

2011
Annual Reports
of the
Town Officers
of the
Town of Sandwich
The Oldest Town on Cape Cod



For the Year Ending December 31, 2011

2011 EMPLOYEE RECOGNITION CEREMONY

The Employee Recognition Ceremony was held on Tuesday, December 6, 2011 at the Sandwich Town Hall Meeting Hall to honor Town Employees for their years of dedicated service and to give special honor to recipients of the Employee of the Year and Volunteer of the Year.

VOLUNTEER OF THE YEAR – GEORGE E. CHALLIES

EMPLOYEE OF THE YEAR – GUY BOUCHER and JANICE SOUZA

EMPLOYEE OF THE YEAR - SCHOOL DEPARTMENT – MARIAN G. FERRICK

GENERAL GOVERNMENT

15 YEAR EMPLOYEES

Drew P. Lahteine – Fire Department
William R. Patton – Police Department
Judy A. Rumul – Assessing Department

20 YEAR EMPLOYEES

David R. Whearty – Marina

25 YEAR EMPLOYEES

Kathleen Coggeshall – Town Manager/Selectmen's Office
Richard R. Saline – Department of Public Works

SCHOOL DEPARTMENT

15 YEAR EMPLOYEES

Kim L. Aiello
Cheryl S. Anderson
Susan D. Bahman
Susan M. Burbank
Donna M. Burns
Laura R. Carlyle
Colleen D. Clabault

Connie E. Codner
William H. Crosby
Patricia A. Eldredge
Kathryn M. Hunnewell
Lynne Ann Morgan
Maureen D. O'Connell
Pamela J. Potter

Susan K. Schmidt
Donald G. Shewchuk
Kathleen A. Stallings
John D. Stobbart
Colleen M. Thomas
Suzanne E. Voelxen
Marsha L. Wood

20 YEAR EMPLOYEES

Beverly Y. Chuda
Kirsten Ermi
Pamela D. Gibbs

Kathleen A. Grant
Douglas S. Hill

Donna T. Kozak
Debra J. Melanson
Sherrill L. Rutty

25 YEAR EMPLOYEES

Sister Juleanne Burns
Joan D. Caulkins
Erin K. Coughlin-Crowle

Laura M. Dunn
Maureen C. Harrington
Susan R. Lindholm

Susan E. McDonald
Elizabeth F. Powers
Marcia A. Simpson

30 YEAR EMPLOYEES

Jean A. Ahonon
Daralyn A. Duquette

Justine F. McLoughlin
Gilbert D. Newton

35 YEAR EMPLOYEES

Karen A. D'Amato

Marian G. Ferrick

“Much to the joy of many people a family of swans resided at Nye Pond in East Sandwich from the early spring to late in the fall... We can only hope they return for again another season.”

–Front cover photo provided by Don Fleet, Fleetwood Photography

TABLE OF CONTENTS

GENERAL GOVERNMENT

Board of Selectmen and Town Manager	6
Federal, State and County Officials	9
Town Officials	10
Department Directory	13
Human Resources Department	16
Information Technology Department	17

FINANCE

Town Accountant	20
Collector of Taxes	29
Finance Committee	36
Town Treasurer	37
Employee Wages	39
Board of Assessors	60
Capital Improvement Planning Committee	61

TOWN CLERK

Town Clerk's Office	64
Births, Marriages and Deaths in 2011	64
Passports	64
Dog and Cat Licenses	64
Business Certificates and Raffle Permits	65
Annual Town Meeting, May 2, 2011	65
Annual Town Election, May 5, 2011	81
Special Town Meeting, November 7, 2011	84
Division of Fisheries and Wildlife	104
Sandwich Historic District Election, November 22, 2011 ...	104

PLANNING AND ENVIRONMENT

Planning and Development Department	106
Conservation Commission	107
Natural Resources Department and Animal Control	108
Harbormaster	110
Economic Initiative Corporation	111
Community Preservation Committee	112
Cape Cod Commission	113
Cape Light Compact	115
Energy Committee	116

HISTORIC

Historical Commission	120
Archives and Historical Center	121
Dexter Grist Mill	121
Hoxie House	122
Old King's Highway Historic District Commission	122

PUBLIC SAFETY AND INSPECTIONS

Police Department	124
Fire Department	127
Forest Warden	130
Building Inspector	131
Electrical Department	132
Plumbing/Gas Inspector	132
Facilities Department	132
Board of Health	133
Emergency Management Director	134
School Safety Group	136

PUBLIC WORKS

Public Works Department	138
Highway	138
Sanitation	138
Parks Department and Tree Warden	138
Engineering Department	139

CULTURE, RECREATION, LEISURE

Recreation Department	142
Public Library	144
Cultural Council	146
Weston Memorial Fund	147
Golf Operations / Sandwich Hollows Golf Club	148
Visitor Services Board	149

HOUSING AND HUMAN SERVICES

Housing Authority	152
Public Health Nurse Department	153
Council on Aging	154
Veterans' Services	156
Cape Cod Regional Transit Authority	156

EDUCATION

Sandwich Public Schools	158
Enrollments	158
2011 School Budget	159
Superintendent of Schools	160
Sandwich High School	162
Henry T. Wing School	165
Forestdale School	168
Oak Ridge School	171
Scholarship Awards	174
Commencement Program	175
The Class of 2011	176
Upper Cape Cod Regional Technical School	178

General Government

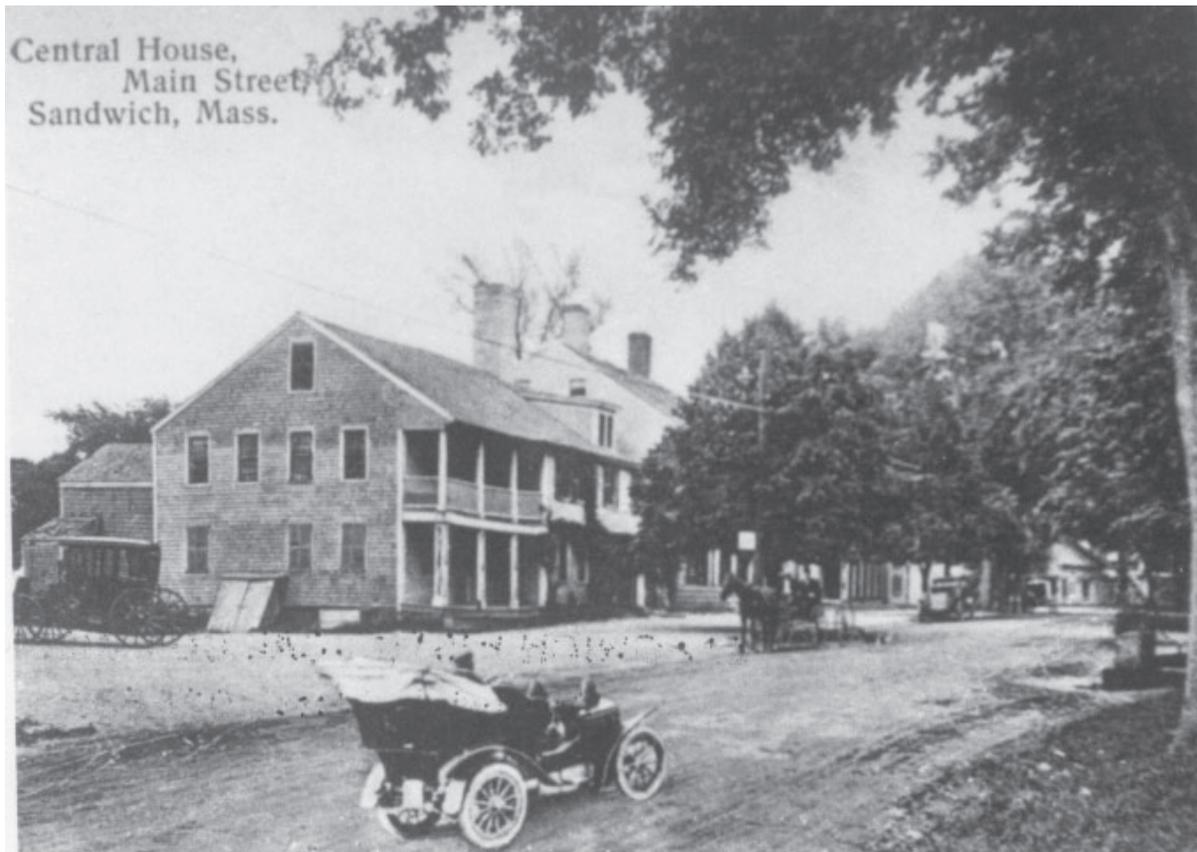


Photo courtesy of Sandwich Archives

The Central House on Main Street. Later to be called the Daniel Webster Inn after changes in 1915. The building burned in 1971 and was replaced by the present Dan'l Webster Inn.

Report of the BOARD OF SELECTMEN AND TOWN MANAGER

Two thousand and eleven was an extremely busy year for the Board of Selectmen and Town Manager's Office. One of the most visible issues the Town has been attempting to address for a number of years is the significant coastal erosion along Town Neck Beach. In 2011 the Board of Selectmen arranged a meeting with key elected and appointed state officials to help refocus attention at the state level to our serious concerns. As part of that effort, Special Town Meeting subsequently appropriated \$150,000.00 to finalize the Town's Beach Management Plan and to hire professional services to help secure the required local and state permits for a future beach re-nourishment. We appreciate Town Meeting's support, which will greatly help us to continue to make progress on this critically important issue for the Town.

In late 2010, the Governor signed a special act establishing the Sandwich Economic Initiative Corporation (SEIC), followed by corrective language enacted into law in 2011 necessary to better establish the corporation in accordance with Town Meeting's vote. In early 2011 the Board of Selectmen signed a Memorandum of Understanding with the SEIC regarding the commercial development for the South Sandwich Village Center. This was then followed by a subsequent Town Meeting vote to appropriate \$50,000.00 at the November 7, 2011 Special Town Meeting for future SEIC economic development efforts. The Board of Selectmen looks forward to executing a grant agreement on the use of these funds with the SEIC, and to making significant progress with respect to economic development in 2012.

In the spring of 2011 the Town executed a contract with a nationally recognized engineering firm to assist the Town in developing a Comprehensive Water Resources Management Plan (CWRMP). Since this project will take approximately three years to complete, the Town also retained this firm to provide additional consultant services to help with an "interim plan" to make shorter-term wastewater planning decisions affecting the South Sandwich Village Center and the Sandwich Industrial Park, two strategic planning zones located in sensitive watersheds and water supply protection areas of the Sandwich Water District. Significant progress has been made in 2011, including calculating wastewater flows/needs, outlining regulatory requirements, identifying options, and bringing together all of the largest relevant stakeholders. Ultimately, the groundwork begun in 2011 will yield significant economic benefits for the Town for years to come.

At a Special Town Meeting in late 2010, Town Meeting approved a \$5.365 million debt exclusion for repairs to various General Government and School Department buildings. However, this initiative subsequently failed at the November 2, 2010 ballot. As a result, the Board of Selectmen later approved placing the most significant items from the failed debt exclusion – replacing the roofs and windows at the Forestdale and Oakridge elementary schools,

and replacing the HVAC system at the Public Library – separately on a Town Meeting Warrant and subsequent ballot. These items passed at the May 2, 2011 Annual Town Meeting. At the following Annual Town Election on May 5, 2011, the ballot questions for the school roofs and windows passed, while the authorization to borrow funds to replace the failed HVAC system at the Public Library narrowly failed. The Board of Selectmen, working with the Capital Improvement Planning Committee, later recommended incorporating a new \$125,000 addition to the annual capital budget, and an increase of \$25,000 to the annual Facilities Department operating budget beginning with the FY12 budget. Both of these amounts were fully supported at the May 2, 2011 Annual Town Meeting as a method of making incremental progress at building maintenance needs without relying on large, periodic debt exclusions. These additional appropriations, however, were not enough to fund the required replacement of the HVAC system at the Public Library. Planning for that project continues, and we anticipate that the Capital Improvement Planning Committee will ask the Board to place another question for borrowing authorization (a one-year "capital exclusion") at an upcoming local election in the near future.

The Board of Selectmen also updated the Long Range Plan (LRP) in 2011. This was a significant update in that the structure of the LRP was substantially changed from prior editions. Rather than updating the previous lengthy narrative and financial reports, the Board decided to streamline the document to be much more concise. The 2011 update included a revised projection of needs, issues, and projects, and a specific action plan for moving forward in both the near term and long term. A highlight of the accomplishments thus far include implementing the Pay-As-You-Throw program at the DPW Transfer Station, appointing a Charter Review Committee, securing state funding for the Forestdale and Oakridge School roof projects, hiring an architect to develop schematic design plans for a new joint public safety building with cost estimates, beginning the work on the CWRMP, revising the zoning bylaws, and renewing action on our beach erosion efforts. The Board published the LRP in the Annual Town Meeting Warrant, which was met with significant support from Town Meeting attendees.

In the summer of 2011 the Board formally appointed members of the Substance Abuse Prevention Task Force. The Selectmen recognized that substance abuse is a significant issue, and after some initial exploration decided that a formal group could assist in understanding the current climate in Town as well as enhancing future prevention and outreach efforts. As part of this initiative, the Task Force worked with the School Department to conduct a confidential survey of students to determine attitudes of school age children from 6th to 12th grade, which was funded from the School Safety appropriation in the Town Manager/Board of Selectmen budget. Later in the year, the group began applying for a substantial federal grant to help improve our prevention efforts, which could fund a staff person and several programs dedicated for this purpose in the future.

At the Special Town Meeting in November 2011, zoning by-law amendments were adopted to facilitate mixed use cluster developments, amend parking requirements, and enable the Town to enter into development agreements with the Cape Cod Commission

and future developers in the South Sandwich Village Center. In addition, Special Town Meeting granted authority to the Selectmen to negotiate a roadway easement on Town land in the South Sandwich Village Center. The Board, working in cooperation with the SEIC, worked throughout 2011 on developing a strategy for developing the South Sandwich Village Center in general, and for future disposition of the Town's land assets in that area in particular. The Board and SEIC will shortly be issuing a Request for Expressions of Interest for the Town's property. All of these actions, including the previously mentioned efforts at wastewater planning, will significantly help facilitate additional needed economic development in the future.

The November Special Town Meeting also passed several Community Preservation Act articles, including the beach erosion consultant funding mentioned above, preserving historic town records, and authorizing the Board to purchase a critical parcel in the middle of Town-owned conservation land.

One of the most significant policy changes to occur in 2011 was the Board of Selectmen's decision to implement a "Pay-As-You-Throw" (PAYT) system at the DPW Transfer Station. The concept behind this policy was to implement a system that is fairer to all residents by better aligning individual Transfer Station usage with actual costs. In the new PAYT system, the more a resident chooses to recycle, the less he/she will pay. The more trash a resident generates for disposal at the Transfer Station, the more he/she will pay. While there were some initial concerns from residents about how the system would work, it has been a resounding success. Implementation began on July 1, 2011 and, based on preliminary six month data, the amount of recycling has significantly increased, and the amount of regular household trash has significantly decreased, resulting in substantial cost avoidance for the Town. Beginning July 1, 2012, the Town will implement an "Enterprise Fund" accounting system for the Transfer Station, so that all revenues received from this department, e.g., Transfer Station stickers, bag fees, recycling revenue, etc., will be able to stay in this account and be used to offset the expenses to run the Transfer Station operation. In early 2012 it is expected that the Board will make policy decisions about when they would like the Transfer Station Enterprise Fund to transition to become totally self-sufficient and not rely on any General Fund tax revenues to fund the operation. We would like to express our sincere appreciation for all the hard work our Department of Public Works staff has done to implement this new system. We would also like to thank all of the private businesses in Town that have agreed to sell our new PAYT trash bags to residents at-cost. We could not have implemented this program as effectively without their participation.

In 2011 the Board of Selectmen entered into a new contract for food and beverage services at Sandwich Hollows Golf Club. The Town issued a Request for Proposals (RFP) for a different type of restaurant compared to prior RFPs, in order to implement one of the recommendations from the business plan drafted by the National Golf Foundation, which the Town previously hired as our business consultant. To date, the new restaurant has been very successful in getting off the ground, and we look forward to their continued success as they build their business. In addition, Town Meeting previ-

ously authorized the Board to petition the state legislature to pass a special act to allow expanded recreational uses at the golf course. In 2011, the Legislature and Governor enacted this special act into law. As a result, the Board has issued a new RFP seeking private developers to construct new indoor/outdoor recreational facilities at the golf course. When combined with the golf club, the new restaurant, and additional efforts to encourage Sandwich's youth sports boards to construct new athletic fields on-site, the Board is cautiously optimistic that Sandwich Hollows could become a very strong recreation destination for the entire Upper Cape and South Shore region.

Late in 2011 the state legislature and Governor enacted the Health Care Reform Act. This long overdue legislation finally granted municipalities the much needed authority to responsibly implement health care savings measures in the health plan benefit offered to municipal employees. The Town adopted the relevant sections of state law, and with the strong guidance of the Human Resources Director and the cooperation of our unions, the Town has implemented our "plan design changes." As a result, our preliminary FY13 budget includes significantly lower health insurance costs for the Town than would otherwise have been the case, which has dramatically improved our overall projected budget balance.

After literally years of work, the Board executed a renewal license with Comcast cable television for the continued rights to offer and maintain a cable television system in Town. Sandwich participated in an eight-town consortium for this purpose, and negotiated as a group to reduce our negotiating expense and maximize our bargaining position with Comcast. Ultimately, the final contract was very favorable for the Town, preserving the requirement that Comcast maintain a local customer service office in Sandwich, and increasing the amount of funding Comcast will provide to the Town and our local cable access studio, Sandwich Community Television (SCT). Shortly, the Board will be updating our Management Agreement with SCT regarding the allocation and use of these additional funds. The Town greatly appreciates the efforts of SCT to televise, and post on the Internet, our local government meetings in order to make them accessible to the entire community.

Throughout 2011 the Town's Recreation Department continued to expand and offer new programs, many out of their new home at Oak Crest Cove on Quaker Meetinghouse Road. We are very proud of how effectively and efficiently this modestly staffed department has expanded services for our entire community, and made many different portions of this property even more beneficial for our residents. In addition to the fact that the Recreation Department is offering many successful programs on site, we are also very pleased to report that the beach and boat ramp continue to remain open to the public and are well maintained with the assistance of our seasonal Department of Natural Resources staff; the large field on Quaker Meetinghouse Road is frequently used by regular farmers' markets, bazaars, and large scale events; and the Town is currently designing a new joint public safety building headquarters on the portion of the property at the corner of Quaker Meetinghouse Road and Cotuit Road. We are truly grateful that Town residents had the foresight to overwhelmingly support the purchase of this very strategic property for the Town.

Lastly, there are currently two significant roadway projects underway in Town. The state Department of Transportation is upgrading the Route 6 - Exit 2 intersection to greatly improve traffic safety. The Town is also using state Highway Safety Improvement Program funding to improve the intersection at Cotuit Road and South Sandwich/Harlow Road, one of the most dangerous intersections in Town, by installing a new round-a-bout. We look forward to the completion of these two projects, and will soon have tackle the difficult question of when to ask Sandwich voters for a new road bond to maintain the high standard of roads throughout Town that our residents deserve.

Throughout calendar year 2011 the Board has moved forward simultaneously on many fronts identified in the Long Range Plan. Responsible planning and concrete short term actions will continue

to position Sandwich for the future. We are pleased with the accomplishments we have made to date, and look forward to the very difficult challenges we face ahead.

Respectfully submitted,

Frank Pannorfi, Chairman
John Kennan, Vice Chair
Linell Grundman
James Pierce
Ralph Vitacco

George "Bud" Dunham, Town Manager
Douglas Lapp, Assistant Town Manager

FEDERAL, STATE AND COUNTY ELECTED OFFICIALS

CONGRESS

Senator in Congress

John Kerry
1 Bowdoin Square
10th Floor
Boston, MA 02114
Tel. 617-565-8519
Fax 617-248-3870
E-mail john_kerry@kerry.senate.gov

Senator in Congress

Scott Brown
2400 JFK Federal Building
Boston, MA 02203
Tel. 617-565-3170
Fax 617-723-7325
Website www.scottbrown.senate.gov

Congressman – 10th District

William Keating
283 1st Southeast
315 Cannon HOB
Washington, DC 20540
Tel. 202-225-3111
Fax 202-225-5658
Website www.keating.house.gov

297 North Street
Suite 312
Hyannis, MA 02601
Tel. 800-870-2626
Tel. 508-771-0666
Fax 508-790-1959

STATE

Governor

Deval Patrick
Office of the Governor
State House - Room 360
Boston, MA 02133
Tel. 617-725-4000
Fax 617-727-9725
Website www.mass.gov

State Senate

Plymouth & Barnstable District

Senator Therese Murray
State House - Room 332
Boston, MA 02133
Tel. 617-722-1500
Fax 617-248-3840
Chief of Staff – Jerome Smith
Director of Local Affairs – Jacqueline Horigan
E-mail therese.murray@masenate.gov

Plymouth – District Office

Senator Therese Murray
10 Cordage Park Circle
Room 229
Plymouth, MA 02360
Tel. 508-746-9332
Fax 508-746-4910

State House of Representatives

Representative Randy Hunt
5th Barnstable
State House - Room 136
Boston, MA 02133-1054
Tel. 617-722-2800 x8743
Legislative Aid – Susann Koelsch
E-mail Randy.Hunt@MAHouse.gov

District Office

297 Quaker Meetinghouse Road
Sandwich, MA 02563
Tel. 508-888-2158
Legislative Aid – Susann Koelsch
E-mail randy@electrandyhunt.com
E-mail randy@randyhuntcpa.com

COUNTY

Barnstable County Commissioners

PO Box 427
3195 Main Street
Barnstable, MA 02630
Direct Tel. 508-375-6648
Tel. 508-375-6600 (County Complex)

Mary Pat Flynn, Chairman - Falmouth
Sheila Lyons, Vice-Chairman - Harwich
William Doherty, Commissioner - Wellfleet

Barnstable County Assembly of Delegates

James Killion
6 Pierre Vernier Drive
East Sandwich, MA 02537
Tel. 508-539-4149
E-mail onthecod@verizon.net

Cape Cod Commission

3225 Main Street
PO Box 226
Barnstable, MA 02630
Tel. 508-362-3828
E-mail frontdesk@capecodcommission.org
Joanne O'Keefe – Sandwich Representative

TOWN OFFICIALS through June 30, 2012

ELECTED OFFICIALS

Board of Selectmen

Frank Pannorfi, Chairman	2014
John Kennan, Vice Chairman	2014
Linell Grundman	2013
James W. Pierce	2012
Ralph Vitacco	2013

Board of Assessors

Nicholas E. Fernandes, Chair	2012
Lawrence B. Harrington	2013
Robert James	2014

Town Clerk

Taylor D. White	2013
-----------------------	------

Moderator

Jan Levin Teehan	2012
------------------------	------

Constables

Joseph M. Cotter	2013
Clyde S. Gill	2014
James Joseph Sullivan	2012

Board of Health

Francis J. Sheehan	2014
Sandra Lee Tompkins	2013
Rebecca Lovell Scott	2012

School Committee

Shaun Cahill, Chair	2012
Jessica Linehan, Vice	2012
Andrea Killion	2012
Nancy Crossman	2013
Marie Kangas	2013
Susan Sundermeyer	2014
Bob Catalini	2013

Trustees of the Sandwich Public Library

Mark A. Wiklund	2014
Jeanie M. VanderPyl	2014
Joseph V. Maruca	2012
Marie Hayes	2012
Janet R. Czarnetzki	2013
Susan Smith	2013
Alice Baker	2013
Marian L. Gurney	2012
Jennifer Tickell	2014

Trustees of Weston Memorial Fund

Geoffrey F. Lenk, Chair	2012
Jonathan Hagenstein	2013
Peter N. Conathan	2014

Planning Board

Sarah Regan, Chair	2012
Daniel Marsters	2012
Amy Lipkind	2012
Joseph A. Vaudo	2012
Richard A. Claytor, Jr.	2013
Nanette Perkins	2013
Henry Rakov	2014
John Campanele, alternate	2012

Sandwich Housing Authority

Richard Johnson, Chair	2012
Peter Beauchemin	2013
Donald Dickinson	2013
Christine Palkowski	2016
Hank Tuohy	2015

Sandwich Historic District Committee

Old King's Highway Regional Historic District

Annual Election November 2011

William R. Collins, Chair	2013
Patricia McArdle	2012
Barbara Shaner	2015
Andrew Jones	2013
Barry Hall, Builder/Architect	2012
Betty Allen, Alternate	2012
Richard Algers, Alternate	2012

Upper Cape Cod Regional Technical Vocational School

Penelope Jane Blackwell	2013
Steven L. Chalke	2012

APPOINTED OFFICIALS

June 30, 2011 – end of term

Town Accountant

Doreen A. Guild	2014
-----------------------	------

Barnstable County Coastal Resources Committee

Michael Zyllich	2014
-----------------------	------

Barnstable County Home Consortium

Donald Dickinson	2012
------------------------	------

Board of Appeals

Christopher Neeven, Chair	2012
Erik VanBuskirk	2013
Frederick Q. Watt	2014
Robert Jensen	2014
Harold Mitchell	2016
James Killion, Alternate	2012

Cape Cod Commission Representative

Joanne O'Keefe	2013
----------------------	------

Cape Cod Water Protection Collaborative	
Linell Grundman	2012
Cape Light Compact	
Everett Horn	2012
Capital Improvement Planning Committee	
<i>(appointed by Moderator)</i>	
Donald Leighton	2012
John Juros	2012
Michael Baker, Chair	2012
John Vibberts	2012
Christopher Richards	2012
Cemetery Commissioners	
James Pierce	2012
Frank Pannorfi	2014
Ralph Vitacco	2013
Community Preservation Committee	
Timothy Cooney, Chair	2012
Stephen Hayes, Vice Chair	2013
Lisa Bates	2013
Richard Claytor	2013
Barbara Shaner	2014
David Sullivan	2014
Jonathan Shaw	2012
Donald Dickinson	2013
Commission on Disability	
Polly Sherman	2014
Maureen McNamara	2013
Conservation Commission	
Michael Zylich, Chair	2014
Christopher Kirrane	2013
Elizabeth Desaulnier	2013
David Sullivan	2014
Neal Holmgren	2013
Melissa Romano	2012
Christopher Sellstone	2012
Council on Aging	
Regina Peters, Chair	2013
Emmanuel Freddura	2012
Katherine Heras	2012
Marian McLoughlin	2013
Maureen Schneider	2013
Robert Sheehan	2014
John Barrett	2012
Carolyn Motta	2014
Frederick Battaglia	2012
Neal O'Brien	2013

Local Emergency Management/Planning Committee	
Brian Gallant	2012
Sean P. Grady	2012
George H. Dunham	2012
Gregory E. Fayne	2012
Bruno R. Ferretti	2012
Chrystal A. Lapine	2012
Randy Lewis	2012
Daniel H. Mahoney	2012
Ronald D. Santos	2012
John Lapine	2012
William LaPine	2012
James Murphy	2012
Lois Wack	2012
Heather Gallant	2012

Energy Committee	
Damien Houlihan, Chair	2012
Laura Gregorio-Tanguillig <i>(res. 1/2012)</i>	2012
Kevin Burgess	2012
Ann Moehle	2012
Sara Cote	2012

Fence Viewer	
Paul Spiro	2012

Finance Committee	
<i>(appointed by Moderator)</i>	
William Diederling, Vice Chair	2013
Paul Kilty	2014
John Vibberts	2012
Paul Sylvia	2012
Ellen Yaffe	2014
Thomas Hickey	2012
Courtney Buttner Bridge	2014
Linda N. Bliss	2013

Forest Warden	
George Russell, Jr.	2012

Golf Advisory Committee	
John Tzimirangas, Chair	2012
Brian Jordan	2012
Mike Regan	2012
Norman Theriault	2012
Al Lanoie	2012
Susan James	2012

Herring Warden	
Mark S. Galkowski	2012

Board of Health Agent	
<i>(appointed by Board of Health)</i>	
David Mason	

Hazardous Waste Coordinator

George Russell 2012

Mass. Military Reservation Senior Management Board

Dana Barrette 2012

Parking Clerk

Taylor White 2012

Personnel Board

Karen Miller, Chair 2012

Susan Hart 2012

Kelee Renzi 2012

Recreation Committee

Theodore Mullin 2012

Ken Mooney 2012

Lisa Bates 2012

Joanne Sykes 2012

Susan E. McKenna 2012

Mary Casali 2012

Registrar of Voters

Joe Carlson 2014

Marilyn Myers 2012

Antoinette L. Gleason 2013

Regional Transit Authority

George H. Dunham 2012

Right to Know Coordinator

George Russell 2012

Sandwich Cultural Council

Charleen Johnson, Chair 2012

Phyllis Helfrich 2014

Debra L. Barrette 2013

Karen Miller 2013

Brian Everett 2012

Wayne Miller 2014

Sandwich Historical Commission

Terry Blake, Chair 2014

William Daley 2012

Jonathan Shaw 2012

Ellen Carlson 2012

Carolyn Crowell 2013

Jennifer Y. Madden 2012

David Wheelock 2014

SEIC Board of Directors

John Kennan, President 2012

Richard Johnson 2012

Maureen Brenner 2013

Peter Dubay 2013

Timothy Cooney 2012

Todd Hermann 2012

Stanley Torrey 2012

Shellfish Constable

Mark Galkowski 2012

Sign Inspector

Paul Spiro 2012

Tax Collector

E. Susan Flynn 2012

Town Treasurer

Craig Mayen 2012

Regional Director Veterans' Services

Edward Merigan 2012

James McCrockett, Service Officer 2012

Veterans' Graves Officer

Raymond Moniz 2012

Visitor Services Board

Steve Catania, Chair 2012

Donna Thomas 2012

Nancy Clifford 2012

David Merrell 2012

Arlene Hoxie 2012

Steve Catania 2012

Robert King 2012

Rose Provencher 2012

Water Quality Advisory Committee

Fran Sheehan, Board of Health 2012

Sarah Regan, Planning Board 2012

Linell Grundman, Board of Selectmen 2012

Peter Thomas, Water District 2012

Mike Zylich, Conservation Commission 2012

DEPARTMENT DIRECTORY

ACCOUNTANT'S OFFICE

888-0352

Doreen Guild, Town Accountant
Phyllis O'Neill, Assistant Town Accountant

Office Personnel:

Maryann Scarpellini

TOWN MANAGER'S OFFICE/SELECTMEN'S OFFICE

888-5144 or 888-4910

George H. Dunham, Town Manager
Douglas Lapp, Assistant Town Manager
Kathleen Coggeshall, Office Manager

Office Personnel:

Diane Hanelt

ASSESSING DEPARTMENT

888-0157

Edward L. Childs, Principal Assessor
Walter Slepchuk, Assistant Assessor
Gary Fryxell, Field Technician
Judy Rumul, Office Manager

Office Personnel:

Jeanne M. Varney
Sharon Smith

BOARD OF HEALTH

888-4200

David Mason, Agent
Darren Meyer, Assistant Health Agent

Office Personnel:

Katherine Walter

BUILDING DEPARTMENT

888-4200

Paul Spiro, Inspector of Buildings
Alden "Pete" Sherwin, Assistant Inspector of Buildings
Joan F. Evans, Office Manager
John Pimental, Wire Inspector
Walter Fagnant, Jr., Gas and Plumbing Inspector

COUNCIL ON AGING

888-4737

Janet Timmons, Director
Martha Johnson, Outreach Coordinator

Office Personnel:

Mary Ellen Steeves

DEPARTMENT OF PUBLIC WORKS

833-8002

Paul Tilton, DPW Director/Town Engineer
Stefan Masse, General Foreman
Kevin Buckland, Tree Warden
Richard R. Saline, Parks Foreman
Sean Mulroy, Sanitation Foreman

Office Personnel:

Joyce Bartlett

Personnel:

Gary T. Gray
William Hawkins
Jeffrey P. MacDonald
Brian Fraser
Michael Chesky
John Lifrieri
Richard Malatesta
William Neville
Ylber Berisha
Joseph Cosgrove

Part-time Personnel:

James Tocci
Ronald Merriam
Steven Clark
Kevin Murray
Thomas Glynn
Greg Barber
James Driscoll
Joseph Webber
John Matthews
Brian Rae
Adam Burbank
Nicholas Powell
Peter Zanello
Marcus Barber
David Benedict
Timothy Cotter
Edward Coveney
Steven Vaughn

ENGINEERING DEPARTMENT

833-8000

Samuel Jensen, Assistant Town Engineer
Sean Harrington, Engineering Technician

EAST BOAT BASIN MARINA

833-0808

Greg Fayne, Harbormaster
David Whearty, Assistant Harbormaster
Troy Lima

Office Personnel:

Brenda Manley
Tricia Wojnar

FACILITIES MANAGEMENT

477-9457

Ted Hamilton, Director
William Sewall, Building Maintenance Specialist

Personnel:

Michael Little, Custodian
Wayne Enos, Custodian

FIRE DEPARTMENT

888-0525

George P. Russell, Jr., Chief
Thomas A. Corriveau, Deputy Chief

Office Personnel:

Lisa Malcolmson

Captains:

Timothy Q. McMahon
James B. Huska
Robert R. Black III
Scott Ames

Lieutenants:

Sean Butler
Richard A. Lizotte
Peter M. Pozerski
Jason Vivieros

Firefighters:

David G. Ames
Martin Baumhoff
Robert Black IV
Daniel J. Brun
Lee E. Burrill
Donald G. Campbell
Andrew Davison
Christopher George
Robert J. George
Joshua Glaser
Michael Goodwin
Peter Halliday
Michael Harrington
Jonathan Houde
Daniel Keane
Drew Lahteine
John LeVangie
Karen Macedo
Lawrence Machado, Jr.
Joseph Maciel
Sean Miller
Tammy Pimentel-Matthews
Nicholas C. Souke
Matthew Thompson

Fire Prevention:

John J. Burke

EMS Officer:

Brian Leary

Dispatchers:

Christine A. Lawrence
Kathleen M. Keene
Charmaine Sargent
Kim Bell

HUMAN RESOURCES DEPARTMENT

833-8061

Marie Buckner, Director
Janice Hagberg, Assistant Director

INFORMATION TECHNOLOGY DEPARTMENT

833-8069

Michael Twomey, Director

NATURAL RESOURCES DEPARTMENT

888-4200

Mark S. Galkowski, Director of Natural Resources
David DeConto, Natural Resources Officer

Office Personnel:

Michelle Raymond
Heidi Hawkins (part-time)

PLANNING AND DEVELOPMENT DEPARTMENT

833-8001

Gregory Smith, Director (resigned)

Office Personnel:

Marilyn Bassett
Maureen Carty (part-time)

POLICE DEPARTMENT

888-3343

Peter Wack, Chief of Police

Lieutenants:

Lynne I. Gourley
David J. Guillemette

Office Personnel:

Lorrie Wieman

Sergeants:

Joseph M. Cotter
Daniel J. O'Connell
Peter D. Howell (retired)
Michael J. Nurse
Christopher P. McDermott
Michael T. Bondarek
Jason M. Keene
Joshua Bound

Detective Sergeant:

Terence Murphy

Detectives:

Albert J. Robichaud
Robert Brun
Bruce T. Lawrence

School Resource Officer:

Christa Cabral

Corporals:

David Legacy
Michael F. Hoadley

Officers:

Timothy M. Cavanaugh
David M. Malcolmsen
Brian A. Bondarek
William R. Patton
Matthew O'Brien
Philip Anderson
Michael Wood
Shawn P. O'Neil
David Dwyer
Michael Gumbleton
Timothy Kane
Nicholas Giammarco (resigned)
Lauren Gilrein
Daniel Perkins
John Manley
Adam Trayner
Greg Jaroszuk
Brian Fernandes

Special Officers:

Richard White
James Swift
Bart McKay
James R. Spofford

Susan J. Laverty
Rebecca H. Lawrence
Stuart W. Parsons
Lauren L. Robinson
Vincent J. Sgro
Karen E. Varjian
Pat Vineis
Judith Werner

RECREATION DEPARTMENT

888-4361

Guy Boucher, Director
Janice Souza, Assistant Director
Seasonal Office Support:
Rosemary Rhodes

SANDWICH HOLLOWES GOLF COURSE

888-3384

John R. Johnson Jr., Director
Office Support:
Jill McArdle (part-time)
David B. Polidor, Superintendent
Jesse Schectman, Golf Operations Supervisor
David Tilly, Groundskeeper
Stanley Romano, Mechanic

TOWN COLLECTOR'S OFFICE

833-8012

E. Susan Flynn, Town Collector
Carol Ann Peterson, Assistant Town Collector
Office Personnel:
Warren Bovarnick
Sally Styche

TOWN CLERK'S OFFICE

888-0340

Taylor White, Town Clerk
Susan Lundquist, Assistant Town Clerk
Judy Hendy, Assistant Town Clerk (retired)
Office Personnel:
Nicole King

TREASURER'S OFFICE

888-6508

Craig Mayen, Town Treasurer
Robin Cherry, Assistant Town Treasurer
Office Personnel:
Christine Brailey-Green
Linda Kiley

PUBLIC HEALTH NURSE

833-8020

Joanne Geake, Public Health Nurse
Office Personnel:
Jeannette Scalse

PUBLIC LIBRARY

888-0625

Joanne Lamothe, Library Director
Cynthia B. Anderson
Doris L. Brow
Carol Bucci
Pamela J. Carmichael
Melissa Frye
Barbara Gill
Willa Grant
Colleen S. Hayes
Kathleen M. Johnson
Joann Latimer

Report of the HUMAN RESOURCES DEPARTMENT

2011 saw a few personnel changes. The Sandwich Marina staff welcomed Tricia Wojnar in July as the new Administrative Assistant. This already existing position had been vacant for a while so we are very happy to welcome Tricia. After the retirement of Assistant Town Clerk Julia Hendy, Susan Lundquist, formerly the Administrative Assistant in that department was promoted to Assistant Town Clerk. Nicole King was hired to take Sue's place as Administrative Assistant. In the Natural Resources Department, Heidi Hawkins was hired to fill a vacant part-time Administrative Assistant position and Jill McArdle was hired as a part-time Golf Operations Assistant at Sandwich Hollows. As 2011 draws to a close, a search is being conducted for a new Town Planner. Applications have been received and the interview process is to begin in February of 2012.

Worker's compensation/Line of Injury claims have slightly decreased from last year, however their complexities have been markedly more challenging. We are hopeful that with additional safety training we will see a further decrease in claims. HR handles all WC/LOI claims for the both School and Town employees.

The Safety Committee continues to meet with MIIA Loss Control Manager Jeff Siena. The following departments, Fire, Police, DPW, Marina, Engineering, Golf, Recreation, Building, School Business Office and School Maintenance and Public Facilities can always be relied on to attend these meetings. Different training opportunities are discussed including driver training, back safety, etc. This all helps with keeping our safety standards up and injuries down. As always, we participated in the "MIIA Rewards" program. This year we received a credit of \$22,147 from MIIA for our efforts. This amount was credited towards our FY '12 premium for worker's compensation/auto liability/professional liability and property and casualty insurance.

The HR Department worked closely with the Personnel Board and Town Manager in updating all non-union position descriptions.

In July 2011 the Governor signed Health Care Reform Legislation which will enable the Town to make plan design changes to its health plans in a more streamlined manner. The cost avoidance attributed to making these changes is significant. Town Management will continue to work with School and Town employees regarding these proposed changes that will be in effect on July 1, 2012. The Town continues to purchase health insurance through the Cape Cod Municipal Health Group (CCMHG), a Joint Purchase Group comprised of 53 public employers on Cape Cod and Martha's Vineyard.

We once again received a \$600 grant from the CCMHG to support wellness programs. We used a portion of the funds to provide incentives to employees to attend our health screenings. We held a drawing and the winners received gift cards to a location of their choice. We will provide similar incentives moving forward. We also used a portion of the funds to help our Recreation Department fund a Yoga Class for employees. Several other wellness programs are offered through the Group which helps in keeping the health insurance rates as low as possible.

The HR office continues to work closely with any department needing assistance. Since everything we do is collaboration we want to thank all departments for their continued assistance to us as well. We continue to be committed to serving all Town of Sandwich employees both Town and School in the most efficient and effective way possible. We are proud to serve the residents of the Town of Sandwich.

Respectfully submitted,

Marie L. Buckner, Director
Janice L. Hagberg, Assistant Director

Report of the INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology Department provides computer hardware, software, network, and end user support for 25 municipal departments and its staff members.

For the Calendar Year of 2011, the I.T. Department assisted in implementing several major software upgrades with its proprietary software vendors.

With the addition of the new Clubhouse restaurant contract at the Sandwich Hollows Golf Club, we added a Point Of Sale software module specifically tailored and customized towards golf course restaurant and function hall operations. This integrated seamlessly with the Club's existing Pro Shop software application. Additional POS hardware was also added as needed. This software module helps streamline the day-to-day operations of the new restaurant, as it does for the Pro Shop operations.

Strategic planning for network power redundancy began after the start of the July 1st fiscal budget cycle. The Town's servers are being relocated to another Town site, where a generator will allow

the Town's network to remain functional in the event of an extended power outage. The I.T. Department has also worked closely with Comcast to relocate the Town's fiber optic hub to another Town location which also has a generator. This work commenced during this calendar year, and will be completed in 2012. Many thanks to the Town Manager, Assistant Town Manager, and especially the Facilities and DPW Departments, for their help and assistance in making these move possible for the betterment of the Town's network.

Paced hardware upgrades continue, to prevent the Town's systems from becoming old, outdated, and obsolete. Some of these upgrades had to be put off until the start of the next fiscal year, due to budgetary limitations and other project priorities that are more advantageous to the overall operation of the Town's network.

As a 1-person I.T Department, I would like to personally thank the Town Manager, Assistant Town Manager, all Department Heads, and all of the Town's staff members for their ongoing help, support, and assistance to the I.T. Department.

Respectfully submitted,

Michael S. Twomey
Information Technology Director

Finance

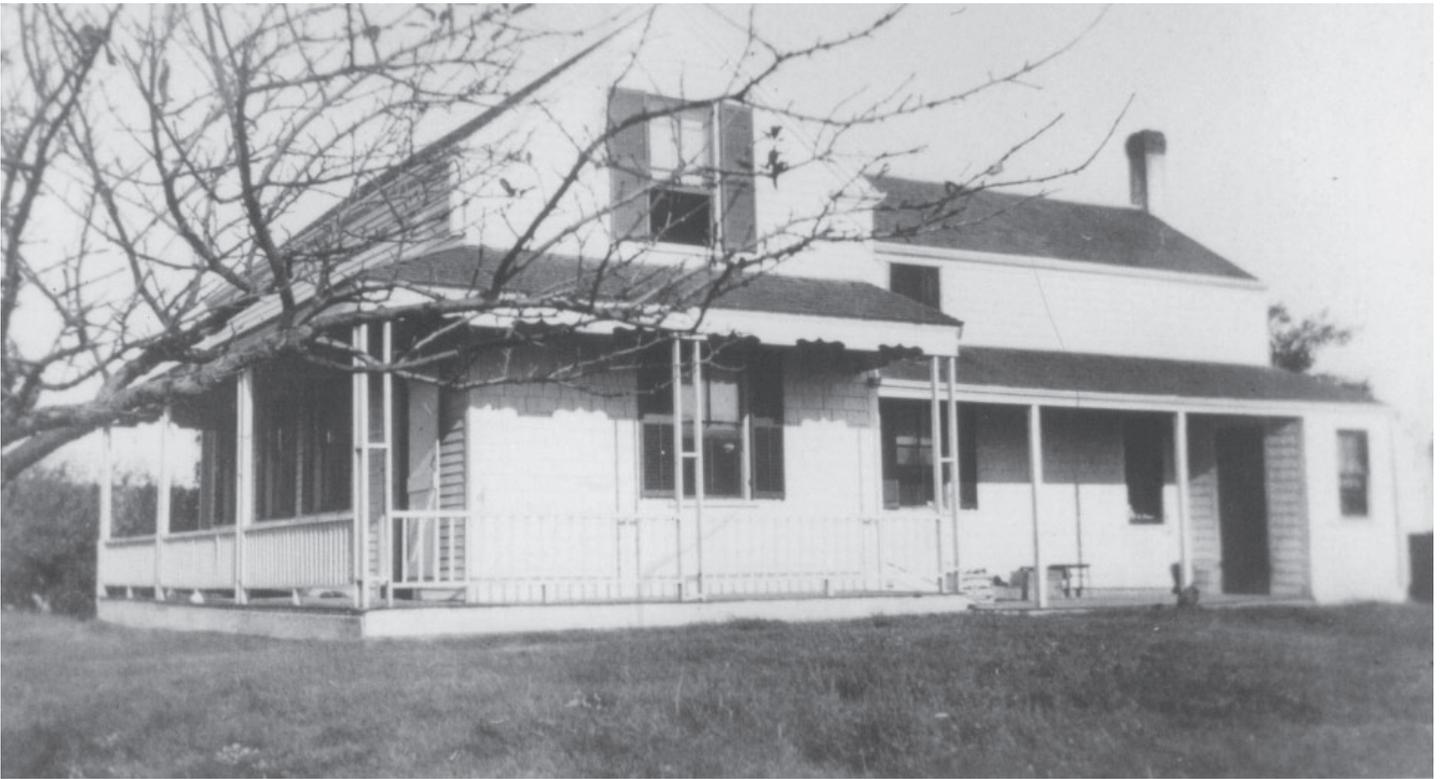


Photo courtesy of Sandwich Archives

The Brady House which stood on the Brady's Island Conservation area created in 1967.

Report of the TOWN ACCOUNTANT

In Accordance with Chapter 41, Section 61 of the Massachusetts General Laws, I herewith submit my Annual Report of the Town of Sandwich for the Fiscal Year July 1, 2010 to June 30, 2011.

I would like to thank the Board of Selectmen, Town Manager Bud Dunham, and all the employees of the various Town Departments for their cooperation and assistance during the past year. A special thanks to my staff, Phyllis O'Neill and Maryann Scarpellini whose hard work is greatly appreciated.

Respectfully submitted,

Doreen A. Guild
Town Accountant

TOWN OF SANDWICH RECEIPTS FISCAL YEAR JULY 1, 2010 TO JUNE 30, 2011

GENERAL FUND REVENUES:

TAXES:

Personal Property	3,188,020.00	
Real Estate	42,548,019.00	
Excise Taxes	2,470,607.00	
Interest on Taxes/Assessments	337,214.00	
Lieu Taxes	30,231.00	
Room Tax	168,467.00	
Tax Lien Redemptions	375,445.00	
Betterments	<u>43,151.00</u>	
Total Taxes		49,161,154.00

LOCAL RECEIPTS:

Parking Charges	32,159.00	
Landfill	738,491.00	
Departmental Revenue	212,057.00	
Licenses & Permits	597,392.00	
Court Fines	4,492.00	
Earnings on Investments	71,100.00	
Medicare/Medicaid Reimbursements	209,293.00	
Other	<u>161,504.00</u>	
Total Local Receipts		2,026,488.00

STATE REVENUE - Cherry Sheet

Abated Taxes	109,975.00	
Police Incentive	9,333.00	
Loss Taxes-State Owned Land	524,767.00	
In Lieu of taxes - Federal	563.00	
Lottery/Beano	953,340.00	
Veterans	12,238.00	
Charter School Assessment		
Reimbursement	255,178.00	
School Construction	1,418,438.00	
School-Aid-Chapter 70	<u>6,342,344.00</u>	
Total State Revenue		<u>9,626,176.00</u>

Total General Fund Revenues **60,813,818.00**

SPECIAL REVENUES:

School:		
School Lunch	705,618.00	
School Athletics	212,757.00	
Community School	1,962,937.00	
School Grants	1,871,495.00	
School Revolving	<u>1,411,640.00</u>	
Total School	6,164,447.00	
Town:		
Federal Grants	11,731.00	
State Grants	111,363.00	
State Aid to Highways-Ch.90	789,975.00	
Reserve for Appropriation	1,414,387.00	
Marina	1,529,104.00	
CPA	1,674,413.00	
Other Special Revenue	201,308.00	
Donations / Gifts	228,896.00	
Other Revolving	<u>671,434.00</u>	
Total Town	6,632,611.00	
Total Special Revenue:		12,797,058.00

CAPITAL PROJECTS / BOND ISSUES

School Construction BAN	0.00	
Municipal Buildings	0.00	
Land Bank - CPA	<u>0.00</u>	
Total Capital Projects:		0.00

TRUST FUNDS

Trust Funds	30,089.00	
Stabilization Fund	<u>5,072.00</u>	
Total Trust Funds		35,161.00

Enterprise Fund:

Golf Course	<u>881,791.00</u>	
Total Enterprise Fund		881,791.00

AGENCY ACCOUNTS:

Water Districts	2,571,289.00	
Withholdings	14,783,758.00	
State Licenses	15,036.00	
Special Details	210,075.00	
Clients Escrow	33,399.00	
School Activity	<u>409,814.00</u>	
Total Agency Accounts		<u>18,023,371.00</u>

TOTAL RECEIPTS ALL FUNDS: **92,551,199.00**

**TOWN OF SANDWICH DISBURSEMENTS
FISCAL YEAR JULY 1, 2010 TO JUNE 30, 2011**

GENERAL FUND:

General Government	3,457,776.00
Protection Persons/Property	7,269,640.00
Education	31,128,252.00
Public Works	2,914,214.00
Human Services	447,671.00
Culture & Recreation	1,174,827.00
Debt Accounts	4,549,616.00
Assessments/ Intergovernmental	1,475,624.00
Employee Benefits	<u>11,297,018.00</u>

Total General Fund **63,714,638.00**

SPECIAL REVENUE ACCOUNTS:

School:

School Lunch	700,896.00
School Grants	1,680,327.00
Revolving Accounts	826,817.00
School Athletics	210,603.00
Community School	<u>1,967,019.00</u>

Total School **5,385,662.00**

Town:

Federal Grants	14,509.00
State Grants	108,309.00
State Aid to Highways - Ch.90	719,218.00
Donations / Gifts	243,075.00
Reserve for Appropriation	4,389.00
Marina	1,253,753.00
Land Bank / CPA	197,805.00
Other Special Revenue	174,637.00
Other Revolving	<u>391,296.00</u>

Total Town **3,106,991.00**

Total Special Revenue Funds **8,492,653.00**

CAPITAL PROJECTS:

School Construction	0.00
Municipal Buildings	<u>754,552.00</u>

Total Capital Projects **754,552.00**

TRUST ACCOUNTS:

Trust Funds	13,125.00
Stabilization Fund	<u>0.00</u>

Total Trust Accounts **13,125.00**

ENTERPRISE ACCOUNT:

Golf Course	<u>828,280.00</u>
-------------	-------------------

Total Enterprise Fund **828,280.00**

AGENCY ACCOUNTS:

Water Districts	2,569,716.00
Withholdings	14,568,408.00
Tailings	285.00
State Licenses	9,486.00
Special Details	245,151.00
Client Escrow	76,097.00
School Activity	<u>428,241.00</u>

Total Agency Accounts **17,897,384.00**

TOTAL DISBURSEMENTS ALL FUNDS: **91,700,632.00**

TOWN OF SANDWICH APPROPRIATIONS AND EXPENDITURES SCHEDULE

Fiscal Year 2011

Account	Encumb. Carried Forward	Total ATM	Total STM	Reserve Fund Transfers	Final Appropriation Balance	Total Expenditures	Remaining Appropriation Remaining	Appropriation Savings Closed	Balance Encumbered
General Government									
Operating budget									
Moderator	1.00				1.00	1.00			
Selectmen/Administrator	18,696.00	382,385.00			3401,081.00	396,022.69	5,058.31	4,988.31	70.00
Personnel expenses		75,000.00			75,000.00	2,128.12	72,871.88	72,871.88	
Finance Committee		2,700.00			2,700.00	2,224.26	475.74	475.74	
Reserve Fund		400,000.00		(289,656.69)	110,343.31	-	110,343.31	110,343.31	13,500.00
Accounting		191,755.00			191,755.00	176,880.13	14,874.87	1,374.87	
Assessing	440.29	338,359.00			338,799.29	337,174.44	1,624.85	1,624.85	
Treasurer		183,066.00			183,066.00	181,869.75	1,196.25	1,196.25	
Tax Collector		235,820.00			235,820.00	234,823.77	996.23	996.23	
Tax Title		25,000.00			25,000.00	22,745.00	2,255.00	2,255.00	
Legal		225,000.00		71,297.94	296,297.94	296,297.94	-	-	
Human Resources		143,842.00			143,842.00	133,667.96	10,174.04	10,174.04	
Town Clerk		156,050.00			156,050.00	155,280.09	769.91	769.91	
Elections & Registrations		56,500.00			56,500.00	55,508.96	991.04	991.04	
Natural Resources		305,861.00			149,662.00	147,299.92	2,362.08	2,362.08	
Facilities Management		449,604.00			449,604.00	447,637.53	1,966.47	59.61	1,906.86
Town Reports		11,000.00			11,000.00	6,819.35	4,180.65	4,180.65	
Bind Town Records		1,000.00			1,000.00	1,000.00	-	-	
Data Processing	135.00	331,456.00			331,591.00	321,577.15	10,013.85	1,065.97	8,947.88
Total operating budget	19,271.29	3,411,911.00		(218,358.75)	3,464,973.54	3,223,148.22	241,825.32	217,248.58	24,576.74
Unclassified Accounts									
Medicare/FICA		466,124.00			466,124.00	421,284.58	44,839.42	44,839.42	
Property & liab. Insurance		785,000.00			785,000.00	640,290.04	144,709.96	144,709.96	
County retire. Assessment		2,409,126.00			2,409,126.00	2,361,953.42	47,172.58	0.00	47,172.58
Group Health Insurance		8,250,000.00			8,250,000.00	7,696,820.10	553,179.90	553,179.90	
Unemployment Comp.	12,750.03	250,000.00			262,750.03	176,670.04	86,079.99	86,079.99	
Articles									
Building/Capital Purch.	19,362.24	4,000.00		34,500.00	57,862.24	34,500.00	23,362.24	-	23,362.24
FM Computer Software (FY'11 Cap)		60,000.00			60,000.00	35,075.00	24,925.00	-	24,925.00
Sandwich Promotions Fund	2,201.48	17,051.00			19,252.48	18,976.25	276.23	(0.00)	276.23
Natural Resources Capital	13,829.01	-			13,829.01	5,319.64	8,509.37	-	8,509.37
E & R Voting Machines (FY'11 Cap)		50,000.00			50,000.00	49,980.00	20.00	20.00	
Hum. Serv Bldg Chairs (190) (FY'11 Cap)		7,000.00			7,000.00	7,000.00	-	-	
Town Buildings Repairs		-			-	-	-	-	
Old Sandwich Harbor Study (Stab. Fund)	10,983.08	-			10,983.08	1,875.00	9,108.08	-	9,108.08
Grist Mill Dam Repairs (Stab. Fund)		-			-	-	-	-	
Town Hall Prop Repairs (Stab. Fund)	53,105.44	-			53,105.44	51,447.20	1,658.24	0.00	1,658.24
Data Process. Comp. Purch (Stab. Fnd)		-			-	-	-	-	
Mirant Canal Plant Valuation	17,035.63	-			17,035.63	17,035.63	-	-	
Oakcrest Cove Improvements		-			-	-	-	-	
Ryder Property Improvements (171)	49.73	-			49.73	-	49.73	-	49.73

Account	Encumb. Carried Forward	Total ATM	Total STM	Reserve Fund Transfers	Final Appropriation Balance	Total Expenditures	Remaining Appropriation Remaining	Appropriation Savings Closed	Balance Encumbered
E Sandwich Beach Improvements	-	-	-	-	-	-	-	-	-
Workcamper Program Expansion	-	-	-	-	-	-	-	-	-
Conservation Land Maps	2,153.50	-	-	-	2,153.50	-	2,153.50	-	2,153.50
Natural Resources Work Skiff	-	-	-	-	-	-	-	-	-
Annex Copier (FY'07 Capital)	-	-	-	-	-	-	-	-	-
Assessing Software (FY'07 Capital)	13,600.00	-	-	-	13,600.00	12,600.00	1,000.00	-	1,000.00
Natural Resources Dump Trailer ('07 Cap)	666.80	-	-	-	666.80	-	666.80	-	666.80
Natural Resources Trail Maint ('07 Cap)	185.47	-	-	-	185.47	-	185.47	-	185.47
Natural Resources Capital Equip ('10 Cap)	1,528.50	-	-	-	1,528.50	723.54	804.96	-	804.96
Murkwood Prop Electric & Alarm ('07 Cap)	42.53	-	-	-	42.53	-	42.53	-	42.53
Conservation Land Gates ('07 Cap)	250.00	-	-	-	250.00	-	250.00	-	250.00
Facilities Management Mower ('07 Cap)	196.78	-	-	-	196.78	-	196.78	-	196.78
Facilities Management Flail Attach ('07 Cap)	609.15	-	-	-	609.15	-	609.15	-	609.15
I.T. Technology (STM 9/25/06)	-	-	-	-	-	-	-	-	-
ACO Vehicle-171 ('08 Cap)	-	-	-	-	-	-	-	-	-
Conservation Land Imp ('08 Cap)	6.24	-	-	-	6.24	-	6.24	-	6.24
Natural Resources Outboard Eng ('08 Cap)	-	-	-	-	-	-	-	-	-
Natural Resources Shellfish Management	1,505.39	-	-	-	1,505.39	96.00	1,409.39	-	1,409.39
Natural Resources-Ryder/OakCrest Repair	-	-	-	-	-	-	-	-	-
Total articles	150,061.00	12,281,250.00	-	34,500.00	12,482,862.00	11,531,646.44	951,215.56	828,829.27	122,386.29
Total General Government	169,332.29	15,693,161.00	-	(183,858.75)	15,947,835.54	14,754,794.66	1,193,040.88	1,046,077.85	146,963.03
Public Safety									
Operating budgets									
Police Department	36,606.00	3,045,197.00	-	50,000.00	3,131,803.00	3,130,603.00	1,200.00	-	1,200.00
Fire Department	-	2,907,892.00	-	-	3,807,892.00	3,761,433.96	46,458.04	31,734.47	14,723.57
Inspections	-	230,843.00	-	-	230,843.00	221,462.07	9,380.93	9,380.93	-
Weights & Measures	-	1,200.00	-	-	1,200.00	-	1,200.00	1,200.00	-
Emergency Management	-	5,250.00	-	-	5,250.00	4,907.01	342.99	342.99	-
Forest Warden	-	1,500.00	-	-	1,500.00	1,500.00	-	-	-
Bourne Shellfish (830)	-	4,000.00	-	-	4,000.00	4,000.00	-	-	-
Greenhead Fly	-	1,500.00	-	-	1,500.00	1,500.00	-	-	-
Total operating budgets	36,606.00	7,097,382.00	-	50,000.00	7,183,988.00	7,125,406.04	58,581.96	42,658.39	15,923.57
Articles									
PD Building Renovations (FY'07 Cap)	3,257.73	-	-	-	3,257.73	3,257.73	-	-	-
FD Ambulance Defibrillators	-	120,000.00	-	-	120,000.00	119,599.39	400.61	0.00	400.61
FD Vehicle Purchase	-	-	-	-	-	-	-	-	-
FD Fire Engine Lease/Purchase	-	-	-	-	-	-	-	-	-
FD Ambulance Replacement	-	-	-	-	-	-	-	-	-
FD Replace Ambulance (FY'10 Cap)	10,838.90	-	-	-	10,838.90	10,766.00	72.90	(0.00)	72.90
Inspectors Vehicle Purchase (FY'08 Cap)	-	-	-	-	-	-	-	-	-
JSD Copier (FY'08 Cap)	-	-	-	-	-	-	-	-	-
Civil Defense Comm equip (FY'10 Cap)	16,333.89	-	-	-	16,333.89	13,706.61	2,627.28	-	2,627.28
Civil Defense Generator	1,248.35	-	-	-	1,248.35	904.70	343.65	-	343.65
Civil Defense-Operation Center	-	-	-	-	-	-	-	-	-
Total articles	31,678.87	120,000.00	-	-	151,678.87	148,234.43	3,444.44	0.00	3,444.44
Total Public Safety	68,284.87	7,217,382.00	-	50,000.00	7,335,666.87	7,273,640.47	62,026.40	42,658.39	19,368.01

<u>Account</u>	<u>Encumb. Carried Forward</u>	<u>Total ATM</u>	<u>Total STM</u>	<u>Reserve Fund Transfers</u>	<u>Final Appropriation Balance</u>	<u>Total Expenditures</u>	<u>Remaining Appropriation Remaining</u>	<u>Appropriation Savings Closed</u>	<u>Balance Encumbered</u>
Education									
Operating Budgets									
School Department	2,355,764.50	30,176,539.00	(393,508.00)		32,138,795.50	29,317,530.50	2,821,265.00	270,330.49	2,550,934.51
Upper CC Regional Tech School		1,686,655.00	-		1,686,655.00	1,686,655.00	-	-	-
Total operating budgets	2,355,764.50	31,863,194.00	(393,508.00)		33,825,450.50	31,004,185.50	2,821,265.00	270,330.49	2,550,934.51
Articles									
School Safety Equip (FY'08 Cap)		-	-		-	-	-	-	-
H.S. Auditorium Curtains (FY'08 Cap)		-	-		-	-	-	-	-
Oak Ridge/Foresdale Roof Rep ('08 Cap)		-	-		-	-	-	-	-
H T Wing Bldg Study (Art #4 FY'11 ATM)		100,000.00	-		100,000.00	74,207.00	25,793.00	-	25,793.00
Carpeting & Painting (FY'10 Cap)	726.65	-	-		726.65	726.65	-	-	-
Thermal Windows (FY'10 Cap)	4,205.42	-	-		4,205.42	4,205.42	-	-	-
Wastewater Treatment	10,372.01	-	-		10,372.01	-	10,372.01	-	10,372.01
H T Wing Windows/Roof ('08 Cap)		-	-		-	-	-	-	-
H T Wing Triangular Windows ('09 Cap)		-	-		-	-	-	-	-
SHS Field Maint/Improv. (Art #5 FY'11)		34,480.00	-		34,480.00	-	34,480.00	-	34,480.00
Pick-Up and Plow (FY'11 Cap)		45,000.00	-		45,000.00	44,732.00	268.00	-	268.00
Sped Vehicles (FY'08 Capital)		-	-		-	-	-	-	-
Oak Ridge Floor Cleaning Mach ('07 Cap)	400.44	-	-		400.44	-	400.44	-	400.44
Oak Ridge Window Repair ('07 Cap)	4,000.00	-	-		4,000.00	194.58	3,805.42	-	3,805.42
Total articles	19,704.52	179,480.00	-		199,184.52	124,065.65	75,118.87	-	75,118.87
Total Education	2,375,469.02	32,042,674.00	(393,508.00)		34,024,635.02	31,128,251.15	2,896,383.87	270,330.49	2,626,053.38
Public Works									
Operating budgets									
Engineering		123,593.00	-		123,593.00	122,538.79	1,054.21	154.21	900.00
DPW - highways	36,480.39	1,509,979.00	-		1,546,459.39	1,515,467.34	30,992.05	12,817.05	18,175.00
Snow & Ice		250,009.00	-	117,246.92	367,255.92	367,255.92	-	-	-
Streetslights		30,000.00	-		30,000.00	26,443.63	3,556.37	3,556.37	2,435.79
DPW - Landfill	45,904.06	765,569.00	-		811,473.06	808,520.16	2,952.90	517.11	-
Total operating budgets	82,384.45	2,679,150.00	-	117,246.92	2,878,781.37	2,840,225.84	38,555.53	17,044.74	21,510.79
Articles									
Boardwalk Repairs		20,000.00	-	9,375.00	29,375.00	29,375.00	-	-	-
Engineering Vehicle Purchase ('11 Cap)		34,000.00	-		34,000.00	32,940.00	1,060.00	-	1,060.00
Cemetery Capital Projects	4,300.83	-	-		4,300.83	-	4,300.83	-	4,300.83
DPW Pick-up & Plow (FY'10 Cap)	2,478.65	-	-		2,478.65	503.42	1,975.23	-	1,975.23
DPW Basin Truck (FY'10 Cap)	3,678.00	-	-		3,678.00	1,919.50	1,758.50	-	1,758.50
Landfill Trailer (FY'07 Capital)	161.70	-	-		161.70	-	161.70	-	161.70
Wastewater Plan Engineering (Stab. Fund)	41,500.00	-	-		41,500.00	9,250.00	32,250.00	-	32,250.00
Total articles	52,119.18	54,000.00	-		9,375.00	115,494.18	73,987.92	41,506.26	-
Total Public Works	134,503.63	2,733,150.00	-	126,621.92	2,994,275.55	2,914,213.76	80,061.79	17,044.74	63,017.05

Account	Encumb. Carried Forward	Total ATM	Total STM	Reserve Fund Transfers	Final Appropriation Balance	Total Expenditures	Remaining Appropriation Remaining	Appropriation Savings Closed	Balance Encumbered
Health and Human Services									
Operating Budgets									
Health Department	-	167,464.00	-	-	167,464.00	162,354.40	5,109.60	5,109.60	-
Nursing Department	-	118,665.00	-	-	118,665.00	117,987.24	677.76	677.76	-
Social Services	-	21,200.00	-	-	21,200.00	21,200.00	-	-	-
Council on Aging	-	147,520.00	-	-	147,520.00	142,509.34	5,010.66	4,892.77	117.89
Veterans Services Benefits	532.07	17,205.00	-	-	17,737.07	3,619.35	14,117.72	12,117.72	2,000.00
Veterans District Assessment (830)	-	24,795.00	-	-	24,795.00	24,794.21	0.79	0.79	-
Total operating budgets	532.07	496,849.00	-	-	497,381.07	472,464.54	24,916.53	22,798.64	2,117.89
Articles									
A13 FY05 ATM BOH Vehicle	-	-	-	-	-	-	-	-	-
COA 12 Passenger Van (FY'10 Cap)	-	-	-	-	-	-	-	-	-
HSB Copier (FY'07 Capital)	-	-	-	-	-	-	-	-	-
BOH Mass Estuaries (FY'08/'09 Cap)	151,011.00	-	-	-	151,011.00	-	151,011.00	-	151,011.00
Total articles	151,011.00	-	-	-	151,011.00	-	151,011.00	-	151,011.00
Total Health and Human Services	151,543.07	496,849.00	-	-	648,392.07	472,464.54	175,927.53	22,798.64	153,128.89
Cultural & Recreation									
Operating Budgets									
Library	-	866,210.00	-	-	-	873,446.83	-	-	-
Youth Task Force	-	-	-	7,236.83	239,335.58	-	-	-	-
Recreation Department	-	71,149.00	-	-	171,149.00	171,111.80	37.20	37.20	-
Sandy Neck Beach Privileges	-	39,600.00	-	-	39,600.00	39,599.11	0.89	0.89	-
DPW - Parks	-	13,850.00	-	-	35,850.00	35,307.35	542.65	542.65	-
Hoxie House/Gristmill	15,750.86	48,000.00	-	-	63,750.86	43,045.04	20,705.82	-	20,705.82
Memorial Day	-	1,200.00	-	-	1,200.00	1,188.85	11.15	11.15	-
Historic District	-	12,000.00	-	-	12,000.00	11,128.26	871.74	871.74	-
Total operating budgets	15,750.86	1,174,009.00	-	7,236.83	1,196,996.69	1,174,827.24	22,169.45	1,463.63	20,705.82
Articles									
Recreation Sailboats A16 FY'04 ATM	-	-	-	-	-	-	-	-	-
G/M Walkways & Planking (FY'10 Cap)	-	-	-	-	-	-	-	-	-
Library Flooring	-	-	-	-	-	-	-	-	-
Library Building Repairs-HVAC	9,388.55	-	-	-	9,388.55	-	9,388.55	-	9,388.55
Recreation Safety Equipment	-	-	-	-	-	-	-	-	-
Elm Tree Management	-	-	-	-	-	-	-	-	-
East Boat Basin	-	-	-	-	-	-	-	-	-
Marina-Stabilization Vote	68,000.00	-	-	-	68,000.00	-	68,000.00	-	68,000.00
Total articles	77,388.55	-	-	-	77,388.55	-	77,388.55	-	77,388.55
Total Cultural and Recreation	93,139.41	1,174,009.00	-	7,236.83	1,274,385.24	1,174,827.24	99,558.00	1,463.63	98,094.37

Account	Encumb. Carried Forward	Total ATM	Total STM	Reserve Fund Transfers	Final Appropriation Balance	Total Expenditures	Remaining Appropriation Remaining	Appropriation Savings Closed	Balance Encumbered
Debt Service									
<i>Articles</i>									
Short Term Debt	-	75,000.00	-	-	75,000.00	1,500.00	73,500.00	73,500.00	
Debt-Town Principal	-	2,089,011.00	-	-	2,089,011.00	2,089,010.98	0.02	0.02	
Debt-Town Interest	-	1,115,091.00	-	-	1,115,091.00	1,102,370.75	12,720.25	12,720.25	
Land Bank/CPA Debt Svc.	-	1,356,736.00	-	-	1,356,736.00	1,356,734.50	1.50	1.50	
Total articles/debt service	-	4,635,838.00	-	-	4,635,838.00	4,549,616.23	86,221.77	86,221.77	-
Total general fund	2,992,272.29	64,262,264.00	(393,508.00)	-	66,861,028.29	62,267,808.05	4,593,220.24	1,486,595.51	3,106,624.73
State and County assessments					1,308,679.00	1,446,830.00	(138,151.00)	(138,151.00)	

**TOWN OF SANDWICH
COMBINED BALANCE SHEET
All Fund Types and Account Groups
June 30, 2011**

<u>Assets:</u>	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise Funds</u>	<u>Fiduciary & Trust Funds</u>	<u>Acct Group Long Term Obligation</u>	<u>Totals Only</u>
Cash	\$8,424,121	\$9,644,548	\$92,686	\$517,686	\$2,277,927		\$20,956,967
Property Taxes:							
Real Estate	1,222,516						1,222,516
Personal Property	87,572						87,572
Other Receivables:							-
Motor Vehicle Exc.	295,826						295,826
Other Excise	16,870						16,870
Tax Liens	829,382	26,232					855,614
Special Assessment	290,072	35,085					325,157
Deferred Taxes	229,076						229,076
Tax Foreclosures	382,883	25,268					408,152
Due From Other Fnds							-
Amts to be provided							-
Long Term Debt						32,051,608	32,051,608
Total Assets	\$11,778,319	\$9,731,133	\$92,686	\$517,686	\$2,277,927	\$32,051,608	\$56,449,358
Liabilities & Fund Equity:							
Warrants Payable	1,072,113	245,369		10,934	1,288		\$1,329,703
Payroll Whhldgs	\$388,505						\$388,505
Def. Rev. PP & RE	1,134,191						1,134,191
Def. Rev. Other	2,044,110	86,585					2,130,695
Prov. For Abate	175,897						175,897
Notes Payable							-
Tailings	6,296						6,296
Agency Payables					331,529		331,529
Bonds Payable						32,051,608	32,051,608
Total Liabilities	4,821,113	331,954	0	10,934	332,816	32,051,608	37,548,424
Fund Equity:							
FB Res for Encumb.	3,106,625	1,230,063					4,336,687
FB Reserve Expendit.	1,367,711	692,217					2,059,928
Res. for Overlay	150,000						150,000
FB Res. Open Space		397,024					397,024
FB Res. Historic		114,610					114,610
FB Res. Comm Hsng		562,034					562,034
Undesignated	2,332,871	6,403,232	92,686	506,752	1,945,111		11,280,652
Total Fund Equity	6,957,207	9,399,179	92,686	506,752	1,945,111	-	18,900,935
Total Liab & Fd Equity	\$11,778,319	\$9,731,133	\$92,686	\$517,686	\$2,277,927	\$32,051,608	\$56,449,360

**TOWN OF SANDWICH
STATEMENT OF INDEBTEDNESS
FY 2011**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2010	+ New Debt Issued	- Retirements	= Outstanding June 30, 2011	Interest Paid in FY 2011
Buildings	3,000,000.00		300,000.00	2,700,000.00	125,250.00
Departmental Equipment				0.00	
School Buildings	14,5125,000.00	2,360,000.00	3,785,000.00	13,090,000.00	665,781.25
School – All Other				0.00	
Sewer				0.00	
Solid Waste				0.00	
Other Inside	<u>10,995,895.27</u>	<u>3,105,000.00</u>	<u>4,186,268.98</u>	<u>9,914,626.29</u>	<u>441,263.00</u>
SUB-TOTAL - INSIDE	<u>\$28,510,895.27</u>	<u>\$5,465,000.00</u>	<u>\$8,271,368.98</u>	<u>\$25,704,626.29</u>	<u>\$1,232,294.25</u>
Long Term Debt Outside the Debt Limit	Outstanding July 1, 2010	+ New Debt Issued	- Retirements	= Outstanding June 30, 2011	Interest Paid in FY 2011
Airport				0.00	
Gas / Electric Utility				0.00	
Hospital				0.00	
School Buildings				0.00	
Sewer				0.00	
Solid Waste				0.00	
Water				0.00	
Other Outside	<u>6,655,853.00</u>	<u>950,000.00</u>	<u>1,258,871.00</u>	<u>6,346,982.00</u>	<u>300,682.00</u>
SUB-TOTAL - OUTSIDE	<u>\$6,655,853.00</u>	<u>\$950,000.00</u>	<u>\$1,258,871.00</u>	<u>\$6,346,982.00</u>	<u>\$300,682.00</u>
TOTAL - LONG TERM DEBT	<u>\$35,166,748.27</u>	<u>\$6,415,000.00</u>	<u>\$9,530,139.98</u>	<u>\$32,051,608.29</u>	<u>\$1,532,976.25</u>
Short Term Debt	Outstanding July 1, 2010	+ Issued	- Retired	= Outstanding June 30, 2011	Interest Paid in FY 2011
RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings				0.00	
School Buildings				0.00	
Sewer				0.00	
Water				0.00	
Other BANs				0.00	
SANs - State Grant Anticipation				0.00	
FANs - Federal Grant Anticipation				0.00	
Other Short Term Debt				0.00	
TOTAL - SHORT TERM DEBT	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
GRAND TOTAL - ALL DEBT	<u>\$35,166,748.27</u>	<u>\$6,415,000.00</u>	<u>\$9,530,139.98</u>	<u>\$32,051,608.29</u>	<u>\$1,532,976.25</u>

