford Senior Center continued to serve as a vibrant hub for the senior community in 2024, with its programs, events, and outreach efforts significantly enriching the lives of its members. This year, the Senior Center maintained strong connections with over 1,700 Chelmsford residents via mail through the monthly *Messenger* newsletter and engaged over 1,000 email subscribers. Additionally, newsletters were distributed at key locations around town and made available at the Senior Center, where many seniors picked them up during their visits.



A notable highlight in early 2024 was the introduction of free fitness classes for seniors, thanks to a generous donation from Lowell Five Cent Savings Bank through the Friends of the Senior Center, Inc. Classes in Painting, Zumba Gold, Chair Yoga, Line Dancing, Muscle Conditioning, Tai Chi, and Sit & Get Fit were offered at no cost to Senior Center members over 60 for the months of January, February, and March. This initiative resulted in a marked increase in class attendance, with enrollment remaining high even after the free period ended.

The Senior Center also hosted a variety of themed lunches, offering both nutrition and social interaction opportunities. Themes included Red, White & Blue, Blueberry Day, Luau, Summer Fun, Senior Center Month, Halloween, Middlesex County Deputy Sheriff's Associa-



Senior Center - Council on Aging & Human Services

tion Luncheon, and many holiday events like Thanksgiving, Christmas, Valentine's Day, and St. Patrick's Day. Additionally, a free monthly Veterans Breakfast was offered, providing a welcoming atmosphere for local veterans.



Live entertainment featured performances by local artists such as Doug Kwartler, Jim Burbine, and the student dance troupe from Gotta Dance. Special events included a Neil Diamond tribute concert and performances by the Upbeat's Band. During the holiday season, the Senior Center hosted performances from the Carlisle Community Chorus, Chelmsford High School Acapella Group, and a variety of festive musical acts. Cultural enrichment was another key area of



focus in 2024, with programs funded by Cultural Council Grants. Seniors enjoyed unique presentations, such as *A Cultural and Historical*

Reflection of the 1960s Through the Music of The Beatles and Pioneering Women in Rock and Roll.



The Center organized several day trips to interesting locations, including the Addison Gallery, Seaglass Restaurant, Merrimack Outlets, and biannual visits to the Encore Casino. Seasonal outings included tours of the Barrett-Byam Homestead and the Hampton Beach Sand Sculptures, providing both educational and recreational experiences for seniors.

Numerous educational programs and workshops were held throughout the year. Highlights included real estate discussions, AARP Safe Driver courses, nutrition talks, elder law series, and health-related seminars. Seniors also participated in classes on memory loss, disaster preparedness, and Medicare Open Enrollment. Other popular sessions covered history, including a U.S. History series on key moments in American politics and war.



Senior Center - Council on Aging & Human Services



In partnership with the Chelmsford Library, the Senior Center expanded its digital literacy programs. Seniors learned about video conferencing, online security, and how to get more out of Google, Wikipedia, and YouTube. The Center also hired a new Tai Chi instructor and partnered with UMass Lowell's Doctor of Physical Therapy program to offer a popular 10-week exercise and wellness education series.



New social groups and classes were introduced in 2024, such as a Pinochle group that provided instruction for beginners and an expanded Chess program for all skill levels. The Senior Center also organized popular arts and crafts classes, including card making and flower arranging, hosted monthly tours of the fitness room, and continued its Summer, Halloween, and seasonal socials. Additionally, the Center celebrated its volunteers during Volunteer Week and hosted AARP tax volunteers who completed over 420 tax returns.

The Center's popular Garden Plot lottery program, facilitated with the help of Troop 77 Scouts and other volunteers, allowed seniors to enjoy gardening in the Center's new beds. Seasonal Pickleball clinics and monthly blood pressure clinics continued to be well-received by participants, further supporting their physical and mental well-being.



Chelmsford's Senior Center also hosted a variety of support groups, including a new Grief Support group and a twice monthly "Coping & Connecting" Support group that resumed in April 2024. The Alzheimer's Caregiver Support Group has been an important way to assist families in the wake of this horrible disease.

The Buried in Treasures (BIT) and Cognitive Behavioral Therapy (CBT) for Hoarding Disorder workshops, which are open to all MA residents 18 years +, were once again at full capacity for the fiscal year of 2024. Each workshop lasts 15 weeks and all attendees completed both



Senior Center - Council on Aging & Human Services

workshops. Many of the graduates are going to continue on in our Hoarding Disorder support group, which has on average 18-20 attendees per week.

The LGBTQ & Friends social group, which grew by 10% in attendance from the previous fiscal year, provided a welcoming and inclusive space for members 45+ from across the region. The group decided to meet at the Table of Plenty for dinner before their twice monthly meetings.



Transportation Program

Ensuring accessible and reliable transportation is crucial for our seniors. Our dedicated team of drivers under the supervision of Janet MacPherson, Transportation Coordinator, have provided over 6,586 rides to 110 customers, with a significant focus on the Adult Social Day Program.

This represents a significant commitment to ensuring seniors have access to essential services and social opportunities.

The transportation program primarily focused on four key areas: Social Day transportation, grocery shopping and other shopping, trips to the Senior Center and other recreational opportunities, and medical appointments.

Shopping Assistance: Recognizing the importance of independence and access to essential goods, the program facilitated 1,038 shopping

trips. This service helped seniors maintain self-sufficiency and manage daily living tasks.

Senior Center Access: To encourage social engagement and participation in center activities, the program provided 730 rides directly to the Senior Center and other recreational opportunities at the Library, Fitness Centers, and other fun trips locally.

Medical Appointments: Ensuring access to healthcare is crucial for seniors. The program supported 524 medical appointments, facilitating timely and essential healthcare services.

Respite Care Programs

ADULT SOCIAL DAY PROGRAM: With 3 full-time staff under the management of Colleen Normandy, LISW, this vital support enabled seniors to participate actively in social, recreational, and health-related activities that greatly improve their quality of life. It is a supervised and structured day filled with brain games, sing-a-longs, current events, entertainment, and the joy of being together. Our wonderful volunteers of all ages help to make this program a caring and fun place for folks with memory problems or confusion, anxiety, depression, or loneliness.

COMPANION PROGRAM: By offering companionship, respite care, and assistance with daily tasks, the program has made a significant difference in the lives of many. The Senior Center's Companion Respite Program grew by 13% and expanded its services to neighboring towns. The program collaborated with Tewksbury's grant for respite care, offering continued support for local families.

These programs are run through the senior center, but available through our partnership with and funding from AgeSpan.



Senior Center - Council on Aging & Human Services

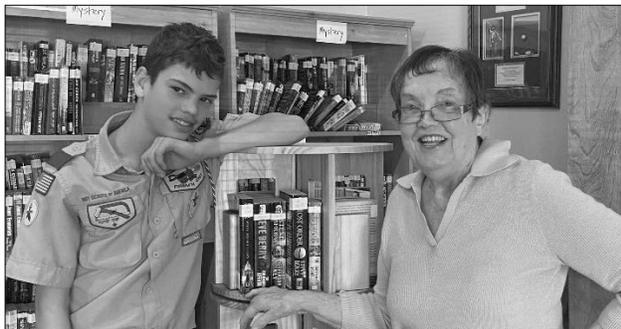


Volunteer Support

The Chelmsford Senior Center is deeply grateful for the invaluable contributions of its volunteers. Their dedication and commitment have been instrumental in the success of our programs and services.

A cornerstone of our volunteer initiatives is the Senior Tax Worker Program. This program matches senior residents with volunteer opportunities throughout the town in exchange for property tax relief. In FY24, 150 volunteer positions were filled, providing essential support to various town departments.

Beyond the tax program, countless volunteers dedicate their time to enhancing the lives of our seniors. From assisting with administrative tasks to providing direct support to program participants, their contributions are immeasurable. In total, volunteers contributed 14,594 hours of service, equivalent to \$178,577 in value to the town.



The Adult Social Day Program has been a particular beneficiary of volunteer support, with 5,479 volunteer hours dedicated to enriching participants' experiences. Volunteers play a crucial role in creating a warm and welcoming environment, fostering social interaction, and assisting with activities. Other opportunities for volunteering include the Friends of the Senior Center, Inc. who raise money to support us, working in our kitchen or lunch program, meals on wheels driving, office assistance, fitness room help, programs of all kinds need volunteer support.

Nutrition Program

Providing access to nutritious meals is a core mission of the Chelmsford Senior Center. Between our Meals on Wheels Program and our Congregate meals every weekday, we served 34, 725 meals to 262 people. We send an average of about 150 meals per day, delivered by our wonderful volunteer drivers, to Chelmsford residents who are homebound and unable to access food. Congregate Meals: The Senior Center offers daily congregate meals, providing a social and nutritional outlet for seniors.

Our partnership with the Table of Plenty has been a wonderful one- this non-profit organization provides a weekly community meal, open to all ages, fostering a sense of community and well-being. Every Tuesday evening from 5-6pm, a diverse group of people come to enjoy each other's company and have a beautiful, freshly cooked meal, and often entertainment as well!

Our partnership with Table of Plenty has been instrumental in expanding access to healthy food.

Friends of the Senior Center, Inc.

This non-profit group (501c3) is a 100% volunteer organization solely dedicated to raising funds for the Chelmsford Senior Center



Senior Center - Council on Aging & Human Services



and its programs and services. The group has worked very hard this past year on succession planning with support from previous Board members and officers. In the last year there has been a 58% change in the board's makeup. New talent has led to a stronger team, who are all working well together. Income has increased overall, and specifically in fund-raising events. The Ways and Means committee held four successful events: The Elvis Impersonator Show, the Calendar Raffle, the Fashion Show, and the Summer Raffle. The committee is working on the fall event for October 2024- a costume-themed dance "Dancing Through the Decades". The most successful fundraiser is still "The Treasure Shop", a beautifully run secondhand shop in the Senior Center that is open to the public!



Future Plans

Overall, the Chelmsford Senior Center saw another successful year in 2024, with increased engagement, expanded programs, and a continued commitment to supporting the health, well-being, and social lives of the town's senior population.

As we look ahead, the Senior Center is committed to expanding our services and adapting to the changing needs of our community. By focusing on innovation and collaboration, we will continue to create a thriving and supportive environment for our older adults.

Board of Health

Susan M. Rosa, BSN, RN, CHO Public Health Director



Board Members: From left to right: William Sinausky, Vice Chair; Richard Day, Chair; Eric Meikle, MD, Clerk



*Left: Donna Greenwood, Assistant Health Director
Right: Sue Rosa, Health Director*



*Chelmsford Health Department Staff:
From left to right: Darcy Beall, Public Health Nurse, Amy McInerney, Public Health Inspector, Taryn Angel, Public Health & Wellness Coordinator, Susan Rosa, Public Health Director, Donna Greenwood, Assistant Public Health Director, Charlene Destrempe, Department Assistant, & Mark Masiello, Environmental Health Inspector, not pictured Marissa Cameron, Human Service Associate.*

Updated Board of Health Regulations:

The Board of Health updated one (1) regulation in FY 2024:

- Article VII Groundwater Protection Zone 5/6/24, 6/3/24

Services and Programs Offered

Permitting and Inspectional Services

Permitting Services:

During FY24 594 permits were issued for food establishments, school food service, mobile food and ice cream trucks, temporary food permits, retail food establishments, cottage kitchens, dumpsters, pools, summer camps, tanning facilities, wells, beaches, beaver trapping, tobacco, lodging, body art establishments, septic pumpers, refuse haulers, septic installers, soil percolation testing, disposal system construct, funeral directors, bio-safety compliance, farmers market, frozen dessert, and domestic animals.

Inspectional Services:

During FY24 477 inspections were completed for food establishments, school food service, mobile food and ice cream trucks, temporary food permits, retail food establishments, cottage kitchens, dumpsters, pools, summer camps, tanning facilities, wells, beaches, beaver trapping, lodging, emergency lodging, body art establishments, disposal works construction, housing, domestic animals, lakes, and complaints.

Weekly water testing for Heart Pond & Freeman Lake for E. coli levels as well as visual inspections for Algae blooms, and excessive weed growth are performed (weather permitting) when Heart Pond and Freeman Lake are officially open for the season (last Saturday after the Chelmsford Public School year ends through the last Sunday before Chelmsford Public Schools begins).

In addition to inspections, the health department reviews lab reports for beach



Board of Health

testing, reports from ice cream testing, performs food plan reviews for new and renovating food/retail establishments which includes approving the plan reviews and the stamped architect plans, and new or renovating pool plan reviews.

Complaints Addressed:

During FY 24 the Health department received 112 Complaints. There were (27) housing rental complaints which resulted in (17) inspections and (13) re-inspections. The following complaints resulted in at least one inspection: Asphalt (2), Animals/inspects (13), Food Establishments (24), Noise (3), Trash(14), Dumpsters (1), Environmental (9), Water (4), Odor (2), Beaver (1), Pools (1), Hotel (4), Communicable Disease (1), and General (6). Total inspections that resulted from the complaints in FY24 was 125.

West Nile/ EEE Virus /Mosquito Surveillance/ Control Program

The Board of Health does aerial larvicide of our large wetland areas every spring. This is done in coordination with Central Massachusetts Mosquito Control Project (CMMCP). Mosquito pool collections and testing are performed routinely to monitor virus activity in the town. For information on CMMCP, please visit: www.cmmcp.org The Town had one positive mosquito pool on August 17, 2023 which was in FY 2024. It was addressed immediately by the Chelmsford Health Department and Central MA Mosquito Control.

Care Solace 2023

Seeking assistance from a mental health provider is like seeing a physician if you are sick. We are committed to the well-being of all our residents to create a safe and healthy community. In support of our ongoing commitment, we partnered with Care Solace to provide an additional layer of care for our town. Care Solace helps individuals find mental health care providers and substance use treatment centers. Their Care Companion™ quickly connects you to carefully verified providers

in our community. They will work with you to find the right provider to help you. From July 1, 2023, to June 30,2024 there were 284 inbound communications with Care Solace.

Chelmsford residents are encouraged to call Care Solace at (888) 515-7881 or visit www.caresolace.com/chelmsford-ma to search, video chat, or text. Support is available 24/7/365 in over 200 languages.

Health Department Memberships

Health Department staff are active participants on numerous committees including the Greater Lowell Health Alliance Substance Use Prevention Task Force, Housing Task Force, Hoarding Task Force, Wellness and Chronic Disease Task Force, Office of Local Regional Health Interagency, Middlesex Opioid Task Force, Coalition for Non-Violence, Northeast Public Health Alliance, Massachusetts Association of Public Health Nurses, Mass Health Officers Association, and the Region 3C Emergency Preparedness Coalition.

Awards Received

Michael D. Saraco Award

Chelmsford's Environmental Health Inspector Mark Masiello , received the Michael D. Saraco Award at the Massachusetts Health Officers Association's 2023 Conference. This award is given to a member of the MHOA who contributes to growth, success, enthusiasm, and extraordinary service. The award was developed to honor the late Michael D. Saraco, who was instrumental in the formation of the Board of Certification of Health Officers. He was dedicated to the Massachusetts Health Officers Association since its inception, was involved with many civic associations, and served on numerous health committees and task forces in Massachusetts.

Mark received this award for his dedication, professionalism, and his experience for over 20 years on a wide variety of topics. Mark has cultivated a broad network of colleagues and takes



Board of Health



Michael D. Saraco Award - Mark Masiello

joy in sharing his knowledge and encouraging others to become better. He treats his colleagues like family and never misses an opportunity to tell someone how much he values their time, effort, professionalism, and friendship. The Massachusetts Health Officers Association and the Chelmsford Health Department is proud to have had Mark honored at its Annual Conference.

Fall Festival

The Health Department hosted its 2nd Annual Fall Festival on September 30, 2023, on the Chelmsford Center Town Common. The event aimed to pair health education with fun for the whole family. There were fun autumn-themed activities, plenty of entertainment for kids, and 30+ health-related vendors. Party Palace presented a Princess performance and Princess

and Superheroes meet-and-greet, Touch a Truck with Chelmsford's Department of Public Works, Chelmsford Police Department, Chelmsford Fire Department, and Trinity Ambulance, a petting zoo, free pumpkin painting, free face painting, free balloon twisting, and so much more. The event happened alongside the Market on the Common and the Chelmsford Center for the Arts. The Fall Festival was remarkably successful and had over 2000 attendees.



Annual Overdose Vigil

The Chelmsford Health Department held its annual candlelight vigil for Substance Use Disorder Awareness on Sunday, September 17, at the Chelmsford Center Town Common. Community members and attendees were invited to write down the names of loved ones



Board of Health

lost, which were then read aloud during the "reading of names." Health Director Sue Rosa and Police Chief Colin Spence delivered the opening remarks. Candles were distributed to participants before the reading of names and were lit as John Murphy performed "Hallelujah."

Health Department Walking Group

The Health Department acknowledges the importance of maintaining a healthy lifestyle. Walking 30 minutes a day can offer many health benefits. The summer walking group has been a wonderful way to increase activity while learning something new and socializing. We meet on the 2nd & 4th Tuesday of every month from May through September at 9:00 am at the 110 Ballfields (110 Ballfields are right near the center of town, at the intersection of Fletcher St., & Chelmsford St.). All ability levels are welcome!

Unwanted Medication Drop Box:

LET'S KEEP UNUSED PRESCRIPTION MEDICATION OUT OF THE HANDS OF OUR YOUTH AND ANY OTHER OVER THE COUNTER MEDICINE OUT OF OUR WATER AND LANDFILLS!