Report of the COLLECTOR OF TAXES

2007 REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	3,469.82	COLLECTED	0.00
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	0.00	TAX TITLE	3,469.82
DEFERRED	0.00	OUTSTANDING - JUNE 30, 2011	0.00
TOTAL	3,469.82	TOTAL	3,469.82

2010 REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	1,163,467.70	COLLECTED	636,543.27
COMMITTED FY 2011	0.00	ABATED	29,306.03
REFUNDED	11,801.09	TAX TITLE	495,236.74
DEFERRED	-13,537.46	OUTSTANDING - JUNE 30, 2011	645.29
TOTAL	1,161,731.33	TOTAL	1,161,731.33

2011 REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	0.00	COLLECTED	42,041,528.22
COMMITTED FY 2011	43,385,960.39	ABATED	215,635.40
REFUNDED	118,251.60	TAX TITLE	0.00
DEFERRED	-25,177.99	OUTSTANDING - JUNE 30, 2011	1,221,870.38
TOTAL	43,479,034.00	TOTAL	43,479,034.00

2007 COMMUNITY PRESERVATION ACT

OUTSTANDING - JULY 1, 2010	83.86	COLLECTED	0.00
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	0.00	TAX TITLE	83.86
DEFERRED	0.00	OUTSTANDING - JUNE 30, 2011	0.00
TOTAL	83.86	TOTAL	83.86

2010 COMMUNITY PRESERVATION ACT

OUTSTANDING - JULY 1, 2010	33,113.17	COLLECTED	18,561.61
COMMITTED FY 2011	0.00	ABATED	141.75
REFUNDED	84.57	TAX TITLE	14,477.12
DEFERRED	0.00	OUTSTANDING - JUNE 30, 2011	17.26
TOTAL	33,197.74	TOTAL	33,197.74

2011 COMMUNITY PRESERVATION ACT

OUTSTANDING - JULY 1, 2010	0.00	COLLECTED	1,261,216.68
COMMITTED FY 2011	1,301,578.59	ABATED	6,041.65
REFUNDED	747.26	TAX TITLE	0.00
DEFERRED	0.00	OUTSTANDING - JUNE 30, 2011	35,067.52
TOTAL	1,302,325.85	TOTAL	1,302,325.85

2007 SANDWICH WATER DISTRICT REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	297.86	COLLECTED	0.00
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	0.00	TAX TITLE	297.86
DEFERRED	0.00	OUTSTANDING - JUNE 30, 2011	0.00
TOTAL	297.86	TOTAL	297.86

2010 SANDWICH WATER DISTRICT REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	66,406.46	COLLECTED	35,613.71
COMMITTED FY 2011	0.00	ABATED	1,582.45
REFUNDED	480.07	TAX TITLE	28,571.91
DEFERRED	-1,071.92	OUTSTANDING - JUNE 30, 2011	46.54
TOTAL	65,814.61	TOTAL	65,814.61

2011 SANDWICH WATER DISTRICT REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	2,249,286.93
REFUNDED	2,490.57
DEFERRED	<u>-1,308.56</u>
TOTAL	2,250,468.94

COLLECTED	2,124,023.73
ABATED	61,908.58
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>64,536.63</u>
TOTAL	2,250,468.94

2010 NORTH SAGAMORE WATER DISTRICT REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	2,884.97
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	2,884.97

COLLECTED	896.32
ABATED	0.00
TAX TITLE	1,988.65
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	2,884.97

2011 NORTH SAGAMORE WATER DISTRICT REAL ESTATE TAX

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	75,759.25
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	75,759.25

COLLECTED	71,533.71
ABATED	1,059.74
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>3,165.80</u>
TOTAL	75,759.25

2010 SANDWICH WATER DISTRICT COMMITTED ASSESSMENT

OUTSTANDING - JULY 1, 2010	1,037.29
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	1,037.29

COLLECTED	528.35
ABATED	0.00
TAX TITLE	508.94
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	1,037.29

2011 SANDWICH WATER DISTRICT COMMITTED ASSESSMENT

OUTSTANDING - JULY 1, 2010	21,236.68
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	21,236.68

COLLECTED	19,827.07
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>1,409.61</u>
TOTAL	21,236.68

2010 SANDWICH WATER DISTRICT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	741.20
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	741.20

COLLECTED	390.90
ABATED	0.00
TAX TITLE	350.30
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	741.20

2011 SANDWICH WATER DISTRICT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	9,560.44
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	9,560.44

COLLECTED	8,513.16
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>1,047.28</u>
TOTAL	9,560.44

2010 STREET BETTERMENT

OUTSTANDING - JULY 1, 2010	185.94
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	<u>0.00</u>
TOTAL	185.94

COLLECTED	0.00
ABATED	0.00
TAX TITLE	185.94
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	185.94

2011 STREET BETTERMENT

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	7,515.64
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>7,515.64</u>

COLLECTED	7,316.58
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>199.06</u>
TOTAL	<u>7,515.64</u>

2010 STREET BETTERMENT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	133.92
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>133.92</u>

COLLECTED	0.00
ABATED	0.00
TAX TITLE	133.92
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	<u>133.92</u>

2011 STREET BETTERMENT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	3,516.78
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>3,516.78</u>

COLLECTED	3,359.94
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>156.84</u>
TOTAL	<u>3,516.78</u>

2011 BEACH BERM BETTERMENT

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	16.84
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>16.84</u>

COLLECTED	16.84
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	<u>16.84</u>

2011 BEACH BERM BETTERMENT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	11.24
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>11.24</u>

COLLECTED	11.24
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	<u>11.24</u>

2010 SEPTIC BETTERMENT

OUTSTANDING - JULY 1, 2010	627.50
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>627.50</u>

COLLECTED	327.50
ABATED	0.00
TAX TITLE	300.00
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	<u>627.50</u>

2011 SEPTIC BETTERMENT

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	20,153.19
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>20,153.19</u>

COLLECTED	19,525.69
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	<u>627.50</u>
TOTAL	<u>20,153.19</u>

2010 SEPTIC BETTERMENT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	427.08
COMMITTED FY 2011	0.00
REFUNDED	0.00
DEFERRED	0.00
TOTAL	<u>427.08</u>

COLLECTED	262.04
ABATED	0.00
TAX TITLE	165.04
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	<u>427.08</u>

2011 SEPTIC BETTERMENT COMMITTED INTEREST

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	10,140.68
REFUNDED	0.00
DEFERRED	0.00
TOTAL	10,140.68

COLLECTED	9,745.05
ABATED	0.00
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	395.63
TOTAL	10,140.68

2010 SANDWICH WATER DISTRICT WATER LIEN

OUTSTANDING - JULY 1, 2010	4,188.55
COMMITTED FY 2011	0.00
REFUNDED	0.00
TOTAL	4,188.55

COLLECTED	2,845.59
TAX TITLE	1,342.96
OUTSTANDING - JUNE 30, 2011	0.00
TOTAL	4,188.55

2011 SANDWICH WATER DISTRICT WATER LIEN

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	45,922.12
REFUNDED	0.00
TOTAL	45,922.12

COLLECTED	39,496.97
TAX TITLE	0.00
OUTSTANDING - JUNE 30, 2011	6,425.15
TOTAL	45,922.12

2007 PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	12,300.99
COMMITTED FY 2011	0.00
REFUNDED	0.00
TOTAL	12,300.99

COLLECTED	1.02
ABATED	0.00
OUTSTANDING - JUNE 30, 2011	12,299.97
TOTAL	12,300.99

2008 PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	11,518.94
COMMITTED FY 2011	0.00
REFUNDED	0.00
TOTAL	11,518.94

COLLECTED	176.91
ABATED	343.26
OUTSTANDING - JUNE 30, 2011	10,998.77
TOTAL	11,518.94

2009 PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	16,832.64
COMMITTED FY 2011	0.00
REFUNDED	0.00
TOTAL	16,832.64

COLLECTED	107.89
ABATED	480.84
OUTSTANDING - JUNE 30, 2011	16,243.91
TOTAL	16,832.64

2010 PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	24,594.44
COMMITTED FY 2011	0.00
REFUNDED	177.14
TOTAL	24,771.58

COLLECTED	6,502.11
ABATED	1,393.20
OUTSTANDING - JUNE 30, 2011	16,876.27
TOTAL	24,771.58

2011 PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	3,254,996.49
REFUNDED	36,930.74
TOTAL	3,291,927.23

COLLECTED	3,218,339.89
ABATED	42,433.82
OUTSTANDING - JUNE 30, 2011	31,153.52
TOTAL	3,291,927.23

2007 SANDWICH WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	969.14
COMMITTED FY 2011	0.00
REFUNDED	0.00
TOTAL	969.14

COLLECTED	0.27
ABATED	0.00
OUTSTANDING - JUNE 30, 2011	968.87
TOTAL	969.14

2008 SANDWICH WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	1,010.83	COLLECTED	12.55
COMMITTED FY 2011	0.00	ABATED	32.91
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>965.37</u>
TOTAL	1,010.83	TOTAL	1,010.83

2009 SANDWICH WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	1,275.53	COLLECTED	1.26
COMMITTED FY 2011	0.00	ABATED	31.95
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>1,242.32</u>
TOTAL	1,275.53	TOTAL	1,275.53

2010 SANDWICH WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	1,672.88	COLLECTED	416.85
COMMITTED FY 2011	0.00	ABATED	91.32
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>1,164.71</u>
TOTAL	1,672.88	TOTAL	1,672.88

2011 SANDWICH WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	0.00	COLLECTED	231,831.81
COMMITTED FY 2011	234,312.07	ABATED	3,054.92
REFUNDED	<u>2,595.11</u>	OUTSTANDING - JUNE 30, 2011	<u>2,020.45</u>
TOTAL	236,907.18	TOTAL	236,907.18

2007 NORTH SAGAMORE WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	15.45	COLLECTED	0.00
COMMITTED FY 2011	0.00	ABATED	15.45
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	15.45	TOTAL	15.45

2008 NORTH SAGAMORE WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	4.62	COLLECTED	0.00
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>4.62</u>
TOTAL	4.62	TOTAL	4.62

2009 NORTH SAGAMORE WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	0.77	COLLECTED	0.77
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	0.77	TOTAL	0.77

2010 NORTH SAGAMORE WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	33.03	COLLECTED	19.50
COMMITTED FY 2011	0.00	ABATED	0.00
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>13.53</u>
TOTAL	33.03	TOTAL	33.03

2011 NORTH SAGAMORE WATER DISTRICT PERSONAL PROPERTY TAX

OUTSTANDING - JULY 1, 2010	0.00	COLLECTED	487.07
COMMITTED FY 2011	527.87	ABATED	0.00
REFUNDED	<u>0.00</u>	OUTSTANDING - JUNE 30, 2011	<u>40.80</u>
TOTAL	527.87	TOTAL	527.87

2006 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	17,506.00
COMMITTED FY 2011	0.00
REFUNDED	<u>0.00</u>
TOTAL	17,506.00

COLLECTED	1,137.85
ABATED	16,368.15
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	17,506.00

2007 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	21,643.92
COMMITTED FY 2011	0.00
REFUNDED	<u>0.00</u>
TOTAL	21,643.92

COLLECTED	2,454.11
ABATED	19,189.81
ADJUSTMENTS	0.00
OUTSTANDING - JUNE 30, 2011	<u>0.00</u>
TOTAL	21,643.92

2008 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	30,663.20
COMMITTED FY 2011	0.00
REFUNDED	<u>869.06</u>
TOTAL	31,532.26

COLLECTED	10,066.99
ABATED	1,305.57
ADJUSTMENTS	0.00
OUTSTANDING - JUNE 30, 2011	<u>20,159.70</u>
TOTAL	31,532.26

2009 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	58,402.18
COMMITTED FY 2011	1,189.85
REFUNDED	<u>1,455.02</u>
TOTAL	61,047.05

COLLECTED	32,218.21
ABATED	2,491.98
ADJUSTMENTS	0.00
OUTSTANDING - JUNE 30, 2011	<u>26,336.86</u>
TOTAL	61,047.05

2010 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	206,335.25
COMMITTED FY 2011	271,091.30
REFUNDED	<u>18,788.94</u>
TOTAL	496,215.49

COLLECTED	408,625.45
ABATED	34,249.73
OUTSTANDING - JUNE 30, 2011	<u>53,340.31</u>
TOTAL	496,215.49

2011 MOTOR VEHICLE TAX

OUTSTANDING - JULY 1, 2010	0.00
COMMITTED FY 2011	2,266,753.90
REFUNDED	<u>21,710.98</u>
TOTAL	2,288,464.88

COLLECTED	2,029,718.91
ABATED	62,833.76
OUTSTANDING - JUNE 30, 2011	<u>195,912.21</u>
TOTAL	2,288,464.88

2007 BOAT EXCISE TAX

OUTSTANDING - JULY 1, 2010	3,562.50
COMMITTED FY 2011	0.00
REFUNDED	<u>0.00</u>
TOTAL	3,562.50

COLLECTED	77.00
ABATED	110.00
OUTSTANDING - JUNE 30, 2011	<u>3,375.50</u>
TOTAL	3,562.50

2008 BOAT EXCISE TAX

OUTSTANDING - JULY 1, 2010	4,057.58
COMMITTED FY 2011	0.00
REFUNDED	<u>42.50</u>
TOTAL	4,100.08

COLLECTED	104.00
ABATED	167.00
OUTSTANDING - JUNE 30, 2011	<u>3,829.08</u>
TOTAL	4,100.08

2009 BOAT EXCISE TAX

OUTSTANDING - JULY 1, 2010	4,519.50
COMMITTED FY 2011	0.00
REFUNDED	<u>137.76</u>
TOTAL	4,657.26

COLLECTED	1,506.67
ABATED	612.09
OUTSTANDING - JUNE 30, 2011	<u>2,538.50</u>
TOTAL	4,657.26

2010 BOAT EXCISE TAX

OUTSTANDING - JULY 1, 2010	6,721.32	COLLECTED	2,750.02
COMMITTED FY 2011	0.00	ABATED	1,001.27
REFUNDED	<u>193.29</u>	OUTSTANDING - JUNE 30, 2011	<u>3,163.32</u>
TOTAL	6,914.61	TOTAL	6,914.61

2011 BOAT EXCISE TAX

OUTSTANDING - JULY 1, 2010	0.00	COLLECTED	19,706.97
COMMITTED FY 2011	26,936.00	ABATED	3,384.68
REFUNDED	<u>119.65</u>	OUTSTANDING - JUNE 30, 2011	<u>3,964.00</u>
TOTAL	27,055.65	TOTAL	27,055.65

COLLECTIONS NOT TAX FY 2011

TITLE 5 - SEPTIC PRINCIPAL	842.79
TITLE 5 - SEPTIC INTEREST	489.13
LANDFILL STICKERS	644,320.00
BEACH STICKERS	157,670.00

Report of the FINANCE COMMITTEE

After months of careful examination, deliberation and fine-tuning, the FY 2012 budget was presented and passed at the Annual Town Meeting on May 2, 2011 as recommended by the Board of Selectmen and the Finance Committee. This budget was adjusted slightly at a Special Town Meeting held on November 7, 2011 after the state finalized its budget and state aid figures.

The adjusted FY 2012 budget calls for a total expenditure of \$65,937,056 representing an increase of \$568,191 (0.87%) over the FY 2011 budget.

An increase of less than 1%, by any measure, is a very lean budget. In the best-case scenario, this could be considered a level-service budget. Certainly there is no expectation that it will result in any increase in service levels.

The portion of the budget which makes up the general government (non-school) operating budget calls for a 3% increase to cover increases in expenses, most of which are salary increases related to collective bargaining agreements. It is not anticipated that there will be sufficient funds available to increase staffing levels in any general government department.

The school budget calls for a reduction in the local contribution of \$557,804 and an increase in Chapter 70 state aid to schools of \$34,049. The result is an overall 1.9% reduction in the school department operating budget. It is important to note that student enrollment continues to decrease significantly. Over the last nine years enrollment has decreased from 4,171 to 3,296 (21%). Recent forecasts predict enrollment will continue to decline in the foreseeable future.

At the time this report is being written, work on developing the FY 2013 budget has already begun and the Finance Committee is actively involved in that process. Aside from the details of the annual budget, there are also a number of larger issues facing the town.

- The town is currently studying the possibility of building a combined Police and Fire public-safety facility. The proposal will be for the most significant enhancement of our public safety facilities in decades, but won't come without a significant tax impact.

- As the population in Sandwich is getting older there will be increased demand for services for the senior population and decreased demand for school services.
- As more charter school options become available for Sandwich students, our tuition assessment continues to increase to levels never before imagined. In FY 2006 the actual cost (assessment - reimbursement) of charter school tuition was \$200,000. We project that in FY 2013 it will be over \$1.2 million, with no indication this trend has stabilized yet.
- The town received a preliminary engineering report suggesting that the Wing School needs extensive repairs and improvements, which would cost at least \$30 million. This has prompted the town to engage in further analysis to determine the most practical future use of the Wing School facility.
- At the time this report is being written, the largest collective bargaining unit in the town has been working without a contract since 2010. As negotiations continue, it's unknown what the financial liability might be for retroactive changes, or if there will be any at all.

The Finance Committee, which functions as an independent advisory committee, weighs the input from relevant parties on all financial matters and analyzes the impact that each financial decision will have on the taxpayers, residents and visitors of Sandwich. Our objective is to provide meaningful financial advice and recommendations to the Board of Selectmen and the voters of Sandwich. The current Finance Committee is comprised of nine members with varied backgrounds and areas of expertise. Each member is an active and valuable contributor, resulting in a very strong committee.

Respectfully submitted,

William Diederling, Chair
Paul Sylvia, Vice-Chair
Linda Bliss
Courtney Bridge
Thomas R. Hickey
Paul C. Kilty
Gene Parini
John D. Vibberts
Ellen Yaffe

Report of the TOWN TREASURER

I would like to thank the Board of Selectman, Town Administrator, and the employees of all the other Town Departments for their assistance and cooperation throughout the past year. I would like to especially thank my staff, Robin Cherry, Christine Brailey-Greene, and Linda Kiley for their dedication, support, and hard work which is greatly appreciated.

Respectfully submitted,

Craig F. Mayen
Town Treasurer

TREASURER'S SUMMARY FY 11 – July 1, 2010 to June 30, 2011

<u>General Cash Summary</u>	<u>Date</u>	<u>Amount</u>
Cash Checking Account	6/30/10	\$3,132,911.39
Investments	6/30/10	\$17,520,033.42
Receipts	7/01/10-6/30/11	\$75,665,295.79
Disbursements	7/01/10-6/30/11	\$75,361,274.79
Total Cash 6/30/11		\$20,956,965.81
<u>Statement of Accounts Balance 6/30/11</u>		
General Funds: Checking		\$6,303,241.14
General Funds: Investments		\$6,171,426.44
Marina		\$1,016,534.76
Hoxie House		\$35,332.99
Wastewater Treatment		\$44,673.03
Stabilization		\$834,243.84
Boardwalk Fund		\$26,170.30
Municipal Golf Course		\$562,909.65
Landbank		\$3,815,307.33
Other Special Revenue		\$407,202.25
Trust Funds		\$1,739,924.08
Total Cash 6/30/11		\$20,956,965.81
<u>Earnings on Investments on Various Accounts</u>		
General Cash		\$71,100.03
Marina		\$2,880.92
Hoxie House		\$109.76
Stabilization		\$5,071.95
Boardwalk		\$211.78
Golf Course		\$1,419.18
CPA Fund		\$11,767.76
Total Interest 6/30/11		\$92,561.38

Treasurer's Trust Funds

Various Funds:	Original	Balance	Additional	Interest	Withdrawals	Balance
Cemetery Funds:	Bequest	7/1/2010	Bequest	Income		6/30/2011
Bayview Cemetery						
Sale Of Lots & Graves	\$ 0-	\$8,040.97		\$20.39		\$8,061.36
Perpetual Care	\$21,151.35	\$73,031.91	\$642.44	\$186.07		\$73,860.42
Cedarville Cemetery	\$15,200.00	\$67,149.21		\$170.37		\$67,319.58
Forestdale Cemetery	\$720.47	\$4,848.74		\$12.31		\$4,861.05
Freeman Cemetery	\$1,272.89	\$11,875.33		\$30.12		\$11,905.45
Mt. Hope Cemetery	\$4,550.00	\$21,056.50		\$53.42		\$21,109.92
Old Town Cemetery	\$1,200.00	\$22,394.12		\$56.82		\$22,450.94
St. Peter's Cemetery	\$550.00	\$1,449.38		\$3.69		\$1,453.07
Spring Hill Cemetery	\$800.00	\$831.40		\$2.13		\$833.53
Wakeby Cemetery	\$1,600.00	\$18,360.93		\$46.59		\$18,407.52
New Town Cemetery						
Sale Of Lots & Graves	\$ 0-	\$257,269.83	\$16,500.00	\$806.63		\$274,576.46
Perpetual Care	\$ 0-	\$316,629.27	\$7,800.00	\$909.00	\$(22,000.00)	\$303,338.27
Totals	\$47,044.71	\$802,937.59	\$24,942.44	\$2,297.54	\$(22,000.00)	\$808,177.57
Law Enforcement Funds:		\$822.69	\$2,384.50	\$3.86		\$3,211.05
Total		\$822.69	\$2,384.50	\$3.86		\$3,211.05
Miscellaneous Funds:						
Dr. Samuel M. Beale, Jr.	\$3,900.69	\$8,951.10		\$22.68		\$8,973.78
Nurse Brennan Funds	\$ 0-	\$31,284.36	\$4,909.02	\$84.66		\$36,278.04
Edwin Brown Beautification	\$930.00	\$1,403.33		\$3.57		\$1,406.90
H. Eugene Carr	\$100.00	\$252.76		\$0.62		\$253.38
Lots 451 + 452 Dillingham	\$1,200.00	\$16,234.62		\$41.19		\$16,275.81
Eaton Fund	\$5,100.00	\$6,369.58		\$15.92	\$(300.00)	\$6,085.50
Mary I. Freeman Nursing	\$1,000.00	\$1,031.07		\$2.63		\$1,033.70
Raymond Hamblin Boy Scout	\$630.00	\$1,170.29		\$2.96		\$1,173.25
Nye Monument	\$100.00	\$2,336.23		\$5.94		\$2,342.17
Post War Rehab Fund	\$ 0-	\$1,300.13		\$3.32		\$1,303.45
Tupper Family	\$500.00	\$5,057.60		\$12.83		\$5,070.43
Council On Aging - Tuttle	\$1,433.06	\$8,105.82		\$20.56		\$8,126.38
Robert Black Friendship	\$23,727.58	\$41,879.09		\$106.24		\$41,985.33
Totals	\$38,621.33	\$125,375.98	\$4,909.02	\$323.12	\$(300.00)	\$130,308.12
Scholarship Funds:						
Jack Alves	\$300.00	\$3,217.21	\$150.00	\$8.38		\$3,375.59
Mary C. Baker	\$25,000.00	\$32,196.61		\$81.39	\$(500.00)	\$31,778.00
Sarah J. Bradley	\$1,000.00	\$1,405.38		\$3.54	\$(82.07)	\$1,326.85
Hannah B. Belcher	\$2,000.00	\$3,133.97		\$15.00	\$(100.00)	\$3,048.97
Eugene S. Clark, Jr.	\$40,015.49	\$53,282.97		\$134.15	\$(1,500.00)	\$51,917.12
John F. Clayton	\$9,647.62	\$13,507.85		\$34.28		\$13,542.13
Timothy Colombo	\$8,335.00	\$11,117.08		\$27.93	\$(500.00)	\$10,645.01
Paul C. Ewer, Jr.	\$2,485.00	\$3,867.71		\$9.73	\$(150.00)	\$3,727.44
Wayne H. Gilmore	\$10,864.00	\$13,857.49		\$34.77	\$(700.00)	\$13,192.26
Mary E. & Henry L. Hall	\$16,506.40	\$19,777.00		\$49.79	\$(700.00)	\$19,126.79
William M. Harrison	\$10,000.00	\$14,449.30		\$36.50	\$(300.00)	\$14,185.80
Alvah B. Holway	\$1,000.00	\$1,966.91		\$4.93	\$(100.00)	\$1,871.84
David B. Laffoon	\$1,160.00	\$2,705.82		\$6.88		\$2,712.70
Sylvester Mcginn	\$10,000.00	\$13,985.16		\$35.48		\$14,020.64
Sandwich Academy	\$325.00	\$1,490.58		\$3.80		\$1,494.38
Elizabeth T. Vanbuskirk	\$6,838.00	\$13,070.98		\$33.18		\$13,104.16
George S. Wing	\$4,000.00	\$5,598.80		\$14.12	\$(150.00)	\$5,462.92
Eva G. Strain	\$184,255.29	\$323,683.56	\$2,072.81	\$982.62	\$(4,000.00)	\$322,738.99
Annie Chamberlain	\$4,133.80	\$4,900.11		\$12.43		\$4,912.54
Heather Kull	\$583.00	\$876.09		\$2.24		\$878.33
John & Ruth Tyback	\$10,420.00	\$24,687.42	\$10,500.00	\$76.82	\$(1,000.00)	\$34,264.24
Donald Long	\$5,625.00	\$6,835.78		\$17.33		\$6,853.11
Frances Silva	\$2,200.00	\$2,278.13		\$5.78		\$2,283.91
Class Of 2000	\$4,000.00	\$4,504.42		\$11.33	\$(200.00)	\$4,315.75
Totals	\$360,693.60	\$576,396.33	\$12,722.81	\$1,642.40	\$(9,982.07)	\$580,779.47
Combined Library Funds	\$216,687.71	\$226,176.35		\$671.52	\$(9,400.00)	\$217,447.87
Total	\$216,687.71	\$226,176.35		\$671.52	\$(9,400.00)	\$217,447.87
GRAND TOTALS	\$663,047.35	\$1,731,708.94	\$44,958.77	\$4,938.44	\$(41,682.07)	\$1,739,924.08

WAGE REPORT– 2011

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Benefits</u>	<u>Total</u>
Abbott, Amy	Teacher	45,939.84	195.00	0	0	46,134.84
Abbott, Joanne	Educational Support Personnel	20,500.64	702.38	0	0	21,203.02
Adams, Barbara Bemis	Teacher	50,285.80	6,510.00	0	0	56,795.80
Ahari, Kathleen	Transportation	22,803.94	891.96	150.99	0	23,846.89
Ahlgren, Merry Sue	Teacher	53,825.80	2,800.00	0	0	56,625.80
Ahonen, Cheryl A.	School Lunch	5,731.10	641.88	0	0	6,372.98
Ahonen, Jean A.	Teacher	74,192.00	3,300.00	0	0	77,492.00
Aiello, Kim	Educational Support Personnel	19,322.10	525.00	0	0	19,847.10
Aiken, Theresa	Community School	175.00	0	0	0	175.00
Alcorn, Therese M.	Teacher	68,385.00	2,300.00	0	0	70,685.00
Aldrich, Justin A.	Substitutes	2,660.00	0	0	0	2,660.00
Aldrich, Kathryn	Teacher	44,692.40	1,118.75	0	0	45,811.15
Allietta, Patricia C.	Teacher	69,231.00	2,880.00	0	0	72,111.00
Almas, Laura	Substitutes	560.00	0	0	0	560.00
Alves, Jason M.	Substitutes	1,050.00	0	0	0	1,050.00
Ames, David G.	Fire Special Detail	0	853.00	0	0	853.00
Ames, David G.	Fire	56,470.56	645.00	29,938.14	50.00	87,103.70
Ames, Scott	Fire Special Detail	0	476.00	0	0	476.00
Ames, Scott	Fire	65,190.14	760.00	25,454.63	50.00	91,454.77
Andersen, Mary Beth	School Lunch	8,613.82	712.36	0	0	9,326.18
Anderson, Chenel L.	Transportation	13,905.14	0	0	0	13,905.14
Anderson, Cheryl S.	Teacher	68,385.00	1,800.00	0	0	70,185.00
Anderson, Cynthia B.	Library	41,861.20	375.00	0	0	42,236.20
Anderson, Heather A.	School Lunch	85.14	0	0	0	85.14
Anderson, Michelle J.	Child Care Center	10,955.86	90.00	108.45	0	11,154.31
Anderson, Philip H.	Police	57,437.20	0	27,368.74	0	84,805.94
Anderson, Philip H.	Police Special Detail	0	1,261.58	0	0	1,261.58
Anderson, Robert.	Municipal Golf Course	24,815.21	0	1,076.68	0	25,891.89
Anderson-Walsh, Heidi	Secretarial	43,024.80	850.00	0	0	43,874.80
Andreotti, Cassandra M.	Community School	1,142.91	0	0	0	1,142.91
Angelique, Young	Community School	460.50	0	0	0	460.50
Antonowicz, Cole	Community School	4,448.14	0	0	0	4,448.14
Arado-olson, Filomena	Community School	391.00	0	0	0	391.00
Archambeault Jr., Leo	Custodians	39,988.00	1,979.35	3,806.58	200.00	45,973.93
Archambeault, Carol A.	Teacher	69,231.00	0	0	0	69,231.00
Arnold, Alexandra En.	Child Care Center	4,582.08	0	0	0	4,582.08
Arrimour, Lindsey M.	Teacher	41,327.72	1,636.67	0	0	42,964.39
Auclair, Richard	Custodians	36,612.20	0	532.97	200.00	37,345.17
Augusta, Jillian	Recreation	2,506.89	0	0	0	2,506.89
Austin, Michelle J.	Administration	98,641.92	4,500.00	0	0	103,141.92
Austin, Samantha R.	Substitutes	17,110.63	5,370.00	0	0	22,480.63
Avery, Ellen M.	Child Care Center	28,339.17	0	40.55	0	28,379.72
Avery, Todd E.	Child Care Center	32.50	0	0	0	32.50
Aycock, C. David	Teacher	68,385.00	16,118.00	0	0	84,503.00
Babineau, Kathleen	Teacher	55,126.32	4,087.50	0	0	59,213.82
Bach, Gilbert W.	Coaching	70.00	4,065.00	0	0	4,135.00
Bahman, Susan D.	Teacher	74,192.00	1,800.00	0	0	75,992.00
Balcom, Anne	Educational Support Personnel	20,184.79	565.00	0	0	20,749.79
Balkam, Pamela J.	Educational Support Personnel	21,251.53	584.27	0	0	21,835.80
Balzarini, Lauren A.	Substitutes	1,185.00	0	0	0	1,185.00
Bamert, Anita J.	Community School	5,725.50	0	0	0	5,725.50
Baptiste, Courtney E.	Child Care Center	1,588.19	0	0	0	1,588.19
Barbeau, Wendy E.	Community School	340.00	0	0	0	340.00
Barber III, George F.	Substitutes	490.00	0	0	0	490.00
Barber, Gregg J.	Department Of Public Works	4,734.00	0	0	0	4,734.00
Barber, Marcus J.	Department Of Public Works	7,032.25	396.00	223.01	0	7,651.26
Barbosa, Dianna L.	Administration	18,119.60	0	0	0	18,119.60
Barr, Carol A.	Conservation Comm.	9,317.70	0	0	0	9,317.70
Barrette, Dana P.	Administration	2.00	0	0	0	2.00
Bartlett, Joyce	Department Of Public Works	48,303.96	751.23	533.55	0	49,588.74

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Bartlett-Kelly, Ann	Teacher	64,333.16	3,314.00	0	0	67,647.16
Bassett, Marilyn	Planning & Development	40,558.98	2,192.84	137.34	0	42,889.16
Baumgartner, Nicole	Teacher	45,939.84	5,236.83	0	0	51,176.67
Baumhoff, Martin W.	Fire	60,952.42	2,814.04	25,575.33	50.00	89,391.79
Baumhoff, Martin W.	Fire Special Detail	0	1,192.00	0	0	1,192.00
Beane, Pamela Ann	Educational Support Personnel	18,570.93	0	0	0	18,570.93
Beaton, Dianne L.	Transportation	22,430.77	883.55	64.49	0	23,378.81
Bechard, Shannon O.	Teacher	58,361.16	875.00	0	0	59,236.16
Beikes, Linda	Educational Support Personnel	18,713.09	0	0	0	18,713.09
Bell, Kim	Fire	47,424.72	475.00	8,354.43	1,200.00	57,454.15
Bellao, Breanne E.	Child Care Center	742.28	0	0	0	742.28
Bellao, Sharon	Administration	52,241.91	0	0	0	52,241.91
Benedict, David H.	Department Of Public Works	4,050.00	0	0	0	4,050.00
Bengtson, Christine M.	Educational Support Personnel	4,783.39	0	0	0	4,783.39
Bentley, Paul W.	Coaching	0	4,065.00	0	0	4,065.00
Berard, Melissa R.	Community School	455.00	0	0	0	455.00
Beriau, Timothy J.	Recreation	139.50	0	0	0	139.50
Berisha, Ylber S.	Department Of Public Works	44,918.48	4,596.07	3,375.31	300.00	53,189.86
Berry, Elaine M.	Teacher	58,589.04	0	0	0	58,589.04
Berry, Lori L.	Substitutes	3,710.00	0	0	0	3,710.00
Bertucci Hartney, Jessica	Substitutes	6,040.00	0	0	0	6,040.00
Birmingham, Stephen J.	Educational Support Personnel	6,800.40	0	0	0	6,800.40
Black III, Robert R.	Fire	55,001.18	22,282.24	17,988.99	50.00	95,322.41
Black IV, Robert R.	Fire	60,354.98	0	17,828.12	50.00	78,233.10
Black IV, Robert R.	Fire Special Detail	0	732.00	0	0	732.00
Black, Kara	Teacher	45,939.84	0	0	0	45,939.84
Black, Lyndsay E.	Child Care Center	18,928.70	0	0	0	18,928.70
Blackington, Jennifer A.	Teacher	19,606.00	2,850.60	300.50	0	22,757.10
Blackmore, Stephen	Community School	420.00	0	0	0	420.00
Blades, Thomas A.	Custodians	4,055.19	0	0	0	4,055.19
Blake, Jean M.	Substitutes	3,220.00	0	0	0	3,220.00
Blount, Stacey L.	Teacher	69,231.00	1,800.00	0	0	71,031.00
Bobal, Dawne S.	Community School	5,206.25	0	0	0	5,206.25
Bondarek, Brian A.	Police	56,096.80	0	28,139.43	0	84,236.23
Bondarek, Brian A.	Police Special Detail	0	3,708.00	0	0	3,708.00
Bondarek, Michael T.	Police	74,107.28	9,218.08	13,516.82	0	96,842.18
Booras, Ellin	Administration	111,683.00	2,000.00	0	0	113,683.00
Booth, James A.	Maintenance Supervisors	53,601.28	2,114.92	4,791.65	0	60,507.85
Boucher, Guy J.	Recreation	57,346.19	0	0	0	57,346.19
Bound, Emma	Recreation	2,550.13	0	0	0	2,550.13
Bound, Joshua	Police	84,997.60	0	65,927.82	0	150,925.42
Bound, Joshua	Police Special Detail	0	8,024.20	0	0	8,024.20
Boutin, Robert M.	Community School	360.00	0	0	0	360.00
Bova, Jaclyn M.	Substitutes	3,850.00	0	0	0	3,850.00
Bovarnick, Warren H.	Tax Collector	41,639.92	425.00	0	0	42,064.92
Bovat, Sandra J.	Educational Support Personnel	19,088.10	180.00	0	0	19,268.10
Brackett, Doreen J.	Substitutes	5,110.00	0	0	0	5,110.00
Bradbury, Erin L	Hoxie House	121.50	0	0	0	121.50
Bradley, Keith F	Community School	937.97	0	0	0	937.97
Brady, Clare M	Teacher	73,414.00	420.00	0	0	73,834.00
Brady, David W	Custodians	5,788.80	0	0	0	5,788.80
Brady, Ellen K	Community School	200.00	0	0	0	200.00
Brady, Stephanie	School Lunch	27,188.91	1,090.00	0	0	28,278.91
Brailey-greene, Christine	Treasurer	32,584.36	133.78	0	0	32,718.14
Brault, Danielle	Substitutes	840.00	0	0	0	840.00
Brennan, Lynda J	Teacher	81,770.24	2,300.00	0	0	84,070.24
Brickley, Tess A.	Community School	667.38	0	0	0	667.38
Brides, Gail	Tutors	5,092.41	584.45	0	0	5,676.86
Bridges, Benjamin	Department Of Public Works	0	750.75	0	0	750.75
Bridges, Mark S.	Maintenance Supervisors	17,119.20	32,792.00	0	0	49,911.20
Bridges, Matthew J.	Administration	117,999.96	0	0	0	117,999.96
Brooks, Suzanne M.	School Lunch	193.93	0	0	0	193.93

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Brothers, Matthew	Teacher	41,528.48	3,271.00	0	0	44,799.48
Brow, Doris L.	Library	40,827.63	375.00	0	0	41,202.63
Brown, Geoffrey	Substitutes	630.00	0	0	0	630.00
Brun, Daniel J.	Fire	55,349.66	530.00	34,718.13	50.00	90,647.79
Brun, Daniel J.	Fire Special Detail	0	1,048.00	0	0	1,048.00
Brun, Robert	Police	63,990.08	0	32,469.09	0	96,459.17
Brun, Robert	Police Special Detail	0	9,501.68	0	0	9,501.68
Brunelli, Virginia	School Lunch	5,558.93	650.00	0	0	6,208.93
Bruster, Harold G.	Community School	2,409.00	0	0	0	2,409.00
Brynildsen, Kenneth G.	Substitutes	140.00	0	0	0	140.00
Bucci, Carol A.	Library	14,533.53	0	0	0	14,533.53
Buckland, Kevin J.	Department Of Public Works	51,812.08	5,358.04	647.96	0	57,818.08
Buckley, Donna	Community School	1,267.69	0	0	0	1,267.69
Buckner, Marie	Human Resources	77,944.52	450.00	0	0	78,394.52
Budzynkiewicz, Suzanne	Teacher	64,982.00	3,250.00	0	0	68,232.00
Bumstead, Kathy	Tutors	1,220.00	55.00	0	0	1,275.00
Bunds Schuh, Moira L.	Teacher	50,789.04	2,407.50	0	0	53,196.54
Bunker, Kerin E.	Substitutes	2,436.00	0	0	0	2,436.00
Burbank, Adam J.	Department Of Public Works	4,374.00	0	0	0	4,374.00
Burbank, Susan M.	School Lunch	8,983.67	757.38	0	0	9,741.05
Burke, John	Fire Special Detail	0	1,654.00	0	0	1,654.00
Burke, John J.	Fire	71,561.30	645.00	45,062.88	50.00	117,319.18
Burke, Kathleen	Substitutes	2,380.00	0	0	0	2,380.00
Burlingame, Sheryl A.	Teacher	68,385.00	3,300.00	0	0	71,685.00
Burns, Donna Marie	Community School	77,516.95	0	0	0	77,516.95
Burns, Eileen E.	Hoxie House	1,188.00	0	90.00	0	1,278.00
Burns, Michaela R.	Community School	168.98	0	0	0	168.98
Burns, Sister J.	Teacher	74,192.00	2,800.00	0	0	76,992.00
Burrill, Lee E.	Fire	4,365.92	64,654.44	0	50.00	69,070.36
Butland, Susan K.	Transportation	5,176.15	0	0	0	5,176.15
Butland-Coke, Katie	Transportation	24,904.82	688.31	706.36	0	26,299.49
Butler, Sean	Fire Special Detail	0	280.00	0	0	280.00
Butler, Sean S.	Fire	65,169.10	645.00	6,542.24	50.00	72,406.34
Buttafuoco, Janet S.	Teacher	51,221.32	0	0	0	51,221.32
Byron, Priscilla A.	School Lunch	27,188.91	800.00	0	0	27,988.91
Cabral, Christa	Police	39,376.08	0	11,344.45	0	50,720.53
Cahill, Lisa Ag.	Teacher	51,219.32	90.00	0	0	51,309.32
Campbell, Brie E.	Community School	465.51	0	0	0	465.51
Campbell, Donald	Fire	65,157.03	0	50,881.66	50.00	116,088.69
Campbell, Donald	Fire Special Detail	0	1,452.00	0	0	1,452.00
Canfield, C. Richard	Administration	74,146.21	0	0	6,500.00	80,646.21
Canning, Martine	Educational Support Personnel	4,392.60	0	0	0	4,392.60
Canning, Nancy	Community School	912.75	0	0	0	912.75
Cannon, Liam D.	Community School	325.00	0	0	0	325.00
Carafone, Anthony F.	Teacher	22,668.45	0	0	0	22,668.45
Cardalino, Paul	Municipal Golf Course	4,664.56	0	0	0	4,664.56
Cardone, Michael K	Teacher	13,205.52	40.00	0	0	13,245.52
Cardoza, Tara L.	Teacher	48,259.44	827.00	0	0	49,086.44
Carig, Suzanne	Substitutes	3,150.00	0	0	0	3,150.00
Carl, Catherine	Teacher	68,385.00	1,788.00	0	0	70,173.00
Carlson, Joseph P.	Elections & Reg.	125.00	0	0	0	125.00
Carlyle, Laura R.	Teacher	68,135.00	5,341.00	0	0	73,476.00
Carmichael, Pamela J.	Library	23,878.79	300.00	0	0	24,178.79
Carroll, Christine L.	Teacher	68,645.32	1,105.88	0	0	69,751.20
Carter, Jeffery L.	Teacher	66,568.27	11,183.73	0	0	77,752.00
Carter, Lisa M.	Teacher	61,885.97	2,447.19	0	0	64,333.16
Carty, Maureen	Planning & Development	15,928.56	397.74	0	0	16,326.30
Casali, Mary L.	Substitutes	560.00	0	0	0	560.00
Casey, Patricia O.	School Lunch	43,004.52	1,035.00	0	0	44,039.52
Cassista, Matthew J.	East Boat Basin	5,597.50	0	337.50	0	5,935.00
Catalano, Mary K.	School Lunch	8,535.01	833.68	0	0	9,368.69
Caulkins, Joan D.	Secretarial	68,664.22	3,000.00	0	0	71,664.22

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Cavanaugh, Timothy	Police Special Detail	0	12,724.96	0	0	12,724.96
Cavanaugh, Timothy M.	Police	61,899.84	0	48,573.72	0	110,473.56
Chagnon, Doreen	Teacher	66,312.84	0	0	0	66,312.84
Chamberlain, Carly	Educational Support Personnel	21,247.01	763.47	0	0	22,010.48
Chambers, Paula	Teacher	53,958.92	323.60	0	0	54,282.52
Cherry, Robin M	Treasurer	39,655.56	375.00	0	0	40,030.56
Chesky, Michael	Department Of Public Works	47,015.08	2,548.82	552.96	300.00	50,416.86
Chicco, Judth Ellen	Teacher	26,358.00	0	0	0	26,358.00
Childs, Edward L.	Assessors	98,370.62	525.00	0	0	98,895.62
Chilson, Ruth F.	Teacher	72,135.00	2,300.00	0	0	74,435.00
Christensen, Adam J.	Tutors	553.63	0	0	0	553.63
Christiani, Daniel	Community School	785.38	0	0	0	785.38
Chuda, Beverly Y.	Child Care Center	28,924.87	0	0	0	28,924.87
Cianciolo, Elizabeth	Child Care Center	30,321.95	0	0	0	30,321.95
Clabault, Colleen D.	Teacher	70,278.44	3,300.00	0	0	73,578.44
Clancy, Elizabeth	Community School	1,039.98	2,790.00	0	0	3,829.98
Clancy, Jennifer M.	Community School	1,749.63	0	0	0	1,749.63
Clancy, Jennifer M.	Recreation	4,875.65	0	0	0	4,875.65
Clancy, Megan E.	Community School	3,501.32	876.76	0	0	4,378.08
Clark, Christine	Teacher	65,577.88	3,590.00	0	0	69,167.88
Clark, Elizabeth	Substitutes	2,660.00	0	0	0	2,660.00
Clark, Steven K.	Department Of Public Works	9,308.75	0	0	0	9,308.75
Clifford, Brandy L.	Teacher	62,035.36	925.00	0	0	62,960.36
Clifford, Heather M.	Recreation	1,894.50	0	0	0	1,894.50
Cloutier, Ann C.	Teacher	68,385.00	0	0	0	68,385.00
Coakley, Kevin J.	Teacher	68,385.00	20.00	0	0	68,405.00
Coates, Irene	Substitutes	5,572.50	275.00	0	0	5,847.50
Codner, Connie E.	Teacher	72,635.00	1,800.00	0	0	74,435.00
Coggeshall, Kathleen	Administration	55,050.12	825.00	4,446.57	0	60,321.69
Coker, Donna L.	Tutors	360.00	0	0	0	360.00
Colameco, Mikaela	Child Care Center	6,070.79	0	0	0	6,070.79
Cole, Dianne S.	Community School	400.00	0	0	0	400.00
Collins, Ellen	Educational Support Personnel	20,093.09	270.00	0	0	20,363.09
Colona, John	Transportation	12,625.66	0	0	0	12,625.66
Colona, Nancy F.	Teacher	50,286.00	3,180.00	0	0	53,466.00
Comer, Kellen A.	Community School	686.50	0	0	0	686.50
Comer, Kristie L.	Community School	1,473.49	1,827.02	0	0	3,300.51
Compton, Anthony J.	Coaching	0	11,930.00	0	0	11,930.00
Compton, Anthony J.	Community School	1,469.16	0	0	0	1,469.16
Condon, Amanda G.	Community School	1,660.88	0	0	0	1,660.88
Condon, Jennifer	Educational Support Personnel	18,207.00	0	0	0	18,207.00
Congro, Carolyn	Educational Support Personnel	18,796.54	150.00	0	0	18,946.54
Conlon, Irene	Substitutes	4,550.00	0	0	0	4,550.00
Connolly, Martin J.	Transportation	5,378.36	0	0	0	5,378.36
Connolly, Richard	Custodians	41,964.00	1,769.20	257.23	200.00	44,190.43
Conrad, Kevin	Coaching	0	4,883.00	0	0	4,883.00
Conrad, Patrick	Community School	1,256.25	0	0	0	1,256.25
Coolidge, Ann	Teacher	62,035.36	0	0	0	62,035.36
Cooney, Christina A.	Teacher	48,259.44	0	0	0	48,259.44
Coppola, Kathleen	Teacher	74,192.00	0	0	0	74,192.00
Correira, Anisia Regina	Community School	531.00	0	0	0	531.00
Corriveau, Thomas A.	Fire	91,744.62	525.00	0	0	92,269.62
Cort, Brittany N.	Substitutes	587.25	1,109.25	0	0	1,696.50
Cosgrove, Joseph M.	Department Of Public Works	42,169.83	4,399.07	3,576.96	300.00	50,445.86
Cosgrove, Marci	Teacher	64,333.16	590.00	0	0	64,923.16
Cosgrove, Martin	Teacher	70,278.36	14,003.00	0	0	84,281.36
Costa, Ann M.	Teacher	7,227.28	0	0	0	7,227.28
Costa, Jamie J.	Substitutes	70.00	0	0	0	70.00
Costello, Casey B.	Child Care Center	5,605.93	0	0	0	5,605.93
Coté, James R.	Teacher	68,385.00	0	0	0	68,385.00
Cotter, Joseph M.	Police Special Detail	0	45,227.94	0	0	45,227.94
Cotter, Joseph M.	Police	88,194.00	0	52,982.48	0	141,176.48

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Cotter, Timothy P.	Department Of Public Works	3,672.00	0	0	0	3,672.00
Coughlin-Crowley, Erin	Teacher	73,653.36	2,800.00	0	0	76,453.36
Coutinho, Susan	Administration	47,200.52	2,493.00	0	0	49,693.52
Couto, Benjamin	Community School	160.00	0	0	0	160.00
Coveney, Edward T.	Department Of Public Works	280.50	0	0	0	280.50
Cowan, William J.	Municipal Golf Course	2,440.48	0	0	0	2,440.48
Cox, E. Perry	Bldg/Gas/Plmb/Insp.,Wire Insp.	246.92	0	0	0	246.92
Coyman, Jody K.	Transportation	10,253.35	782.07	0	0	11,035.42
Craig, Chelsea G.	Teacher	11,846.16	0	0	0	11,846.16
Crecco, Richard A.	Community School	770.00	0	0	0	770.00
Crispo, Elizabeth K.	Community School	2,351.06	0	0	0	2,351.06
Crogan, Katie	Teacher	51,378.80	0	0	0	51,378.80
Cronin, Rachel	Secretarial	23,271.69	2,150.16	0	0	25,421.85
Crosby, Amanda E.	Tutors	1,755.00	0	0	0	1,755.00
Crosby, Julia Warner	Teacher	60,765.48	0	0	0	60,765.48
Crosby, William H.	Teacher	72,635.00	1,800.00	0	0	74,435.00
Crossman, Nancy A.	Community School	1,432.64	0	0	0	1,432.64
Crossman, Nicholas A.	Community School	492.03	0	0	0	492.03
Crowley, Katherine	Recreation	3,411.38	0	0	0	3,411.38
Crowley, Sheila	Community School	594.00	0	0	0	594.00
Crowther, Deana	Substitutes	6,790.00	0	0	0	6,790.00
Cummings Jr., Thomas A.	Grist Mill	1,806.50	0	0	0	1,806.50
Curran, Susan S.	Educational Support Personnel	19,322.10	525.00	0	0	19,847.10
Currier, Teele	Community School	655.00	0	0	0	655.00
Curtis, Kristen	Teacher	58,339.04	40.00	0	0	58,379.04
Czarnetzki, Janet E.	Substitutes	1,470.00	0	0	0	1,470.00
D'Agostino, Donna M.	Community School	1,175.00	0	0	0	1,175.00
D'Amato, Karen A.	Teacher	68,385.00	3,300.00	0	0	71,685.00
Daley, Barbara	Educational Support Personnel	11,961.30	0	0	0	11,961.30
Dallaire, Pamela	Teacher	68,385.00	3,962.50	0	0	72,347.50
Daniels, Thomas S.	Administration	101,364.90	0	0	0	101,364.90
Dansereau, Mary E.	Community School	1,171.50	0	0	0	1,171.50
Dargis, Robert W.	Custodians	51,000.04	0	73.56	0	51,073.60
Dauphinais, Victoria	School Lunch	848.85	1,175.25	0	0	2,024.10
Davidson, Robin	Coaching	0	2,192.00	0	0	2,192.00
Davis, Arly B.	Teacher	62,035.36	1,112.00	0	0	63,147.36
Davis, Emily L.	Community School	4,296.01	0	0	0	4,296.01
Davis, Frances A.	Community School	222.82	0	0	0	222.82
Davis, Frances N.	Educational Support Personnel	18,713.09	0	0	0	18,713.09
Davis, Grace M.	Recreation	2,756.28	0	0	0	2,756.28
Davis, Lawrence Todd	Recreation	3,726.25	0	0	0	3,726.25
Davis, Thomas A.	Community School	397.60	0	0	0	397.60
Davison, Andrew	Fire	52,993.46	8,427.16	4,540.63	50.00	66,011.25
Dawe III, Joseph R.	Teacher	68,385.00	40.00	0	0	68,425.00
De La Hoya, Monica	Secretarial	17,287.94	1,890.60	0	0	19,178.54
Dean, Elizabeth K.	Teacher	31,771.88	8,830.87	84.19	0	40,686.94
Deconto, David J.	Conservation Comm.	48,803.87	15,160.28	383.14	0	64,347.29
Deconto, Joanne	Secretarial	43,188.80	304.00	0	0	43,492.80
Delano, Theresa S.	Teacher	69,231.00	4,862.50	0	0	74,093.50
Della Grotte, Ellen L.	Hoxie House	1,314.00	0	0	0	1,314.00
Demeo, Maria	Teacher	8,372.00	0	0	0	8,372.00
Denmat, Cynthia A.	Teacher	48,615.37	1,916.31	0	0	50,531.68
Denmat, John A.	Substitutes	70.00	0	0	0	70.00
Depasqua, David R.	Department Of Public Works	157.50	904.50	0	0	1,062.00
Deptula, Michael J.	Community School	3,139.91	0	0	0	3,139.91
Desisto, Sharon	Grist Mill	1,944.00	0	0	0	1,944.00
Desmarais, Amanda J.	Teacher	34,583.66	0	0	0	34,583.66
Devaranjini, Denbow	Substitutes	420.00	0	0	0	420.00
Devellis, Richard F.	Teacher	72,635.00	4,474.00	0	0	77,109.00
Dewald, Barbara	Conservation Comm.	3,752.00	88.00	0	0	3,840.00
Dewald, Joseph R.	Conservation Comm.	2,936.00	3,141.00	40.50	0	6,117.50
Dexter, Linda E.	Recreation	2,911.50	0	0	0	2,911.50

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Dharmapalan, Kamala J.	Substitutes	5,250.00	0	0	0	5,250.00
Diemer, Jennifer	Educational Support Personnel	20,209.60	475.00	0	0	20,684.60
Diesso, Nicole	Community School	1,267.69	0	0	0	1,267.69
Digregorio, James	Recreation	2,648.25	0	0	0	2,648.25
Dintino, Bryanne	Community School	1,693.00	0	0	0	1,693.00
Dintino, Christopher E.	Custodians	346.73	1,138.16	0	0	1,484.89
Dintino, Christopher S.	Teacher	68,385.00	16,067.00	0	0	84,452.00
Dintino, Connor	Community School	1,230.50	0	0	0	1,230.50
Dockrey, Thomas E.	Community School	6,724.41	386.00	0	0	7,110.41
Doherty, Ashley N.	Tutors	5,445.00	0	0	0	5,445.00
Dolbec, Jane A.	Transportation	21,093.63	318.56	31.16	0	21,443.35
Donahue, Nancy.	School Lunch	5,382.82	71.07	0	0	5,453.89
Donlon, Sean	Recreation	3,126.75	0	0	0	3,126.75
Donovan, Kristen E.	Educational Support Personnel	20,857.17	1,019.32	0	0	21,876.49
Donovan, Maureen	School Lunch	28,188.93	2,421.00	0	0	30,609.93
Dougan Pouliot, Meghan P.	Substitutes	210.00	0	0	0	210.00
Douglas, Ashley	Tutors	2,516.25	0	0	0	2,516.25
Douglas, James W.	Custodians	37,723.70	0	930.30	200.00	38,854.00
Dovell, Lesa C.	Educational Support Personnel	19,322.10	475.00	0	0	19,797.10
Dowick, Joseph F.	Administration	15,330.48	0	0	0	15,330.48
Doyle, Joan E.	Teacher	62,035.36	195.00	0	0	62,230.36
Doyle, William D.	East Boat Basin	4,330.00	0	0	0	4,330.00
Drake, Claire K.	Community School	116.71	0	0	0	116.71
Draper, Tara C.	Teacher	12,760.00	90.00	0	0	12,850.00
Driscoll, Clare	Teacher	74,192.00	4,550.00	0	0	78,742.00
Driscoll, James J.	Department Of Public Works	26,550.00	306.00	5,400.00	0	32,256.00
Drolette, Pamela A.	Educational Support Personnel	20,141.25	0	0	0	20,141.25
Duarte, Michael	Teacher	14,748.80	4,010.50	0	0	18,759.30
Duffany, Jeffrey F.	Teacher	51,643.68	0	0	0	51,643.68
Duffy, Kathleen A.	Teacher	64,982.00	3,965.00	0	0	68,947.00
Duffy, Sandra	Substitutes	8,830.00	0	0	0	8,830.00
Dumas, Christopher	Teacher	62,035.36	5,684.00	0	0	67,719.36
Dumas, Elaine M.	Secretarial	8,334.08	280.53	0	0	8,614.61
Dumas, Sharon	Educational Support Personnel	19,538.10	7,099.50	0	0	26,637.60
Dunham, George H.	Administration	133,794.28	525.00	0	0	134,319.28
Dunham, Michele A.	Teacher	63,724.00	3,552.50	0	0	67,276.50
Dunn Jr., John J.	Grist Mill	3,404.50	0	0	0	3,404.50
Dunn, Laura M.	Teacher	68,385.00	2,800.00	0	0	71,185.00
Dunphe, Mary Beth	Substitutes	2,380.00	0	0	0	2,380.00
Duquette, Daralyn A.	Teacher	74,192.00	5,519.00	0	0	79,711.00
Durgin, Jeanne M.	Community School	195.00	0	0	0	195.00
Durno, Lauren R.	Child Care Center	27,671.36	0	30.96	0	27,702.32
Durr, Alanah H.	Community School	913.79	0	0	0	913.79
Dwyer, David P.	Police	57,832.96	0	14,020.32	0	71,853.28
Dwyer, David P.	Police Special Detail	0	328.00	0	0	328.00
Dwyer, Elizabeth Anne	Educational Support Personnel	8,334.90	25.00	0	0	8,359.90
Dwyer, Margaret	Substitutes	910.00	0	0	0	910.00
Eident, Donna J.	Teacher	73,653.53	1,500.00	0	0	75,153.53
Eldredge, Patricia Ann	Teacher	73,414.00	1,800.00	0	0	75,214.00
Elliott, Mary	Teacher	41,788.80	0	0	0	41,788.80
Ellis, Patricia M.	Teacher	44,227.48	6,738.00	0	0	50,965.48
Elskamp, David R.	Custodians	41,964.00	0	151.32	200.00	42,315.32
Emerson, Kimberly S.	Teacher	67,534.16	0	0	0	67,534.16
Enos, Wayne J. Sr.	Public Facilities	15,102.90	0	0	0	15,102.90
Ermi, Kirsten	Teacher	68,385.00	2,300.00	0	0	70,685.00
Eshbaugh, Janet E.	Secretarial	24,090.19	4,046.63	0	0	28,136.82
Esperson-Golden, Jean	Community School	420.00	0	0	0	420.00
Evans, Joan F.	Bldg/Gas/Plmb/Insp.,Wire Insp.	47,216.36	1,690.96	0	0	48,907.32
Fagnant Jr., Walter T.	Bldg/Gas/Plmb/Insp.,Wire Insp.	25,320.53	8,788.77	16.13	0	34,125.43
Fagnant, Michael	Bldg/Gas/Plmb/Insp.,Wire Insp.	896.21	505.25	0	0	1,401.46
Falconieri, David W.	Community School	350.00	0	0	0	350.00
Farley, MaryTheresa	Teacher	19,606.00	1,179.02	0	0	20,785.02

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Favret, Andrea L.	Community School	5,036.00	0	0	0	5,036.00
Fawcett, Robert J.	Recreation	2,192.50	0	0	0	2,192.50
Fay, Jerome	Coaching	5,965.00	0	0	0	5,965.00
Fayne, Gregory E.	East Boat Basin	78,832.29	525.00	0	0	79,357.29
Feeney, John	Community School	1,009.60	0	0	0	1,009.60
Felicetti, Tara M.	Educational Support Personnel	19,842.36	90.00	0	0	19,932.36
Fenton, Robert	Substitutes	7,717.00	647.00	0	0	8,364.00
Fernandes, Brian A.	Police	14,670.40	0	3,475.68	0	18,146.08
Ferrick, Marian G.	Teacher	68,385.00	3,300.00	0	0	71,685.00
Ferris, Stephanie L.	Teacher	60,916.18	0	0	0	60,916.18
Finerty, Samantha C.	Child Care Center	5,416.17	0	0	0	5,416.17
Finnegan, Ellen R.	Substitutes	1,050.00	0	0	0	1,050.00
Fiore-Kelly, Marisa	Educational Support Personnel	19,142.78	0	0	0	19,142.78
Firth, Anne E.	Community School	458.39	0	0	0	458.39
Fish, Judith E.	Secretarial	43,024.80	950.00	0	0	43,974.80
Fitzpatrick, Emma B.	Community School	120.00	0	0	0	120.00
Fitzpatrick, Kathleen	Community School	13,132.50	0	0	0	13,132.50
Flaherty, Colleen M.	Teacher	16,038.16	0	0	0	16,038.16
Flaherty, Cynthia DM.	Community School	2,118.86	0	0	0	2,118.86
Flanagan, Darin J.	Substitutes	70.00	0	0	0	70.00
Flanigan, Debra	Educational Support Personnel	20,297.10	475.00	0	0	20,772.10
Flannery, Kathleen C.	Substitutes	280.00	0	0	0	280.00
Flannery, Maureen A.	Educational Support Personnel	17,685.47	475.00	0	0	18,160.47
Flannigan, Christine M.	Secretarial	43,024.80	930.00	0	0	43,954.80
Flynn, Carol	Substitutes	9,292.00	0	0	0	9,292.00
Flynn, E. Susan	Tax Collector	67,432.27	525.00	0	0	67,957.27
Foley, Hugh J.	Municipal Golf Course	4,230.00	0	0	0	4,230.00
Foote Jr., Charles H.	East Boat Basin	5,758.50	0	0	0	5,758.50
Ford, Joann F.	Transportation	16,305.10	0	72.71	0	16,377.81
Fordham, Rebecca	Community School	3,493.07	0	0	0	3,493.07
Fortier, Meredith	Community School	1,080.00	0	0	0	1,080.00
Fougere, Dominique	Teacher	40,782.41	776.00	0	0	41,558.41
Fournier, Leticia H.	Child Care Center	35,530.66	0	125.08	0	35,655.74
Fox, Elizabeth M.	Library	395.16	0	0	0	395.16
Francis, Kristen E.	Teacher	59,447.44	0	0	0	59,447.44
Franke, Donald E.	Teacher	68,385.00	4,030.00	0	0	72,415.00
Franzie, Jennifer M.	Recreation	1,642.50	0	0	0	1,642.50
Fraser, Brian	Department Of Public Works	47,015.08	2,266.48	569.74	300.00	50,151.30
Freddura, Mitchell S.	Community School	711.00	0	0	0	711.00
Freeman, Constance	Teacher	64,333.16	925.00	0	0	65,258.16
Frye, Melissa D.	Library	14,951.69	0	0	0	14,951.69
Fryxell, Gary	Assessors	42,406.40	300.00	0	0	42,706.40
Fudala, Renee K.	Teacher	11,846.16	0	0	0	11,846.16
Fuller, Wendi Ann	Substitutes	5,987.63	0	0	0	5,987.63
Fulton, Sean	Community School	258.61	0	0	0	258.61
Galkowski, Mark S.	Conservation Comm.	70,043.84	525.00	0	0	70,568.84
Gallagher, Catherine L.	Educational Support Personnel	9,784.66	750.57	0	0	10,535.23
Gallagher, Christopher	Community School	1,123.50	0	0	0	1,123.50
Galligan, Peter J.	Conservation Comm.	3,538.00	945.50	0	0	4,483.50
Galligan, Sandra W.	Conservation Comm.	2,272.00	0	0	0	2,272.00
Gamache, Roger H.	Substitutes	280.00	971.00	0	0	1,251.00
Ganju, Diana M.	Teacher	50,531.68	0	0	0	50,531.68
Gannon-Gage, Rebecca	Community School	1,260.00	0	0	0	1,260.00
Garcia, Olivia M.	Community School	144.13	0	0	0	144.13
Garcia, Tomas B.	Community School	820.05	0	0	0	820.05
Garrison, Rylie B.	Recreation	2,729.13	0	0	0	2,729.13
Garrity, Barbara A.	Teacher	73,653.36	1,800.00	0	0	75,453.36
Garrity, Patricia Erwin	Teacher	68,385.00	3,156.25	0	0	71,541.25
Gasse, Susan J.	Substitutes	2,310.00	0	0	0	2,310.00
Gayton, Meghan E.	Teacher	52,829.84	2,275.00	0	0	55,104.84
Geake, Joanne K.	Public Health Nurse	60,448.93	300.00	0	0	60,748.93
Geggatt, Linda J.	Transportation	1,276.56	0	0	0	1,276.56

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Gelinas, Elizabeth A.	Coaching	0	1,231.00	0	0	1,231.00
Gendreau, Christopher R.	Coaching	70.00	4,373.00	0	0	4,443.00
Gendreau, Erin E.	Community School	598.50	0	0	0	598.50
Gendreau, Kerry	Substitutes	4,410.00	0	0	0	4,410.00
George, Christopher J.	Fire	56,220.94	0	11,867.72	50.00	68,138.66
George, Elizabeth B.	Community School	4,865.00	0	0	0	4,865.00
George, Robert	Fire Special Detail	152.00	648.00	0	0	800.00
George, Robert J.	Fire	55,199.68	760.00	14,343.85	50.00	70,353.53
Gerrity, Laura	Tutors	16,824.43	1,725.00	0	0	18,549.43
Giammarco, Nicholas	Police	22,515.99	3,004.56	7,168.37	0	32,688.92
Gibbons, Rory	Recreation	2,450.25	0	0	0	2,450.25
Gibbs, Pamela D.	Transportation	22,891.26	495.18	0	0	23,386.44
Gibbs, Tammy	Transportation	21,781.62	242.99	10.75	0	22,035.36
Gilbert, Shannon A.	Educational Support Personnel	21,595.82	602.14	0	0	22,197.96
Gill, Barbara	Library	10,227.30	768.00	0	0	10,995.30
Gill, Michelle	Teacher	68,385.00	2,300.00	0	0	70,685.00
Gillespie, Breanne G.	Teacher	41,327.72	916.25	0	0	42,243.97
Gillis, Barbara J.	Hoxie House	220.50	0	0	0	220.50
Gillis, Francis E.	Grist Mill	1,570.50	49.50	0	0	1,620.00
Gillooly, Erin E.	Administration	9,557.88	0	0	0	9,557.88
Gilmore, Mark K.	Teacher	73,414.00	1,800.00	0	0	75,214.00
Gilooly, Karen	Substitutes	700.00	0	0	0	700.00
Gilrein, Lauren E.	Police	61,929.60	0	16,090.88	0	78,020.48
Glaser, Erika	Community School	164.01	0	0	0	164.01
Glaser, Joshua	Fire	59,935.36	415.00	19,419.14	50.00	79,819.50
Glaser, Joshua C.	Fire Special Detail	0	724.00	0	0	724.00
Gleason, Antoinette	Elections & Reg.	50.00	0	0	0	50.00
Glynn, Thomas E.	Department Of Public Works	6,462.00	0	0	0	6,462.00
Goins, Erin	Teacher	17,538.24	9,438.03	0	0	26,976.27
Golas, Donna L.	Community School	55.00	0	0	0	55.00
Golas, Donna L.	Tutors	7,270.69	1,624.41	0	0	8,895.10
Golas, Michael	Custodians	1,918.29	158.29	0	0	2,076.58
Golfomitsos, Gabriella	Recreation	1,587.39	0	0	0	1,587.39
Gonzales, Kim L.	Community School	6,325.73	386.00	0	0	6,711.73
Good, Paul W.	Teacher	12,202.00	0	0	0	12,202.00
Goode, Patricia A.	Teacher	44,987.52	0	0	0	44,987.52
Goodwin, Michael	Fire	58,488.19	0	37,687.30	50.00	96,225.49
Goodwin, Michael	Fire Special Detail	0	1,493.00	0	0	1,493.00
Gorrasi, Kristen E.	Community School	556.80	0	0	0	556.80
Gosselin, Sally A.	School Lunch	10,791.18	656.57	0	0	11,447.75
Gould, Ellery E.	Community School	771.20	0	0	0	771.20
Gourley, Lynne I.	Police	89,249.12	525.00	14,538.04	0	104,312.16
Gourley, Lynne I.	Police Special Detail	0	1,452.22	0	0	1,452.22
Govoni, Jane	Grist Mill	1,165.50	0	0	0	1,165.50
Graessle, Florence J.	Substitutes	9,938.90	0	0	0	9,938.90
Graham, Patricia A.	Teacher	72,635.00	2,180.00	0	0	74,815.00
Grandin, Alexander R.	Teacher	39,212.00	160.00	0	0	39,372.00
Grant, Kathleen A.	Teacher	64,124.00	150.17	0	0	64,274.17
Grant, Willa H.	Library	24,431.57	300.00	0	0	24,731.57
Gray, Gary	Department Of Public Works	49,441.59	2,835.44	2,539.86	600.00	55,416.89
Green Jr, William B.	Department Of Public Works	198.00	0	0	0	198.00
Green, Dennis P.	Coaching	0	2,983.00	0	0	2,983.00
Green, Ellen L.	Teacher	57,739.24	0	0	0	57,739.24
Grimaldi Jr., Louis	Teacher	73,414.00	2,300.00	0	0	75,714.00
Grisé, Susan J.	Teacher	71,619.49	2,800.00	0	0	74,419.49
Gruen, Lynn S.	Teacher	68,385.00	0	0	0	68,385.00
Grundman, Linell M.	Administration	1.00	0	0	0	1.00
Grundman, Mary	Recreation	2,740.00	0	0	0	2,740.00
Grundman, Michael	Community School	2,616.10	0	0	0	2,616.10
Guarcello, Genna	Teacher	42,637.31	130.00	0	0	42,767.31
Guerin, Ellen J.	Substitutes	630.00	0	0	0	630.00
Guild, Doreen A.	Accounting	79,920.45	375.00	0	0	80,295.45

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Guiliano, John J.	Custodians	41,964.00	881.57	0	200.00	43,045.57
Guillemette, David	Police	97,366.08	525.00	286.52	0	98,177.60
Gumbleton, Michael P.	Police	57,123.20	0	26,380.21	0	83,503.41
Gustafson, Deborah	Community School	3,541.10	0	0	0	3,541.10
Gwynn, Catherine K.	Public Health Nurse	11,662.45	375.00	0	0	12,037.45
Hafferty, Bryan M.	Teacher	11,846.16	0	0	0	11,846.16
Hagberg, Janice L.	Human Resources	54,224.16	550.00	1,312.71	0	56,086.87
Hall, Alan J.	Maintenance Supervisors	12,115.40	0	0	0	12,115.40
Hallas, Christina C.	Tutors	9,782.75	480.00	0	0	10,262.75
Halliday, Peter	Fire Special Detail	0	280.00	0	0	280.00
Halliday, Peter J.	Fire	56,756.40	5,292.66	20,107.68	50.00	82,206.74
Hamilton, Karen	School Lunch	3,013.01	0	0	0	3,013.01
Hamilton, Ted	Public Facilities	70,067.37	432.20	0	0	70,499.57
Hammond-Beaton, Kelsy A.	Substitutes	0	11,930.00	0	0	11,930.00
Hammond-Beaton, Kelsy A.	Community School	750.00	0	0	0	750.00
Hanelt, Diane M.	Administration	45,501.68	1,027.08	1,154.25	0	47,683.01
Hanlon, Janet M.	School Lunch	15,704.62	522.00	0	0	16,226.62
Hanlon, Peter J.	Conservation Comm.	495.00	0	0	0	495.00
Hanna, Paul D.	Department Of Public Works	8,068.50	0	280.50	0	8,349.00
Hannegan, Sara M.	Substitutes	3,150.00	0	0	0	3,150.00
Hanson, Joanne	Tutors	2,029.00	0	0	0	2,029.00
Harding, Kenneth	Municipal Golf Course	4,245.45	0	0	0	4,245.45
Harmon, Nancy	Substitutes	490.00	0	0	0	490.00
Harold, Diane S.	Substitutes	7,972.00	0	0	0	7,972.00
Harries Jr., Richard J.	Substitutes	3,360.00	0	0	0	3,360.00
Harrington, Maureen C.	Educational Support Personnel	20,197.10	575.00	0	0	20,772.10
Harrington, Michael	Fire	55,789.60	2,908.00	20,503.29	50.00	79,250.89
Harrington, Michael	Fire Special Detail	0	492.00	0	0	492.00
Harrington, Sean P.	Engineering Dept	46,871.28	1,616.96	0	0	48,488.24
Harris, David	Community School	4,412.00	0	0	0	4,412.00
Harris, Melissa	Tutors	4,317.00	6,540.00	0	0	10,857.00
Harrison, Virginia M.	Teacher	51,363.68	9,177.00	0	0	60,540.68
Hart, Kathleen Kelly	Teacher	59,732.20	1,788.00	0	0	61,520.20
Hartshorn, Bruce R	Grist Mill	1,435.50	0	0	0	1,435.50
Haskell, Elizabeth A	Administration	80,426.06	2,557.92	0	0	82,983.98
Hawkins, Heidi	Conservation Comm.	4,627.00	0	0	0	4,627.00
Hawkins, William	Department Of Public Works	46,961.64	4,050.58	325.56	600.00	51,937.78
Hayes, Colleen S.	Library	43,758.08	0	0	0	43,758.08
Healy, Benjamin G.	Teacher	15,422.66	0	0	0	15,422.66
Helms, Joshua M	Coaching	0	1,315.00	0	0	1,315.00
Henderson, Brett	Department Of Public Works	4,697.00	110.00	99.00	0	4,906.00
Hendy, Jason	Community School	812.50	0	0	0	812.50
Hendy, John J.	Department Of Public Works	3,731.00	0	7.69	0	3,738.69
Hendy, Julia C.	Town Clerk	40,941.89	1,341.65	0	0	42,283.54
Hennessy, Samuel	Child Care Center	115.68	0	0	0	115.68
Henry, Leslie J.	Transportation	23,628.27	214.33	53.75	0	23,896.35
Henson, Kelly	Educational Support Personnel	23,489.08	2,346.54	0	0	25,835.62
Herndon, Olivia G.	Community School	283.12	0	0	0	283.12
Hickey, Brian	Child Care Center	9,612.09	0	0	0	9,612.09
Hickson, Beth	Teacher	60,856.86	2,079.38	0	0	62,936.24
Hill, Douglas S.	Custodians	44,988.00	1,060.70	2,611.45	200.00	48,860.15
Hill, Owen J.	Teacher	64,124.00	1,835.00	0	0	65,959.00
Hill, Patricia M.	Teacher	67,088.72	180.00	0	0	67,268.72
Hill, Stephanie M.	Teacher	41,788.80	950.00	0	0	42,738.80
Hirst-Fahrenholt, Sandra	SubstitutEs	700.00	0	0	0	700.00
Hite, Carolyn J.	Teacher	69,231.00	2,300.00	0	0	71,531.00
Hoadley II, Michael F.	Department Of Public Works	3,564.00	0	8.25	0	3,572.25
Hoadley, Michael	Police Special Detail	0	320.00	0	0	320.00
Hoadley, Michael	Police	48,590.25	0	0	0	48,590.25
Hoerner, John A.	Community School	150.00	0	0	0	150.00
Holcomb, Carol J.	Conservation Comm.	3,824.00	0	0	0	3,824.00
Holcomb, Michael D.	Conservation Comm.	3,415.00	2,440.00	0	0	5,855.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Holland, Susanne	Teacher	45,132.56	3,480.42	0	0	48,612.98
Holler, James F.	Community School	500.00	0	0	0	500.00
Hollett, Brody T.	Tutors	437.75	128.75	0	0	566.50
Holmgren, Alan	Substitutes	9,663.16	1,809.01	0	0	11,472.17
Holmgren, Sandra C.	Substitutes	3,920.00	0	0	0	3,920.00
Hood, Annette	Child Care Center	19,636.99	0	0	0	19,636.99
Hood, Molly	Teacher	62,035.36	0	0	0	62,035.36
Hoover, Diane E.	Teacher	74,192.00	1,800.00	0	0	75,992.00
Horan, Lori L.	Teacher	72,635.00	1,315.00	0	0	73,950.00
Horn, Pamela	Educational Support Personnel	19,382.10	565.00	0	0	19,947.10
Horton, Janet M.	Secretarial	43,024.80	950.00	0	0	43,974.80
Houde, Jonathan B.	Fire	66,334.19	530.00	19,378.50	50.00	86,292.69
Houde, Jonathan B.	Fire Special Detail	0	484.00	0	0	484.00
Hough, Amanda	Community School	1,237.60	0	0	0	1,237.60
Hough, Patrick	Educational Support Personnel	18,180.06	60.03	0	0	18,240.09
Hough-Gosselin, Mary E.	Tutors	5,843.75	0	0	0	5,843.75
Houlihan, Sarah E.	Substitutes	1,260.00	0	0	0	1,260.00
Howell, Christine Crawley	Teacher	66,679.84	0	0	0	66,679.84
Howell, John E.	Tutors	206.00	0	0	0	206.00
Howell, Peter D.	Police Special Detail	0	23,402.02	0	0	23,402.02
Howell, Peter D.	Police	14,199.68	3,872.64	1,512.75	0	19,585.07
Hoxie Jr., Edward W.	Substitutes	560.00	0	0	0	560.00
Hughes, Joanna E.	Administration	89,405.00	3,000.00	0	0	92,405.00
Hunnewell, Kathryn M.	Teacher	73,414.00	1,800.00	0	0	75,214.00
Hunt, Candace M.	Teacher	45,939.84	2,682.50	0	0	48,622.34
Hunt, Yvonne M.	Teacher	68,645.32	1,590.00	0	0	70,235.32
Huska, James B.	Fire	69,738.16	760.00	45,286.48	50.00	115,834.64
Huska, James B.	Fire Special Detail	0	320.00	0	0	320.00
Husson, Laura B.	Educational Support Personnel	18,713.09	0	0	0	18,713.09
Iadonisi, Susan Proehl	Teacher	74,192.00	1,800.00	0	0	75,992.00
Infascelli, Stephen	Substitutes	0	17,895.00	0	0	17,895.00
Ing, Brian	Community School	682.00	0	0	0	682.00
Israel, Deborah	Community School	4,550.00	0	0	0	4,550.00
Jackson, Maureen B.	Secretarial	42,859.32	1,105.48	0	0	43,964.80
Jacob, Kyle M.	Community School	5,584.08	0	59.64	0	5,643.72
Jacobsen, Kathryn A.	Teacher	73,414.00	2,300.00	0	0	75,714.00
James, Sheri L.	Conservation Comm.	3,392.00	0	0	0	3,392.00
James, Warren H.	Conservation Comm.	2,934.00	2,449.00	0	0	5,383.00
Jaroszuk, Gregory K.	Police	21,803.36	0	289.71	0	22,093.07
Jaroszuk, Karen	Substitutes	210.00	0	0	0	210.00
Jensen, Samuel JP	Engineering Dept	68,678.23	0	0	0	68,678.23
Jodoin, Erin P.	Teacher	48,478.80	5,462.50	0	0	53,941.30
Johnson Jr., John R.	Municipal Golf Course	71,127.04	375.00	0	0	71,502.04
Johnson, Glenn L.	Custodians	39,988.00	800.00	1,268.84	200.00	42,256.84
Johnson, Helen R.	Transportation	24,153.78	238.92	3,187.52	0	27,580.22
Johnson, Kathleen M.	Library	49,422.32	375.00	0	0	49,797.32
Johnson, Lee A.	Grist Mill	1,377.00	0	0	0	1,377.00
Johnson, Martha	Council On Aging	36,859.20	0	0	0	36,859.20
Johnson, Mary Ellen	Administration	102,121.95	24,500.00	0	0	126,621.95
Jones, Alison D.	Educational Support Personnel	19,664.01	270.00	0	0	19,934.01
Jones, Gavin J.	Community School	868.50	0	0	0	868.50
Jones, Troy P	Custodians	35,287.20	6,450.80	1,684.36	200.00	43,622.36
Jordan, Sarah S.	Educational Support Personnel	16,874.14	60.03	0	0	16,934.17
Joseph, Ruth M.	Administration	49,002.99	0	0	0	49,002.99
Josephs, Jodi J.	Child Care Center	21,401.60	0	0	0	21,401.60
Jurkiewicz, Charles J.	Hoxie House	805.50	148.50	0	0	954.00
Kaczmarczyk, Sharon L.	Substitutes	7,770.00	0	0	0	7,770.00
Kane, Timothy J.	Police	43,751.20	0	13,139.29	0	56,890.49
Kane, Timothy J.	Police Special Detail	0	320.00	0	0	320.00
Kanis, Mersh L.	Community School	146.13	0	0	0	146.13
Kanis, Mersh Lubel	Teacher	59,732.20	0	0	0	59,732.20
Karlson, Richard E.	Transportation	14,474.90	0	16.13	0	14,491.03

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Keane, Daniel	Fire	12,030.00	58,095.70	6,546.37	50.00	76,722.07
Keenan, Joseph F.	East Boat Basin	10,556.00	0	468.00	0	11,024.00
Keenan, Michael J.	East Boat Basin	7,696.00	0	0	0	7,696.00
Keene, Cheyne	East Boat Basin	7,590.00	0	210	0	7,800.00
Keene, Evan	East Boat Basin	3,910.00	0	0	0	3,910.00
Keene, Jason	Police Special Detail	0	15,693.36	0	0	15,693.36
Keene, Jason M.	Police	71,317.92	0	24,094.17	0	95,412.09
Keene, Kathleen M.	Fire	47,133.36	475.00	11,486.04	1,200.00	60,294.40
Kelley, Christine A.	Substitutes	70.00	0	0	0	70.00
Kelley, Thomas P.	Substitutes	490.00	0	0	0	490.00
Kellier, Kiera	Community School	1,176.00	0	0	0	1,176.00
Kelliher, Kiera M.	Substitutes	18,789.00	0	0	0	18,789.00
Kelliher, Michael J.	Recreation	5,359.75	0	0	0	5,359.75
Kelliher, Susan E.	Teacher	64,982.00	0	0	0	64,982.00
Kelliher, Walter F	Recreation	6,357.00	0	0	0	6,357.00
Kelly, Brian	Community School	1,350.00	0	0	0	1,350.00
Kelly, Charles P.	Teacher	39,212.00	90	0	0	39,302.00
Kelly, Mary	Teacher	50,791.68	2,352.00	0	0	53,143.68
Kelly, Roisin M.	Community School	2,336.00	0	0	0	2,336.00
Kennan, John	Administration	1.00	0	0	0	1.00
Kennedy, Lance D.	Community School	8,653.86	0	0	0	8,653.86
Kennison, Merrill E.	Teacher	73,653.36	2,300.00	0	0	75,953.36
Kent, John B.	Substitutes	4,830.00	0	0	0	4,830.00
Kern, Susan H.	Teacher	74,192.00	0	0	0	74,192.00
Kerr, Jonathan	Teacher	66,029.04	2,300.00	0	0	68,329.04
Kessler, Robert A.	Teacher	68,385.00	2,300.00	0	0	70,685.00
Keyes, Mary E.	Teacher	73,414.00	4,000.00	0	0	77,414.00
Kiley, Linda J.	Treasurer	31,671.42	0	0	0	31,671.42
Killorin, Elizabeth	Teacher	3,650.10	0	0	0	3,650.10
Kinchla, Brenda J.	Secretarial	19,786.44	1,802.74	0	0	21,589.18
King, Lise J.	Substitutes	7,070.00	0	0	0	7,070.00
King, Nicole C.	Town Clerk	4,734.59	0	0	0	4,734.59
Kirkwood, Ian T.	Recreation	2,453.00	0	0	0	2,453.00
Kittredge, Jane M	Teacher	66,029.04	90.00	0	0	66,119.04
Kittredge, Walter O	Teacher	64,982.00	90.00	0	0	65,072.00
Kivi, Wayne	Community School	375.00	0	0	0	375.00
Klier, Deborah	Teacher	50,531.68	615.00	0	0	51,146.68
Kling, Frederick	Custodians	37,744.42	160.65	3,878.81	200.00	41,983.88
Klulevsek, Donna	Community School	4,823.10	0	0	0	4,823.10
Knippenberg, Joyce M.	Substitutes	4,060.00	0	0	0	4,060.00
Koch, Emily H.	Educational Support Personnel	10,188.34	617.27	0	0	10,805.61
Kondratowicz, Kathleen M.	Educational Support Personnel	18,345.64	0	0	0	18,345.64
Konowicz, Robert J.	Teacher	68,385.00	0	0	0	68,385.00
Konowicz, Sara M.	Teacher	68,385.00	2,300.00	0	0	70,685.00
Koslowsky, Kara M.	Teacher	35,264.23	284.83	0	0	35,549.06
Koulouvaris, Kari E.	Substitutes	210.00	0	0	0	210.00
Kovanda, Diane J.	Community School	197.98	0	0	0	197.98
Kozak, Donna T.	Educational Support Personnel	19,322.10	575.00	0	0	19,897.10
Krusas, Frances.	School Lunch	28.38	0	0	0	28.38
Kuchar, Christine D.	Educational Support Personnel	10,484.10	0	0	0	10,484.10
Kucia, Lisa	Teacher	64,982.00	1,000.00	0	0	65,982.00
Kuhn, Aihan	Community School	375.00	0	0	0	375.00
Kuhtmann, Mary G.	Child Care Center	9,761.77	0	0	0	9,761.77
Kuzava, Charlotte J.	Hoxie House	2,827.00	0	0	0	2,827.00
Lacina, Leah M.	Teacher	49,078.32	1,725.00	0	0	50,803.32
Lacroix, Deborah P.	Secretarial	4,609.72	0	0	0	4,609.72
Lahteine, Drew P.	Fire Special Detail	0	280.00	0	0	280.00
Lahteine, Drew P.	Fire	17,193.72	45,236.88	4,144.64	50.00	66,625.24
Lally, Mary Anne	Teacher	72,635.00	700.00	0	0	73,335.00
Lamb, Elizabeth	Substitutes	280.00	0	0	0	280.00
Lamb, Hannah J.	Administration	32,244.20	0	0	0	32,244.20
Lamontagne, Coleen	Teacher	55,258.99	0	0	0	55,258.99

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Lamothe, Joanne L.	Library	81,163.93	0	0	0	81,163.93
Landolf, Anthony	Recreation	2,842.50	307.50	0	0	3,150.00
Landry, Debra Anne	Administration	92,755.00	3,500.00	0	0	96,255.00
Lane, Keith E.	Community School	375.00	0	0	0	375.00
Lang, Annemarie S.	Community School	720.00	0	0	0	720.00
Laporte, Roger M.	Community School	3,385.00	0	0	0	3,385.00
Lapp, Douglas A.	Administration	94,802.72	300.00	0	0	95,102.72
Larochelle, Kathleen	Community School	4,068.75	0	0	0	4,068.75
Larocque, Judith	Community School	784.00	0	0	0	784.00
Larsen, Edwin M.	East Boat Basin	7,944.00	0	18.00	0	7,962.00
Lasit, Kevin	Community School	1,104.00	0	0	0	1,104.00
Lasit, Melinda M.	Teacher	62,890.35	3,134.75	0	0	66,025.10
Latimer, Jo Ann E.	Library	49,174.86	0	0	0	49,174.86
Lavelle, Ginger	Teacher	41,528.48	180.00	0	0	41,708.48
Lavers, Michael S.	Teacher	72,635.00	8,487.00	0	0	81,122.00
Laverty, Susan J.	Library	39,214.35	375.00	0	0	39,589.35
Lawrence, Bruce T.	Police	57,193.76	0	27,373.31	0	84,567.07
Lawrence, Bruce T.	Police Special Detail	0	320.00	0	0	320.00
Lawrence, Christine M.	Fire	49,833.84	575.00	13,051.00	1,200.00	64,659.84
Lawrence, Rebecca H.	Library	39,710.26	375.00	0	0	40,085.26
Leary, Brian	Fire	67,729.86	530.00	25,479.05	50.00	93,788.91
Leary, Brian	Fire Special Detail	0	1,124.00	0	0	1,124.00
Leary, Patricia	Teacher	72,874.68	3,500.00	0	0	76,374.68
Leavitt, Gail M.	Substitutes	210.00	0	0	0	210.00
Lebretton, Donna J.	Teacher	7,172.82	0	0	0	7,172.82
Ledwell, Lauren K.	Educational Support Personnel	18,793.60	320.82	0	0	19,114.42
Leeman, Matthew R.	Department Of Public Works	2,870.00	0	0	0	2,870.00
Lefavre, Mary	Community School	170.90	0	0	0	170.90
Lefavor, Jennifer	Tutors	5,490.00	535.00	0	0	6,025.00
Legacy Sr., David B.	Police	10,378.40	46,303.36	1,552.40	0	58,234.16
Lehane, Michael	Teacher	64,982.00	2,390.00	0	0	67,372.00
Lemay, Catherine J.	Teacher	69,231.00	2,623.67	0	0	71,854.67
Lenk, Holly J.	Secretarial	23,185.59	1,015.37	0	0	24,200.96
Leroy, Robert S.	Transportation	37.63	0	0	0	37.63
Levangie, John	Fire	54,844.26	0	41,873.26	50.00	96,767.52
Levangie, John	Fire Special Detail	0	3,125.00	0	0	3,125.00
Lewis, Kimberly J.	Teacher	26,362.36	0	0	0	26,362.36
Lewis, Rebecca J.	Teacher	49,108.32	2,182.00	0	0	51,290.32
Lifrieri, John Jr.	Department Of Public Works	35,254.46	12,118.81	702.14	300.00	48,375.41
Liimatainen, Linda	School Lunch	14,076.83	450.00	0	0	14,526.83
Lima, Courtney M.	Community School	550.00	0	0	0	550.00
Lima, Kathleen A.	Educational Support Personnel	21,544.16	1,175.00	0	0	22,719.16
Lima, Sheila J.	Administration	101,364.90	3,000.00	0	0	104,364.90
Lima, Troy M.	East Boat Basin	43,998.30	300.00	851.61	0	45,149.91
Lindholm, Susan R.	Secretarial	43,024.80	4,900.00	0	0	47,924.80
Linehan, Gary D.	Teacher	64,024.20	120.00	0	0	64,144.20
Linkkila, Jenny R.	Teacher	65,184.96	0	0	0	65,184.96
Linton, Susan E.	Teacher	44,393.52	0	0	0	44,393.52
Lipsett, Lloyd W.	East Boat Basin	17,420.00	273.00	351.00	0	18,044.00
Little, Michael	Public Facilities	18,414.31	300.00	0	0	18,714.31
Lizotte, Richard A.	Fire Special Detail	0	480.00	0	0	480.00
Lizotte, Richard A.	Fire	69,209.33	5,856.52	7,972.76	50.00	83,088.61
Lohr, Collette	Community School	1,520.00	0	0	0	1,520.00
Lohr, Collette	Coaching	0	1,437.00	0	0	1,437.00
Long, Dorothy M.	Transportation	303.69	0	0	0	303.69
Longhitano, Joseph	Custodians	6,452.10	0	0	0	6,452.10
Longhitano, Monique D.	School Lunch	1,222.72	0	0	0	1,222.72
Looney, Nancy	School Lunch	27,188.91	450.00	0	0	27,638.91
Looney, Robert E.	Custodians	2,510.08	618.14	0	0	3,128.22
Lopes, Elizabeth	Teacher	22,968.17	1,659.46	318.61	0	24,946.24
Loring, Jacqueline	Community School	601.50	0	0	0	601.50
Lorino, Maureen	Substitutes	840.00	0	0	0	840.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Lornell, Eric	Teacher	73,414.00	5,479.00	0	0	78,893.00
Losh, Joyce M.	Community School	3,225.00	0	0	0	3,225.00
Lothrop, Erin K.	Teacher	62,035.36	0	0	0	62,035.36
Loucks, Andrew C.	Community School	548.26	0	0	0	548.26
Loud, Douglas	Maintenance Supervisors	52,988.00	1,200.00	3,081.42	0	57,269.42
Lovell, Catherine E.	Community School	9,473.54	0	0	0	9,473.54
Lowry, Markus Harold	Custodians	41,964.00	1,768.42	3,131.88	200.00	47,064.30
Lucas, Kathy A.	Teacher	41,327.72	1,370.19	0	0	42,697.91
Luck, Margaret C.	Teacher	68,385.00	1,653.50	0	0	70,038.50
Luette, Christopher J.	Substitutes	3,749.00	0	0	0	3,749.00
Luette, William O.	Teacher	73,414.00	10,460.00	0	0	83,874.00
Lundquist, Susan M.	Town Clerk	39,264.06	425.00	0	0	39,689.06
Lupien, Lucille E.	School Lunch	4,726.50	0	0	0	4,726.50
Lupone-Stonis, Susan	Teacher	69,231.00	1,500.00	0	0	70,731.00
Lutz, Casey E.	Community School	680.03	0	0	0	680.03
Lynch, Debra A.	Tutors	1,000.00	0	0	0	1,000.00
Lynch, Kathleen M.	Educational Support Personnel	12,001.29	0	0	0	12,001.29
Lynch-Summersall, Sara	Child Care Center	41,609.84	1,440.00	42.58	0	43,092.42
Lyons, James	Municipal Golf Course	6,986.25	0	0	0	6,986.25
Lyons, Kerin E.	Substitutes	210.00	0	0	0	210.00
Lyver, Michele Marie	Teacher	68,385.00	90.00	0	0	68,475.00
MacDonald, Eugenia	Teacher	48,478.80	1,044.12	0	0	49,522.92
MacDonald, Jeffrey P.	Department Of Public Works	48,541.32	2,216.59	18.41	600.00	51,376.32
MacDonald, Kristin L.	Teacher	49,078.32	725.00	0	0	49,803.32
MacDonald, Maryellen	Teacher	68,385.00	2,800.00	0	0	71,185.00
Macedo, Karen	Fire Special Detail	0	316.00	0	0	316.00
Macedo, Karen A.	Fire	60,551.56	415.00	12,294.66	50.00	73,311.22
Machado Jr., Lawrence	Fire	56,215.60	5,038.66	13,849.94	50.00	75,154.20
Machado Jr., Lawrence	Fire Special Detail	0	1,179.00	0	0	1,179.00
Machnik, Lauren T.	Teacher	49,689.84	0	0	0	49,689.84
Machon, George W.	Teacher	64,124.00	4,242.00	0	0	68,366.00
Maciel, Joseph	Fire	59,373.22	415.00	19,959.37	50.00	79,797.59
Maciel, Susan D.	Teacher	55,426.44	0	0	0	55,426.44
MacKeil Jr., Louis M.	Community School	763.75	0	0	0	763.75
MacLeod, Lee A.	Teacher	57,938.80	0	0	0	57,938.80
MacLeod, Meagan	Recreation	3,766.13	0	37.13	0	3,803.26
Macomber, Wilhelmina E.	Transportation	810.00	0	0	0	810.00
MacPherson, Marian	Teacher	72,493.12	0	0	0	72,493.12
Maki, Shauna Anne	Teacher	40,076.56	0	0	0	40,076.56
Malatesta, Richard J.	Department Of Public Works	45,900.99	4,233.33	2,875.30	300.00	53,309.62
Malcolm, David	Municipal Golf Course	3,693.67	0	0	0	3,693.67
Malcolmson, David Mark	Police	57,756.32	0	12,929.40	0	70,685.72
Malcolmson, David Mark	Police Special Detail	0	3,060.00	0	0	3,060.00
Malcolmson, Lisa	Fire	53,865.60	425.00	0	0	54,290.60
Maloy, Rita	Substitutes	70.00	0	0	0	70.00
Manganella, Eileen G.	Teacher	36,085.75	0	0	0	36,085.75
Manley, Brenda J.	East Boat Basin	42,543.06	550.00	68.68	0	43,161.74
Manley, John A.	Police	21,803.36	0	547.23	0	22,350.59
Mann, Peter A.	Teacher	69,231.00	0	0	0	69,231.00
Manning, Allison	Community School	14,682.04	0	59.64	0	14,741.68
Manning, Diana Lee	Community School	1,200.00	0	0	0	1,200.00
Manning, Lynn M.	Teacher	15,992.28	1,480.76	0	0	17,473.04
Manos, Maria	Substitutes	4,088.00	0	0	0	4,088.00
Mantenfel, Ellen M.	Teacher	74,192.00	3,800.00	0	0	77,992.00
Mark, Arleen	Educational Support Personnel	19,275.75	195.00	0	0	19,470.75
Mark, Nicole J.	Teacher	68,385.00	187.50	0	0	68,572.50
Marks, Elizabeth A.	Transportation	14,534.05	207.76	129.85	0	14,871.66
Marshall, Caroline	Community School	938.50	0	0	0	938.50
Marshall, Heather N.	East Boat Basin	4,334.00	0	0	0	4,334.00
Martin, Marie	School Lunch	884.52	0	0	0	884.52
Martin, Martha M.	Teacher	69,231.00	1,462.00	0	0	70,693.00
Martin, Wes	Coaching	0	5,965.00	0	0	5,965.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Mason, Bradley E.	Recreation	3,118.75	0	0	0	3,118.75
Mason, Bruce	Grist Mill	1,602.00	0	0	0	1,602.00
Mason, Christine M.	Community School	425.00	0	0	0	425.00
Mason, David B.	Board Of Health	72,969.47	450.00	0	0	73,419.47
Masse, Stefan	Department Of Public Works	61,764.72	6,664.64	1,098.38	0	69,527.74
Matthews, John L.	Department Of Public Works	9,022.75	0	0	0	9,022.75
Mattson, Kristin	Tutors	750.00	0	0	0	750.00
Mayen, Craig F.	Treasurer	68,476.58	0	0	0	68,476.58
Mazar, Ryan	Community School	2,810.05	0	0	0	2,810.05
Mazzucchi, Susan L.	Transportation	25,961.31	1,824.74	498.60	0	28,284.65
McAdams, Kathryn Mary	Teacher	66,679.84	0	0	0	66,679.84
McArdle, Jill	Municipal Golf Course	10,907.40	0	0	0	10,907.40
McCabe, Linda M.	Child Care Center	38,193.05	1,440.00	89.42	0	39,722.47
McCaffrey, Paul	Municipal Golf Course	3,597.12	0	0	0	3,597.12
McCarron, Mary Fran	Secretarial	43,024.80	950.00	0	0	43,974.80
McCarthy, Karen Hosmer	Child Care Center	59,525.54	1,440.00	64.28	0	61,029.82
McCluskey, Willard E.	Library	3,010.02	3,912.08	0	0	6,922.10
McDermott, Christopher P.	Police Special Detail	0	808.00	0	0	808.00
McDermott, Christopher P.	Police	77,793.44	4,960.00	40,685.09	0	123,438.53
McDermott, Janice L.	Hoxie House	355.50	0	0	0	355.50
McDonald, Evangeline J.	Substitutes	1,120.00	0	0	0	1,120.00
McDonald, Jennifer L.	Child Care Center	7,492.69	0	0	0	7,492.69
McDonald, Patrick R.	Teacher	5,206.89	0	0	0	5,206.89
McDonald, Susan E.	Teacher	69,231.00	2,940.00	0	0	72,171.00
McGinnis, Camryn R.	Substitutes	210.00	0	0	0	210.00
McGinnis, Lois	Substitutes	6,108.00	0	0	0	6,108.00
McGowan, Taryn	Community School	1,420.00	0	0	0	1,420.00
McGrail, Carolyn	Teacher	41,327.72	50.00	0	0	41,377.72
McGrath, Collin	Community School	343.00	0	0	0	343.00
McGrath, Karen	Teacher	74,192.00	820.00	0	0	75,012.00
McGrath, Stephen	Community School	7,532.76	0	0	0	7,532.76
McGuire, Maryjane	Educational Support Personnel	19,322.10	475.00	0	0	19,797.10
McGurk, Kevin	Substitutes	350.00	0	0	0	350.00
McHugh, Steven R.	Teacher	12,558.16	0	0	0	12,558.16
McKay, E. Bartlett	Police Special Detail	0	7,676.00	0	0	7,676.00
McKay, Jill M.	Tutors	300.00	0	0	0	300.00
McKee, Victoria A.	Community School	425.50	0	0	0	425.50
McKenna, Brian	Municipal Golf Course	3,392.64	0	0	0	3,392.64
McKenna, Susan E.	Substitutes	140.00	0	0	0	140.00
McLoughlin, Justine	Teacher	72,635.00	3,360.00	0	0	75,995.00
McMahon, Terence E.	Substitutes	3,360.00	0	0	0	3,360.00
McMahon, Timothy Q.	Fire Special Detail	0	432.00	0	0	432.00
McMahon, Timothy Q.	Fire	74,237.26	760.00	49,575.63	50.00	124,622.89
McNeill Jr., Michael	Teacher	59,732.20	11,147.00	0	0	70,879.20
McVay, Joseph V.	Transportation	2,649.88	0	0	0	2,649.88
Meara, Melissa	Teacher	48,478.80	20.00	0	0	48,498.80
Medeiros, Timothy L.	Teacher	15,779.00	140.00	0	0	15,919.00
Meeker, Mary	Council On Aging	3,100.50	0	0	0	3,100.50
Meissner, Lisa	Substitutes	630.00	0	0	0	630.00
Melanson, Debra	Secretarial	43,024.80	950.00	0	0	43,974.80
Melia, Matthew J.	Community School	1,558.50	0	0	0	1,558.50
Melillo, Evan N.	Substitutes	1,230.00	0	0	0	1,230.00
Melillo, Lauren P.	Tutors	28,364.00	3,500.00	0	0	31,864.00
Merget, Richard T.	Substitutes	1,190.00	0	0	0	1,190.00
Merriam, C. Ronald	Department Of Public Works	9,064.00	0	0	0	9,064.00
Metropolis, Richard G.	Administration	80,852.38	2,131.60	0	0	82,983.98
Metta, June F.	School Lunch	139.54	0	0	0	139.54
Meyer, Darren M.	Board Of Health	45,912.78	0	0	0	45,912.78
Meyer, Deborah A.	Educational Support Personnel	21,955.93	1,200.00	0	0	23,155.93
Mignone, Richard A.	Community School	730.00	0	0	0	730.00
Miller, Michael P.	Substitutes	12,088.00	1,818.00	0	0	13,906.00
Miller, Sean M.	Fire	61,236.30	645.00	26,704.26	50.00	88,635.56

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Miller, Sean M.	Fire Special Detail	0	888.00	0	0	888.00
Miquelle, Dana Lisa	Educational Support Personnel	10,535.05	0	0	0	10,535.05
Mitchell, Kathleen A.	Transportation	23,718.29	249.30	0	0	23,967.59
Mitchell, Mollie M.	Community School	2,200.95	0	0	0	2,200.95
Mohre, Jordan	Coaching	0	5,965.00	0	0	5,965.00
Molloy, Dorlise S.	Tutors	225.00	0	0	0	225.00
Montgomery, Elise	Teacher	66,679.84	0	0	0	66,679.84
Moody, Suzanne V.	Substitutes	280.00	0	0	0	280.00
Moore, Bobbie J.	Secretarial	27,830.41	8,817.00	0	0	36,647.41
Moore, Linda C.	Educational Support Personnel	18,713.09	90.00	0	0	18,803.09
Moore, Sarah	Community School	1,505.76	0	0	0	1,505.76
Moran, Mark R.	Bldg/Gas/Plmb/Insp.,Wire Insp.	1,457.86	0	0	0	1,457.86
Morelli, Karen	Community School	5,232.50	0	0	0	5,232.50
Morgan, Lynne Ann	Teacher	68,385.00	1,800.00	0	0	70,185.00
Moroney, Kimberly J.	Library	90.16	0	0	0	90.16
Morris, Amanda C.	Educational Support Personnel	15,690.26	943.53	0	0	16,633.79
Morris, Debra	Teacher	60,055.28	1,788.00	0	0	61,843.28
Morris, Donna L.	Teacher	62,482.69	6,724.31	0	0	69,207.00
Morrison, Allan	Conservation Comm.	3,850.00	2,403.50	238.50	0	6,492.00
Morrison, Margaret C	Conservation Comm.	3,000.00	0	0	0	3,000.00
Morrison, Michael T.	Community School	4,585.25	0	0	0	4,585.25
Morrison, Patricia A.	Secretarial	22,999.27	1,146.24	0	0	24,145.51
Mortenson, Kathleen E.	Library	867.13	0	0	0	867.13
Mott, Felicia J.	Community School	43,024.80	850.00	0	0	43,874.80
Moynahan, Mary Alice	Teacher	29,631.00	2,962.40	0	0	32,593.40
Moynihan, Laura K.	Recreation	2,660.51	0	44.63	0	2,705.14
Muise, Ronald A.	Community School	800.00	0	0	0	800.00
Mullen, Carolyn O.	Substitutes	420.00	0	0	0	420.00
Mullin, Mary K.	Substitutes	1,890.00	0	0	0	1,890.00
Mulroy, Sean J.	Department Of Public Works	51,243.40	5,514.21	87.99	0	56,845.60
Mulveyhill, Andrew J.	Department Of Public Works	4,412.63	0	169.18	0	4,581.81
Munroe, Wendy J.	Transportation	3,168.57	0	0	0	3,168.57
Murad, Mitchell J.	Substitutes	4,550.00	0	0	0	4,550.00
Murphy, Anne B.	Substitutes	9,800.00	0	0	0	9,800.00
Murphy, Maryann	Community School	490.00	0	0	0	490.00
Murphy, Sean	Substitutes	420.00	0	0	0	420.00
Murphy, Terence P.	Police Special Detail	0	7,713.69	0	0	7,713.69
Murphy, Terence P.	Police	86,168.40	0	65,794.83	0	151,963.23
Murray, Helen W.	Educational Support Personnel	18,570.93	0	0	0	18,570.93
Murray, Kevin	Department Of Public Works	9,641.50	0	0	0	9,641.50
Murray, Sarah	Teacher	62,883.00	75.00	0	0	62,958.00
Myers, Elizabeth F.	Teacher	62,512.83	925.00	0	0	63,437.83
Myers, Merilyn	Elections & Reg.	487.50	0	0	0	487.50
Naples, Kathleen P.	Community School	1,750.00	0	0	0	1,750.00
Nee, Patrick R.	Municipal Golf Course	8,402.94	0	130.57	0	8,533.51
Neill, David A.	Teacher	60,055.28	4,942.00	0	0	64,997.28
Nelson, Alison R.	Teacher	57,428.64	717.00	0	0	58,145.64
Nelson, Dana	Community School	2,092.17	0	0	0	2,092.17
Nelson, Jeanne Marie	Teacher	33,340.12	0	0	0	33,340.12
Nelson, Pauline	Community School	300.00	0	0	0	300.00
Neske, Christine	Teacher	41,379.48	0	0	0	41,379.48
Neville, William A.	Department Of Public Works	45,900.99	2,888.95	2,653.44	300.00	51,743.38
Newton, Gilbert D.	Teacher	74,192.00	3,725.50	0	0	77,917.50
Nichol, Margaret	Teacher	74,192.00	2,800.00	0	0	76,992.00
Nicolazzo, Albert W.	Transportation	2,107.00	600.00	0	0	2,707.00
Noble, Anna	Substitutes	246.00	0	0	0	246.00
Noll, Stephen	Coaching	5,965.00	0	0	0	5,965.00
Nordman, Betsy	Educational Support Personnel	21,341.83	1,619.59	0	0	22,961.42
Norton, Catherine A.	School Lunch	6,957.52	521.18	0	0	7,478.70
Norton, Jane F.	Community School	5,098.07	0	0	0	5,098.07
Norton, Kathleen	Teacher	68,385.00	6,062.50	0	0	74,447.50
Novero, Elena M.	Teacher	64,232.00	5,558.12	0	0	69,790.12

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Nurse, Michael J.	Police	82,540.96	0	77,380.04	0	159,921.00
O'Brien, Deborah S.	Teacher	67,985.93	7,420.00	0	0	75,405.93
O'Brien, Matthew J.	Police	66,471.92	0	49,006.26	0	115,478.18
O'Brien, Michael	Teacher	47,343.48	23,063.50	0	0	70,406.98
O'Bryan, Elizabeth M.	Substitutes	140.00	0	0	0	140.00
O'Connell, Daniel J.	Police Special Detail	0	35,363.22	0	0	35,363.22
O'Connell, Daniel J.	Police	79,055.68	0	28,009.43	0	107,065.11
O'Connell, Matthew	East Boat Basin	5,880.00	0	240.00	0	6,120.00
O'Connell, Reilly C.	Community School	31.83	0	0	0	31.83
O'Connor, James R.	Community School	1,500.00	0	0	0	1,500.00
O'Connor, Lisa A.	Community School	9,254.13	924.56	0	0	10,178.69
O'Donnell, Amy R.	Substitutes	700.00	0	0	0	700.00
O'Donnell, Maureen D.	Teacher	68,385.00	1,800.00	0	0	70,185.00
O'Gara, Christine Marie	Educational Support Personnel	18,570.93	0	0	0	18,570.93
O'Neil, Shawn	Police Special Detail	0	2,116.00	0	0	2,116.00
O'Neil, Shawn	Police	68,942.56	0	48,731.46	0	117,674.02
O'Neill, Phyllis M.	Accounting	43,595.02	375.00	0	0	43,970.02
Oakes, Betsy	Educational Support Personnel	9,173.12	0	0	0	9,173.12
Oliver, Katherine J.	Child Care Center	5,085.28	0	0	0	5,085.28
Orbach, Deborah	Teacher	68,385.00	1,825.00	0	0	70,210.00
Owen, Suellyn	School Lunch	14,465.53	6,963.44	0	0	21,428.97
Pagliarani, Donna M.	Community School	2,061.00	0	0	0	2,061.00
Palazzolo, Jennifer M.	Child Care Center	222.50	0	0	0	222.50
Palmer, Beth AF	Educational Support Personnel	17,471.04	90.00	0	0	17,561.04
Palombo, Teresa A.	Educational Support Personnel	18,570.93	0	0	0	18,570.93
Paltrineri, Linda	Teacher	74,192.00	7,212.50	0	0	81,404.50
Papapietro, Julie	School Lunch	4,937.80	154.86	0	0	5,092.66
Pare, Mary L.	Community School	5,100.00	0	0	0	5,100.00
Parker, Diana L.	Teacher	64,982.00	1,800.00	0	0	66,782.00
Parma, Michael J.	Maintenance Supervisors	52,988.00	900.00	5,505.94	0	59,393.94
Parsons, Stuart W.	Library	49,802.25	375.00	0	0	50,177.25
Pastore, Carley M.	Tutors	520.00	0	0	0	520.00
Patton, William R.	Police	23,094.40	1,211.20	2,508.09	0	26,813.69
Pearsall, Brent F.	Teacher	64,124.00	12,728.00	0	0	76,852.00
Pearsall, David A.	Municipal Golf Course	4,484.31	0	0	0	4,484.31
Pearsall, Linda M.	Teacher	64,982.00	2,300.00	0	0	67,282.00
Pearson, Pamela A.	School Lunch	5,482.85	350.00	0	0	5,832.85
Pells, Stanley	Custodians	41,964.00	2,278.30	3,541.92	200.00	47,984.22
Perakslis, Sandra	Community School	300.00	0	0	0	300.00
Perdigao, Suzanne E.	Teacher	68,385.00	1,800.00	0	0	70,185.00
Perkins, Daniel	Police	65,078.68	0	39,518.20	0	104,596.88
Perreault, Elizabeth	Community School	500.00	0	0	0	500.00
Perry, Carolyn P.	Secretarial	36,064.18	4,308.53	0	0	40,372.71
Perry, Christopher L.	Municipal Golf Course	3,898.71	0	6.66	0	3,905.37
Perry, David J.	Custodians	1,628.11	0	0	0	1,628.11
Perry, Samantha C.	Department Of Public Works	1,445.25	0	0	0	1,445.25
Persico, Sean M.	Educational Support Personnel	21,344.48	495.44	0	0	21,839.92
Peterson, Carol Ann	Tax Collector	46,952.92	550.00	0	0	47,502.92
Peterson, Christine	Community School	1,295.76	0	0	0	1,295.76
Peterson, Kimberly J.	Tutors	865.00	0	0	0	865.00
Petipas, Catherine E.	Teacher	51,643.68	0	0	0	51,643.68
Petit, James	Custodians	39,409.86	0	666.72	200.00	40,276.58
Philie, Adam E.	Community School	514.00	0	0	0	514.00
Philie, Alexandra D.	Community School	1,568.95	120.60	0	0	1,689.55
Philie, Andrew G.	Community School	1,853.00	0	0	0	1,853.00
Philie, Pauline C.	Community School	3,375.00	0	0	0	3,375.00
Phinney, Lynne	Teacher	40,404.76	950.00	0	0	41,354.76
Pierce, James	Administration	1.00	0	0	0	1.00
Pierce, Wendy	Community School	3,447.46	0	0	0	3,447.46
Pike, Susan E.	Teacher	64,982.00	962.50	0	0	65,944.50
Pimental, John	Bldg/Gas/Plmb/Insp.,Wire Insp.	25,987.52	18,515.01	3,504.02	0	48,006.55
Pimentel-Matthews, Tammy	Fire	7,412.76	62,078.56	2,748.94	50.00	72,290.26

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Pimentel-Matthews, Tammy	Fire Special Detail	0	160.00	0	0	160
Pinheiro, Jacqueline A.	Community School	2,550.00	0	0	0	2,550.00
Pisch, Patricia A.	Community School	195.00	0	0	0	195.00
Pistone, Courtney	Community School	52.50	0	0	0	52.50
Plouffe, Donna F.	Community School	5,285.00	0	0	0	5,285.00
Polidor, David B.	Municipal Golf Course	78,969.92	375.00	0	0	79,344.92
Ponte, Paul E.	Custodians	16,575.34	0	150.87	0	16,726.21
Porter, Darragh	Substitutes	490.00	0	0	0	490.00
Potter, Pamela J.	Teacher	68,385.00	1,840.00	0	0	70,225.00
Powell, Nicholas	Department Of Public Works	5,467.00	0	0	0	5,467.00
Powers, Ann I.	Educational Support Personnel	19,319.10	0	0	0	19,319.10
Powers, Elizabeth F.	Teacher	70,278.36	2,800.00	0	0	73,078.36
Powers, Gregory A.	Tutors	225.00	0	0	0	225.00
Powers, Madeline A.	Educational Support Personnel	12,708.53	609.15	0	0	13,317.68
Powers, Robert G.	Substitutes	70.00	0	0	0	70.00
Pozerski, Peter M.	Fire	66,168.76	4,197.00	19,717.76	50.00	90,133.52
Pozerski, Peter M.	Fire Special Detail	0	240.00	0	0	240.00
Prell, Alicia A.	Child Care Center	6,739.71	0	0	0	6,739.71
Prevett, Cynthia L.	Community School	318.20	0	0	0	318.20
Pulsifer, Suzanne	Educational Support Personnel	24,739.48	2,472.56	0	0	27,212.04
Queenan, Joseph A. Jr.	Recreation	1,932.75	0	0	0	1,932.75
Quinn, Michelle	Teacher	64,982.00	243.75	0	0	65,225.75
Quinn-Robb, Cheryl	Teacher	69,231.00	1,800.00	0	0	71,031.00
Rae, Brian	Department Of Public Works	13,990.90	0	288.75	0	14,279.65
Raferly, Blake K.	Educational Support Personnel	20,277.90	412.50	0	0	20,690.40
Raferly, Priscilla	Transportation	841.19	0	0	0	841.19
Rains, Carilyn	Administration	69,898.22	1,000.00	0	0	70,898.22
Ramos, Myrna	School Lunch	11,786.76	1,336.67	0	0	13,123.43
Ranta, Karen	Substitutes	9,302.23	0	0	0	9,302.23
Raymond, Michelle Y.	Conservation Comm.	32,718.14	1,570.69	0	0	34,288.83
Ready, Amy E.	Recreation	4,437.50	0	0	0	4,437.50
Recker, Beth	Teacher	46,641.57	5,856.34	0	0	52,497.91
Reiber, Amy B.	Substitutes	630.00	0	0	0	630.00
Reilly, Consuela M.	Child Care Center	38,604.96	750.00	0	0	39,354.96
Reilly, R. Kevin	Child Care Center	22.61	0	0	0	22.61
Reilly-Stewart, Kathleen	Child Care Center	320.00	0	0	0	320.00
Rezendes, Janice L.	Police	6,900.48	0	0	0	6,900.48
Rhoades, Rosemary F.	Recreation	1,431.52	0	0	0	1,431.52
Richard, Keith G.	Community School	791.66	0	0	0	791.66
Richard, Laura	Teacher	55,974.52	9,673.00	0	0	65,647.52
Richard, Maria	Community School	23,969.17	386.00	0	0	24,355.17
Rider, Blake A.	Substitutes	8,865.00	2,250.00	0	0	11,115.00
Riedel, Emma R.	Community School	679.00	0	0	0	679.00
Rigatuso, David	Community School	720.00	0	0	0	720.00
Rigazio, Brett	Teacher	50,531.68	2,983.00	0	0	53,514.68
Rigordaeva, Kathleen	Teacher	70,278.36	3,225.00	0	0	73,503.36
Riley, Heather L.	Teacher	74,192.00	6,626.50	0	0	80,818.50
Robichaud, Albert	Police	69,896.48	0	36,198.21	0	106,094.69
Robinson, Lauren L.	Library	54,768.35	525.00	0	0	55,293.35
Robinson, Mary	Child Care Center	15,412.81	0	0	0	15,412.81
Rogerson, Melissa L.	Recreation	2,246.14	0	0	0	2,246.14
Romanelli, Drew	Community School	1,015.89	0	0	0	1,015.89
Romanelli, Reilly M.	Child Care Center	559.12	0	0	0	559.12
Romano, Stanley	Municipal Golf Course	36,065.26	300.00	0	0	36,365.26
Romanowicz, Sherry A.	Community School	1,964.93	6,114.00	0	0	8,078.93
Rossomando, Richard R.	Coaching	0	4,883.00	0	0	4,883.00
Rubino, Michele P.	Municipal Golf Course	2,480.58	0	0	0	2,480.58
Rumul, Judy A.	Assessors	46,992.92	475.00	0	0	47,467.92
Russell Jr., George P.	Fire	110,470.94	525.00	0	0	110,995.94
Russell, E. Marilyn	Secretarial	43,024.80	750.00	0	0	43,774.80
Russell, Jean	Substitutes	0	5,965.00	0	0	5,965.00
Russo, Martin P.	Teacher	72,635.00	6,683.00	0	0	79,318.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Rutty, Sherrill L.	Educational Support Personnel	19,797.10	575.00	0	0	20,372.10
Ryan, Colleen	Recreation	1,482.25	1,688.50	165.00	0	3,335.75
Ryan, Patricia	Council On Aging	12,329.84	6,138.40	0	0	18,468.24
Ryer, Sandra M.	Teacher	66,679.84	0	0	0	66,679.84
Sabetta, Karen Lee	Teacher	72,635.00	1,890.00	0	0	74,525.00
Sacco, Judith	School Lunch	8,253.31	497.76	0	0	8,751.07
Saline, Richard R.	Department Of Public Works	52,215.08	3,264.08	874.36	0	56,353.52
Santoni, Julie A.	Teacher	68,385.00	1,800.00	0	0	70,185.00
Sarafin, Suzanne W.	Administration	42,317.54	3,742.50	0	0	46,060.04
Sargent, Charmaine	Fire	47,409.60	425.00	5,527.28	1,200.00	54,561.88
Saucier, Jonathon W.	Community School	304.50	0	0	0	304.50
Saunders, Joanne D.	Teacher	64,799.96	725.00	0	0	65,524.96
Savery, Lucinda A.	Teacher	74,192.00	0	0	0	74,192.00
Scalera, Andrew R.	Recreation	2,188.77	0	0	0	2,188.77
Scalese, Jeannette E.	Public Health Nurse	38,775.66	425.00	0	0	39,200.66
Scandone, Jenna L.	Educational Support Personnel	3,552.60	0	0	0	3,552.60
Scarpellini, Maryann E.	Accounting	33,873.56	234.52	0	0	34,108.08
Schaefer-Catten, Aurelia	Teacher	72,635.00	1,800.00	0	0	74,435.00
Schechtman, Jesse	Municipal Golf Course	34,434.67	990.00	0	0	35,424.67
Schemenaur, Caitlin M.	Substitutes	420.00	0	0	0	420.00
Schermerhorn III, Horace	Teacher	69,692.68	2,439.00	0	0	72,131.68
Schermerhorn, Patricia	Teacher	72,635.00	2,300.00	0	0	74,935.00
Schmidt, Susan K.	Teacher	72,635.00	2,889.00	0	0	75,524.00
Schofield, Catherine T.	Teacher	64,982.00	0	0	0	64,982.00
Schultz, David V. Jr.	Community School	858.00	0	0	0	858.00
Schulz, Victoria J.	Teacher	72,635.00	1,820.00	0	0	74,455.00
Scichilone, Judith S.	Transportation	7,444.40	0	0	0	7,444.40
Scoglio, Alfred J.	Community School	378.00	0	0	0	378.00
Scott, Samuel	Community School	1,723.08	0	0	0	1,723.08
Scott, Zachary	Community School	336.48	0	0	0	336.48
Seaman, Jane	Community School	437.50	0	0	0	437.50
Selby, Gerald L.	Recreation	1,759.53	0	0	0	1,759.53
Sellin, Wayne	Substitutes	770.00	0	0	0	770.00
Senese, Audrey	Community School	83,945.08	5,000.00	0	0	88,945.08
Sewall, William L.	Public Facilities	50,008.73	300.00	106.17	0	50,414.90
Sgro, Vincent J.	Library	23,061.64	0	0	0	23,061.64
Shanahan, Kathy L.	Child Care Center	39,062.44	1,440.00	42.58	0	40,545.02
Sharpe, Kathi	Educational Support Personnel	20,008.00	2,123.86	0	0	22,131.86
Shastany, Kerry	Educational Support Personnel	18,944.10	0	0	0	18,944.10
Shaw, Chad W.	Custodians	105.53	97.99	0	0	203.52
Shaw, James B.	Community School	1,860.00	0	0	0	1,860.00
Shaw, Sydney G.	Educational Support Personnel	17,688.85	1,088.65	0	0	18,777.50
Shea, Ann F	Teacher	68,385.00	1,800.00	0	0	70,185.00
Shea, Elizabeth C.	Community School	10,481.25	0	0	0	10,481.25
Sheehan, Antoinette A.	Secretarial	30,448.32	0	0	0	30,448.32
Shepherd, Caitlin	Substitutes	10,149.00	2,087.50	0	0	12,236.50
Sherwin, Alden	Bldg/Gas/Plmb/Insp.,Wire Insp.	45,273.62	300.00	0	0	45,573.62
Sherwin, Roberta C.	Substitutes	1,330.00	0	0	0	1,330.00
Sherwood, Karen E.	Transportation	26,238.55	1,218.61	4,407.00	0	31,864.16
Shewchuk, Donald G.	Teacher	69,231.00	2,734.00	0	0	71,965.00
Shiever, Savannah	Child Care Center	9,446.24	0	0	0	9,446.24
Shorten, MaryAlice	Community School	41,692.84	750.00	0	0	42,442.84
Sicard, Nancy Young	Teacher	66,192.84	0	0	0	66,192.84
Sigsbee, Susan	Community School	4,575.00	0	0	0	4,575.00
Silbret, Roberta L.	Community School	1,602.30	0	0	0	1,602.30
Silverman, Lisa C.	Community School	20,568.87	840.48	0	0	21,409.35
Simkins, John	Coaching	376.00	9,020.00	0	0	9,396.00
Simkins, Penny Jane	Educational Support Personnel	18,207.00	0	0	0	18,207.00
Simmons, Robert	Community School	757.50	0	0	0	757.50
Simpson, Janet C.	Teacher	64,982.00	4,294.50	0	0	69,276.50
Simpson, Marcia	Teacher	64,982.00	2,800.00	0	0	67,782.00
Singer, Joel A.	Teacher	41,528.48	4,502.00	0	0	46,030.48

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Sinnott, Myles F.	Conservation Comm.	2,816.00	2,574.00	202.50	0	5,592.50
Sinnott, Roberta	Conservation Comm.	3,600.00	0	0	0	3,600.00
Sjoo, Teresa	Community School	2,656.50	0	0	0	2,656.50
Skeary, John J.	Municipal Golf Course	10,829.89	0	0	0	10,829.89
Skirvan, Christine	Teacher	68,385.00	225.00	0	0	68,610.00
Slagle, Karen	Teacher	69,231.00	0	0	0	69,231.00
Slepchuk, Walter M.	Assessors	50,882.18	300.00	0	0	51,182.18
Small Johns, Leslie Ann	Child Care Center	8,555.04	0	0	0	8,555.04
Smillie, Janet L.	Substitutes	840.00	0	0	0	840.00
Smith, Cynthia L.	Transportation	13,072.22	0	0	0	13,072.22
Smith, Elizabeth	Teacher	66,029.04	1,500.00	0	0	67,529.04
Smith, Ernest W.	East Boat Basin	11,863.50	0	940.50	0	12,804.00
Smith, Grace K.	Community School	5,750.00	0	0	0	5,750.00
Smith, Gregory M.	Planning & Development	67,643.94	0	0	0	67,643.94
Smith, Joan M.	Teacher	69,231.00	1,800.00	0	0	71,031.00
Smith, Joseph W.	Educational Support Personnel	19,284.20	7,209.26	273.75	0	26,767.21
Smith, Marilyn H.	Administration	86,255.00	250.00	0	0	86,505.00
Smith, Mary	Hoxie House	1,494.00	0	0	0	1,494.00
Smith, Merle J.	Custodians	7,801.32	0	0	0	7,801.32
Smith, Phil A.	Community School	0	2,438.00	0	0	2,438.00
Smith, Sharon M.	Assessors	32,778.14	0	0	0	32,778.14
Solari, Jean L.	Substitutes	2,800.00	0	0	0	2,800.00
Sollows, Kimberly A.	Teacher	26,308.48	538.78	0	0	26,847.26
Soltis, Paula L.	Teacher	72,635.00	2,800.00	0	0	75,435.00
Souke, Brittany	Community School	425.00	0	0	0	425.00
Souke, Nicholas C.	Fire	58,160.88	530.00	4,565.28	50.00	63,306.16
Souza, Abigail	Recreation	877.50	0	0	0	877.50
Souza, James D.	Recreation	5,945.88	162.00	0	0	6,107.88
Souza, Janice	Recreation	30,510.98	0	302.40	0	30,813.38
Spencer, Leslie	Community School	259.00	0	0	0	259.00
Spielman, Aletta H.	Administration	702.66	0	0	0	702.66
Spiro, Paul D.	Bldg/Gas/Plmb/Insp.,Wire Insp.	66,938.48	0	0	0	66,938.48
Split, Paul	Community School	210.00	0	0	0	210.00
Spofford, James R.	Police Special Detail	0	12,847.18	0	0	12,847.18
St. James, Anna M.	Transportation	21,324.95	384.60	0	0	21,709.55
St. Pierre, Laurie L.	Teacher	72,635.00	1,920.00	0	0	74,555.00
Stallings, Kathleen A.	Teacher	68,385.00	1,800.00	0	0	70,185.00
Stanton, Debra	Teacher	65,184.88	0	0	0	65,184.88
Stapleton, Karen L.	Teacher	74,192.00	2,800.00	0	0	76,992.00
Steele, Aimee M	Educational Support Personnel	21,610.64	195.00	0	0	21,805.64
Steeves, Mary-Ellen	Council On Aging	39,249.14	425.00	0	0	39,674.14
Stepper, Eda W.	Community School	325.00	0	0	0	325.00
Stewart, Jeanne C.	Substitutes	4,480.00	0	0	0	4,480.00
Stillings, Carl F.	Custodians	41,964.00	1,059.22	2,663.13	200.00	45,886.35
Stinson, Diana L.	Child Care Center	39,417.73	1,440.00	42.58	0	40,900.31
Stobbart, John D.	Custodians	43,108.00	700.00	1,088.05	200.00	45,096.05
Stocker, Anne Terry	Community School	586.34	0	0	0	586.34
Strano, Jennifer B.	Substitutes	2,590.00	0	0	0	2,590.00
Styche, Sally A.	Tax Collector	33,913.56	0	0	0	33,913.56
Sullivan, Cara	Educational Support Personnel	20,810.96	1,256.86	0	0	22,067.82
Sullivan, Elisa	Community School	656.80	0	0	0	656.80
Sullivan, Maureen G.	Substitutes	1,470.00	0	0	0	1,470.00
Sullivan, Nancy L.	Teacher	58,587.32	2,314.96	0	0	60,902.28
Suomala, Diane	Educational Support Personnel	19,322.10	475.00	0	0	19,797.10
Susko, Anne C.	Educational Support Personnel	9,660.40	3,311.75	0	0	12,972.15
Swan, James	Municipal Golf Course	4,156.56	0	0	0	4,156.56
Swift, Dylan J.	Teacher	43,888.16	775.00	0	0	44,663.16
Swift, James	Police Special Detail	0	17,098.70	0	0	17,098.70
Sykes, Myles B.	Recreation	3,272.65	452.27	0	0	3,724.92
Sylvester, Kathleen J.	Community School	390.00	0	0	0	390.00
Sylvia, Allyson K.	Tutors	50.00	0	0	0	50.00
Talerman, Elizabeth M.	Community School	260.00	0	0	0	260.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Tavares, Adria	Community School	623.50	0	0	0	623.50
Tavares, Robert P.	Custodians	41,888.00	700.00	401.33	200.00	43,189.33
Taylor, Margaret E.	Community School	1,320.00	0	0	0	1,320.00
Tedeschi, Linda J.	Teacher	64,982.00	1,800.00	0	0	66,782.00
Tedeschi, Silvio	Coaching	0	11,930.00	0	0	11,930.00
Teehan, Jan L.	Moderator	1.00	0	0	0	1.00
Teehan, Michael	Municipal Golf Course	2,959.04	0	0	0	2,959.04
Tellez, Marcos	Community School	1,131.55	0	0	0	1,131.55
Tetreault, Ralph E.	Maintenance Supervisors	46,146.44	0	1,922.76	0	48,069.20
Thomas, Candice M.	School Lunch	506.12	0	0	0	506.12
Thomas, Colleen	Teacher	69,231.00	0	0	0	69,231.00
Thomas, James M.	Tutors	2,450.00	9,710.00	0	0	12,160.00
Thomas, Kari A.	Substitutes	420.00	0	0	0	420.00
Thompson, Matthew	Fire Special Detail	0	1,052.00	0	0	1,052.00
Thompson, Matthew	Fire	64,656.98	530.00	27,828.04	50.00	93,065.02
Tibbetts, Mari B.	Child Care Center	1,527.94	0	0	0	1,527.94
Tice, Alex J.	Community School	4,672.03	0	0	0	4,672.03
Tilly, David	Municipal Golf Course	39,052.57	819.32	3,482.97	0	43,354.86
Tilton, Paul	Department Of Public Works	98,303.07	1,100.89	0	375.00	99,778.96
Timmons, Janet	Council On Aging	60,098.48	525.00	0	0	60,623.48
Ting, Anastasia	Substitutes	6,300.00	0	0	0	6,300.00
Tobia, Elizabeth A.	Teacher	68,385.00	3,250.00	0	0	71,635.00
Tocci, James G.	Department Of Public Works	3,600.00	0	0	0	3,600.00
Toczykowski, Jillian F.	Recreation	3,104.75	0	0	0	3,104.75
Toczykowski, Natalie	Recreation	3,943.76	0	0	0	3,943.76
Tofteroo, Karen	Teacher	63,948.80	1,866.20	0	0	65,815.00
Tomasini Jr., Angelo F.	Custodians	21,571.30	1,246.00	2,257.33	200.00	25,274.63
Tomasini, Brian F.	Substitutes	350.00	0	0	0	350.00
Tompkins, Kristin	Teacher	68,385.00	0	0	0	68,385.00
Tonini Jr., Frank C.	Community School	255.00	287.96	0	0	542.96
Torrey, Dorothy	Community School	1,030.00	0	0	0	1,030.00
Towey, Kristen G.	Recreation	2,490.75	0	0	0	2,490.75
Travers, Audrey J.	Transportation	4,332.03	533.23	0	0	4,865.26
Trayner, Adam S.	Police	21,803.36	0	418.47	0	22,221.83
Tremarche, Connor J.	Recreation	3,157.77	0	89.26	0	3,247.03
Tremarche, Pamela V.	Teacher	71,698.62	4,492.00	0	0	76,190.62
Trimble, Peter B.	Teacher	68,385.00	7,440.00	0	0	75,825.00
Troyanos, Andrew J.	Tutors	971.00	0	0	0	971.00
Trudeau, George	Community School	400.00	0	0	0	400.00
Tucker Brown, Sharon	Community School	750.00	0	0	0	750.00
Tuohy, Donna M.	Teacher	72,635.00	2,390.00	0	0	75,025.00
Turgeon, Nancy	Community School	276.00	0	0	0	276.00
Tuttle, Amanda L.	Municipal Golf Course	1,797.21	0	0	0	1,797.21
Twomey, Michael S.	Data Processing	94,293.05	600.00	0	0	94,893.05
Ulmer, Allison W.	Teacher	69,231.00	90.00	0	0	69,321.00
Vagenas, Valorie A.	Teacher	47,343.48	8,700.00	0	0	56,043.48
Vallee, Janet A.	Teacher	72,635.00	1,800.00	0	0	74,435.00
Van Cleef, Mary H.	Teacher	63,268.52	0	0	0	63,268.52
Vargus, Nicole E.	Community School	300.00	0	0	0	300.00
Varjian, Karen E.	Library	39,870.99	375.00	0	0	40,245.99
Varney, Cheryle M.	Teacher	64,124.00	3,201.61	0	0	67,325.61
Varney, Jeanne M.	Assessors	38,775.66	764.84	0	0	39,540.50
Varney, Monique	School Lunch	2,033.71	51.58	0	0	2,085.29
Vaughan, Stephen	Department Of Public Works	561.00	0	0	0	561.00
Vena, Lauren	Teacher	12,498.80	0	0	0	12,498.80
Viglas, Geraldine C.	Educational Support Personnel	20,158.14	475.00	0	0	20,633.14
Vineis, Patrice M.	Library	50,801.85	525.00	0	0	51,326.85
Viola, Claire Michelle	Teacher	5,458.50	0	0	0	5,458.50
Viola, Kathleen	Community School	439.63	0	0	0	439.63
Vitacco, Ralph A.	Administration	1.00	0	0	0	1.00
Viveiros, Jason	Fire Special Detail	0	1,120.00	0	0	1,120.00
Viveiros, Jason	Fire	72,024.06	530.00	67,505.94	50.00	140,110.00

<u>Employee Name</u>	<u>Department</u>	<u>Regular</u>	<u>Other</u>	<u>Overtime</u>	<u>Fringe</u>	<u>Total</u>
Voelxen, Suzanne E.	Teacher	68,385.00	1,800.00	0	0	70,185.00
Vrontas, Marilyn H.	Administration	72,786.70	0	0	0	72,786.70
Wack, Peter N.	Police	122,326.15	0	0	0	122,326.15
Wack, Peter N.	Police Special Detail	0	10,622.64	0	0	10,622.64
Wade, Anne	Educational Support Personnel	17,170.44	270.00	0	0	17,440.44
Walker, Wanda G.	Grist Mill	1,699.00	0	0	0	1,699.00
Wall, Andrew J.	Recreation	4,526.50	0	0	0	4,526.50
Walsh, Julie C.	Teacher	64,124.06	0	0	0	64,124.06
Walter, Katherine D.	Board Of Health	38,775.66	805.78	63.00	0	39,644.44
Washburn, Mary	Substitutes	1,610.00	0	0	0	1,610.00
Wasley, Richard S.	Community School	160.00	0	0	0	160.00
Wass, Martel	Community School	2,612.30	0	0	0	2,612.30
Webber, Joseph R.	Department Of Public Works	7,617.50	0	0	0	7,617.50
Weber, Abigail	Child Care Center	1,359.24	0	0	0	1,359.24
Weber, Barbara	Educational Support Personnel	18,944.10	0	0	0	18,944.10
Weekes, Harold A.	Maintenance Supervisors	52,988.00	1,352.85	2,789.49	0	57,130.34
Weekes, Nicholas A.	Custodians	40,976.00	514.47	3,047.80	200.00	44,738.27
Weiner, Lori E.	Teacher	61,734.32	0	0	0	61,734.32
Welch Jr., Michael	Teacher	67,534.16	987.00	0	0	68,521.16
Werner, Judith C.	Library	3,546.04	0	0	0	3,546.04
Wesley, Michelle A.	Educational Support Personnel	19,322.10	475.00	0	0	19,797.10
Westerhouse, Joanne	Community School	476.45	0	0	0	476.45
Whearty Jr., Robert D.	Substitutes	70.00	0	0	0	70.00
Whearty, David R.	East Boat Basin	52,231.35	525.00	2,703.02	0	55,459.37
Whelan, Paul J.	Municipal Golf Course	9,473.04	0	13.23	0	9,486.27
White, Angela Piccolo	Teacher	72,635.01	2,340.00	0	0	74,975.01
White, Daniel	Custodians	4,507.47	241.20	0	0	4,748.67
White, Kim	Teacher	49,323.04	462.50	0	0	49,785.54
White, Taylor D.	Town Clerk	66,522.08	1,050.00	0	0	67,572.08
Wiehe, Janice	Tutors	3,495.00	295.00	0	0	3,790.00
Wieman, Patricia	Police	51,318.56	475.00	377.37	0	52,170.93
Wiklund, Maureen	Teacher	71,176.48	4,575.00	0	0	75,751.48
Wilkey, Marlene	Substitutes	3,850.00	0	0	0	3,850.00
Willette, Dorothy	Transportation	22,891.26	646.85	16.94	0	23,555.05
Williams, John P.	Teacher	71,331.99	3,884.00	0	0	75,215.99
Williamson, Melissa G.	Teacher	40,076.56	6,854.25	0	0	46,930.81
Wojciechoswski, Keryn E.	Teacher	59,732.20	1,112.00	0	0	60,844.20
Wojnar, Patricia J.	East Boat Basin	13,902.63	0	225.90	0	14,128.53
Wong, Holli	Teacher	19,519.09	0	0	0	19,519.09
Wood, Christina L.	Recreation	3,528.00	0	0	0	3,528.00
Wood, Marsha Lee	Teacher	69,231.00	1,800.00	0	0	71,031.00
Wood, Michael P.	Police	57,847.20	112.50	50,058.15	0	108,017.85
Wood, Michael P.	Police Special Detail	0	2,555.00	0	0	2,555.00
Woodbury, Jennifer	East Boat Basin	5,380.00	0	255.00	0	5,635.00
Yarnell, Walter J.	Transportation	23,418.36	353.18	529.76	0	24,301.30
Young, Kristen L.	Teacher	52,004.64	100.00	0	0	52,104.64
Zanello, Peter J.	Department Of Public Works	1,474.00	0	0	0	1,474.00
Zappala, Sarah	School Lunch	5,445.75	350.00	0	0	5,795.75
Zarembski, Dina L.	Tutors	2,223.75	0	0	0	2,223.75
Zenopoulos, Jacqueline B.	Substitutes	280.00	0	0	0	280.00

Report of the BOARD OF ASSESSORS

2011 was a hectic and challenging year for the Assessing Department.

The Fiscal 2012 actual bills were issued at the end of December. The legal value date for these bills was January 1, 2011, based on 2010 calendar year sales. The appeal period had just expired at the writing of this report, with 226 appeals turned in, (97 from two land subdivisions) and in process of review. This represented a 1.5 percent decrease in filings from last year.

Fiscal 2012 was a triennial certification year for the town, and the project to revalue and work with officials from the Massachusetts Department of Revenue, Bureau of Local Assessment ran from April until December, at which point the town's assessment projects was certified and Fiscal 2012 tax rate set. As part of the process of review, over 1500 properties were inspected and listed on site, and over 7000 properties were reviewed as part of a final "drive-by" review for accuracy and final value determination purposes.

The Fiscal 2012 certified assessments have a legal assessment date of January 1, 2011 and were based upon review of valid calendar year 2010 sales. Sales of a non valid nature, such as foreclosure related and most short sales were not considered within the analysis. All sales properties, as in each year, were contacted both by mailer, as well as through a site visit.

The department is entering its fourth year of successfully conducting abutter's certifications from on-line submissions. Over the past three years, 786 such lists have been processed using this system, which is hosted by Applied Geographic's (AppGeo) through our Town of Sandwich website.

The department is currently is in discussions with AppGeo to install a newer and more user friendly version of on-line mapping, called MapGeo. This version, if installed, will allow for quicker and more intuitive lookups and will include a section to open, review and print out our appraisal field cards. With all agreements in place, it is hoped this new version could be online for the summer of 2012.

We are finishing software improvements with WTI-Data National for the current appraisal system. The original agreement, signed in November 2009 for \$17,000, was the first money spent for new development in a system that has served the town since 1990, and represents a fraction of the cost required for a new appraisal system. The changes were successful in assisting the certification project, in that it allows for more and faster transfer and analysis of appraisal data.

The appraisal staff of the department will continue their high visibility during the 2012 calendar year. Fiscal 2013 is an interim valuation year, in accordance with state regulations, and the department will be reviewing calendar 2011 sales in setting values as of January 1, 2012.

Ongoing programs include building permit inspections, personal property listing and review, commercial income and expense review, and sales property review program.

The department will continue the DOR/Bureau of Local Assessment mandated "cyclical inspection program" – where the department visits and re-inspects a percentage of residential and commercial properties each year in an effort to maintain data quality.

As we continue with these annual inspection programs, please remember that statistical accuracy leads to assessment accuracy, which benefits both Town and Taxpayer equally. We ask for your continued cooperation in these efforts.

The Board would also like to thank the staff of the Assessing Department for their continued outstanding service to the Board and to the residents of Sandwich.

Ed Childs, Director of Assessing
Judy Rumul, Office Manager
Jeanne Varney, Administrative Assistant
Sharon Smith, Administrative Assistant
Walter Slepchuk, Assistant Assessor
Gary Fryxell, Field Technician

Wishing all residents a happy and prosperous 2012.

Respectfully submitted,

Lawrence B. Harrington, Chair
Robert G. James
Nicholas Fernandes
SANDWICH BOARD OF ASSESSORS

Report of the CAPITAL IMPROVEMENT PLANNING COMMITTEE

The Capital Improvement and Planning Committee continued to support increased funding of on-going repairs and renovations to town facilities utilizing town staff. A good deal of work has been accomplished by our small staff.

In addition, approved funding of the architect, Symmes Maini & McKee Associates (SMMA) was secured for the building study of the Wing School and later, the entire school district master plan working with the Study Committee. This effort has resulted in a new district wide education plan for the future recognizing the Town's decreasing school population. This plan and related funding is sub-

ject to approval by the School Board, the Selectmen and the residents of the Town.

The preliminary design and cost estimate for a new Public Safety Complex, as recommended by CIPC, has proceeded with the selection of an architect, Kaestle Boos Associates, Inc. (KBA). The design and cost estimate has now been finalized. The proposed project is in the process of being presented to various Boards and the residents of the Town in seeking for approval and funding. This badly needed facility is widely being accepted and has been the focus of many a discussion.

Respectfully submitted,

John Juros, Chair

Town Clerk



Photo courtesy of Sandwich Archives

The Fish Freezer Plant on the Cape Cod Canal was located west of the East Boat Basin. The building was built in 1917 and demolished in 2010.

Report of the TOWN CLERK

The Town Clerk's Office experienced many changes in 2011. It began with the Annual Town Meeting followed by the Annual Town Election which garnered a 20.85% turn-out, the reelection of John Kennan and the return of former Selectmen Frank Pannorfi to the Board of Selectmen. The Town also elected two new members to the School Committee, Robert Catalini and Susan Sundermeyer.

While no State or Federal Elections took place in 2011 the Clerk's Office was busy updating census data and working on a reprecincting plan. In conjunction with the Secretary of State's Office the Town's voting precincts were redrawn and the voting locations reorganized. The end result produced a reduction in voting precincts from seven to six as well as the elimination of the High School as a voting location.

We also experienced some personnel changes in 2011, as long time Assistant Town Clerk Judy Hendy announced her retirement. She left the office in mid October and we would like to thank her for her service to our community over the past thirteen years. We were pleased to announce that Susan Lundquist, long time Administrative Assistant in the Clerk's Office, was promoted to Assistant Town Clerk. Susan has been with the Clerk's Office since 2000 and is well qualified to fill this position. The vacancy left by Susan's promotion was filled by a new face to the Clerk's Office in Nicole King. Nicole has adapted well to the position of Administrative Assistant and has helped to streamline the functions of the office.

There was a Special Town Meeting in November where several major zoning changes as well as Community Preservation appropriations were passed.

We are pleased to continue to offer expanded hours, which has been in place since August of 2009 and allows residents to access the Clerk's Office until 8pm every Tuesday evening. Citizens have been able to conduct their business after traditional office hours and we have seen an increase in our ability to provide them with passports, marriage licenses, vital records requests, dog licenses and voter registrations.

Unfortunately, 2011 was the last year in which the Clerk's Office was able to provide Fish & Game licenses to Sandwich residents. Due to increased State regulations and requirements, it became unfeasible for us to continue to offer this service in 2012. We are disappointed to report this, but are willing to help residents with any questions they might have in obtaining licenses through different methods.

We have also continued our work with the Community Preservation Committee to secure funding for the preservation and restoration of the Town's vital records. A total of 13 of the Town's oldest vital records were preserved in 2011 and are now in the care and custody of the Town Clerk. We would like to thank the residents of Sandwich for supporting the CPC appropriation which allowed us to engage in this important preservation effort.

The Annual Town Election in May was the first time we used the newly purchased AccuVote optical scanner voting machines. This new equipment replaced the aging Optech Eagle voting machines that have been in use for over 15 years. We were pleased to report a smoother voting process as well as faster election results with the use of the new voting equipment.

As always, I would like to publicly thank the reliable and dedicated poll workers who help make the voting process here in Sandwich run successfully. Without them the election process could not occur. With four town-wide elections and two Town Meetings planned for 2012, I expect they will again be working hard for the voters of Sandwich. I would also like to extend my appreciation to my wonderful staff, Sue Lundquist and Nicole King for their devoted service to the residents of Sandwich. They work hard everyday to ensure that the functions of the Town Clerk's Office are implemented with the utmost professionalism and highest level of service. Together we have been able to increase the level of service we provide and implement efficiencies for the future.

I would like to thank the citizens of Sandwich for allowing me to serve them for another year. For the past three years I have been dedicated to modernizing the Clerk's operations, preserving our history and providing added levels of service and convenience. I truly appreciate the opportunity to be your Town Clerk.

Respectfully submitted,

Taylor D. White
Town Clerk

BIRTHS, MARRIAGES AND DEATHS IN 2011

A detailed list of births, marriages and deaths is no longer published in the Town Report due to privacy concerns and State law. The total number of births to Sandwich residents in 2011 was 130. The total number of marriages recorded in 2011 was 108. The total number of deaths recorded in 2011 was 356.

PASSPORTS

The Town Clerk is an official agent authorized to accept and process new passport applications. The Office processed a total of 384 passports in 2011.

DOG AND CAT LICENSES

Dog Licenses Issued in 2011

Males	101
Neutered Males	480
Females	46
Spayed	490
13 Kennel Licenses were issued	
TOTAL AMOUNT COLLECTED	\$8,787.00

Cat Licenses Issued in 2011

Males	0
Neutered Males	0
Females	0
Spayed Females	6
TOTAL AMOUNT COLLECTED	\$18.00

BUSINESS CERTIFICATES & RAFFLE PERMITS

The Town Clerk registered 161 business certificates in 2011 which generated a total of \$4,025.00 in revenue for the Town of Sandwich. 10 raffle permits to various non-profit organizations were issued in 2011 which generated a total of \$100.00 in revenue.