There is an Unwanted Medication Drop Box located in the Chelmsford Police Station lobby (2 Olde North Rd., Chelmsford). It is available 24 hours per day. Any unwanted or expired medication (NO LIQUIDS or SHARPS) can be dropped into the slot.

Remove medication from the bottle and place it in a sandwich size zip lock baggie (do not overstuff the bag and make sure it properly closes as it will not fit inside of the kiosk). Dispose of the baggie in the slot located at the front of the drop box; no questions asked!

Medical Sharps Disposal for Chelmsford Residents

Residents are NOT permitted to dispose of any sharps into the town's curbside trash collection system. The Chelmsford Health Department has set up specific dates and times for residents to drop off their medical sharps (needles & syringes). This program provides a means for proper disposal of Medical Sharps for CHELMSFORD RESIDENTS ONLY (No Business, Medical Office, or Commercial Disposal Accepted)

Requirements:

Use of Proper Containers: The Board of Health is ONLY accepting FDA-cleared sharps disposal containers, coffee cans, or hard laundry detergent bottles that are securely shut. We cannot accept other containers.

*For information on FDA-cleared sharps disposal containers, please visit <https://www.fda.gov/medical-devices/safely-using-sharps-needles-and-syringes-home-work-and-travel/sharps-disposal-containers>

The collection day is scheduled for the SECOND MONDAY of April, September, & December from 9:00 am-4:00 pm at the Chelmsford Health Department Office, Room 102 (next to elevator) 50 Billerica Road, Chelmsford, MA 01824.

Cardiopulmonary Resuscitation (CPR) Classes

The Public Health Nurse and the Public Health and Wellness Coordinator conducted various CPR Classes throughout the community. A total of 74 participants were a part of either Basic Life Support, Heartsaver, Friends and Family, or Hands Only training.

Influenza Vaccine Program

Board of Health sponsored several flu clinics this past year; 581 flu vaccine doses were administered at multiple clinics. Flu vaccines were provided to the general population,

Board of Health

Senior Housing residents, and home-bound individuals.

Hypertension Screening and Cholesterol Program

Blood pressure screenings for residents are now held twice a month at a minimum. Residents may be screened the first Thursday of every month from 9:00 to 12:00 at the Board of Health, Town Offices, and the last Thursday of every month from 8:30 to 10:30 at the Chelmsford Senior Center during the monthly Veteran's breakfast. There was a total of 332 hypertension screenings performed during the fiscal year 2024 along with 15 Cholesterol Screenings.

Emergency Preparedness

There is ongoing recruitment for the Upper Merrimack Valley Medical Reserve Corp (UMVMRC), a volunteer organization that is tapped into to help in a disaster situation. The MRC is always looking for volunteers, both medically trained and non-medically trained, to assist with a variety of events.

The Health Department continues to promote emergency preparedness working through the Region 3C Coalition along with the UMVMRC (www.UMVMRC.org) to educate the public on the importance of being prepared for an emergency. Region 3 Public Health Coalitions have been working for the past year with the Regional Hospitals, Long Term Care Facilities, EMS, and Community Health Centers to form a new joint Coalition to deliver a better coordinated service during emergencies. The Chelmsford Public Health Nurse has been a volunteer for the UMVMRC for several years.

In November of 2023, the Public Health Nurse offered a community class on how to prepare for an emergency or natural disaster. The class covered evacuation and sheltering in place.

Communicable Disease Program

The Health Department received four Class B1 Tuberculosis (TB) individuals for follow-up. There were two active TB cases during FY24. For those receiving medication treatment for TB the Public Health Nurse follows up to ensure medication compliance.

There was a total of 1,039 communicable diseases reported to the Health Department from July 1, 2023 – June 30, 2024. COVID-19 accounted for 687 of those cases. Influenza (209 cases), Tick Borne Illness, including Lyme (74 cases), and Hepatitis B (27 cases).

Overdose Training: Using Narcan to reverse an opioid overdose.

The Public Health Nurse and the Public Health & Wellness Coordinator hosted Free Narcan



Training to over 113 community members and restaurant employees. Participants received overdose rescue kits which were assembled by the Chelmsford Health Department and included Narcan, CPR mask, gloves, and instruction book. Narcan and overdose recognition was also taught to High School



Board of Health

students at the Chelmsford High School's Health Fair.

Free Narcan has been made available throughout Chelmsford in Naloxboxes. The boxes are located at all Chelmsford Fire stations, the Police Station, the Chelmsford Main Library, and the Chelmsford Center for the Arts (CCA). Each unlocked Naloxbox contains several boxes of Narcan and information on how to use it for anyone to take.

Hoarding Task Force

Several members of the Health Department, including the Director, Assistant Health Director, Public Health and Wellness Coordinator, Human Services Associate, and Public Health Nurse, joined the Hoarding Task Force that was established by employees at the Chelmsford Senior Center.

The Hoarding Task Force aims to address hoarding disorder in a way that reaches more individuals in the area and approaches alleviating the disorder in a nuanced, individualized way.

Buried in Treasures Workshop

The Public Health & Wellness Coordinator and Public Health Nurse facilitated 15-week Buried in Treasures Workshops. Buried in Treasures (BIT) is designed to help participants with Hoarding Disorder or hoarding tendencies to work towards decreasing clutter in their home.

The Spring session of BIT comprised of 10 participants and the Fall session of BIT comprised of 6 participants who were assigned weekly readings and projects that helped them not only understand why they are prone to clutter but also build the skills and confidence needed to begin cleaning out unnecessary items.

By the end of BIT, participants were assigned a Final Project in which they chose a room or area of their home that they wanted to

declutter. The participants completed their Final Project and successfully completed the 15 weeks. The workshop ended with a graduation for participants and offers a monthly support group to those who completed the workshop.

In post-workshop feedback, participants described BIT as motivating, empowering, and life changing. The participant's feedback was positive and proved that the workshop will be an ongoing essential program for Chelmsford residents.



Sober Karaoke

The Health Department hosts Sober Karaoke on the second Friday of each month at the Chelmsford Center for the Arts. Each event attracts over 45 attendees who enjoy



Board of Health

music, singing, and mocktails in a sober and supportive environment.

Public Health & Wellness Coordinator

The Public Health & Wellness Coordinator assisted residents with mental health services, substance use prevention and education, clutter, and hoarding issues, housing, and food insecurity, hoarding support, homelessness, and other important public health concerns. She creates a monthly events newsletter highlighting free programs and events being hosted by the Health Department each month.

She has created monthly health information boards that are proudly displayed at the Town Hall and the Chelmsford Public Library. These boards educate people on topics such as mental health, suicide, substance use, healthy eating lifestyle, LGBTQIA+ history, and postpartum depression.

She participated in the 3rd Annual "Pride Table" event during the Market on the Common. The table offered information on the history of Pride month, health statistics for the LGBTQIA+ community, and resources for those who want to be an ally.

The Public Health & Wellness Coordinator and the Public Health Nurse hosted their second "Plant Positivity" event. This event gave the youth a chance to decorate pots and add a positive quote which were later delivered to the Chelmsford Senior Center during their Father's Day breakfast event.

She facilitates a monthly support group for individuals who have completed Buried in Treasures. Participants are given monthly assignments that encourage decluttering and accountability and are given tools and advice to sustain their decluttering goals.

The Public Health & Wellness Coordinator taught Hoarding 101 to residents at the

Chelmsford Public Library and with the Public Health Nurse to the Women of Chelmsford club. She taught residents about hoarding disorder and provided resources for individuals who have loved ones with hoarding disorder.

With support from a grant from the Greater Lowell Health Alliance, the Public Health & Wellness Coordinator and the Human Services Associate hosted four monthly wellness talks at the Chelmsford Public Library. The speakers addressed topics such as anxiety, suicide, depression, and how to be an ally to the LGBTQIA+ community.

She actively participates in several community initiatives. These include the Substance Use Prevention Task Force of the Greater Lowell Health Alliance, and The Prevention Partners of Northern Middlesex (PPNM). The latter is a joint effort of eight communities aimed at reducing substance misuse, particularly among youth under 18. She is also a member of the Hoarding Task Force, which serves multiple towns in the greater Lowell area.

Human Services Associate

The Human Services Associate conducts clinical outreach and follow-up for both police and community referrals. Outreach is conducted for individuals suffering from mental health disorders and/or substance and

alcohol use disorders, as well as hoarding/housing cases. Since January 2024, 44 individuals in the community were assisted via outreach efforts. She also acts as a liaison for the Chelmsford Police Department. She also created and facilitates a Depression & Anxiety Support Group for adults alongside a licensed clinician.

Aside from outreach, she creates and facilitates several educational programs surrounding mental health disorders and other public health issues. She was awarded a grant for



Board of Health

the Chelmsford Health Department from the Greater Lowell Health Alliance to create a "Let's Talk About Mental Health" series. With support from the Public Health & Wellness Coordinator we hosted four monthly wellness talks at the Chelmsford Public Library. This series included several guest speaking events that provided insight on anxiety and depression among youth, assisting parents in understanding their child's experiences of stress, worries, and anxiety while providing coping skills to use in any setting.

The Human Services Associate partnered with the Chelmsford Public Schools to create programs for both caregivers and students. She created and presented a 4-week workshop to parents in the community "Chelmsford Caregiver Series: Understanding the Stress Associated with Caring for Children with Significant Mental Health Disorders and Disabilities."

She also created an after-school program at the McCarthy Middle School "Wellness from Within." This program was created to help students practice and learn self-acceptance, empower them to build resiliency, and help regulate their emotions in times of distress.

The Human Services Associate received a Grant award for the Chelmsford Health Department from Emerson Hospital to create a program to strengthen communication between parents/guardians and their tweens and teens. With this grant she created an art therapy series "Creative Connections." This program teaches parents and caregivers appropriate stress management tools and strategies to implement with their children who are middle school and high school aged, as well as strengthen familial communication between both parties.

She hosted three free meditation series for residents and donated Mother's Day baskets to Alternative House for survivors of domestic violence. Additional programs and efforts she was involved in were Sober Karaoke, the 2nd Annual Fall Festival, and presented at the Greater Lowell Health Alliance learning collaborative to professionals in the area.

The Human Services Associate is an active member of the Greater Lowell Health Alliance's Mental Health Task Force and the Westford Coalition Against Non-Violence (WCNV).

Public Health Nurse

The Chelmsford Public Health Nurse was awarded a scholarship to earn an a-IPC (Associate – Infection Prevention and Control). She earned her certification FY24.

The National Association of County & City Health Officials (NACCHO), in collaboration with the CDC, created this scholarship to support Health Department staff in achieving certifications. The certification is offered by the Certification Board of Infection Control and Epidemiology, Inc. (CBIC®). According to CBIC, "The purpose of the certification process is to protect the public by providing standardized measurement of current basic knowledge needed for persons practicing infection control." This initiative aimed to enhance the infection prevention and control capabilities of local health departments. In December 2023, the Public Health Nurse utilized this scholarship to obtain her a-IPC certification, which is valid for five years. The Chelmsford Public Health nurse has been an active member of the Massachusetts Association of Public Health Nurses (MAPHN) since 2020 and currently serves as the Northeast Chapter secretary. MAPHN is the official state organization for public health nurses. It aims to strengthen their leadership

Board of Health

role and provides a unified voice on public health nursing issues. Since its inception, MAPHN's membership has grown to include nurses from across Massachusetts and other New England states. Through collaborative efforts, MAPHN has expanded the role of public health nurses, supporting and strengthening them to provide enhanced professional services and leadership for all citizens of the Commonwealth. This year, she was part of the annual conference planning committee, which orchestrated a successful conference in May.

The Chelmsford Public Health Nurse has been selected to participate in "Leadership Matters" in the Fall of 2024. Leadership Matters is a leadership development program in Massachusetts designed for leaders in public service, including municipal and state government, public education, and non-profit organizations. The program aims to build capacity for public leaders to achieve outcomes that serve the public and sustain essential resources. Public health nurses in Massachusetts play a significant role in the Leadership Matters program. She will participate in this program to enhance her leadership skills and then apply these skills through leading initiatives that improve the public health and well-being in the Chelmsford Community. The programs that she will be involved in are Training and Development, Innovation Projects, Collaboration and Networking, and Conference Participations.



Veterans' Services

Regina Jackson, Veterans' Agent

The Chelmsford Veterans' Services Office provides short-term financial assistance to eligible Veterans and their families as mandated by Massachusetts General Law Chapter 115. The Chapter 115 program is a public assistance program run by the State. We can assist eligible, needy Veterans with a monthly allowable grant and some medical coverage. The amount of assistance depends on the budget standards set by the Commonwealth of Massachusetts Executive Office of Veterans Services. The State will reimburse Chelmsford for 75% of authorized benefits paid out.

FY2024 (July 1, 2023 – June 30, 2024) was a year of implementation of all the changes at the Federal, State and Town level from post covid. We continue to administer the Chapter 115 financial support program through the State. The actual Chapter 115 financial support paid out this year was less than previous years. The overall number of Veterans/widows receiving Chapter 115 benefits has decreased - however the actual recipients changed throughout the year. Several Chapter 115 recipients either died or moved to other communities. We gained new recipients through the referrals of Veterans Northeast Outreach Center (VNEOC) who place Veterans in several housing locations in Chelmsford. VNEOC manages the Chelmsford Veterans House at 9 Manahan Street. We helped many Veterans who weren't eligible for the Chapter 115 assistance but needed assistance with basic needs such as; food, housing, medical access, transportation. We work closely with the Bedford VA Medical Center, the Lowell VA clinic, the Lowell Vet Center, VNEOC, AgeSpan, and multiple social service agencies as well as other Chelmsford Town Departments. We have established a relationship with Clear Path Inc., which is a service organization for Veterans. ClearPath is

located in Devens, MA, but covers our area for services.

In fiscal year 2024 Chelmsford paid out a total of \$97,800 to Veterans and widows/surviving spouses eligible for Chapter 115 assistance. The benefit is paid out monthly. We assisted an average of 25 benefit requests per month – paid out to about 14+ Veterans & surviving spouses. The Town will get back \$73,350.00 of that amount. This is the maximum 75% reimbursement allowed by the State. Chapter 115 program provides a limited but crucial safety net for Veterans.

FEDERAL: On the Federal level, the significance of the PACT ACT continues to be felt. The PACT ACT is the August 2022 law that expands VA health care and benefits for Veterans exposed to burn pits and other toxic substances. This is one of the largest expansions of Veteran benefits and health care in VA's history and could impact up to several million Veterans. We are contacting and assisting local Veterans to initiate the claims process, submit Intent to File documents and get their claims filed. This is a coordinated effort from the Federal, State, and local level and has become the priority in local Veterans Services Offices.

The number of Veterans eligible for Federal VA benefits is always a small percentage of the total number of Veterans in the community. Almost all VA benefits must be applied for – they are not automatic. This office helps any Chelmsford Veteran dealing with the VA claims process. The claims may be an initial filing, reopen a disability claim for increase, appeals on denied claims, hearings with the Regional Office or hearings before the Board of Veterans Appeals, etc.... The VA periodically takes a 'snapshot' of the total amount of Federal Veterans benefits that flow



Veterans' Services

into a community. These figures have not been updated since year 2022. The amount of Federal VA money that flows annually into Chelmsford for Veterans / Beneficiaries is \$8,282,824.00 as disbursed to over 497 Veterans / surviving beneficiaries. Many of our Veterans are also enrolled in the VA Health Care system – which is also a financial benefit for the Veteran.

STATE: The Executive Office of Veterans Services (EOVS) has implemented many new changes to programs statewide. EOVS has updated many state Veteran programs including:

- Massachusetts Woman Veterans Network (WVN)
- Veteran Education, Employment and Training (VEET)
- Statewide Advocacy for Veterans Empowerment (SAVE)
- Supporting and Empowering Reintegration for Veterans Equality (SERVE)
- Housing, Equity, Resilience and Outreach Services (HEROS)

Along with all these updates EOVS has established ongoing competency training for all Veteran Service Offices and staff. EOVS has expanded training and coordination throughout the state to ensure that all local VSO offices are more consistent with services and information. We welcome this renewed emphasis on training and competency.

LOCAL: Chelmsford Veteran Services strives to help any Chelmsford Veteran with any issue related to their Veteran status. We strive to assist Veterans and family members of Veterans in obtaining benefits, services, information, and health care enrollment. We work collaboratively with other local VSO offices and service providers to host/cohost numerous Veterans events, such as; POW/

MIA recognition day in September, National Vietnam War Veterans Day in March, and Iwo Jima recognition day in February. We support these events along with: Merrimack Valley Veterans Collaborative, Merrimack Valley Vietnam Veterans Inc., Chelmsford Veterans Park Committee, American Legion Posts, Clear Path Inc., and VNEOC.

The last Thursday of each month we have a Veterans Breakfast hosted by the Chelmsford Senior Center. We began this tradition over 20 years ago. The breakfast is well attended by our local Veterans with an average attendance of 65 Veterans every month. Generous monetary donations from the community, along with the wonderful, dedicated volunteers who serve breakfast, will help sustain this popular – and much appreciated Veteran community program. All Veterans are welcome.