TOWN OF SANDWICH 2011 ANNUAL TOWN MEETING MAY 2, 2011

The Annual Town Meeting was called to order in the Sandwich High School auditorium by Moderator Jan Levin Teehan at 7:00 P.M. The clerks checked in a total of 451 voters. The total number of eligible voters was 14,922. The invocation was delivered by Reverend John E. McGinn, Rector of St. John's Episcopal Church and Dana Barrette, Chairman of the Board of Selectmen, led the Pledge of Allegiance. The Moderator swore in the following Sandwich residents as tellers: Nancy Comer, Elaine Davis, Regina Peters, Katherine Heras, Carolyn Motta, Mary Fishman, Robert Paul, Alice Paul, Donna Leiss and John Leiss. Rene Douglas served as the timekeeper.

Moderator Teehan asked for a moment of silence for the following Town Employees who have passed since last Town Meeting: Vincent Harrington, James Silva, Ruth Tyback, Dagny Miller, and Edmund Serodio.

ARTICLE 1

To see if the Town will vote to hear the reports of all Town Officers and Committees and to act thereon and to hear the report of the Board of Selectmen on the Long Range Plan, or take any action relative thereto.

Dana Barrette, Chair of the Board of Selectmen read the report on the Long Range Plan on behalf of the Board.

MISSION STATEMENT

The government of the Town of Sandwich will provide the public with the highest, most efficient and effective level of service with the resources available in a manner that exemplifies honesty, integrity and a commitment to public service while honoring our rich history, protecting our environment and responsibly planning for our future.

SUMMARY OF LONG RANGE PLAN

The purpose of the Long Range Plan (LRP) is to annually project the future needs of the Town and identify the primary issues and projects on which the Town will focus, and to report this to Town Meeting (Section 4.2.5(i) of Town Charter). The vision that forms the basis for the LRP is articulated in detail in the Local Comprehensive Plan (LCP) approved by Town Meeting in May 2009. The document below is long range in the sense that it takes us further than just one budget cycle. It is meant to define the next few steps of the journey to the vision set forth in the LCP and the other planning documents identified in the Attachments below. Several of the items found in the Action Plan will be voted on at the May 2, 2011 Annual Town Meeting and are addressed in the recommended FY'12 budget.

INTRODUCTION

Guiding principles followed in developing the LRP include:

- Adequate staffing takes precedence over new buildings
- Realistic limitations of a large population & small tax base need to be considered
- Proposition 2.5 funding limitations need to guide wage / compensation packages, to the extent the Town can control them
- Action items over the next 12 months are heavily weighted toward collecting information and plan development
- Funding sources & tax impacts of proposed actions will be identified during the planning phase

ACTION PLAN

(* = proposed action item leader)

1. Improved Delivery of Existing Services

- a. Submit a plan to the Selectmen and School Committee to explore consolidating & unifying financial systems and human resource cost centers – November 2011 – School Business Manager*, Town Accountant*, Town Treasurer, Human Resources Director, Information Technology Director, School Information Technology Staff
 - i. Warrant article to fund any hardware/software – April 2012 – Selectmen
 - ii. Consider “Chief Financial Officer” position – Jan 2012 – Selectmen, School Committee
- b. Implement Pay-As-You-Throw – July 2011 – Director of Public Works*
 - i. Warrant article for transfer station enterprise fund – May 2011 – Selectmen
 - ii. Resolve SEMASS contract issue – 2011 – Director of Public Works
- c. Submit a plan to the Selectmen to improve delivery of senior services – September 2011 – Council on Aging Director*, Public Health Nurse
 - i. Warrant article to fund initial step(s) – April 2012 – Selectmen
- d. Review recreational facilities & existing Recreation Field Development Plan with the Selectmen – December 2011 – Recreation Director*
 - i. Issue RFP for additional recreational uses / services at Sandwich Hollows Golf Club (provided special legislation passes) – October 2011 – Selectmen, Town Manager's Office*, Golf Director
 - ii. Warrant article to fund first step(s) of recreation plan – April 2012 – Selectmen
- e. Appoint charter review committee – July 2011 – Selectmen*
- f. Streamline volunteer committee system – July 2011 – Selectmen*
- g. Consider formation of Sandwich Endowment Fund – 2012 – Selectmen, Town Treasurer*

2. Capital Asset Management

- a. Warrant article to secure State matching MSBA Green Repair Program funds for Forestdale and Oak Ridge Schools – April 2011 – Selectmen, School Department*
- b. Warrant article for library HVAC capital exclusion – April 2011 – Selectmen, Library*
- c. Resolve status of current library branch proposal – May 2011 – Town Meeting*

- d. Move forward on public safety improvement plan
 - i. Submit staffing plan and personnel cost estimate to Selectmen – December 2011 – Town Manager*, Fire Chief, Police Chief
 - ii. Submit construction plan and cost estimate to Selectmen – December 2011 – Town Manager*, Fire Chief, Police Chief, Consultant
 - iii. Warrant article/ballot question to support staffing plan – February 2012 – Selectmen
 - iv. Warrant article/ballot question to support construction – February 2012 – Selectmen
 - e. Evaluate consultant's School District Master Plan – October 2011 – School Committee*
 - i. Recommend action on School District Master Plan – January 2012 – School Committee
 - ii. Warrant article to gauge public acceptance of the School District Master Plan – April 2012 – Selectmen
 - f. Submit a comprehensive capital improvement plan to the Selectmen, School Committee and Finance Committee – 2012 – Town Manager's Office*, Public Facilities Director, Building Inspector, School Business Manager, School Facilities Director, Capital Improvement Planning Committee
 - i. It would be a 10-year plan encompassing all non-public safety physical facilities. It would propose new construction, if needed, to support a school master plan, road bond, consolidated town hall, senior / community center, and library facilities. It would propose necessary maintenance for facilities down in the queue for new construction. It would also show the tax impact of any borrowing needed to finance either construction or repairs – 2012 – Town Manager*, Financial Department Heads
 - ii. Warrant article to adopt the plan – 2012 – Selectmen
 - iii. Warrant article to fund the first step(s) – 2012 – Selectmen
3. Economic Development (Tax Base Growth)
- a. Achieve first series of Comprehensive Wastewater Management Plan milestones – per Wright-Pierce schedule – Health Director*, Water Quality Advisory Committee, Wright-Pierce
 - b. Commence a 10-year tax base expansion plan to Selectmen, Sandwich Economic Initiative Corporation – January 2012 – Director of Planning & Development*, Director of Assessing
 - i. Issue South Sandwich Village Center Request for Proposals – August 2011 – Selectmen, Town Manager's Office*
 - ii. GenOn future & successor to current Tax Valuation Agreement – 2012 – Town Manager, Director of Assessing*
 - c. Town meeting approval of revised zoning bylaw – October 2011 – Selectmen, Director of Planning & Development*, Planning Board
 - d. Continue consideration of the Town's relationship with local non-profit organizations – 2011 – Selectmen, Assessors, Director of Assessing*
4. Preserve and Protect Historic Character and Natural Resources
- a. Warrant articles for CPC recommendations – April 2011 – Selectmen*
 - b. Renewed plan to deal with beach erosion – July 2011 – Town Manager, Natural Resources Director*, Woods Hole Group, Army Corps of Engineers, Department of Environmental Protection
 - i. Renewed action on previously submitted Federal & State funding & permitting efforts – April 2011 – Selectmen, Federal & State Delegation, Army Corps of Engineers, Department of Environmental Protection
 - ii. Warrant article to fund permitting expenses which may entail use of CPA funds – October 2011 – Selectmen
 - iii. Warrant article to fund first improvement step(s) – 2012 – Selectmen
 - c. Progress report or new requests relative to Sandwich Affordable Housing Plan November 2011 – Sandwich Housing Authority*
 - d. Review open space purchase priority list – January 2012 – Selectmen*, Natural Resources Director*, Conservation Commission, Community Preservation Committee
- UNANIMOUSLY VOTED: That the Town accept the Report of all Town Officers and Committees as printed in the 2010 Annual Town Reports and hear the report of the Board of Selectmen on the Long Range Plan. This was a voice vote and declared carried unanimously by the Moderator.**
- ARTICLE 2**
- To see if the Town will vote to hear the report of the Finance Committee and to see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$63,674,031.00, or any other amount, to defray Town expenses for the Fiscal Year July 1, 2011 to June 30, 2012 as itemized below in the third column entitled FY'12 Recommendation, or take any action relative thereto.
- William Diederling, Chair of the Finance Committee read the report on behalf of the Board.
- Finance Committee FY'12 Budget Message:**
- In accordance with the charter of the Town of Sandwich, the Finance Committee hereby presents this fiscal year 2012 budget message to the members of Town Meeting and to the taxpayers and residents of Sandwich.
- We would like to thank the town department heads and staff, as well as School Superintendent Johnson and her staff, for their diligent work in support of this process. We would especially like to thank Town Manager Bud Dunham for his assistance as we worked our way through another difficult budget year. Mr. Dunham brings extraordinary budgeting expertise and valuable guidance to the table week after week and it is much appreciated.
- The recommended FY 2012 budget calls for a total expenditure of \$65,903,007. This is an increase of \$534,142 (0.8%) over the FY 2011 budget. An increase of less than 1%, by any measure, is a very lean budget. In the best-case scenario, this could be considered a level-service budget. Certainly there is no expectation that it will result in any increase in service levels.
- REVENUE SUMMARY**
- Calculated into this budget is an increase in the tax levy of \$1,128,749 (2.5%) plus an additional \$500,000 of tax levy attributed to new growth. Our surplus revenue is \$1,367,711 which is an increase of \$390,732 over last year.

Last year we transferred \$1,250,000 from the Stabilization Fund to balance the FY 2011 budget. We are not taking any money from stabilization for the FY 2012 budget. Therefore, when comparing this year to last year it's important to understand that this represents a significant decrease in revenue.

We won't know the exact amount of our Chapter 70 state aid for schools until it is voted by the state legislature. With mixed signals coming from Beacon Hill, and no official guidance given, the decision was made to plug in an assumption of level funding for now. As we have done for the past several years, we will adjust this number at a future town meeting should it either increase or decrease.

We are projecting an 11.5% increase in discretionary state aid, due to an increase in the reimbursement for charter school tuition. Associated with this increase in reimbursement is an even greater increase in charter school assessments.

EXPENSE SUMMARY

The budget calls for a 3% increase to the general government operating budget to cover increases in expenses, most of which are salary increases related to collective bargaining agreements. It is not anticipated that there will be sufficient funds available to increase staffing levels in any general government department.

The general government departments are all running very lean in staffing, and in some cases are clearly understaffed. An increase lower than the proposed 3% would likely result in reductions in staff that would have a serious impact on the current service levels. An increase higher than 3% is not supported by our revenue projections.

The budget calls for a reduction in the local contribution to the school budget of \$557,804 and assumes level funding of Chapter 70 state aid to schools. The result is an overall 1.9% reduction in the school department operating budget.

It is important to note that student enrollment decreased by 147 students this year. In the past five years, enrollment has decreased by 519 students, or 13%. Recent forecasts predict enrollment will continue to decline in the foreseeable future.

The School Department appears to be able to withstand the proposed 1.9% decrease without a major reduction in service levels. Much credit goes to the School Department for implementing various cost saving measures to help make this possible. While some positions may be eliminated due to reorganizing, the budget does not project a significant overall decrease in staffing level, and class sizes are projected to hold steady on average. There are no plans to eliminate programs due to a lack of funding. No new fees are being proposed.

The School Department made the decision to participate in the School Choice program starting in 2010. Since that time, a small but growing number of out-of-district students have chosen to attend school in Sandwich. The school department receives tuition for these students to help cover incremental costs. This tuition money has been put into an account to be used at the discretion of the School Com-

mittee. The Superintendent projected that there will be \$160,000 available in the account for use next year should the need arise. This revenue source is not included in the FY 2012 budget projections so it has the effect of partially offsetting the 1.9% decrease.

The reverse of this situation occurs when students leave the Sandwich schools to attend a charter school, or another public school through the School Choice program. The town is assessed money to cover their tuition. We expect a sharp increase in this expense as more students are attending schools elsewhere. The main driving factor behind this is the expansion of the Sturgis Charter School which now has more seats available. To put all this in perspective, in 2006 the actual cost (assessment - reimbursement) of charter school tuition was \$200,000 and in 2012 it will be approximately \$835,000.

The one aspect of the school budget that causes the most concern is related to pending collective bargaining agreements. The most recent collective bargaining agreement with the teachers union (SEA) expired in 2010 and teachers are currently working without a contract while a new agreement is being negotiated. The proposed FY 2012 budget does not include any amount for salary increases beyond step and longevity increases. Depending on the outcome of the negotiations this could present a very serious imbalance.

Other noteworthy changes in expenses include a 5.9% increase in the assessment for the Upper Cape Regional Technical School, a 7.9% increase in the town's share of employee health care costs, and an increase in the annual pension liability of 6.8%. These are significant increases that we've been forced to deal with year after year. Just the increase in health insurance alone is \$650,000 this year.

STRUCTURAL DEFICIT

Every year, as we begin the process of developing the budget for the following year, we are faced with a deficit of somewhere between one to two million dollars. This is the amount of the structural deficit that is built into our budget. Simply put, our annual increase in expenses exceeds our annual increase in revenues. Common sense would dictate that this situation is not sustainable.

Every year we manage to find a way to overcome the deficit and balance the budget. We've accomplished this with a variety of "one-time" solutions, rather than to solve the problem with any kind of sustainable solution. Since 2009, we've taken \$1.5 million dollars out of the Stabilization Fund. We've had some union and non-union employees forgo cost of living increases for two consecutive years in order to preserve jobs. We've reduced our capital budget that we use to maintain our equipment, vehicles and buildings. Not properly maintaining our assets will inevitably cost us more over the long term.

We have also balanced the budget in recent years by underfunding the general government operating budget.

Town Manager Dunham told us in no uncertain terms that the Police, Fire, DPW and many other general government departments are under-resourced. In budget discussions this year, Mr. Dunham issued a stern warning to the Selectmen and the Finance Committee

stating that we cannot continue to underfund our most basic requirements. Underfunding our Police and Fire departments jeopardizes public safety as well as the safety of our employees. Underfunding maintenance of our roads will cost us more as they continue to deteriorate.

There is no single solution to the structural deficit problem. On the expense side, much of the annual increases are related to employment costs, specifically, the rate of salary increases and the rising cost of health care and retirement benefits. Strategies can and should be developed to contain these costs. Our annual revenue is, to a great extent, influenced by factors beyond our control. Still, there are a few limited options available to increase revenue and each must be fully investigated.

There will undoubtedly be careful consideration of an override next year but that decision has yet to be made.

CONCLUSION

The Finance Committee, which functions as an independent advisory committee, weighs the input from all interested parties during the budget deliberations and analyzes the impact that the budget will have on the taxpayers, residents and visitors of Sandwich. This year the recession has dictated that we support a very lean budget with practically no increase in total spending over FY 2011.

The impact on property taxes of the proposed FY 2012 budget is estimated to be a \$63 increase for the average single-family home, valued at \$358,200. This estimate does not include the debt exclusion and capital exclusion articles that appear later on the warrant.

After careful review and consideration, the Finance Committee voted unanimously to recommend that Town Meeting accept the budget as presented, and pass Article 2.

FY'12 BUDGET TOTALS

<u>No.</u>	<u>Department</u>	<u>FY'10</u> <u>Appropriation</u>	<u>FY'11</u> <u>Appropriation</u>	<u>FY'12</u> <u>Recommendation</u>
114	Moderator	1	1	1
123	Selectmen/Administrator	382,310	382,385	377,656
	Personnel Expenses	76,799	75,000	158,153
131	Finance Committee	2,200	2,700	2,700
135	Accounting	172,844	176,755	183,362
141	Assessing	338,531	338,359	341,087
145	Treasurer	164,030	168,066	174,755
146	Tax Collector	229,981	235,820	241,224
147	Tax Title	25,000	25,000	25,000
151	Legal	225,000	225,000	225,000
152	Human Resources	143,842	143,842	143,842
161	Town Clerk	153,934	156,050	156,990
162	Elections & Registrations	35,500	56,500	45,000
171	Natural Resources	233,008	233,711	236,898
175	Planning & Development	150,849	149,662	153,133
190	Facilities Management	410,784	449,604	474,604
195	Town Reports	11,000	11,000	11,000
196	Bind Town Records	1,000	1,000	1,000
197	Data Processing	331,156	331,456	331,456
	Total 100s	3,087,769	3,161,911	3,282,861
210	Police Department	3,058,024	3,045,197	3,148,270
220	Fire Department	3,631,921	3,657,892	3,790,423
241	Inspections	229,480	230,843	231,306
244	Weights & Measures	1,200	1,200	200
291	Emergency Management	5,250	5,250	5,250
294	Forest Warden	1,500	1,500	1,500
297	Bourne Shellfish	4,000	4,000	4,000
299	Greenhead Fly	1,500	1,500	1,500
	Total 200s	6,932,875	6,947,382	7,182,449
300	School Department	30,413,314	30,176,539	29,225,227
313	UCCRVTs	1,575,093	1,686,655	1,786,439
	Total 300s	31,988,407	31,863,194	31,011,666

<u>No.</u>	<u>Department</u>	<u>FY'10</u> <u>Appropriation</u>	<u>FY'11</u> <u>Appropriation</u>	<u>FY'12</u> <u>Recommendation</u>
410	DPW – Engineering	123,293	123,593	123,593
420	DPW – Highways	1,478,417	1,509,979	1,540,118
421	Snow & Ice	250,008	250,009	250,010
424	Streetlights	30,000	30,000	30,000
435	DPW – Sanitation	765,569	765,569	765,569
	Total 400s	2,647,287	2,679,150	2,709,290
510	Health Department	166,464	167,464	167,616
522	Nursing Department	126,322	118,665	128,938
541	Council on Aging	145,369	147,520	152,115
543	Veterans Services	37,591	42,000	41,992
	Total 500s	475,746	475,649	490,661
610	Library	866,210	866,210	892,196
630	Recreation Department	70,849	71,149	71,149
650	DPW – Parks	13,850	13,850	13,850
671	Hoxie House / Grist Mill	0	10,000	10,000
693	Memorial Day	1,200	1,200	1,200
694	<u>Historic District</u>	<u>11,500</u>	<u>12,000</u>	<u>12,000</u>
	Total 600s	963,609	974,409	1,000,395
OPERATING SUBTOTAL:		46,095,693	46,101,695	45,677,322
135	Marina & SHGC Indirect Costs Transfers			30,000
171	Waterways Fund Transfer			17,500
220	Ambulance Fund Transfer			150,000
630	Beach and Recreation Account Transfer (incl. Sandy Neck)			195,240
645	Community Preservation Act Debt			1,282,701
650	Cemetery Trust Fund Transfer			22,000
671	Hoxie House / Grist Mill Income Transfer			33,000
INTER-FUND TRANSFERS SUBTOTAL:				1,730,441
132	Reserve Fund			400,000
540	Social Services Programs			21,200
710	Short Term Debt			50,000
750	Debt			2,953,256
910	Group Health Insurance			8,900,000
912	Medicare			494,091
940	Property & Liability Insurance			825,000
941	Unemployment Account			50,000
950	<u>Retirement Assessment</u>			<u>2,572,721</u>
OTHER ACCOUNTS SUBTOTAL:				16,266,268
FY'12 BUDGET TOTAL:				63,674,031

UNANIMOUSLY VOTED: That the Town hear the report of the Finance Committee and raise and appropriate \$59,675,879; transfer and appropriate \$1,367,711 from Free Cash; transfer and appropriate \$900,000 from the ambulance receipts reserved for appropriation account; transfer and appropriate \$150,000 from overlay surplus; transfer and appropriate \$1,065,110 from the Community Preservation Fund Fiscal Year 2012 estimated annual revenues; transfer and appropriate \$217,591 from the Community Preservation Fund undesignated fund balance; transfer and appropriate \$15,000 from Sandwich Marina funds; transfer and appropriate \$15,000 from the Sandwich Hollow Golf Club enterprise fund; transfer and appropriate \$195,240 from the beach parking receipts reserved for appropriation account; transfer and appropriate \$33,000 from the Hoxie House / Grist Mill receipts reserved for appropriation account; transfer and appropriate \$17,500 from the Waterways Fund; transfer

and appropriate \$22,000 from cemetery trust funds; to defray Town expenses for the Fiscal Year 2012 as itemized in the third column entitled FY'12 Recommendation, as printed in the Warrant under Article 2, and set the compensation of elected officials as follows:

Moderator	1
Chairman Board of Selectmen	2
Selectmen – 4 each	1
Chairman Board of Assessors	2
Assessors – 2 each	1
Town Clerk	65,520

This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 3

To see if the Town will vote to hear the report of the Capital Improvement Planning Committee, and further, to appropriate the sum of \$648,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing and repairing equipment, vehicles, and buildings, and providing related services in accordance with the following list, with any unexpended balance for each item identified below to be placed in the Building Repairs / Capital Purchases account to be expended under the direction of the Board of Selectmen:

Natural Resources – Pick-up Replacement	40,000.00
Natural Resources – Outboard Motor & Steering Replacement	15,000.00
Facilities Department – Town Building Repairs/Improvements	125,000.00
Joint Public Safety Building – Schematic Design & Cost Estimate	125,000.00
Police Department – Cell Block Upgrades	26,000.00
Fire Department – Ambulance Replacement	200,000.00
DPW – Truck w/ Plow Replacement	45,000.00
DPW – Sanitation Walls Improvements	40,000.00
School Department – Remove HTW Underground Tank	10,000.00
Police Department – Taser Purchases	9,000.00
Recreation Department – Playground & Skate Park Maintenance	4,000.00
Recreation Department – Portable PA System	1,500.00
School Department – HTW School Zone Signals	7,500.00

And further,

That to meet this appropriation, the sum of \$152,956.70, be transferred from the following unexpended balances:

Ambulance Fund Transfer	75,000.00
County Retirement Assessment	47,172.58
Natural Resources – Murkwood Property	42.53
Natural Resources – Ryder Property	49.73
Natural Resources – Trailer Purchase	666.80
Natural Resources – Conservation Land Improvements	6.24

Facilities Department – Various Building Repairs	723.33
Facilities Department – Buildings Assessment	1,241.80
Facilities Department – Flail Mower Attachment Purchase	609.15
Facilities Department – Mower Purchase	196.78
Facilities Department – ADA Accessibility	1,148.71
Facilities Department – East Sandwich Beach	787.44
Police Department – Encumbrance	1,200.00
Engineering Department – Vehicle Purchase	1,060.00
DPW – Pick-up with Plow Purchase	1,975.23
DPW – Basin Truck Purchase	1,758.50
Library – HVAC Repairs	9,388.55
Health Department – Snake Pond	4,255.00
CCC Traffic Mitigation – Project Balance	3,300.95
Outfall Pipe Legal Fund – Project Balance	2,373.38

And that the sum of \$495,043.30 be raised and appropriated or transferred from available funds for these purposes.

or take any action relative thereto.

Michael Baker read the report of the Capital Improvement Planning Committee.

Carl Johansen of Oxford Road made a motion to amend article 3 by reducing the total by \$28,000 from the following line-items:

Natural Resources – Pick-up Replacement	-\$20,000
Natural Resources – Outboard Motor & Steering Replacement	-\$8,000

Motion was seconded from the floor.

The vote on the motion to amend was a voice vote and declared failed by the Moderator.

VOTED: That the Town hear the report of the Capital Improvement Planning Committee and raise and appropriate \$495,043.30, and transfer and appropriate \$75,000 from the ambulance receipts reserved for appropriation account, and transfer and appropriate 77,956.70 from the unexpended balances listed in the Warrant under Article 3, to be expended under the direction of the Board of Selectmen, for the purpose of purchasing and repairing equipment, vehicles, and buildings, and providing related services as listed in Article 3 of the warrant, with any unexpended balance for each item identified below to be placed in the Building Repairs / Capital Purchases account to be expended under the direction of the Board of Selectmen. This was a voice vote and declared carried by the Moderator.

ARTICLE 4

To see if the Town will vote to appropriate, borrow or transfer from available funds, a sum of money to be expended under the direction of the School Building Committee to pay costs of remodeling, reconstructing and making extraordinary repairs to the Oak Ridge School roofs and windows, located at 260 Quaker Meetinghouse

Road, Sandwich, Massachusetts and the Forestdale School roofs and windows, located at 151 Route 130, Sandwich, Massachusetts, including the payment of all design and any other costs incidental thereto, for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The proposed repair projects would materially extend the useful life of the schools and preserve assets that are otherwise capable of supporting the required educational program. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the project shall not exceed the lesser of (1) forty-four and sixty-nine one hundredths percent (44.69%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA. Provided that said appropriation shall be contingent on a Proposition 2 and 1/2 debt exclusion referendum in accordance with M.G.L. c. 59, sec. 21C(k); or to take any other action relative thereto.

UNANIMOUSLY VOTED: That the Town of Sandwich appropriates the sum of five million four hundred fifteen thousand seven hundred and eighty dollars (\$5,415,780) to pay costs of remodeling, reconstructing and making extraordinary repairs to the Oak Ridge School roofs and windows, located at 260 Quaker Meetinghouse Road, in Sandwich, Massachusetts and the Forestdale School roofs and windows, located at 151 Route 130 in Sandwich, Massachusetts, including the payment of all design and any other costs incidental thereto, which proposed repair projects would materially extend the useful life of the schools and preserve assets that are otherwise is capable of supporting the required educational program, said sum to be expended under the direction of the School Building Committee, and to meet this appropriation the Town is authorized to borrow said sum under M.G.L. Chapter 44, or any other enabling authority; that the Town acknowledges that the Massachusetts School Building Authority's ("MSBA") grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the projects shall not exceed the lesser of (1) forty-four and sixty-nine one hundredths percent (44.69%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2 1/2); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and

the MSBA. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 5

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Sandwich Public Library HVAC system located at 142 Main Street, including design, site improvements, equipment, furnishings and costs incidental thereto, and further to authorize the Board of Selectmen to enter into any and all contracts necessary to carry out such project; provided that said appropriation shall be contingent upon the passage of a so-called proposition two and one-half capital expenditure exclusion referendum in accordance with M.G.L. c.59, §21C(i)(2), or take any action relative thereto.

UNANIMOUSLY VOTED: That the sum of \$450,000 be raised and appropriated to pay costs of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Sandwich Public Library HVAC system located at 142 Main Street, including design, site improvements, equipment, furnishings and costs incidental thereto; and further, that the Board of Selectmen is authorized to enter into any and all contracts necessary to carry out such project; provided, however, that no amounts shall be expended hereunder unless and until the Town shall have approved a so-called proposition two and one-half capital expenditure exclusion referendum in accordance with M.G.L. c.59, §21C(i)(2). This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 6

To see if the Town will approve the \$2,000,000 borrowing authorized by the vote of the Upper Cape Cod Regional Vocational Technical School District on March 10, 2011, for the purpose of paying costs of replacing windows at the District high school located at 220 Sandwich Road, Bourne, Massachusetts, and for the payment of all costs incidental and related thereto, or to take any other action relative thereto.

UNANIMOUSLY VOTED: That the Town hereby approves the \$2,000,000 borrowing authorized by the vote of the Upper Cape Cod Regional Vocational Technical School District on March 10, 2011, for the purpose of paying costs of replacing windows at the District high school located at 220 Sandwich Road, Bourne, Massachusetts, and for the payment of all costs incidental and related thereto. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 7

To see if the Town will vote to transfer and appropriate the remaining balance, or any other amount, from the Sandwich boardwalk plank sale account to the boardwalk repair and maintenance account, to be expended under the direction of the Board of Selectmen, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer and appropriate \$26,100.75 from the Sandwich boardwalk plank sale account to the boardwalk repair and maintenance account, to be expended under the direction of the Board of Selectmen. This was a voice vote and declared carried unanimously by the Moderator.

VOTED: That the Town vote to reduce the rate of interest that accrues on property taxes deferred by eligible seniors under M.G.L. c.59, §5, Clause 41A, the so-called Property Tax Deferral for Seniors program, from 8.0% to 5.0%, with such reduced rate to apply to taxes assessed for any fiscal year beginning on or after July 1, 2011. This was a voice vote and declared carried by the Moderator.

ARTICLE 8

To see if the Town will vote in accordance with the provisions of M.G.L. c.44, §53F1/2 to raise and appropriate or transfer from available funds a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of establishing the FY'12 operating budget for Sandwich Hollows Golf Club, or take any action relative thereto.

VOTED: That the Town transfer and appropriate \$1,026,885 from Golf Course Receipts, to be expended under the direction of the Board of Selectmen, for establishing the Fiscal Year 2012 Enterprise Fund operating budget for Sandwich Hollows Golf Club. This was a voice vote and declared carried by the Moderator.

ARTICLE 12

To see if the Town will vote to accept the provisions of M.G.L. c.59, §5, clause 56, which allows members of the Massachusetts National Guard or military reservists who are on active duty to obtain a reduction of all or part of their real and personal property taxes for any Fiscal Year they are serving in a foreign country, to be effective beginning in Fiscal Year 2012, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town accept the provisions of M.G.L. c.59, §5, clause 56, which allows the Board of Assessors to reduce all or part of the real and personal property taxes for any fiscal year for any member of the Massachusetts National Guard or military reservists who are on active duty in a foreign country. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 9

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$13,139.50, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of funding the FY'12 Sandwich Promotions Fund as established under Chapter 227 of the Acts of 1997, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer and appropriate \$13,139.50 from the Sandwich Promotions Fund, to be expended under the direction of the Board of Selectmen, for funding the Fiscal Year 2012 Sandwich Promotions Fund as established under Chapter 227 of the Acts of 1997. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 13

To see if the Town will vote to accept the provisions of M.G.L. c.44, §53F1/2 to establish an enterprise fund for the delivery of solid waste and landfill operations and services effective Fiscal Year 2013, or take any action relative thereto.

VOTED: That the Town accept the provisions of M.G.L. c.44, §53F1/2 to establish an enterprise fund for the delivery of solid waste and landfill operations and services effective Fiscal Year 2013. This was a voice vote and declared carried by the Moderator.

ARTICLE 10

To see if the Town will vote to appropriate the sum of money, received or to be received, from the Chapter 90 State Aid to Highways Program for highway construction and/or maintenance on any State approved road during FY'12, or take any action relative thereto.

VOTED: That the Town appropriate \$794,190 or any other amount received, or to be received, from the Chapter 90 State Aid to Highways Program for highway construction and/or maintenance on any State approved road during Fiscal Year 2012. This was a voice vote and declared carried by the Moderator.

ARTICLE 14

To see if the Town will vote to accept the provisions of M.G.L. c.51, §42C to allow voter education and voluntary registration sessions one day each year between April 1 and May 15 in each public, private, and vocational high school in Sandwich, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town accept the provisions of M.G.L. c.51, §42C to allow voter education and voluntary registration sessions one day each year between April 1 and May 15 in each public, private, and vocational high school in Sandwich. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 11

To see if the Town will vote to reduce the rate of interest that accrues on property taxes deferred by eligible seniors under M.G.L. c.59, §5, Clause 41A, the so-called Property Tax Deferral for Seniors program, from 8.0% to 5.0%, with such reduced rate to apply to taxes assessed for any fiscal year beginning on or after July 1, 2011, or take any action relative thereto.

ARTICLE 15

To see if the Town will vote to accept the preliminary design for the construction and equipping of a new library to be located in Sandwich off Quaker Meetinghouse Road near the intersection with Cotuit Road, the so-called South Sandwich Village Library Project; and further, to authorize the Library Trustees of the Sandwich Public

Library and/or the Board of Selectmen to apply for, accept and expend any state grants that may be available for the design, constructing or equipping of such new library, such funds to be expended under the direction of the Board of Selectmen in accordance with the Town Charter, or to take any other action relative thereto.

(Submitted by Petition)

Jeanie Vander Pyl of State Street and Chair Board of Library Trustees moved that the meeting accept Article 15.

Motion was seconded from the floor.

She read the following report on behalf of the Library Trustees.

On behalf of the Sandwich Library Trustees, I ask you to vote “yes” on Article 15.

A **YES** vote simply means that our grant application will be reviewed and rated by the state. It does **NOT** approve the expenditure of any Town Funds.

Although the wording of the article states to “apply for, accept and expend” it is only the application process that is currently under consideration. Our application was submitted on Jan. 26 as required to the MA Board of Library Commissions. The grant application requires that the Town pass an article that contains this wording. If we are lucky enough to receive an award in July or sometime in the future, then and only then will the issues of “accepting and expending” be up for consideration. Any expenditure of funds will have to be approved at a future Town Meeting and also at the Polls.

The State legislature has already approved bonding \$100 million to encourage and assist Towns with library construction projects. Another incentive for Towns to apply is the unprecedented nearly 50% match for reimbursement. These are your tax dollars and can only be used for library buildings. If Sandwich isn't at least considered for a grant, your tax dollars will most certainly pay for another Town's library project. Over 30 Towns have submitted applications and less than half of these will be awarded State Funds. Other worthy projects will be put on a waiting list. In the past, libraries on these lists waited another 4-5 years until additional State funds were secured. Passing Article 15 is also our only chance to get on the waiting list.

Article 15 also states that the Town accepts our preliminary design. Last June, the Trustees went before the Selectmen to secure a parcel of land for a new library, another requirement for our grant application. On June 24, the Selectmen approved designating a 3 acre parcel for a new library in the Golden Triangle. The Trustees immediately went to work along with the Assistant Town Manager to write and publish the RFQs to hire an Owner's Project Manager and Architect as required by the State. The Trustees, Library Director and other Town staff put in hundreds of hours of work to formulate the plans and write the grant application, a 130 page document. The plans were based on our Building Program which was prepared by a consultant with funds approved by the Board of Selectmen in 2006. The Building Program compares our current facility to nationally recognized standards and requires planning for adequate service for

the next 20 years. A **YES** vote on Article 15 ensures that the collaboration and preparation of the past 10 months is at least acknowledged by the Town and considered for funds by the State.

We can't expand our wonderful Main Street library – it's adjacent to conservation land, and the building was not designed to support a second floor. We know from community surveys done in the last 10 years, that 70 % of responders favored an additional library facility. We also know that 60% of our population now lives in the South and East Sandwich area. Just as the Town built 2 elementary schools closer to these neighborhoods, we feel that a library should be available in this area of Town. Over 3,000 people use the Sandwich Library on a weekly basis. Having a library in the Golden Triangle will also be a golden opportunity to make commercial businesses want to be there. The library is the busiest public building in Sandwich, and new libraries bring in even more users, since they are accessible and can accommodate more services. So our usage will most likely increase, and provide the incentive for people to use the businesses in this complex.

During the last library grant round in 2005, the Trustees sought approval from the Selectmen to apply. We were told that the school debt would be retiring in five years, and that would be a better time to apply. Well here we are. Matching funds at that time were 30%; they are almost 50% now. Beside school construction projects, no other Town buildings qualify for any reimbursement from the State.

Our Main Street Library will be maintained and returned to the level of service for which it was designed. It will again have places to study, comfortable seating and small and large meeting rooms. With more space available, the Archives collection will be able to be properly housed and made more accessible to visitors to our Town.

If we had adequate library facilities it would be amazing to see what could be offered and provided to the community. Having worked with the grant team and seeing the possibilities has made me hopeful that Sandwich could have the facilities for library services it needs and deserves. The library provides services to all ages and all economic levels and is used by residents and visitors alike. The plans for the South Sandwich Village Library speak to the myriad of ways that people use the library and include wonderful spaces for people to use individually and with groups. There will be ample parking and the building will be accessible to all. The design also incorporates green elements which will enable us to qualify for additional LEEDS reimbursements. This project would be something positive for our Town, something we could all use and enjoy.

A “Yes” vote does not commit the Town to any funding, but opens the door to receiving millions from the State. We have the opportunity for the State to pay half of the cost of a new library building. Either we can take advantage of it or another Town will. Voting “yes” on Article 15 only allows our application to be considered for a grant. It is our only chance to find out what the State thinks of our project. It is also our only opportunity to get on a waiting list for future funds. It doesn't guarantee a grant, nor does it guarantee that the Town will take the next step to fund our project.

Mr. Bess from the Architectural firm made a presentation.

There was a motion to move the question and it was seconded. This was a voice vote and declared carried the required two-thirds majority by the Moderator.

VOTED: That the Town accept the preliminary design for the construction and equipping of a new library to be located in Sandwich off Quaker Meetinghouse Road near the intersection with Cotuit Road, the so-called South Sandwich Village Library Project and authorize the Library Trustees of the Sandwich Public Library and/or the Board of Selectmen to apply for, accept and expend any state grants that may be available for the design, constructing or equipping of such new library, such funds to be expended under the direction of the Board of Selectmen in accordance with the Town Charter. This was a counted vote, 155 yea and 136 nay, and declared carried by the Moderator.

ARTICLE 16

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2012 Community Preservation budget and to appropriate from the Community Preservation Fund Fiscal Year 2011 estimated annual revenues the sum of \$75,000.00, or any other sum, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2012; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2012 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes as recommended by the Community Preservation Committee; or take any other action in relation thereto.

UNANIMOUSLY VOTED: That the Town hear and act on the report of the Community Preservation Committee on the Fiscal Year 2012 Community Preservation budget and transfer and appropriate \$75,000 from the Community Preservation Fund Fiscal Year 2012 estimated annual revenues, to be expended under the direction of the Board of Selectmen, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2012; and further reserve for future appropriation from the Fiscal Year 2012 Community Preservation Fund estimated annual revenues the following sums: \$162,873 for open space purposes; \$162,873 for historic resources purposes; and \$162,873 for community housing purposes. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 17

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$10,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting burial stones in the Town of Sandwich Old Town Cemetery, Grove Street; that to meet this appropriation the Town

transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer and appropriate \$10,000 from the Community Preservation Fund historic resources reserve for historic resource purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting burial stones in the Town of Sandwich Old Town Cemetery, Grove Street. This was a voice vote and declared carried unanimously by the Moderator.

At 11 pm, the Moderator asked for a vote to continue the meeting per the Town By-Laws. This was a voice vote and carried by the required two-thirds majority.

ARTICLE 18

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$16,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preparing and installing signage to appropriately identify National Register Historic Districts in Sandwich; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any other action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer and appropriate \$16,000 from the Community Preservation Fund historic resources reserve for historic resource purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of preparing and installing signage to appropriately identify National Register Historic Districts in Sandwich. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 19

To see if the Town will vote to transfer and appropriate under the Community Preservation Act affordable housing program the sum of \$450,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the Forestdale Village affordable housing project owned by Forestdale Village, LLC; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; and further, to authorize the Board of Selectmen to enter into a grant agreement with said Forestdale Village, LLC, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement; or take any other action relative thereto.

Carl Johansen of Oxford Road moved the question.

Motion was seconded from the floor and declared carried by the required two-thirds majority by the Moderator.

VOTED: That the Town transfer and appropriate \$450,000 from the Community Preservation Fund community housing reserve for community housing purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the Forestdale Village affordable housing project owned by Forestdale Village, LLC, and authorize the Board of Selectmen to enter into a grant agreement with said Forestdale Village, LLC, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement. This was a voice vote and declared carried by the Moderator.

ARTICLE 20

To see if the Town will vote to transfer and appropriate under the Community Preservation Act affordable housing program the sum of \$48,500.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the Housing Assistance Corporation down payment and closing cost assistance program; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; and further, to authorize the Board of Selectmen to enter into a grant agreement with said Housing Assistance Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement; or take any other action relative thereto.

VOTED: That the Town transfer and appropriate \$48,500 from the Community Preservation Fund community housing reserve for community housing purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the Housing Assistance Corporation down payment and closing cost assistance program, and authorize the Board of Selectmen to enter into a grant agreement with said Housing Assistance Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement. This was a voice vote and declared carried by the Moderator.

ARTICLE 21

To see if the Town will vote to transfer and appropriate under the Community Preservation Act affordable housing program the sum of \$49,999.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the actual construction of the Community Green project owned by Housing Assistance Corporation; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; and further, to authorize the Board of Selectmen to

enter into a grant agreement with said Housing Assistance Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement; or take any other action relative thereto.

VOTED: That the Town transfer and appropriate \$49,999 from the Community Preservation Fund community housing reserve for community housing purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of supporting the actual construction of the Community Green project owned by Housing Assistance Corporation, and authorize the Board of Selectmen to enter into a grant agreement with said Housing Assistance Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, and to further authorize the Board of Selectmen to accept an affordable housing restriction pursuant to the grant agreement. This was a voice vote and declared carried by the Moderator.

ARTICLE 22

To see if the Town will vote to transfer, from the board or officer currently having custody for the purposes for which now held to the Conservation Commission for conservation purposes and also for the purpose of granting a conservation restriction, Parcels 1, 2 and 3 identified below, and to authorize the Conservation Commission, with the approval of the Board of Selectmen, to convey conservation restrictions on said Parcels 1, 2 and 3 with the objective of satisfying the requirements of the Natural Heritage program in order to permit the Town to proceed with using other parcels of land for wastewater treatment and/or discharge purposes, such conservation restrictions to be granted to the Sandwich Conservation Trust or another entity eligible under G.L. c.184, §32 to hold a perpetual conservation restriction, based on such terms and conditions as the Conservation Commission deems to be in the best interests of the Town; and further to authorize the Board of Selectmen to convey a conservation restriction on any other Town parcel or parcels located in the Discovery Hill Conservation Lands – Town Lands Complex area or elsewhere, now held for general municipal purposes, as to which the grant of a conservation restriction may be deemed necessary by the Board of Selectmen for the same objective;

Said parcels defined as:

1. Assessors Map 28, Lot 56, off Service Road, consisting of approximately 12.30 acres; and
2. Assessors Map 33, Lot 48, off Service Road, consisting of approximately 18.73 acres; and
3. Assessors Map 28, Lot 67, off Quaker Meetinghouse Road, consisting of approximately 7.25 acres;

And further,

that such conservation restriction grants may be in consideration of the grant to the Town of the fee simple or lesser interest in the following described parcels of land for wastewater treatment and or discharge purposes, as depicted on a sketch plan of the area of land on file in the Town Clerk's Office entitled "Proposed Habitat Offset for Community Green/Town of Sandwich Wastewater Facilities", dated April 14, 2011, said property located on land owned by the Housing Assistance Corporation off Jan Sebastian Drive and defined as Assessors Map 28, Lots 41 and 42, consisting of approximately 40.20 acres in their entirety;

or take any action relative thereto.

VOTED: That the Town transfer, from the board or officer currently having custody for the purposes for which now held to the Conservation Commission for conservation purposes and also for the purpose of granting a conservation restriction, Parcels 1, 2 and 3 identified in the Warrant under Article 22, and authorize the Conservation Commission, with the approval of the Board of Selectmen, to convey conservation restrictions on said Parcels 1, 2 and 3 with the objective of satisfying the requirements of the Natural Heritage program in order to permit the Town to proceed with using other parcels of land for wastewater treatment and or discharge purposes, such conservation restrictions to be granted to the Sandwich Conservation Trust or another entity eligible under G.L. c.184, §32 to hold a perpetual conservation restriction, based on such terms and conditions as the Conservation Commission deems to be in the best interests of the Town; and that such conservation restriction grants may be in consideration of the grant to the Town of the fee simple or lesser interest in the following described parcels of land for wastewater treatment and or discharge purposes, as depicted on a sketch plan of the area of land on file in the Town Clerk's Office entitled "Proposed Habitat Offset for Community Green/Town of Sandwich Wastewater Facilities", dated April 14, 2011, said property located on land owned by the Housing Assistance Corporation off Jan Sebastian Drive and defined as Assessors Map 28, Lots 41 and 42, consisting of approximately 40.20 acres in their entirety. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 23

To see if the Town will vote to authorize the Board of Selectmen to convey, all or a portion of the Town property known as the Deacon Eldred House located at 4 Water Street, and shown as Assessor Map 73, Lot 154, consisting of approximately 0.89 acres, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town; or take any action relative thereto.

VOTED: That the Town authorize the Board of Selectmen to convey, all or a portion of the Town property known as the Deacon Eldred House located at 4 Water Street, and shown as Assessor Map 73, Lot 154, consisting of approximately 0.89 acres, on such terms and conditions as the

Board of Selectmen deem to be in the best interests of the Town. This was a voice vote and declared carried by the Moderator.

ARTICLE 24

To see if the Town will vote to authorize the Board of Selectmen to accept a gift of a 50-foot wide drainage easement from Franklin G. Gilfoy on land situated at 99 Route 130 and shown as Assessor Map 11, Lot 74 and which is also shown as Lot B on a plan entitled, "Plan of Land of Charles T. Burke Situated in Forestdale Town of Sandwich Scale 1"=60'" dated Oct. 1926 and recorded with the Barnstable County Registry of Deeds in Plan Book 19, Page 135 located at 99 Route 130, and shown as Assessor Map 11, Lot 74, a copy of which is on file with the Town Clerk's Office, upon such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town authorize the Board of Selectmen to accept a gift of a 50-foot wide drainage easement from Franklin G. Gilfoy on land situated at 99 Route 130 and shown as Assessor Map 11, Lot 74 and which is also shown as Lot B on a plan entitled, "Plan of Land of Charles T. Burke Situated in Forestdale Town of Sandwich Scale 1"=60'" dated Oct. 1926 and recorded with the Barnstable County Registry of Deeds in Plan Book 19, Page 135 located at 99 Route 130, and shown as Assessor Map 11, Lot 74, upon such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, as printed in the Warrant under Article 24. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 25

To see if the Town will vote to accept the layout of Harlow Road as a public way and easements adjacent to Harlow Road as shown on the plans thereof entitled "Massachusetts Department of Transportation Highway Division, Preliminary Right of Way Plans, Cotuit Road, Harlow Road, & South Sandwich Road in the Town of Sandwich, Barnstable County, as altered April 2011, Sheets 1 thru 10" as amended and prepared by Howard/Stein-Hudson Associates, Inc., a copy of which is on file with the Town Clerk's Office; and further to authorize the Board of Selectmen to accept as a gift, purchase or take by eminent domain, permanent and temporary easements or fee in land, for the layout of said way for the Cotuit Road, Harlow Road and South Sandwich Road Project, and to raise and appropriate a sum of \$1.00 for said purposes; or take any action relative thereto.

VOTED: That the Town accept the layout of Harlow Road as a public way and easements adjacent to Harlow Road as shown on the plans thereof entitled "Massachusetts Department of Transportation Highway Division, Preliminary Right of Way Plans, Cotuit Road, Harlow Road, & South Sandwich Road in the Town of Sandwich, Barnstable County, as altered April 2011, Sheets 1 thru 10" as amended and prepared by Howard/Stein-Hudson Associates, Inc. and authorize the Board of Selectmen to accept as a gift,

purchase or take by eminent domain, permanent and temporary easements or fee in land, for the layout of said way for the Cotuit Road, Harlow Road and South Sandwich Road Project, and to raise and appropriate a sum of \$1.00 for said purposes, as printed in the Warrant under Article 25. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 26

To see if the Town will vote to amend the Town Bylaws by deleting the text and title of Section 6.10, Junk Dealer/Collector, and inserting the following, or take any action relative thereto.

Secondhand Dealers and Secondhand Collectors

1. Definitions

ACCEPTABLE IDENTIFICATION means either:

- A. A current driver's license that includes the date of birth, photograph, and physical description of the person offering the identification; or
- B. Two other pieces of current identification, at least one of which is issued by a governmental agency or subdivision and includes the date of birth, photograph and physical description of the person offering the identification.

POLICE CHIEF means the Chief of Police of the Town of Sandwich or her or his designee.

REGULATED PROPERTY means the following used property:

- A. Precious metals, including but not limited to, any metal valued for its character, rarity, beauty or quality, including gold, silver, copper, platinum or other metals, whether as a separate item or in combination with other items.
- B. Precious gems, including but not limited to, any gem valued for its character, rarity, beauty or quality, including diamonds, rubies, emeralds, sapphires or pearls, or other precious or semi-precious gems or stones, whether as a separate item or in combination with other items or as a piece of jewelry.
- C. Watches and jewelry containing precious metals or precious gems, including but not limited to, rings, necklaces, pendants, earrings, brooches, chains, pocket watches, wrist watches, or stop watches.
- D. Sterling silver flatware, including but not limited to, knives, forks, spoons, candlesticks, coffee and tea sets, or ornamental objects.
- E. Any electronic audio, video or photographic and optical equipment along with computer or computer equipment or recordings in any form.
- F. Any power tools or equipment.
- G. Musical instruments.

H. Sporting equipment.

I. Automobiles, boats, planes, motorcycles in whole or taken in parts, or any other type machinery.

J. Collectibles; including objects of art, coins, currency and antique objects, but not including those items identified in Section 8(H).

SECONDHAND COLLECTOR shall have the same meaning as the term "junk collector" M.G.L. c.140, §56.

SECONDHAND DEALER shall have the same meaning as the term "junk dealer" and keeper of a shop for the purchase, sale or barter of junk, old metals or second hand articles in M.G.L. c.140, §54.

LICENSING AUTHORITY means the Town of Sandwich Board of Selectmen or its designee.

2. Issuance, Renewal and Revocation of Licenses Required.

A. Secondhand collectors and secondhand dealers must obtain a license to conduct said activities within the Town of Sandwich. The Licensing Authority shall indicate on any such license the term that such license is valid, not to exceed one calendar year. The Licensing Authority may issue a limited license for a period of one or more days and shall state the starting and expiration dates on such license, and any limited license shall be subject to the requirements of this bylaw. The Licensing Authority may establish a fee for any license issued pursuant to this bylaw. Any annual license issued under this section shall expire on December 31.

B. The Licensing Authority of the Town of Sandwich shall, upon receipt of an application for a secondhand collectors or secondhand dealers license, conduct a public hearing as to whether to issue such license. After due notice and a hearing, the Licensing Authority may deny an original or renewal application for a Secondhand Dealer or Secondhand Collector License or revoke an issued license if it has probable cause to believe any of the following conditions exist after a public hearing:

1) The applicant, or any person who in part or whole, owns, manages or operates the secondhand dealer or secondhand collector business, has owned or operated a secondhand dealer or secondhand collector business regulated under this regulation or any substantially similar license and, within the five years prior to the application date:

(a) Has had a secondhand dealer or secondhand collector license revoked for a reason that would be grounds for a denial or revocation pursuant this chapter; or

(b) The secondhand dealer or secondhand collector business has been found by a Massachusetts court or the Licensing Authority to constitute a public nuisance.

- (2) The licensee applicant, or any person who, in part or whole, owns, manages or operates the secondhand dealer or secondhand collector business, has been convicted of a felony or any crime involving a false statement within 15 years prior to the application date. The license applicant shall consent to the Police Chief or his designee conducting a CORI check as a condition of eligibility for such license.
- (3) The applicant has:
 - (a) Knowingly made a false statement in the application;
 - (b) Knowingly omitted information requested to be disclosed in the application; or
 - (c) Completed the application with reckless disregard for the truth or accuracy of the statements made therein.
- (4) A lawful inspection of the secondhand dealer or secondhand collector business premises by the Police Chief or his designee has been unjustifiably refused by a person who, in part or whole, manages or operates the business.
- (5) The secondhand dealer or secondhand collector business, the applicant or any person who, in part or whole, owns, manages or operates the secondhand dealer or secondhand collector business has more than five violations of these regulations, any state or federal law, or any combination thereof within a two-year period, including the two years prior to the application date.
- (6) The secondhand dealer or secondhand collector business, the applicant or any person who, in part or whole, owns, manages or operates the secondhand dealer or secondhand collector business has been convicted of any crime under the laws of the Commonwealth of Massachusetts that is inconsistent with the type of secondhand business to be conducted, such as, but not limited to, receiving stolen property, any form of breaking and entering, larceny from a person or any other form of larceny, or any form of aggravated assault, as verified by a CORI check by the Police Chief or his designee.
- (7) Such other grounds as the Authority determines to be in the public interest or in violation of the conditions of the license or any law or regulation of the Commonwealth or the Town of Sandwich.

3. Inspection of Property and Records.

- A. Whenever necessary to make an inspection to enforce the provisions of this ordinance, or when the Police Chief or his designee has reasonable grounds to believe that a specific item or regulated property held by a Secondhand Dealer or Secondhand Collector is associated with criminal conduct, the Police Chief or his designee may enter the premises of the Secondhand Dealer or Secondhand Collector at any reasonable time, provided that the premises are occupied at the time of entry and the Police Chief or

his designee presents proper official identification at or near the time of entry. If entry is refused, the police Chief or his designee shall have recourse to every remedy provided by law to secure entry, including an administrative search warrant or a criminal search warrant.

- B. Authority to inspect Secondhand Dealer or Secondhand Collector premises under this bylaw is in addition to and not in limitation of the authority the Town or the Police Chief or any police officer would otherwise have to enter the business premises.
- C. Once allowed to enter the premises of the Secondhand Dealer or Secondhand Collector, the Police Chief or his designee may inspect property kept there. The Police Chief or his designee may also inspect the business records associated with regulated property and perform any duty imposed upon the Town or the Police Chief by this bylaw.

4. Record Keeping

- A. The Police Chief or his designee shall design a purchase report form and make copies available to all Secondhand Dealer or Secondhand collectors. Secondhand Dealers or Secondhand Collectors shall utilize these forms, or any other substantially similar form approved by the Police Chief, to record all purchases of regulated property. The form may request any information reasonably calculated to help the Police Chief identify the purchaser, the seller or the property associated with the purchase of regulated property.
- B. Whenever a Secondhand Dealer or Secondhand Collector purchases regulated property for business purposes, the Secondhand Dealer or Secondhand Collector shall obtain acceptable identification from the seller along with the seller's current residence address. The Secondhand Dealer or Secondhand Collector shall fill out a purchase report form in all relevant aspects at the time of the purchase. A purchase report form as required to be filled out by this section shall be filled out in legible English. The seller shall sign his or her name on the filled-out form.
- C. A digital photograph will be taken of each item purchased as defined under regulated property Section 1(E). The photograph may be stored electronically, but are subject to the same recordkeeping requirements as listed in Section 4A. Copies of the photographs will be made available to the Chief of Police in a timely manner, and are subject to the same rights of inspection as listed in Section 3.
- D. The licensee shall cause to be delivered to the Sandwich Police Department on a weekly basis, a copy of all forms and photographs regarding transactions recorded in the ledger on the form provided. If, during the preceding week such Secondhand Dealer or Secondhand Collector has taken no articles, in, he/she shall make out and deliver to the Police Department a report of such fact. For any licensed business that intends to conduct business for one week or less, all such documents shall be delivered to the Police Department on or before the last day of conducting business.

5. Posting of Licenses and Notices

- A. All licenses shall be conspicuously posted in an accessible place on the licensed premises, available at all times to the proper authorities.
- B. A secondhand dealer shall post the following notice no smaller than eight and one-half inches by 11 inches with lettering no smaller than one-fourth of an inch in height outside each point of entry intended for patron use and at or near each place where a secondhand dealer purchases used property in the in the regular course of business.

NOTICE:

“The sale or attempted sale of property to a secondhand dealer without consent of the property’s owner is punishable by a civil penalty not to exceed \$300 per item.

Don’t sell property without consent of the property’s owner. You will be held strictly liable for violation of this law.”

If a significant number of the patrons of the regular secondhand dealer use a language other than English as a primary language, the notice shall be worded in both English and the primary language or languages of the patrons.

6. Purchases by a Secondhand Dealer or Secondhand Collector

- A. A Secondhand Dealer or Secondhand Collector shall not make any cash purchase in an amount that exceed \$50.00 (fifty dollars and zero cents.)
- B. A Secondhand Dealer must not carry on the business of buying or selling secondhand property except at the premises designated in the dealership license.
- C. A Secondhand Dealer must not purchase any property whose serial number or other identifiable marking has been wholly or partially tampered with or removed.
- D. A Secondhand Dealer or Secondhand Collector may not purchase any item from any person under the age of 18 (eighteen).

7. Unauthorized Sale of Property.

- A. No Secondhand Dealer or Secondhand Collector may purchase or sell any property of any type without the consent of the owner.
- B. No sale will be made to anyone under the age of 18.

8. Holding Periods.

- A. A copy of every purchase report form filled out as required by this ordinance shall be kept on the premises of the Secondhand Dealer or Secondhand Collector business during normal business hours for at least three (3) years from the date of purchase. The report form shall be subject to inspection by the Police Chief or his designee.

- B. All regulated property in the categories of precious metals or precious gems, defined in Section 1, purchased by a Secondhand Dealer or Secondhand Collector and required to be recorded on a purchase report form shall be held by said Secondhand Dealer or Secondhand collector for at least 21 days from the date of purchase.
- C. All other regulated property purchased by a Secondhand Dealer or Secondhand Collector and required to be recorded on a purchase report form shall be held by said Secondhand Dealer or Secondhand Collector for at least 15 days from the date of purchase.
- D. The Secondhand Dealer or Secondhand Collector shall maintain the property in substantially the same form as when purchased and shall not alter exchange or commingle the property before the expiration of the applicable holding periods set forth in Sections 8(B) and (C). During the holding period the regulated property shall be kept on the business premises during normal business hours and shall be subject to inspection by the Police Chief, or his designee.
- E. The Police Chief or his designee may give written notice to a Secondhand Dealer or Secondhand Collector holding regulated property that the Police Chief or his designee has reasonable grounds to believe more likely than not a specific item of regulated property is associated with criminal conduct. The Secondhand Dealer or Secondhand Collector holding the regulated property shall then continue to hold the property specified in the notice in the same manner and space as required under subsection (B) of this section until released by the Police Chief.
- F. The holding period for any item of regulated property shall not exceed 180 days from the date of purchase.
- G. A Secondhand Dealer or Secondhand Collector may from time to time request in writing that the Police Chief shorten the length of the holding period. If the Police Chief or his designee determines relief from the holding period is appropriate due to unreasonable hardship, the Police Chief or his designee shall provide the Secondhand Dealer or Secondhand Collector who requested relief with written authorization to sell, transfer or otherwise dispose of the regulated property. The request shall identify the property and state the basis or bases of the unreasonable hardship or hardships. The authorization shall be effective only upon delivery of the written authorization to the Secondhand Dealer.
- H. Secondhand Dealers, retailing or wholesaling used property limited to the following, are exempt from section B above:
 - (1)Used clothing, furniture, costume jewelry, knickknacks, footwear, and house ware items, such as dishes, pots, pans, cooking utensils, and cutlery; or
 - (2)Used clothing, furniture, costume jewelry, footwear and house ware items such as dishes, pots, pans, cooking utensils and cutlery, obtained only from or through a “registered charity” or by donations; or

(3)Used books, papers, or magazines.

9. Testing of weighing and measuring devices.

All weighing or measuring devices used by a licensee in the conduct of the licensed business shall be tested and sealed by the Town of Sandwich Sealer Weights and Measures Division, or its designee, prior to being placed in service.

10. Violations and Penalties.

A. Violation of any provision of this bylaw may be prosecuted as a criminal matter, as an administrative procedure or by the method provided in §21D of Chapter 40 of the General Laws. Each violation shall be considered separately.

B. Whoever violates the provisions of this bylaw shall be subject to a fine of not more than \$300. As an alternative to criminal prosecution, any violation of this bylaw enforced by the methods provided in §21D of Chapter 40 of the General Laws shall be subject to a fine of \$250.

C. As an alternative to or concurrent with any enforcement pursuant to Section 10(B), the Licensing Authority may, after due notice to the licensee and a hearing, suspend, revoke or modify any license issued by them whenever they have reasonable cause to believe the licensee has violated the terms, conditions or regulations pertaining to such license.

11. Severability.

Each provision of this chapter shall be construed as separate. If any part of this chapter shall be held invalid for any reason, the remainder shall continue in full force and effect.

VOTED: That the Town amend the Sandwich Town Bylaws by deleting the text and title of Section 6.10, Junk Dealer/Collector, and inserting in its place a new Section 6.10, Secondhand Dealers and Secondhand Collectors, as printed in the Warrant under Article 26, with the following changes:

- 1. In Section 1, Definition of Regulated Property, delete Subsection J in its entirety and replace with the following: Coins and Currency.**
- 2. In Section 1, Definition of Secondhand Collector, delete the definition in its entirety and replace with the following: SECONDHAND DEALER shall have the same meaning as the term “junk collector” in M.G.L. c. 140, sec. 54, but excluding private collectors for non-commercial purposes.**

This was a voice vote and declared carried by the Moderator.

ARTICLE 27

To see if the Town will vote to amend Section 2.55 of the Town Bylaws, Legal Advice, by adding the following after the existing paragraph:

The Town may retain legal counsel who may also represent other public entities in matters in which the Town has a direct or substantial interest without violating G.L. c. 268A, Section 17(a) or (c). Such dual or common representation allows the Town to pool resources for a common purpose, develop mutual interests, and preserve scarce Town funds. Pursuant to this bylaw, the official duties of legal counsel include, but are not limited to, representing the Town and other public entities in: (i) administrative and judicial proceedings in which the Town is also a party; and (ii) other matters in which the Town has a direct or substantial interest, provided that in each instance, such dual or common representation would not cause a violation of rules governing attorney conduct. Legal counsel shall discharge such duties only when requested in writing by the Board of Selectmen. Prior to making such a request, the Board of Selectmen shall determine whether the interests of the Town will be advanced by such dual or common representation and shall evaluate if actual or potential conflicts of interest exist. If any conflicts are identified, they shall be described in the written request. Legal counsel shall then make its own determination whether such dual or common representation would not cause a violation of rules governing attorney conduct.

or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town amend the Sandwich Town Bylaws, Section 2.55, Legal Advice, by inserting the language relating to the retention of legal counsel who may also represent other public entities, as printed in the Warrant under Article 27. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 28

To see if the Town will vote to amend Section 2.03 of the Town Bylaws, Length of Contracts, by deleting the existing sentence and inserting the following to provide the School Committee with the same authority as the Board of Selectmen in determining the length of contracts up to ten years:

The Board of Selectmen and School Committee are hereby authorized to enter into contracts for goods and services for such period of time as the Selectmen and School Committee may determine, which may be longer than three years, but not more than ten years.

or take any action relative thereto.

VOTED: That the Town amend the Sandwich Town Bylaws, Section 2.03, Length of Contracts, by deleting the existing sentence and inserting new language relating to the length of goods and services contracts the Board of Selectmen and School Committee can enter into, as printed in the Warrant under Article 28. This was a voice vote and declared carried by the Moderator.

ARTICLE 29

To see if the Town will vote to amend Section 2.97 of the Town Bylaws, Public Records and Open Meetings, by correcting the M.G.L. references and content in Parts 1 and 4 as follows:

In Part 1, Purpose, delete “Chapter 39, Sections 23A and B” and insert “Chapter 30A, Sections 18-25”; and further,

In Part 4(a), Requirements, delete “Chapter 39, Section 23B” and insert “Chapter 30A, Sections 18-25”; and further

In Part 4(b), Requirements, delete “one day” and insert “at least forty-eight hours”.

or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town to amend the Sandwich Town Bylaws, Section 2.97, Public Records and Open meetings, by correcting the legal references and content in Parts 1 and 4, as printed in the Warrant under Article 29. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 30

There is no Article 30 due to an administrative error.

ARTICLE 31

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend Section 20 of Chapter 70 of the Acts of 2010, “An Act Establishing The Sandwich Economic Initiative Corporation”, by deleting Section 20 and inserting the following; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

SECTION 20. The corporation may, upon the affirmative vote of two-thirds of its members, or town meeting may by a two-thirds vote, petition for the corporation’s dissolution by order of the su-

preme judicial court, in the manner provided in section 11A in chapter 180 of the General Laws.

or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town authorize the Board of Selectmen to petition the General Court for special legislation to amend Section 20 of Chapter 70 of the Acts of 2010, “An Act Establishing The Sandwich Economic Initiative Corporation”, by deleting Section 20 and inserting the language printed in the Warrant under Article 31, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 32

To see if the Town will vote to dissolve the Mary I. Freeman Community Nursing Fund, established at the April 8, 1926 Special Town Meeting under Article 5, which bequeathed funds to the Community Nursing Association, which no longer exists; and further, in recognition of the stated wishes of Ms. Freeman, to transfer the balance of said Mary I. Freeman Community Nursing Fund to the Nursing Department Donation Account; or take any action relative thereto.

Joanne O’Keefe made a motion to indefinitely postpone Article 32. This was a voice vote and the motion declared carried by the Moderator.

The Moderator adjourned Town Meeting at 12:20 AM to the election to be held, Thursday May 5, 2011.

ARTICLE 33

To Elect the following Officers:

One Assessor for a term of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Robert G. James	449	363	339	233	280	271	241	2176
Write-Ins	1	1	0	0	1	1	5	5
Blanks	<u>168</u>	<u>203</u>	<u>156</u>	<u>92</u>	<u>106</u>	<u>106</u>	<u>99</u>	<u>930</u>
Total	618	567	495	325	387	378	341	3111

One Board of Health Member for a term of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Francis J. Sheehan, Jr.	434	352	335	335	270	264	242	2130
Write-Ins	3	0	2	0	1	0	1	7
Blanks	<u>181</u>	<u>215</u>	<u>158</u>	<u>92</u>	<u>116</u>	<u>114</u>	<u>98</u>	<u>974</u>
Total	618	567	495	325	387	378	341	3111

Two Selectmen for terms of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
John G. Kennan, Jr.	403	342	281	195	227	219	197	1864
Frank Pannorfi	348	321	284	191	217	224	206	1791
Glenn S. Pare'	227	248	237	136	163	140	158	1309
Write-Ins	3	1	0	2	3	2	2	13
Blanks	<u>21</u>	<u>15</u>	<u>27</u>	<u>16</u>	<u>19</u>	<u>18</u>	<u>9</u>	<u>125</u>
Total	1002	927	829	540	629	603	572	5102

One Constable for a term of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Clyde S. Gill	456	387	339	231	284	274	246	2217
Write-Ins	1	1	2	0	2	0	1	7
Blanks	<u>161</u>	<u>179</u>	<u>154</u>	<u>94</u>	<u>101</u>	<u>104</u>	<u>94</u>	<u>887</u>
Total	618	567	495	325	387	378	341	3111

One Housing Authority Member for a term of five years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Christine M. Palkoski	419	332	321	224	266	263	236	2061
Write-Ins	1	0	0	0	1	0	0	2
Blanks	<u>198</u>	<u>235</u>	<u>174</u>	<u>101</u>	<u>120</u>	<u>115</u>	<u>105</u>	<u>1048</u>
Total	618	567	495	325	387	378	341	3111

One Housing Authority Member for a term of four years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Hank Tuohy	421	336	318	218	256	266	227	2042
Write-Ins	0	1	1	0	0	0	0	2
Blanks	<u>197</u>	<u>230</u>	<u>176</u>	<u>107</u>	<u>131</u>	<u>112</u>	<u>114</u>	<u>1067</u>
Total	618	567	495	325	387	378	341	3111

One Housing Authority Member for a term of one year;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Richard Johnson	410	340	314	216	253	256	232	2021
Write-Ins	0	1	1	0	0	2	0	4
Blanks	<u>208</u>	<u>226</u>	<u>180</u>	<u>109</u>	<u>134</u>	<u>120</u>	<u>109</u>	<u>1086</u>
Total	618	567	495	325	387	378	341	3111

One Planning Board Members for a term of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Henry Rakov	412	324	306	219	253	149	231	1994
Write-Ins	1	0	0	0	1	0	0	2
Blanks	<u>205</u>	<u>243</u>	<u>189</u>	<u>106</u>	<u>133</u>	<u>129</u>	<u>110</u>	<u>1115</u>
Total	618	567	495	325	387	378	341	3111

Two School Committee Members for terms of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Sharron L. Marshall	170	162	144	89	137	169	88	959
Robert Paul Catalini	399	361	319	187	225	215	223	1929
Mike Merolla	138	140	108	85	100	80	108	759
Susan L. Sundermeyer	380	301	304	197	219	178	196	1775
Write-Ins	0	0	0	1	0	20	4	7
Blanks	<u>17</u>	<u>20</u>	<u>16</u>	<u>13</u>	<u>9</u>	<u>9</u>	<u>6</u>	<u>90</u>
Total	1104	984	891	572	690	653	625	5519

Three Trustees, Sandwich Public Library for terms of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Jeanie M. Vander Pyl	385	309	305	179	227	225	212	1842
Mark A. Wiklund	360	306	300	183	212	225	200	1786
Jennifer B. Tickell	382	315	319	201	244	244	211	1916
Write-Ins	1	0	3	0	1	3	0	8
Blanks	<u>148</u>	<u>174</u>	<u>119</u>	<u>93</u>	<u>95</u>	<u>89</u>	<u>92</u>	<u>810</u>
Total	1276	1104	1046	656	779	786	715	6362

One Trustees, Weston Memorial Fund for a term of one year;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Paul A. Alvarenga	407	337	323	222	260	272	230	2051
Write-Ins	0	0	0	0	1	2	0	3
Blanks	<u>211</u>	<u>230</u>	<u>172</u>	<u>103</u>	<u>126</u>	<u>104</u>	<u>111</u>	<u>957</u>
Total	618	567	495	325	387	378	341	3111

One Trustee, Weston Memorial Fund for a term of three years;

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Peter N. Conathan	442	363	335	223	260	263	229	2115
Write-Ins	1	0	1	0	1	0	0	8
Blanks	<u>175</u>	<u>204</u>	<u>159</u>	<u>102</u>	<u>126</u>	<u>115</u>	<u>112</u>	<u>993</u>
Total	618	567	495	325	387	378	341	3111

BALLOT QUESTION #1

Shall the Town of Sandwich be allowed to exempt from the provisions of proposition two and-one-half, so called, the amounts required to pay for the bond issued for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Oak Ridge School and Forestdale School roofs and windows?

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Yes	378	310	297	176	239	237	215	1852
No	208	221	158	124	123	131	111	1076
Blanks	<u>32</u>	<u>36</u>	<u>40</u>	<u>25</u>	<u>25</u>	<u>10</u>	<u>15</u>	<u>183</u>
Total	618	567	495	325	387	378	341	3111

BALLOT QUESTION #2

Shall the Town of Sandwich be allowed to assess an additional \$450,000 in real estate and personal property taxes for the purpose of constructing improvements and remodeling, constructing, reconstructing and making extraordinary repairs to the Sandwich Public Library HVAC system for the fiscal year beginning July first, two thousand eleven?

	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>P4</u>	<u>P5</u>	<u>P6</u>	<u>P7</u>	<u>Total</u>
Yes	322	243	242	137	167	182	146	1439
No	268	292	216	166	196	190	179	1507
Blanks	<u>28</u>	<u>32</u>	<u>37</u>	<u>22</u>	<u>24</u>	<u>6</u>	<u>16</u>	<u>165</u>
Total	618	567	495	325	387	378	341	3111

The polls for the election were opened at 7:00 a.m. and closed at 8:00 p.m. The total vote cast was 3,111, which is 20.85 percent of the voters. The total number of voters at the close of registration prior to the election was 14,922. The lists of Ballot Clerks and Checkers were checked and found in order and agreed with Ballot Box totals.

The number of absentee ballots cast was: Precinct 1, 48; Precinct 2, 34; Precinct 3, 15; Precinct 4, 10; Precinct 5, 15; Precinct 6, 7; Precinct 7, 5, for a total of 134 voters.

I hereby certify that this is a true record of the Annual Town Meeting held on May 2, 2011 and true record of the Annual Town Election held on May 5, 2011.

Respectfully submitted,

Taylor D. White, Town Clerk

**TOWN OF SANDWICH
2011 SPECIAL TOWN MEETING
NOVEMBER 7, 2011**

The Special Town Meeting was called to order in the Sandwich High School auditorium by Moderator Jan Levin Teehan at 7:00 P.M. The clerks checked in a total of 305 voters. The total number of eligible voters was 15,130. The invocation was delivered by Chaplain Jennifer Bowden from the United States Coast Guard and Frank Pannorfi, Chairman of the Board of Selectmen, led the Pledge of Allegiance. The Moderator swore in the following Sandwich residents as tellers: Nancy Comer, Rosemary Rhoades, Colleen Hayes, Sue Vibberts, Barbara Shaner, Jeanne Nichols, Neal O'Brien, Rebecca Hewitt, Steve Hewitt, Katherine Heras and Barbara Connolly. Rene Douglas served as the timekeeper.

ARTICLE 1

To see if the Town will vote to increase the amount raised and appropriated under Article 2 of the May 2, 2011 Annual Town Meeting for the FY'12 School Department budget by the sum of \$34,049.00, or any other amount, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town raise and appropriate \$34,049 to increase the FY'12 School Department budget appropriation as voted at the May 2, 2011 Annual Town Meeting under Article 2. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 2

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$50,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of providing funds to the Sandwich Economic Initiative Corporation; and further, to authorize the Board of Selectmen to enter into a grant agreement with said Sandwich Economic Initiative Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended, or take any action relative thereto.

Jim Coogan of Main Street made a motion to move the question. The motion was seconded and declared carried by a voice vote by the Moderator.

VOTED: That that Town raise and appropriate \$50,000, to be expended under the direction of the Board of Selectmen, for the purpose of providing funds to the Sandwich Economic Initiative Corporation and authorize the Board of Selectmen to enter into a grant agreement with said Sandwich Economic Initiative Corporation, on such terms and conditions as the Board of Selectmen deems appropriate, setting forth the conditions under which such funds may be expended. This was a voice vote and declared carried by the Moderator.

ARTICLE 3

To see if the Town will vote to transfer from the FY'12 Group Health Insurance Account, and appropriate a sum of money, to be expended

under the direction of the Board of Selectmen, for the purpose of reducing a projected FY'12 deficit in the Unemployment Account, or take any action relative thereto.

VOTED: That the Town transfer \$75,000 from the FY'12 Group Health Insurance Account and appropriate \$75,000 to the FY'12 Unemployment Account, to be expended under the direction of the Board of Selectmen. This was a voice vote and declared carried by the Moderator.

ARTICLE 4

To see if the Town will vote to transfer from the Beach Parking Account, and appropriate a sum of money, to be expended under the direction of the Board of Selectmen, for the purpose of performing construction and drainage improvements to the Oak Crest Cove parking lot, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer \$8,000 from the Beach Parking Account, to be expended under the direction of the Board of Selectmen, for the purpose of performing construction and drainage improvements to the Oak Crest Cove parking lot. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 5

To see if the Town will vote to transfer and appropriate under the Community Preservation Act historic resources program the sum of \$25,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting historic Town of Sandwich records, documents, photographs, and other archival materials; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose; or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town transfer and appropriate \$25,000 from the Community Preservation Fund Historic Resources Reserve for historic resource purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for the purpose of preserving, restoring, and protecting historic Town of Sandwich records, documents, photographs, and other archival materials. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 6

To see if the Town will vote to transfer and appropriate under the Community Preservation Act open space and recreation program the sum of \$150,000.00, or any other amount, to be expended under the direction of the Board of Selectmen, for the purpose of securing professional services and permitting the Town Neck Beach Management Plan and Old Harbor Inlet Stabilization Project; that to meet this appropriation the Town transfer from the Community Preservation Fund a sum of money for this purpose, or take any action relative thereto.

VOTED: That the Town transfer and appropriate \$150,000 from the Community Preservation Fund Open Space Re-

serve for open space and recreation resource purposes under the Community Preservation Act, to be expended under the direction of the Board of Selectmen, for securing professional services and permitting the Town Neck Beach Management Plan and Old Harbor Inlet Stabilization Project. This was a voice vote and declared carried by the Moderator.

ARTICLE 7

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion of the land and improvements thereon identified as Assessors Map 25, Lot 25 consisting of 6.53 acres more or less off Chase Road, Assessors Map 25, Lot 28 consisting of 2.97 acres more or less off Chase Road, and Assessors Map 25, Lot 7 consisting of 2.08 acres more or less off Popple Bottom Road, all of said premises believed to be owned by Alvaro G. Tarantino for open space and water protection purposes under the Community Preservation Act; and as funding therefor to transfer and appropriate from the Community Preservation Fund the sum of \$400,000.00, or any other amount; and further, to authorize the Board of Selectmen to grant a conservation restriction meeting the general requirements of M.G.L. c. 184, Section 31, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town indefinitely postpone Article 7. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 8

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion of the land and improvements thereon identified as Assessors Map 24, Lot 208-001 consisting of 4.00 acres more or less off Popple Bottom Road, said premises believed to be owned by C. E. Schmonsees Realty Trust for open space and water protection purposes under the Community Preservation Act; and as funding therefor to transfer and appropriate from the Community Preservation Fund the sum of \$200,000.00, or any other amount; and further, to authorize the Board of Selectmen to grant a conservation restriction meeting the general requirements of M.G.L. c. 184, Section 31, or take any action relative thereto.

VOTED: That the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion of the land and improvements thereon identified as Assessors Map 24, Lot 208-001 consisting of 4.00 acres, more or less, off Popple Bottom Road, said premises believed to be owned by C. E. Schmonsees Realty Trust, for open space, recreation, and water protection purposes under the Community Preservation Act; and as funding therefor, to transfer and appropriate \$200,000 from the Community Preservation Fund Open Space Reserve, to be expended under the direction of the Board of Selectmen; and further, authorize

the Board of Selectmen to grant a conservation restriction meeting the general requirements of M.G.L. c. 184, Section 31. This was a voice vote and declared carried by the Moderator.

ARTICLE 9

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion of the land and improvements thereon identified as Assessors Map 25, Lot 5 consisting of 16.51 acres more or less off Popple Bottom Road, said premises believed to be owned by Dennis J. Falcione for open space and water protection purposes under the Community Preservation Act; and as funding therefor to transfer and appropriate from the Community Preservation Fund the sum of \$150,000.00, or any other amount; and further, to authorize the Board of Selectmen to grant a conservation restriction meeting the general requirements of M.G.L. c. 184, Section 31, or take any action relative thereto.

VOTED: That the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion of the land and improvements thereon identified as Assessors Map 25, Lot 5 consisting of 16.51 acres, more or less, off Popple Bottom Road, said premises believed to be owned by Dennis J. Falcione, for open space, recreation, and water protection purposes under the Community Preservation Act; and as funding therefor, to transfer and appropriate \$150,000 from the Community Preservation Fund Open Space Reserve, to be expended under the direction of the Board of Selectmen; and further, authorize the Board of Selectmen to grant a conservation restriction meeting the general requirements of M.G.L. c. 184, Section 31. This was a voice vote and declared carried by the Moderator.

ARTICLE 10

To see if the Town will vote to authorize the Board of Selectmen to grant a non-exclusive perpetual easement over the portion of the property known as Parcel A and Parcel C of the Town of Sandwich South Sandwich Village Center land off Quaker Meetinghouse Road, shown on a plan on file with the Office of the Town Clerk titled "Plan to Accompany R.F.P. Land in Sandwich, Massachusetts, Quaker Meetinghouse Road" dated June 14, 2004 and prepared by David C. Thulin, PE, PLS, for the purpose of providing an internal roadway and associated infrastructure improvements through the South Sandwich Village Center, on such terms and conditions and for such consideration as the Board of Selectmen may determine, and to further authorize the Board of Selectmen to execute any and all instruments and to take such other action necessary to effectuate this vote; or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town authorize the Board of Selectmen to grant a non-exclusive perpetual easement over the portion of the property known as Parcel A and Parcel C of the Town of Sandwich South Sand-

wich Village Center land off Quaker Meetinghouse Road, shown on a plan on file with the Office of the Town Clerk titled "Plan to Accompany R.F.P. Land in Sandwich, Massachusetts, Quaker Meetinghouse Road" dated June 14, 2004 and prepared by David C. Thulin, PE, PLS, for the purpose of providing an internal roadway and associated infrastructure improvements through the South Sandwich Village Center, on such terms and conditions and for such consideration as the Board of Selectmen may determine; and further, authorize the Board of Selectmen to execute any and all instruments and to take such other action necessary to effectuate this vote. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen to accept a drainage easement from Judith G. Lanigan consisting of 18,989 square feet more or less on land situated at 33 Tarragon Drive and shown as Assessor Map 30, Lot 69, and which is also shown as Potential Drainage Easement on a plan entitled, "Town of Sandwich Potential Drainage Easement at 33 Tarragon Drive" dated September 14, 2011, a copy of which is on file with the Town Clerk's Office, upon such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town authorize the Board of Selectmen to accept a drainage easement from Judith G. Lanigan consisting of 18,989 square feet, more or less, on land situated at 33 Tarragon Drive and shown as Assessor Map 30, Lot 69, and which is also shown as Potential Drainage Easement on a plan entitled, "Town of Sandwich Potential Drainage Easement at 33 Tarragon Drive" dated September 14, 2011, a copy of which is on file with the Town Clerk's Office, upon such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town. This was a voice vote and declared carried unanimously by the Moderator.

ARTICLE 12

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws and the Zoning Map dated October 2009 by changing all references for BL-1 and BL-2 to B1 and B2, respectively, or take any action relative thereto.

Jonathan Shaw of Main Street made a motion to amend Article 12 by deleting references to BL-1 and B1 and only changing references to BL-2 and B2.

VOTED: That the Town amend the Sandwich Protective Zoning By-laws and the Zoning Map dated October 2009 by changing all references for BL-2 to B2. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 13

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by replacing Section 2600, Intensity of Use Schedule,

note b, "Hotels, motels, motor courts, lodging houses and cottage colonies must meet this requirement and must provide not less than 12,000 square feet per dwelling or guest unit" and substitute a new note b to read:

For hotels or motels, must meet this requirement and lot area must be increased by 3,000 square feet per guest unit for each guest unit after the first.

or take any action relative thereto.

William Burbank of Beachway Road made a motion to indefinitely postpone Article 13. The motion was seconded and declared not carried by a voice vote by the Moderator.

VOTED: That the Town amend the Sandwich Protective Zoning By-laws by replacing Section 2600, Intensity of Use Schedule, note "b", related to hotels and motels, to read as printed in the Warrant under Article 13. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 14

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by deleting the text of Section 3510 (a) in its entirety, which presently reads: "Not more than sixty percent of lot area shall be covered by structures, paving, driveways, walkways and parking areas", and revising subsection (b) by adding the text in bold in place of that shown with strikeout, so as to read:

Not less than 30 percent of lot area shall be retained ~~in its natural state with no more than minor removal of existing trees and ground vegetation~~ **in a vegetated condition unless by special permit.**

and by re-lettering the remaining two subsections accordingly, so that Section 3150 reads in its entirety as follows:

- (a) Not less than 30 percent of lot area shall be retained in a vegetated condition unless by special permit.
- (b) Vegetation Restoration (etc.)

or take any action relative thereto.

VOTED: That the Town amend the Sandwich Protective Zoning By-laws by deleting the text of Section 3510 (a) in its entirety and revising Section 3510 to read as printed in the Warrant under Article 14. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 15

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by adding the following text as new Sections 4500-4505, Mixed Use Cluster Development Regulations, thereby adding a new use by special permit in the B2 zoning district:

4500 Mixed Use Cluster Development Regulations

4501 Objective

Create vibrant mixed use developments and housing, including workforce housing, by allowing residential use to be incorporated into second and third floors of certain new or existing commercial structures in accordance with the provisions of this Section.

4502 Applicability

The Zoning Board of Appeals may grant a special permit for the construction and occupancy of a Mixed Use Cluster Development subject to Sections 1330-1342 and the additional following regulations and conditions.

4503 Mixed Use Cluster Provisions

A Mixed Use Cluster special permit may be issued to authorize construction of a mixed use structure of at least two stories, or to convert or expand a Major Commercial Complex structure by adding a second or third story.

4504 Residential Restrictions

1. The floor area of residential use shall be limited to the second or third story;
2. Individual residential units shall contain a minimum of 800 square feet of floor area; and
3. The average number of bedrooms for the entirety of any proposed Mixed Use Cluster Development shall not exceed 1.5. For the purposes of determining compliance with this standard, any proposed studio units shall be considered one-bedroom units.

4505 Affordability Restrictions/Regulatory Agreement

A minimum of 15 percent of all proposed units shall be restricted to families earning low to moderate income as defined by the Massachusetts Department of Housing and Community Development. Fractions of a unit shall be rounded to the nearer whole number. Any special permit granted pursuant to this section shall require that these units be sold and maintained in accordance with the following provisions:

Any special permit granted hereunder shall contain a condition that a permanent deed restriction shall be recorded against the property to require permanent affordability of all the affordable units prior to or simultaneously with the recording of the special permit, which shall require that no occupancy of any unit in the project shall occur unless and until the affordable units have been determined as eligible for inclusion upon occupancy of the unit on the Town's Subsidized Housing Inventory as maintained by the Department of Housing and Community Development or any successor agency and as provided for under the applicable state regulations for inclusion upon completion of construction and occupancy.

The permanent restriction shall be released in the event that, either the special permit is not exercised by completing the construction and uses allowed thereunder before it expires or the permanent restriction is released by majority vote of the Board of Selectmen.

Regulatory Agreement

The resale of affordable units created under this section shall be governed by the regulatory agreement executed as a condition of any

special permit granted. Eligible purchasers are given the opportunity to purchase the Affordable Units at a reduced price of the Affordable Unit's appraised fair market value if the purchaser agrees to convey the Affordable Unit on resale:

1. To an eligible purchaser located by the Town of Sandwich or the Monitoring Agent or the property owner or;
2. To the Town of Sandwich, for an amount equal to the Maximum Resale Price, which is determined by multiplying the most recent published area median income as determined by the United States Department of Housing and Urban Development ("HUD") (the "Base Income Number") by the Maximum Resale Price Multiplier. Maximum Resale Price Multiplier is calculated at the initial sale by dividing the Initial Sales Price by the Base Income Number.

And further,

Amend Section 2600, Intensity of Use Schedule, by adding ad note "q" the following: "May be increased up to 40 feet by Mixed Use Cluster Development Special Permit."

And further,

Amend Section 2540, by adding a new subsection "d. Mixed Use Cluster Developments", to read as follows:

- d. In the B2 district, multiple mixed market rate and affordable owner occupied or rental dwelling units may be located on an individual lot within a Mixed Use Cluster Development by special permit from the ZBA pursuant to Section 4500. In the case of affordable units, the provisions of Section 4130 shall not apply; however, the Zoning Board of Appeals shall condition any special permit allowing for Mixed Use Cluster affordable housing according to the affordability requirements in Section 4505, subsection b, 1 and 2, and the special permit criteria of Section 1342.

or take any action relative thereto.

VOTED: that the Town amend the Sandwich Protective Zoning By-laws by adding new Sections 4500-4505, Mixed Use Cluster Development Regulations, thereby adding a new use by special permit in the B2 zoning district; by adding a new note "q" to Section 2600, Intensity of Use Schedule; and by adding a new note subsection "d. Mixed Use Cluster Developments" to Section 2540; all as printed in the Warrant under Article 15, except that the amendments to Section 2600 Intensity of Use Schedule, by the addition of Note q. shall read; "By Mixed Use Cluster Development Special Permit may be increased by up to 5 additional feet of non-habitable, ornamental, space, for a total height not to exceed 40 feet. This was a voice vote and declared carried by the required two-thirds majority by the Moderator.

ARTICLE 16

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by amending Section 3100, Parking Requirements, by

inserting the text shown below in bold type, so that it reads as follows:

Section 3110. Adequate off-street parking shall be provided on all-weather surfaces within a reasonable distance to service all parking demands created by new construction, whether through new structures or additions to old ones, or by change of use of existing structures. Such parking shall be either on the same premises as the activity it services, or within three hundred feet (300') on a separate parcel, which may be jointly used with other premises for this purpose. The following minimums must be met unless, after application and hearing, the Board of Appeals grants a special permit upon a showing and determination that the construction of fewer spaces will adequately serve anticipated parking needs. **Analyses used to demonstrate that a reduction of spaces is acceptable may include, but shall not be limited to, a peak demand analysis consistent with the Institute of Traffic Engineers (ITE) guidance and the use of on-street parking where allowed.** For uses allowed on special permit under Section 2300, the Board of Appeals may require that these minimums be exceeded to meet anticipated demand.

And further,

Amend Section 3130 by inserting the text shown in bold below, so that it reads as follows:

No off-street parking shall be maintained closer to the street line than twenty feet (20') **unless approved as part of a Mixed Use Cluster Development special permit.** In the B-2 and Industrial District, no off-street parking shall be located between the principal building and the street line of an arterial street unless completely screened from view from the arterial street by vegetation and topography. Off-street parking servicing a use not allowed in an R-1 or R-2 District shall not be maintained within thirty feet (30') of said district bounds.

And further,

Amend Section 3100, Parking Requirements, at Section 3120, Table of Requirements, by adding the following introductory language prior to the listing of parking requirements for the various types of uses currently listed:

The following Table of Requirements shall be used to determine the required number of spaces for individual uses. Where more than one primary use is located on a site, the sum of the required spaces for each individual use shall apply.

or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town amend the Sandwich Protective Zoning By-laws by inserting a new sentence in Section 3100, Parking Requirements; by inserting the phrase “unless approved as part of a special permit” at the end of the first sentence in Section 3130; and by inserting introductory language prior to the listing of parking requirements for the various types of uses cur-

rent listed in Section 3120, Table of Requirements; all as printed in the Warrant under Article 16. This was a voice vote and declared carried unanimously by the required two-thirds majority by the Moderator.

ARTICLE 17

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by inserting a new Article VI-A, Sections 6000 through 6104, Sandwich Development Agreement to read as follows:

ARTICLE VI-A

6000 Sandwich Development Agreement

6001 Purpose

WHEREAS: The Town of Sandwich 2009 Local Comprehensive Plan has been certified by the Cape Cod Commission as consistent with the Regional Policy Plan; this by-law is adopted pursuant to the authority of the Cape Cod Commission Act, Chapter 716 of the Acts of 1989, as amended, and Chapter D, Development Agreement Regulations, Code of Cape Cod Commission Regulations of General Application, for the purpose of authorizing the Town to enter into a Development Agreement with an owner of land for the mutual benefit of the parties consistent with the purposes of said Act and Regulations.

6002 Authority

Notwithstanding provisions of G. L. c. 40A or other law to the contrary, the Town, acting through the Board of Selectmen may enter into a Development Agreement with an owner of land within the Town as provided herein and consistent with the certified local comprehensive plan for the Town.

6010 Definitions

ACT- The Cape Cod Commission Act, Chapter 716 of the Acts of 1989, including, where appropriate, regulations adopted by the Cape Cod Commission for the purpose of implementing Development Agreements and other actions authorized by the Act.

APPLICANT- As used in this section, a person or persons with 100 percent ownership and control of the land within a proposed Development Site, as well as meeting the requirements for Qualified Applicant status within the meaning of the Act and Regulations adopted thereunder.

APPLICATION- The form generated by the Town for initiation of the development agreement negotiation and legislation process and the process by which an Applicant initiates consideration of a proposed Development Agreement.

CAPITAL FACILITY- Any constructed element or service necessary or appropriate to support a Development, including but not limited to roads, water, sewers, waste treatment or disposal, affordable housing, schools, police and fire protection facilities.

CAPITAL FACILITIES, PUBLIC- Those Capital Facilities which are open or available to the general public.

CAPITAL FACILITIES, PRIVATE- Those Capital Facilities which

are not open to the general public and are open or available only to the Applicant and successors in interest.

CHIEF REGULATORY OFFICER- The official appointed by the Barnstable County Commissioners, upon the recommendation of the Commission, as provided in Section 8(h) of the Act, who is responsible for supervising the development of the regional impact review process and for review of proposed Development Agreements as provided in §8.2 of the Cape Cod Commission's Model Development Agreement By-law.

CONSULTANT FEE- Such fees as may be required from an Applicant by the Town for peer or technical review in the course of the negotiation and review of a proposed Development Agreement as authorized in the manner provided by G. L. c. 44, §53G.

COUNTY- The County of Barnstable, Massachusetts.

DEVELOPMENT- Any of the following activities undertaken by any person: any building, construction, renovation, mining, extraction, dredging, filling, excavation, or drilling activity or operation; any material change in the use or appearance of any structure or in the land itself; the division of land into parcels; any change in the intensity of use of land, such as an increase in the number of dwelling units in a structure or a change to a commercial or industrial use from a less intensive use; any activity which alters a shore, beach, seacoast, river, stream, lake, pond, canal, marsh, dune area, woodland, wetland, endangered species habitat, aquifer, or other resource area, including coastal construction or other activity in Barnstable County within the jurisdictional limits of Barnstable County; demolition of a structure; the clearing of land as an adjunct of construction; or the deposit of refuse, solid or liquid waste or fill on a parcel of land or in any water area.

DEVELOPMENT AGREEMENT- A contract among and between an Applicant and the Town and, at the election of the Applicant, with the Cape Cod Commission, the principal purpose and effect of which is to establish the Development Rights that will apply to the Site of the Development Agreement during the term of said Agreement and to establish the conditions to which the Development will be subject.

Pursuant to a Development Agreement, an Applicant may agree to contribute one or more of the following: Public and/or Private Capital Facilities to serve the proposed Development, the Town and/or Region; Affordable Housing either on- or off-site; reservation of land for open space, community facilities, historic or natural preservation or recreational use and/or the contribution of impact fees or other funds to create or support any of such purposes and facilities. The Development Agreement shall establish the permitted uses, densities, scale of buildings, site design and traffic within or external to the Development Site, the duration of the Agreement, impact fees and any other terms or conditions mutually agreed upon between the Applicant, the Town and/or the Cape Cod Commission, and shall have the effect of Vesting the Development Rights relative to the Site for the duration of the Agreement, as further defined in this by-law and the Agreement.

DEVELOPMENT OF REGIONAL IMPACT (DRI)- As defined in the Act, a Development which, because of its magnitude or the magnitude of its impact on the natural or built environment, is likely to present regulatory or other development issues significant to or affecting more than one municipality, and which conforms to the applicable criteria set out in Section 12 of the Act.

DEVELOPMENT PERMIT- Any permit, license, authority, order, approval, certificate, endorsement, or permission required from the Town prior to the commencement or completion of any Development, but not including any household solid waste permit.

DEVELOPMENT RIGHTS- The restrictions and other conditions on the nature or number of residential or other units of development which are in effect at the time of submission of a completed Application as established by the Town's land use laws and regulations or, where applicable, by the Act and Regulations thereunder.

FEES- The Board of Selectmen may adopt regulations setting the fee for application for and modification of a development agreement and may establish a consultant fee procedure consistent with the provisions of G. L. c. 44, §53G.

HOUSING, AFFORDABLE- Any residential housing unit which meets affordability standards promulgated by the Executive Office of Communities and Development of the Commonwealth of Massachusetts and which prohibits discrimination because of the race, color, religious creed, national origin, sex, ancestry, sexual orientation or handicap of any person.

IMPACT FEE- Payment(s) to the Town designed to offset in whole or in part the effects upon the Town or Region of a proposed Development, which may include, but not be limited to payments for creation or enhancement of Public Capital Facilities, such as streets, sewers and sewer treatment facilities, water supply and distribution facilities, parks, improvements to natural resource areas, whether public or privately owned, schools, police and fire protection facilities, affordable housing and other Capital Facilities of or within the Town; such payments to be held and administered in the manner provided in §15 (b) and (c) of the Act.

INFRASTRUCTURE- Services and physical facilities accessory to or otherwise associated with development of a site, including but not limited to roads, water supply, sewers and electrical or other utilities.

LOCAL COMPREHENSIVE PLAN- The Sandwich LCP, as certified by the Cape Cod Commission as of the effective date of this by-law and as may be amended as of the date of submission to the Town of an Application for a Development Agreement.

MAIL- Unless otherwise indicated, certified mail, return receipt requested.

MODIFICATION, MAJOR- An amendment to an executed Development Agreement that alters or varies the use, intensity or mitigation stipulations of an executed Development Agreement.

MODIFICATION, MINOR- An amendment to an executed Development Agreement that is limited to a technical correction or does not alter or vary the use, intensity or mitigation stipulations of an executed Development Agreement, as determined by both the Commission and the Town.

NOTICE- Unless otherwise provided, written notice sent by certified mail to the Parties or other required entities.

PARTIES, PARTICIPATING- Following execution and delivery of a Development Agreement, the Town and Applicant, and, where applicable, the Cape Cod Commission.

PROFFER- An offer contained in an Application or made by the Applicant or another Party in the course of negotiation to commit to provide certain benefits to one or more of the Parties or to residents of the Town or Region, and which are intended to become a term or condition of the approved Development Agreement.

REGULATIONS- The Town, acting through the Planning Board as specified herein shall adopt, and may from time to time amend, regulations establishing procedures in furtherance of the objectives of this by-law.

REGION- That area, including but not limited to land within the County, which is either likely to be benefited or otherwise affected by a Development, either during its construction stage or post-construction.

SITE- The locus subject to a Development Agreement, whether consisting of a single parcel of land or multiple parcels.

TOWN- The Town of Sandwich, acting through its Board of Selectmen, which term shall include the designee of the Board of Selectmen.

TOWN MEETING- The legislative body of the Town.

TRANSFER OF DEVELOPMENT RIGHTS (TDR)- As authorized by an approved Development Agreement, the severance, or limitation, of the potential development rights of parcel, known as the “sending parcel,” and the corresponding increase in Development Rights for another parcel, known as the “receiving parcel,” as provided for in Regulations adopted by the Planning Board.

VESTING OF DEVELOPMENT RIGHTS- The “freezing” of applicable zoning or other local laws or regulations, and/or in the case of a Development Agreement to which the Cape Cod Commission is a party, Development Rights pursuant to §14(a) of the Act and §3 of Cape Cod Commission Regulations Chapter D “Development Agreement Regulations,” with the effect that, notwithstanding any other law to the contrary, amendments to Town By-laws and regulations or, in the case of any Development Agreement to which the Cape Cod Commission is a party, to provisions of the Act and its Regulations otherwise applicable to the development of land, shall not apply to the Development Site during the term of the Develop-

ment Agreement; subject to a requirement in the Development Agreement that the application and/or development authorized by a Development Agreement proceed reasonably and continuously.

6020 Participating Parties

A Development Agreement may be executed by and between applicant and one or more of the following, parties:

1. The Town of Sandwich; or
2. The Cape Cod Commission and the Town of Sandwich

6030 Elements of Development Agreement

6031 Proffer(s) by Applicant

A Development Agreement may include, but is not limited to, commitments by the applicant to actions that contribute to one or more of the following interests, as they may be identified in the Application and further refined or modified in the course of negotiation of the Development Agreement, which, as identified in the Application may include, but not be limited to contributions for or improvements to:

1. The infrastructure of the Town and/or region;
2. Public or Private Capital Facilities;
3. Land dedication and/ or open space, historical or other preservation;
4. Affordable housing, either on- or off-site;
5. Employment opportunities;
6. Community facilities;
7. Recreational facilities, active or passive in nature;
8. Alternative or mass transportation facilities or contributions; and
9. Any other benefit intended to serve the proposed Development, Town, and/or Region, including without limitation site design standards for preservation or enhancement of aesthetic, natural, historic, cultural or other resources

6032 Proffer(s) by Town

A Development Agreement may include commitments by the Town to provide specific protection(s) from future changes in applicable local by-laws and/or regulations and assistance in streamlining the local Development approval process. Streamlining may include, where not in conflict with existing local, state or federal law, holding joint board and permit hearings, coordination of permit applications and, where possible, accelerated review of permit approvals. The Parties may agree in writing to extensions of time within which development approvals under local laws may be acted upon, which, in the case of any Development Agreement to which the Cape Cod Commission is a party, may include deadlines for action on applicable state or regional laws and regulations.

6040 Application Procedure

6041 Applicant Qualification

Application for approval of a Development Agreement may be made by a person having full ownership and control of the real property which is the subject of the Development Agreement, including the duly authorized agent.

6042 Application

Applicant shall complete a Development Agreement Application Form provided by the Town, which form shall require submission of the following information:

1. A certified list of abutters;
2. A legal description and survey plan of the Site, including names of all legal and equitable owners;
3. The proposed duration of the Development Agreement;
4. The uses currently permitted on the land by applicable zoning and other local controls, and all uses and structures proposed on the land, including, building densities, height, and any significant natural features;
5. A description of Public Capital Facilities that will service the Development, including sources of payment for such facilities, the date of construction of all new facilities, and a schedule to assure that public facilities adequate to serve the Development are available concurrent with the impacts of the Development;
6. A description of any reservation or dedication of land for public purposes, including public recreation, conservation, agricultural or historic purposes;
7. A description of all Town, State and regional permits and licenses approved or required to be approved for the development of the site;
8. A statement acknowledging that any omission or failure to address a particular permit, condition, term, or restriction in a Development Agreement as may issue for the proposed project shall not relieve applicant of the obligation to comply with the law governing said permitting requirements, conditions, terms or restrictions;
9. A Final Environmental Impact Report, bearing the certification of the Secretary of Environmental Affairs, if required under G. L. c. 30, §§61 through 62h;
10. Additional data and analysis necessary to assess the impact of the proposed Development;
11. Evidence of ownership and assents of all parties with legal or equitable interests in the site; and
12. A description of any zoning relief required pursuant to §7.703 Limitations.

6043 Cape Cod Commission a Party

An applicant shall complete a Development Agreement application form and comply with the specific application requirements set forth in Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised. The procedural requirements established in Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised, shall be followed, and no Development Agreement shall be valid unless and until the requirements of said Section 5 of Chapter D have been complied with in full.

6044 Cape Cod Commission Not a Party

6044.1 Local DRI Determination

An applicant seeking to enter into a Development Agreement without the Cape Cod Commission as a party shall submit an applica-

tion containing a detailed description of the proposed Development to the Building Inspector for review and jurisdictional determination as to whether the proposed Development qualifies as a DRI.

1. If the Building Commissioner determines that the proposed Development is not a DRI, then the Building Commissioner shall within five business days forward said determination, together with reasons therefore and a copy of the Development Agreement application form, to the Clerk of the Cape Cod Commission, in which case the applicant may pursue a Development Agreement without the Cape Cod Commission as a party.
2. If the proposed Development is determined to be a DRI, then the Cape Cod Commission must be a party to the Development Agreement, in which case, the provisions of Section 5 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised, shall apply, which require, among other things, that the applicant shall file with the Cape Cod Commission a Notice of Intent to file a Development Agreement for a determination by the Cape Cod Commission Regulatory Committee as to whether the proposed development is suitable and qualifies for the Development Agreement Process

6050 Standard of Review

The Planning Board shall review a proposed Development Agreement for consistency with the Cape Cod Commission Act, the Town's zoning and the Local Comprehensive Plan. A Development Agreement proposal that is inconsistent with the by-law shall require either a zoning amendment or shall be subject to obtaining the required zoning relief, by special permit or otherwise, as may be available under then current zoning as necessary to eliminate the conflict or inconsistency with zoning, unless, however, the Development Agreement containing such inconsistencies is approved by two-thirds vote of Town Meeting.

6060 Negotiation

Negotiation of the terms of a Development Agreement shall commence with the filing of an Application with the Planning Board. The Planning Board may designate such other boards, departments or officers to participate in review of the Application as it shall deem necessary or appropriate in consideration of the nature of the proposed Development, the characteristics of the Site and any other relevant considerations. All negotiations shall take place in open meetings or public hearings that comply with the applicable Town or statutory requirements for the notice and conduct of meetings with or hearings by Town boards.

6070 Hearing

The Planning Board shall hold a public hearing after receipt of a fully completed Application. There shall be a minimum of two public hearing sessions for the purpose of reviewing the Development Agreement application, which hearing shall close within 90 days, unless extended by mutual agreement of the parties. Failure to close the public hearings within 90 days shall not result in a constructive grant of the proposed development.

6071 Notice

The Town shall provide at the expense of applicant notice of the public hearing to consider a Development Agreement by publication in a newspaper of general circulation once in each of two successive weeks, the first publication to be not less than 14 days before the day of the hearing, and by mailing notice not less than 14 days before to:

1. The Board of Selectmen, Town Manager, Town Clerk, Building Inspector, Planning Board, Zoning Board of Appeals, Conservation Commission, Board of Health, Old King's Highway Historic District Committee, Historic District Commission, Housing Authority, Sandwich Economic Initiative Corporation and any other Town agency, officer or individual that makes a written request for such notice;
2. The applicant;
3. Each abutter to the Site, based on a list of abutters provided by the applicant and certified by the Sandwich Tax Assessor, including owners of land directly opposite the Site on any public or private street or way and owners of land located within 300 feet of any boundary of the proposed Development; and
4. The Cape Cod Commission.

6080 Decision: Issuance; Filing; Recording and Summary

6081 Issuance

A Development Agreement shall be issued in a form suitable for recording in the Barnstable County Registry of Deeds.

6082 Filing and Recording

The Town shall file an executed Development Agreement with the Clerk of the Cape Cod Commission and with the Town Clerk, and shall, at the expense of the applicant, record the executed Development Agreement in the Barnstable County Registry of Deeds and publish notice of issuance of a Development Agreement in a newspaper of general circulation in the Town, which notice shall contain a brief summary of the contents of the Development Agreement and a statement that copies of the Development Agreement are available for public inspection at the office of the Town Clerk during normal business hours.

6083 Summary

In addition, the Town shall provide the Cape Cod Commission with a summary of the Development Agreement which the Cape Cod Commission shall publish in its official publication pursuant to Section 5(i) of the Cape Cod Commission Act.

6090 Modification and Rescission of Development Agreement

A Development Agreement may be amended or rescinded as provided below, subject to the same procedural requirements as required for application pursuant to §5 of the Development Agreement Regulations applicable where the Cape Cod Commission is a party, other than submission of a Notice of Intent pursuant to §5(a) of said Regulations and §6, applicable where the Cape Cod Commission is not a party, including requirements applicable to negotiation, hearing and approval of a Development Agreement as applicable to the original application.

6091 Procedure

At any time following execution and delivery of an approved Development Agreement, any Party to the Development Agreement, including the Town on its own initiative, acting through the Board of Selectmen, may petition for amendment or rescission of the Development Agreement. If not a Party, the Cape Cod Commission may petition to rescind the Development Agreement only in the event of failure of consideration.

Modification or rescission of an executed Development Agreement must be ratified by all parties to the original Development Agreement. Any Development Agreement may contain provisions further regulating the amendment and/or rescission of a Development Agreement.

1. A petition for modification or rescission shall be made in writing and shall state, in specific detail the Petitioner's reasons for amendment or rescission, and, except in the case of a Minor Modification, a Party applying for modification or rescission of shall provide notice of said application, in writing and at its own expense, to every Party, and to the Cape Cod Commission if not a Party, including a copy of the application for modification or rescission..
 - a. Minor Modification- Amendments to an approved and executed Development Agreement that consist only of de minimis substantive changes or technical or typographical changes may be made by the Planning Board at an open meeting without the need for the full application, notice and hearing required for the original application, provided that any such Minor Modification is authorized by the Regulatory Committee of the Cape Cod Commission and by majority vote of the Board of Selectmen; otherwise, the procedure for Major Modification shall apply.
 - b. Major Modification or Rescission -
 - i. When the Commission is a party to the Development Agreement, any Party to a Development Agreement, any Participating Party, including the Commission, may petition to amend the Development Agreement, subject to the application, notice and hearing requirements for the original application; however, the Commission may petition for rescission only in the event of failure of consideration.
 - ii. When the Commission is not a party, the Town or any other Party to the Development Agreement may petition to amend or rescind the Development Agreement, subject to the application, notice and hearing requirements for the original application; provided that said petitioner shall provide notice in writing to the Commission and all Parties of its intent to seek amendment or rescission

6100 Decision

6101 Term

1. A Development Agreement shall commence and terminate as provided in said Agreement. Where the Cape Cod Commission is not a party, a Development Agreement shall not exceed 10 years;

2. Where the Cape Cod Commission is a Party, a Development Agreement may extend for such period of time as it may provide, as set forth in Section 7 of Chapter D of the Code of Cape Cod Commission Regulations of General Application, as revised; and
3. Notwithstanding the foregoing, conditions or other provisions of the Development Agreement pertaining to the preservation of open space and park areas, and agreement to pay for maintenance of utilities and other infrastructure may exceed such ten-year limitation.

6102 Interpretation

1. A Development Agreement may not be interpreted or applied to prevent the Town or other governmental subdivision or agency from requiring applicant to comply with the laws, rules and regulations and policies enacted after the date of the Development Agreement, if the Town or governmental agency determines that the imposition of and compliance with the newly effective laws and regulations are essential to ensure the public health, safety or welfare of the residents of all or part of the jurisdiction; and
2. In any case of conflict between the provisions of this by-law and other by-laws or regulations of the Town, the more restrictive provisions shall apply.

6103 Limitations

1. Nothing in this Article shall be construed to permit the Town to require an applicant to enter into a Development Agreement; and
2. Any provision within a Development Agreement that is inconsistent with the zoning bylaw shall require either a zoning amendment or shall be subject to the grant of such zoning relief as may be needed for compliance with the zoning by-law.

6104 Enforcement

A Development Agreement is a binding contract which is enforceable in law or equity by a Massachusetts court of competent jurisdiction.

or take any action relative thereto.

UNANIMOUSLY VOTED: That the Town amend the Sandwich Protective Zoning By-laws by inserting a new Article VI–A, Sections 6000 through 6104, Sandwich Development Agreement, as printed in the Warrant under Article 17. This was a voice vote and declared carried unanimously by the required two-thirds majority by the Moderator.

ARTICLE 18

To see if the Town will vote to amend the Sandwich Protective Zoning By-laws by deleting the current Definitions section in its entirety and inserting a new Definitions section in order to eliminate duplication, make editorial changes, and add new definitions, to read as follows:

Definitions

In this by-law the following terms, unless a contrary meaning is required by the context or is specifically prescribed, shall have the following meanings. Words used in the present tense include the future, and plural includes the singular; the word “lot” includes the word “plot”; the word “structure” includes the word “building.” The word “shall” is intended to be mandatory; “occupied” or “used” shall be considered as though followed by the words “or intended, arranged or designed to be used or occupied.” The word “person” includes a corporation as well as an individual.

ABANDONMENT- A non-conforming use of a building or land, which has been abandoned for a period of two (2) years, shall not thereafter be returned to such non-conforming use. A non-conforming use shall be considered abandoned when the premises has been vacant for two years, or when the characteristic equipment and/or furnishings of the non-conforming use have been removed from the premises and have not been replaced by similar equipment, whichever shall occur first.

ACCESSORY APARTMENT- A secondary dwelling unit (not to exceed 750 square feet) on a property which is located within or attached to a single-family dwelling unit.

ACCESSORY BUILDING OR USE- A building or use customarily incidental to and located on the same lot with the principal building or use, except that if more than thirty percent of the lot area or building is devoted to a principal use or is occupied by such use, it shall no longer be considered accessory.

ACCESSORY DWELLING UNIT- A small, self-contained residential unit not to exceed 1,000 square feet (or 30 percent of the gross floor area of the principal dwelling unit) built on the same lot as an existing single-family home that is within or attached to a principle dwelling unit or garage.

ADDITION- New construction in which a substantial part of a wall of the original structure is attached to the principal building.

ADULT USE- The following uses are included within this term, all as defined in G. L. c. 40A, §9A: Adult Bookstore; Adult Motion Picture Theater; Adult Paraphernalia Store; Adult Video Store; Establishment which displays live nudity for its patrons.

ALTERATION- Any construction, reconstruction or other action resulting in a change in the structural parts or height, number of stories or exits, size, use or location of a building or other structure.

ANIMAL KENNEL- Premises for the harboring and/or care of more than three dogs or other domestic animals. Four or more animals shall require a special permit in any district.

ANTENNA- A device for transmitting and receiving electromagnetic waves.

ANTENNA, AMATEUR RADIO- An antenna structure operated by a federally licensed amateur radio operator, as provided in G. L. c. 40A, §3.

APARTMENT, ACCESSORY- A secondary dwelling unit on a property, which is in addition to, and secondary to, another primary residential or commercial building.

APPLICANT- Individuals, partnerships, corporations, trusts and other legal entities in which the applicant of record holds a legal or beneficial ownership of greater than one percent.

ARTERIAL STREET- Any state numbered highway, plus the following named streets: Beale Avenue, Chase Road, Farmersville Road, Great Hill Road, Mid-Cape Service Road, Newtown Road, Race Lane, Quaker Meetinghouse Road, Sandwich-Cotuit Road, Snake Pond Road.

ASSISTED LIVING FACILITY- per G. L. c. 19D, §18(d), a facility so defined in G. L. c. 19D, §1 and licensed pursuant to G. L. c. 19D, §4 for provision to three or more adult residents with activities of daily living.

AUDITORIUM- A large open or enclosed building used to accommodate an audience for public meetings or gatherings.

BASE FLOOD- The flood having a one percent chance of being equaled or exceeded in any given year.

BASEMENT- The portion of a building which is partly below and partly above grade, and having at least one-half its height above grade.

BED AND BREAKFAST- A dwelling which includes the renting of rooms at a daily rate wherein the rental rate includes a breakfast meal in the daily rate, and wherein the owner or operator maintains a place of principal residence. Hotels, motels, and inns are not classified as bed and breakfast establishments.

BEDROOM- Any habitable room in a dwelling, if such room exceeds sixty square feet, other than a living room, dining room, kitchen, utility room, or bathroom. Any dwelling unit in which no such room exists shall be construed to contain one bedroom.

BOAT AND WATERCRAFT STORAGE BUILDING- A building used for the indoor storage of boats and watercraft.

BOAT HOUSE- A structure used for the storage of recreational vessels and associated equipment and which is located within one hundred feet of mean high water (MHW) or the natural high water mark.

BUILDING- An enclosed structure, whether principal or accessory.

BUILDING HEIGHT- The vertical distance from the natural grade at the front line of the building to the highest point of the roof for flat or shed roofs, to the deck line for mansard roofs and to the ridge for gable, hip and gambrel roofs. Not included are spires, cupolas, TV antennae and other parts of structures, which do not enclose potentially habitable floor space.

BULK STORAGE- Exposed outside storage of sand, lumber, coal,

or raw materials, or the storage of liquids or gases in tanks (except underground) as an accessory use.

CAMPER- A portable dwelling, eligible to be registered and insured for highway use, designated to be used for travel, recreational and vacation uses, but not suitable for permanent residence. Includes equipment commonly called travel trailers, pick-up coaches, or campers, motorized campers, and tent trailers.

CAMPGROUND- Premises used for travel trailers, campers, tenting or for temporary overnight facilities of any kind where a fee is charged.

CAMPING SUPERVISED- Facilities operated on a seasonal basis for continuing supervised recreational, health, educational, religious, and/or athletic programs, with persons enrolled for periods of not less than one week, and with group dining if overnight accommodations are included.

CELLAR- A portion of a building, partly or entirely below grade which has half or more than one-half or its height, measured from finished floor to finished ceiling, below the average finished grade of the ground adjoining the building. A cellar is not deemed a story.

CERTIFICATE OF USE AND OCCUPANCY- A statement signed by the Building Inspector setting forth either that a building or structure complies with zoning and the building code or that a building, structure or parcel of land may lawfully be employed for specified uses.

CHANGE OF USE- Any use that substantially differs in quality and effect on its neighborhood from the previous use of a building or land. If a particular land use is undefined by this by-law, the most similar use listed in the Standard Industrial Classification (SIC) Manual shall be used. A change of ownership shall not be considered a change of use.

CHANNEL- The segment of the radiation spectrum from an antenna that carries one signal. An antenna may radiate on many channels simultaneously.

CHILD CARE FACILITY- A day care center or school age child care program, as those terms are defined in G. L. c. 1A, §15d and G. L. c. 40A, §3.

CINEMA- a movie theater containing several auditoriums within the same building.

CLUB- An organization catering exclusively to members and their guests, or premises and buildings for recreational, social and/or fraternal purposes, which are not conducted primarily for gain, providing there are no vending stands, merchandising or commercial activities except as required generally for the membership and purposes of such club. There shall be no sleeping accommodations provided for members or their guests.

CLUSTER DEVELOPMENT- Residential development granted

by special permit, on parcels of land of five or more acres, that would qualify for development as a conventional subdivision of land in full compliance with dimensional zoning controls, alternatively designed to maximize open space with the same or fewer number of lots within the parcel, by reduction of lot dimensions and building setback and clustering or consolidation of remaining land as open land to provide superior protection of the parcel's natural features and aesthetic characteristics in comparison to a conventional residential design.

COMMERCIAL MARINE EQUIPMENT STORAGE- Storage of a boat, boat trailer and/or equipment relating to a commercial marine business.

COMMON DRIVEWAY- By special permit, an alternative means of physical access to two or three lots which have legal access and frontage of the length and type required for individual lots. A common driveway so permitted is not a street and does not provide lot frontage.

CONTINUING CARE RETIREMENT COMMUNITY- A facility or group of facilities which offers several levels of assistance, including independent living, assisted living, congregate care, and/or skilled nursing care.

CONTRACTOR'S YARD- An enclosed lot with or without structures used by an individual building contractor or subcontractor for storage of equipment, supplies, and sub-assemblies, or parking of wheeled equipment.

CONVENIENCE STORE, RETAIL- Retail store greater than 5,000 gross square feet yet not to exceed 9,999 square feet. Retail convenience store may operate a pharmacy within the premises.

CONVENIENCE STORE, SMALL RETAIL- Retail store less than 5,000 square feet gross floor area that sells a variety of basic items and packaged foods. Small retail convenience stores shall not operate pharmacies within the premises.

COTTAGE COLONY- Two or more detached seasonal dwellings located on the same lot and under single ownership, each designed for independent family living and including cooking facilities.

CULTIVATED LAWN- A vegetated cover of sod-forming grass species, which is maintained by being fertilized, irrigated, and mowed.

DAY CARE CENTER- See G. L. c. 40A, §3 "Child Care Facility" defined as "day care of school age child care as those terms are defined in" G. L. c.28A, §9.

DEVELOPMENT- Any constructed change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

DISCHARGE, WASTEWATER EFFLUENT- A discharge into the ground of treated wastewater from a permitted wastewater treatment facility.

DISPOSAL AND RECYCLING FACILITIES- Structures not to exceed 9,000 square feet where non-hazardous wastes, scrap articles or materials are safely stored, sorted and packed for sale or re-use.

DISTRICT OF CRITICAL PLANNING CONCERN (DCPC)- a geographic area of Cape Cod identified by the Cape Cod Commission as requiring special protection and designated by the Assembly of Delegates in accordance with the criteria, procedures and requirements set for in Sections 10 and 11 of the Commission Act.

DRIVE-UP/DRIVE THROUGH- A principal or accessory use relating to or conducting exchanges with clients who drive-up to a window and remain in their automobiles.

DWELLING- A building or part of a building used exclusively as the living quarters for one or more households.

DWELLING, SINGLE-FAMILY- One dwelling unit on a single lot irrespective of structure type, ownership or tenure.

DWELLING, TWO-FAMILY- Two dwelling units on a single lot irrespective of structure type, ownership or tenure.

DWELLING, MULTI-FAMILY- Three or more dwelling units on a single lot irrespective of structure type, ownership or tenure.

DWELLING UNIT- Living quarters for a single household and not more than two boarders or lodgers, with cooking, living, sanitary, and sleeping facilities, independent of any other unit.

ELEVATION- Height relative to mean sea level.

ELEVATION, PRINCIPAL FLOOR – the first floor of a structure or building at grade.

EMF- Electromagnetic frequency radiation.

EXTERIOR DISPLAY- Any advertising done outdoors that publicizes a business's products and services. Types of exterior display include billboards, bus benches, interiors and exteriors of buses, taxis and business vehicles, and signage posted on the exterior of a building.

FACILITY SITE- Location of proposed telecommunication tower or turbine and all associated equipment (including but not limited to electrical transformers for utility interconnections, equipment shelters, storage facilities, transformers and substations) required to ensure long-term, safe and proper operations.

FALL ZONE- A circle with its center at the base of the wireless telecommunication or wind energy facility and its radius equal to the facility's height.

FAMILY DAY CARE- As defined in G. L. c. 40A, §3

FARM- Premises, including necessary structures and equipment which are used for gain in the raising of agricultural products, or livestock, except horses (see Stables).

FARM STAND- As defined in G. L. c. 40A, §3.

FAST FOOD, TAKE OUT- Establishments designed for the selling or intended selling of food to be taken and eaten off the premises.

FCC- The Federal Communications Commission of the United States of America.

FCC 96-326- A report and order that sets national standards for emissions of radio frequency emissions from FCC regulated transmitters.

FLOOR AREA- The sum of the gross horizontal area of the several floors of a building and its accessory buildings on the same lot, including the area of basements not more than fifty percent below grade, roofed porches and roofed terraces, excluding areas with less than six feet floor to ceiling height. All dimensions shall be measured between exterior faces of walls.

FLOOD PLAIN- A low plain adjacent to a river that is formed chiefly of river sediment and is subject to flooding.

FLOOD ZONE A- Areas with a 1 percent annual chance of flooding and a 26 percent chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas, no depths or base flood elevations are shown within these zones.

FLOOD ZONE AE- The base floodplain where base flood elevations are provided. AE Zones are now used on new format Flood Insurance Rate Maps instead of A1-A30 Zones.

FLOOD ZONE AO- River or stream flood hazard areas and areas with a 1 percent or greater chance of shallow flooding each year, usually in the form of sheet flow, with an average depth ranging from 1 to 3 feet. These areas have a 26 percent chance of flooding over the life of a 30-year mortgage. Average flood depths derived from detailed analyses are shown within these zones.

FLOOD ZONE V- Coastal areas with a 1 percent or greater chance of flooding and an additional hazard associated with storm waves. These areas have a 26 percent chance of flooding over the life of a 30-year mortgage. No base flood elevations are shown within these zones.

FLOOD ZONE VE- Coastal areas with a 1 percent or greater chance of flooding and an additional hazard associated with storm waves. These areas have a 26 percent chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

FOOTPRINT- The area within the perimeter of a building measured at the foundation. It shall include all roofed porches and/or other roofed areas, bulkhead and cantilevered portions on any level of the building. Not included in the footprint are open, uncovered patios, decks, unroofed stoops, window wells for emergency egress from below-grade bedrooms, stairs and roof projections (cornices, eaves, gutters, outside chimneys, steps, bay windows and terraces).

FORMULA BUSINESS ESTABLISHMENT- A business which does or is required by contractual or other arrangement or as a franchise to maintain two (2) or more of the following items: standardized (formula) array of services and/or merchandise including menu, trademark, logo, service mark, symbol, décor, architecture, façade, layout, uniforms, color scheme, and which are utilized by ten (10) or more other businesses worldwide regardless of ownership or location.

FRONTAGE- That portion of a lot which is bounded by the street line or way, the sidelines and the minimum building setback line. The frontage must be suitable for development of an access route or driveway to the building site.

GAME ROOM- A commercial facility exclusively for playing of billiards, pool, darts and/or table games, but not including video games or pinball machines.

GARAGE, RESIDENTIAL- A structure which is accessory to a residential building and which is used for the parking and storage of vehicles or other chattel owned by the residents thereof, which is not a separate commercial enterprise available to the general public and is not to be utilized for commercial repair, commercial storage, or the rental of more than two stalls.

GARAGE/PARKING LOT, COMMERCIAL- A structure or designated area used for the parking and storage of vehicles which is operated as a business and open to the public for a fee.

GARAGE, REPAIR- A building designed and used commercially for the storage, care, repair, or refinishing of motor vehicles including both minor and major mechanical overhauling, paint, and body work.

GASOLINE STATION- Any area of land, including structures thereon, that is used or designated to be used for the retail sale of gasoline or oil or other fuel for the propulsion of motor vehicles, and which may include facilities for cleaning or servicing such motor vehicles, but not including painting or body repairs.

GOLF COURSE, STANDARD OR PAR 3 - Course, including customary accessory buildings, where tee-to-hole distance averages not less than eighty yards.

GROUNDWATER- Water beneath the earth's surface, often between saturated soils and rock, that supplies wells and springs.

GROSS FLOOR AREA, NON-RESIDENTIAL- The sum of the areas for each story or level exclusive of basements, elevator shafts, stairwells, and floor space used for mechanical equipment as measured from the outer face of exterior walls.

GROSS FLOOR AREA, RESIDENTIAL- The sum of the areas for each story or level of a dwelling unit exclusive of areas not designed for human occupancy including, but not limited to basements, stairwells, bathrooms, attics, wall partitions and attached accessory buildings.

GUEST HOUSE- An accessory residential structure for occasional occupancy by non-paying guests, having not less than 400 square feet of gross floor area.

GUEST UNIT- Room or suite of rooms suitable for separate rental or occupancy in a hotel, motel, or similar establishment. Any room or suite of rooms containing a stove plus either or both a refrigerator and a kitchen sink shall be considered a dwelling unit.

HABITABLE SPACE- Space in a structure for living, sleeping, eating or cooking. Bathrooms, closets, halls, storage areas and utility spaces are not considered habitable space.

HAZARDOUS MATERIALS- Any product or waste or combination of substances which, because of quantity, concentration, or physical or chemical, or infectious, or radioactive characteristics may reasonably pose, in the determination of the enforcing authority, a substantial present or potential hazard to human health, safety or welfare, or the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed; any substance which may create a special hazard in the event of spill, leak, fire, or exposure; and all substances deemed to be hazardous waste as defined in G. L. c. 21C §2, the hazardous waste regulations promulgated by the DEP at 310C CMR 30.010 in amounts in excess of that normally used in household maintenance, the Resource Conservation and Recovery Act (RCRA), 42 USC 6901 et seq., or the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 USC 9601 et seq., as these may be amended, or other materials which are listed as toxic, hazardous or a priority pollutant by the United States Environmental Protection Agency.

HAZARDOUS MATERIALS, HOUSEHOLD QUANTITIES- Any waste material defined by the Massachusetts Hazardous Waste Regulations, 310 CMR 30.00. Household quantities may consist of any of the following:

- 275 gallons or less of oil on site at any time to be used for heating of a structure or to supply an emergency generator; or
- 25 gallons (or the dry weight equivalent) or less of other hazardous materials on site at any time, including oil not used for heating or to supply an emergency generator; or
- a quantity of hazardous waste at the Very Small Quantity Generator level as defined in the Massachusetts Hazardous Waste Regulations, 310 CMR 30.535.

HAZARDOUS WASTE FACILITY- As defined in G. L. c. 21D, §5. A site or works for the storage, treatment, dewatering, refining, incinerating, reclamation, stabilization, solidification, disposal or other processes where hazardous wastes can be stored, treated or disposed of; however, not including a municipal or industrial waste water treatment facility if permitted under G. L. c. 21, §43.

HEALTH CLUB- A facility with exercise equipment offering aerobic-related activities and is open to both those with memberships as well as the general public.

HEIGHT- The vertical distance from the average finished grade of the adjacent ground to the top of the structure of the highest roof

beams of a flat roof, the deck of a mansard roof, or the mean level of the highest gable or slope of a hip roof. When applied to a Wind Energy Facility, the height of a Wind Energy Facility measured from natural grade of the facility's foundation to the tip of the rotor blade at its highest point, or blade-tip height.

HELIPORT- An area, either at ground level or elevated on a structure, licensed or approved for the loading and takeoff of helicopters, and including auxiliary facilities such as parking, waiting room, fueling, and maintenance equipment.

HOME OCCUPATION - The use of a room or rooms in a dwelling or building accessory thereto as an office, studio, or workroom for a home occupation by a person resident on the premises provided that:

1. Such use is clearly incidental and secondary to the use of the premises as a dwelling;
2. Not more than one person other than residents of the premises regularly provided paid services in connection with such use;
3. No commodity or service is sold or provided to another person who is on the premises;
4. The public is not invited onto the premises in the usual course of business;
5. No offensive noise, traffic, vibration, smoke, dust, odor, heat, or glare is produced as a result of the home occupation;
6. There is no exterior display or exterior sign except as permitted under the Sign Code;
7. There is no exterior storage of materials or equipment (including the exterior parking of more than one commercial vehicle), and no other exterior indication of such use or variation from the residential character of the premises;
8. All parking for such home occupation, other than for residents of the premises, shall be provided off the street. Adequate off-street parking shall be provided in accordance with the provisions of the by-laws; and
9. Such use has been approved in writing by the Building Inspector.

HOME RULE AMENDMENT - Article II of the Articles of Amendment to the Constitution of the Commonwealth, as amended, which is codified in the General Laws of the Commonwealth as G. L. c. 43B, which empowers a municipality by local legislation to exercise any power or function which the General Court has power to confer upon it, so long as such local law does not conflict with the Constitution of the Commonwealth or certain statutes enacted by the General Court which deny such local power in matters where state-wide uniformity has been deemed to be necessary.

HOSPICE CARE- Palliative and supportive care and other services for terminally ill patients with a limited life-expectancy and their families. Services shall include, but not be limited to, physician's services, nursing care provided by or under the supervision of a registered nurse, social services, volunteer services and counseling services.

HOSPITAL- Institutions providing acute twenty-four hour inpatient services which include, but are not limited to, the treatment of

emergencies, intensive and patient care units for adults and children, and major clinical and diagnostic health care services.

HOSPITAL, REHABILITATION - A hospital licensed pursuant to G. L. c. 111, which provides Hospital-level in-patient rehabilitation services, together with general and specialty out-patient rehabilitation services including but not limited to: aquatic therapy, cardiac rehabilitation, occupational therapy, physical therapy, speech and language pathology, women's rehabilitative services, wellness, holistic medicine, sports medicine, wound treatment, pain therapy, adult daycare, research and development related to rehabilitation, geriatric and elder care and day time veterinary rehabilitative services.

HOSPITAL-RELATED SERVICES- Hospital or healthcare-related commercial services, such as laboratories, pharmacies, laundries, and medical equipment rentals, which are operated by and on the principal premises of a hospital or health care facility. A hospital licensed pursuant to G. L. c. 111, which provides hospital-level in-patient rehabilitation services, together with general and specialty out-patient rehabilitation services including but not limited to: aquatic therapy, cardiac rehabilitation, occupational therapy, physical therapy, speech and language pathology, women's rehabilitative services, wellness, holistic medicine, sports medicine-adaptive sports, wound treatment, pain therapy, adult daycare, research and development related to rehabilitation, geriatric and elder care and day time veterinary rehabilitative services.

HOSPITAL, VETERINARY- A building providing for the diagnosis and treatment of ailments of animals other than human, including facilities for overnight care.

HOTEL- A building or group of buildings, whether detached or connected, each containing three or more rooming units each with its own sanitary facilities, as well as providing meals and other guest services (including such accessory uses as function rooms, health club, restaurants, swimming pools, and/or tennis courts).

IMPERVIOUS SURFACE- A surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. It includes surfaces such as compacted sand and gravel, or clay, as well as most conventionally surfaced streets, roofs, roadways, sidewalks, parking lots, and other similar structures.

JUNKYARD- A lot, land or structure, or part thereof, used primarily for the collecting, dismantling, storage and salvaging of machinery or vehicles not in running condition or for the sale of parts thereof.

LANDSCAPE MAINTENANCE AGREEMENT- contract between SPGA and applicant for the long-term care and health of plantings for a project subject to SPR approval or issuance of a special permit.

LANDSCAPED OPEN SPACE- Space not covered by any structure and not used for golf drives, parking, utilities, or storage; such spaces include landscaped areas and outdoor recreational facilities,

including those on balconies and roofs over structures, if so developed. Area shall be measured horizontally and not include any land with slope over twenty percent, or any land under water other than swimming pool.

LOAM- Fertile, friable, natural topsoil of the locality, without admixture of subsoil, refuse or other foreign material, and as further defined by the Barnstable County Extension Service.

LOT- An area of land in single ownership with definite boundaries, established by a recorded plan or deed, including a lot created by combining several previously recorded lots, and used or available for use as the site of one or more buildings or for any other purpose.

LOT AREA- The horizontal area of a lot exclusive of any area in a street or recorded way open to public use. At least eighty percent of the lot area required for zoning compliance shall be contiguous land other than that under any water body, or wetland as defined in G. L. c. 131, §40 of the Sandwich Wetland By-law.

LOT, CORNER- A lot at the point of intersection of and abutting on two or more intersecting streets, the interior angle of intersection of the street lot lines, or extended lot lines in case of a curved street being not more than 135°.

LOT COVERAGE- Percentage of lot area that is covered by structures, paving, driveways, walkways and parking area.

LOT FRONTAGE- That portion of a lot fronting upon and having access to a street, measured continuously along the street sideline between side lot lines. For lots on the outside of a curve whose radius is 120 feet or less, the lot frontage may be reduced at the street line to sixty percent of the required lot frontage, provided that the full required frontage can be met at the front building line. No lot width shall measure less than sixty percent of the required lot frontage between side lot lines within a distance of one hundred feet from the street sideline.

LOT SHAPE- No lot shall be created so as to be so irregularly shaped or extended that the square of the lot perimeter exceeds thirty times the gross lot area for any lot in excess of 80,000 square feet, or twenty-two times the gross lot area for any other lot. A lot may exceed the shape factor of 22 or 30 only if the portion intended for building is designated on the plan and said portion is connected to the frontage and meets the shape and zoning requirements of the area in which it is located.

MAINTENANCE PLAN- Shall include, but not be limited to, the structural integrity of the wireless telecommunications facility and accessory structures, painting, site access maintained in a manner acceptable to the Fire Chief, and inspections in accordance with the manufacturer's guidelines.

MAJOR COMMERCIAL COMPLEX- Building or series of buildings in excess of 10,000 square feet GFA located on one or more lots for retail sales and service.

MAJOR INDUSTRIAL COMPLEX- Building or series of buildings in excess of 10,000 square feet GFA located on one or more lots for industrial use.

MANUFACTURING, LIGHT- processing, assembly, or packaging of previously prepared or refined materials, provided that at no time will such use result in or cause: excessive dust, smoke, smog, observable gas, fumes or odors, or other atmospheric pollution, objectionable noise, glare, or vibration discernable beyond the property lines of the industry, hazard of fire or explosion or other physical hazard to any adjacent building or land, or to surface or groundwater, including without limitation the following:

1. Manufacture of small machinery;
2. Fabrication of metal, paper or wood products;
3. Boat building or repair;
4. Food and associated industries such as: wholesale bakeries, bottling of food and beverages, and food processing;
5. Warehousing or storage of goods and products such as building materials, farm supplies and the like, which may be sold from the premises to the general public. The bulk storage of nuclear or radioactive products, toxic waste chemicals is specifically excluded from the intent of the above; and
6. Scientific or research laboratories devoted to research, design and/or experimentation and processing and fabrication incidental thereto.

MARINA- a boat basin with facilities for small boats, docks, moorings and supplies.

MARINE MEDICAL and REHABILITATION FACILITY- A facility that rescues, rehabilitates and releases all varieties of marine species and serves as an educational resource for studies in oceanic health, marine care and medicine.

MEASURED WATER'S EDGE- The waters of any other fresh ponds and lakes shall be determined by the contour of the highest observed elevation, established by measuring the existing elevation and adjusting that elevation by using the methods specified in the *U.S.G.S. Water Resources Investigations 83-4112* with subsequent amendments, if any, as if the waters of the pond or lake were the groundwater.

MEDICAL OFFICES- offices and clinics for medical or other health services for the examination and treatment of persons as out-patients only, including laboratories that are part of such offices and clinics.

MOBILE HOME- A movable or portable dwelling suitable for permanent residence built on a chassis, designed for connection to utilities when in use, and designed without necessity of a permanent foundation for year-round living.

MOBILE HOME PARK- Premises which have been planned and improved for the placement of mobile homes for year-round occupancy.

MONITORING PROTOCOL- The testing protocol, such as the Cobbs Protocol, or a protocol substantially similar, including compliance determined in accordance with the National Council on Radiation Protection and Measurements, Reports 86 and 119, that is to be used to monitor emissions from existing and new personal wireless service facilities. Other testing protocols may be required as the technology changes.

MOTEL- Building or a group of buildings, whether detached or connected, each containing three or more rooming units. Rooming units may include such accessory uses as swimming pools and tennis courts shall be no less than 225 square feet in size and no more than 480 square feet in size, and no building shall be fewer than **20 feet** from any other buildings. The rooming units shall be used, or designed to be used, as individual sleeping and dwelling units by transient travelers, tourists or vacationers. Each integral sleeping unit shall have its own attached sanitary facilities. A motel may include accessory uses such as a restaurant and other facilities commonly associated with the operation of a motel

MULTI-FAMILY HOUSING- Includes duplexes, 3 to 4 unit structures and apartment-type structures with 5 or more units.

MUNICIPAL USE- activity on land owned or controlled by the Town or any of its subsidiary or partner agencies, including (but not limited to) the Town, Sandwich Housing Authority or Sandwich Public Schools.

MUSEUM- Premises for the procurement, care and display of inanimate objects of lasting interest and value.

NONCONFORMING LOT, USE OR STRUCTURE- A lot, use or structure, or any part thereof, which does not conform to the use or dimensional regulations for the zoning district in which it exists.

NONCONFORMING USE OR STRUCTURE, EXTENSION- Any one of the following: greater coverage of land area with structures or paving or other non-vegetative uses associated with or accessory to the use or structure; including without limitation, any increase in parking or storage or display of vehicles or goods; any increase in the volume of a structure by means of an addition, or enlargement; or the placement of accessory structures or accessory uses such as storage sheds, gas pumps, outdoor displays and other similar structures or uses.

NONCONFORMING USE OR STRUCTURE, PRE-EXISTING- A nonconforming use or structure which either preceded the first zoning in the Town of Sandwich May 9, 1960 or which complied with applicable use and dimensional regulations in effect on the date the use was commenced or the structure was constructed and which is situated exclusively within the limits of ownership.

NURSING/CONVALESCENT/REHABILITATION FACILITY- Any institution, however named, whether conducted for charity or profit, which is advertised, announced or maintained for the express or implied purpose of caring for four or more persons admitted thereto for the purpose of nursing or convalescent care.

OFFICE, PROFESSIONAL- The office or place of business where professional services are offered and do not involve the sale of goods, or the keeping of a stock in trade. Professional offices include but are not limited to doctors, dentists, attorneys, architects, engineers, land surveyors, planners, landscape architects, accountants, real estate brokers, insurance brokers, builders, psychologists and chiropractors.

OFFICE, TEMPORARY CONSTRUCTION- An accessory building temporarily used only during the construction period for new or rehabilitated structures.

OPEN LAND- As used in Section 7 and required as a condition of a Cluster Development special permit, land and water or a combination of both which is dedicated in one or a combination of the methods required in Section 7 to achieve the purposes of Section 7.

OVERLAY DISTRICT- A zoning district which overlies other zoning districts. The provisions and restrictions of an overlay district take precedence over those of the underlying zoning district(s).

PARKING SPACE- Designated space adequate to park an automobile. Each space shall be not less than nine feet wide and eighteen feet in length and if unmarked shall consist of at least 350 square feet per vehicle.

PHILANTHROPIC INSTITUTION- An endowed or charitably supported, non-profit religious or non-sectarian activity maintained for public or semi-public use.

PLOT PLAN- A diagram, not necessarily to scale, showing a parcel and the proposed or existing use of a specific parcel of land and approximate dimensions of existing and proposed structures.

POWER GENERATION, ELECTRICAL- A facility that generates and distributes electrical energy from oil, coal, gas for sale.

PRINCIPAL USE- A primary purpose for which land or a building is arranged, designed, intended or used.

PROCESSED WASTES- Pollutant or combination of pollutants designated as toxic, present in wastewater or inherent to a manufacturing or production process and discharged into the environment.

PROCESSING- Continuous production of large amounts of bulk product (paint, chemicals, etc).

PRODUCT INVENTORY AND MANIFEST SYSTEM- A form prepared by all generators who transport, or offer to transport, hazardous waste for off-site treatment, recycling, storage or disposal (see EPA Form OMB NO. 2050-0039).

RECHARGE AREA- The area encompassing land and water surface through which precipitation enters the groundwater, and from which groundwater flows naturally or is drawn by pumping into a water well.

RECREATIONAL FACILITY, INDOOR- Any establishment whose main purpose is to provide recreational activities conducted entirely within a building, including arcade, athletic and health clubs, auditorium, bowling alley, club or lounge, community center, conference center, gymnasium, athletic center, pool, tennis court, skating rink or billiard hall.

RECREATION FACILITY, OUTDOOR- A recreational land use conducted outside of a building characterized by potentially substantial impacts on traffic, the natural environment, and the surrounding neighborhood; such uses include but not limited to: athletic fields, miniature golf, skateboard parks, swimming, bathing, wading, tennis, handball, and basketball courts, as well as batting cages and trampoline facilities.

REGIONAL SERVICE- Retail, professional and/or business service activities serving the resident population of the Town and the Upper Cape Region (Sandwich/Mashpee/Falmouth/Bourne).

RESEARCH LABORATORY- Industrial or commercial experimentation, design, and production of prototypes excluding volume, continuous production or retail sales.

RESIDENTIAL USE- Occupation of a single or two-family structure.

RESTAURANT- A business establishment designed for the preparation and serving of food and beverage primarily on the premises, including seating accommodation for all patrons to be served at any one time.

RETAIL SALES/SERVICE, MAJOR- An establishment 2,500 square feet to 9,999 square feet selling or renting goods or services to the general public for personal and household consumption, including but not limited to a barber or beauty shop, business or trade school, clothing rental establishment, coin operated or other self-service dry cleaning establishment, collection station for laundry or dry cleaning, dancing or music school, dressmaking or millinery shop, frozen food storage locker, hand or self service laundry, household appliance sales or repair shop, interior decorating studio, meeting hall for hire, photographic studio, shoe or hat repair shop, electronics sales or repair shop. A convenience store that sells gasoline and auto supplies but does not repair, service, or store vehicles shall be considered a retail business.

RETAIL SALES/SERVICE, MINOR- An establishment less than 2,500 square feet... (see definition above).

RETAIL SALES/SERVICE, REGIONAL- An establishment 10,000 square feet or greater... (see above definition).

RETAINING WALL- a wall designed to resist the lateral displacement of soil or other material. Retaining walls whose exposed faces are oriented toward abutting properties (facing outward) and are greater than seven feet in total height as measured from the bottom of the footing to the highest point of the wall or which have an exposed face exceeding three vertical feet at any point, must meet the setback requirements of Section 2600.

RIDING SCHOOL- A riding academy or riding center used as a school for instruction in equestrianism, or for hiring of horses for pleasure riding.

ROOMING UNIT- A room or suite of rooms in a motel suitable for separate rental.

SEASONAL DWELLING UNIT- summer homes, resort cottages, or other part-time homes that could serve as a residential use occupied for no more than the period April 15th through October 31st.

SEPTAGE- The liquid, solid and semi-solid material that results from wastewater pre-treatment in a septic tank.

SETBACK- The minimum distance that a building or structure and any accessory building(s) shall be separated from the front, rear and/or side lot lines of a Lot.

SHADOW/FLICKER- Caused by sunlight passing through the swept area of the wind turbines blades.

SITE- The parcel of land on which a use or structure is located.

SITE CONTROL- The legal authority to prevent the use or construction of any structure for human habitation within a wireless telecommunication facility's setback areas.

SITE PLAN- A detailed drawing to scale prepared by a Massachusetts registered architect, landscape architect, civil engineer or surveyor showing building footprint, travelways, parking, drainage facilities, sanitary sewer lines, water lines, trails, lighting, landscaping and garden elements.

SPECIAL FLOOD HAZARD AREA- The land within a flood plain subject to a one- percent or greater chance of flooding in any given year. The area may be designated on the FIRM as Zone A, AO, AI-30, AE, A99, AH, V, V1-30, and VE.

SPECIAL PERMIT- A discretionary authorization by a special permit granting authority to conduct a particular use as set forth in this by-law, subject to the provisions of Section 1 and the Use Regulation Schedule, where applicable.

SPECIAL PERMIT GRANTING AUTHORITY- That body empowered to grant special permits. As specified by the section providing for the granting of the special permit, that body may be the Zoning Board of Appeals or the Planning Board.

SPILL CONTAINMENT- Engineered containment vessel (impermeable wall or pneumatic bladder) designed to contain spills of chemicals, oils, sewage, etc.

STABLES- Premises used for the shelter and feeding of horses.

STORAGE- The use of a room, building or structure for the containment of goods whether liquid or solid.

STORY- That portion of a building that includes the space between the surface of any floor and the surface of the next floor above it, or, if no floor exists above it, the space between such floor and the ceiling next above it. Any portion of a story exceeding fourteen feet in height shall be considered as an additional story for each fourteen feet or fraction thereof. One-half story means any story or space situated wholly or partly in the roof, so designed, arranged, or built to be used for storage or habitation.

STREET- An accepted Town way, or way established by or maintained under County, State or Federal authority; or
- A way established by a subdivision plan approved in accordance with the Subdivision Control Law; or
- A way certified by the Planning Board to have sufficient width, suitable grades, and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land and the buildings erected or to be erected thereon.

STREET ELEVATION- Measured at the edge of pavement directly in front of the center of the building.

STRUCTURE- Anything constructed or erected, the use of which requires fixed location on the ground, or attachment to something on the ground, including all buildings, mobile homes, billboards, towers, swimming pools or tanks that have a capacity of 4,000 gallons or more, or the like, or part thereof; but not including paving, usual lawn accessories, fences or retaining walls six feet in height or less.

SUBDIVISION CONTROL LAW- G. L. c. 41 §81K-81 GG

SUPERMARKET- A large, self-service retail store 10,000 square feet or larger that sells a variety of foods and household goods. A pharmacy may be operated within the premises.

SWIMMING POOL- A pool designed and built for swimming purposes as an accessory use to a principal permitted use, for use primarily by the occupants or tenants of said property. The term includes any permanent in or above-ground pool and any portable pool more than two feet in height or depth and fifteen feet in length or diameter. Pools having a depth of two feet or more and having a capacity of 4,000 gallons or more in volume shall be considered structures.

TATTOO ESTABLISHMENT/ BODY ART ESTABLISHMENT- A location, place, or business where the practices of body art are performed either for profit or not for profit and as further defined by the Sandwich Board of Health Regulations.

TECHNOLOGY BUSINESS OR SERVICE- Such businesses or services, including communications, data warehousing of any media, sales, service, data collection, research, development, assembly and manufacture of communication products, information service products and other electronic technology-based business or service.

TELECOMMUNICATION FACILITY, WIRELESS- Any structure including all buildings and appurtenances solely intended to house and/or support equipment (equipment shelter), used for trans-

mission and/or reception of electromagnetic radiation, including towers, monopoles, antennas, wiring or other devices attached thereto, including guy wires.

TELECOMMUNICATION PLOTS, RADIAL- As applied to antennae, the result of drawing equally spaced lines (radials) from the point of the antenna, calculating the expected signal and indicating this graphically on a map. The relative signal strength may be indicated by varying the size or color at each point being studied along the radial; a threshold plot uses a mark to indicate whether that point is strong enough to provide adequate coverage. Radial plots concentrate plot points close to the antenna while plot points diverge near the ends of the radials at the outer edge of coverage.

TELECOMMUNICATION PLOTS, TILED COVERAGE PLOTS- Tiled plots calculate the signal at uniformly spaced locations on a rectangular grid, or tile, of the proposed coverage area. Relative signal strength may be indicated by varying the size or color at each point being studied. Tiled plots provide a uniform distribution of points over the coverage area. Tiled coverage plots incorporate more topographic data than radial plots and are the preferred form for coverage mapping.