Veterans Day Observance was held on Friday (11/11/2023) at 11:00am. The program was held at Chelmsford Veterans Memorial Park. This year we were honored to have Kenneth Meehan as our guest speaker. Kenneth is not only a Veteran but a member of the Chelmsford Police Department. He truly epitomes "service after service." State Representative Simon Cataldo spoke eloquently about the importance of Veterans Day observances in these times. The program was very well attended by the community including CHS football team members.

We held a ceremony in March to recognize National Vietnam War Veterans Day. This was hosted by the Merrimack Valley Vietnam Veterans.



Veterans' Services



Members of American Legion Post 313 and Merrimack Valley Vietnam Veterans at the Memorial Day Ceremony in North Chelmsford, May 27, 2024



Members of Merrimack Valley Vietnam Veterans after laying a wreath at the Chelmsford Veterans Memorial Park. From left to right: Frank Peabody, Harold Coughlin, Bob Casper, Billy McCarthy, Mike Kendrick, Joe MacShane, and Bob Cronin.

Memorial Day 2024 (5/27/2024) was held in North Chelmsford this year. American Legion Post 313 was our host Veterans organization. We gathered at Vinal Square for a Memorial Day Program after the parade. It was a beautiful day and very well attended by the community with lots of Boy & Girl Scouts participating. The Chelmsford High School marching band participated as well as the Chelmsford Police Honor Guard, Lt. Jeff Bernier, Commander. The Chelmsford Community Center at North Town Hall hosted the Chelmsford community to ice cream and patriotic cupcakes to conclude the program! Lauralynne Morey and Donna Curran Salyard organized this much appreciated addition to our Memorial Day Observance activities.

We are also responsible to ensure that a flag is placed on the graves of all deceased Veterans in our 6 public cemeteries. We start to place the flags in May - the Saturday prior to Memorial Day weekend (Armed Forces Day) and will pull the flags the week after Veterans Day (November 11). We are fortunate to have a robust Boy/Girl Scout volunteer group to assist with the flags placement and removal.

This office processes applications for State Veterans Bonuses and Annuities. We also work closely with the Chelmsford Housing Authority to address the housing needs of our Veterans and to implement the VASH housing voucher program in conjunction with Bedford VA Medical Center. We work closely with the numerous Veterans groups and organizations throughout the Merrimack Valley. We collaborate with The Veterans Northeast Outreach Center (VNEOC) and Age Span (formerly Elder Services of Merrimack Valley) on many issues. There have been several exciting regional and local housing opportunities open for our homeless Veteran population. Although, housing availability is still a major issue with our Veteran population. We work with the Assessor's office to identify



Veterans' Services

eligible Veteran homeowners for the State Veteran tax exemptions.

Veterans Services is located at Town Offices, 50 Billerica Road. We are on the first floor, Room 109. The office is open Monday, Wednesday, Thursday 8:30AM- 4:00PM, and Tuesday 8:30AM – 7:00PM and Friday 8:30AM- 1:00PM. If you are unable to visit the office, please call and we would be happy to schedule a home visit. Thank you.

Regina B. Jackson #978-250-5238, Rjackson@Chelmsfordma.gov

Amy Bronkema #978-250-5238, Abronkema@Chelmsfordma.gov



Regina Jackson, Amy Bronkema



Boards & Committees

Board & Committee Descriptions

Agricultural Commission

Serve as facilitators for encouraging the pursuit of agriculture in Chelmsford, promote agriculturally based economic opportunities in Town, act as mediators, advocates, educators, and/or negotiators on farming issues, work for preservation of prime agricultural lands and pursue all initiatives appropriate to creating a sustainable agricultural community.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 5

Arts & Technology Education Fund Committee

The Arts and Technology Education Fund consists of nine members appointed by the Town Manager including: the superintendent of schools or his/her designee thereof, eight residents of the Town of Chelmsford that will include at least three parents who presently have children in the Chelmsford public schools, a member of the business community, a senior citizen, and a member-at-large. The purpose of the fund is to provide supplemental funding to support educational initiatives and projects that enhance the curriculum of the Chelmsford public schools. Applicants for funds must be a school counsel or member of the professional teaching staff employed by the Chelmsford public schools. The school committee, as a body, may apply through the superintendent of schools who is a member of the ATEF Committee.

Meeting Frequency: once per month January – June

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9

Bicycle & Pedestrian Advisory Committee

BPAC works to improve bicycling and pedestrian conditions, coordinates maintenance, policing and enhancements to any bicycle/pedestrian paths. They facilitate coordination of activities that involve or affect non-motorized transportation.

Meeting Frequency: third Thursday of each month

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9

Board of Appeals

To interpret and apply the General Laws of the Commonwealth of Massachusetts and the Zoning Bylaws of the Town of Chelmsford to all matters which appear before it. In so doing, the Board follows its rules and regulations fairly and gives due deference to the reports of the Planning Board and the Building Commissioner, who is the Zoning Enforcement Officer for the Town of Chelmsford, as well as the decisional laws of the Commonwealth.

Meeting Frequency: first Thursday of each month

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9

Board of Assessors

The Board of Assessors is responsible for the full and fair market valuation of real and personal property for the purposes of levying the property tax as of January 1st every year. It is the responsibility of the assessor's office to maintain valuations at full and fair cash value and to meet the Commissioner of Revenue's re-



Board & Committee Descriptions

certification requirements of property valuation every three years. The assessor's office collects and maintains a database on each parcel of property in town.

Meeting Frequency: every other week as needed.

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 3

Board of Health

The Board works to protect the public health of the residents. It also has administrative, planning, and policy responsibility for health functions of the Board of Health Office.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Elected Positions: 3

Board of Registrars

Registrars assist the Town Clerk's office in promoting voter registration, maintaining voter registration, certifying signatures on nomination papers and petitions, issuing party enrollment certificates, certifying absentee voter applications, investigating challenges to local nomination papers, conducting recounts, assisting in the preparation of the street list, and being present at all elections as part of the reporting process.

Affecting Legislation: M.G.L. ch. 51 §15

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 3

Capital Planning Committee

The committee studies proposed capital outlays having a useful life of at least five years. The committee promulgates rules and regulations, makes investigations, and holds public hearings as it deems appropriate. In conjunction with the town manager, the committee develops an annual capital budget.

Meeting Frequency: once weekly as needed
November - December

Term Limit: 3 year term, unlimited number of terms.

Appointed Positions: 2 citizen reps, School Committee, Library, Finance Committee, Treasurer and Accountant

Cemetery Commission

The three-member elected Board of Cemetery Commissioners is responsible for the governance of all town cemeteries.

The Cemetery Commission appoints a superintendent to manage daily department operations.

Meeting Frequency: approximately 6 per year

Term Limit: 3-year terms, unlimited number of terms.

Elected Positions: 3

(CCA) Town Hall Advisory Committee

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9



Boards & Committees

Board & Committee Descriptions

Center Village Master Plan Implementation Committee

Ad Hoc Committee to carry out the action items in the 2013 Center Village Master Plan.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Positions: 7

Chelmsford Housing Authority

The Chelmsford Housing Authority is dedicated to meeting the needs of the elderly, disabled and families in need of affordable housing. Supportive services tailored to the needs of each group are considered of the utmost importance. Families will be offered support to continuously improve themselves, achieve self-sufficiency and eventually towards homeownership. The disabled will be directed to the appropriate local services to meet their individual needs. The elderly will be offered supportive services to maintain their highest level of independence in a community environment and age in place. Everyone that meets the Chelmsford Housing Authority will be treated with respect, dignity and understanding. The Chelmsford Housing Authority recognizes the importance of a compassionate and dedicated staff to meeting the needs of diverse populations. Together with the support of the Board of Commissioners, employees, residents and community members, the Chelmsford Housing Authority will strive to assist everyone in securing affordable housing and an environment in which they can continue to be valuable members of the community.

Meeting Frequency: once monthly

Term Limit: 5-year terms, unlimited number of terms.

Elected Positions: 3

Appointed Positions: 1 Governor appointee, 1 annual resident appointee.

Chelmsford Library Board of Trustees

Trustees ensure that the library supports the needs of our community and reflects the community's values. The Trustees are authorized to set policies for the library.

Meeting Frequency: second Wednesday of each month

Term Limit: 3-year Terms, unlimited number of Terms.

Elected Positions: 7

Clean Energy and Sustainability Committee

The Committee is charged with studying and making recommendations for specific strategies and actions for Chelmsford to achieve a goal of net-zero greenhouse gas emissions by 2050, and to recommend intermediate targets that are consistent with the overall final objective. The Committee will provide a report of findings and recommendations to the Select Board annually and will provide an overall assessment of Chelmsford's progress toward net-zero emissions to the Select Board every five years.

Meeting Frequency: once monthly

Term Limit: 3-year Terms, unlimited number of Terms.

Select Board Appointed Positions: 9

Commission on Disabilities

The Commission works to deal with all disability issues and provide information, referral, guidance, coordination, and technical



Board & Committee Descriptions

assistance to other public agencies and private persons, organizations, and institutions engaged in activities and programs intended to eliminate prejudice and discrimination against persons with disabilities.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9

Community Action Program Committee

The Community Action Program Committee is appointed by the Town Manager annually. The Community Action Program provides a unique source of matching funds for projects that benefit the community. The Community Action Program was established for the purpose of encouraging community involvement by awarding cash grants to individuals and organizations that wish to develop civic projects for the benefit and enjoyment of the citizens of Chelmsford.

Meeting Frequency: once per quarter

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Community Preservation Fund Committee

The Community Preservation Act is administered by the Community Preservation Committee (CPC), a nine-member committee. The CPC holds an annual public hearing to receive comment on the proposed plan. The CPC then finalizes the plan for use of the funds and annually presents its plan in town meeting for approval. Town meeting then votes on the proposed recommendations.

Meeting Frequency: third Wednesday of each month

Affecting Legislation: M.G.L. ch. 44B §5 Town of Chelmsford Code ch. 19 §§ 1-6

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Conservation Commission

The Chelmsford Conservation Commission promotes the protection and management of the town's diverse natural resources.

The Commission is the permitting authority specifically charged with the conservation and protection of wetland resource areas. The Commission also provides educational resources for residents to be actively involved in the use and enjoyment of Chelmsford's open spaces. The Commission manages more than 900 acres of town-owned open space, including nine reservations with public trail systems.

Meeting Frequency: Second and fourth Tuesday of each month

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Council on Aging Board

Members serve in an advisory capacity and work with the Director of the Senior Center to develop policy, programs and services.

Meeting Frequency: once monthly

Term Limit: 3-year Terms, unlimited number of Terms.

Appointed Positions: 11, plus up to 5 associate positions



Boards & Committees

Board & Committee Descriptions

Cultural Council

The council provides public funding for the arts, humanities, and interpretive sciences by granting funds to individuals and organizations in the community. Its duties also include soliciting community input and assessing local cultural needs. Membership consists of 9 - 21 members.

Meeting Frequency: once monthly

Affecting Legislation: M.G.L. c10 §58

Term Limit: 3-year terms, limited to 2 Consecutive Terms, then 1 year break.

Appointed Positions: Up to 21

Dog Park Advisory Committee

Meeting Frequency:

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 5

Finance Committee

The Committee meets with each Town Department head, considers the merits of the individual budget in terms of the Town's total needs and the limits of the total monies available, and prepares the final budget recommendations for the Annual Town Meeting.

Meeting Frequency: once weekly September – May

Term Limit: 3-year terms, unlimited number of terms.

Moderator Appointed Positions: 7

Fire Station Study Committee

This ad hoc committee will study the

future capital and operational needs of the Chelmsford Fire Department related to buildings and apparatus and offer its recommendations to the Select Board by June 30, 2022.

The Committee shall consist of seven members as follows:

Fire Chief, Town Manager, (1) Select Board Member, (2) Firefighters' Union Members, (1) Chelmsford Resident appointed by the Select Board, (1) Chelmsford Resident appointed by the firefighters' union. Each member shall be appointed for a partial-year term expiring on June 30, 2022.

Historic District Commission

The Commission works to preserve and protect the buildings and places within the Chelmsford Center Historic District.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Historical Commission

The Commission works to promote the preservation, promotion, and development of the historical assets of the Town. It conducts research to identify places of historical value and actively urges other alternatives before destroying a historically important building or site.

Meeting Frequency: once per month

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7.



Board & Committee Descriptions

Holiday Decorating Committee

The Holiday Decorating Committee arrange and implement the Holiday Lighting and Prelude Ceremony in Chelmsford Center on the first Sunday in December. The Committee, with the help of several interested individuals and groups, physically put up and take down all the lights on the shrubs and trees on Chelmsford Common and the Chelmsford Center Village.

Meeting Frequency: seasonally as needed.

Term Limit: 1-year terms, unlimited number of terms.

Appointed Positions: 9

Housing Advisory Board

This is a permanent standing committee, whose mission is: To conduct pre-application meetings, as requested by potential applicants, to ensure housing proposals are consistent with the housing goals stated in the adopted master plan and affordable housing master plan documents. To provide advisory opinions, as requested by Town Boards during the permitting process, to ensure the proposals are consistent with the housing goals stated in the adopted master plan and affordable housing master plan documents. To work with the Community Development Department, Housing Authority, and applicants, to implement the actionable components of the Affordable Housing Plan in order to meet the desired levels of affordable housing units established in Chelmsford. Perform research as requested on new initiatives pertaining to housing.

Meeting Frequency: once monthly

Term Limit: 2-year Terms, unlimited number of Terms.

Positions: 5 in total.

Middlesex Canal Commission

The Commission works to maintain the Middlesex Canal Heritage Park and to inform, inspire, and draw the public to this nationally significant landmark.

Meeting Frequency: annual meeting

Term Limit: 2-year terms, unlimited number of terms.

Appointed Positions: 1

Military Community Covenant Task Force

The Task force has formalized a partnership between the Town and local military community, represented by Hanscom AFB. The Task Force represents the Town of Chelmsford in advocating for military families. Activities primarily consist of coordinating volunteers who wish to support military families in Chelmsford and approaching the business community in town to provide discounts or other gestures of appreciation to military families.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Nashoba Valley Technical High School District School Committee

Nashoba Valley Technical High School serves our eight District towns of Ayer, Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend, and Westford. We are governed by the school committee members appointed by their individual towns: Nashoba Valley Technical High School District School Committee

Meeting Frequency: monthly

Term Limit: 3-year terms, unlimited number of terms.



Boards & Committees

Board & Committee Descriptions

Select Board and School Committee Appointed Positions: 3, plus 1 alternate member.

North Town Hall Advisory Committee

Term Limit: 3-year terms, unlimited number of terms.

Positions: 7

Parade Committee

The Parade Committee plans and executes the annual Fourth of July Parade in Chelmsford

Meeting Frequency: once monthly

Term Limit: 1-year terms, unlimited number of terms.

Appointed Positions: unlimited.

Permanent Building Committee

The Permanent Building Committee assists the Town Manager with the development of financial estimates, project design and supervision of construction of municipal building projects.

Meeting Frequency: once monthly.

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7 in total. 5 occupied. 2 vacant.

Personnel Board

The Personnel Board works in conjunction with the Town Manager in developing Personnel Rules and Regulations and the classification and compensation system of the town.

Meeting Frequency: as needed.

Term Limit: 2-year terms, unlimited number of terms.

Appointed Positions: 4, plus one elected employee representative.

Planning Board

(a) Composition, Term of Office. There shall be a planning board composed of seven members elected for terms of three years each, so arranged that the terms of as nearly an equal number of members as is possible expire each year. There may be one associate member of the planning board when the board is designated a special permit granting authority under the town's zoning by-law.

The associate member of the planning board shall be elected at the annual town election. If the position becomes vacant or is unfilled the position shall be jointly appointed by members of the Board of Selectmen and the Planning Board. The associate member of the Planning Board shall be elected for a term of two years.

(b) Powers and Duties. The planning board shall have the responsibility to make studies of the resources, possibilities and needs of the town and to make plans for the development of the town. The board shall have the power to regulate the subdivision of land within the town by the adoption of rules and regulations governing such development. The planning board shall have all the powers and duties given to planning boards by the laws of the commonwealth, the charter, bylaw or other town meeting vote.

Meeting Frequency: Second and fourth Wednesday of each month

Term Limit: 3 year Terms, unlimited number of Terms.

Elected Positions: 7, plus 1 Associate Member



Board & Committee Descriptions

Public Records Advisory Committee

The responsibilities of the Public Records Advisory Committee would include, but are not limited to, helping to establish a Records Management Program based on the MA Public Records Retention Schedule for Town Departments to follow; providing advice, guidance, and support to the records program and Records Management Administrator (Town Clerk); working with local government officials and their professional associations promoting an understanding of the program's goals and the value of the program; promoting public awareness of the program; advising the Records Management Administrator on records management problems or issues that might arise; providing advice or appraisal on archival records; and reviewing the disposition of records where there are questions or the historical value needs review. This committee would be represented by the Town Clerk as chairman, either the Town Finance Director or Town Accountant, a member of the Historical Commission, a Library Representative, and one citizen representative. The committee would assist the Town Clerk in prioritizing and resolving upcoming record management issues and in realizing the goals of the records management program.

Meeting Frequency: Monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 5

Recycling Committee

The Committee works to reduce solid waste disposal costs by decreasing the quantity of solid waste disposed and increasing the quantity of recyclables collected. The committee also works to increase the number

of recycling participants.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 9

Roberts Field Advisory Committee

Reporting to the Town Manager, the Roberts Field Advisory Committee shall provide citizen input towards the implementation of the Roberts Field Master Plan. The Department of Public Works (DPW) shall consult with the advisory board regarding the maintenance and capital improvements to Roberts Field, the planting and protection of trees, and the establishment of park rules and regulations. In cooperation with the DPW, the advisory board may explore grants, sponsorships, donations, and other revenue sources, as well as volunteer contributions for the enhancement of Roberts Field.