TELECOMMUNICATION REPEATER- A small receiver/re-lay transmitter of not more than 20 watts output designed to provide telecommunications service to areas which are not able to receive adequate coverage directly from an existing wireless telecommunication facility.

TELECOMMUNICATION TOWERS- Any guyed, monopole, or self-supported tower, constructed as a free-standing structure proposed to mount one or more antennas intended for transmitting and receiving television, AM/FM radio, digital, microwave, cellular, telephone or similar forms of electromagnetic radiation.

TEMPORARY CONSTRUCTION OFFICE- Mobile home, utility trailer or similar vehicle located on a building site. Such temporary offices shall not be located within view of a public way.

THEATRE, PLAYHOUSE- A large room or hall, usually with a raised platform and tiered seating for an audience, used for lectures and film shows.

TOP OF FOUNDATION- The physical location of the highest point of the foundation above mean sea level (NGVD). The top of foundation is not the location from which building height is to be measured.

TRACT- A defined contiguous area of land comprised of one or more parcels or lots.

TRAILER- A vehicle or object on wheels which has no motive power of its own, but which is drawn by or used in connection with a motor vehicle.

TRAILER, STORAGE- A trailer not on wheels that is designed, constructed and utilized for the principal purpose of storing goods or material and is generally located in a stationary position.

TRAILER, UTILITY- A wheeled trailer which is designed, constructed and utilized for the principal purpose of transporting equipment, goods or material from one location to another.

UNDERSTORY PLANTINGS- Those plantings that form an underlying layer of vegetation.

UPLAND AREA- That area exclusive of wetlands as defined in the Wetland Protection By-laws as defined in Section 7 of the Town of Sandwich By-law and land within the Floodplain Overlay District as defined in the zoning by-law.

WASTEWATER TREATMENT FACILITY- size, treatment level and cannot discharge in the Water Resource Protection Overlay District.

WAY, QUALIFIED- A vehicular or pedestrian thoroughfare, which is either:

1. A public way laid out by a governmental entity or public authority pursuant to Mass General Laws;
2. A way that has been accepted as a public way pursuant to Mass General Laws;
3. A way that is shown on a plan approved and endorsed by the Planning board, and constructed in accordance with the Sub-division Rules & Regulations of the Town; or
4. A way, in existence when the Subdivision Control Law became effective in the Town, that is certified by the Planning Board as having sufficient width, suitable grades, sufficient drainage, and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land abutting thereon or served thereby and to provide for the installation and maintenance of municipal services to serve such land.

WAREHOUSE SALES, WHOLESALE OR RETAIL- one building on one lot occupied by one business for the sole purpose of selling goods or merchandise to both retail and wholesale customers not to exceed 30,000 square feet of floor area.

WIND ENERGY FACILITY- All of the equipment, machinery and structures together utilized to convert wind to electricity. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, transformers, service and access roads, and one or more wind turbines.

WIND ENERGY FACILITY, SMALL-SCALE- A single device that converts wind to electricity or other forms of energy, typically consisting of a rotor and blade assembly, electrical generator, and tower, or appropriate mounting device, and associated control or conversion electronics which has a rated capacity of not more than 10 kW, located on a single lot, intended as an accessory use in areas zoned to allow residential use in an area zoned residential.

WIND MONITORING OR METEOROLOGICAL TOWER- A temporary tower equipped with devices to measure wind speed and direction, to determine how much electricity a wind energy facility can be expected to generate.

WIND TURBINE- A device that converts kinetic wind energy into rotational energy to drive an electrical generator. A wind turbine typically consists of a tower, nacelle body, and a rotor to extract wind energy.

YARD- A required open space, unobstructed with structures more than thirty inches high, other than fences or other customary yard accessories.

YARD, FRONT- A yard extending between lot sidelines across the front of a lot adjacent to each street it adjoins.

YARD, SIDE- A yard extending from the rear line of the required front yard to the rear lot line adjacent to the lot sideline.

YARD, REAR- A yard extending across the rear of the lot between the inner side yard lines.

YIELD PLAN- For cluster development, a plan that demonstrates the maximum number of units that could be constructed utilizing a conventional grid subdivision design that complies with both the zoning requirements of the district and the Planning Board regulations.

or take any action relative thereto.

VOTED: That the Town indefinitely postpone Article 18. This was a voice vote and declared carried by the Moderator.

Moderator Teehan made an announcement that Sandwich High School students John Cannavo and Sam Sholi from the organization, Students and Military, will be placing flags at the new Gerald F. DeConto track on Friday, November 11, 2011 to honor the service men and women who have died from across Massachusetts in Iraq and Afghanistan.

The meeting was adjourned at 8:55 PM.

I hereby certify that this is a true record of the Special Town Meeting held on November 7, 2011.

Taylor D. White
Town Clerk

**Report of the
DIVISION OF FISHERIES & WILDLIFE
Licenses issued in 2011**

<u>License Class Issued</u>	<u># Sold</u>	<u>Fees</u>	<u>Total</u>	<u>Town Fees</u>	<u>Balance</u>
Resident Fishing	75	23.50	1,762.50	1.50	112.50
Resident Fishing Minor	1	7.50	7.50	1.50	1.50
Resident Fishing, Age 65-69	9	12.25	110.25	1.50	13.50
Resident Fishing Handicapped	45	N/A	-	-	-
Non-Resident Fishing	6	33.50	201.00	1.50	9.00
Non-Resident Fishing 3-Day	3	19.50	58.50	1.50	4.50
Resident Fishing 3-Day	1	8.50	8.50	1.50	1.50
Non-Resident Minor Fishing	1	7.50	7.50	1.50	1.50
Resident Trapping	1	31.50	31.50	1.50	1.50
Resident Trapping Minor	0	7.50	-	1.50	-
Resident Trapping, Age 65-69	0	16.25	-	-	-
Duplicate Fishing	0	2.50	-	-	-
Duplicate Trapping	0	2.50	-	-	-
Resident Citizen Hunting	8	23.50	188.00	1.50	12.00
Resident Hunting, Age 65-69	3	12.25	36.75	1.50	4.50
Resident Hunting Paraplegic	0	N/A	-	-	-
Resident Alien Hunting	0	23.50	-	1.50	-
Non-Resident Hunting, Big Game	0	95.50	-	1.50	-
Non-Resident Hunting, Small Game	0	61.50	-	1.50	-
Resident Citizen Minor Hunting	0	7.50	-	1.50	-
Resident Sporting	20	41.00	820.00	1.50	30.00
Resident Sporting, Age 65-69	6	21.00	126.00	1.50	9.00
Resident Citizen Spting. Over 70	31	N/A	-	-	-
Resident Minor Sporting	3	8.00	24.00	1.50	4.50
Duplicate Hunting	0	2.50	-	-	-
Duplicate Sporting	0	2.50	-	-	-
Archery Stamp	13	5.10	66.30	0.10	1.30
Waterfowl Stamp	12	5.00	60.00	0.25	3.00
Primitive Firearms Stamp	16	5.10	81.60	0.10	1.60
Wild. Conser. Stamp (Resident)	126	5.00	630.00	-	-
			\$ 4,269.90		\$211.40

Remitted to the Division of Fisheries & Wildlife \$4,058.50

**SANDWICH HISTORIC DISTRICT ELECTION
Old Kings Highway Regional Historic District
November 22, 2011**

The Sandwich Historic District Election was held on November 22, 2011 at the Henry T. Wing School to elect one member for a four year term. The polls were open from 7:30 P.M. to 9:00 P.M. There were 4 ballots cast.

The election results are as follows:
Barbara Shaner..... 4

I hereby certify that this is a true record of the 2011 Sandwich Historic Election.

Respectfully submitted,

Taylor D. White
Town Clerk

Planning and Environment



Photo courtesy of Sandwich Archives

The store of the Estate of John Murray stood where the parking area is for the MacDonald's building on Jarves Street.

Report of the PLANNING & DEVELOPMENT DEPARTMENT

The Planning and Development Department is tasked with undertaking both short and long-term planning to protect the Town's natural and cultural resources while also encouraging development and redevelopment in appropriate areas of town. To ensure that all planning and development related activities are dealt with as expeditiously and thoroughly as possible, the department works with both the Planning Board and the Zoning Board of Appeals, and often coordinates with the Health Department, Building Inspector, Engineering Department, and Natural Resources Department.

The daily activities of the Planning Department are overseen by a dedicated staff of two full-time employees and one half time employee. Marilyn Bassett, Sr. Administrative Asst., and Maureen Carty, part time Administrative Asst., provide the highest level of service to the public and ensure the land use boards and volunteer committees are kept abreast of all ongoing projects and planning activities. The Planning Board elected Sarah Regan as the new Chair with Dan Marsters serving as Vice Chair. Henry Rakov has joined the Planning Board this year and brings to the board considerable management experience. John Campanale has returned to serve on the Board after a five year absence. His expertise and knowledge are a welcome addition to the Board. Chris Neeven continues to serve as chair of the Zoning Board of Appeals, while Woody Mitchell serves as the board's vice-chair. The Planning Department welcomes their continued leadership.

Over this past year the department staff has worked on a variety of planning activities. Working in concert with town staff and other boards and committees, many of the Action Items in the Local Comprehensive Plan are continuing to be implemented.

The Department finalized the re-write of several of the Town's zoning bylaws, which successfully passed at the Special Town Meeting held on November 7, 2011. These included amendments to facilitate hotel and motel development and mixed use cluster developments, amend parking requirements, and enable the Town to enter into development agreements with the Cape Cod Commission and future developers in the South Sandwich Village Center. This effort would not have been possible without the assistance of the Bylaw Committee, the former Economic Development Committee and the land use boards. The Department continues to work on drafting a Large Scale Ground Mounted Solar Photovoltaic Installtions By-law.

The Department also worked closely with the Cape Cod Commission on a variety of important projects. Among them was continued technical support for a Multi-modal Interconnect between the Cape Cod Canal and downtown Historic Sandwich. The Commission also finalized an Interim Wastewater Management Plan funded by a District of Local Technical Assistance (DLTA) grant which provided input to the Town's Comprehensive Water Resources Management Plan and Interim Wastewater Solutions Study for the South Sandwich Village Center (SSVC) and Industrial Park.

The Department, in conjunction with the Town's emergency management staff, has worked on updating the Town's Pre-Disaster Mitigation Plan. The update to this plan will allow the Town to qualify for federal disaster relief funds.

In its regulatory role, the Department continues to work with the Planning Board and ZBA on a host of planning issues. Permitting for new development, while relatively slow, has begun to rebound. The Zoning Board of Appeals worked with a local developer to transfer ownership of Bayview Farms, a small subdivision off of Route 6A. This ownership transfer will result in the construction of several new homes.

The Department also continues to provide administrative support to the the Sandwich Historical Commission, the Sandwich Energy Committee and the Sandwich Economic Initiative Corporation (SEIC). The Department staff also looks forward to working with the SEIC on a host of short and long-term activities that will help facilitate additional needed economic development in the future.

A key goal of the Department is to conduct its daily business in an efficient and positive manner while making every effort to streamline the permitting process and make that process predictable for those seeking to do business in Town. The Department would like to thank all of the Town staff who make this effort possible including Paul Tilton, Town Engineer, Sam Jensen, Assistant Town Engineer, Paul D. Spiro, Building Inspector, Dave Mason, Health Agent, and Mark Galkowski, Natural Resources Officer. Also, our thanks to those elected and appointed Board members who have the authority and responsibility to protect the Town and guide its development. Your commitment and tireless efforts on behalf of the Town are very much appreciated. Lastly, the Department would like to recognize the efforts of Gregory Smith, who left his position as Director of Planning and Development for the Town in the fall of 2011 to pursue other professional goals. We wish him the best of luck in the future.

The coming year affords the Department an opportunity to assist the Town and the land use boards in meeting the many challenges that face the community over the next several years. It is our intent to continue providing the highest level of public service to the community.

Respectfully submitted,

Planning & Development Department

Report of the CONSERVATION COMMISSION

The Conservation Commission through the hard work and dedication of the Natural Resources Department is responsible for: the review and permitting of projects subject to the Massachusetts Wetlands Protection Act and the Town of Sandwich Wetlands By-law, managing 1,500+ acres of conservation land, working with the Community Preservation Committee to preserve priority lands, and educating local citizens.

In 2011 the Conservation Commission fulfilled its regulatory responsibilities under the Sandwich Wetlands Protection Bylaw, Chapter 7 and the Massachusetts Wetland Protection Act, MA General Laws, Chapter 131, Section 40 by reviewing 3 Requests for Determination of Applicability's, 35 Notice of Intents, and 4 Requests to Amend existing Orders of Conditions. Commission staff also evaluated 50 requests for Administrative Review permits for minor projects. As expected, based on the economic and housing downturn, the number of formal filings decreased from the previous year. Administrative Review permits however, continued at the same pace as the previous year confirming the usefulness of this process. The Commission also conducted numerous site reviews and consulted with other Town officials on regulatory and land management issues.

David Sullivan currently serves on the Community Preservation Committee as the board's representative, where they approved funding of several exciting projects. Michael Zylich remains the Commission's representative to the Water Quality Advisory Board and Christopher Sellstone is an alternate representative, where they diligently continue to work to develop a Comprehensive Wastewater Management Plan to address nutrient impacts to the groundwater and estuaries.

Overall, thanks to the dedication and hard work of all its members, the Commission remains strong with a diverse and expert skills set in many areas. The full Commission is comprised of 7 full time and 3 associate members. It is with great pleasure to state that for the first time in many years the Commission has a full compliment of full time members. There are currently 3 vacancies for associate members. The Commission continues to seek conservation-minded citizens who are willing to give time in the service of their community.

We would like to once again express our gratitude to the Department of Public Works Parks/Grounds division, the Ameri-Corp West House Crew and volunteers who have helped maintain our conservation lands in the past year including those who served as workcampers for the Ryder Conservation area and the Oakcrest Cove recreation area.

Goals for 2012 include:

- Review existing Sandwich wetlands regulations, policies, and guidelines and revise and update as needed
- Streamline and improve the application and hearing process
- Continue to focus on and improve enforcement of the wetlands regulations and bylaws
- Increase public awareness and outreach
- Obtain land acquisition priorities and make recommendations to the CPC for land acquisition

The Commission would like to express their gratitude to Michelle Raymond, Administrative Assistant of the Natural Resources Department for keeping the day to day operations of the Commission and the public hearings running smooth. It has been very enjoyable working with her in 2011 and the board looks forward to many more years of her assistance.

As always, the Conservation Commission is grateful for the hard work and dedication of Mark S. Galkowski, Natural Resources Director and David J. DeConto, Assistant Director of Natural Resources. We also acknowledge the Board of Selectmen, and all other town departments, officials and officers for their cooperation and help in 2011.

Respectfully submitted,

Christopher J. Kirrane
Chairman

Report of the NATURAL RESOURCES DEPARTMENT AND ANIMAL CONTROL

Two thousand and eleven (2011) was an assiduous year for the Natural Resources Department (DNR) and the Town.

Due to a number of complaints in 2010 the Department focused our waterways patrol efforts on Peters Pond, where the largest concentration of boating activity occurs. To assist the boating public, the Department placed buoys demarcating the statutory “no wake” zone within one hundred fifty (150) feet of the shoreline of the pond. Peters Pond borders a large transient campground where a large percentage of the craft are either jet skis or boats powered by potentially high speed, three hundred (300) plus horsepower engines towing two (2) and three (3) tubes at a time. Our patrol boat had over eighty (80) interactions with boaters this year attempting to educate the boating public about proper operation and boating laws.

More citizens took advantage of Sandwich’s shellfish program in its second year. Fishermen made one hundred ninety three (193) trips to the flats from November through May harvesting 18.75 bushels of quahogs (*M. Mercenaria*). Shellfishing will continue on Sundays through May 2012. A Town of Sandwich permit is required. Also, Sandwich residents remain eligible to purchase a Bourne Resident Shellfish Permit to fish in Bourne’s open areas throughout the year. We continue to provide financial assistance to support Bourne’s propagation efforts.

The DNR crew with help from the AmeriCorps’ West House crew and members of the Sandwich Football Team planted 300 bags of quahogs from the Division of Marine Fisheries (DMF) Taunton River contaminated relay in early June. We continued experimenting with oyster culture raising, remote set oysters (*Crassostrea virginica*) in a floating bag raft system. The oysters were provided to the department at no cost through the Marine Program of the Cape Cod County Extension Service (CCCES).

The Town appreciates many of Sandwich’s pet owners conscientious efforts in cleaning up after their pets on our public lands especially Town Neck Beach and around the Boardwalk. This sets a good example for our visitors. These efforts are very important to the health of the environment especially in our shellfish beds.

The Town Beach barrier beach and adjacent areas experienced significant erosion in the fall of 2010 and winter of this year due to the severity of a few storms. Estimates of thirty (30) feet of dune were lost in some portions of the beach. Access stairs re-built the previous summer by this Department were damaged but re-built before the start of the summer season.

The Department continued its long-standing relationship with Massachusetts Audubon Society to provide plover and tern monitoring across our shores from April to August. This year the Town was notified by U.S. Fish and Wildlife Service that they were encour-

aged by the Town’s efforts instituted in 2010 to help curtail certain illegal activities in the area of the bird habitat (Town Beach). Again this year I coordinated police details at Town Neck to provide a presence during the evening and night hours when illegal activities are most likely to occur. Both programs are funded from the beach parking fees account.

The number of Anadromous fish passing over the Upper Shawme Pond dam, this year appeared to be fewer in number than 2010. We used locally trained observers to monitor the Lower and Upper Shawme Pond ladders. I have requested the DMF to stock Anadromous fish to the upper pond in 2012. This program has been on hold for a few years due to the low numbers of fish in the donor runs.

As mentioned in my 2009 and 2010 report, the land area within Barnstable County has a high probability to experience outbreaks of wildfires, second only to Southern California. In March the Department continued implementation of the Wildland Fire Protection and Preparedness Plan for the Maple Swamp and Discovery Hill Town Lands Complex through an additional \$10,000.00 grant from the Cape Cod Cooperative Extension of Barnstable County (CCCES). The focus of this portion of the project was to continue to mow thirty (30) foot buffers along both sides of the existing roadway system creating a fire break by removing the horizontal continuity of the woodland shrub layer. We hope to receive additional funding in the future to complete Phase I in the Maple Swamp.

Additional improvements and upgrades continue to be made to various conservation land facilities. Our workcampers continue to carry out a number of other maintenance projects and provide continuous onsite operations, support and security.

Our seasonal Deputy Natural Resource Officers (DNRO) completed a number of projects, this year, along with the execution of our waterways patrol schedule and patrolling the town shellfish beds on a regular basis. Other projects completed include; improvements to the Talbot’s Point Conservation Lands trail head and trails; maintenance of parking areas, trails, fields and roadways on other town lands; installation of seasonal protective fencing at Town Beach to protect the plover and tern nests and habitat; maintenance of shellfish signs; and installation of our seasonal signage and buoys at our beaches and on town waterways. A foot bridge was constructed in the spring by IBI Construction. Protective fencing will be installed in the winter 2012.

Our goals for the upcoming year include; Review of the Sandwich Boat Operations and Use of Waterways Bylaw, complete the survey and bounding of the Ryder and Cook Farm Conservation Lands, complete the design of the Ryder boardwalk, assist our consultant the Woods Hole Group with design and permitting for Town Beach, update the department’s web site, continue public outreach on departmental issues, improve pet rabies and licensing compliance, complete the update and distribution of the Sandwich Conservation Lands Map and continue operational and security improvements to town conservation lands and facilities.

I would like to acknowledge the indefatigable efforts of all my staff including Assistant DNR Director, David J. DeConto, Administrative Assistant, Michelle Y. Raymond, Deputy ACOs John Pimental and Walter Fagnant, their clerks Carol Barr and Heidi Hawkins for their dedication and assistance; our seasonal workcampers and DNR staff especially Myles and Roberta Sinnott, Mike and Carol Holcomb, Joseph and Barbara DeWald, and Al and Marge Morrison for their hard work and continuous years of service; Police Chief, Peter Wack and his department; DPW Director, Paul Tilton; Recreation Director, Guy Boucher, DPW Parks/Grounds Superintendent, Dick Saline and his crew; the Facilities Department along with members of other town departments for the assistance they provide to us each year. Also, I would like to specifically recognize the support the Town has received from the State Shellfish Biologist, J. Michael Hickey, Field Biologist, Neil Churchill, Anadromous Fisheries Biologist, Brad Chase and the rest of the staff at the DMF; the Mass Wildlife Southeast District staff; our AmeriCorps placements Matt LePere and the AmeriCorps crew from the 'West House' for their assistance with various departmental projects.

Citizens who have questions regarding wildlife issues, shellfish inquiries, anadromous fish (herring), conservation lands management, boating laws, CPA issues, sale and/or donation of land for conservation purposes and/or other natural resources related matters, are encouraged to contact our office, Monday – Friday, 8:30 AM to 4:30 PM or via email at naturalresources@townofsandwich.net. The department's after hours hotline for reporting natural resources and boating violations June – September is 508-477-2589. For animal control matters please contact us at 508-833-8004, Monday – Friday, 8:30 AM to 12:00 PM or you can leave a message after hours or via email at animalcontrol@townofsandwich.net or if it's **an emergency**, through the Sandwich Police Department. We will endeavor to provide answers to your questions or direct you to agencies or organizations that may be better qualified to respond to your inquiries.

Respectfully submitted,

Mark S. Galkowski,
Director

ANIMAL CONTROL DIVISION

The Division's two (2) part-time Deputy Animal Control Officers (DACO) John Pimental and Walter Fagnant, Jr. have attended over a dozen conferences and workshops and received certifications from the National and Massachusetts Animal Control Officers Certification to help better serve the Town's pets and pet owners. They have responded to over seven hundred (700) calls regarding domestic animals and lost pets. In addition they have also responded to over one hundred (100) wildlife incidents.

The Natural Resources Department worked with Massachusetts Fisheries and Wildlife's Southeast District's Jason Zimmer to inform the public how to live with coyotes in specific portions of Town.

In April our officers assisted the Sandwich Lion's Club with their annual rabies clinic. This clinic provides affordable services to

the community, reducing some of the costs that come with animal ownership. Rabies prevention starts with the pet owner. Protect yourself, your pet and other residents by ensuring your animals are up to date with their vaccinations. If you're not sure, simply contact your veterinarian.

Working closely with the Town Clerk's office, the Town was able to license over 300 dogs that were not previously licensed. This was due for the most part to the DACO's efforts to speak personally with these pet owners, informing them of their responsibilities to have their dogs vaccinated and licensed.

The Natural Resources Department maintains an affiliation with Cape Cod Disaster Animal Response Team (CCDART) in coordination with our Emergency Management Department to assist with sheltering pets during emergencies (i.e. storms) in our Town. Through training with CCDART the officers were able to experience a smooth transition during Tropical Storm Irene August 28, 2011.

Shawme Animal Hospital continues to assist us with various domestic animal emergencies providing emergency assistance to a pet when we are unable to immediately locate an owner.

We're continuing to experience an increase in animals left behind or abandoned by their owners. I suspect the cause is due to the economic slump and the number of foreclosures of homes. The economic downturn is affecting our non-profit animal welfare shelters across the state and throughout the country; this ripple effect has made it much more difficult finding space within non-profits and adopting pets into permanent homes. In each case of an unclaimed or abandoned animal the officers work to find a place for them days before the end of the ten-day holding period in order to maximize their chances of being adopted.

Our Animal Control Clerk, Carol Barr left the employ of the Town this year. We sincerely thank her for her years of service. Her compassion and commitment to our Town's animals and their owners has been truly appreciated. With her departure, the position has been filled by Heidi Hawkins. She has continued the commitment to connect the townspeople with their missing pets and calm worried pet owners. We welcome Heidi to the Natural Resources Department.

I would like this opportunity to thank the community and our staff for their patience, assistance and support throughout the year.

Please remember to refrain from feeding stray animals and wildlife. Keep in mind, indirect feeding (i.e. birdfeeders, improper storage of garbage, etc.) is an attraction to strays and wildlife, especially in the colder months and can be a cause of unwanted interactions.

Respectfully submitted,

David J. DeConto,
Assistant Director of Natural Resources

Report of the HARBORMASTER

I respectfully submit my annual report for the 2011/2012 boating season. In a very challenging economic period, the Sandwich Marina did well. Both recreational and commercial slips were leased to capacity. The three variables we rely on to enhance our financial base are fuel sales, transient traffic and ramp traffic. All of these revenue streams were moderate.

We continue to try and maintain our existing facilities. Last year we were able to complete another phase of maintenance for Dock E. In the past we have rebuilt part of the dock and reconditioned a different section. New finger piers were constructed and installed in-house. The maintenance of the marina is a never ending project in which we progressively stay pro-active.

I am pleased to announce that the new parking spaces along Freezer Road should be completed by this spring. This will add much needed parking for access to the marina as well as the canal access road.

In addition to the previously named project, we continue to work on several other projects as stipulated in our new lease. These include a new off loading area for our commercial fisherman on the bulkhead at the west side of the marina entrance. We will also be constructing in the very near future two additional slips to lease for canal operations.

Lastly we are making positive progress in our efforts to construct a new office building. We have had several very constructive meetings with the ACOE and hope to have some very encouraging news soon.

In conclusion, none of the efforts of this office would be possible without the continuing support of the Board of Selectmen, the Town Manager, the Assistant Town Manager and all other town departments. Without their help and oversight, each task would be overwhelming. I would also like to express my sincere thanks to my own staff, David Whearty, Troy Lima, Brenda Manley and Trish Wojnar as well as our seasonal staff.

Respectfully submitted,

Gregory E. Fayne
Harbormaster

Report of the ECONOMIC INITIATIVE CORPORATION

The Sandwich Economic Initiative Corporation (“SEIC”) has had a very eventful year in 2011. Some of the key events have included: Formalization of the MOU between the SEIC and the Board of Selectmen for the planning and development of the South Sandwich Village Center (SSVC) occurred on June 20, 2011.

The issuance of an RFP to retain an Economic Development Consultant to assist the SEIC on June 27, 2011. Proposals were received on August, 1, 2011. After interviewing all the proposers the SEIC selected the team lead by Comprehensive Environmental Incorporated in early September.

The SEIC through CEI began to provide input to the Town relative to the Comprehensive Water Resources Management Plan (CWRMP) and the relevant economic development issues.

In addition, the SEIC provided input into the revised zoning by laws presented at the town meeting on November 7th.

The SEIC met with the Board of Selectmen on November 3rd and reviewed its economic development priorities and overall economic development goals for Sandwich.

At the November 7th Town Meeting the \$50,000 grant from the town to the SEIC was approved by a significant margin. These funds will be used to undertake the various economic initiatives agreed to by the Town and SEIC and adopted as part of the Local Comprehensive Plan. These initiatives include:

- Development of a Request for Expression of Interest (RFEI) for the Town owned land at the South Sandwich Village Center. The RFEI will be used to gain private sector input before issuance of a more formal Request For Proposal (RFP). This document will be coordinated with the access roadway easement to the Tsakalos Realty Trust Development.

- Formulating strategies for the development of the Industrial Zone roadway network in order to maximize the return on investment for the Town of Sandwich. Seeking funding for this roadway and infrastructure from the State MassWorks Program.

- Assisting the Town in negotiating with involved stakeholders of the proposed sanitary sewer system, and the new access roadway.

- On-going dialogue with the Cape Cod Commission regarding development options at the SSVC and Industrial Area.

- On-going dialogue with Mass Development relative to future funding and development assistance.

- On-going dialogue with the Massachusetts Military Reservations (MMR) and the coordination of joint economic development efforts.

- On-going dialogue with Open Cape to assure the proximity of the broadband network to the SSVC and Industrial Area.

- Development of an enhanced web site to further our marketing efforts to attract businesses to Sandwich. These tasks were consistent with the Mission and Goals of the SEIC:

Our Mission

To advocate and facilitate Smart Growth and Sustainable Development within Sandwich in accordance with the Town’s Local Comprehensive Plan and; To maintain and stimulate economic opportunities that will preserve and enhance the quality of life within the Sandwich community.

Our Goals

Implement elements of the Local Comprehensive Plan that affect land use and economic development.

- I. Expand the Town’s property tax base;
- II. Retain the Town’s current job base and create new job opportunities;
- III. Expand accessibility to local and regional infrastructure and services identified in the Local Comprehensive Plan; and
- IV. Cooperate with surrounding towns in regional planning and economic development.

Our efforts are paying off in enhanced interest from the private sector and their efforts to locate in Sandwich. Local developer Tsakalos Realty Trust has proposed a major development at the SSVC.

This can be the catalyst for extensive growth in Sandwich which will increase our tax base and enhance our community. The SEIC will continue to advance the economic development interests of Sandwich to forge a better place for our families to live and work in.

Respectfully submitted,

John G. Kennan, Jr., President,
Sandwich Economic Initiative Corporation

Report of the COMMUNITY PRESERVATION COMMITTEE

The Sandwich Community Preservation Committee is charged with making recommendations to Town Meeting for funding of projects from the trust fund created by the Community Preservation Act. Community Preservation Act funding includes the 3% property tax surcharge (formerly used for the Land Bank) as well as matching funds provided by the Commonwealth of Massachusetts.

Community Preservation Act funds may be appropriated for projects related to: preservation or acquisition of open space; historic preservation; creation or preservation of community housing (housing for persons with income at or below the area median income), and recreation.

Projects recommended by the Committee and approved by the 2011 Annual Town Meeting included:

- \$450,000 for creation of affordable housing at the Forestdale Village project (a subsidy of \$25,000 per affordable housing unit created)
- \$49,900 for creation of affordable housing at Community Green
- \$48,500 for creation of a revolving fund for down payment and closing cost assistance for the purchase of affordable housing

- \$10,000 for restoration of burial stones at the old town cemetery on Grove Street
- \$16,000 for signage for the Town Hall Square, Jarvesville, and Spring Hill historic districts

Projects recommended by the Committee and approved at the November 2011 Special Town Meeting included:

- \$350,000 for the purchase of land for open space preservation within the Maple Swamp area
- \$150,000 for completion of permitting for restoration and preservation of the Town Neck/Old Harbor Beach
- \$25,000 for continuation of the Town Clerk's preservation of historical records

The past year saw at long last the completion of the new track at the High School. 2011 was also the first full year of operation of the restored Town Hall, including the historic meeting room on the second floor.

The Community Preservation Committee continues to seek applications for appropriate projects in the areas of open space, historic preservation, recreation, and community housing. The Committee is committed to managing the financial resources created by the Community Preservation Act.

Respectfully submitted,

Stephen P. Hayes,
Chairman

Report of the SANDWICH REPRESENTATIVE TO THE CAPE COD COMMISSION

My service on the Cape Cod Commission for the past year has included the regular meetings of the full 19-member board in Barnstable approximately every two weeks. The meetings are video taped for public viewing via a link on the Cape Cod Commission web site (www.capecodcommission.org) and via broadcast on local community access television.

In addition to the regular full-board meetings, I serve on the Commission's Planning Committee, one of three "standing" committees. Standing committees also meet approximately every two weeks. On occasion this year, the Planning Committee also held joint public meetings with the Commission's standing Regulatory Committee.

This year I also served on several subcommittees reviewing specific Development of Regional Impact (DRI) proposals; part of that service involves participating in posted public meetings and hearings. The proposed projects were:

- The Community Health Center of Cape Cod, which is to be a two-story, 22,000-square foot expansion to the existing 9,900-square foot Community Health Center in Mashpee. The Cape Cod Commission approved the proposal, determining it to be a Project of Community Benefit, which qualified it for exemptions from certain performance standards, on August 4, 2011.
- The Cape Cod Cooperative Bank's Preliminary Plan for the recombination and reorganization of an existing subdivision of 48 acres of land into a new arrangement of commercial, industrial, and open space lots off Route 130 in Mashpee. The Commission approved the proposal, granting a Hardship Exemption on December 15, 2011.
- The Commission regulatory subcommittee on which I serve continues to review the New Generation Wind Joint Venture, a proposed wind-energy facility with four turbines expected to generate 9.5 megawatts of power on several parcels of land west of the Cape Cod Canal in Bourne.

Other Cape Cod Commission members serve on additional subcommittees reviewing DRI proposals. Commission members and staff also serve on community committees that address regional planning issues, such as the Cape Cod Metropolitan Planning Organization and the Cape Cod Joint Transportation Committee, for a wide variety of transportation planning and implementation including transit, bicycle pathways, and road and intersection improvements.

All 15 towns on Cape Cod benefit from regional services provided by the Cape Cod Commission annually. For example, the Commission serves as coordinator of regional transportation planning with other agencies and providers. In Fiscal Year 2011, those plan-

ning efforts resulted in approximately \$50 million of local and regional transportation projects being scheduled for federal and state funding in the Transportation Improvement Program for Fiscal Years 2011-2014. Another example is the Commission's continuing role as coordinator of the Barnstable County HOME Consortium and administrator of the HOME Program, which received nearly \$750,000 in federal funds in Fiscal Year 2011 to be applied to affordable housing needs throughout the region. The primary purpose of this report, however, is to focus on Sandwich-specific activities and services provided by the Cape Cod Commission in Fiscal Year 2011.

Planning, Community Development, and Technical Services

- The Commission continued to provide technical assistance and GIS support for the town's Multi-Hazard Mitigation Plan update.
- The Commission provided technical assistance to the Old Kings Highway Historic District Committee in their review of alterations to significant historic structures.
- The HOME Consortium made a conditional commitment of \$175,000 in HOME funds to the Housing Assistance Corporation for 10 affordable single-person rental units for the first phase of its Community Green development.
- The Commission conducted 10 automatic traffic-recorder counts on road segments in Sandwich.
- The Commission initiated and completed a bicycle planning study with maps of potential interconnections that would establish links and improve bicycle and pedestrian facilities between the existing Cape Cod Canal multi-use path and the historic and business areas of downtown Sandwich.
- The Commission provided mapping support for the Scorton Creek watershed analysis for the Massachusetts Estuaries Project.
- The Commission provided \$25,000 in District Local Technical Assistance funds and completed technical planning assistance for wastewater management in South Sandwich, including GIS maps to help analyze different scenarios in the "Golden Triangle" and neighboring industrial areas.
- The Commission organized forums as part of its "Watershed Tour;" to build public awareness and support for watershed-based wastewater planning in these watersheds in Sandwich:
 - the Waquoit Bay East watershed (Sandwich, Falmouth, and Mashpee)
 - the Popponesset Bay watershed (Sandwich, Mashpee, and Barnstable)
 - the Three Bays watershed (Sandwich, Mashpee, and Barnstable)

- The watershed initiative emphasizes the regional scope of watershed dynamics and encourages citizens to look past their town's boundaries when considering solutions for wastewater treatment. At the forums, the Commission distributes localized maps and information to better acquaint citizens with their watersheds, and shares data and concepts from the Commission's work to develop a regional wastewater management plan. The ultimate goal of these forums is to work with citizen stakeholders to develop cost-effective and appropriately scaled wastewater solutions to benefit and preserve Cape Cod's environment and economy for the future.
- The Commission conducted the annual Pond and Lake Stewardship (PALS) freshwater ponds sampling snapshot for Lawrence, Spectacle, and Triangle ponds.
- The Commission conducted water education festivals for students in the Forestdale School.

Regulatory Activities

DRI Mitigation Funds in Fiscal Year 2011

- The Commission provided \$25,465 for work related to the preservation of the Roberti Farm.

DRI Decisions in Fiscal Year 2011

- Forestdale Village (Resubmittal) - The Commission twice denied on procedural grounds without prejudice a proposed 100,000-sq.ft. commercial development on Route 130, once on 9/30/10 and again on 5/12/11.

DRI Minor Modifications

- Riverview School - The Commission approved a minor modification to allow changes to the on-site stormwater management system on 9/10/10.

DRI Reviews Ongoing at Year End

- Sagamore Line Reinforcement Project (Western Segment) - the proposed installation of 11,000 feet of 20-inch diameter gas pipeline along Service Road between Route 130 and Quaker Meetinghouse Road.

Other Regulatory Assistance

- The Commission submitted comment letters to the Massachusetts Environmental Policy Act (MEPA) Office on (1) the Lower SEMA 345Kv Electric Line in Bourne, Sandwich, and Barnstable (10/25/10); and (2) a new Massachusetts Military Reservation Training Program (4/22/11).

Respectfully submitted,

Joanne O'Keefe,
Town of Sandwich Representative to the CCC
Appointed by the Board of Selectmen

Report of the SANDWICH REPRESENTATIVE TO THE CAPE LIGHT COMPACT

The Cape Light Compact was formed in 1997 following two years of study and votes of town boards of selectmen and town council. It is organized through a formal intergovernmental agreement signed by all 21 member towns and Barnstable and Dukes counties. The purpose of the Cape Light Compact is to advance the interests of consumers in a competitive electric supply market, including the promotion of energy efficiency. Each participating municipality has a representative on the Compact Governing Board, which sets policy and works with staff, technical and legal support to advance the Cape Light Compact programs.

POWER SUPPLY

Throughout 2011, natural gas prices remained low and relatively stable due to an abundant supply of the fuel. Since natural gas is the primary fuel used to generate electricity in New England, energy prices also remained low throughout 2011. After hitting a peak in 2008, the Compact reduced its rates in 2009, 2010, and again in 2011; reducing rates six straight times over this three year time period. In 2012, the current outlook is for supplies of natural gas to remain relatively stable but with a bias in price to the upside. This bias towards higher prices is due to an anticipated increase in demand for natural gas due to forecasts for a harsh winter in the northeast and a higher demand for electricity. Higher natural gas prices typically result in higher electricity prices.

In 2011, the Cape Light Compact provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison *Solutions*. As of December 2011, the Compact had 7,561 electric accounts in the Town of Sandwich on its energy supply.

ENERGY EFFICIENCY

In 2011, rebates and other efficiency incentive programs provided to the Town of Sandwich by the Compact totaled approximately \$813,253.73 and brought savings to 816 participants of \$477,295 or about 2,386,477 kilowatt-hours of energy saved for 2011.

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from a monthly customer “energy conservation” charge (\$0.0025 cents multiplied by the number of kilowatt hours used during the month) that appears on each customer’s electric bill.

Other Cape Light Compact Efforts Include:

- The Cape Light Compact continues to bring energy education to the Sandwich schools in the form of energy kits, materials and staff support.
- The “Solar Power Intelligence Team” (SPIT) energy club continues to educate their peers at Forestdale School as to the operation and importance of the PV system on their school as well as educational public outreach.
- Over its lifetime The “Solarize Our Schools” solar array at the Forestdale School produced over 582,401 kWh of electricity and avoided over 1,005,224 lbs. of CO₂ since it’s installation in fall 2006.
- Fifty-eight Low-Income homes were retrofitted for a reduction in energy usage and increased comfort.
- Three ENERGY STAR® qualified homes were constructed in the Town of Sandwich.

Thirty-two Sandwich small business and municipal accounts and one large commercial account took advantage of numerous energy efficiency opportunities available to them. They received incentives of \$118,411.97 and realized energy savings of 343,664 kWh. The municipal accounts include Sandwich High School and the Wing School which received consulting services by the Cape Light Compact’s energy efficiency consulting engineer.

Respectfully submitted,

Everett Horn,
Sandwich Representative to the Cape Light Compact

Report of the ENERGY COMMITTEE

The Board of Selectmen formed the Sandwich Energy Committee (SEC) on January 24, 2008. The SEC was created in response to The Alternative Energy Initiative Report of October 30, 2007, which recommended, “the formation of an energy committee with a broad scope of duties.” The SEC is composed of seven members appointed annually by the Board of Selectmen. We currently have five members, and two vacant positions.

The SEC’s Mission Statement, is as follows:

The charge of the Sandwich Energy Committee (SEC) is to investigate, study, and recommend viable methods for achieving energy and resource conservation, as well as renewable and alternative energy production. The SEC also will promote energy education within our town. The SEC will strive to do this through cooperation with governmental agencies, businesses, non-profit organizations, as well as the general public.

We are especially proud that we stayed true to our goal of working cooperatively with other town departments and boards, the business community, and the general public. Our progress during 2011, consistent with our mission, is as follows:

SEC Members started off the year by completing the Annual Ethics Training in January and compiling a report for the 2010 Annual Town Report.

The Committee also set a goal to continue pursuing designation as an official Green Community (GC) under the Green Communities Act (GSA). For more information on Green Communities, visit: www.mass.gov/eea/energy-utilities-clean-tech/green-communities/. The requirements for GCA designation are as follows:

1. Provide as-of-right siting in designated locations for renewable/alternative energy generation, research & development, or manufacturing facilities;
2. Adopt an expedited application and permit process for as-of-right energy facilities;
3. Establish an energy use baseline and develop a plan to reduce energy use by twenty percent (20%) within five (5) years;
4. Purchase only fuel-efficient vehicles;
5. Set requirements to minimize life-cycle energy costs for new construction; one way to meet these requirements is to adopt the new Board of Building Regulations and Standards (BBRS) Stretch Code (Stretch Code).

The Committee met with the Board of Selectmen on February 3, 2011 to discuss the possibility of pursuing GCA designation. Such a designation allows a town to become eligible for grant money for energy related projects, thereby saving the Town money on their energy bills.

The Selectmen were supportive but were concerned that the requirements would not be completed in time to put a warrant together for the Town Meeting in May. They encouraged the Committee to continue to pursue the requirements and to make a plan for community outreach and education so that citizens can learn more about what it means to become a Green Community. Selectmen had some specific concerns about the Stretch Code requirements, and how this could potentially impact the local building sector.

In March the SEC was represented at the Cape Light Compact Energy Committee Meeting. Members from various energy committees across the Cape shared their experiences and goals for the future. The SEC also met with Everett Horn, our new Cape Light Compact Representative and Bill Burbank, a guest who discussed plans for a new walking path for the Town and the potential benefits it would have.

In April the Committee drafted a letter to the Cape Cod Commission as part of a public comment period regarding the proposed Technical Bulletin and Minimum Performance Standards for wind turbine installations. The SEC felt that the overly strict standards would prevent towns from pursuing potentially viable wind power projects now and in the future.

In May the SEC was represented at the Annual Town Meeting and provided voters with information on free energy audits for homeowners available through the Cape Light Compact.

In August the Committee elected officers, listed as follows:

Damien Houlihan – Chairman
Kevin Burgess – Vice Chairman
Sarah Cote – Secretary

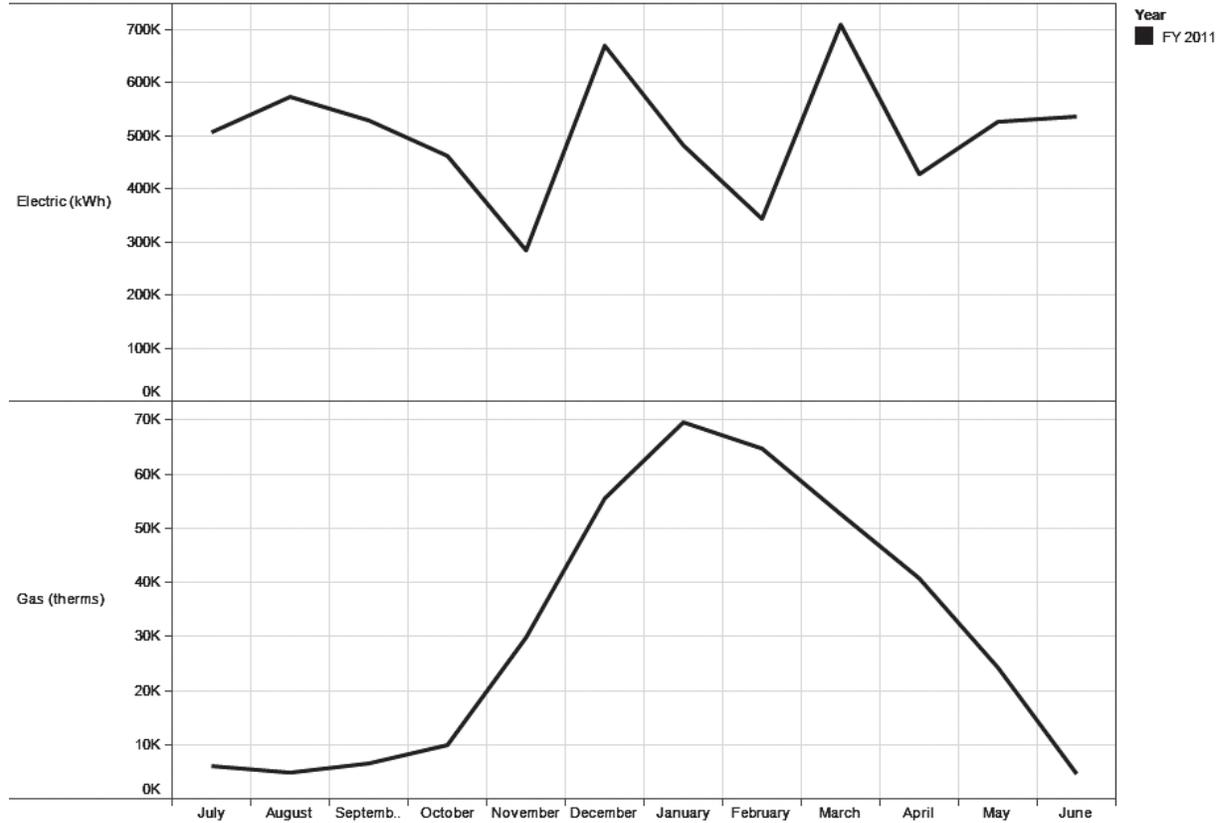
The Committee also discussed its goals for the upcoming year which include pursuing solar development in Town, remaining involved in the Town’s plans for bike paths and sidewalks, a presence at the Fourth of July parade, and continuing to pursue Green Communities Act designation.

The SEC is especially pleased with the strides it made in tracking Town energy use. Towards the end of 2011 the Energy Committee gained access to the on-line software tool “MassEnergyInsight” (visit to www.massenergyinsight.net). This tool makes tracking Town energy use easy and efficient. After attending a training webinar and sending off authorization letters, the SEC and the Town now have full access to the software. We look forward to utilizing this powerful tool over the coming years. We are now in a position to learn more about the Town’s energy use and establish a baseline, and then set a goal for energy use reduction. MassEnergyInsights enables the Town to target measures that provide the most “bang for the buck.” It would be a bonus to also receive Green Communities Act designation, since that program provides additional funding for energy efficiency projects. This will allow the Town to lower its energy bills at no cost to the Sandwich taxpayer.

Below is an example of a graphic pulled from Mass Energy Insights which outlines the Annual Usage Pattern for the Town in Fiscal Year 2011.

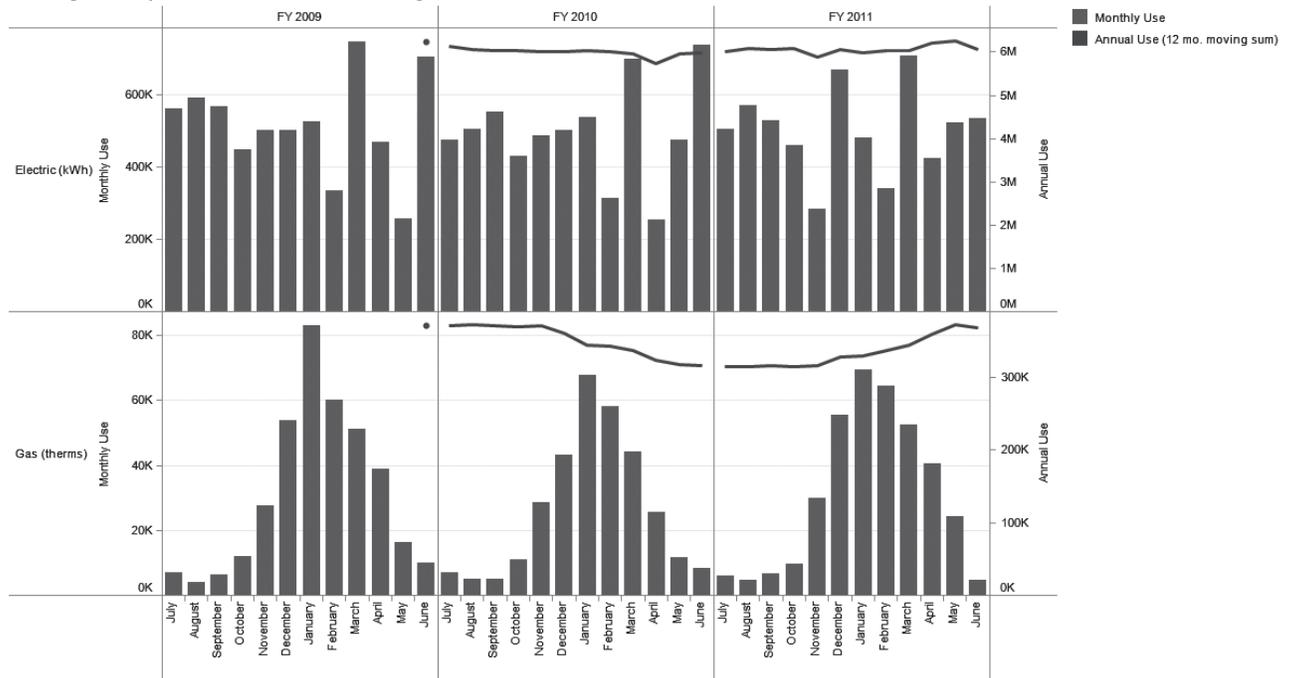
Annual Usage Patterns - Town

This report shows the annual usage patterns for each of the fuels used. Each line is a separate year, and allows you to compare usage patterns from year to year for the years selected.



Usage Trends - Town

This chart shows both the monthly use for each fuel (blue bars) and a 12 month moving sum of use (gray line). The monthly use shows how your use changes from month to month. The moving sum shows you how total annual use for that fuel is trending.

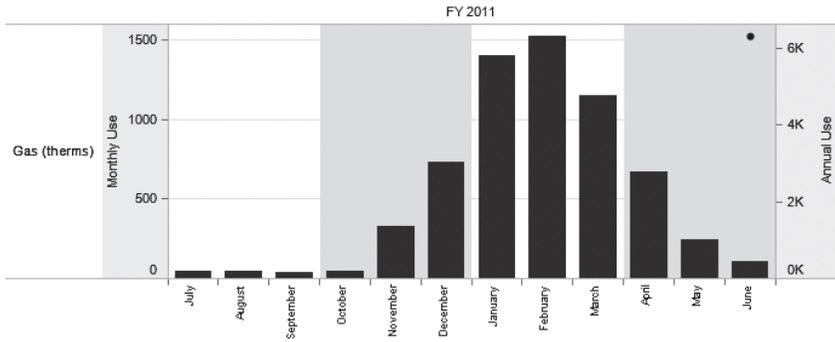


Above is an example of the energy Usage Trends for FY 2009, 2010 and 2011.

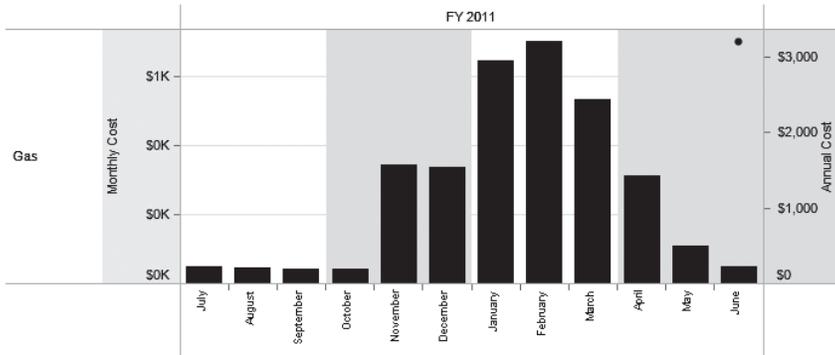
The system also enables the user to target specific buildings and departments. Below is an example of the usage trends for the Transfer Station during FY 2011.

Building Dashboard

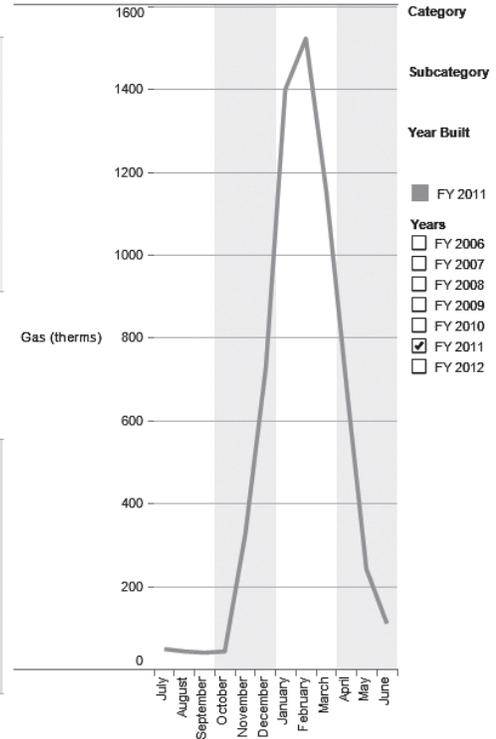
Usage Trends ■ Monthly Use ■ Annual Use (12 Month Rolling Sum)



Cost Trends ■ Monthly Cost ■ Annual Cost (12 Month Rolling Sum)



Annual Usage Patterns



While the various bills and accounts for the Town are still being organized, the Energy Committee is confident that Mass Energy Insights will prove useful in making sense of our energy use and help target efforts to reduce energy bills through efficiency and conservation measures.

Goals for the upcoming year of 2012 include

- completing the energy benchmarking project and bringing the town one step closer to GC status;
- Hosting an energy and environmental awareness event that will provide information to the public on the implications of global warming, including sea level rise on Cape Cod, and what Town can and is doing to meet upcoming energy related challenges.

The members of the Sandwich Energy Committee look forward to continue to work with all of the town departments, employees, and the general public to increase our sustainability as a community.

Respectfully submitted,

Sandwich Energy Committee

- Damien Houlihan
- Kevin Burgess
- Laura Gregorio-Tanguilig
- Ann Moehle
- Sarah Cote

Historic



Photo courtesy of Sandwich Archives

This building stood on the west bank of the mill stream opposite the Town Hall and was at one time Chipman's Antique Shop.

Report of the HISTORICAL COMMISSION

The Sandwich Historical Commission was established by Town Meeting in 1971 and acts as the local branch of the Massachusetts Historical Commission. The SHC is a collaborative effort of seven volunteer members who are appointed by the Board of Selectmen to identify, preserve, develop, and protect the historical assets of the town, including structures, burial grounds, monuments, natural features and other landmarks and sites of significant value to the town.

The SHC encourages local citizens to attend our public meetings and get involved with the preservation projects we have underway, or champion a new project.

In April, 2011, as a follow-up to the success of the 1834 Town Hall restoration of 2010, the project was awarded a coveted *Massachusetts Historical Commission Historical Preservation Award* by the Secretary of State, William Galvin. The SHC has recommended funding of Phase II of the Town Hall restoration project with alterations to the popular “artesian well” platform to make the site wheelchair accessible and safer for all users. Like Phase I, Phase II funding would come from an allocation of Community Preservation Act funds.

The Commission was actively involved in the question of how to preserve and use the Sand Hill School/Clark-Haddad building in 2011. At year’s end the SHC was seeking alternative uses for the building and the surrounding lot with the goal of finding the highest use for the property, consistent with the U.S. Secretary of State’s standards for historic preservation.

Acknowledgments

The Historical Commission is a team effort and no project could succeed without the support and assistance of the membership as a whole, still I want to recognize some of the individual accomplishments of our members.

Don Bayley – Don enthusiastically engaged in two difficult behind-the-scenes projects. He created a comprehensive index of the assets of the Town Archives and documented it for public reference in the Archives and the SHC web site. His research into the histories of the houses and the families that occupied them go beyond the MACRIS program’s minimum requirements and will serve as an invaluable asset for homeowners and town planners in the foreseeable future.

Terry Blake – Terry succeeded Bill Daley as Chair of the SHC in July, 2011. She designed the commission’s new web site, coordinates programs and facilitates the monthly meetings.

Ellen Carlson – In 2010, Ellen effectively facilitated a review of the SHC’s plans, goals, and objectives. The duties of her full-time career with the National Park Service make her uniquely qualified to coordinate community visioning events. We hope to employ these events in the process of developing plans for the Sand Hill School building and the Hoxie House Museum.

Carolyn Crowell – Carolyn’s long history with the commission and personal insight into the recent history of Sandwich make her an invaluable asset. Sandwich’s history and memory can be docu-

mented in many ways. It is a not only a collection of papers, houses and headstones. History has a human side to it as well. She continues to research issues arising from the consideration to add the name of Rev. John Smith to the Hoxie House.

William Daley – Bill’s coordination of the Historic Marker Program has been a tremendous success. His effort has resulted in 114 approved markers through December, 2011. This information is used to enhance the MACRIS files, thus filling a dual purpose. Bill also authored several articles for publication in magazines, newspapers and inclusion in the new web site.

Jennifer Madden – Jennifer successfully developed and recommended a favorable cemetery preservation plan. She is continually evaluating the most pressing needs for cemetery preservation and allocating funding for restoration and documentation.

Cemeteries are a memorial to the great achievements of the common everyday people that lived and worked in Sandwich, leading to the creation of a better town for those that followed. Our primary objective is the preservation of these unique historical resources for future generations and to increase the awareness and importance of our historic cemeteries as sources of community and state pride.

Jonathan Shaw – Jon is the SHC’s distinguished liaison to the Community Preservation Committee. His extensive knowledge of the policies, procedures, and operations of national, state, and local preservation programs has a measurable effect on preservation efforts in Sandwich. Jon was responsible for the application package that ultimately earned the *Historical Preservation Award* for the Town Hall rehabilitation project.

Kate Bavelock – Kate is the Executive Director of the Sandwich Chamber of Commerce and has been actively participating in the commission since 2009. The Chamber annually donates a portion of the proceeds of the Christmas House Tour.

Warren Blake – Warren built and developed the website to it’s final impressive manifestation. He maintains and moderates the site and keeps security up to date. www.sandwichhistory.org,

Additional gratitude is due to Kaethe Maguire and Taylor White for their advice and mentoring; Town Archivist, Barbara Gill; Planning Board, Marilyn Bassett and Maureen Carty; and Doug Lapp and Kathy Coggeshall in Town Hall for their perpetual care.

Members:

Don Bayley
Terry Blake, Chair
Ellen Carlson, Co-Vice Chair
Carolyn Crowell
William Daley, Chair
Jennifer Madden, Co-Vice Chair
Jonathan Shaw, CPC Member

Associate Member:

Kate Bavelock

Respectfully submitted,

Terry Blake,
Chair

Report of the ARCHIVES AND HISTORICAL CENTER

The Archives and Historical Center, founded in 1973, is located in the McKnight Room of the Sandwich Public Library. Normally we are open with the part-time Archivist present from 9.30 to 4.30 Tuesday, Wednesday, and Thursday of each week.

Our mission is to preserve the written and oral history of the Town of Sandwich as well as the historical artifacts of the Town; to assist in genealogical research, maintain and preserve our Colonial and early American rare documents; and to educate and increase awareness of the pivotal role of Sandwich in the formation of our country.

Our work is supported by and dependent upon generous donations to the Friends of the Sandwich Town Archives (FOSTA), which raised approximately \$13,000 from 253 donors in 2011. This money pays the salary of the part-time Archivist and assists in preserving the history of the Town of Sandwich. The town's support is in the form of a physical location for the Archivist and her documents and pictures. The Town Archives are now a part of the Sandwich Public Library. These efforts are also supported by the voluntary efforts of 9 individuals. Additional volunteers are welcome.

During 2012 we served directly 250 individuals, who happened to sign our guest book, not only from Sandwich and Cape Cod, but from across the country. This number includes 3rd grade classes from Sandwich and a 6th grade class from the Montessori School. The Archives served many more uncounted individuals via phone calls and email.

With the help of funding from the Sandwich Historical Commission, the Archives and Historical Center was reorganized to improve the preservation and access to our documents. We also have been active in supporting the updating of Russell Lovell's book, *Sandwich, A Cape Cod Town* so that it will continue to be made available to the public.

The Archives continues to collect materials pertaining to Sandwich and its people, which are preserved for use of future generations. Additional donations, pictures and other documents to the Archives are always welcome.

Special thanks go to those individuals who have donated materials to the Archives during the year 2011:

Albert Benak, Kay Black, Diane Carr, Anna Crosby, Carolyn Crowell, Bill Daley, Sue Doucette, Donald Harris, Helen Jillson, Andrew Jones, Thomas Keyes, Barbara Knight, Mildred Lauzier, David Leary, Russell Lovell, Jr., Kaethe Maguire, Mr. & Mrs. John McArdle, Stauffer Miller, Joanne Morrow, William Richards, & Annette Talbot.

We welcome members of the public to visit the Archives and Historical Center and donations to FOSTA are always appreciated.

Respectfully submitted,

Barbara L. Gill
Sandwich Town Archivist

Report of the DEXTER GRIST MILL

Overlooking the Lower Shawme Pond in the historic center of Sandwich, bordered by the newly renovated Town Hall, the Dexter Grist Mill was in full operation from late June to Columbus Day. This season The Mill ground nearly 3 tons of corn, selling it to visitors and local business alike; the corn meal was also packaged and sent as far as California to fulfill its mail orders.

Thomas Dexter built the Mill between 1640 and 1646. He was one of the original "Ten Men of Saugus" who settled Sandwich in 1637. The Dexter family owned the Mill until 1700 when it was sold to Capt. Seth Pope. After remaining idle for many years, there was renewed interest in the Mill and a historical restoration began in 1961. All of the later additions on the site were removed and the Mill, still in its original location, was restored to a 17th century working grist mill. All the Mill's machinery is the earliest type used in this country and is driven by water power from Shawme Pond. Those who enjoy baking can purchase freshly ground cornmeal packaged in old fashioned cloth bags.

This season the Sandwich Recreation Department took charge of the operations at the Mill and its dedicated staff. Our millers worked hard day in and day out, grinding corn and educating the many visitors on how the Mill operates along with providing the history of the Mill and the Town of Sandwich. The Mill was host to hundreds of visitors from all over the country and world, and like in years past, welcomed the 3rd graders from the three Sandwich Elementary schools.

I would like to thank all of the staff for their continued dedication to the Town and the Dexter Grist Mill. Also, I would like to thank the Sandwich Facilities Department, Sandwich Chamber of Commerce, the Sandwich Museum coalition and Scenic Roots Garden Center.

Respectfully submitted,

Guy J. Boucher
Recreation Director

Report of the HOXIE HOUSE

It's Cape Cod's oldest house in Cape Cod's oldest town. This "salt box" house located overlooking beautiful Shawme Pond is named after Captain Abraham Hoxie, a whaling captain who owned the house in the mid-1800's. Prior to that, it had been owned by descendants of Rev. John Smith. The house dates back to the 1680-1690 period. It was acquired by the Town of Sandwich and restored in 1959. It is truly representative of early colonial construction; it is a first period house.

This season, the Sandwich Recreation Department took charge of the operations and its dedicated docent staff. The Hoxie House was open to visitors and residents from the end of June until Columbus Day. Our docent staff is adept at providing tours to the diverse visitors who come through its doors. Whether their audience is a 3rd grade class from Sandwich Public Schools or visitors from another country; they are able to share their knowledge of the vibrant history of the Town, points of interest in the house and furnishings, along with an explanation of where some whimsical sayings from that period were derived. Our staff is friendly, informative, and entertaining; visitors leave with a smile and a better understanding of life in Colonial days.

I would like to thank all of the staff for their continued dedication to the Town of Sandwich and the Hoxie House. We appreciate the involvement and support of the Sandwich Facilities Department, Sandwich Chamber of Commerce and the Sandwich Museum Coalition and we look forward to the opening of the Hoxie House once again in June!

Respectfully submitted,

Guy J. Boucher
Recreation Director

Report of the OLD KING'S HIGHWAY REGIONAL HISTORIC DISTRICT COMMISSION

The Old King's Highway Regional Historic District Act was passed by the Massachusetts legislature and signed into law in 1973 (Chapter 470, as amended.) The purpose of the Act is to preserve and protect the buildings, settings, and places within the historic district, which includes portions of Sandwich, Barnstable, Dennis, Yarmouth, Brewster, and Orleans. Each member town has a local Historic District Committee, and there is a Regional Historic District Commission comprised of the chairs from each town's committee. The Sandwich Historic District includes all properties located between Route 6 and Cape Cod Bay, extending from the town line with Bourne to the border of Barnstable.

All exterior changes to a property, including new building construction, additions/alterations and demolitions must receive Sandwich Historic District Committee (SHDC) approval prior to the commencement of work. Approval is also required for sheds, decks, window and door replacements, signs, retaining walls, walkways, driveway paving, aprons, fences, and exterior paint colors. Upon approval, a Certificate of Appropriateness is issued. All applications are reviewed at the public hearings which are usually held on the second Wednesday evening of the month, starting at 6:30 PM at the Town Office Building located on Jan Sebastian Drive. For new building projects and large addition/alteration projects applicants are encouraged to come before the Committee for informal discussions prior to or during the design phase to get a sense for the design elements the Committee members may find inappropriate for the site. These informal discussions are held at the end of the scheduled public agenda.

In January 2011, the SHDC elected William Collins as Chair for the year. The other elected members of the 2011 committee were Patricia McArdle, Barbara Shaner, Andrew Jones and Barry Hall. The Board of Selectmen in addition appointed Betty Allen and Richard Alger as alternate SHDC members.

In 2011, the SHDC held hearings for 172 applications and 72 exemptions.

The annual elections for one seat on the SHDC was held on November 22. Barbara Shaner was elected to a four-year term.

Thanks are due to all members of the Committee who served in 2011. I would also like especially to thank Joan Evans, our long-serving and efficient Office Secretary, who provides knowledgeable and thoughtful guidance to the committee members and to members of the public who are applying for a certificate.

Respectfully submitted,

William Collins,
Chair

Public Safety and Inspections



Photo courtesy of Sandwich Archives

The Sandwich lockup built in 1865 on the west bank of Mill Creek at River Street.

Report of the POLICE DEPARTMENT

Mission Statement

The Mission of the Sandwich Police Department is to enforce the law and promote a feeling of safety and security for all members of the community. The Sandwich Police Department will work in cooperation with the community to preserve and improve the quality of life, making the Town a safer, more pleasant place to live, work and visit.

Core Values

- **RESPECT** for all persons both in and outside of the organization. We will inspire respect and confidence in the public trust by performing all duties impartially and respecting the dignity of all citizens and fellow employees.
- **STRIVE FOR EXCELLENCE** in all our activities. We value professionalism and a team effort to provide effective public safety services. We will strive for courage and conviction to see the mission through.
- Provide a high level of **SERVICE** to the community at all times. We will work cooperatively with other town, state and federal agencies to provide the highest level of service to our residents, businesses and visitors.
- We will seek the highest levels of **ETHICAL** and **MORAL** conduct in our on-duty and off-duty activities.

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Police services initiated	8084	7820	10529	14674
Assault investigations	164	181	191	156
Auto theft investigations	8	8	9	4
Burglary investigations	289	319	288	243
Domestic violence investigations	165	166	154	188
Larceny investigations	199	224	214	174
Liquor Law Violations	30	21	39	58
Malicious destruction	163	148	185	241
Murders	0	0	0	0
Motor vehicle crash investigations	302	275	273	287
Property alarm responses	990	865	823	833
Robbery Investigations	3	6	2	1
Drug Violations	43	55	56	41
Arrests	424	445	424	587
OUI	93	72	83	75
Motor vehicle citations	818	1024	1842	3306

From the Chief of Police

In 2011 the police department significantly increased its proactive patrolling and enforcement activities. In response to these efforts, there was an increase in motor vehicle enforcement and directed patrols. We have used past crime data to deploy our officers into areas which need our presence. Each month we shift our efforts. Teams of officers have been working together to address specific issues. We have been involved with a number of self initiated narcotics investigations and arrests. We have partners with other federal, state, local and regional law enforcement agencies to collect intelligence and conduct investigations. We are focused on being proactive with all of our enforcement activities.

This past year was very positive and productive for the police department. Our involvement within the community went far. We hosted our Citizen's Police Academy, Youth Police Academy, first Women's Personal Safety Program, Parent Internet Safety Class and a prescription drug take back event. We partnered with the Fire Department to collect Toys for Tots during the holiday season. The Department is directly involved with the Sandwich Teen Substance Abuse Task Force and we have partnered with No Place for Hate.

We continue to maintain a strong partnership with Sandwich Schools. Officer Bruce Lawrence left the School Resource Officer (SRO) position after several years and returned to our patrol operations. Officer Christa Cabral was selected to become our new SRO. During the fall we partnered with the High School's SADD club and the Fire Department to present a mock OUI motor vehicle crash at Sandwich High School. During the fall, with the support of the Barnstable Sheriff's Office, Fire Department and other area law enforcement agencies, we conducted a canine narcotics search of the high school. The department has been actively involved with the School's Safety Committee and supported joint emergency planning efforts.

The police department held its first award ceremony in the history of the department during November. Seventy-one awards were prepared for presentation at this event. Awards included Military Service Recognition, Meritorious Service, Outstanding Service, Life Saving, and Unit Citations. We held our second annual Top Gun Competition which presents officers with combat shooting situations. OFF. Matthew O'Brien won the Top Gun award for the non-instructors division and LT. David Guillemette won the award for the instructors division.

The department has been involved with making recommendations for new bylaws and modifications to existing bylaws. We put out our first bid request for maintaining and servicing the department's fleet. We also put out a bid request for the installation of a new video system throughout the station. The department began implementation of deploying Tasers to officers. This is a very safe, but effective use of force which will have the ability to reduce officer injuries when dealing with combative individuals.

One of our most involved initiatives this past year has been preparing for a new joint public safety building. We have met regularly with the Town Manager, Fire Department and the architectural firm to plan for this building. Our present building continues to sink and shift. The septic connection to the building has broken several times in the past. Doors on the second floor have required re-plumbing. A cell door has mechanical issues and the basement regularly floods. The flooding of the basement is critical due to all of the town's E-911 equipment, police and fire department's radio and computer systems being located within this area. The present building is just too small for the thirty-five men and women who work within it. Six Sergeants work in what appears to be a closet, twenty patrol officers share 10' x 14' room and all employees share one small locker room. These spaces pose a significant strain on the department. We are committed to working very hard on planning for a new Joint Public Safety Building.



In 2011, four new officers were hired; John Manning, Adam Trayner, Gregory Jaroszuk and Brian Fernandes. This brings our sworn officer staffing to thirty-four officers. OFF. Michael Gumbleton was selected to become a new member of the Cape Cod Regional Law Enforcement Counsel's SWAT Team. The department received four grants which have supported a number of initiatives involving the department and community.

The men and women of the Sandwich Police Department are a truly dedicated and professional group. They continue to meet each new challenge with confidence. Those living in or traveling through Sandwich should feel comfortable knowing that the Sandwich Police Department is actively patrolling the community and ready to respond to any incident which may develop.

Sincerely,

Chief Peter N. Wack

SRO Report

The following is a summary of activities that have been accomplished by the Sandwich Police Department's School Resource Officer, Patrol Officer Christa Cabral, during the 2011-2012 school year to date.

Officer Cabral conducted orientations at Camp Burgess for incoming Sandwich High School freshmen as well as a separate orientation for their parents. These orientations allowed her to introduce herself as the new SRO, explain what her goals and expectations of them were, and offer information on the new bullying and harassment laws.

She assisted with several lockdown drills and fire drills in all of the public schools as well as the Riverview School. Grades K-3 at all elementary schools received Stranger Danger presentations. Officer Cabral implemented on site drug testing at the High School in collaboration with Franey Laboratories. She planned, coordinated, and implemented a K-9 operational plan to search for narcotics at the High School. She served as mentor for two Sandwich High School students for the senior class project.

Officer Cabral was actively involved with school administration, school staff, juvenile probation, and parents regarding student safety issues. She is a member of the Bert Team Safety Committee and attends weekly team meetings that address "at risk" students. This support team consists of Officer Cabral, school nurses, administrators, and the guidance department. Some of the issues they address are enforcement of laws and rules, Child In Need of Services, diversion program support, probation checks, behavioral issues, follow-up on juvenile cases that occur outside of school hours, psychological assists, and at-home well being checks.

Investigations conducted by Officer Cabral have included drug violations, bullying and harassment, larcenies, assault and batteries, sexual assaults, and malicious destruction cases.

Officer Cabral has built a strong partnership with the Sandwich Schools. Her involvement has been a true benefit to the school administration, student population, as well as the Police Department.

Detective Division

The Detective Division consists of Detective Sergeant Terence Murphy, Detective Albert Robichaud and Detective/Court Officer

Robert Brun. The Division also is involved with the Patrol Investigator program. This program consists of Patrol Officers and Detectives working together sharing investigative intelligence in an effort to solve investigations and detect narcotics violators. This program has been in place since late 2010 and is very effective.

The Division had a busy year in 2011 investigating crimes into homes, businesses and motor vehicles. One of the Divisions significant achievements was in partnership with Patrol when the 2011 Sovereign Bank robbery was solved within 48 hours. Investigators involved with this case worked continuously with other local, state and federal law enforcement agencies to identify, locate and arrest the suspect. A case which had limited leads was successful due to the outstanding efforts of all involved personnel.

Detective Robichaud spent a great deal of time in 2011 monitoring local pawn shop records and communicating with other agencies in regards to stolen property. In 2011 Detectives investigated a number of sexual assault cases with victims ranging in age from children to adults. A lot of effort in 2011 was focused on narcotic enforcement. Detectives worked closely with the Patrol Division making narcotic arrests and executing search warrants. These investigations resulted in the seizure of narcotics and U.S. currency. The majority of drug investigations were for Oxycodone, better known as Percocet and Oxycontin. Detectives also spent significant amount of time investigating financial and identity theft crimes. The Detective Division is in need of expansion. The Division continues to strive to provide the best possible services to the community.

Report of the FIRE DEPARTMENT

As Fire Chief, I respectfully submit the annual report for the year 2011 for the Sandwich Fire Department.

Fire, rescue and related incidents totaled 3,699 in 2011 a 4.5% increase over last year. This included 2,550 medical calls, 101 fires and related incidents with damages totaling \$ 374,550.00 and 1,048 other emergencies, including but not limited to: 158 hazardous incidents including flammable or toxic chemical spills, power lines down, attempted arsons, fuel leaks, structures hit by lightning, assistance to other agencies, and investigations. Fifteen (15) firefighters sustained injuries while working last year. We averaged 10.1 emergencies a day, with Monday being our busiest day, and Wednesday being the slowest. Our busiest hours are 8AM to 4PM = 50% of all calls, 4PM to 12 Midnight = 34% of all calls, and Midnight to 8AM = 16% of all calls.

Last year 61 or 80% of the structure fires were in residential occupancies, with a dollar loss of \$179,450.00. Additionally, we treated four residents with injuries at structure fires last year. This underscores the need to properly locate and maintain smoke detectors. In 2006, the Center for Disease Control released a grant funding program for the State Department of Public Health in conjunction with the Massachusetts State Fire Marshal's Office to offer free smoke detectors to those Massachusetts residents who qualify. The qualifications are your home must have been constructed prior to 1975 and have battery operated smokes. If you qualify please contact the Sandwich Fire Department Fire Prevention Division to schedule installation.

Of the 91 carbon monoxide incidents we responded to, 14 had serious levels of carbon monoxide in the building. Residents must not take chances with carbon monoxide; it is odorless, tasteless and colorless and is easily overlooked. In many cases it is the poor maintenance of a heating system that has caused the problem, followed by vehicles running in attached garages. Nicole's Law which requires that every dwelling, building or structure including those owned by the Commonwealth, occupied in whole or in part for residential purposes that, (1) contain fossil fuel burning equipment or (2) incorporate closed parking within its structure, be equipped by the owner with approved carbon monoxide alarms. All residential properties were mandate to have installed CO alarms as of March 31, 2006.

Emergency medical calls numbered 2,550 a 1.1% increase over last year, involving 2,724 patients, of whom we transported 1,930 patients to area hospitals. Out of those 2,550 calls, 642 required more than one ambulance and 1,515 required Advanced Life Support. We responded to 164 motor vehicle accidents and used the Jaws of Life and other heavy-rescue equipment to extricate numerous people.

The Department's 10 CPR/AED instructors taught 232 people in 22 Classes; including community/lay people, local Doctors, Nurses, Police, and Firefighters. Additionally, 472 blood pressure screenings were conducted between the Headquarters and Forestdale stations.

Fire Prevention conducted 851 inspections, issued 677 permits and reviewed numerous commercial and residential plans, visited numerous homes and businesses to answer questions, performed public, private, and school safety programs.

The Sandwich Fire Department continued its Fire Prevention Education program last year by conducting a series of site visits, lectures and 28 school safety drills. The drills included fire alarm, lockdown and storm dismissal drills. The drills were conducted at all Sandwich Public Schools as well as private schools and charter schools.

Sandwich is divided into the 5 response districts listed below:

District 1

Includes Quaker Meetinghouse Road west to the Bourne town line and from power lines north. **1,155** medical calls, **33** fires totaling **\$37,300.00** in damages, and **344** other emergencies for a total of **1,532** emergencies in this area, with average response times: Ambulance 4.70 min. Fire 5.42 min.

District 2

Includes Quaker Meetinghouse Road east to the Barnstable town line and from power lines north. **449** medical calls, **27** fires totaling **\$163,150.00** in damages, **215** other emergencies for a total of **691** emergencies in this area, with average response times: Ambulance 9.21 min. Fire 10.50 min.

District 3

Includes power lines south to the Mashpee line and east from the Military boundary to Stowe Road. **713** medical calls, **28** fires totaling **\$69,100.00** in damages, and **307** other emergencies for a total of **1,046** emergencies in this area, with average response times: Ambulance 6.27 min. Fire 6.67 min.

District 4

Includes power lines south to the Mashpee line and from Stowe Road east to the Barnstable town line had **228** medical calls, **13** fires totaling **\$15,000.00** in damages, and **104** other emergencies for a total of **345** in this area, with average response times: Ambulance 11.67 min. Fire 12.06 min.

District 5

Includes all areas north of the Cape Cod Canal had **18** medical calls, **1** fire totaling **\$90.00** in damages, and **8** other emergencies for a total of **27** in this area, with average response time to this district is 12.99 minutes.

Mutual Aid

As part of the county mutual aid agreement, assistance was provided to other communities **50** times and we received their help **150** times. The times we have multiple calls at once and no personnel in either station, causes us to call for Mutual Aid.

Of the 3,699 emergencies we responded to 1,421 or 38% occurred while another emergency was being handled. To meet the many and varied specialized needs presented to us at the various

incidents 5,880 pieces of apparatus were needed, with the total number of 12,096 personnel responding to those incidents, much of which involves bringing additional personnel to complete vital tasks or relieve the first in crews. The volume and frequency of our incidents has a direct impact on our response times, the time from the receipt of the call to our arrival at the incident.

In 2011, 1,794 or 48% of the incidents took 6 minutes or less from the receipt of the phone call to arrival on scene. However, as the call volume steadily increases it can and does in some cases extend response times until off duty personnel can get to the stations. Many of the longer times are for incidents that happen when we have three or more calls at the same time, are on the outer edges of the town, non-emergency requests for assistance or when we went mutual aid to another community. The importance of response times is significant when you consider that the human brain suffers severe damage in only 4 to 6 minutes, making recovery very difficult at best. Response time also impacts residential fires, as a room will flash over consuming the entire contents in 2.5 minutes preventing escape. Response times in Sandwich suffer because of poor station placement, no personnel in the East Sandwich station and the number of emergencies that come in at the same time as other emergencies.

Comprehensive Training of emergency response personnel is an ongoing major concern and need. The challenges that are thrown at emergency responders today are becoming more and more difficult requiring specialized tools and techniques. Failure to properly train our personnel will some day come back to haunt the community. This must be dealt with sooner rather than later.

Last year the Sandwich Fire Department sponsored the fifth Citizens Fire Academy. This was a 12-week course where 19 residents of Sandwich learned about the Sandwich Fire Department. They were shown how we operate, what equipment we have, and some of the services we provided to the town. I would like to thank Fire Fighter Larry Machado, who started this program, along with the other fire fighters who took part in the academy, they did an excellent job.

Exercises

The Sandwich Fire Department hosted the 2011 Army Civil Support Team Northeast Region Exercise on May 2, 3, 4 2011. The exercise involved agencies from the Army National Guard, US Coast Guard, Mirant Energy Plant, Sandwich Fire, Police and Emergency Management departments, US Department of Energy, Federal Bureau of Investigation, US Army NorthCOM, US Army Corps of Engineers and the Federal Emergency Management Agency.

The exercises tested the ability of local responders to mesh with our federal partners in a simulated hazardous materials incident at the Mirant Energy Plant. The exercise was very well received and provided a great opportunity for the Sandwich Fire Department to train with our Federal partners. The exercise was funded by monies from the Southeast Regional Development Council and the Massachusetts Executive Office of Public Safety.

The Sandwich Fire Department conducted a tabletop exercise

with administration and staff of the Cape Heritage Nursing Home on Dec 10, 2011 to test the facilities ability to respond to a fire and need for patient evacuation. The exercise also allowed the staff to function with the new Nursing Home Incident Command System (NHICS) to allow integration with local first responders.

The Sandwich Fire Department applied for a Homeland Security Port Security Grant to construct a boat to help protect our numerous assets that both work and enjoy our waterways in our marina, canal and offshore. Through the hard work of Deputy Corriveau, we were notified on September 23rd that we were chosen to receive \$900,000.00 to construct an Emergency Response and Recovery capable vessel. We are now in the process of constructing a 37 foot diesel powered catamaran vessel capable of a wide variety of missions including rescue and especially firefighting which is not available today. The catamaran design allows for great stability and is able to operate water as shallow as 2 feet with jet drive propulsion. The vessel will have the latest thermal imaging technology to greatly help in the search for victims in the water both in the dark and low visibility conditions. The Coast Guard personnel at the Canal Station have offered to train our personnel at no cost to the town. After that initial training, we will begin training exercises this year and intend to work and train closely with the Canal Station. This grant is administered through FEMA and has a zero contribution of funds from the Town. It also includes all equipment and training costs for our personnel and will provide a great asset to the community for many years to come. The anticipated delivery will be the summer of 2013.

As I stated before: A full time mechanic position is needed to safely and properly maintain the Fire Department's apparatus. With nearly 4.5 million dollars in rolling stock alone, not including the several hundred thousand dollars of specialized equipment that is carried on all of the units, it is critical that the maintenance of that equipment get the proper attention of a full-time mechanic. Without a proactive maintenance plan and in-house repair person, higher out of town repair costs and longer down times are inevitable. While we are fortunate to have a Firefighter/EMT who is knowledgeable and capable of doing much of the work, he is hampered by interruptions requiring his response on calls. Maintenance and repairs are very time consuming on the larger specialized fire and rescue equipment, making it difficult at best, for that member to handle during a shift that requires him to also respond to emergency calls. I strongly recommend that this become a full time position as soon as possible. I would like to thank the citizens of Sandwich for approving and supporting the article for the Joint Public Safety Building Schematic Design and Construction estimate. As you know the Fire Stations are bursting at the seams from both old age and increased functions that must be carried out in them. None of our fire stations are insulated causing very high-energy costs. There is also a serious lack of space for every facet of our operation from office and medical supplies to vehicles and equipment. We have been cited by the State Ambulance Inspector for not having adequate space for the storage of our ambulance supplies, not having a decontamination area for our medical supplies, and not having an adequate oxygen storage area. Closets have been turned into offices with files and supplies placed in the attics, hallways and in the apparatus bays. Vehicles must be specially ordered to fit in the buildings adding to their cost.

Several specialized pieces of equipment must be parked outside, or at other locations within the town, delaying response, especially during the winter months, and adding to maintenance costs. The East Sandwich Fire Station still remains unmanned and is of great concern. If you look at the number of fires in the East Sandwich district it ranks second in the town, and on some occasions residents call for our response and then complain that we took so long to get there. Right now 98 out of a 100 times that a fire truck (there is no ambulance there) from this station signs on the air, when the station is activated, it has only one member on board.

The community faces many critical challenges over the next few years with public safety one of the key issues. A third of the community receives less than reasonable fire and ambulance response times and coverage. Two of the fire stations sit in a flood plain, the third sits too far south to benefit the greater population. All are too small for our busy operation. We are unable to store and maintain

our equipment, supplies, files, etc. in a cost effective manner. Separate studies have recommended, along with the community asking for, better Fire and Ambulance coverage. Town Meeting voted two years ago to man the East Sandwich Fire station. We will continue to try to accomplish this, while keeping in mind the fiscal effect this would have on the Town. I would also like to thank the Board of Selectmen, other town boards, departments, and committees, the citizens and various organizations of Sandwich, other Fire/Rescue Departments, but most importantly the members of the Sandwich Fire Department and their families for their support and cooperation throughout the year.

Respectfully submitted,

George P. Russell,
Fire Chief

Report of the FOREST WARDEN

As Forest Warden, I respectfully submit my annual report as Forest Warden for the year 2011. Below is a break down of the activities of the Forest Warden’s department:

Written seasonal burning permits issued	4,877
Daily burning permits issued	3,108
Cook permits issued	1,026
Agricultural permits issued	65
Burning without a permit	48
Burning permits out of control that required a fire department response	48
Investigation of an outside odor of smoke	41
Woodland, brush, and grass fires	9
Cost and dollars lost in damage to woodland and exposures: \$5,520.00	

Massachusetts provides an open burning season, however it has strict guidelines that must be adhered to. We do not have any discretion to expand the guidelines, change the hours, or extend the burning season. I ask that persons who wish to burn respect others and the law, as the right to burn brush is limited and not guaranteed.

I would like to remind everyone that no fires are allowed on the beaches unless it is for cooking and then only if it meets stringent requirements. First a permit must be obtained from the Fire Department and you must follow the rules set by the Selectmen and the State. A copy of the rules will be given to you when you obtain a permit.

The Fire Department should have three brush trucks, we have obtained a surplus vehicle and are in the process of converting this to a breaker when funds become available. The other two brush trucks are: a 1953 Studebaker, and a 1970 Kaiser. Both of these trucks were military surplus and it is getting more and more difficult to obtain parts for them.

On the Upper Cape, we have some of the largest contiguous tracks of natural woodlands, with much of it in and around Sandwich. Sandwich has the distinction of having two of the largest acreage, 2,000 and 2,500 acres. Forest fires on Cape Cod in size, are second in the Northeast only to Plymouth. With the increase in the number of homes and their proximity to the woods, the losses will be high without quick action. The types of vegetation and weather conditions, including ever changing winds, put Cape Cod in the top three in the United States for forest fire spread and severity. Rapid response to and the control of outside fires are imperative to prevent the major fires this town has experienced in the past.

I would like to thank the Board of Selectmen, other town boards, departments, and committees, the citizens and organizations of Sandwich, other Fire Departments and especially the members of the Sandwich Fire Department and their families for their support and cooperation throughout the year.

Respectfully submitted,
George P. Russell, Jr.,
Forest Warden

Report of the BUILDING DEPARTMENT

The building department consists of the building, electrical, plumbing and gas inspectors along with the staff to support each of these functions. The department serves the town of Sandwich to ensure the public safety in enforcement of all applicable building codes, regulations and by-laws making certain that the buildings under its jurisdiction are constructed and maintained safely. The building department also serves the administration and enforcement of the Protective Zoning By-Law, The Old King's Highway Historic Committee and the Architectural Access Board regulations as well as other oversight as may be determined by the Selectmen or the Town Manager.

During the year, new sheet metal regulations were put in place which made it mandatory that any new or altered HVAC system required a permit and work to be done by a licensed contractor; much like as is currently done in the plumbing/gas and electrical trades. At this time, all 8th editions of the Massachusetts Building Code (780 CMR) are in place and in use for all construction.

This year the building department has started the arduous process of updating all building permit files. This effort will help to streamline research by citizens and others in obtaining information concerning any address. We are on a mission to place all permit information into one file in lieu of searching separate files for each permit obtained for a specific property.

For the year ending December 31, 2011, there were 25 new single-family dwellings constructed; another increase from the previous year. As with last year, projects that became inactive during the past few years have started the process of coming back on line for permits. Those that were restarted last year, continue to maintain their activity.

The building department processed \$184,778.00 through permits for building of new construction, additions and alterations. The breakdown of activity is as follows:

	<u>2011</u>	<u>2010</u>	<u>2009</u>
New Single-Family Homes	25	18	5
Additions	167	305	184
Alterations			
(Windows, Siding, Roofing, etc.)	438	474	382
New Commercial	0	2	2
Commercial Additions & Alterations	2	14	15
*Inspections	1,223	895	810
Fees Collected	\$184,778.00	\$162,009.00	\$115,989.00

*Not including well over 100 required assembly use inspections and zoning inquiries.

In addition to the building permit fees, monies collected for sheet metal permits, signs, certificates, stoves, driveway openings and copies totaled \$6,835.00. Electrical permit fees of \$24,125.00 and Plumbing/Gas permit fees of \$27,290.00 brought the total amount of fees collected by the Building Department to \$243,028.00.

I would like to give my sincere thanks to the amount of administrative help and support that has been afforded to me; specifically to Joan Evans, office manager, Katherine Walter and Michelle Raymond. The continued support from all of the department heads and their staff throughout the town helps in completing all tasks that come before the building department. Also, Pete Sherwin, Assistant Building Inspector, continues to unselfishly dedicate his time and efforts, through inspections, zoning and permit inquiries and especially making certain that all annual inspections are thoroughly completed; an effort that ensures that all places of assembly are maintained and are safe for use by our citizens and others.

Wherever a person is in town, whether in their home, at church, at the stadium, in school, in a restaurant or wherever there is a building that is occupied, those facilities have had contact with the Building Department and its staff to help ensure and continue to ensure that their time in that building is safe.

Respectfully submitted,

Paul D. Spiro,
Inspector of Buildings

Report of the ELECTRICAL DEPARTMENT

During the year 2011 the electrical department issued a total of 504 permits, an increase due to the amount of new houses which totaled 25. The inspections for the year totaled 610 inspections. The monies collected and paid to the town were \$24,125.00, an increase of \$4,875.00 more than the previous year.

As the Electrical Inspector for the Town of Sandwich, I wish to thank the office staff for keeping accurate records and for keeping the paper work in order.

Respectfully submitted,

John Pimental,
Inspector of Wires

Report of the PLUMBING/GAS INSPECTOR

2011 showed an increase in plumbing and gas permits issued. The increase was due to the amount of new houses that totaled 25 as compared to 18 new houses in 2010. Gas permits that were issued totaled 351 permits which brought in a total of \$9,735.00, and a total of 293 plumbing permits issued brought in a total of \$17,555.00. The total inspections for the year were 589 inspections.

I would like to thank everyone in the office for their professionalism in assisting me with the paperwork and record keeping required.

Respectfully submitted,

Walter Fagnant, Jr.,
Plumbing and Gas Inspector

Report of the FACILITIES DEPARTMENT

The mission of the facilities department is to provide cost effective maintenance repairs and improvements to Town facilities and buildings. 2011 was another productive year for this department. Despite limited staff and rising cost of construction materials and labor, the department was able to complete numerous maintenance and construction projects. Below is a summary of some major accomplishments.

- Human Services Building – Installed Central Station fire alarm, new exterior doors and improvements to the ramp at the main entrance.
- Fire Station Headquarters – Added secondary egress to the living quarters, new flooring, and exterior masonry repairs.
- IT Department – Electrical upgrades to support servers.
- Oak Crest Cove, Building Department, Human Services Building Police headquarters, DPW offices – provided Duct cleaning to improve air quality and more efficient heating and cooling.
- Town Hall Square Comfort Station – Interior and exterior improvements to better serve the Public.
- Ryder Conservation Boat House – Sill, siding and trim repair.

The continuation of the maintenance schedule for HVAC equipment is a top priority. However, many of the systems will require replacement or significant upgrades in the near future. Preliminary work has been started to assess this equipment and plan for predictable maintenance or replacement. A prioritized list of potential improvements for Town buildings has been created and scheduled for completion through the next three years, to improve services to the Town facilities buildings and various town departments.

Many thanks to all town departments for their support and cooperation in 2011. Also individual thanks to facilities department staff Bill Sewall, Mike Little, and Wayne Enos. A special thanks to Jan Hagberg for her continued administrative support.

Respectfully submitted,

Ted Hamilton
Director of Public Facilities

Report of the BOARD OF HEALTH

The Board of Health and its Health Department strives to maintain programs to protect the public and environmental health, enforce and educate those state laws that authorizes the Health Department to enforce such and to develop programs that will reflect the anticipated changes in Public and Environmental Health.

The development of the Comprehensive Water Resources Management Plan was the focal point of the Health Department this past year. This is year one of a three year process for the development of the CWRMP. The Health Department is working closely with its consultant Wright-Pierce and the Water Quality Advisory Committee. The first year has been the development of Phase I which is the Needs Assessment. The needs assessment looks at the existing conditions in the town to identify if, what and where what is needed for wastewater infrastructure or programs. The Sandwich Health Department, the only Health Department in the Commonwealth to implement the MEP program is awaiting the results from SMAST. The results of the MEP analysis will be utilized in the development of the CWRMP. The development of the CWRMP will allow the Town to determine Sandwich’s wastewater issues and how Sandwich’s wastewater affects the estuaries in Barnstable, Mashpee, and Falmouth. This process utilizes groundwater watersheds to model future impacts. The Town needs to review nitrogen issues affecting these embayments and determine a plan of action, if needed, to assist in nitrogen reduction. This data will be utilized to determine how to address wastewater in the Town of Sandwich. To simply state that the Town of Sandwich requires sewerage and wastewater treatment plants is premature and scientifically unfounded at this time.

Meanwhile the Health Department and the Board of Health continues to identify septic systems requiring upgrade and compliance while educating the community of the need for proper sewage treatment and disposal.

The economy and resulting foreclosures has impacted the Health Department resulting in an increase of General Complaints and Housing Complaints. Foreclosures have resulted in abandoned dwellings or bank “takeovers” resulting in trash and debris in yards impacting abutting dwellings. This Department has responded to numerous complaints which take numerous man hours to track down contacts for bank owned properties. The second impact of the resulting foreclosures is the impact on the Health Department resulting from residents of foreclosed homes accessing rental properties. An increase in rental properties has resulted in an increase in the housing complaints, which the Department is responsible for enforcing through the State Minimum Standards for Human Habitation 105 CMR 410.000. The Health Department becomes involved with tenants and rental property owners which consumes a considerable amount of man hours.

Board of Health member Doctor Francis Sheehan was appointed Animal Inspector by the Board of Health for the Town of Sandwich as approved by the Massachusetts Department of Agriculture. This position is responsible for the inventory of large ani-

mals. Dr. Sheehan completed the required barn inspections for the 2011 inventory period. The Board thanks Dr. Sheehan for his time and efforts. With the decline in the economy, the Health Department has seen an increase in “residential size chicken coops”. Residents have sought to be less dependent on purchasing food. The result of this is an increase in residents with 4-6 hens for eggs. Although this has not created public health issues, there has been an increase in noise complaints because of roosters. The Health Department ask that the citizens of the Town to be considerate of their neighbors.

The Board witnessed the election of Doctor Francis Sheehan to the Board of Health in May. The Board elected Sandra Lee Tompkins as Chairman, Rebecca Lovell Scott as Vice Chair and Dr. Francis Sheehan as Clerk. The Board and Agent express their gratitude to the Assistant Health Agent Darren Meyer for his continued efforts and professionalism. Additionally, Darren maintains a committed schedule for timely permit approval and all efforts to assist the citizens. As always, the Board and Agent thank Katherine Walter for her patience, professionalism and for organizing the office on a daily basis. Katherine consistently addresses all permitting issues, processing of licenses and general questions.

	<u>2010</u>	<u>2011</u>
Percolation Tests Witnessed	122	112
Title 5 Engineered Septic Plans Reviewed	171	157
Septic Permits Issued (New)	29	21
Septic Permits Issued (Repair/Upgrade)	132	133
Septic Installation Inspections	236	221
State Septic Inspection Reports Reviewed	102	131
Well Permits Issued	31	28
Composting Operation Permit	0	0
Septic Disposal Works Installation Licenses Issued	72	71
Offal (Septage Haulers) Licenses Issued	22	24
Sewage Complaint Investigations	16	9
Food Service Permits Issued	158	164
Food Service Establishment Inspections	287	302
Home Baking Permits Issued	12	12
Bed & Breakfast Licenses Issued		
(3 or fewer bedrooms)	9	9
(4 or more bedrooms)	9	10
Camps/Cabins,etc. Licenses Issued	21	22
Camp Inspections	17	20
Pool Licenses Issued	18	18
Pools Inspections	52	51
Rental Housing Inspections/Complaint Responses	81	102
Tanning Permits Issued	4	3
Funeral Directors	1	1
Stable Permits Issued	31	26
Total Animals:		
Equine	82	75
Cattle/Dairy/Beef/Oxen	1	2
Goats	22	15
Sheep	3	6
Llamas/Alpacas	1	0
Swine	0	0
Turkeys	20	10
Chickens	68	75
Recreational Pond Samplings	440	435
Rubbish Haulers Licenses Issued	8	9
General Public Health Complaints	353	379

Respectfully submitted,

David B. Mason, RS, CHO
Health Agent

Report of the EMERGENCY MANAGEMENT DIRECTOR

Mission Statement

Working together for a safer community, the Sandwich Emergency Planning Committee promotes emergency preparedness, planning and public awareness to protect the Sandwich community from the potential impact of hazardous chemical substances, manmade disasters, natural disasters, and related emergencies.

This is accomplished by working diligently to coordinate the cooperation of various Town Departments, Volunteer Units, regional partners, and other organizations that would have a role in any major emergency. During a major disaster or emergency, response and recovery activities are coordinated from the Town's Emergency Operations Center (EOC) located in the Human Services building. From the EOC, heads of various departments and agencies work in a unified command to respond to the emergency.

2011 was a busy year for Sandwich Emergency Management and many accomplishments were made. Several new volunteers came on board to assist the Town in emergency situations and I am grateful for each of them for donating their time and talent to the community. The volunteers of Sandwich Emergency Management donated a total of 7,450 hours of service to the community in training, preparedness, and response and recovery efforts. This is a significant effort by volunteers!

The Local Emergency Planning Committee met this year in preparation for hurricane season. It was well attended by EM staff, town departments and the Town Manager. All of these folks have extremely busy schedules, so we appreciate their attendance and assistance.

Three of our volunteers studied and successfully passed various levels of the Amateur (Ham) Radio licensing, adding to the communication capabilities of the Town's Emergency Management capabilities. Sandwich Emergency Management now has 7 people licensed as ham radio operators. Our group is often assisted by the Amateur Radio Emergency Services (ARES) when needed to staff the shelters or large emergencies. Our radio equipment has been reprogrammed and is in compliance with the Federal Communication Commission's requirements for narrowbanding, thanks to Rick Waterfield, who handles our radios and other technical issues. Rick has also donated and set up an Internet Radio Linking Project (ILRP), which allows us to monitor for weather related activities in the Emergency Operations Center, using voice over internet protocol.

Our volunteer staff has completed several FEMA training courses and has attended training courses offered by the Massachusetts Emergency Management Agency (MEMA) to further prepare them to handle emergency situations that arise. Three staff members have attended the Resource Management Systems (RMS) course and have completed the Train the Trainer course in RMS.

The Comprehensive Emergency Response Plan (CEMP) was revised and accepted by MEMA. All of the NIMCAST requirements for the state and federal requirements have been completed and submitted; bringing the Town into compliance for any grant funding that may come available for emergency management issues. The Town's Hazard Mitigation and Flood Plans have been revised and submitted to the Cape Cod Commission for review. It has been several years since these plans were revised, so this was a labor intensive task that was done at no cost to the town.

Another plan that was worked on extensively by EM staff is the Cape Cod Traffic Plan. This plan has several issues that affect Sandwich and our concerns were reflected positively in the revision to the plan. Specifically, fourteen traffic posts are located in Sandwich and would need to be manned by Police Officers when the Traffic Plan is activated. This had the potential to leave the Town with inadequate law enforcement coverage and we were successful in having other agencies be responsible for these activities, leaving the Sandwich Police to handle local activities.

The Barnstable County Regional Emergency Planning Committee (REPC) is represented monthly by a volunteer member of the Sandwich Emergency Management staff. Sandwich also has been very active in the Regional Shelter task force of the REPC, as one of the Regional Shelters is the Sandwich High School. Additionally, MEMA holds monthly meetings in Bridgewater for Emergency Management Directors, which we attend.

The shelter was moved from the Oak Ridge School to the High School earlier this year and quite a bit of planning was done prior to the official move. Wires had to be run for communications equipment and antennas had to be mounted on the roof. Our thanks go out to the many volunteers who were involved in this effort and especially to the staff of the Technical Division of the Barnstable Sheriff's Office for their invaluable assistance in getting the antennas mounted prior to hurricane season. Drills and exercises are a key part in the preparation for emergencies in Town. Our staff and volunteers have participated in many emergency exercises during the previous year. We collaborated with regional partners, non governmental organizations and other key stakeholders to drill on communications, hazardous material response, storm preparedness and response to name a few.

Drills and exercises are a key part in the preparation for emergencies in Town. Our staff and volunteers have participated in many emergency exercises during the previous year. We collaborated with regional partners, non governmental organizations and other key stakeholders to drill on communications, hazardous material response, storm preparedness and response to name a few. We routinely participate in calldown drills and exercises with the Health Department, MEMA and others to ensure that we are in a state of readiness for a future emergency.

The EOC was activated for several minor storms and Hurricane Irene. For Hurricane Irene, the shelter at the High School and the EOC were manned for 44 hours by volunteer staff. The Emergency Management staff coordinates radio communications, resource

needs and requests and other functions prior to, during and after major emergencies. Damage assessment reports after storms are developed and used for reimbursement to the town by the EM staff when the President declares an emergency. The various Town Departments are responsible for tracking their costs, equipment use and resources for submittal to FEMA for reimbursement.

The volunteers worked very hard to update some used vehicles to use for Emergency Management purposes. We have repaired the vehicles with staff donations and will be installing communications equipment, also donated by staff members to better handle emergency situations in the community.

I would like to thank the Emergency Management Staff for their dedication and tireless efforts this year. Most of our work goes unnoticed, but it is crucial when an emergency hits. Sean Grady is the Deputy Director and has provided training to the community and numerous hours manning the EOC and assisting me with operational issues. Bill LaPine is the Communications Officer and has spent countless hours programming radios, installing equipment, maintaining the vehicles and many other tasks. Bill can always be counted on when needed! Heather Gallant assists EM in many capacities. She has served along with Lois Wack as Regional Shelter Managers, working long hours and I cannot thank them enough for their service. Rick Waterfield maintains our communications equipment and serves as a technical resource that we are fortunate to have. Randy Lewis assists the organization at any hour of the day or night and backs up Bill LaPine with communications and other issues.

We couldn't have been successful this year if we didn't have the cooperation and assistance from the Town Departments. Bud Dunham and Doug Lapp have always been supportive and available prior to, during and after any emergency- thank you. I want to thank Police Chief Peter Wack and his officers, as well as Fire Chief George Russell and his staff for their support and encouragement this year. DPW Director Paul Tilton and his staff were extremely helpful to EM, in moving our shelter container several times (mostly on short notice)-thanks, Paul and crew. Jan Timmons and the entire COA staff were very helpful to us this year-thanks for all your support. Mark Galkowski and his staff were always available to staff the EOC, answer questions and provide assistance to EM whenever needed. We also want to thank the Harbormaster and his crew, the Town Nurse's staff, the Recreation staff, Facilities staff, the School Superintendent and his staff and employees, Town Hall staff, the Town Clerk, and all other Town Departments who assisted us during 2011. Thanks also goes to Frank O'Laughlin and Dan Howard of ARES; Sean O'Brien and Chief Mike Whelan and Chief George Baker of the REPC; the Barnstable Sheriff's Office; Barnstable County Community Emergency Response Team; the Medical Reserve Corps; the Red Cross and Salvation Army; Cape Cod Disaster Animal Response Team; MEMA and especially the Region 2 staff; the Barnstable County Incident Management Team; and all other groups, organizations and people that have assisted the Town in any way. If you weren't mentioned, it is not that we do not appreciate you; it is sometimes difficult to capture each and every person/group without omitting someone. Again, thanks to everyone.

Residents can obtain additional information by viewing the Town's website for updates.

Report of the SCHOOL SAFETY GROUP

Two thousand and eleven was a transitional year for the School Safety Group with several personnel changes throughout the year. July of two thousand and eleven saw the departure of three key people from the school safety group. Superintendent of Schools Mary Ellen Johnson has moved on as has Skip Tetreault who served as director of buildings and grounds for the school district. Also, safety group member and police department school liaison, Detective Bruce Lawrence, returned to patrol duty in July of two thousand eleven. We would like to thank Dr. Johnson, Skip Tereault and Detective Lawrence for their strong commitment to school safety and their very hard work during the time they served on the safety group. We wish them well in all their future endeavors.

The group would like to welcome our new Superintendent of Schools Dr. Richard Canfield and his new director of buildings and grounds for the district Allen Hall. We would also like to welcome newly appointed School Resource Officer Christa Cabral who will serve as the police department liaison on the group. As the membership of the group continues to evolve new leadership roles within the group will be identified and established.

Despite the challenge of personnel changes, the group continued to focus on the issues of prevention, planning, response and recovery. With the arrival to the new school year in the fall of 2011, Dr. Walter Lesiak began to work with building administrators and Building Emergency Response Team (BERT) members in each of the four schools in the area of emergency planning by identifying and staffing critical roles that BERT members and administrators will perform during an emergency. In the spring of two thousand eleven safety group members met with each of the teams and encouraged them to continue to organize and meet frequently within their own buildings to review and practice emergency response procedures utilizing the equipment and training they received from the safety group when the BERTs were formed the previous year. We are encouraged that each of the schools administrators and BERT

members has taken ownership of their roles during a critical incident. They continue to organize and train without the need for additional safety group involvement. CPR and emergency training was provided over the summer break to school bus drivers by Fire Prevention Officer JJ Burke and other members of the Sandwich Fire Department. Lock down and fire drills continue at each of the schools with the full support of the safety group and the increased involvement of the BERTs.

One of the goals previously identified by the safety group has been to assess the culture and climate within the schools to provide focus and direction for future planning. The school safety group was able to assist the Town's recently formed Substance Abuse Prevention Task Force by funding a professional school survey aimed at identifying critical issues and confidential student perspectives within our school community.

Looking toward the future the group will continue its mission of providing a safe and secure environment for all members of our school community by facilitating emergency training, identifying needed resources and collaborating with other community groups who can assist us in accomplishing this mission.

Lastly, we would like to express our gratitude to the School Committee, Board and Selectmen, School Department Administration, Town Manager, School Councils and the community at large for their continued support of our efforts.

Respectfully submitted,

Lt. David J. Guillemette, Police Department,
School Safety Group Chairman
Deputy Chief Tom Corriveau, Fire Department
Dr. Richard Canfield, Superintendent of Schools
Douglas Lapp, Assistant Town Manager
Officer Christa Cabral, Police Department
Dr. Walter Lesiak, Community Representative
Allen Hall, Director of Buildings and Grounds,
School Department

Public Works



Photo courtesy of Sandwich Archives

The Foster-Wing House which stood on the grounds of Heritage Museums and Gardens, was the home of Samuel Wing, cabinmaker. It was torn down in 1971.

Report of the DEPARTMENT OF PUBLIC WORKS

The mission of the Department of Public Works (DPW) is to maintain, preserve and protect the infrastructure and resources of the Town of Sandwich in the most efficient and effective manner. In order to fulfill this mission, the DPW strives to provide responsive and high quality public service to the residents of Sandwich. Each of the DPW departments plays a vital role in providing this service.

The DPW had another productive year in 2011. The Department dealt with several significant storms, including Tropical Storm Irene, completed many construction projects, and maintained the safety and soundness of the Town's infrastructure, grounds and resources on a daily basis.

Highways

The Department continued to implement its pavement management plan to maintain, repair and reconstruct Sandwich's 150 miles of public roads, the Town's most valuable asset. Paving treatments included full-depth reclamation, milling and paving, cracksealing, and patching.

The process of rehabilitating poor-conditioned roads is called pavement reclamation. The existing pavement and sub-grade are pulverized to create a homogeneous pavement base, which is then paved with a new surface. Pavement reclamation replaces the old method of destruction, removal and replacement with new materials. This saves on labor, fuel, equipment and most importantly, natural resources by reusing the existing pavement. This process was used on Holly Ridge Drive.

Roads that are experiencing surface deficiencies but not in need of base rehabilitation (e.g., reclamation), are good candidates for milling (cold planing) and paving. This process entails grinding up several inches of old pavement and adding a new course of hot mix asphalt. Milling and paving improves road profiles, cross sections, drainage and skid control, and is best used on roads without base problems. This method was performed on Quaker Meetinghouse Road, completing this three-year roadway construction project.

To maintain our good roads, the Department uses preventative maintenance measures such as crack-sealing. Crack-sealing, one of the most effective methods of preventative maintenance, helps reduce moisture infiltration that causes many pavement distresses. This maintenance treatment is essential to extending the life of our good-conditioned roads. The Town cracksealed over 35 roads in 2011.

Pothole patching, berm work, aprons, sidewalk repairs and paving around drainage structures were also completed throughout Town.

The Town continues to construct the sidewalk on Quaker Meetinghouse Road as time and funding allows. Over \$70,000 was spent to install curbing for the future sidewalk. The Town is currently seeking numerous funding options to complete construction of the sidewalk from Cotuit Road to Route 6A.

Major drainage projects were completed on Quaker Meetinghouse Road, Tupper Road, Holly Ridge Drive, and Luscombe Lane. Easements were secured for future drainage projects.

General maintenance performed by the highway crew included catch basin cleaning and repairs, pipe cleaning, street sweeping, sign construction and installation, roadside litter pick up, and various other routine services for the residents. In total, the DPW responded to over 650 work order requests from the public.

Sandwich was hit with several early season snow storms, depleting a significant amount of the Snow & Ice budget. This past winter, the DPW performed a thorough inspection of private roads currently being plowed. The DPW notified homeowners of roads that did not meet acceptable plowing standards, as adopted by the Board of Selectmen in 1994. The "Winter Maintenance of Private Roads" standards were also revised to provide private road homeowners a better understanding of the improvements and timelines required to obtain DPW approval. All private roads not meeting this policy will not be plowed unless they are approved by the DPW prior to October 1.

Sanitation

The DPW began the long-anticipated Pay-As-You-Throw (PAYT) program at the Transfer Station on July 1. The first six months of the program proved very successful. As expected, the PAYT program has provided the best incentive to recycle. Increased recycling reduces solid waste disposal fees for the Town and, in turn, helps offset rising user fees. Over the first six months, solid waste tonnage dropped by 41%. Over the same period, recycling increased by 65% for commingled items (glass, plastics and bottles) and 36% for fiber (paper and cardboard). This resulted in a cost reduction of over \$10,000 per month. Additionally, the bulky waste fee system, also instituted in July, resulted in a cost avoidance of \$18,000 for the Town over the first six-months of the program.

As part of the new user-fee based program, the DPW distributed over 2,500 recycling bins and 300 compost bins to Transfer Station sticker holders. The DPW will continue to encourage recycling and provide further incentives to the residents to utilize the PAYT program. Annual updates of the PAYT program will be provided to determine cost savings and to assist with budgeting for the Transfer Station Enterprise Fund, beginning July 2012.

Parks Department and Tree Warden

The Town of Sandwich was recognized as a "Tree City" for the 11th consecutive year by the National Arbor Day Foundation and continues to receive grants for planting and preserving town trees. The Department continued its tree management plan by pruning and planting trees and clearing invasive undergrowth to preserve Sandwich's public trees.

Several wind storms and Tropical Storm Irene wreaked havoc on our public trees this year resulting in significant branch, limb and/or tree loss. The DPW worked diligently to remove storm debris throughout Town resulting from Irene damage. At no cost, the DPW collected tree debris from Town residents at Oak Crest Cove to help

reduce residential costs from the storm damage. Overall, Tropical Storm Irene costs the DPW over \$35,000 for which the Town is seeking reimbursement from the Federal Emergency Management Agency (FEMA).

As part of an effort to upgrade and restore the Sandwich Public Library, the DPW removed trees and overgrown vegetation that were impacting the library functionally and aesthetically. This work will enable exterior structural improvements to take place while opening up the view of the historic library. Continued maintenance of the landscaping will allow this building to be a major attraction in Sandwich Village for years to come.

The Town continued its tree planting partnership with the community. On Arbor Day, the DPW partnered with Gill Newton and Sandwich High School's Environmental Science class to plant a tree at the corner of Tupper Road and Route 6A.

The Town continued its aggressive program to brush and prune roadsides in an effort to maintain good sight distances and vertical clearance along roads while preserving aesthetically pleasing tree canopies.

Our Parks Department diligently maintained our expansive grounds throughout Town. The crew superbly maintained our flower beds, roadsides, cemeteries and numerous other highly visible public areas that are enjoyed by our residents and visitors. In the tradition of Sandwich, the parks crew continued to beautifully decorate the Town during the holiday seasons, including installation of new winter banners in Sandwich Village purchased by the Sandwich Chamber of Commerce.

Engineering Department

Thanks to the tremendous generosity of the DeConto Family and the efforts and focus of David J. DeConto, Phase 1 of the Captain Gerald F. DeConto, USN Veterans Memorial Stadium was constructed at the Sandwich High School. The new synthetic running track, field event amenities, and other features are a great improvement for the student athletes and others who will benefit from this facility. Although the Department assisted with procurement and construction, the principal engine behind the work was David J. DeConto of the Natural Resources Department, and the Sandwich Sports Complex Committee. Thanks belong to them and the DeConto family for their generosity and sacrifice.

Construction began on improvements to the Route 6 Exit 2 interchange (Route 130), and planned improvements for the intersection of Cotuit, Harlow, and South Sandwich Roads went to bid. Traffic safety has long been problematic at these locations and the Department has long advocated for funding assistance to implement improvements. Route 6 Exit 2 construction is anticipated to continue through 2012. Construction at Cotuit, Harlow, and South Sandwich Roads is anticipated to commence in the spring of 2012 and continue through the year. Funding for both projects has been provided by the Massachusetts Department of Transportation Highway Division and Federal Highway Administration.

The Engineering Department continued efforts to protect water quality through a grant obtained from the United States Department of Agriculture Natural Resource Conservation Service. This allowed the Department to procure design of stormwater runoff treatment facilities for a portion of the Jarvesville neighborhood, Boardwalk Road, and Town Neck Beach parking lot. The designs are complete and funding for construction is being sought.

Construction of the final phase of stormwater runoff treatment improvements were completed along Tupper Road from Route 6A to Town Hall. Final pavement resurfacing is anticipated to be completed in the spring of 2012, which will bring construction to a close. This work has been funded by a multi-year grant provided by the Massachusetts Department of Environmental Protection section 319 program.

The Engineering Department also continued implementation of the Town's Stormwater Management Plan as mandated by the Environmental Protection Agency (EPA). This included educating the public and schools, adopting and enforcing regulations and improving drainage systems on public roads. EPA has indicated that a new permit may be issued in 2012 with substantial new requirements for sampling and management of stormwater runoff. The Department will assess the new permit when it is issued and advise the Town accordingly if additional budgetary or programmatic assistance will be needed.

Engineering assisted with planning and maintenance of Town roads and other infrastructure. Included were pavement resurfacing of Quaker Meetinghouse Road and Holly Ridge Drive, assistance with Chapter 90 road maintenance planning, and numerous traffic safety assessments made at various locations.

Technical review and construction inspection services were provided to the Planning Board and Zoning Board of Appeals for new developments in Town. Although the economy has put a damper on private construction, work continued on new subdivision roads at Rockhill Estates, Watts Farm, and Colonial Way. Technical support was also provided to various Town departments in the form of GIS mapping and procurement assistance.

Special thanks to all the volunteers, committees, boards and Town Departments in Sandwich for their dedication and commitment to make Sandwich a special place. I also wish to recognize my entire staff for their support, perseverance and hard work in what was a very demanding year given the implementation of our many new programs at the DPW.

Respectfully submitted,

Paul S. Tilton, P.E.
Director of Public Works/Town Engineer

Culture, Recreation and Leisure



Photo courtesy of Sandwich Archives

The Patty Hall Cottage was located on Ploughed Neck Road Extension and was torn down around 1918 when Albert N. Hoxie purchased the property and built a more modern home.

Report of the RECREATION DEPARTMENT

The mission of the Recreation Department is to promote healthy lifestyles and the general well being of individuals in the community by providing a wide range of affordable recreational classes, programs and events. While physical fitness, arts & crafts, and sports are an integral component of recreation, it is our goal to incorporate, in these activities, a sense of community, personal growth, social interaction, broadening of horizons, and general enjoyment.

We extend our sincerest appreciation to all of our dedicated volunteers and instructors who generously offer their time and expertise for the benefit of all Sandwich residents and visitors alike, with special thanks to all the Youth Sports Board Members and coaches, the Sandwich Facilities Department, Information Technology, Department of Natural Resources, Department of Public Works and all the Town Departments who assist the Recreation Department in accomplishing our goals. We are also very excited to now be collaborating with the Sandwich Partnership for Families and The Coalition for Children to offer great affordable programs.

The Sandwich Recreation Committee's objective is to provide support to the Recreation Department along with leadership and a sense of town spirit and unity. We thank and recognize the contribution, efforts, time and energy of Ted Mullin, Chair; Ken Mooney, Vice-Chair; and Committee Members Joanne Sykes, Lisa Bates, Peter Brady, Mary Casali and Susan McKenna. The Recreation Committee meets the 1st Tuesday of each month at 6:30 PM at the Oakcrest Cove Lodge (34 Quaker Meetinghouse Rd.)

I would be remiss if I did not take this opportunity to thank Janice Souza, Assistant Director, for all of her hard work and all of the extra time she puts in to provide quality programs to our Town. Janice is only a part-time employee but with all that she does, one would not know that; her leadership and dedication to the Town should not go unnoticed and can be seen in all of our programs and special events.

This past year we were happy to welcome the Hoxie House and Dexter Grist Mill and their staff to the Recreation Department. This past season was the first time these two facilities have been managed by the Recreation Department and we could not be happier to have two such great facilities and staff to work with. Each location welcomed hundreds of visitors throughout their season from June to Oct. keeping alive the vibrant history of our Town.

The Recreation Department works with volunteers and the KBF Skate Park Committee to oversee, clean, maintain the Kenneth Benjamin Fleet Skate Park, located on Quaker Meetinghouse Road. Because of all the volunteers, the park has seen a new optimism and respect that can be felt throughout the community. The park is open year round (weather permitting), 7 days a week, from 8 AM – dusk.

The annual clean-up of the park is scheduled each spring. Volunteers are always needed and welcome. If you would like to be a part of this great facility, please let us know. The continued support of the community will keep this park a safe and clean place for all to enjoy.

In 2011, beachgoers, fishermen & sunbathers kept our lifeguards and gate attendants busy. Wakeby, Oakcrest Cove and Snake Pond beaches were staffed with lifeguards. Gate attendants managed the beach parking lots at the Boardwalk, Town Neck, 2 lots at East Sandwich and Snake Pond. The past season was also the second season that the Recreation Department served as Parking Control Officers in the beach parking areas, helping to ease congestions and stem illegal parking. All beach areas were monitored for trash and cleaned by conscientious Recreation Summer Staff. This summer Jen Clancy, Head Lifeguard & Walter Kelliher, Gate Attendant Supervisor, Amy Ready, Fun, Fun Program Director and Tony Landolfa Head Tennis Instructor were outstanding in the supervisory roles. Our summer staff of 61 (tennis, swimming and sailing instructors, counselors, gate attendants, lifeguards and Hoxie House and Dexter Grist Mill Tour Guides) are valued and appreciated for a job well done as they consistently continue to go above and beyond the call of duty. Traditional summer programming (swimming, sailing & tennis) was filled to near capacity along with our all day Summer Fun, Fun Program at Oakcrest Cove was once again well received and full every week, servicing over 200 families. All program information can be found at our new web site www.sandwichrec.com and on facebook by becoming a fan of The Sandwich Recreation Department.

The 4th of July activities drew large crowds and participation! Over 400 runners entered this year's early morning 3-mile road race. Once again the parade was a huge success with thousands of spectators in attendance all enjoying the patriotic floats, marching groups and antique vehicles. The Field Events were enjoyed by all ages. Our renowned "egg toss" game had over 800 participants! As always the Fireman's Muster was a huge hit and a fun way for all to cool off. We had water games, sack races, parachute games, beach ball fun, and the Rain Gutter Regatta which was offered by Boy Scout Pack 46. Dale & the Duds had the crowd of 1000+ dancing and singing along to their "oldies but goodies" on picturesque Shawme Pond at the evening concert...and the perfect ending to the perfect day was the Town's treasured boat parade where spectators stood mesmerized and awed by the creativity and ingenuity of the candle lit boats. We are grateful to the Ellis family for continuing to sponsor this valued tradition. This July 4th was one to remember! Many, many thanks to the Recreation Committee, Fire and Police Departments and **all** the volunteers that helped make this year's event so fabulous!

Our father/daughter Valentine's Dance was filled to capacity! It was a magical evening of daughters & dads dancing to music provided by a professional DJ, couples had their pictures taken and everyone enjoyed making ice cream sundaes! The dance will be an annual event! Because of the overwhelming response and requests from moms to have a dance with their sons, we will be sponsoring a St. Patrick's Day dance in the coming year for mothers and sons.

Once again, our annual October Scarecrow Contest was spectacular thanks to the creativity and participation of the community. There were 20 impressive entries exhibited on the front of the Sandwich Public Library lawn; hundreds of residents and visitors were captivated by this delightful exhibit. Nearly 200 people cast ballots for their favorite scarecrow. We appreciate the support from the Library staff, volunteers, and thank all those who participated.

The main function room at Oakcrest Cove is gaining in popularity for residents to rent out this beautiful facility overlooking Peter's Pond for private functions. Also, the tennis courts at Oakcrest Cove were resurfaced and lined to provide additional use for basketball and pickle-ball. We are extremely grateful to Sandwich Youth Basketball for their generous contribution! The courts were busy with a summer basketball program too!

The Sandwich Recreation Department is very excited and grateful to be located at the Oakcrest Cove Lodge. This location has allowed us to expand our programming offerings while still preserving the main lodge facility for functions and event. Now that we are located here at Oakcrest Cove we are utilizing the entire property for many different programs from family hikes, basketball, and Zumba. We have only just begun to tap into the potential for programs here at Oakcrest Cove and look forward to exciting year ahead.

The following programs/events were offered in 2011:

- Youth Swimming Lessons
- Youth Sailing Lessons
- Youth Tennis Lessons
- Spring/fall Tennis
- Adult tennis
- Skating Lessons at Gallo Ice Arena
- Skating lessons at Compass Ice
- Yoga Classes
- Kayaking
- Jump Rope
- Road Race T-shirt Design Contest
- July 4th Road Race
- July 4th Street & Boat Parade
- July 4th Field Events
- July 4th Band Concert
- Canal Walking Club
- NY City Bus Trip
- Scarecrow Contest
- American Red Cross Babysitting Courses
- Snowman Challenge
- Sledding
- Intro to Wrestling
- Fun, Fun Summer Program
- Pickle-Ball
- Lunar New year celebration
- Adult Co-Ed Indoor Soccer
- Adult Co-Ed Ultimate Frisbee
- Zumba
- Kinder Kids
- Children's Sampler series

- Summer outdoor basketball program
- Free family hikes
- Middle school rock concert
- Free family concerts
- Father and Daughter Dance
- Elves Workshop
- Gym Babies
- Learn Spanish
- Pizza & Movie Nights
- Conditioning for Sports & Fitness
- Pilates
- Racquetball
- Arts and crafts
- Afterschool Arts and Crafts
- African Drum class
- Girls Adventure club
- Coonamesett Farm Day
- Shell fishing
- Mother and Daughter yoga retreat
- Song writing class
- Stand up paddle boarding
- Boxing
- Hiking
- Girls After School Adventure club

We are the proud sponsors of:

- Sandwich Little League
- Girls Softball
- Babe Ruth/Senior Babe Ruth
- Sandwich Youth Soccer
- Sandwich Youth Lacrosse
- Pop Warner Football & Cheerleading
- Sandwich Youth Basketball
- Men's & Women's Tennis Leagues
- Men's & Women's Pick-up Basketball
- Adult Over 30 Soccer League
- Adult Co-Ed Softball

We have many exciting programs in the works and will continue to grow our Department and offerings in 2012. Keep your eye out for our flyers to see what we are up to and how you can get involved and take part in the fun. Check out our new website www.sandwichrec.com. Registrations can be done on-line or at the Recreation Office. Flyers are available at the Recreation Department, Town Hall, all town buildings, Sandwich Public Schools; You can also find us on Facebook so become a fan of The Sandwich Recreation Department and stay up to date on all that we have to offer.

We welcome your comments and suggestions. Office hours are 8:30 AM – 4:30 PM Monday – Friday.

Respectfully submitted,

Guy J. Boucher,
Recreation Director

Report of the SANDWICH PUBLIC LIBRARY

2011 commenced with the submission of a public library construction grant application to the Massachusetts Board of Library Commissioners for the new South Sandwich Village Library. In March of 2011, in compliance with grant regulations, the Board of Library Trustees appeared before the Board of Selectmen to request a warrant article be placed before Town Meeting to seek the Town's approval of the design and submission of the grant. Citing other town needs, the Selectmen did not approve the placement of the article on the May Town Meeting Warrant. Anticipating that the project would be favored by the Selectmen as the result of their June 2010 vote to provide the Library Trustees with three acres of land in the Golden Triangle, the Library Trustees proceeded with a citizens' petition and were successful in having the article appear before Town Meeting. After a very healthy debate, the article passed. The grant was submitted and underwent a lengthy review considering factors such as need, design and the site and as a result of the merits of the project, the proposed new South Sandwich Village Center Library project was placed on a waiting list to receive funding.

The year also marked the 100th Anniversary of the dedication of the original library building, which was funded through a bequest of Mr. & Mrs. William H. Weston. To celebrate the library's long legacy a 100th Birthday Bash was held on the library lawn and included performances by the Sandwich Town Band, Theatre of Sandwich and Chip Hill. A magnificent cake created by Sara Beth Gall to mark the accomplishment was served to guests. A new fundraising campaign, the Second Century Club, was launched to continue the legacy of philanthropic support and community participation begun by the Westons.

In the May town elections, we welcomed Paul Alvarenga as a new Library Trustee. At the May Town Meeting, the body approved the new boiler system for the Main Street library but the project failed at the polls a few days later.

The Trustees, committed to maintaining Sunday operating hours no longer funded through the town appropriation, developed the Sponsor a Sunday program. Businesses, families, civic groups and individuals, through their generous donations, enabled the library to continue Sunday operating hours. The Sponsor a Sunday program, as well as the Second Century Club campaign, indicates that the library's budget relies on the support of the community and the development of a public/private partnership to maintain library services.

Library programs for members of the community of all ages continue to be a major component of library services. Our youngest patrons enjoyed storytimes, book discussion groups, the annual teddy bear picnic, the *Strega Nona* puppet show and pasta luncheon, *The Gingerbread Man* puppet show and cookie decorating, *The Three Little Pigs* puppet show and pancake breakfast. The statewide summer reading theme, "One World, Many Stories" enabled young read-

ers to get the reading passport stamped. They also enjoyed World Tales with Jennings & Ponder, Julie & Denya's Fantastic Music Adventures and Jackson Gillman's Songs and Stories for a Small Planet. Teens wee engaged in the "You Are Here" summer reading theme. Rick Riordan, author of the Percy Jackson series, spoke to a full house at Sandwich High School's Auditorium. The Lunar New Year Celebration held in February with a stunning performance by the Chinese Folkarts Workshop and collaboration with the Taipei Economic and Cultural Office of Boston. Adults enjoyed a number of author visits and book signings including Justin Cronin, Lisa Genova, Tracy Chevalier and Tess Gerritsen in addition to book discussion groups, film series, lectures and a yoga program.

Sandwich Reads Together continues to present exemplary programs to engage the entire community. This year's theme, "So Many Ways to Tell Our Story, So Many Stories to Tell" brought an interview with Russell Baker, storytelling performances and workshops with Jay O'Callahan and Bill Harley, and the StoryCorps National Day of Listening. Linda Greenlaw, author of *The Hungry Ocean*, *The Lobster Chronicles* and *Seaworthy* visited with her mother, Martha Greenlaw, and spoke about their collaborative cookbooks, *Recipes from a Small Island* and *The Maine Summers Cookbook*. Henry Winkler, star of *Happy Days* delighted the audience when he visited to speak about his new book, *I've Met an Idiot on the River: Reflections on Family, Fishing and Photography*. The highlight of this year's Sandwich Reads Together programming was a visit from Ruth Reichl, former editor in chief of *Gourmet* magazine, restaurant critic for *The New York Times* and author of *Tender at the Bone*, *Garlic and Sapphires* and *Comfort Me with Apples*. The Sandwich Reads Together committee organized a delightful summer supper at the Grange followed by a book talk and signing at Sandwich Town Hall.

The library is so fortunate to have so many collaborative community partners who enable us, through financial support and volunteer efforts, to present such a wide variety of remarkable programs enjoyed by all. We are indebted especially to the Friends of the Sandwich Public Library whose diligent efforts provide us with funding for programs, museum passes, furniture and equipment. The Kiwanis Club's Levreault Trust underwrites our summer children's program and the Sandwich Artisans generously donate their vendor fees for programs. Support from Titcomb's Book Shop, Sandwich Recreation, Sandwich Chamber of Commerce, Cape Cod 5, Eastern Bank, Green Briar Nature Center, Eastern Bank, are just a sampling of entities that strengthen our public/private partnerships. We are grateful for the support from individuals and families who contribute to our success. Our thanks are extended to our dedicated corps of volunteers who ensure that library operations run smoothly through their diligent efforts.

Respectfully submitted,

Joanne Lamothe
Director,
Sandwich Public Library

Library Statistics

	Fiscal	Fiscal	Fiscal
<u>Circulation</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Children's	101,082	95,438	103,159
Adult	190,761	190,327	190,761
Total Circulation	291,843	285,765	293,920

Interlibrary Loan

Items borrowed from other libraries	30,552	30,818	30,525
Items loaned to other libraries	26,258	26,661	26,258

Collection

Children's Books	22,425	22,425	22,976
Adult books	39,795	39,795	41,407
Audio	3,056	3,056	3,168
Video	5,297	5,297	6,046
Materials in Electronic Content	189	189	189
E-Books			306
Miscellaneous	160	160	165
Periodical Subscriptions	258	258	262
Microform	28	28	28
Online Databases	5	5	6

Report of the CULTURAL COUNCIL

The Sandwich Cultural Council is the local arm of the Massachusetts Cultural Council. Members are volunteers who are responsible for making decisions on how to award money granted by the MCC in ways that will serve local cultural needs. We solicit and review grant requests annually and award funding to individuals or organizations seeking to provide programs that will enrich, educate, and/or entertain the residents of Sandwich.

We try to ensure that the programs selected represent as many of the arts and sciences as possible and that they target a cross-section of the Sandwich community. In addition, the Council itself may apply to the State for a grant to sponsor a fundraising event. The Council meets regularly during the year to fulfill its duties.

For the current year, the Council granted awards totaling \$4,350 to 16 organizations/individuals out of 22 grant requests received. These grants support programs in community-oriented arts, the humanities and interpretive sciences geared towards all segments of the Sandwich community.

The recipients were:

- Cultural Center of Cape Cod – Rise and Shine Program for at-risk youth
- Sandwich Public Library – Personal essay/memoir writing mini-course
- Alzheimer’s Services of Cape Cod – Arts, Alzheimer’s and Music Initiative
- Scott Tooker – Ragtime and Romance, a series of three piano recitals
- Phyllis E. Callan – Making floral arrangements
- Sandwich No Place for Hate – Dance Around the World, styles of dance

- Chris Kolb – Garden Under the Oak, a horticultural exploration
- Thornton W. Burgess Society – Burgess Book Club for Children, monthly
- John Root – Senior citizen luncheon musical program
- Mass Audubon Long Pond Wildlife Sanctuary – create a bird guide
- Sandwich Town Band – Free band concerts during summer months
- Sandwich Community School for Early Learning – Annual art show
- Cape Cod Museum of Art – ARTWORK - art internship program
- Falmouth Chorale – Coro Ragazzi: Winter Session Sandwich outreach
- Jennifer Sexton – China: Through My Eyes in-school presentations
- Sandwich Community School for Early Learning Extended Day Program – Cape Playhouse Theater for Children

The Cultural Council thanks all those who applied this year and wishes to encourage more Sandwich residents to apply for grants next year. The application deadline for the next cycle will be October 15, 2012. The Council is also seeking new volunteers to serve on the committee. Those interested should contact Charleen Johnson at 508-833-2962.

Respectfully submitted,

Charleen Johnson, Chair
Debbie Barrette, Secretary
Karen Miller, Treasurer
Brian Everett
Phyllis Helfrich
Wayne Miller

Report of the WESTON MEMORIAL FUND

The Trustees of the Weston Memorial Fund are elected by the Voters to serve the Town by managing endowment funds for the Sandwich Public Library. This year we mourned the loss of Charles Scribner in April, 2011. Chuck was an energetic Trustee, full of energy and great investment ideas. We sorely miss him.

The Fund distributed \$15,282 to the Town for library purposes for fiscal year 2011. This compares to \$14,457 in fiscal year 2010. Continued low interest rates impacted our income and we expect this level of low interest income to prevail for the near future. The allocation of assets in the Fund reflects a balanced investment approach with long-term objectives of increasing the Fund value and income. The market value of the Fund was \$654,985 as of June 30, 2011, compared to \$548,956 as of June 30, 2010.

It was another challenging year for the investment portfolio. The challenge of creating income in this low-interest-rate environment continues. Our conservative investment philosophy has dampened the downside of the fund assets relative to other indices. We note that dividends currently provide more income than bonds – an historical anomaly.

We are pleased to acknowledge a generous gift in memory of Doris and George Fried from Alice and Michael Baker.

The Trustees of the Sandwich Public Library help us coordinate an annual appeal to residents of the Town. The annual appeal donations are assigned to the Endowment Fund, which has grown to be the second largest component of the Weston Memorial Fund. We thank you and encourage everyone to make an annual donation to this important fund for the library.

<u>Name of Fund</u> <u>(year created)</u>	<u>Book</u> <u>Value</u>	<u>Market</u> <u>Value</u>
Nathaniel Nye Fund	1,433	1,867
Sophia and William Weston Fund (1907)	42,178	54,938
Dodge MacKnight Fund (1964)	216,753	282,324
Mary C. Baker Fund (1964)	22,865	29,781
Hannah B. Belcher Fund (1942)	16,253	21,170
Annie B. Chamberlin Fund (1945)	977	1,272
Harriet M. Faunce Fund (1910)	2,410	3,139
J. Frank Giles Fund (1934)	2,410	3,139
Charles M. Macy Fund (1925)	20,421	26,599
Willard Boyden Fund (19990)	8,861	11,542
Nolan, Robert & Marjorie (2003)	31,245	40,697
Virginia L. Harvey (2007)	51,125	66,591
Endowment Fund (1997)	<u>85,931</u>	<u>111,926</u>
TOTAL ALL FUNDS	\$ 502,861	\$ 654,985

Respectfully submitted,

Geoffrey F. Lenk, Chairman
Peter N. Conathan, Trustee
Jonathan Hagenstein, Trustee

Report of the DIRECTOR OF GOLF OPERATIONS/ SANDWICH HOLLOWES GOLF CLUB

Sandwich Hollowes Golf Club is an 18-hole municipal golf facility overlooking Cape Cod Bay. Calendar year 2011 marked the eleventh year of ownership and management of Sandwich Hollowes Golf Club by the Town of Sandwich.

All phases of successful club operations are largely dependant on increasing our total number of rounds on a yearly basis. All efforts - marketing, staffing, capital improvements and policy planning are analyzed and executed with this goal in mind, and with an eye toward FY '12, Sandwich Hollowes is confident this progress will continue.

In May of 2011 The Clubhouse Sports Bar & Grill opened its doors. Open for breakfast, lunch, & dinner seven days a week. If you are planning an event, please check out the Bay View Room. 508-888-0800

Modest course renovations took place in 2011, including the addition of several golf car paths, along with some minor tree management.

Impact of new policies affected all facets of golf operations. Most notably, increased attention toward and the establishment of discounted rates for Sandwich charity golf outings. Relationships forged between community leaders and the golf club were extremely productive for all parties involved. Outings have become and will continue to play a significant role in the success of this golf course, with local charitable outings leading the way.

Some of the local groups who held substantial golf functions at Sandwich Hollowes in 2011 were:
Sandwich Fire Department
Sandwich Police Department

Many other groups, most new to the club, participated in holding outings or weekly leagues, or both, in 2011.

Weekly Leagues

Public Safety Golf League
Players Club
Sandwich Hollowes Members
Women's League
Sandwich Hollowes Senior Men's
Weekday League
Double Bonus Quota League

Regional Leagues

Cape Cod Pro-Am League
Cape Cod Senior 4-Ball League
Cape Cod Women's League
Bay Colony Women's League
Mid-Cape Men's Club

Sandwich High School Golf Team
Upper Cape Tech Golf Team
Sacred Heart High School Team
Golf Outing Partners
Bogiliani Tournament
Matty Oliveria Memorial
Daniel Murray Memorial
Northeastern University
Jim Lynch C.C. Classic



Sandwich Hollowes Golf Advisory Committee (GAC) continues to advise management in important areas of both short and long term planning. New GAC Chairman John Tzimorangas, is currently assisted by the following: Sue James, Mike Regan, Norm Theriault and Al Lanoie

The Sandwich Board of Selectmen have instituted periodic reviews throughout the year with management regarding general department policies, accomplishments, goals, planning for the future and accountability of existing management.

The recent success of Sandwich Hollowes could not have been achieved without the ever-present assistance of Town Manager Bud Dunham, Assistant Town Manager Doug Lapp, and many other department heads that lent a helping hand when requested. Director of Public Facilities Ted Hamilton has been generous with his time and helpful with many projects at the club.

Please visit our website,
www.sandwichhollowes.com.

Respectfully submitted,

John R. Johnson Jr.
Director of Golf Operations



Report of the VISITOR SERVICES BOARD

The Visitors Services Board's mission is to strengthen the Town of Sandwich as an attractive center for tourism, conventions and related purposes of the visitor industry with an emphasis on attracting overnight guests.

This past year, funds were given to both the Sandwich Chamber of Commerce for the visitors center on Rt. 130 and the Canal Region Chamber for the visitors center in Sagamore. Other advertising funded was the Sandwich Walking Guide, Cape Cod Life, the Sandwich Guide Book and the Cape Cod Travel Guide. A percentage of the funds are spent each year for beautification of the town such as the signage on the traffic islands.

The advertising focus will be on developing and improving our web presents (www.discoversandwich.org) in collaboration with the local Chamber of Commerce.

The VSB is funded by a percentage of the local occupancy tax.

Respectfully submitted,

Steve Catania, Chairman
Donna Thomas
Nancy Clifford
Dave Merrell
Arlene Hoxie
Bob King
Rose Provencher

Housing and Human Services



Photo courtesy of Sandwich Archives

The Ansel C. Fish house on Route 130 in Forestdale was located south of the P.A. Landers' plant and was raised in the 1950s.

Report of the HOUSING AUTHORITY

The Sandwich Housing Authority is an independent governmental entity administered by a Board of Commissioners consisting of four members elected by the voters of Sandwich and a fifth member appointed by the Governor of the Commonwealth.

The mission of the Sandwich Housing Authority is to provide safe and affordable housing for low and moderate income persons, encourage self-sufficiency, and continuously pursue opportunities for the expansion of affordable housing units whenever financial or regulatory opportunities may exist.

The Authority currently provides housing for families, senior citizens and people with special needs at properties located on George Fernandes Way and at Hansen Village on Tom's Way.

These properties include:

- 28 units of state-funded Section 667 elderly housing
- 8 units of state-funded Section 667 congregate housing
- 13 units state-funded Section 705 family housing
- 12 units of state-funded Section 689 special needs housing
- 2 units of CPC-funded rental housing

The Authority also administers State and Federal rental vouchers which can be utilized at non-SHA rental properties throughout the area including:

- 9 state-funded MRVP vouchers for low-income families and individuals
- 20 state-funded AHVP vouchers for low-income & disabled individuals
- 28 HUD Section 8 vouchers for low-income families and individuals

2011 was both a challenging and an exciting year for the Sandwich Housing Authority.

As with housing agencies across the Commonwealth, SHA continued to see a growing demand which far exceeded its supply of available housing. Since SHA maintains a 100% occupancy rate of our public housing units, we counsel applicants about other housing resources on the Cape whenever we can.

The need for new housing units is great, and the SHA is very appreciative to the Community Preservation Committee and the members of Town Meeting for their continued confidence and support on two new affordable housing initiatives.

Sandwich RAP Program – Two Sandwich families continue to occupy homes that were acquired and renovated using a portion of the RAP funds which were approved by the Community Preservation Committee (CPC) and Town Meeting. Under this program, CPC funds are used by the SHA as a down payment to acquire and renovate an existing housing unit for a qualified family. The income generated through the rental of the unit is then used to fund the monthly mortgage payment to a local bank. The SHA anticipates closing on a third house in early 2012.

Expansion of George Fernandes Way – The Authority continues to work with its development team to create 24 new units of affordable housing on SHA-owned land adjacent to George Fernandes Way using \$1.8 million in funding that was allocated by the CPC and approved at Town Meeting. The Authority is also exploring ways to rehabilitate the existing 12 units at GFW by leveraging the CPC award and other state and federal funding sources.

Other Expansion Efforts – In a further effort to increase acquisition opportunities, the SHA has been designated as an approved buyer for future Mass Housing Partnership and Massachusetts Department of Housing and Community Development (DHCD) funded affordable units. This will allow the SHA to acquire affordable housing units which may be included within a planned 40(b) subdivision.

The SHA has also been recommended by both the Sandwich Planning Board and the Sandwich Board of Appeals as the recommended monitoring agent for affordable housing in the Town of Sandwich. This will allow the Authority to monitor planned affordable developments to ensure that they remain in compliance with local and state policies. Fees earned from these services will be utilized to further expand SHA services.

The Board of Commissioners would like to recognize the good work of Commissioner Daniel DiGiandomenico who served on the Board from 2005 - 2011. The Board welcomed two new Commissioners this year: Christine Palkoski and Hank Tuohy. The Board would also like to thank our Executive Director and Staff for all of their continued efforts during the year as well as their ability to find a positive side to almost every situation!

The Authority would also like to thank Town Manager Bud Dunham, the Board of Selectmen, the Police & Fire Departments, the Department of Public Works, the Council on Aging, the Board of Health, the Town Planner and all the other town agencies for their continued assistance, cooperation and support throughout the year.

Regular public meetings of the Board of Commissioners are scheduled for the first Thursday of each month at 6:00 PM in the Community Room at Hansen Village, 20 Tom's Way. To confirm meeting times, or for more information on eligibility or unit availability, please contact the Sandwich Housing Authority at 508-833-4979.

For more information, please visit our website at www.sandwichhousing.org

Respectfully submitted,

The Sandwich Housing Authority Board of Commissioners
Richard Johnson, Chairman
Donald Dickinson, State Appointee and Treasurer
Peter Beauchemin, Commissioner
Christine Palkoski, Commissioner
Hank Tuohy, Commissioner

and the Staff of the Sandwich Housing Authority:
Paula K. Schnepf, Executive Director
Phil Egan, Maintenance
Rebecca Dudley, Administrative Assistant

Report of the PUBLIC HEALTH NURSE DEPARTMENT

This was a busy year due, in part, to some unexpected changes. Governmental budget cuts trickled down to the Public Health Arena and dictated changes in vaccine procurement and therefore in costs to us. The State would no longer provide us with catch-up vaccines for children or any vaccines for adults.including the pneumococcal and influenza vaccines for adults. The State Department of Public Health did find resources late in the flu season and provided additional doses of flu vaccine. Instead of ordering a small supply of private flu vaccine in July/August, I had to order 720 doses of Fluzone as well as a number of doses of Menactra (to prevent meningococcal disease), Hepatitis A and B, MMR (mumps, measles, and rubella), Tdap (tetanus, diphtheria, and pertussis), and Pneumococcal vaccine (to protect against 23 types of pneumococcal bacteria). Keeping up with the demand for Zostavax (the shingles vaccine) was also a priority. During the same time period, the syringes, needles, alcohol swabs, bandaids, gloves, syringe containers, and hand sanitizers had to be ordered for flu clinics which would begin in August and continue through November with individual appointments continuing on a daily basis throughout early 2012. Locations for clinics had to be booked and, most importantly, the volunteer professional and administrative staffs had to be contacted and scheduled. Unfortunately, Cathy Gwynn, our hard working part-time nurse and my professional colleague, left during this time in order to pursue new experiences. She had worked here for 12 years and will certainly be missed.

Thanks to the help of our energetic, reliable volunteers, I was able to hold 5 flu clinics (3 were all day and 1 ended at 6PM.) Approximately 900 Sandwich residents/workers were vaccinated with influenza vaccine. I am happy to report that we have never had a needlestick incident with over 9000 injections given over the past six years. Jeannette Scalese, Nursing Administrative Assistant, continues to do our Medicare billing and University of Mass. Medical School, Worcester, Center for Health Care Financing acts as a clearinghouse for claims by public clinics and bills private insurers for us.

I continued to hold routine immunization clinics for adults and children on the first Tuesday of each month. I administered 145 shots (Tdap 28, Hepatitis A 4, Hepatitis B 33, Pneumococcal 24, Varicella 4, Zostavax 24, MMR 4, and 24 TB tests). In addition, I am working with the GenOn power plant to provide the Hepatitis B immunization series to their first responders. The first clinic occurred in November. There will be 2 additional clinics scheduled. Revenue from injections was approximately \$22, 869.66.

There is also a growing population of adults who require monthly B12 (Cyanocobalamin) injections. With a doctor's order, they can receive their intramuscular injection in this office with flexible scheduling, without having a co-pay. This past year, I gave 75 B12 injections.

We participate in the Massachusetts Department of Public

Health electronic disease surveillance system using the Massachusetts Virtual Epidemiologic Network. This year I received notification of 120 reportable diseases which included Hepatitis B and C, Enteric illnesses, Varicella, Streptococcus pneumoniae, Group A and B Streptococcus, Haemophilus influenza, Toxoplasmosis, and tick borne diseases.

Lyme Disease, Babesiosis, and Human Granulocytic Anaplasmosis accounted for 85 of the reportable diseases with 74 of the 85 being Lyme disease. After receiving notification from the Massachusetts Department of Public Health I will call physicians, when possible, to verify illness and then call the patients to discuss symptoms, treatment, exposure history (food, travel, activities), and when necessary, contacts, food products consumed, place of consumption or purchase and place of employment. Information gathered is sent back to the Massachusetts Department of Public Health. While meeting the MDPH requirements, this process also acts as a backup system to ensure that all patients are informed of the disease they sought treatment for and are receiving an appropriate medication.