Meeting Frequency: monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

School Committee

The Chelmsford School Committee is a legislative body comprised of five members elected for three-year terms at the Town Election in April, whose primary responsibility is to: ~ oversee the annual school budget ~ develop school system policies ~ hire and review the performance of the Superintendent ~ advocate for the school system with citizens, town government, and state government. The School Committee is responsible for setting priorities (through the budget) and for establishing local policy to ensure that the



Board & Committee Descriptions

schools are properly run in accordance with state law and regulations.

Meeting Frequency: every other Tuesday

Term Limit: 3-year terms, unlimited number of terms.

Elected Positions: 5

Select Board

(a) Composition, Term of Office. There shall be a select board composed of five members elected for terms of three years each, so arranged that the terms of as nearly an equal number of members as is possible shall expire each year.

(b) Powers and Duties. The executive authority of the town shall be vested in the select board which shall be deemed to be the chief executive office in the town. The select board shall be the chief policy making agency of the town and shall have all the powers and duties given to boards of selectmen or select boards as may be authorized by the laws of the commonwealth, the charter, bylaw or other town meeting vote, except those powers granted to the town manager under this charter. The select board shall prepare reports of town business and distribute such reports to all town meeting members. The select board shall act by the issuance of policy guidelines and directives. It is the intention of this provision that the select board shall act only through the adoption of policy directives and guidelines which are to be implemented by the officers and employees appointed by or under its authority. The town manager shall be the primary officer responsible for the implementation of policy directives and guidelines adopted by the select board. The daily administration of the affairs of the town shall be the exclusive responsibility of the town

manager. (c) Appointment Powers. The select board shall appoint Town Manager, a Town Counsel, Town Accountant, Personnel Board, Public Celebrations Committee and a Board of Registrars of voters (but not including the Town Clerk). The select board shall also appoint all multiple member policy advisory committees and may appoint ad hoc committees not specifically provided by bylaw. (d) Licensing Authority. The select board shall be the licensing authority of the town and shall have all the power to issue licenses as otherwise authorized by law, to make all necessary rules and regulations regarding the issuance of such licenses and to attach conditions and restrictions on any such license it may issue as it deems to be in the public interest, and to enforce all laws relating to all such businesses for which it issues any licenses.

Meeting Frequency: bimonthly

Term Limit: 3-year terms, unlimited number of terms.

Elected Positions: 5.

Tree Committee

Facilitates and encourages the long-term health of Chelmsford's public trees. Charged with developing and administering a comprehensive tree management program.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 5

Vinal Square Strategic Action Plan Committee

Create an implementation strategy based on town policy documents, including: 2010 Master Plan 2011 Affordable Housing Plan 2012

NMCOG Vinal Square Traffic and Circulation Report 2013 Historic and Cultural Preservation



Board & Committee Descriptions

Plan The plan will address economic development, land use/zoning, traffic/circulation, open space, recreation, historic preservation, and housing. This plan will build on existing investments in Vinal Square, such as the renovation of the North Town Hall and Varney Park/Playground improvements.

Meeting Frequency: once monthly

Term Limit: 3-year terms, unlimited number of terms.

Appointed Positions: 7

Town Meeting Representative – All Precincts

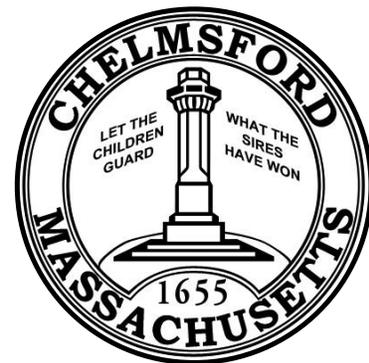
The legislative body of the Town of Chelmsford is a Representative Town Meeting, consisting of 165 elected Town Meeting Representatives, 15 from each of 11 precincts. The April Town Meeting is expected to be primarily concerned with the determination of matters involving the expenditure and commitment of Town funds, including but not limited to the adoption of an annual operating budget for all Town agencies. All warrant articles shall be in the hands of the Board of Selectmen no later than the first Monday in January for the Town Meeting to be held in April and the first Monday in August for the Town Meeting to be held in October. The Board of Selectmen may waive this requirement if deemed in the best interest of the Town or as required by statute. The warrant article shall be included in the Finance Committee report which shall be made available to Town Meeting members and the public not less than one week before either Town Meeting. The warrant articles for any Special Town Meeting shall be made available to the Town Meeting Representatives not less than 14 days before the Special Town Meeting.

Meeting Frequency: Annual Town Meetings begin on the last Monday in April and

the third Monday in October each year. Adjourned sessions of any Town Meeting shall be scheduled for only a Monday or Thursday, unless an alternate date is approved by a two-thirds vote of the Town Meeting representatives present and voting.

Affecting Legislation: Town Charter, Municipal Codes & Bylaws

Term Limit: 3-year terms, unlimited number of terms.





Age-Friendly Chelmsford Implementation Committee



The Age-Friendly Committee gathering at the Java Room

(L-R): Cindy Pernet, Debi Siriani, Regina Jackson, Capt. Danielle Koutsoufis, Chief Colin Spence, Virginia Crocker-Timmins, John Bowles, Fred Brusseau, Lesley Kimball, Town Manager Paul Cohen, Jen Melanson, Lisa Marrone

In May 2021, the Age-Friendly Chelmsford Implementation Committee (AFCIC) was formed to address the goals and accomplish the actions in the Age-Friendly Chelmsford Action Plan that was approved by the Town and subsequently by AARP. The Age-Friendly Chelmsford Implementation Committee is chaired by Debi Siriani and Fred Brusseau. Subcommittees (or domains) are led by the following committee members: Connie Donahue (Housing), John Bowles (Transportation), Jen Melanson (Community Supports and Health Services), Steve Callaghan (Outdoor Spaces and Buildings), Debi Siriani (Social Participation, Respect and Inclusion), Lisa Marrone (Civic Engagement and Employment), Lesley Kimball (Communication and Information). Police Chief Colin Spence (also an AFCIC member) and the Chelmsford Police Department had several age-friendly accomplishments across multiple domains in FY2024.

As a member of the AARP Network of Age-Friendly Communities, Chelmsford assessed its age-friendliness across seven domains of livability. During FY2024, these domains were

very successful in making Chelmsford even more Age-Friendly.

The vision of the Age Friendly Initiative in Chelmsford is to inspire efforts for community improvements and innovations that promote healthy aging for residents of all ages and abilities. The success of this initiative is dependent on the involvement of a dedicated and passionate group of Town officials, Town staff, residents and stakeholders that proactively continue to spearhead our age-friendly effort. These individuals actively collaborate with each other, civic, businesses, and non-profit organizations as well as state and local government officials to heighten awareness of the Town's age-friendly movement and implementation of the accomplishments outlined in this report—all to spur sustained positive change for the Town of Chelmsford.

AFCIC domain accomplishments during FY2024 are listed as follows:

Housing

Chelmsford continued to improve its inventory of affordable/elderly housing with improvements/ updating of Brianna Lyn (now known as The Richardson) and at 1 Smith St Building A, with a total rehabilitation of family housing at 6 Sheila Ave. Also, a total rehabilitation at 10 Wilson Street in in progress. Also, the Chelmsford Housing Authority (CHA) awarded 100 new vouchers for rental assistance.

To address the shortage of availability of local affordable housing, Chelmsford will continue to work diligently to obtain the needed finances and land whenever related funding opportunities are presented.



Age-Friendly Chelmsford Implementation Committee



Transportation

ChelmsfordRIDE, launched in May of 2023, provides low-cost rides for adults (18+) anywhere in Chelmsford and to/from medical appointments in Lowell, Tewksbury, Billerica, Carlisle, Westford, Tyngsboro, Lahey Clinic, Emerson Hospital, and the Bedford V.A. Clinic. The program operates from 2-6pm, Monday-Friday, in order to extend the services of the Council on Aging transportation program. ChelmsfordRIDE can accommodate mobility devices such as canes, walkers, and light, manual wheelchairs. ChelmsfordRIDE has grown substantially in usage in FY2024. Utilizing a fully-electric vehicle (provided by the Town), volunteer drivers gave a total of 463 rides to 14 different types of destinations in FY2024. Volunteer drivers who are eligible

receive up to a \$1,500 rebate from their property taxes in exchange for volunteer hours with ChelmsfordRIDE.



New raised garden beds at the Senior Center through partnership with Boy Scout Troop 75, the Friends of the Senior Center, and the Open Space Stewardship Committee

Outdoor Spaces & Buildings

The AFCIC has worked with the Chelmsford Department of Public Works (DPW) to improve/renovate/install playgrounds, exercise areas, sidewalks and ramps at Friendship Park, Varney, Harrington, Parker and Center School to help maintain and improve their status of ADA Compliance.

The new "pocket park" at the intersection of Worthen Street and North Road continued to be used by many.

Two outdoor fitness areas have been completed and are being used by the public. One, at Roberts Field, has 4 stations of age-friendly exercise equipment along with a 1/3-mile walking trail. The other, just outside Chelmsford Center on Rt110 by the softball field.

Through the partnership with Boy Scout Troop 75, the Friends of the Senior Center, and the Open Space Stewardship Committee, 8 new raised bed garden beds were installed in from of the Senior Center. These raised beds are an



Age-Friendly Chelmsford Implementation Committee

extension of 12 others on Senior Center land and make now 20 raised beds for Chelmsford seniors and volunteers to garden. These beds allow accessibility and ease of use and fresh produce for older adults who may not have space to do so where they currently are living.

Community Supports & Health Services

A program was initiated to increase awareness of loneliness and isolation that included presentations to various organizations and resident groups that discussed associated mental/physical impacts and recommended actions to address them. One such program was held in collaboration with the Chelmsford Housing Authority with residents at the Smith Street Senior Housing complex. Participants were given the choice to anonymously complete two surveys measuring social connectivity and feelings of loneliness. Most notably, 58.5% of participants identified with occasionally feeling completely isolated, and 25% reported that they do not have any relatives with whom they feel comfortable discussing personal matters. Discussion centered around possible actions to decrease the feelings of loneliness and social isolation. As a result of this conversation, a small amount of grant funding was obtained to purchase board games for the community room to enable residents to better connect with one another, socially. Two laptops have also been purchased to allow residents better access to friends and family through email and social media networks.

Volunteers with "Grow-a-Row" and "Gardens for Good" continue to grow, maintain, harvest and deliver fresh produce to the food insecure at several Town locations, including the Chelmsford Food Pantry, Table of Plenty, and the Chelmsford Housing Authority. In FY2024,

the value of delivered produce was estimated to be approximately \$9000, at no cost to recipients.

Communication & Information

The Chelmsford Police Department launched a newly designed website (<https://chelmsfordpd.com/>) that provides links to Town services/information including the Age-Friendly Chelmsford webpage.

An enhanced community outreach program was launched with an Age-Friendly Chelmsford webpage (<https://www.chelmsfordma.gov/agefriendly>), an Age-Friendly Chelmsford Telemedia (CTM) show (<https://www.chelmsfordtv.org/episodes/age-friendly-chelmsford-premiere-episode/>), and an information kiosk on the Bruce Freeman Rail Trail

The Chelmsford Public Library continued its seasonal use of a mobile pop-up library - a specially equipped vehicle that provides library services weekly at various Town locations

An AARP-funded Trails and Tails project was launched. This project has been an intergenerational effort bringing mini-libraries to the community

A digital literacy grant created technology classes that were conducted at the Library, the Senior Center and other locations in the community.

Social Participation, Respect and Inclusion

- The Senior Center offered an 8-week series of balance classes. The classes were very popular with 70 older adults attending. Because of its popularity, the series will be offered again.
- The "Chat Bench" made appearances at the Fall Fair, the High School Wellness Fair, and the 3rd of July Country Fair, providing opportunities for people to start conversations



Age-Friendly Chelmsford Implementation Committee

with new people.

- A new sensory garden was installed at the Senior Center and is being enjoyed by both visitors to the Center and residents who live in the area.
- 4 pages were added to the Senior Center newsletter to increase opportunities for information sharing and outreach. "The Age-Friendly Corner" was introduced in the monthly newsletter of the Senior Center – an entire page dedicated to the Age-Friendly Chelmsford news/events.
- The Senior Center continued to host a monthly Veterans breakfast that is open to all veterans.
- An LGBTQ & Friends social group is hosted twice monthly at the Senior Center
- The Senior Center held a pronoun workshop where people were able to learn about choice of gender expression (her/she, he/him, they/ them, etc.)
- The Senior Center held its first ever LGBTQ+ Friends Trivia Party, encouraging 45+ to attend with friends, family, and allies.
- A "PRIDE on the Common" event was part of the weekly Farmer's Market in June 2024, encouraging Town Departments, local agencies and businesses supporting the LGBTQ+ community. In attendance was Chelmsford Police, Board of Health, Community Services, the Senior Center, among many other groups in town.

Civic Engagement and Employment

- An Age-Friendly Chelmsford job fair was planned/promoted/conducted. It was a very successful, unique Job Fair focused only on local employers for local jobs. Hosted at the Chelmsford Senior Center in partnership with Chelmsford Business Development

Office, this is now an annual event

- Chelmsford was the first community in the state to receive a \$50,000 grant given by Blue Cross/Blue Shield to fund the Fitness Court at the corner of Wilson St. and Chelmsford St. The court is walkable, handicapped accessible, and free to access. Located near the rail trail, recreational areas and close to the Town Center.
- A partnership was formed with MassHire to provide several job fairs throughout the year. A young adult job fair, in partnership with MassHire and Chelmsford High School was held. Also, another young adult job fair, in partnership with the Greater Lowell Community Foundation was held for young adults up to age 24
- The Chelmsford Police Department (CPD) created a new unit called the Community Engagement and Wellness Unit. This new unit will focus on community outreach to seniors and veterans
- The CPD ordered 5 more bracelets for their Safety Net Program. These bracelets allow the CPD to locate, in a timely manner, at-risk individuals who have wandered off, helping to avoid injury to the individual. There are currently 14 people in the program.



"PRIDE on the Common" at the weekly Farmer's Market in June 2024



Age-Friendly Chelmsford Implementation Committee

- An Age-Strong Job Fair was conducted at Chelmsford Town Hall. Supported by more than 30 vendors and 150 job seekers, this event was successful and deemed important as an annual event.
- A Volunteer Fair returned since 2020 to support civic participation. There were more than 40 vendors and well over 130 event goers. Because of its popularity, this event will now be an annual staple for community for many more years to come.





Arts & Technology Education Committee



2024-2025 Award Winners

(L-R): Lucas Miller for Orchestra Classroom Instrument and Equipment; Mary Ellen Forty for Fostering Fine Motor Fun; and Angela Parks for Walking Pads.

The Arts & Technology Education Committee was established in 1996. It is financially supported by donations either through the tax check offs in your real estate bill, your excise tax bill or a separate check. The committee has a staff recognition program that a parent, grandparent, or legal guardian may donate to the ATEF in a staff member's name. The committee will notify the staff member of this gift. There were some donations this spring made in memory of a founding past member of the committee, George Ripsom.

There are nine members of the committee. Eight members of the committee are appointed by the Town Manager for staggered three year terms. The ninth member is always the Superintendent of the Chelmsford Public Schools or his/her designee.

The purpose of the committee is to award grants to staff of the Chelmsford Public Schools through an annual application process that provide supplemental funding to support educational initiatives and projects that enhance the existing curriculum of the

Chelmsford Public Schools. Applications will be available on the town website and through the Chelmsford Public Schools after January 2025 for the next award cycle. The deadline for submittal will be March 31, 2025. The staff may apply for funds currently up to \$1000 for programs, equipment, supplies or an event. All equipment or supplies become the property of the Chelmsford Public Schools.

The awards for 2024-2025 were made at the Select Board June 3, 2024. They were:

Lucas Miller for Orchestra Classroom Instrument and Equipment for the amount up to \$987.50.

Mary Ellen Forty for Fostering Fine Motor Fun for the amount up to \$380.00.

Angela Parks for Walking Pads for the amount up to \$361.23.



Board & Committee Reports

Bicycle and Pedestrian Advisory Committee

Robert Klinkhammer – Chair

2023-2024 BPAC Members

Robert Klinkhammer, Chair
Michael Carignan, Vice Chair
Joshua Warhurst, Secretary
David Antonelli
Janet Haouchine
Steven Pustell
Robert Schneider
Sarah Maggio

The Bicycle and Pedestrian Advisory Committee (BPAC) was formed to improve bicycling and pedestrian conditions in the Town of Chelmsford. Its long-term goal is to help make Chelmsford a more bicycle and pedestrian-friendly community where motorized and non-motorized transportation users can safely share the roads. The Committee has continued the work from its inception in several areas.

During the past year, BPAC participated in several activities, including contributing to the BFRT uniform signage initiative, providing input to the planning board related to MTBA Zoning, and providing input for the new pocket park at Cushing Place. In addition, BPAC has been developing relationships with other organizations, including the Middlesex Canal Association, concerning expanding trail connections to the BFRT.

The Committee maintains a web page on the Town website at <http://www.chelmsfordma.gov/Bicycle.cfm> with valuable information and important links related to bicycle

and pedestrian issues, rules, safety guidelines, and various activities. There is also a link to a Bruce Freeman Rail Trail volunteer maintenance program to encourage the community to get involved in helping to maintain the bike trail.

Many activities have been undertaken regarding the Bruce Freeman Rail Trail, as BPAC has a role in coordinating the maintenance and monitoring of the trail. The Committee works with the Department of Public Works to address safety and maintenance incidents as they occur. The DPW has done an excellent job with mowing, leaf blowing along the trail, and addressing issues with low-hanging and fallen trees. In addition, volunteers go out on the trail to remove trash and prune back branches and vines.

BPAC also coordinates a trail count in Chelmsford to document the level of trail usage as well as addressing signage, crossing, and safety issues at crucial trail intersections, particularly in Chelmsford Center, near Fletcher Street, Golden Cove Road, High Street, and Maple Road crossings. Unfortunately, the 2023 count could not be held this past year due to the weather.

The Committee continues to respond to resident concerns regarding bicycle and pedestrian safety and monitor issues related to the operation of town roads and the installation and maintenance of sidewalks, crosswalks, and signage to enhance bicycle and pedestrian safety in the Town.

The BPAC thanks the Town Manager, Select Board, Town Engineering Department, Department of Public Works, Police Department, and all town officials for their continuing support of this Committee and its efforts.

Respectfully submitted,

Robert Klinkhammer, Chair
Chelmsford Bicycle and Pedestrian Advisory Committee



Clean Energy and Sustainability Committee

Badhri Uppiliappan – Chair

The Chelmsford Clean Energy And Sustainability (CEAS) committee launched three significant efforts this past year. The first major accomplishment is the adoption by town meeting (October 2023) of the Municipal Opt-in Specialized code effective July 1, 2024.

Additionally, the committee obtained and launched a MassSave community grant funded awareness campaign for home energy efficiency improvement options. This was coupled with the initiative to have a single vendor Homeworks Energy to coordinate MassSave energy audit campaigns in the Town of Chelmsford. CEAS also engaged the students of Chelmsford Middle schools in an art competition for the Earth day celebration and awareness day. CEAS continues to seek and advocate for ways to increase the green/renewable energy content beyond state mandates for the default option in the municipal aggregation program Chelmsford Choice.

Community Preservation Fund

Linda Prescott – Chair

The Community Preservation Fund is doing very well. In October 2023, Town Meeting approved the purchase of the 41.91-acre Koulas Farm on Pine Hill Road for \$4,163,900.00. Town Accountant Darlene Lussier reviewed the 2025 Debt Service and reported the Varney Playground Bond will be paid in full next year and in 2028, the bonds for Roberts Field and the Turf Fields will be paid. Leaving Affordable Housing's Chelmsford Woods and the open space purchases of the Warren-Pohl and the newly acquired Koulas Farm properties to be paid. The total amount of debt service for 2025 will be \$821,663.00. Although by using the Community Preservation Fund for these purchases, the fund is well funded and can still can make large purchases.

Also, at the same meeting, Town Meeting approved \$26,875.00 for the purchase and installation of archival shelving for the storage historic and important town records mandated by the state.

During Spring Town Meeting in April 2024, Town Meeting approved the account distribution for the upcoming FY25. This includes Debt Service, Admin, other expenses and the allotments to the 3 major accounts from the Reserve Account.

The Fund had 2 grant requests from the Cemetery Commission. First request was \$8,000.00 for the professional restoration of Forefather's Cemetery headstones, selected for their poor condition. This is a long-term project. Also, the Cemetery Commission requested \$40,000.00 for the installation of a post and rail fence at the West Chelmsford Cemetery.

Submitted By:

Linda Prescott, Chairman



Board & Committee Reports

Conservation Commission



Members (FY24) and Staff:

Karl Bischoff (chair),
Chris Garrahan (vice-chair),
Dave McLachlan,
Bill Vines, Marc Gibbs,
John Swenson,
Peter Spawn
Conservation Agent: David Koonce
Recording Secretary: Vivian Merrill

The commission had one personnel change in FY24 as David McLachlan decided to resign after thirty-five years serving on the commission. We all thank David for his many years of dedicated service to Chelmsford. David's commitment to protecting our natural resources, including our water, and especially the turtles of Chelmsford have set the standard for the commission. David has dedicated countless hours to creating and updating conservation bylaws and regulations, conservation restrictions, working with the Town of Carlisle on the Cranberry Bog, working with the Chelmsford Open Space Stewardship and other organizations to maintain the conservation reservations in Chelmsford.



Wetlands Regulation

The commission held 22 meetings, one work session, one posted site visit, and one joint session with the Planning Board in FY24. Conservation issued 10 Order of Conditions, 1 Amended Order of Conditions, 3 Enforcement Orders, and 17 Determinations of Applicability in FY24. This year was characterized by the high number of complex applications which ran over many hearing meetings, necessitating significant peer review support and detailed discussions.

The commission would like to remind residents and property owners, that any planned disturbance of land (soil, trees, vegetation) within 100 feet of a wetland should be, at a minimum, discussed with our conservation agent prior to the activity commencing.





Conservation Commission



Education

Peter Spawn completed the "Fundamentals for Conservation Commissioners" certification from the Massachusetts Association of Conservation Commissions (MACC). Commission members are actively utilizing the great resources of the MACC, including technical and regulatory seminars, mosquito control presentations, land management workshops, and more.

Open Space and Land Management

The town voted at the Fall 2023 town meeting (article 7) to acquire four parcels of land (~42 acres) on Pine Hill Road and Hunt Road, known as The Koulas Property. The Select Board and Town Manager have requested the Conservation Commission to take responsibility to manage the property and develop the Conservation Restriction.

The commission has kicked off a sub-committee to produce a new revision to the Open Space and Recreation Plan. This will be the eighth revision to this plan since the Chelmsford commission was formed in 1961. The sub-committee is working with our partners at NMCOG to complete this work in the 2024 calendar year.

The open space in town is maintained by a combination of volunteers, including the

Chelmsford Open Space Stewards, Friends of Roberts Field, New England Mountain Bike Association, CYSA, general volunteers, and the DPW. The commission is very grateful to all those who support keeping our open space usable for the public.

Joint Membership

Members of the conservation commission also participate in the Community Preservation Fund Committee (CPC), the Master Plan Implementation Committee, the Town Strategic Planning Steering Committee, the Open Space and Recreation Plan committee, and the Cranberry Bog Sub-committee (with the town of Carlisle).



Board & Committee Reports

Cultural Council

Barbara Reilly, John Mejia – Co-Chairs



Statistics:

Members: 6
Meetings: Typically once a month on the second Wednesday at the CCA
Length of term: 3 years, rolling enrollment

Description of the Council

The Chelmsford Cultural Council awards grant funding annually to local artists and organizations that help build and contribute to Chelmsford's cultural community.

We support funding projects that:

- Support local artists, cultural organizations, and community events.
- Promote collaboration among local artists, cultural groups, and community organizations.
- Celebrate Chelmsford's cultural diversity and promote inclusiveness.
- Bring new artists and/or cultural opportunities to Chelmsford.

In 2024 the Chelmsford Cultural Council awarded over \$19,000 in grants. Most of that money came from the Massachusetts Cultural Council to be spent locally. Awardees included the Chelmsford Community Band for a series of concerts on the Common, the Chelmsford Art Society to support their annual 4th of July show, the Chelmsford Center for the Arts for series of one act plays, the Discovery Museum in Acton to support access for low income Chelmsford residents, and Clear Path for Veterans New England for a series of music events for veterans and their families.

Council Members

Mike Rigney — Chair
Elaine D'Alessandro — Treasurer
Roberta Witts
Kathy Kliskey
Patrick Demers

The Council also said goodbye to two members this year - chair Barb Reilly, and secretary Cindy Cantrell. Both did extraordinary work supporting the arts in Chelmsford and their contributions to the Town are greatly appreciated.



Diversity, Equity, and Inclusion Committee

Mission Statement:

The Diversity, Equity, and Inclusion Committee (DEIC) supports Chelmsford's efforts to become a welcoming town that recognizes diversity, pursues racial equity, and fosters inclusion. We strive to identify and promote activities designed to further efforts of these core values, and to advocate for the human and civil rights of all.

The Committee will provide guidance to local governing bodies, municipal organizations, businesses, and residents on diversity-related issues, discourage prejudices and discrimination, and encourage unity in our community.

The Committee is comprised of 9 members appointed by the Selectboard.

FY2024

The Diversity, Equity, and Inclusion (DEI) Committee is dedicated to fostering a welcoming and inclusive community. This year, we have organized and participated in numerous events that celebrate diversity, promote equity, and encourage inclusion. Here is a summary of our key activities and accomplishments over the past year.

SEPTEMBER

Day of Peace (Random Acts of Kindness):

This event focused on promoting peace and kindness within our community. Members engaged in promoting various acts of kindness, from distributing uplifting notes to volunteering at local shelters.

Farm Fair – Historical Society:

Partnering with the Historical Society, we celebrated our agricultural heritage with an emphasis on the diverse contributions of different cultures to farming practices.



Fall Fest – Health Department:

Collaborated with the Health Department to promote wellness and healthy living. The event included information booths, health screenings, and activities for all ages, highlighting the importance of equity in healthcare.

NOVEMBER

Transgender Day of Remembrance – collaboration with First Parish:

We held a solemn event at First Parish to honor the memory of transgender individuals who lost their lives to violence. The ceremony included speeches, candlelight vigils, and a moment of silence.



Board & Committee Reports

Diversity, Equity, and Inclusion Committee



DECEMBER

Holiday Prelude:

This festive event celebrated the diversity of winter holidays. It featured cultural performances, traditional foods, and educational booths about various holiday traditions around the world.

JANUARY

Anti-Hate Event with Middlesex District Attorney Marian Ryan:

On January 25th, Marion Ryan led a powerful session on combating hate in our community. The event provided tools and strategies for recognizing and addressing hate speech and actions.

FEBRUARY

Black History Month:

The committee organized several events:

Movie Night: Screening of films highlighting Black history and culture.

Jazz Brunch: A brunch featuring live jazz music and traditional dishes.

Trivia Night: An engaging trivia competition focused on Black history and achievements.

MARCH

Collaboration with Chelmsford Public Schools DEI Committee:

We partnered with the CPS DEI Committee to share resources and strategies for promoting diversity, equity, and inclusion in our schools.

Digital Equity Collaboration with Community Services:

Worked with community services to address digital equity, ensuring all community members have access to necessary digital resources and skills.

APRIL



Transgender Day of Visibility – Collaboration with First Parish

A panel discussion on transgender health care took place at First Parish. Experts and community members discussed current issues and shared personal experiences to raise awareness and foster understanding.



Diversity, Equity, and Inclusion Committee

MAY



Asian and Pacific Islander American (APIA) Heritage Month:

Celebrated the contributions and cultures of the APIA community through a series of events, including cultural performances, food tastings, and educational workshops.

JUNE



Pride Month – Collaboration with Community Services and the Chelmsford Center for the Arts:

This year's PRIDE month event was bigger and better than ever! We started the day with a family-friendly drag brunch featuring

popular Disney characters. The event included a catered brunch and was sold out, delighting attendees of all ages!

PRIDE at the Market took place on the Town Common directly after brunch. Kiddos were invited to bring their bicycles and decorate them with ribbons, streamers, flags, and spoke clips to participate in a parade around the Common. Community partners such as the Health Department and Chelmsford Police Department provided information and resources.

Our adults-only drag show was held at the Center for the Arts that evening and was a huge success!



Juneteenth Celebration:

This year's Juneteenth event was a major highlight.

A military reservist and Civil War history buff, Matthew Patrick, shared insights on the historical significance of Juneteenth. Dr. Brent Smith delivered a moving keynote address.

The event featured traditional foods from three caterers, including West African dishes by Kana and an ice-cream truck.



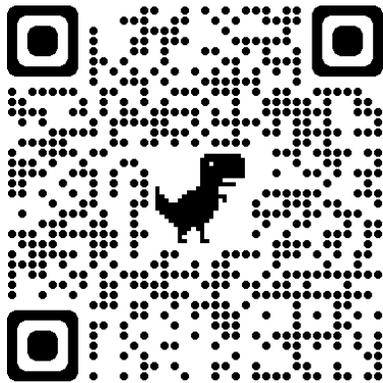
Board & Committee Reports

Diversity, Equity, and Inclusion Committee

Numerous vendors offered art, clothing, jewelry, quilting, and free STEM activities for kids.

The DEI Committee has made significant strides this year in promoting diversity, equity, and inclusion within our community. Our events have reached a broad audience and fostered a sense of belonging and understanding. We look forward to continuing this important work and building on our successes in the coming year.

TAKE THE ANIT-HATE PLEDGE!





Dog Park Advisory Committee



The Chelmsford Dog Park is open to the public year round. The Park is located at 52 Richardson Rd., North Chelmsford.

The Dog Park Advisory Committee (DPAC) has five members who are responsible for monitoring the maintenance and capital improvement needs of the Chelmsford Dog Park. The Committee works with the Chelmsford Dog Association and other interested community groups to coordinate future programming and maintenance of the Chelmsford Dog Park. The Committee will work with community members interested in promoting the welfare of the Chelmsford Dog Park.

This year the DPW & the Community Development Department have submitted a grant application through the Cool Corridors Program sponsored through the Executive Office of Energy & Environmental Affairs for the planting of up to 25 trees at the Chelmsford Dog Park. We sincerely hope the Town wins this grant, as it will help with our landscaping challenges, as well as

(hopefully) help reduce the crosswind, and make the park a bit cooler in the summer.

The Town of Chelmsford will accept private donations to fund Chelmsford Dog Park initiatives. The donated money is held in a special account that can be used for only that purpose. The DPAC makes recommendations to the Town about projects to be funded from that account.

Donations can be made payable to:
"Town of Chelmsford", with "Dog Park Improvements" written on the memo line.

Please send your donations to the Town Manager's Office at:

Town of Chelmsford
50 Billerica Rd.
Chelmsford MA 01824



Board & Committee Reports

Fire Station Study Committee

Virginia Crocker Timmins – Chair

The Fire Station Study Committee (FSSC) was established in November 2021 by the Select Board to evaluate current conditions and provide recommendations regarding the future of the Town's fire stations.

The Committee consists of seven members: Management representatives Fire Chief Gary Ryan and Town Manager Paul Cohen; Firefighters and Union representatives Robert Albon and Gregory Segnini; Residents Sheryl O'Donnell and Robert Destrempe; and Select Board representative Virginia Crocker Timmins.

Chief Ryan, a Chelmsford resident, has been with the Chelmsford Fire Department for 30 years serving as the fire chief for the last 9 years. Manager Cohen has worked in municipal administration for 34.5 years and has been Chelmsford's Town Manager for the last 17 years. Rob Albon, a Chelmsford resident and Union President of the Chelmsford Firefighters IAFF Local 1839, is a firefighter serving Chelmsford for 8 years. Greg Segnini, a Chelmsford High School graduate and Union Secretary/Treasurer of the Chelmsford Firefighters IAFF Local 1839, is a firefighter serving Chelmsford for 13 years. Sheryl O'Donnell has lived in Chelmsford for 6 years and served for 23 years as a Massachusetts State police officer with 18 years of her career assigned to the Office of the State Fire Marshal as a certified Fire & Explosion investigator. Bob Destrempe has lived in Chelmsford since 1993 and has been a firefighter in the City of Lowell for 30 years including serving as a Lowell Deputy Fire Chief for the last 11 years. Virginia Crocker Timmins, a Chelmsford resident since 1997, is serving in her 6th year on the Chelmsford Select Board and has a 37-year professional background in business coaching, executive management, engineering, new business development, and program management.

The FSSC Mission Statement is to:

1. Assess available information and determine the path in upgrading and/or rebuilding the aging fire house network to meet the needs of both citizens and fire personnel.
2. Assess and determine the needs of both fire personnel and fire house structures in order to achieve the safety requirements of a modern fire department and meet the needs of the community including response times. Explore and report upon the options for the location(s) of fire stations beyond the existing Fire Department Headquarters and the recently renovated North Fire Station.
3. Provide the Town of Chelmsford with future recommendations to make their fire department meet the safety requirements of a modern fire response team while assessing the aging fire department structures and offering a feasible plan of action.
 - a. Provide estimates on the cost to renovate/construct, maintain and operate suitable fire stations.
 - b. Provide estimates on the cost to purchase and operate apparatus across the department.
 - c. Provide estimates on the cost to staff, train and equip personnel across the department.

In FY24 the FSSC completed an extensive multi-year evaluation in accordance with its Mission Statement. The Committee provided updates to the Select Board with final recommendations presented in June 2024.

In conducting its study, the Committee weighed five interdependent Critical Success Factors: (1) Station Conditions; (2) Apparatus; (3) Staffing and Firefighter Safety; (4) Response



Fire Station Study Committee

Times and Public Safety; and (5) Investments Needed. With consideration of priorities and trades across these factors, the Committee recommended maintaining a five station configuration for the Town of Chelmsford.

In order to maintain a five station configuration with effective operations to support the growing public safety needs of the Town, the FSSC recommendations included proposed fire station reconstruction projects for Station 3 located at 260 Old Westford Road and Station 5 located at 295 Acton Road.

Some key considerations in the Committee's formulation of its recommendations to reconstruct Stations 3 and 5 were:

Current Station Conditions

Both Station 5 (built in 1966) and Station 3 (built in 1970) are beyond their 50-year life span. The conditions of the stations are not conducive to operating a modern fire department and present safety concerns for the crews working in the stations. Concerns include dormitories and uniform storage inside the apparatus bays, exposing the firefighters to diesel exhaust particulates and posing a fire safety/egress hazard. Expected changes to Occupational Safety and Health Administration (OSHA) regulations will deem the current living conditions unacceptable.

Response Time Needs

The FSSC engaged Criterion Associates and services available through the International Association of Fire Fighters to provide and validate response time analysis data for multiple scenarios. Maintaining Stations 3 and 5 at their current locations is crucial for maintaining acceptable response times for public safety. At its current location, Station 5 provides coverage to South Chelmsford, Heart Pond, the far end of Littleton Road, and Route 495 Northbound from Westford to Chelmsford

Street. Station 3 provides coverage for Drum Hill, Route 3, and neighborhoods in West Chelmsford. Census data shows that from 1960 to 2020 Chelmsford's population more than doubled from 15,130 to 36,392. Chelmsford Fire Department (CFD) response and call data shows that between 2002 and 2022 overall calls have increased by 31% and medical calls have increased by 96.9%. CFD personnel per shift today is the same as it was 25 years ago, with current shift staffing dependent on overtime and lacking Lieutenants. Stations 3 and 5 can no longer effectively accommodate the growing call demands and modern department staffing needs.

Staffing Needs

The current stations are not equipped to accommodate current and future staffing needs. Reconstruction of Stations 3 and 5 would enable the need for increased staff toward public safety response and firefighter safety. New facilities would include living quarters and restrooms to accommodate all genders and proper exercise facilities for firefighters to maintain the necessary level of health and fitness. The reconstruction project would also address existing safety deficiencies by providing adequate separation of living areas and contaminated areas, including facilities for proper gear storage and decontamination. The station conditions today are non-compliant to imminent changes to OSHA safety standards.

In evaluating five Critical Success Factors and growing population and call demands in the Town, the FSSC also recommended changes to the CFD staffing levels which are currently equivalent to staffing levels 25 years ago. Specifically, there is capacity available in the newer stations to add 4 firefighters and promote 8 firefighters to Lieutenant for improved safety and clearer chains of command. This change would raise the



Board & Committee Reports

Fire Station Study Committee

shift strength from 12 Firefighters with no Lieutenants to 13 Firefighters/Lieutenants per shift with a Captain. The CFD has applied for a Staffing for Adequate Fire and Emergency Response (SAFER) grant to fund this staffing increment with endorsement from our federal legislators and award decisions expected in September 2024. After future reconstruction of Stations 3 and 5 are completed, the Town could consider the feasibility of adding another 4 firefighters toward 14 Firefighters/Lieutenants per shift with a Captain.

The FSSC engaged the Permanent Building Committee to independently determine cost estimates for the reconstruction of Stations 3 and 5. The Permanent Building Committee engaged Weston and Sampson to provide a feasibility study which included conceptual site and building plans with corresponding cost estimates. Depending on stick and modular build options, the total investment estimate for Stations 3 and 5 is between \$20.80M and \$24.36M.

The proposed fire station projects would require up to \$25 million in funding through excluded debt service. This will require approval for a Proposition 2½ override through a town wide ballot vote and a temporary increase to property taxes. The debt exclusion must pass by a 2/3 vote at the October 21, 2024 Fall Town Meeting and by a majority vote on the November 5, 2024 State Election ballot. It is currently estimated that the average household, with an assessed value of \$629,000, would see an initial increase of \$157 per year or \$3 per week. As the debt is paid off over time, the additional tax levy would be reduced.

During the FSSC presentation of final recommendations to the Select Board in June 2024, the Select Board unanimously approved placing a debt exclusion question on the November 5, 2024 State Election ballot.

In June 2024 the FSSC established a public information repository with summary information and details regarding the Committee's work and recommendation. This information resides on the Town's web site under the CFD section. The FSSC established plans for FY25 updates to this repository and additional public education leading up to the 2024 October Town Meeting and November State Election.

Respectfully Submitted,
Virginia Crocker Timmins, Chair
Fire Station Study Committee



Historic District Commission

MEMBERS

Brenda Lovering, Chair
Debra Belden, Vice Chair
Janet Askenburg
Lisa Grasso
Donna Ready, Alternate Member
Deborah Taverna
Vivian Merrill, Recording Clerk

The Historic District Commission functions as a regulatory commission for the benefit of the Town of Chelmsford under MGL Chapter 40C and under the regulations outlined in the Review Standards of the Chelmsford Historic District Commission. An area of the Town's center is under the Commission's authority. The objective of the Historic District Commission is to provide an expeditious application and review process relative to proposed exterior modifications to residences and businesses within the District.

The Commission works closely with property owner, architects, project managers and contractors, including early project concept discussions, building design and materials to create successful projects.

During Fiscal Year 2024, work has continued on two significant projects:

- Progress on the complete renovation of the former Odd Fellows Hall located at 41 Central Square continues. The Historic District Commission and the property owner have worked together over the past few years to preserve the historic elements of the building. When completed, the building will house eight apartment residences and a new restaurant.
- Construction of a new residence located at 18-20 Chelmsford Street continues and is expected to be complete and occupied in the next few months. The Historic District

Commission has worked with the property owner to incorporate historic elements into the exterior of the new building.

Other smaller projects were approved and completed at various locations within the District including minor exterior renovations, minor additions and signage.

The Historic District Commission welcomes input from residents and businesses located within the District to improve the regulations and the review process for applicants. The Commission continues to work with various Town boards to improve the Town of Chelmsford while also preserving and protecting our Town's history.



Board & Committee Reports

Historical Commission

MISSION STATEMENT

- Research, compile and maintain an inventory of the town's historic assets.
- Encourage community awareness and interest in Chelmsford's historical heritage and maintain a presence on the Internet in conjunction with the Town's website in order to promote preservation of those assets.
- Act as a historical resource in cooperation with other town Boards and Committees as needed.
- Advise the town of Chelmsford in all matters pertaining to the proposed destruction or relocation of historical assets in accordance with Chelmsford Demolition Delay Bylaw 16.2.

During the past year, the Historical Commission has continued its commitment to its Mission Statement, the Master Plan and the Historic Preservation and Cultural Plan. The Commission works to save and preserve Chelmsford's oldest buildings and history.

Inventory forms are completed as homes are researched. The completed inventory forms are on file with the Historical Commission and on the Town's Historical Commission webpage. The completed forms have also been placed on file with the Massachusetts Historical Commission and can be accessed through the Massachusetts Historical Commission's website. Documents from Chelmsford's past are being scanned and made accessible to all through the town website.

The Commission has provided and will continue to provide support to the restored Town Halls, Middlesex Canal Toll House, and 1802 School House. The Toll House and the 1802 School House are open during events held on the common. The Commission offers tours of the Burying Ground in October each year where citizens of Chelmsford past are brought to life.

The Commission continues to administer the Demolition Delay Bylaw, a printable copy can be found on the Historical Commission's webpage. The Demolition Delay Bylaw is a tool used by the Historical Commission to educate owners of historic properties about their options as to demolition. The Commission is an information resource for contractors, realtors and the community as they restore or rehabilitate their homes and places of business. The Historical Commission continues to implement the Master Plan and the Historical Preservation and Cultural Plan recommendations. These documents are important to the policy makers of our community to help understand and protect our historic and cultural resources. At present, the Commission is reviewing the Historical and Cultural Preservation Plan with the goal of implementing more of the recommendations.

Holiday Decorating Committee



The Holiday Decorating Committee is responsible for organizing the Town's Annual Holiday Prelude, which is held on the first Sunday of December every year, in the Town's Center Common. Highlights of the event include the lighting of two large Trees on the Common and in the Town Center at 5:00PM, roaming carolers, table displays by various local groups, an artisan fair hosted by Old Mill House Coffee, free food and activities sponsored by local businesses, a Visit with Santa, Horse-drawn carriage and tractor rides, and sometimes other surprises. New for this year will be a larger performance stage with several local singing groups entertaining the masses. Many families from the greater Chelmsford area attend this event as a kickoff to the December Holiday Season.

For 2024, the Committee has taken a more active role in fundraising for some of the activities during the event, such as the Horse-Drawn Wagon rides. This year, we hosted Calendar Raffles for the months of August and October. Prizes were donated by local businesses and residents, and when everything was said and done, there were 62 thrilled winners. Volunteers to help organize this event are always welcome!

There is also a separate Tree Lighting Event hosted on the North Chelmsford Town Common. This event is organized by a different group of local residents, and offers many of the same activities.



Board & Committee Reports

Housing Authority

The Chelmsford Housing Authority (CHA), a municipal corporation, is committed to serving low- and moderate-income seniors, families, veterans and disabled individuals in need of affordable housing in the Town of Chelmsford. As state and federal resources diminished for the creation of affordable housing opportunities and supportive services, our agency founded CHOICE Housing Opportunities for Intergenerational and Community Endeavors, Inc. (CHOICE, Inc.) a non-profit mirror of the Chelmsford Housing Authority in 2001. The CHA Board of Commissioners serves as the Board of Directors for all three non-profit boards. These non-profit operations are subject to the same rules, regulations and oversight as the Chelmsford Housing Authority.

Over the past year, our agency has continued to secure additional resources and opportunities to expand affordable housing options for applicants on our waiting lists. We are happy to announce that the new development in Westford known as Helena Crocker Residences was fully leased as of December 2023. We are completing fifty new family units at the Coyle School in Taunton, begun construction on the Henry Wing School I and will be receiving funding in 2024 to begin construction on Henry Wing Phase II. We completed the acquisition of the land at 255 Princeton Street at the former UMASS West Campus in January 2024 and hope to receive funding within the next 12 months in early 2025. We hope to also have funding secured for the Town Farm in Westford that will add new senior housing units and a new food pantry for their community. This past year has been exciting, and we look forward to new opportunities in building new units.

The Chelmsford Housing Authority's State Public Housing portfolio makes up a small percentage of our agency. However, the greatest need for state funding for modernization rests with this portfolio. McFarlin Manor had

previously been awarded \$4 million for a major modernization. The project continues to grow in scope. Currently we are at about \$18 million to completely rehab the 50 senior units. There continued to be significant delays as we secured other resources to offset the cost of the new heating and cooling systems from the Mass Save Program. In addition, Chelmsford Arms on Smith Street has been transferred to our non-profit CHOICE, Inc and we hope to redevelop this site so that residents can return to this location in 2028. We anticipate adding thirty-two additional units and securing over \$2.6 million of local Community Preservation Funds. On a positive note, all of the residents at McFarlin Manor have been temporarily relocated to alternate housing and we have begun filling any remaining vacant units from the State Centralized Waiting List known as CHAMP.

Our agency also manages almost 1,000 Section 8 Rental Vouchers. There are over 3,000 applicants on the waiting list, more than 1,000 of whom with a local preference based on where they live or where they work. We are currently making offers to people who applied back in 2014. There is clearly a significant backlog of people in need of housing assistance.

The Chelmsford Housing Authority continues to manage the Northeast Regional Capital Assistance Team for the Executive Office of Housing and Livable Communities. We are responsible for overseeing and providing technical assistance to sixty-eight housing authorities with regard to their State Housing Capital Program. Our agency is still responsible for over 9,000 units in the northeast region of Massachusetts. With an additional team of employees, we have expanded our mission in serving agencies from Amesbury to Hopkinton. We have been at this for almost a decade and anticipate that this program will increase in scope.



Housing Authority

Each year, our organization strives to meet the needs of the residents waiting for affordable housing and those already residing in our housing. Overall, we have over 1,100 applicants on our waiting lists that either work or live in Chelmsford. Quite often, these applicants are our neighbors, former teachers and individuals who never anticipated needing our assistance. We remain committed to making progress in meeting the needs of our community. With heartfelt appreciation to the residents of the Town of Chelmsford, its elected and appointed officials and the Commissioners and Staff of the Chelmsford Housing Authority, we look forward to continuing our mission over the next year.

Our Board of Commissioners and Staff are extremely appreciative of the community for the support and recognition of the need for affordable housing in our community. After over 37 years of work at the Chelmsford Housing Authority I am proud of the work we have been able to accomplish through partnerships and new applications for funding. Together we can all make a difference.

David J. Hedison, Executive Director
Connie Donahue-Comtois, Deputy Director



Board & Committee Reports

Military Community Covenant

The current members of the Chelmsford Military Community Covenant Task Force are:

Pat Wojtas

Brian Fredriksson

Brad Panton

Chuck Fidler

Niles Cocanour

Rick Cockley

Pan Du

The Chelmsford Military Community Covenant mission statement reads:

Together, we are committed to building strong communities.

We, the Community, recognize:

- The commitment Service Members and their families are making every day
- The strength of Service Members comes from the strength of their families
- The strength of their families comes from the strength of the Community
- The strength of the Community comes from the support of Employees, Educators, Civic and Business Leaders, and its Citizens

We, the Community, are committed to:

- Building partnerships that support the strength, resilience, and readiness of Service Members and their Families
- Assisting in the implementation of the Military Covenant

After several years of limited activities, we are beginning a 'relaunch' of our group, with a focus on engaging local businesses and individuals who are committed to supporting military families in the community. We will recognize those who reach out to us, and maintain a complete roster, which we are calling the Chelmsford Military Community Network. This database will be used to call upon when various resources are required to accomplish our mission.

One of our favorite traditions continued for its tenth year: our annual hosting of a cookout to show appreciation to all Veterans, active military, and their families. This year, we served well over 100 hungry participants. Thanks go to the Chelmsford Lodge of Elks, who, once again, graciously donated the use of their pavilion for this event. Everyone who showed up enjoyed each others' company, as well as the delicious food prepared by members of our committee and generous volunteers. Look for notification of next year's event, which is scheduled for the second Tuesday in August.

We held our annual Remembrance Ceremony to acknowledge the attacks of September 11, 2001, with moving remarks by Air Force Lt. Colonel James Herold. The Chelmsford Police Honor Guard was supplemented by local members of Scout Pack 45. Vocalist Karen Khela lead the attendees in singing the Star Spangled Banner and America the Beautiful. A rendition of Taps was performed by Veronica Littlefield, and echoed by Dennis McHugh. As has been our practice since we began this ceremony, we read the names of all who perished that day, who were from Massachusetts or New Hampshire. We will continue to conduct a public ceremony each year, as we strive to be sure those who perished that day are never forgotten.



Military Community Covenant

As always, please feel free to reach out to us for assistance with tasks for local veterans, active military, and their families. We have volunteers ready, willing, and able to help in many ways.

We are hoping to post more Welcome Home banners for returning troops; so let us know if you are aware of anyone that we can recognize in this manner.

We continue to be amazed and grateful for the extraordinary level of support we receive from individuals, businesses, and organizations in the Town of Chelmsford, who are ready to step forward with financial aid and volunteer hours, as needed.





Board & Committee Reports

Northern Middlesex Council of Governments

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under Chapter 40B of the Massachusetts General Laws and is one of 13 regional planning agencies in the Commonwealth. NMCOG serves the following member communities: Billerica, Chelmsford, Dracut, Dunstable, Lowell, Pepperell, Tewksbury, Tyngsborough, and Westford.

The Council has a 15-member staff of professional planners and technicians who work with member communities to support and enhance a wide range of planning objectives related to transportation, land use, zoning, housing, economic development, climate resiliency and environmental sustainability, municipal service delivery, and data and mapping services. The agency strives to bring a regional and interregional perspective to all areas of planning and resource management by fostering cooperative efforts between municipalities and encouraging collaboration. NMCOG promotes the interests of the local communities at the state and federal levels, serving as a liaison between member communities and other levels of government.

The Council's governing body is comprised of one Select Board or City Council member, one Planning Board member, and one alternate from each member community. Chelmsford's 2024 designees were: Pat Wojtas, Select Board; Annita Tanini, Planning Board; and Douglas Bruce, Alternate. Pat Wojtas also served as the Council's representative to the Northern Middlesex Metropolitan Planning Organization. The Council meets the third Wednesday of every month at 672 Suffolk Street in Lowell where the organization is based. All meetings have a remote option and are open to the public.

Each NMCOG member community pays an equal per capita assessment, which is used to provide the local match for various state and federal grant programs. The Council's annual budget includes \$108,231.16 in member community assessments, of which \$12,705.27 represents Chelmsford's share.

NMCOG devotes a large share of its resources to transportation planning through a continuing, comprehensive, and cooperative planning process. It is designed to engage the public and stakeholders in establishing shared goals and a vision for each member community and region. This year, NMCOG staff began implementing Envision 2050: the Greater Lowell Long-Range Transportation Plan, assisted with programming federal and state funding in the Transportation Improvement Program for FFY 2024-2028, and programmed and managed a \$1,115,377 Unified Planning Work Program to carry out planning efforts at the local and regional levels. NMCOG also began work on the Greater Lowell Vision Zero: Regional Comprehensive Safety Action Plan – this plan was supported by a federal Safe Streets and Roads for All grant.

Locally, NMCOG continues to assist the Town in advancing projects including traffic signal installation at Route 110 and Route 495, improvements on Chelmsford Street, improvements on Route 3A from Richardson Road to Technology Drive, and maintaining Vinal Square Safety improvements in the long-range plan. NMCOG also continued to monitor truck traffic on Ledge Road as part of the annual traffic counting program. NMCOG collected over 100 counts at various locations throughout the region, including counts at 16 locations in Chelmsford. The traffic count data is incorporated into an annual Traffic Volume Report.



Northern Middlesex Council of Governments

NMCOG assisted Chelmsford in achieving compliance with Section 3A of Chapter 40A, the MBTA Communities law, by providing direct technical assistance developing scenarios, assisting with public process and engagement, drafting zoning language, submitting materials for review and approval by the MA Executive Office of Housing and Livable Communities, and convening regional support for area communities working towards the same goals. These efforts were funded by the NMCOG District Local Technical Assistance program and a \$24,750 grant from the Massachusetts Housing Partnership.

Other local planning efforts included the following. NMCOG also helped the Town secure a \$30,000 state grant for an Open Space and Recreation Plan update and began working with staff and volunteers on the plan. Town staff and volunteers participated in regional initiatives to explore the creation of a regional housing coordination team through the Regional Housing Working Group and development of a regional housing strategy called At Home in Greater Lowell. Town staff and volunteers also participated in a Regional Digital Equity Planning process. Lastly, the Town Manager participate in monthly meetings with Town/ City Managers and Administrators to discuss regionalization and funding opportunities, legislative matters, regional homelessness and temporary housing for migrants, and compliance with the MBTA Communities law.

In addition to these programs, NMCOG assists the Town with sustainability initiatives. Utilizing the MA Department of Energy Resources Regional Energy Planning Assistance program, NMCOG assisted the Town with Green Communities efforts, including developing a scope of work for a net zero planning process and working closely with the Clean Energy and Sustainability

Committee on municipal operations and climate resiliency planning. These efforts help the Town remain eligible for state grant funding to advance energy efficiency initiatives and fund capital projects. NMCOG also provided energy efficiency and clean energy workshops.

NMCOG worked with Chelmsford and 11 other communities in addressing the U.S. Environmental Protection Agency's Small Municipal Separate Storm Sewer System (MS4) permit requirements through the Northern Middlesex Stormwater Collaborative (NMSC). The Collaborative focuses on permit compliance by undertaking a common public education and outreach program that is customized by each participating community; providing training for municipal staff and boards; developing and utilizing a regional GIS system for mapping stormwater infrastructure across municipal boundaries; and assisting with the procurement of stormwater-related goods and services. The NMSC has been working together based on a 2011 Memorandum of Understanding (MOU). The NMSC devoted time to updating the MOU throughout this past year and a new intermunicipal MOU will be signed for Fiscal Year 2026.

NMCOG continued economic development efforts to support local and regional business, housing, and infrastructure through implementation of the Greater Lowell Comprehensive Economic Development Strategy (CEDS). This work is funded by the U.S. Economic Development Administration (EDA). The CEDS summarizes the economic resources of the region, establishes an economic development vision for Greater Lowell, identifies goals, and establishes a regional Five-Year Action Plan with priority projects to foster continued economic growth and vitality. The CEDS also incorporates the concept of economic resilience, for example,



Board & Committee Reports

Northern Middlesex Council of Governments

the ability to withstand and recover from economic shifts, natural disasters, pandemics, and the impacts of climate change. NMCOG will be updating the CEDS in 2024 for a new CEDS to be rolled out in 2025. The CEDS enables member communities to qualify for EDA assistance under various federal grant programs.

Finally, NMCOG staff serve as Chelmsford's Sealer of Weights and Measures. The cost of these services is \$19,000 based on the number of devices in the community that must be tested to ensure that consumers are charged accurate prices. These devices include scales, weights, fuel dispensers, vehicle tank meters used in the sale of liquid fuel, and supermarket scanners. The Sealer of Weights and Measures is charged with enforcing the laws, rules, and regulations relating to the use of weighing and measuring devices in commercial transactions.



North Town Hall Advisory Committee

The North Town Hall Advisory Committee was established following the full renovation of the North Town Hall several years ago, to manage and operate this historic building. North Town Hall has since developed into an active hub of the community, hosting the town Memorial Day Parade, the Halloween Parade, a Holiday event, as well as a number of smaller events throughout the year. There are a number of local organizations who regularly use the space and provide steady revenue. Volunteers are always welcome.



Board & Committee Reports

Parade Committee

TOWN OF CHELMSFORD 2024 – 4TH of July Parade

The 56th Annual Town of Chelmsford 4th of July Parade was held on Thursday, July 4th. We were so lucky that Mother Nature cooperated! As we stepped out our doors early in the morning to begin the process of staging the parade the rain began, but soon ended and we had a glorious day!

This year's parade did not disappoint the many that came to see the great group of bands, marchers, fire trucks, antique cars, floats, politicians and a very impressive display of tractors from the many farmers in Chelmsford!

The Chelmsford Parade Committee members, who are appointed by the Select Board, include: Candy Chase, Sam Chase, Paige Gilet, Jeff Hardy, Sean Hannaway, Chuck Marcella, Lynn Marcella, Kirk Marshall, Eric Linstad, Brian Reidy, Karen Reidy and Rick Romano. This committee works tirelessly year round to put together what we think is one of the best 4th of July parades in New England. We are always looking for committee members, so please feel free to contact any of us if you would like to get involved.

The parade committee would like to thank the following who help us with so many things that need to be taken care of to put this great event on: Town Manager Paul Cohen who is always there to lend a helping hand with whatever we need; Select Board Member Pat Wojtas who is our liaison on the Select Board; Lieutenant Jason Poor from the Chelmsford Police Department who coordinates everything to ensure we have a safe parade; Chief Colin Spence and the members of the Chelmsford Police Department who work to be sure traffic and safety issues are handled as needed along with having a great group of participants from the department in the parade; Officer Kenny Meehan who sang the National Anthem at

the flag raising and at the start of the parade; Chelmsford Fire Department members Ryan Houle and Josh Abbott who reviewed fire department safety planning procedures for the parade and put together a great group of fire trucks from our town along with those from other communities – the kids just love the fire trucks! Special thanks to the Department of Public Works, Christine Clancy, Joe Erickson, and their great team who assists us in so many ways including traffic issues, signage, putting together the reviewing stand and camera stand and hanging banners on the light poles around the town – the parade would not happen without their assistance! Thanks also to Chelmsford Telemedia and the team headed by Tom Peterson and Pete Pedulla. Thanks to Kelly Beatty for his broadcasting of the parade along with Jeff Hardy and Lynn Marcella. The Telemedia team works for days prior to the parade to get things set up so you can view the parade live and then show it again on your local cable station. Finally, thanks to Superintendent of Schools Jay Lang and his department for coordinating everything we need as far as using the schools for staging of the parade and accommodations for groups from Canada. There are many more people involved and hopefully we have not missed anyone – please, just know everyone is so very much appreciated! As they say “it takes a village” and we have a fabulous “village” in the Town of Chelmsford.

We were thrilled to honor two special gentlemen at this year's parade: Our Parade Marshal was Dave McLachlan who served 35 continuous years as a member of the Conservation Commission. In addition, Dave has also served on many other town committees, too numerous to mention! Our Hometown Hero was Mike Donoghue who served the town for 30 years on the Fire Department. Mike has also served on many town committees and proudly volunteered as a member of the Chelmsford Youth Baseball Board since 1985.



Parade Committee

As you may know, the Chelmsford Parade Committee does not receive any funding from the town. It is supported by local business and citizens who sponsor summer and winter banners and who are parade sponsors. We over 70 summer banners purchased this year - wish we had room to name them all! We also had a fabulous group of parade sponsors including:

Red Sponsors:

Chelmsford Blake Funeral Home
Enterprise Bank

White Sponsors:

Brian Boyle Electric
C.A. Parlee Farm – Charlene Parlee,
Chelmsford Business Association
Dolan Funeral Home
Holcim
John A. Hunnewell Trust
Lowell Five Bank
PrideStar Trinity EMS
Tesco Associates

Blue Sponsors:

3E Moving and Storage
Chelmsford Lumber Company
Ciardi Plumbing
E.L. Harvey & Sons
Lamacchia Realty
Milltown Plumbing
Sterling Corporation
Waddington North America

We have already started to plan for the 2025 parade and hope you will join us as a participant or spectator! Again, thanks to all!!



Board & Committee Reports

Permanent Building Committee

Members

Timothy Powderly, Chair

Michael Donoghue, Vice Chair

Debra Belden

Christine Clancy, Director of Public Works

Michael Moore

Steven Roberts

Evelyn Thoren

The Permanent Building Committee was formed in 2008 to assist the Town Manager with the development of financial estimates and project designs as well as supervision of construction of municipal building projects.

The Permanent Building Committee assists the Town Manager with the supervision of design and construction of municipal building projects, including selecting professional assistants, developing contract documents for feasibility studies, preparing design plans and specifications and obtaining bids for the construction, remodeling, alteration and/or renovation, and equipping and furnishing of municipal buildings. The Committee also assists in the development of a long-term capital plan for municipal buildings, including the possible lease and sale of surplus municipal buildings.

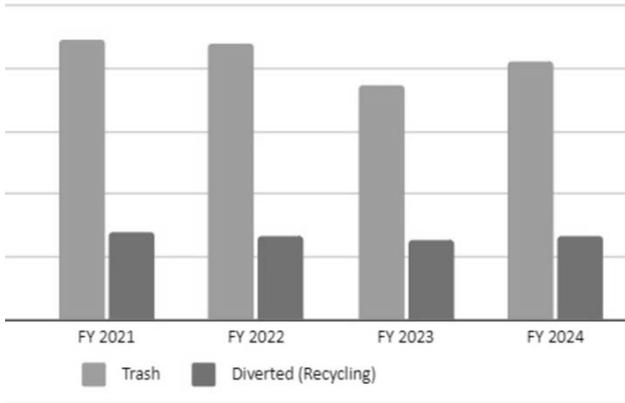
Areas that the Permanent Building Committee is currently working on include:

- Continuing to finalize outstanding items relative to the remodel of the North Fire Station – Engine 2
- Provide assistance to the Fire Station Study Committee including obtaining estimates for a proposal for remodeling additional fire stations
- Assist the School Building Committee when needed with regard to a potential school building project

The Permanent Building Committee will continue to look ahead and anticipate the needs of the facilities of the Town and work to ensure improvements and building projects are planned and completed in a fiscally responsible manner.



Recycling Committee



At Chelmsford's first Repair Café, volunteers helped repair electronics, small appliances, textiles, jewelry, and bicycles for residents.



Repair Café volunteers successfully repaired 43 of the 54 items brought in, for an 80% repair rate. Residents were very appreciative of their efforts.

The Chelmsford Recycling Committee is dedicated to reducing the volume of solid waste generated in the town of Chelmsford. The Committee strives to promote waste reduction, reuse, recycling, repairing, and composting among the residents, businesses, and institutions in the town of Chelmsford. The Recycling Committee is comprised of seven appointed town residents and the Chelmsford Sustainability Manager. We typically meet monthly on the second Thursday of the month starting at 6:00 p.m. with a remote connection option. We are always looking for new ideas and new members that want to become involved.

Waste Reduction

Each month, the Committee tracks the amount of solid waste (both trash and recycling) our town generates, as shown in the attached chart. During the past fiscal year, approximately 24% of our total solid waste was diverted from incinerators and landfills through recycling, down slightly from 25% the previous fiscal year. Our goal is to increase this percentage and to reduce the total amount of trash by increasing the number of items that get recycled, repaired, or composted; and by promoting reusables instead of disposables.

Repair Café

In partnership with the Chelmsford Public Library, the Committee held its first Repair Café on September 23, 2023. The Chelmsford Senior Center hosted the event. Chelmsford residents were invited to bring their household items in need of repair, including digital devices, clothing and textiles, jewelry, small electrical items, bicycles, and knives for sharpening. Volunteer repair experts were available to help make all possible repairs free of charge. Members of the Recycling Committee volunteered at both support and fixer positions for this inaugural event. At this repair event, 30 participants brought in 54 items for repair. Working with about 12 fixers/coaches, 43 repairs were carried out with an 80% repair rate. Repairs lead to fewer items



Board & Committee Reports

Recycling Committee

being discarded, while also saving money and resources. The number of items spared from a landfill at an individual repair event may be modest, but the Repair Café is also meant to connect neighbors and encourage a mindset of repair and reuse whenever possible.

The Chelmsford Public Library continues to promote repairs with a series of successful FixIt Clinics at the library. FixIt clinics were held on Nov 4, 2023, Apr 21, 2024, and June 22, 2024. The Committee assists by volunteering at the FixIt Clinics and publicizing the events. The Committee also donates repair tool kits to the library's Library of Things for use at these repair events. These tool kits are then available to circulate in the community for residents to make their own repairs throughout the year.



Chelmsford residents donated over 100 bicycles at the second annual Zero Waste Day event.

Zero Waste Day

The Committee held its second annual Zero Waste Day for residents and non-residents on Saturday, Nov 4, 2023, at McCarthy Middle School. This is a free "one-stop drop" event that allows homeowners to donate used items to multiple non-profits. They were invited to drive through the parking lot and drop off usable goods to donate to various organizations, in addition to paper shredding and bulb/battery collection.

Approximately 466 cars participated in dropping off reusable goods. Residents donated 8 large boxes of food and cash donations for the Chelmsford Food Pantry. Cambridge Bike Give Back received over 100 bikes. Bay State Books filled 5 collection bins. Household Goods of Acton filled their truck with furniture, and Simple Recycling filled their truck with clothing and small home goods. For the first time, UTEC participated by collecting used mattresses and box springs. All these items were diverted from the waste stream and are destined for reuse. The Committee was thrilled with the community response to this popular annual event.

Tour of UTEC Mattress Recycling

To meet the Massachusetts ban on mattress and box spring waste disposal, the Town of Chelmsford has partnered with UTEC Mattress Recycling to collect and recycle mattresses and box springs collected at the curb. On February 5, 2024, members of the Chelmsford Recycling Committee met with UTEC staff to tour their mattress recycling facility in Lawrence, MA. We saw how they deconstruct each item into foam, metal, and wood material. Approximately 85%-90% of the material is recycled. We learned that UTEC accepts many types of mattresses, including crib/toddler (free), sofa bed, innerspring, hybrid, foam (including gel and memory foams), lightly-stained (dry), and adjustable/motorized mattresses. They will NOT accept futon mattresses, overly-soiled, or bug-infested items. If UTEC declines a mattress, they will refund the resident and contact the Town of Chelmsford to approve trash pickup for the mattress.

Education and Outreach

The Committee continued its engagement with Chelmsford residents by holding tables at the Chelmsford Fall Festival, Maxwell's Winter Farmers Market, the Earth Day Fair at the Chelmsford Public Library, and the July 4 Country Fair. At these events, Committee



Recycling Committee

members strive to inform residents and answer their questions about recycling in Chelmsford.

The Lazy Daisy Gardeners requested a presentation on recycling in Chelmsford for their February meeting, which expanded into trash and recycling destinations. The presentation was given February 12, 2024 on Zoom. There were many questions and a lively discussion ensued. The Waste to Energy plant in Haverhill, MA, as the destination for solid waste, was of interest, as was the functioning of the Billerica MRF, as the destination for Chelmsford's curbside recycling. Recycling was also a topic of interest with many questions about the changing nature of what could and could not go in the recycling bin and whether the items really get recycled. A description of the commodity market in recycled materials was presented with relatively recent market pricing provided by Chris Haley, the Chelmsford Sustainability Manager. Most attendees were appreciative of the weekly curbside recycling starting July 1, 2023. Finally, information on why, how, and where to recycle plastic film was discussed. Not all of the attendees were Chelmsford residents, but the plastic film discussion was useful for all.

The Committee maintains an online presence at www.chelmsfordrecycles.org, which provides up-to-date, local information and resources on recycling topics. It also provides Chelmsford residents with an ability to send questions and get answers about recycling and trash. The Committee replies to an average of 3 inquiries each month.

Recycling Drop-off Events

The Committee works hand-in-hand with the Chelmsford Sustainability Manager. We assist at various recycling drop-offs including Paper Shredding (two events this fiscal year with a total of 358 residents) and Household Hazardous Waste (two events this fiscal year with a total

of 574 residents) by checking for residency, collecting non-resident fees, providing instructions, sorting latex paint from oil-based paint, and directing traffic.

The Committee also staffs the Fluorescent Bulb Shed each month from April through November to help our fellow residents to responsibly dispose of fluorescent lights, batteries, mercury thermostats, and other products containing mercury. Between July 2023 and June 2024, there were 353 visits to the Bulb Shed. The Committee also moves the bulbs, batteries, and mercury devices from the Town Hall Lower Level to the Bulb Shed for collection. The Commonwealth provided funds for a second shed, which allows more storage and better organization of the items dropped off.

Town-wide Cleanup

The 2024 Chelmsford Town-Wide Cleanup was held April 15-21, the week of Earth Day, allowing volunteers flexibility. This year, 65 individuals and groups volunteered, collecting 97 bags of litter! The DPW provided gloves for safety and yellow trash bags for easy curbside collection with the volunteers' regular weekly haul. The Committee helped to promote the event and to register individuals, businesses, and scout groups. We surveyed the participants to receive feedback on the event and areas in town that need more attention. The most common items collected were bottles and cans, especially mini alcohol bottles. Unusual items included, but certainly were not limited to: car parts, balloons, clothing, and a dinner plate. Town-Wide Cleanup beautifies Chelmsford and protects our soil and water from contamination. Thank you to everyone who participated!



Recycling Committee

Bags to Benches Dedication

On April 23, 2024, Chelmsford leaders and residents gathered at the Warren-Pohl Reservation, 95 Boston Road, to celebrate the installation of a new bench made from recycled plastic bags. Director of Business Development Lisa Marrone hosted the event and led a conversation about this unique bench with Sustainability Manager Chris Haley and Kristin Champagne from the Recycling Committee. Committee members Rebecca Gore and Karen Willis held a ribbon while Kristin cut the ribbon with oversized ceremonial scissors. Everyone celebrated the dedication by tossing bird seed instead of confetti. The dedication was recorded by Chelmsford TeleMedia and can be watched at www.chelmsfordrecycles.org.



On April 23, 2024, Chelmsford leaders and residents gathered at the Warren-Pohl Reservation to celebrate the installation of a new bench earned by residents during the Bags to Benches dedication.

Chelmsford residents earned the bench by completing the Trex® “Bags to Benches” challenge, launched on Earth Day 2022. Residents participated enthusiastically by collecting over 500 pounds of plastic bags and film in less than 6 months. Every week, Recycling Committee members gathered the items from three collection sites in town, sorted, weighed, and delivered them to



The new Bags to Benches bench is made of Trex® composite boards, the equivalent of 40,500 recycled plastic bags.

participating retail stores. Those retailers sent the material to Trex®, where it was recycled into composite decking. The bench was made from the equivalent of 40,500 recycled plastic bags.

In addition to earning a bench, community members learned how clear, stretchy plastic (marked #2, #4 or “return to store”) can be recycled – not in the curbside recycling bin, but by returning it directly to participating retailers. Market Basket, Stop & Shop, Hannaford, and Kohl’s have special collection boxes near the entrance or next to the bottle and can redemption machines.

CHS Eco Club Partnership

In September 2023, the Chelmsford High School Eco Club resumed their composting program at the high school. Several Committee members assisted by helping students sort their lunchtime food scraps from trash and monitoring the compost bins for contamination during the first month of the school year. This initial training for students was vital in keeping the contamination rate low, and thus avoiding any fees through the entire school year. In turn, the Eco Club students assisted the Committee at town recycling drop-off events. The Committee



Recycling Committee

has been impressed with the enthusiasm and dedication of the students during these events and throughout the year.

Future Projects

During the coming year, Committee members will continue to work on our long-term goals to increase reuse, repair, recycling, and composting in Chelmsford. Our focus this year will be to encourage composting using backyard compost bins and curbside pick-up.

The Recycling Committee would like to thank Chris Haley, Chelmsford's Sustainability Manager, for his encouragement and ongoing support for this Committee. We would also like to thank the Chelmsford Department of Public Works, town officials, and all town residents for their support in our joint effort to reduce waste and make Chelmsford a more sustainable community.

Respectfully submitted,
Chelmsford Recycling Committee

2023-2024 Recycling Committee Members:

Norm Eisenmann, Secretary
David Foley
Rebecca Gore, Vice Chair
Christopher Haley, Chelmsford Sustainability Manager
Lindsey Sieber
Rebecca Soderman
Lee Williams, Chair
Karen Willis, Publicity



Board & Committee Reports

Roberts Field Advisory Committee



COMPLETED PROJECTS

Drainage

- An underground perforated pipe surrounded by gravel has been placed along the front of the playground and extends towards the street to prevent flooding in Friendship Park.
- The sandbox in Friendship Park has been dug out and a permeable stone base topped with sand has been added to prevent flooding

Shade tree, Benches and Raised Gardens

- 2 shade trees have been added in the open grass area near zip line
- 6 additional Granite bench locations have been identified and work is being done to have them added.
- The raised gardens have been removed due to continued vandalism and deterioration of the rock walls.

CURRENT PROJECTS/PRIORITIES

Juniper Dillon Memorial Playground (Junie's Place)

- Additional 2-5 play area in memory of Juniper Dillon

Pond Dredging

Drainage to address flooding on parts of the walking path

Additional granite and metal benches, picnic tables and shade trees at Friendship Park

Additional signage for the park entrance, natural play area in Friendship Park, Natural walking paths and ball fields.

Additional Park Security Cameras

- Install new pole, security cameras and lighting

Sandie Rainey Memorial

- Memorial gardens in Friendship Park
- Memorial Bench

CHALLENGES

Raising money

Finding and keeping committee members

Availability of current committee members



Roberts Field Advisory Committee

BUY A BENCH AT ROBERTS FIELD

ROBERTS FIELD
IN CHELMSFORD, MA

Choose your seating type and location. Includes a custom plaque message, and it's tax deductible. Summer 2022 installation.

ALD OUT \$425	SOLD OUT \$1215	\$2400
---------------	-----------------	--------

4'x7' custom plaque up to 3 lines (25 characters each)

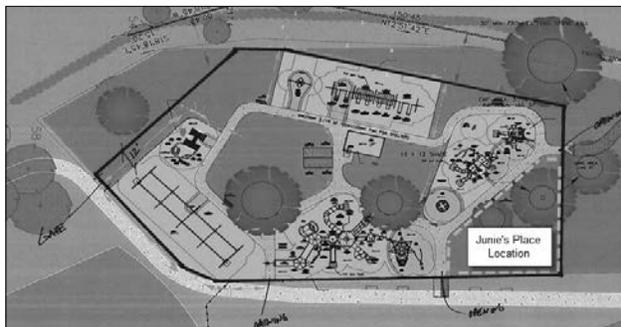
FOR MORE INFORMATION PLEASE EMAIL:



Additional granite and metal benches, picnic tables and shade trees at Friendship Park



Sponsorship Rock and Plaque



Juniper Dillon Memorial Playground (Junie's Place)



Little Free Library



Additional Park Security Camera's



Tree Committee

Members

Christine Clancy, Tree Warden
Erin Drew- Select Board Liaison
Peter Spawn, Chair
Ian Farley, Vice Chair
Christine McNamara, Secretary
John Thompson: Committee Member
Jim Martin: Committee Member and Chief Arborist



2024 Activities

The Tree Committee works closely with our town Tree Warden who has the legal authority for all public trees in town. We promote the values of trees in town- aesthetics, habitat, stormwater and flood mitigation, heat reduction, and carbon sequestration.

Major activity this past year includes:

Planting of 10 new trees at the Town Offices, Harrington School, and Roberts Field and continued water care and monitoring of planting of 18 trees that occurred in FY23 on the Town Common and Center for the Arts grounds. Tree committee long-time member, Jim Martin provided his expertise to train DPW staff improve tree survival rates through careful selection of the nursery stock, proper planting at the correct depth, and a long-term maintenance program to keep trees healthy.

Recommended Tree list and planting guidance was developed for posting on our website, and for use by DPW, Conservation Commission and Planning Board in reviewing plans for new projects in town. The committee continues to focus on "the right tree for the right place" and encourages species that are hardy and resilient and will grow and mature for generations to come.

School partnership – we are working with the High School Eco-Club on a project they are leading to plant trees at the high school. We seek additional opportunities to work with students.

Tree Inventories – we continue long term efforts to inventory the individual trees on town property and provide recommendations to tree "owners" to improve tree health and increase tree canopy where possible.

Tree Removal Requests – support to our Tree Warden for requests from property owners and utility companies to remove public trees, and have "saved" a number of trees this year. Worked with the Tree Warden in the establishment of a Tree Revolving Fund to allow for the Town to collect a fee in lieu of replacing a tree that is removed within the limits of the right-of-way.

Town support – we continue to provide tree guidance to town groups, as requested, including DPW, Conservation Commission, garden clubs, and the aforementioned support to the Select Board for the Common planting.

Tree Canopy loss – using a standard US Forest model, we estimate the town is losing 1.0 to 1.5 percent of its tree cover each year, over the past 7 years. This runs counter to the recommendations in town planning documents and remains a big challenge for the committee and the Town.



Tree Committee

Work plan for upcoming year – Back to our full 5-person membership, we took a fresh look at our charter from the town to help our planning for the coming year. Major activity includes our Master Plan assignment to work with others on an invasive management plan; increase community education and outreach by participating in town events, upgrading our Town website, and select Facebook posts; and an assessment of current town tree by-laws, comparison to other communities, and developing options for the Town to consider. We are also supporting our Tree Warden in pursuit of 3 separate grants to plant more trees, and our goal to formalize an annual tree planting program to help replace lost canopy.



Board & Committee Reports

Vinal Square Strategic Action Plan

Joe Tierney – Chair

Members

Joe Tierney, Chair

Bill Gilet

Laura Lee

Mike Walsh, Planning Board

Brian Creamer

Lauralynne Morey, Secretary

Joan Walters, Business Rep.

Virginia Crocker Timmins, Selectboard Liaison

Background

Upon completion of the Vinal Square Strategic Action Plan, in 2014, and the establishment of an official standing committee in 2015, the Committee has transitioned to the implementation phase of the Plan and has now created specific Sub-committees to address key areas highlighted within the Plan. The Study Area encompassed the Historic Village of North Chelmsford, including the core Vinal Square area, as well as Southwell Fields, the Senior Center, Freeman Lake, Varney Park, and the Historic Mills. These areas were deemed core to the revitalization of the Vinal Square area and will play an important role when integrating residents with both businesses and public attractions.

Selected Key Accomplishments

- Partner with Christine Clancy (Director DPW) with multiple ongoing improvement projects
- Vinyl Square Transportation Improvement Plan (project - est. 2027?)
- Chelmsford DPW/Howard Stein Hudson/ Mass DOT - Host updates with the community
- NMCOG/VSSAP conducted Survey & Public Input Sessions for Community Feedback(2021-22)
- Meeting broadcasts are posted and accessible via Chelmsford Telemedia webpages

- Proposed Clock Project to commemorate the VS Improvement Project (2024+)
- Mass DOT - Tyngsboro Road Sidewalk to connect Williamsburg to Vinal Square (Summer 2024)
- Wayfinding Signage. DPW installation delayed due to the Vinal Square project (ETA 2024?)
- Partner with Steve Callaghan (DPW) Varney Park and Playground initiatives
- Ayotte Field - Spring 2024 - CHS Baseball Home for 2025+
- New ADA Compliant Varney Playground - Spring 2023 (plus Southwell and Highland Parks)
- Open area left for a potential Phase 2 (Neighbors are welcome to get involved)
- Phase II Tennis Court, Pickleball Court - August 2020
- Freeman Lake Treatment/Solution (Survey 2023-24)
- Partner with Jason Poor (CPD) to improve safety and cleanliness of Varney Park/ North Village
- Partner with COSS: trails at Southwell Fields, Wotton Rd Community Gardens, select projects
- Community Events / Projects:ALL Neighbors are Welcome and Encouraged to Get Involved.
- Annual VS Holiday Tree Lighting Event and Installation
- Continue Planter Program with support from Chelmsford Garden Club/DPW
- Varney Playground and Park Activities/Events



Vinal Square Strategic Action Plan





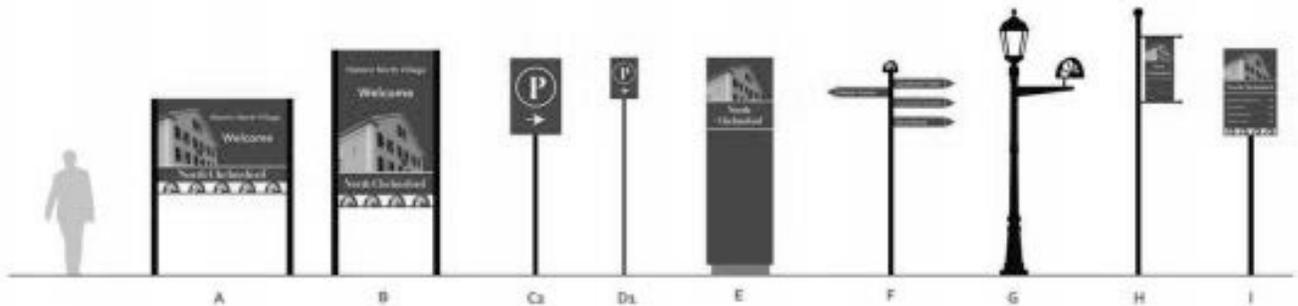
Board & Committee Reports

Vinal Square Strategic Action Plan





Vinal Square Strategic Action Plan





Credits

Cover Photographs:

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3 Turnpike Road

Nicole Strandberg

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6 Drew Circle

Chelmsford Department of Public Works

Chelmsford Fire Department

Chelmsford Health Department

Chelmsford Police Department

Chelmsford Public Library

Lisa Grasso
5 Waverly Ave

Vivian Merrill
23 Maple Road

Massachusetts Firefighting Academy

Merrimack Valley Medical
Reserve Corps

Town of Chelmsford Website:

www.chelmsfordma.gov

Town Related Links:

Chelmsford Police Department
www.chelmsfordpd.com

Chelmsford Public Schools
www.chelmsfordschools.org

Chelmsford Public Library
www.chelmsfordlibrary.org

Chelmsford Telemedia
www.chelmsfordtv.org

Chelmsford Parade Committee
www.chelmsfordparade.com

Merrimack Valley Medical
Reserve Corp.
www.merrimackvalleymrc.org

The Town Clerk's Office is continuously seeking photographs of any events or places around Town. The cover of the Annual Town Report should reflect iconic images of our Town or historically significant events that took place within the fiscal year. If you would like any of your photographs to be considered for future Annual Town Reports or featured on the Town of Chelmsford website, please email them to:

tdzuris@chelmsfordma.gov



Courtesy of Nicole Strandberg



Courtesy of Aditi Dinakar



Town Departments & Services 978-250-5200

Accounting	978-250-5215
Animal Control.....	978-256-0754
Assessors	978-250-5220
Appeals, Board of	978-250-5231
Auditor.....	978-250-5215
Building Inspector.....	978-250-5225
Business Development	978-244-3303
Cemeteries	978-250-5245
Center for the Arts.....	978-250-3780
Clerk, Town.....	978-250-5205
Community Development.....	978-250-5231
Conservation Commission	978-250-5200 x5248
Community Education.....	978-251-5151
Community Services.....	978-254-0446
Council on Aging / Senior Center.....	978-251-0533
Emergencies (Police, Fire, EMS)	9-1-1
Emergency Management.....	978-250-5280
Engineers, Public Works	978-250-5228
Fire Department.....	978-250-5265
Fire Prevention.....	978-251-4288
Gas Inspector	978-250-5225
Health Department.....	978-250-5241
Highway Division, Public Works	978-250-5228
Housing Authority, Chelmsford.....	978-256-7425
Human Resources	978-250-5288
Internet Technology.....	978-250-5204
Libraries: Adams (Main).....	978-256-5521
MacKay.....	978-251-3212
Municipal Facilities	978-250-5228
Permits, Building	978-250-5225
Planning Board	978-250-5231
Plumbing Inspector.....	978-250-5225
Police Department	978-256-2521
Public Buildings	978-250-5228
Public Works	978-250-5228
Recycling & Solid Waste.....	978-250-5203
Schools, Chelmsford Public.....	978-251-5100
Select Board	978-250-5202
Senior Center	978-251-0533
Sewer Office.....	978-250-5233
Solid Waste/Recycling.....	978-250-5203
Stormwater	978-250-5228
Tax Collector/Treasurer.....	978-250-5210
Telemedia (CCTV).....	978-251-5143
Town Clerk & Registrars	978-250-5205
Town Engineer.....	978-250-5228
Town Manager.....	978-250-5202
Treasurer/Tax Collector.....	978-250-5210
Veterans' Agent	978-250-5238
Voter Registration	978-250-5205

Utilities & Other Useful Numbers

Cable Access/Telemedia	978-251-5143
Cable Television/Comcast	888-663-4266
Chelmsford Water Districts	
Center District	978-256-2381
East District	978-453-0121
North District	978-251-3931
Citizen Information (State).....	800-392-6090
Chelmsford Center for the Arts	978-250-3780
Chelmsford Community Center	978-656-1853
Chelmsford Country Club.....	978-256-1818
Chelmsford Forum Rink	978-670-3700
Fuel Assistance (CTI)	877-451-1082
National Grid (Gas)	800-548-8000
National Grid (Electric)	800-322-3223
Trash & Recycling (EL Harvey).....	800-321-3002
Trinity EMS, Inc	978-441-9999
Post Office (Center)	978-256-2670
Post Office (North)	978-251-3146
Registry of Motor Vehicles	800-858-3926
Verizon (Telephone, Internet).....	800-922-0204

Federal and State Officials

U.S. Sen. Edward Markey.....	617-565-8519
U.S. Sen. Elizabeth Warren.....	617-565-3170
U.S. Congress Lori Trahan	202-225-3411
State Senator Michael Barrett.....	617-722-1572
State Representatives:	
Rep. Simon Cataldo	617-722-2000 x8676
(Precincts 7-11)	
Rep. Rodney Elliot	617-722-2080
(Precincts 1,2,3A,5B, 6)	
Rep. James Arciero	617-722-2575
(Precincts 3B,4 5A)	

Town of Chelmsford Official Website:

www.chelmsfordma.gov

Massachusetts State Government: www.mass.gov

United States Government: www.usa.gov

A night photograph of a golf course. The foreground is a well-lit green lawn. In the middle ground, there is a dark silhouette of a tree line. The sky is dark with some light clouds. At the bottom, there is a yellow rectangular box with a white border containing text.

TOWN OF CHELMSFORD

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