In April, after having many residents stop in the office to report they or a family member had fallen, we organized a presentation by Spaulding Rehabilitation titled "Slips, Trips and Broken Hips: How to Protect yourself from Falls and Injuries" which was well attended at OakCrest Cove. Participants were screened for balance problems and given exercises to correct them.

Blood pressure screenings and medication counseling is done the first Thursday of each month at Shawme I and II and will soon be reinstated at Hansen Village. Also, blood pressures are done daily on a walk-in basis or by appointment in the office. In many cases, medication/dietary discussions occur and appropriate information is given to the client. In some cases the primary doctor is called or, at the client's request, a specialist is consulted. This past year we saw over 300 clients for blood pressure checks. This has also provided a good opportunity to review medications the client was prescribed.

I made 19 home visits, some complex requiring co-ordination with the Outreach Worker, Fire Department, and Board of Health, others were well being visits, injections, hospital visits or requests by family members for acute illness evaluation. I was also able to respond to three medical incidents in the Human Services Building.

As always, the durable medical equipment shed stocked with wheelchairs, shower chairs/benches, walkers, commodes, bedrails, canes, and crutches was a busy area. There were more than 200 visits to the shed this year. Residents of Sandwich can sign out equipment and keep it as long as it is medically necessary.

Cathy held Well Women's Clinics this past spring. She and Dr. Wendy Bone saw 12 patients in the spring clinics where they performed physicals, reviewed lab work, made referrals, and did dietary and health teaching.

I saw an increasing number of walk-in visits this year. They ranged from: dressing changes; evaluation of lesions; tick removals; teaching injection techniques; reviewing hospital and doctor's or-

ders with patients; assisting relatives who are setting up home care; immunization counseling; referrals to Cape Cod Free Clinic and Bourne Walk-in Clinic; evaluating and referring mental health issues; assessing patients with headaches, dizziness, and light headedness; falls; reviewing prescribed medications with patients; and helping with bereavement issues. We also have had residents from surrounding towns call or come in with requests and questions.

My goal is to remain current on all events which could potentially affect the health of the residents of Sandwich. In the past, this has included preparing for novel viruses such as H1N1, understanding medications new to the market (Gardasil, Pradaxa) and in the case of immunizations, being prepared to offer them when they come on the market (Adacel, Zostavax).

I am grateful for the hard work, flexibility, and professionalism of our volunteers, without whom we would not be able to hold large immunization clinics. Thank you Cathy Baker, Susan Selby, and Maureen Schneider for your time and expertise in making our months of clinics safe and enjoyable. Our gratitude goes to Diane and Bill Gill, Rosemary Rhoades, Joanne Heatley, Gerry Selby, Addie Finn, and RoseMarie Fariello for helping us with the administrative piece which keeps the clinics running smoothly and allows for more efficient billing. I also want to thank Jeannette Scalse, Administrative Assistant, for her part in coordinating the day to day functions of the department as well as assisting with the planning and implementation of the various programs.

Respectfully submitted,

Joanne Geake,
MPH, BSN, RN

Report of the COUNCIL ON AGING

The mission of the Council on Aging is to 1) advocate on behalf of Sandwich elders in addressing their needs by identifying and developing resources of assistance; 2) provide information, referral, outreach, nutrition and health services, in cooperation with other Town Departments and area agencies; 3) enhance quality of life for seniors and the community by providing educational, recreation, cultural programs and activities; and 4) set policy for operation of the Senior Center.

Our senior citizen population (age 60+) is 5,413 (25% of the population). *We know there will be a dramatic increase in the numbers of residents turning 60 – in 2021 the projected number is 9,261 – 45% of the population (based on numbers in 2011 census).* Your Council on Aging staff and Board of Directors as well as our Friends of Sandwich Council on Aging are aware and concerned of this growth trend and will continue to advocate to ensure your Council on Aging is able to serve this growing population.

Our Outreach Program is vital to the safety, security and well being of our senior citizens and their families. Living independently and safely in one's own home as long as possible is important to most senior citizens and our Outreach Program is crucial to that goal. We work closely with many local, state and federal agencies to leverage as much assistance as possible. We continue to try and meet the challenge to supplement funding cuts to programs that are important to senior citizens. Much of the help we receive comes from donations and the willingness of Sandwich citizens of all ages to help in so many ways.

We provide programs to address outreach needs and/or concerns, information and referrals, advocacy for senior citizens and their family members. In FY 11, our Outreach Program assisted 398 senior citizens plus assisted an additional 81 with applications for fuel assistance. We also assisted 161 community members under age 60 and provided fuel assistance intake assistance for 112 families age 59 and under in 2011.

As a service to community members of all ages, we continue to oversee the Global Petroleum Oil donation as well as continue to be an intake site for the State Fuel Assistance Program through South Shore Community Action. We encourage residents of any age struggling with heating bills to contact us at 508-888-4737 to inquire about program guidelines.

Our Volunteer Program is crucial to our operation. Talented and dedicated volunteers deserve most of the credit for the success of the work of the Council on Aging. If you are interested in helping out please contact our Volunteer Coordinator at 508-888-4737. You do not have to be over age 60 to volunteer! Our volunteers make possible many programs such as: Reception Desk coverage, Seminars, Tai Chi, Friendly Visitors, Handyman Repair Program, Telephone Reassurance, Intergenerational Programs, Transportation and our Newsletter collating. Our Board Members are also volunteers as

are the Friends of Sandwich Council on Aging Board. In FY 11, our 123 volunteers gave 8,147 hours valued at \$169,865.00. Our volunteers are vital not only to the Council on Aging but to all Sandwich residents. We honor them each year with a recognition luncheon made possible with State Formula Grant funds.

Our Transportation Program: The Council on Aging has two vehicles – 12 passenger van as well as a bus we received through a grant award from the Cape Cod Regional Transit Authority in February, 2010. We operate our passenger vans to transport seniors to medical appointments, grocery shopping, pharmacy, banks, area malls, and errands such as the library, town offices, hair dressers, barbers as well as to programs at the Council on Aging. We also transport to Sight Loss Support Group once a month. These programs are possible through the generous donation of time by our van volunteers. More are needed! Beginning July, 2011, The Council on Aging was funded \$2,500 towards the cost of gasoline. The users of this service pay a donation to support this program and necessary maintenance costs.

We also have volunteer drivers available to drive seniors to medical appointments. This program is critical, as many seniors can no longer drive.

Until the Council on Aging has a paid professional driver to drive our vans, the Council on Aging is unable to adequately provide for the transportation needs of elders who no longer (or should not) drive.

Other Programs: We provide many social, educational and wellness programs and we encourage you to explore our offerings.

Staff or volunteers responded to 20,957 Telephone calls (24,584 in FY 10) for general information and referral, transportation, educational seminars, social programs, outreach requests, fuel assistance, financial assistance, health issues/screenings, and insurance counseling—SHINE (Serving the Health Information Needs of Elders).

Participation at our programs was 15,006 in areas such as our many classes, seminars, socials, day trips, luncheons, transportation to medical appointments, grocery shopping, appointments for lawyers, tax preparation, health screenings, support groups and wellness programs were handled during FY11. Evening and Saturday fitness programs have proved very popular.

THE NEWSLETTER: Our newsletter is published 10 months (December/January and July/August are combined) and is made possible with the support of local merchants who advertise in our Newsletter. *We receive no town funds.* They make possible the printing and mailing of our Newsletter (16,356 in FY11) to 2,000+ businesses and residents. In order to save postage costs, we do encourage receiving via e-mail. This Newsletter communicates the programs and services being offered at the Council on Aging as well as information on health, legal and financial issues. As many as 30 volunteers address and collate the Newsletter each month. We thank our advertising sponsors for their ongoing support.

Many organizations provide support and assistance to the programs and services at the Council on Aging. They are: Friends of the Sandwich Council on Aging, Sandwich Senior Citizen's Club, Bayada Nursing Services, Cape Cod VNA, American Legion Post #188, American Legion Auxiliary, Rotary Club of Bourne/Sandwich, Lion's Club, Sandwich Women's Club, Shawme Heights Management, Inc. We thank them and ask you to support their fund raising efforts. We also appreciate the annual fundraiser – Oktoberfest – that the Aqua Grille Bistro sponsors. We also thank private citizens who support us through their donations of funds and items such as craft items, supplies and services.

We continue to work closely with other Town Departments. These men and women are always ready to assist the Council on Aging and Sandwich Senior Citizens. We thank them and sincerely appreciate their support.

Eleven members comprise the policymaking Board of the Council on Aging. The Board would like to thank the citizens of Sandwich and officials for their assistance and support during the year. *The Board will continue to advocate for the need of a Senior Center to provide appropriate and adequate space and has made this their number one priority. We remain hopeful that there will be encouraging news soon for a timeline for the building of our Senior Center.*

We are fortunate to have the services of a knowledgeable and caring staff. Town funded positions are Martha Johnson, Outreach Coordinator who advocates for services for clients; Patricia Ryan, Volunteer and Special Projects Coordinator who provides the much needed organization for our volunteer program as well as the coordination of some of our special programs and Mary-Ellen Steeves, Administrative Assistant, who provides assistance and support in so many ways to the staff and program participants as well as coordinating the Tax Credit program and the Transportation Program. We receive State Formula Grant funding which enables us to fund Patricia Ryan, Volunteer/Special Projects Coordinator and Mary Meeker, Clerk who helps with data entry for our stats. We will continue to work to provide interesting and meaningful programs and services.

Respectfully submitted,

Janet A. Timmons, Director
Regina Peters, Chair
John Barrett, Vice Chair
Carolyn Motta, Secretary
Maureen Schneider, Treasurer
Fredrick Battaglia
Kathryn Heras
Emmanuel Freddura
Marian McLoughlin
Neal O'Brien
Robert Sheehan

Report of the DEPARTMENT OF VETERANS' SERVICES

2011 saw an increase in volume for our entire District due to difficult economic conditions and increasing medical costs. The needs of our veterans' population continue to evolve as our Iraq/Afghanistan veterans come home and the needs of our World War II, Korea, Vietnam and peacetime veterans change with the passage of time.

In 2011 we provided local aid of over \$10,000 to the town's needy veterans and their widows. These benefits were reimbursed to the town at 75% by the Commonwealth.

We also filed numerous claims with the Veterans Administration for service-connected disabilities for Sandwich veterans and low income federal pensions for veterans and widows. Federal monies paid to Sandwich veterans and widows for these benefits in 2011 totaled \$3.6 million. These federal monies significantly relieved demand on the Town's local aid budget.

Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services.

We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments in one of our offices, in the Town Hall, at your home or any location that is best for you. For the convenience of our Sandwich veterans, we also keep office hours at the Sandwich Council on Aging on Wednesday afternoons.

We would like to thank the Town Manager, Treasurer and Town Accountant for their outstanding support.

In the Service of all Veterans,

Edward F. Merigan,
Director and Veterans' Agent

James M. Crockett,
Service Officer

Report of the CAPE COD REGIONAL TRANSIT AUTHORITY

The Cape Cod Regional Transit Authority (CCRTA) has provided in Sandwich 16,400 one-way passenger trips from July 2010 through June 2011 (FY11).

CCRTA provided 262 general public clients in Sandwich with DART (Dial-a-Ride Transportation) service during FY11. These clients took a total of 15,352 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 168,627 in FY10 compared to 184,344 in FY11.

CCRTA FY11 records for the Boston Hospital Transportation service indicates 19 Sandwich residents took 110 one-way trips on this service.

CCRTA supplied the Sandwich Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 938 rides from July 2010 to June 2011.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at www.capecodrta.org, as well as links to many other transportation resources.

Respectfully submitted,

Tom Cahir,
Administrator
Cape Cod Regional Transit Authority

Education



Photo courtesy of Sandwich Archives

The Holway House on Route 6A in East Sandwich, east of Ploughed Neck Road. The barn in the background still exists, converted into a residence. The house was torn down in 1941.

Report of the SANDWICH PUBLIC SCHOOLS

School Committee:

Shaun Cahill, Chair	2012
Andrea Killion, Vice Chair	2012
Nancy Crossman, Secretary	2013
Robert Catalini	2014
Marie Kangas	2013
Jessica Linehan	2012
Susan Sundermeyer	2014
Jeanne Speroni, Student Rep.	

Superintendent of Schools:

C. Richard Canfield, Ed.D.

School Business Administrator:

Michelle Austin

Office Personnel:

Joan Caulkins, Administrative Assistant
Janet Horton, Payroll
Monica de la Hoya, Bookkeeper
Holly Lenk, Bookkeeper

Office Address:

365 Quaker Meetinghouse Road, Suite A
East Sandwich, MA 02537
Telephone: 508-888-1054
Fax: 508-833-8023

GENERAL INFORMATION

School Committee Meetings:

Regular School Committee Meetings are held at 7:00 PM, in the Sandwich High School Library, on the first and third Wednesdays of each month, unless otherwise posted.

School Entrance Ages:

School Committee Policy states: "Children must be five (5) years of age by September 1st to be eligible for Kindergarten, and six (6) years of age by September 1st to be eligible for first grade.

Birth Certificate:

A birth certificate is required for all children entering either Kindergarten or Grade 1.

Medical Requirements:

Medical requirements for school entrance are immunizations according to the General Laws of Massachusetts, certified by a doctor.

State Regulations:

The School Committee or Board of Health shall cause every child in the public schools to be separately and carefully examined by a physician duly registered in Massachusetts within six months before entrance to school or during the first year after entrance and at intervals of either three or four years thereafter.

No School Information:

Every effort will be made to have school whenever feasible. If the conditions are severe, school will be canceled. If conditions are almost safe but the Highway Department needs extra time to plow, the school day will be shortened. Under this alternative plan the opening of all schools and all bus pickups will be delayed two hours. When the schools are on a two-hour delay, there will be no morning kindergarten. You will receive an "Alert Now" message regarding no school announcements or a two hour delayed opening. Announcements will also be carried, starting at or before 6:00 AM, by radio stations WQRC 99.9 FM, CAPE 104, WCOD 106.1 FM, WXTK 94.9 FM, WPLM-AM 1390, as well as television stations WBZ Channel 4, WCVB Channel 5, WHDH Channel 7, and WLVI Channel 56.

ENROLLMENTS IN SANDWICH As of October 1, 2011

<u>School</u>	<u>Grade</u>	<u>Total</u>
Forestdale	Kindergarten	75
	One	74
	Two	67
	Three	83
	Four	82
	Five	91
	Six	87
	Seven	99
	Eight	82
	Total:	740
Oak Ridge	Kindergarten	65
	One	86
	Two	80
	Three	79
	Four	98
	Five	72
	Six	93
	Seven	83
	Eight	95
	Total:	751
Wing	Pre-School	59
	Kindergarten	72
	One	85
	Two	75
	Three	73
	Four	94
	Five	100
	Six	87
	Seven	92
Eight	90	
	Total:	827
High School	Nine	230
	Ten	208
	Eleven	280
	Twelve	260
	Total:	978
Total Enrollment 10.01.11:		3296

2011 SCHOOL BUDGET REPORT

FY-11

School Budget	30,176,539
Revised Budget	29,783,031
School Expended	29,596,420

	<u>Previous Balance</u>	<u>Receipts as of 6/30/11</u>	<u>Expenses as of 6/30/11</u>	<u>Balance 6/30/11</u>
<u>Revolving Accounts:</u>				
Athletic Revolving Account	377	212,757	209,877	3,257
Special Education Tuition Acct. Balance	404,910	816,163	418,292	802,781
Pre School Tuition Account Balance	40,687	37,802	37,332	41,158
Music Account Balance 6/30/08	1,941	14,956	11,477	5,419
Brennan Account Balance 6/30/08	642	3,000	2,226	1,417
School Donation Revolving Acct	39,555	24,441	44,474	19,522
Facilities Use Revolving	19,734	126,376	144,161	1,949
Insurance Fund 6/30/08	-386	32,211	16,460	15,366
Kindergarten Revolving	134,809	254,502	254,561	134,750
Student Activity Revolving	254	36,400	35,002	1,652
Cape Cod Five	<u>226</u>	<u>9,259</u>	<u>3,305</u>	<u>6,180</u>
Total Revolving Accounts	642,749	1,567,867	1,177,165	1,033,451

	<u>Grant Amount</u>	<u>Expended as of 6/30/11</u>	<u>Balance as of 6/30/11</u>
<u>Grants:</u>			
Nurse Leadership	81,180	72,653	8,527
Early Literacy 738	23,000	20,749	2,251
E C Allocation #262	9,040	8,294	746
Project Adjust #240	730,609	675,130	55,479
Safe & Drug Free #331	3,702	3,702	0
Title 1 #305	304,212	213,120	91,092
Ed Quality #140	70,213	23,640	46,573
Community Partnership #391	28,725	28,725	0
EEC 237	35,224	35,224	0
Closing the Gap 297	7,500	6,994	506
ARRA Stimulus Grant 760	<u>498,869</u>	<u>335,079</u>	<u>163,790</u>
Total Grants	1,792,274	1,423,310	368,964

Report of the SUPERINTENDENT OF SCHOOLS

The Sandwich Public Schools provide an excellent educational opportunity for the 3,346 students enrolled in pre-kindergarten through grade eight at the Forestdale, Oak Ridge and Henry T. Wing schools, and Sandwich High School. The schools enjoy an excellent reputation for teaching and learning, and appreciate the support from the Sandwich community. Sandwich Public School students consistently demonstrate intellectual curiosity, kindness, and motivation as they strive to achieve goals through diligence and effort.

The Sandwich Public Schools believe that expectations, effort, instruction, relationships and results matter. This belief is central to the district's goal to reach 21st Century global standards of achievement, leadership and citizenship. The dedicated, focused and caring professionals of the Sandwich Public Schools are committed to meeting academic, social, and civic expectations that are at the heart of 21st Century teaching and learning standards.

In an era of diminishing resources, the Sandwich schools are focusing on efficiencies and innovation to make the best, most responsible use of resources, while continuing to provide relevant curricular experiences to insure that all students graduate equipped with college or career ready knowledge and skills.

Sandwich High School represents the culminating experience in each student's K-12 journey, and the community takes pride in its high school. Sandwich High School is fully accredited by the New England Association of Schools and Colleges (NEASC). In June of 2011, Sandwich High School received recognition as one of America's Top 500 high schools. SHS Blue Knight Pride is demonstrated through its core values of *performance, respect, integrity, dedication, and excellence*. Additionally, clearly defined academic, social and civic expectations provide direction for teaching and learning for all students. The high school is preparing for its decennial visit from NEASC that will occur in the fall of 2013. Teams of teachers, students and parents are at work writing reports based upon the seven NEASC standards for accreditation.

In October of 2011, the high school was recognized by NEASC for exemplary practice in the area of *personalization*, specifically for the *Freshman Experience* program. The new senior mentor program won rave reviews when the students presented at the Showcase of Model School Practices.

Sandwich High School continues to boast excellent MCAS scores placing the school consistently in the top tier among Cape Cod high schools and throughout the state. The English Language Arts (ELA) scores were 91% advanced and proficient. Mathematics scores were 89% advanced and proficient, and biology scores were 89% advanced and proficient. College acceptance rates are strong with students attending top ranked colleges and universities including Ivy League schools, NESAC, and service academies. Feedback gathered from graduates is exceedingly posi-

tive as students praise their experience and preparation for rigorous learning opportunities beyond high school.

Among the successes, came news that, once again, the Massachusetts Interscholastic Athletic Association (MIAA) Hall of Fame award has been awarded to Sandwich High School, a distinction received six times. This honor is a credit to coaches, athletes, and fans for sportsmanship that is emblematic of Blue Knight Pride. Success of SHS athletes is evident in the number of undefeated seasons and league championships. The artists and musicians continue to excel as well. The Knights Theatre Club does an outstanding job, and our young artists are flourishing not only at SHS, but also in their well deserved placements at some of the finest art schools in the country.

All students at Sandwich High School must complete a capstone course defined by experiential learning, performance-based assessment, and demonstration of mastery to adults from the community. The high school is grateful to the community for the ongoing support of all of the capstone activities including Environmental Technology and Senior Project.

High school students and staff will play a key role in the development of the 2020 Vision, as they strive to shape the future of their school, their town, country and global community.

Forestdale School serves 745 students and Oak Ridge School serves 751 students in grades K-8, while The Henry T. Wing School is home to 828 students in grades pre-kindergarten through grade 8. The Lesley University – Literacy Collaborative program serves as the cornerstone of the language arts curriculum. Instruction includes mini-lessons, reader's and writer's workshops, and guided reading. Struggling learners are supported through Leveled Literacy Intervention (LLI), Reading Recovery and/or Special Education.

The Everyday Math program has been expanded to include grades K-6. Students requiring additional support work with Math Intervention teachers at each of the three schools. In addition to science, mathematics, ELA, and social studies, students participate in music, physical education and visual art. World Language is offered to students in grades 5-8. Community service is emphasized in all of the schools, and a variety of activities result in helping hands within the school and the community of Sandwich. Each school has a recycling program providing students with the opportunity to be good citizens and stewards of the environment. Teachers are trained in Responsive Classroom and Developmental Design, both programs designed to enhance the culture and relationships within the school community. Technology plays an important role in Sandwich classrooms. The district continues to enhance instruction through Smart Board and other newer forms of technology, including increased use of IPADS.

All Sandwich schools have a School Data Team that works with data derived from state academic performance measures and local assessments to monitor and to adjust instruction to improve achievement. The schools look for gain in scores for each cohort of students and set goals for improvement. Forestdale celebrated a sec-

ond place finish in the Math Counts competition and had a student qualify for the National Geography Bee state competition. Oak Ridge was designated as very high performing in ELA, and high performing in mathematics in 2011 for their MCAS performance. The Wing school was recognized for having no failures on the 8th grade MCAS in ELA. The Wing School was one of 127 schools to receive a commendation from the Massachusetts Department of Education for narrowing the proficiency gap for special education students.

All of the schools enjoy the support of Parent Teacher Associations (PTA) that support special programs and enrichment activities through their various fundraising activities. The PTA also provides an opportunity for parents to come together with teachers and school administration to discuss issues important to the schools. A district Parents Council brings together the officers of the PTAs and the Parent Advisory Council (PAC) that represents the needs of special education students, to discuss system-wide interests and concerns.

The district provides special education services through an inclusion model and offers services to small groups and individual students. Forestdale has a system-wide Communication Skills Development program. Located at the Wing School, the district's pre-kindergarten program draws students from all three K-8 schools. Now, in its third year, the Spinnaker program provides service to children supported by extensive professional development through CARD (Children with Autism and Related Disorders). The success of this program is evidenced in the improvement of verbal communication and social skill development for Spinnaker students. Project Excel offers an alternate high school experience for high school students whose social, emotional and academic needs can best be met in a smaller alternate program. In June of 2011, Excel celebrated its first graduate, a student prepared to move ahead to post secondary education. The high school also offers a Learning Center, Social Development Program, and Life Skills Program, as well as inclusion academics and itinerant services to complete a comprehensive model for special education services. Social Workers in each school provide valuable support for students and families with a variety of needs. They also provide support programs to help with individual and whole class interventions including social skills, problem solving, and strategies to promote self esteem and confidence among all students. The district also continues to develop and to implement an intervention model designed to identify learning problems, to intervene and to provide support and remediation as pre referral strategies. Intervention, known federally as Response to Intervention (RTI), a regular education program, requires regular and special educators to work hand-in-hand to provide quality instruction for every student.

Facility needs are monitored by the district Director of Facilities. He has responsibility for 620,674 square feet of facilities and nearly 46 acres of fields and grounds that are used extensively for town as well as school programs. Currently, he is working to develop a 5-year plan to focus on preventative and routine maintenance and to identify and plan for capital needs. A plan for central-

ized purchasing will also extend the system's ability to maintain the buildings and grounds in a cost effective manner. The year 2011, will also be remembered for the dedication and opening of the new Captain Gerald F. DeConto, USN Veterans Memorial Stadium. The culmination of years of planning and fundraising led by the DeConto family and many volunteers, the new facility has a beautiful modern track and new sod field. The stadium committee is now moving into Phase II aiming at stadium completion including the addition of an artificial turf field, seating and lighting. The memorial field will pay tribute to all of our veterans from all branches of the armed services and will be a source of pride within Sandwich and throughout the Cape. The year 2011, has also been a year for planning the Green Repair project for new roofs and new windows for both Forestdale and Oak Ridge Schools. That work is scheduled to commence on the day after school closes in June of 2012, and to be completed for the opening of school this next fall. In 2011, the district completed negotiations for its bus contract, and First Student will provide all new buses for the opening of school in 2012. Buses will be equipped with 3 digital cameras on every bus. These will enhance the monitoring of student conduct as well as monitoring oncoming traffic to insure compliance with bus stop signals.

The Sandwich Community School has been serving the community for the past 37 years. In 1977, Gale Ewer, the Director stated, "Sandwich Schools are for everyone...educational experiences are available for people of all ages." That statement continues to be true today, and in-fact, the majority of programs offered involve expert instructors for the community of Sandwich. Major programs include Adult Continuing Education, aquatics, computer technology, driver education, and the School for Early Learning and Summer Camp. The year 2011 also marked the beginning of a new era for the Community School, with the appointment of Mr. Lance Kennedy as its Director. Mr. Kennedy will be supported by a team of volunteer Trustees from the community as they engage in community outreach to determine programming needs and desires for various age groups within the Town of Sandwich.

Finally, the year 2011, also marked the occasion for the appointment of a new Superintendent of Schools. Dr. C. Richard Canfield, officially began his assignment on July 1, 2011. As he looks to the future for the Sandwich schools, and looks to address Cape-wide issues of declining enrollment and increased family options for schooling choices, his 2020 Vision is designed to guide the district as it plans for the future. The goal of that vision is to provide an excellent education, rooted in the precepts of 21st Century knowledge and skills, as defined by the Partnership for 21st Century Learning, a focused collaboration among corporate and higher education leaders. In partnership with the community, the objective is to develop and to sustain quality schooling, while being respectful of the needs throughout the town of Sandwich.

Respectfully submitted,

C. Richard Canfield, Ed.D.
Superintendent of Schools

SANDWICH HIGH SCHOOL

365 Quaker Meetinghouse Road, East Sandwich, MA 02537

508-888-4900

www.sandwich.k12.ma.us/shs

SANDWICH HIGH SCHOOL FACULTY – September 2011-June 2012

<u>Name</u>	<u>Department</u>	<u>Education</u>	<u>Began in Sandwich</u>
Ellin Booras	Principal	University of Connecticut, B.A. University of Massachusetts, Amherst, M.Ed. Bridgewater State College, C.A.G.S.	1998
Therese Alcorn	Mathematics	Framingham State College, B.S.	1990
Lindsey Arrimour	School Counselor	University of Pennsylvania, B.A. University of Scranton, M.S.	2010
David Aycock	Mathematics	Westfield State College, B.A. Bridgewater State College, M.Ed.	1994
Nicole Baumgartner	Guidance Counselor	University of Connecticut, B.A. Salem State College, M.A.	2008
Matthew Brothers	Social Studies	Boston University, B.A.	2009
Moira Bundschuh	English/Project Excel	Simmons College, B.A.	2010
Sheryl Burlingame	Health	Bridgewater State College, B.S. University of Arizona, M.S.	1977
Michael Cardone	Music	University of New Hampshire, B.M. Eastman School of Music, M.M.	2011
Tara Cardoza	Science	University of Colorado, Boulder, B.A.	2008
Laura Carlyle	English	University of Massachusetts, Amherst, B.A. Felton Media Scholar/Babson College	1995
Christine L. Carroll	Guidance Counselor	Bradford College, B.A. Bridgewater State College, M.Ed.	2000
Jeffrey Carter	Special Needs/Project Excel	SUNY, Courtland, NY, B.S. New York Institute of Technology, M.Ed.	1999
Christine Clark	Business/DECA	Salem State College, B.S. Lesley College, M.S.M. Bridgewater State College, C.A.G.S.	2004
Ann Cloutier	Science	University of Massachusetts, Dartmouth, B.F.A. University of Massachusetts, M.M.A., C.C.C.C. University of Massachusetts, Dartmouth, C.Z.M. University of Massachusetts, Dartmouth, M.A.T.	2003
Kevin Coakley	Industrial Arts	Fitchburg State, B. S. Cambridge College, M. Ed.	2006
Ann Coolidge	Business/Accounting	Nichols College, B.S. University of Massachusetts, Dartmouth, Certificate in Management	2001
Kathleen A. Coppola	World Languages	University of Massachusetts, Dartmouth, M.B.A. Regis College, B.A. Middlebury College, M.A. Universite de Tours	2000
Martin Cosgrove	Athletic Director	Framingham State College, B.A. University of Massachusetts, Boston, M.Ed.	1995
Susan Coutinho	Social Worker	Plymouth State College, B.S. Boston University, M.S.W.	2007
Chelsea Craig	English	University of Maine, Farmington, B.F.A.	2011
Kristen Curtis	Fine Arts	Syracuse University, B.F.A	2003
Joseph Dawe	Social Studies	Bates College, B.S. Bridgewater State College, M.A.T.	1997
Elizabeth Dean	School Nurse	Colby-Sawyer College, B.S.N. University of Illinois, Chicago M.N.A.	2008

<u>Name</u>	<u>Department</u>	<u>Education</u>	<u>Began in Sandwich</u>
Tara Draper	Librarian	Ithaca College, B.S. University of Albany, N.Y. , M.S.	2011
Clare Driscoll	Special Needs	Framingham State College, B.S. Lesley College, M.Ed.	1989
Michael Duarte	Social Studies	University of Massachusetts, Bridgewater, B.S. University of Massachusetts, Dartmouth, M.A.T.	2011
Kathleen Duffy	Special Needs	Simmons College, B.A.	1984
Christopher Dumas	Science	SUNY Brockport, B.S. University of Montana, M.S.	2007
Kirsten Ermi	Mathematics	University of Toronto, B.S.	1991
Dominique Fougere	Mathematics	Providence College, B.A.	2010
Donald Franke	Social Studies	Framingham State College, B.A. Bridgewater State College, M.A.T.	1985
Marci Galvin	English	Westfield State College, B.A. Lesley University, M.Ed.	2000
Meghan Gayton	English	College of the Holy Cross, B.A. Clark University, M.A.	2006
Breanne Gillespie	English	Boston University, B.S.	2010
Mark Gilmore	Science	S.U.N.Y., Potsdam, B.S. Bridgewater State College, M.A.T.	1993
Alexander Grandin	Latin	Boston University, B.S.	2010
Kathleen Grant	Nurse	Curry College, B.S.N.	1997
Louis Grimaldi	Mathematics	Westfield State College, B.S., M.Ed.	1987
Genna Guarcello	Social Studies	New York University, B.A.	2010
Bryan Hafferty	Mathematics	University of Massachusetts, Bridgewater, B.S.	2011
Elizabeth A. Haskell	Assistant Principal	Wake Forest University, B.A. Framingham State College, M.Ed.	2010
Owen Hill	Science	Fitchburg State College, B.S.	1994
Carolyn Hite	Special Needs	St. Thomas Aquinas, B.S. Russell Sage College, M.S., Ed.	1989
Susanne Holland	Math/Project Excel	Northeastern University, B.S.	2008
Candice Hunt	English	Siena College, B.A. Boston College, M.Ed.	2008
Erin Jodoin	English	Mount Holyoke College, B.A.	2006
Mary Kelly	Business/Technology	University of Maryland, B.A. Lesley University, M.Ed.	2002
Elizabeth Killorin	School Psychologist	Armstrong Atlantic State University, M.Ed. Georgia Southern University, Ed. S.	2011
Deborah Klier	Business/Technology	Westfield State, B.S. Bridgewater State, M.Ed.	2006
Michael Lavers	Science	Worcester Polytechnic Institute, B.S. Boston University, M. Ed.	2007
Gary Linehan	Social Studies	University of Massachusetts, Boston, B.A., M.Ed.	2003
Kathy Lucas	School Counselor	University of Massachusetts, Dartmouth, B.A. Boston University, Ed.M.	2010
Margaret Luck	Social Studies	University of California, Irvine, B.A. Texas A&M University, M.S.	2009
William Luetete	Physical Education/Wellness	Rowan College of N.J., B.A. Marygrove College, M.A.	2005 1999
Martha Martin	English	Colby College, B.A. Fairfield University, M.Ed.	1999
Susan McDonald	Special Needs	Stonehill College, B.A. Bridgewater State College, M.Ed.	1986
Karen McGrath	Business/Technology	University of Massachusetts, Amherst, B.A. Anna Maria College, M.Ed.	2004

<u>Name</u>	<u>Department</u>	<u>Education</u>	<u>Began in Sandwich</u>
Steven McHugh	Mathematics	Harvard University, B.A. Cornell University, J.D.	2011
Justine McLoughlin	Science	College of Mt. St. Vincent, B.S. Fordham University, M.S.	1981
Michael McNeill	Social Studies	Bridgewater State College, B.A. Fitchburg State College, M.Ed.	2002
Melissa Meara	Science	Saint Joseph's College, B.S.	2007
Richard G. Metropolis	Assistant Principal	University of New Hampshire, B.A. University of Massachusetts, Lowell, M.Ed.	2010 2001
David Neill	Mathematics	Cambridge College, C.A.G.S. Bridgewater State College, B.S.	
Alison Nelson	World Languages	University of Delaware, B.A. University of Massachusetts, Boston, M.Ed.	2006
Gilbert Newton	Science	Florida State University, B.S., M.S.	1981
Margaret Nichol	Mathematics	Boston State College, B.A. Boston College, M.Ed.	1984
Kathleen Norton	Speech-Language Pathology	Bridgewater State College, B.S. Emerson College, M.S.	2000
Diana Parker	Science	University of Maine, Orono, B.S.	1992
Brent Pearsall	Physical Education	Salem State College, B.S.	1993
Pamela Potter	World Language	Duquesne University, B.S. Pace University, M.B.A.	1996
Laura Richard	Special Education	Slippery Rock University, B.S. Cambridge College, M.Ed.	2006
Brett Rigazio	Art	St. Michael's College, B.A. / B.S. Massachusetts College of Art, Post Baccalaureate	2006
Martin Russo	English	Fordham University, B.A. University of Virginia, M.A. Southern Connecticut State University, M.Ed.	1993
Laurie St. Pierre	Science	Regis College, B.A. Lesley University, M.Ed.	1994
Lucinda Savery	Mathematics	Salem State College, B.S. University of Massachusetts, Dartmouth, M.A.T.	2000
Horace Schermerhorn	English	Norwich University, B.A. Bridgewater State College, M.Ed. Salem State College, M.Ed.	1989
Susan K. Schmidt	World Languages	Indiana University of Pennsylvania, B.S. University of Pittsburgh, M.A. University de Nantes, France	1996
Victoria Schulz	Special Needs	University of Rhode Island, B.S. Rhode Island College, M.A. Bridgewater State College, C.A.G.S.	1993
Donald Shewchuk	Special Needs	San Diego State University, B.A. Bridgewater State College, M.Ed.	1996
Janet Simpson	Social Studies	Northeastern University, B.S.	1976
Marcia Simpson	Art	University of Massachusetts, Dartmouth, B.F.A.	1986
Joel Singer	Social Studies	Roger Williams University, B.A.	2010
Angela White	World Languages	Bridgewater State College, B.A. Harvard University, A.L.M.	1990
Kristen Young	P.E./Wellness	Bridgewater State College, B.S. Fitchburg State College, M. Ed.	2005

HENRY T. WING SCHOOL

151 Route 130, Sandwich, MA 02563
508-888-1343

HENRY T. WING SCHOOL FACULTY – September 2011-June 2012

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Aldrich, Kathryn	Grade 1 Teacher	Northeastern University, B.S.	2002
Allietta, Patricia	Pre-School Teacher	University of Connecticut, M.A., Boston College, B.S.	1992
Balkam, Pamela	E.S.P. Spinnaker Program	Stonehill College, B.A.	2005
Bechard, Shannon	Grade 4 Teacher	Providence College, B.A.; Salem State University, M.Ed.	2010
Berry, Elaine	Grade 3 Teacher	Bridgewater State College, B.S.	1997
Blount, Stacey	Grade 5 Teacher	Lesley College, B.S., Cambridge College, M.Ed.	1992
Budzynkiewicz, Suzanne	Reading Recovery Teacher	Kean College	1989
Cahill, Lisa	Adaptive Phys. Ed.	Bridgewater State College, B.S., Ed. Oregon State University, M.Ed.	1994
Canning, Martine	E.S.P. Spinnaker Program	Bridgewater State College	2010
Chamberlain, Carly	E.S.P. Spinnaker Program	University of Massachusetts Dartmouth, B.S.	2006
Chambers, Paula	Grade 7 Science	Ithaca College, B.S.;	
Chilson, Ruth	Speech/Language Therapist	University of Rhode Island, M.A.	1989
Clifford, Brandy	Math Intervention	Salem State College, B.S.W., Bridgewater State College, M.Ed.	2001
Cooney, Christina	Grade 5 Teacher	University of Massachusetts Dartmouth, B.A., Bridgewater State University, Post B.A., Elem. Ed.	2008
Costa, Ann	Technology Integration Spec.	Fitchburg State College, M.Ed., Roger Williams University, B.S., Bridgewater State College, M.Ed.	2011
Cote, James	Grade 6 & 7 Intervention Specialist	Lesley University, B.A. Harvard University, Ed.M.	2004
Crogan, Katie	Grade 4 Teacher	Bridgewater State College, B.S., B.A., El. Ed., Fitchburg State College, M.Ed.	2008
Crosby, Julia	Grade 1 Teacher	Lesley University, B.A., Cambridge College, M.Ed.	2001
DeMeo, Maria	Spanish Teacher, Gr. 5-8	School for International Training, M.A., Spanish, University of Massachusetts, B.A., Spanish	2011
Dintino, Christopher	Phys. Ed. Teacher	Bridgewater State College, B.S.M.Ed./ School Administration, American International College	1991
Donovan, Kristen	E.S.P. Spinnaker Program	Worcester State College, B.S.	2010
Dowick, Joseph	Social Worker	Salve Regina University, B.S.S.W., Boston University, M.S.W.	2011
Duffany, Jeffrey	Grade 7 History	Framingham State College, M.A.	2010
Dumas, Sharon	Grades 7 & 8 E.S.P.	Assumption College, B.A., Fitchburg State College, B.S., Early Childhood Ed.	2001
Dunham, Michele	Grade 7 & 8 Intervention Specialist	Providence College, B.A.	1988
Dunn, Laura	Grade 2 Teacher	North Adams State College, B.S., E.C.E.	1986
Ellis, Patricia	Lead Teacher	University of Connecticut, B.A., M.A.	
Farley, Mary	Spinnaker Program .5 School Nurse	Endicott College, B.C., B.A. Suffolk University, Cape Cod Community College	2009
Felicetti, Tara	E.S.P. Spinnaker Program	Northeastern University, B.S.	2010

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Ferris, Stephanie	Grade 2 Teacher	University of Massachusetts Dartmouth, B.A., Bridgewater State College, Post-Bacc. Cambridge College, M.Ed.	2000
Freeman, Constance	Grade 6 English Language Arts Teacher	Boston College, B.A., Bridgewater State College, Lesley University, M.A., Literacy	2008
Garrity, Patricia	Grade 7 Mathematics	College of New Rochelle, N.Y., B.A.	1992
Gilbert, Shannon	E.S.P. Spinnaker Program	Emerson College, B.S.	2009
Harrington, Maureen	Grades 1 & 2 E.S.P.		1980
Hickson, Beth	Pre-school Teacher	Bridgewater State College, B.S. Fitchburg State College, M.Sp.Ed.	2007
Horan, Lori	Grade 8, English	University of Georgia, B.A., Simmons College, M.Ed. Lesley University, M.Lit.	2006
Howell, Christine	Grade 2	Wheelock College, B.S., Rhode Island College, M.Ed.	2007
Hughes, Joanna	Assistant Principal	Southeastern Mass. University, B.S., Framingham State College, M.Ed., Lesley College, Reading Recovery	2001
Jordan, SallyKoch, Emily	E.S.P.E.S.P. Spinnaker Program	Springfield College, B.S.	2010
Kelliher, Susan	Grade 2 Teacher	Fitchburg State College, B.S., El. Ed./Special Education	1999
Kerr, Jonathan	Grade 6 Teacher	Springfield College, B.S.	1989
Kessler, Robert	Grade 8 History	Southeastern Massachusetts University, B.A.	1987
Kozak, Donna	E.S.P.		1991
Lacina, Leah	Special Ed. Teacher Grades 4 & 5	Lesley University, B.A., M.Ed. (Special Education)	2008
Lally, Maryanne	Grade 3 Teacher	Bridgewater State, B.S., El. Ed., Spec. Ed., Boston University, M.S.	1998
Ledwell, Lauren	E.S.P. Spinnaker Program	University of Delaware	2010
Lemay, Catherine	Grade 3 Teacher	S.U.N.Y. Geneseo, B.S., El. Ed./Spec. Ed., Lesley University, M.Ed.	1989
Lima, Kathy	E.S.P.	University of Lowell, B.S.	2000
Lima, Sheila	Principal	Rosary College, B.A., M.S., Illinois Institute of Tech, School Psych. Certificate, Ed. Psych. License	1989
Macdonald, Eugenia	School Nurse	Northeastern University, College of Nursing, B.S.N.	2006
MacDonald, Kristin	Grade 5 Teacher	Villanova University, B.A., College of Notre Dame of Maryland, M.Ed.	2007
MacDonald, Maryellen	Art Teacher	Boston State College, B.S.Ed.	1984
Maciel, Susan	Grade 4 Teacher	Illinois State University, B.S.Ed.	2001
Maki, Shauna	Kindergarten Teacher	Lesley University, B.S.	2007
Manning, Lynn	Occupational Therapy	University of Massachusetts Dartmouth, B.S., Mount Ida College, A.S., Occ. Therapy	2011
Meyer, Deborah	Reading E.S.P.	University of Massachusetts, B.A., El. Ed.	2006
Morris, Amanda	E.S.P. Spinnaker Program	Emerson College, B.A.	2011
Morris, Debra	Grade 7 English	Principia College, B.A.	1998
Morris, Donna	Kindergarten Teacher	Bridgewater State College, B.S., Ed.	1975
Moynahan, Mary Alice	Grades 7 & 8 Latin	College of the Holy Cross, B.A., Tufts University, M.A.	1992
Myers, Elizabeth	Math Intervention	University of Vermont, B.S., Ed.	2010
Nelson, Jeanne	Spanish Teacher, Grades 5-8	Boston College, B.A. Spanish; B.A. Philosophy, University of Jaen, Spain, M.A. Applied Linguistics	2005
Novero, Elena	Physical Ed. Teacher	Northeastern University, B.S.	1991
Oakes, Betsy	E.S.P.	University of Vermont, B.S.	2007

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
O'Donnell, Maureen	Grades K-3 Intervention Specialist	East Carolina University, B.S., Simmons College, M.S.Ed.	1996
O'Gara, Christine	E.S.P.	Lesley College, MA, L.M.H.C., S.A.C., Boston College, B.A.	2007
Orbach, Deborah	Occupational Therapist	Boston University, B.S.; Cert. Occ. Therapy, University of Southern California	2009
Palombo, Teresa	Technology E.S.P.	Boston College, B.A.	2006
Persico, Sean	E.S.P. Spinnaker Program	University of Massachusetts Dartmouth, B.A.	2010
Petipas, Cathy	Grade 1 Teacher	Eastern Nazarene College, B.S., E.C.E.	2005
Phinney, Lynne	Kindergarten Teacher	University of New Hampshire, B.A., Psychology, B.A. Family Studies; Wheelock College, M.S.	2010
Powers, Ann	E.S.P.		2002
Powers, Madeline	E.S.P. Spinnaker Program	St. Anselm College, B.A.	2010
Pulsifer, Sue	E.S.P. Spinnaker Program	Naugatuck Valley Community College, A.S.	2010
RigordaEva, Kathleen	Grade 4 Teacher	Stonehill College, B.A., Lesley College, M.A.	1988
Riley, Heather	Behavioral Psychologist	University of Hawaii, Ph.D.	2009
Rutty, Sherrill	E.S.P.	University of Southern Connecticut, B.A.	1991
Schermerhorn, Patricia	Grade 8 Mathematics	Bridgewater State College, B.A., M.Ed.	1987
Sharpe, Kathi	E.S.P. Spinnaker Program	American International College, B.S.	2007
Shaw, Sydney	E.S.P. Spinnaker Program	Cape Cod Community College, Assoc. Degree	2010
Sicard, Nancy	Reading Recovery Teacher	University of Massachusetts, B.A.. El. Ed.. Framingham State College, M.Ed.	2000
Smith, Elizabeth	Literacy Teacher	Wheelock College, B.S., El. Ed., Spec.Ed.	1998
Soltis, Paula	Grade 8 Science	Bridgewater State College, B.S., Worcester State College, M.Ed.	1984
Stallings, Kathleen	Grade 6 Mathematics	University of Minnesota, B.A.	1996
Stanton, Deb	Grade 6 ELA Teacher	Salem State College, B.S. El. Ed., M.Ed.	2005
Sullivan, Cara	E.S.P. Spinnaker Program	B.S. El. Ed./ECE	2008
Tofteroo, Karen	Music Teacher	Westfield State College, B.A. Music	2001
Tobia, Elizabeth	Grade 5 Teacher	Kutztown University, B.S. Ed., Cambridge College, M.Ed.	1986
Tuohy, Donna	Grade 5 Teacher	Bridgewater State College, B.S. Ed., M.Ed.	1986
Vallee, Janet	Librarian	Fitchburg State College, B.S., Bridgewater State College, M.UMS	1989
Wade, Ann	E.S.P. Spinnaker Program	Lesley College, B.S.	2004
Weber, Barbara	Pre-school E.S.P.	SUNY at Cobleskill, A.A.S., Nursery Education, SUNY at Plattsburgh, B.S.	2002
Wesley, Michelle	Reading E.S.P.	Cape Cod Community College, A.A. Bridgewater State College, Spec. Ed.	2000
White, Kimberly	Grade 1 Teacher	Westfield State College, B.S. Ed.	2007
Wiklund, Maureen	Literacy Teacher	University of Connecticut, B.A. Lesley College, M.Ed.	1999
Williamson, Melissa	Admin. Spinnaker Program	Curry College, B.A., Endicott College, M.Ed.	2010

FORESTDALE SCHOOL

151 Route 130, Forestdale, MA 02644

508-477-6600

FORESTDALE SCHOOL FACULTY – September 2011-June 2012

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Abbott, Amy	SPED Teacher	Bridgewater State College, B.A., Elem. Ed., Bridgewater State College, M.Ed.	2008
Abbott, James	Physical Therapist	Marquette University, B.S., Daemen College, Doc.	1978
Adams, Barbara	SPED Teacher	Westfield State College, B.S., Salem State College, M.Ed.	1996
Ahonen, Jean	Grade 3 Teacher	Boston University, B.A., Simmons College, M.A.T.	1981
Aiello, Kim	ESP, Literacy	SUNY at Oswego, B.A.	1996
Anderson, Cheryl	Grade 5 Teacher	Elms College, B.A.	1996
Archanbeault, Carol	Grade 6 Teacher	University of Connecticut, B.A., Bridgewater State College, M.Ed.	1999
Babineau, Kathy	Speech/Language	University of New Hampshire, B.S., M.S.	2004
Bahman, Susan	Grade 6 Teacher	Wells College, B.A., Cambridge College, M.Ed.	1996
Balcom, Anne	ESP, SPED	University of Massachusetts, Boston, B.A.	2000
Barbosa, Dianna	Social Worker	University of Massachusetts, B.A., Boston College, MSW	2011
Beikes, Linda	ESP, Literacy	Bridgewater State College, B.A.	2005
Bertucci, Jessica	.5 Spanish Teacher	University of the Cumberland, B.A., M.A.	2011
Birmingham, Steve	Tech ESP	Murray State University, B.A., University of Illinois, M.Ed.	2011
Blackington, Jennifer	School Nurse	Bridgewater State College, B.S.N.	2010
Burns, Juleanne	SPED Teacher	St. Elizabeth College, B.S., Lesley College M.Ed., Seton Hall, Ed.S.	1986
Buttafuoco, Janet	Librarian	Kansas State University, B.S., Emporia State University, M.A.	2011
Cahill, Lisa	A.P.E. Teacher	Bridgewater State College, B.S., Oregon State University, M.Ed.	1994
Carl, Catherine	Grade 8 Teacher	University of Massachusetts Lowell, B.S., University of Massachusetts Lowell, M.Ed.	2005
Carter, Lisa	Kindergarten Teacher	Bridgewater State College, B.S., M. Elem. Ed.	1995
Chicco, Judy	School Nurse	Southeastern Massachusetts University, B.S.N.	2008
Clabault, Colleen	Literacy Teacher Grades 6-8	St Lawrence University, B.A., Nova Southeastern University, M.S.	1996
Codner, Connie	Grade 6 Teacher	Central Connecticut State University, B.S., M.S.	1996
Collins, Ellen	ESP, SPED	Aquinas Junior College, A.S.	2004
Colona, Nancy	Foreign Language	New England College, B.A.	1997
Condon, Jennifer	ESP	University of Massachusetts Amherst	2008
Congro, Carolyn	ESP SPED	Plattsburgh State University, B.S.	2006
Coughlin-Crowley, Erin	Grade 2 Teacher	Bridgewater State College, B.S., Cambridge College, M.Ed.	1986
Curran, Susan	ESP, SPED	SUNY College at Fredonia, NY	1996
Delano, Theresa	Grade 1 Teacher	Wheelock College, B.S., M.Ed.	1984
Doyle, Joan	SPED Teacher	Simmons College, B.A., Bridgewater State College, M.Ed.	1998
Eident, Donna	Literacy Teacher Grades 3-5	Bridgewater State College, B.S., Elem. Ed., Bridgewater St. College, M.Ed.	2008

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Eldredge, Patricia	P.E. Teacher	Austin Peay State University, B.S., Ball State University M.A.	1996
Elliott Bellao, Sharon	Principal	Bridgewater State College, B.S., Elem. Ed., Lesley University, M.Ed., Spec. Ed.	2008
Elliott, Mary	Kindergarten Teacher	Bridgewater State College, B.S.	2001
Emerson, Kim	Grade 3 Teacher	University of New Hampshire, B.S., Bridgewater State University, M.Ed.	1997
Flaherty, Colleen	Spanish Teacher	Union College, B.A., University of Colorado, M.A.	2011
Flannigan, Christine	Administrative Assistant	California State University Long Beach, B.S.	1984
Francis, Kristen	Psychologist	Simmons College, B.A., Northeastern University, M.S., C.A.G.S.	2004
Fudala, Renee	Grade 7 Teacher	Humboldt State University, B.S., Goddard College, M.A.	2011
Garrity, Barbara	Grade 4 Teacher	Boston University, B.S., Lesley College, M.Ed.	1993
Gerrity, Laura	ESP, Literacy	University of Massachusetts Boston, B.A., Lesley University, M.Ed.	2006
Graham, Patricia	SPED Teacher	Fitchburg State University, B.S., Bridgewater State University, M.Ed.	1993
Grise, Susan	Grade 5 Teacher	Worcester State College, B.S.	1984
Hart, Kelly	Math Inv. Teacher	University of Massachusetts Boston, B.S., Bridgewater State University, M.Ed.	2007
Hill, Stephanie	Grade 4 Teacher	Westfield State College, B.S., Elem. Ed.	2009
Iadonisi, Susan	Grade 4 Teacher	Trinity College, B.S., Cambridge College, M.Ed.	1992
Jackson, Maureen	Administrative Assistant	Cape Cod Community College, A.A.	1994
Jacobsen, Kathy	Grade 1 Teacher	Boston College, B.A., Tufts University, M.Ed.	1987
Jones, Alison	ESP, SPED	Fairfield University, B.A.	2006
Joseph, Ruth	Principal	Ohio University, B.S., Boston College, M.Ed., University of Massachusetts Lowell, Ed.D.	2011
Kanis, Mersh Lubel	SPED Teacher	Cambridge College, B.A., University of Massachusetts Boston, M.Ed.	2003
Kelley, Marisa	ESP	Cape Cod Community College, A.S., Boston University, B.S.	2004
Kelly, Charles	Latin Teacher	Roger Williams University, B.A.	2010
Kennison, Merrill	Grade 2 Teacher	Bridgewater State College, B.A., Lesley University, M.Ed.	1987
Kern, Susan	Reading Recovery Teacher	Bridgewater State College, B.S., Elem. Ed., Worcester State College, M.Ed.	2008
Keyes, Mary	Occupational Therapist	Springfield College, B.S., Columbia University, M.S. O.T.	2010
Kittredge, Jane	Grade 7 Teacher	University of New Hampshire, B.S.	1999
Kittredge, Walter	Grade 7 Teacher	Pennsylvania State University, B.A., Bridgewater State College	1998
Kondratowicz, Kathleen	ESP, SPED	Stonehill College, B.S.	2007
Koslowsky, Kara	SPED Teacher	St. Anselm's College, B.A.	2010
Kuchar, Christine	ESP	University of Massachusetts Lowell, B.S., Southern New Hampshire University, M.B.A.	2011
Lamb, Hannah	Social Worker	University of Massachusetts Amherst, B.S. Rhode Island College, M.S.	2007
Lasit, Melinda	Music Teacher	California State University Hayward, B.A., University of San Diego, CLAD Certificate	2009

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Leary, Patricia	Literacy Teacher - K-2	SUNY at Geneseo, B.S., S.U.C. at Buffalo, M.Ed.	1997
Lehane, Michael	Grade 8 Teacher	Bridgewater State College, B.A.	1988
Lewis, Kim	.5 Spanish Teacher	Bowling Green University	2010
Linkkila, Jenny	Reading Recovery Teacher	Stonehill College, B.A., North Carolina State University, M.Ed.	1999
Lynch, Kathleen	ESP, Technology	University of Massachusetts Amherst, B.S.	2005
Machon, George	Instr. Music Teacher	Boston Conservatory of Music, B.S.	1989
Macleod, Lee	Speech/Language	Colgate University, B.S., MGH Insitute of Health Professionals, M.S.	2009
Mark, Arleen	ESP, CSD	Northern Essex College, A.A.	2009
Mark, Nicole	SPED Teacher	University of Rhode Island, B.S., Boston College, M.Ed.	2003
Montgomery, Elise	Art Teacher	Tufts University, B.S.	1998
Moore, Linda	ESP, SPED	Dean Junior College, A.S.	2004
Murray, Helen	ESP	Arizona State University, B.S.	2006
Murray, Sarah	Math Inv. Teacher	Suffolk University, B.S.; Wheelock College, M.Ed.	1999
Neske, Christine	Grade 4 Teacher	Westfield State College, B.S., Elem. Ed., Lesley University M.Ed.	2009
Palmer, Beth	ESP	Westfield State College, B.S.	2011
Paltrineri, Linda	Grade 5 Teacher	University of Vermont, B.S., Bridgewater State College, M.Ed.	1987
Perdigao, Suzanne	Kindergarten Teacher	Bridgewater State University, B.S.	1993
Powers, Elizabeth	Grade 3 Teacher	Boston College, B.S., Cambridge College, M.Ed.	1986
Quinn, Michelle	Grade 1 Teacher	Wheelock College, B.S.	1998
Raftery, Blake	ESP	Cape Cod Community College, A.A.	2010
Recker, Beth	Nurse	SUNY New York Cortland, B.S., Tomplins/Cortland Community College, R.N.	2000
Sabetta, Karen	Grade 7 Teacher	University of New Hampshire, B.A., University of Massachusetts Boston, M.Ed.	1993
Santoni, Julie	Grade 6 Teacher	Fitchburg State College, B.S., M.Ed.	1994
Sarafin, Sue	Speech/Language	University of Rhode Island, B.S.	2009
Shea, Ann	Grade 8 Teacher	University of Massachusetts Amherst, B.A.	1993
Skirvan, Christine	Grade 2 Teacher	St. Joseph College, B.S., Lesley University, M.S.	2001
Slagle, Karen	Grade 3 Teacher	Central Missouri State University, B.S., Simmons College, M.Ed.	1997
Smith, Joan	SPED Teacher	Bridgewater State College, B.S., M.Ed.	1994
Smith, Marilyn	Assistant Principal	Curry College, B.A., Elem. Ed., Bridgewater State College, M.Ed. & C.A.G.S.	2009
Stapleton, Karen	Grade 5 Teacher	University of Maine Farmington, B.S.; Bridgewater State College, M.Ed.	1983
Steele, Aimee	ESP	University of Massachusetts Dartmouth, B.A.	2007
Swift, Dylan	Grade 7 Teacher	University of North Carolina, B.S., Vanderbilt University, M.S.	2010
Tremarche, Pam	P.E. Teacher	Springfield College, B.S., Bridgewater State College, P.B.T.C., M.S.	1988
Trimble, Peter	Grade 8 Teacher	University of Connecticut, B.S.	1983
Ulmer, Allison	French Teacher	Skidmore College, B.A., Middlebury College, M.A.	2009
Vena, Lauren	Kindergarten Teacher	University of Arizona, B.S., Lesley College, M.Ed.	2011
Wood, Marsha	Grade 1 Teacher	University of Connecticut, B.S., Bridgewater State College M.Ed.	1996

OAK RIDGE SCHOOL

260 Quaker Meetinghouse Road, East Sandwich, MA 02537
508-833-0111

OAK RIDGE SCHOOL FACULTY – September 2011-June 2012

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Anderson-Walsh, Heidi	Secretary	Dean Junior College, A.S.	1993
Auclair, Richard	Custodian		2008
Bartlett-Kelly, Ann	Teacher, Grade 6	Stonehill College, B.A.	2002
Beane, Pamela	ESP		2005
Black, Kara	Teacher, Grade 4	University of Massachusetts Amherst, B.A., M.Ed.	2008
Bovat, Sandy	ESP	University of Massachusetts	2002
Brady, Clare	Teacher, Special Education	Bridgewater State University, B.S.;	2010
		Curry College, M. Ed., CAGS	
Cahill, Lisa	OT		
Catalano, Mary	Cafeteria		2010
Chagnon, Doreen	Teacher, Grade 4	Lesley College, B.A., M.Ed.	2005
Condon, Jennifer	ESP	University of Massachusetts Amherst, B.S.	2006
Crosby, William	Teacher, Grade 4	University of Massachusetts Dartmouth, B.A. Psy/Ed.;	1996
		Lesley College, M.Ed.	
Dallaire, Pamela	Teacher, Grade 3	Wagoner College, B.A. Ed.	1985
D'Amato, Karen	Teacher, Grade 3	Boston College, B.A. Special Ed. / Elementary Ed.	1976
Daniels, Tom	Principal	Dartmouth College, B.A. Philosophy	2008
		Lesley University, M.Ed.	
Davis, Arly	Teacher, Grade 7	University of Connecticut, B.S.;	2009
		Central Connecticut State University, M.S.	
Davis, Frances	ESP	University of North Carolina, B.S.	2004
Denmat, Cynthia	Teacher, Grade 1	Lesley University, B.A., M.Ed.	2009
Desmarais, Amanda	Kindergarten Teacher	Central Michigan University, B.S. El. Ed.	2010
Diemer, Jennifer	ESP	Briarwood College, A.S.	2001
DeVellis, Richard	Social Dev. Teacher	University of Massachusetts, CAGS; M. Ed.	2009
Douglas, James	Custodian		2007
Duquette, Daralyn	Teacher, Grade 6	Lesley College, B.S. Ed.;	1980
		Bridgewater State College, M. Ed.;	
		Lesley University, M.A.	
Ferrick, Marian	Math Intervention	Bridgewater State College, B.S. El. Ed.	1976
Fish, Judith	Secretary	Cape Cod Community College, A.S.	1980
Flaherty, Colleen	Teacher, Spanish	Union College, B.A.; University of Colorado, M.A.	2011
Flannery, Maureen	ESP	Aquinas Junior College, A.S.	2000
Francis, Kristen	Psychologist	New England University, B.A.;	2009
		Simmons College, M.S.	
Gallagher, Catherine	ESP	Bryant & Stratton, Med. Sec. Science	2001
Gill, Michelle	Teacher, Grade 2	Salve Regina College, B.A.	1987
Goins, Erin	Teacher, PE	SUNY Cortland, B.S. Ed.	2008
Green, Ellen	Teacher, Grade 5	Boston State College, B.S. Elementary Ed.	2002
Healy, Benjamin	Music Teacher	Salve Regina University, B.A.	2011
Hill, Patricia	Teacher, Tech.	Simmons College, M. Educational Leadership	2010
Hood, Molly	Teacher, Grade 3	Providence College, B.A.;	2001
		Lesley University, M.El. Ed., Special Needs	
Hoover, Diane	Teacher, Special Ed.	Goshen College, B.A.;	1995
		Michigan State University, M.A.;	
		Bridgewater State College, Elem. Ed.; Special Ed.	
Hunnewell, Kathryn	Teacher, Grade 4	University of Massachusetts Amherst, B.S.;	1995
		Bridgewater State College; M.Ed.	
Hunt, Yvonne	Literacy Teacher	Westfield State College, B.S. & B.A.; Psy/M. Ed.	2001
Husson, Laura	Tech. ESP	University of New Hampshire, B.S.	2004

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Kelly, Charles	Teacher, Latin	Roger Williams University, B.S. Foreign Languages	2010
Konowicz, Robert	Teacher, PE	University of Massachusetts Amherst, B.S.	2001
Konowicz, Sara	Teacher, Grade 6	University of Massachusetts Amherst, B.A.	1988
Kucia, Lisa	Teacher, Reading Recovery	Curry College, B.A., M.Ed.	2007
LaMontagne, Coleen	Speech	Emerson College, B.S.;	2010
		University of Vermont, M.A.	
Landry, Debra	Assistant Principal	Keene State College, B.S. Ed.;	1988
		Salem State College M.S.	
Lavelle, Ginger	Teacher, Grade 8	Worcester Polytechnic Institute, B.S. El. Ed.	2010
Lewis, Rebecca	Teacher, Grade 7	Mary Washington College, International Affairs	2006
Liimatainen, Linda	Cafeteria		2006
Looney, Nancy	Cafeteria		2003
Lopes, Elizabeth	Nurse	University of Massachusetts Dartmouth, B.S.N.	2009
Lornell, Eric	Teacher, Grade 8	State University of New York, B.S.; M.Ed.	1989
Lothrop, Erin	Teacher, Special Ed.	Mt. Ida College, B.A.;	2009
		Fitchburg State University, M.Ed.	
Loud, Douglas	Custodian		1987
Lupone Stonis, Susan	Literacy Teacher	Boston University, B.S.W.; M. Ed.	1989
Lyver, Michele	Teacher, Grade 7	Suffolk University, B.S. Ed.	2000
Machnick, Lauren	Teacher, Reading Recovery	Quinnipiac University, B.A.;	2006
		Bridgewater State University, Sociology, El. Ed.	
Machon, George	Instructional Music		1989
MacPherson, Marian	Teacher, Grade 6	Boston College, B.A.;	1998
		Framingham State College, M. Ed.;	
		Bridgewater State College, A.G.S.	
Mann, Peter	Teacher, Art	University of Massachusetts Amherst, B.F.A.;	1997
		Brooklyn College, M. Ed.	
Mantenfel, Ellen	Literacy Teacher	Northeastern University, B.S. Ed.;	1989
		Case Western University, Speech Pathology;	
		Bridgewater State College, M.Ed. Reading	
McAdams, Kathryn	Teacher, Grade 2	Framingham State College, M.Ed. Spec	1999
McGrail, Carly	Teacher, Special Ed.	Bridgewater State University, B.A.;	2010
		Wheelock College, M. Science	
McGuire, Mary Jane	ESP	Alphonsus Junior College, A.A.S.	2001
Morgan, Lynne	Teacher, Grade 1	Emmanuel College, B.A. El. Ed.;	
		Curry College, M. Ed.	1996
Orbach, Debbie	OT	Boston University, B.A.;	2009
		University of Southern California, Certificate in OT	
Pearsall, Linda	Teacher, Grade 3	Plymouth State University, B.S.	1988
Pearson, Pamela	Cafeteria		2006
Pike, Susan	Teacher, Grade 1	Rhode Island College, B.A. El. Ed./Psychology	1997
Robb Quinn, Cheryl	Librarian	State University of New York, B.S.;	1989
		Bridgewater State College, M.S.	
Ryer, Sandra	Speech Teacher	Bridgewater State College, M.A.	2010
Sacco, Judy	Cafeteria		2010
Schaefer-Catten, Rea	Teacher, Grade 5	Orange Coast College, A.A.;	1992
		Butler University, B.S. Secondary Ed.;	
		Lesley College, M. Ed.	
Schofield, Catherine	Teacher, Grade 5	University of New Hampshire Keene, B.S. El. Ed.	1997
Shastany, Kerry	ESP	Becker Junior College, A.S.	2003
Simkins, Penny	ESP		2010
Sollows, Kimberly	Teacher, PE	Fitchburg State University, B.E. Ed.; PE License	2008
Sullivan, Nancy	Teacher, K	Framingham State University, B.S. ECE	2007
Tedeschi, Linda	Teacher, Grade 1	Lyndon State College, B.E. Ed.	1991

<u>Name</u>	<u>Position</u>	<u>Education</u>	<u>Began in Sandwich</u>
Thomas, Colleen	Teacher, Grade 7	Rutgers University, B.A.; Cambridge College, M. Ed.	1996
Tomasini, Angelo	Custodian		2009
Tompkins, Kristin	Teacher, Grade 2	Assumption College, B. S. Psychology El. Ed.; Framingham State College, M.S. SPED	1997
Ulmer, Allison	Teacher, Spanish	Skidmore College, B.A.; Middlebury College, M.A.	2009
Van Cleef, Mary	Teacher, Kindergarten	Framingham State College, B.S. Ed.	1997
Varney, Cheryle	Nurse	Curry College, B.S.N.	1994
Voelxen, Suzanne	Teacher, Grade 2	University of Massachusetts, B.S. Ed.	1996
Walsh, Julie	Teacher, French	Université du Quebec, Cert. En Education	1999
Weiner, Lori	Teacher, Special Ed.	Bloomsburg University, B.A.; Lesley University, M.A.	2008
Welch, Michael	Teacher, Grade 8	Stonehill College, B.A.; Bridgewater State College, M.A.	2000
Williams, John	Teacher, Music	University of Massachusetts, B.M.; M. Ed.	2000
Wojciechowski, Keryn	Teacher, Grade 8	University of Maryland, B.A.; St. Michael's College, M. Ed.	2009

SCHOLARSHIP AWARDS 2011

- Kelli Lyn Anderson**
Harold Magnusson
- * **Ryan Davidson Barrette**
Eugene S. Clarke Jr.
Sandwich High School Association
- Trevor Sturgis Behlman**
Cape Cod Association
- Matthew C. Blackmon**
Wayne Gilmore Memorial Scholarship
- Teagan Anne Bokanovich**
KTC Jennifer Geertz Memorial
- Camille Louise Bovat**
Sandwich Firefighters
- * **Tess A. Brickley**
American Legion Post 188 –
Clifford Collins Memorial
Sandwich Girls Swim Team
Cape Cod Association
- Christopher Brown**
Sandwich High School Association
- Brianna Brunelli-Hook**
Harold Magnusson
- Connor Byrne**
Sandwich High School Association
- Adam J. Christensen**
PTSA
- Taylor-May Ciliberto**
Holly Hog Charitable Foundation
PTSA
Stu Benedict Memorial Scholarship
(Sandwich Lions)
Sandwich Education Association
- Emma Mary Clancy**
Henry L. & Mary E. Hall
- Heather Marie Clifford**
PTSA
- Thomas C. Colombo**
UMass Amherst Alumni Association
- * **Helen H. Cutler**
Cape Cod Chamber of Commerce
Sons of the American Legion
- * **Frances Ann Davis**
Donald Ashley Memorial –
Shawme Fish and Game Club
Class of 2000 Scholarship
Sandwich Education Association
- Tyler Everett Dennis**
PTSA
William H. Harrison
- * **Shalynn Doherty**
American Legion Auxiliary Post 188
PTSA
- * **Christopher J. Dolan, Jr.**
David W. Allen Memorial
Gerald and Claire Levreault Award
PTSA
Sandwich Women's Club
- * **Emily Renee Duerr**
Captain Gerald F. DeConto
Kiwanis International
PTSA
The Grace Swift Nye & Alfred Gibbs Nye
Otis Civilian Advisory Council Scholarship
Sandwich Realtors Scholarship
- Zachary David Foley**
Mary Crocker Baker
- Kelley Anne Fox**
Harold Magnusson
- Randi Marie Gallerani**
American Legion Auxiliary Post 188
American Legion Post 188 –
Clifford Collins Memorial
John F. Clayton
- Rylie Brianne Garrison**
Sandwich Bourne Rotary
- * **Lucille Marie Gauthier**
Cotuit Athletic Association –
Manuel Robello Scholarship
Cape Cod Association
- * **Chelsea Gibbs**
American Legion Post 188 –
Clifford Collins Memorial
- * **Devin P. Green**
Physicians of Cape Cod
- Caitlin Marie Hanna**
American Legion Post 188 –
Clifford Collins Memorial
David B. Laffoon
Paul Curtis Ewer, Jr.
Sandwich High School Association
- * **Philia Henderson**
The Grace Swift Nye & Alfred Gibbs Nye
Boston University Alumni Club of Cape Cod
- Ashley M. Holmes**
George S. Wing
- * **Gavin James Jones**
David W. Allen Memorial
The Grace Swift Nye & Alfred Gibbs Nye
- Sarah Marie Jordan**
Mary Celata Scholarship
Sandwich Women's Tennis League
Sons of the American Legion
- * **Amy Christine Kangas**
Claire Levreault Scholarship
Eugene S. Clarke Jr.
- Autumn Khazeie**
Hannah S. Belcher
Sarah Bradley
- * **Elise M. Kinchla**
Sandwich Citizen's Police Academy
- * **Domenick J. Lasorsa**
Hal Thorkilsen – Ocean Spray Scholarship
PTSA
Wareham Education Association
- Kevin C. Laughlin**
Shawme Fish and Game Club
- Stephen T. Lessard**
Jeff Hayes Memorial
- Patrick Michael Long**
Cape Cod Association
PTSA
Sandwich Firefighters
- Hannah Marie Lowman**
Mary Crocker Baker
PTSA
- * **Thomas M. Macdonald**
#12 (Jeff Hayes Award)
- * **Rachel E. Maginnis**
Sandwich High School Association
- * **Sean McGonagle**
Bonbright Family Foundation –
Sandwich Band Boosters
Cape Cod Association
- Scott C. McGowan**
Sandwich Firefighters Scholarship
- Collin James McGrath**
Dr. Sylvester McGinn
- Patrick M. McGrath**
Eugene S. Clarke Jr.
- Christopher McNamara**
KTC Jennifer Geertz Memorial
- ++* **Kaitlin M. Meiss**
Kiwanis International
PTSA
Sandwich Democratic Town Committee
The Grace Swift Nye & Alfred Gibbs Nye
- Margaret E. Mondou**
Alvah B. Holway
Anne & Sarah Chamberlain
Barnstable County 4-H Council
- Dana John Murphy**
PTSA
- Kelly Palmatier**
Sandwich Women's Tennis League
- Sharon M. Pietryka**
Bunny DiPietro Memorial –
Shawme Fish and Game Club
Sons of the American Legion
- Cody Pratt**
Harold Magnusson
- * **Megan C. Robicheau**
Sandwich High School Association
- * **Mariah Ann Silva**
Cape Cod Five Cents Savings Bank (laptop)
- *+ **Benjamin A. Siranosian**
Gerald Levreault Award
- Rebecca Grace Slamin**
Elizabeth T. VanBuskirk
- Beau William Stanton**
PTSA
- Colleen Rose Sullivan**
Richard J. Connor –
Friends of the Sandwich Public Library
KTC Jennifer Geertz Memorial
- Jennifer C. Sundman**
Don Long Memorial
Harold Magnusson
Mary A. Earle Memorial Scholarship – ALA
Sandwich Administrators Association
- * **Carly Ann Tefft**
Bonbright Family Foundation –
Sandwich Band Boosters
Michael J. Smith
Timothy Colombo Memorial
Sandwich Realtors Scholarship
- * **Mari Tibbetts**
Eva G. Strain
- * **Andrew James Towey**
John O'Hear – Kiwanis Scholarship
- Robert Andrew Walker**
Sandwich High School Association
Wareham Police Association
- Paige Elisabeth Wallace**
American Legion Auxiliary Post 188
- Paige Pauline Wilcox**
#12 (Jeff Hayes Award)
CIGA and John Boyden Memorial
Russ Andersen Memorial Scholarship
(Sandwich Lions)
Sandwich Firefighters
Sandwich High School Association
- * **Griffin B. Young**
John and Ruth Tyback Memorial
Sandwich Democratic Town Committee
The Grace Swift Nye & Alfred Gibbs Nye
The Elizabeth Eagan Gould
Memorial Scholarship
Sandwich Education Association

COMMENCEMENT – SATURDAY, JUNE 11, 2011 – 11:00 AM

* Processional “Pomp and Circumstance” (Elgar)
SHS Concert Band
Mr. Paul Good, Conductor

* Pledge of Allegiance
Heather M. Clifford,
Class Secretary

* National Anthem
SHS Style
Mr. James Thomas, Director

Salutatorian
Benjamin A. Siranosian

Greetings
Dr. Mary Ellen Johnson,
Superintendent of Schools

Farewell to SHS
Beau William Stanton,
Class President

Recognition of Class Advisors
and Presentation of Yearbooks
Alexander Garett Grotevant,
Class Treasurer and
Christopher M. McNamara,
Public Relations

“The Irish Blessing” (J.E. Bacak)
SHS Style
Mr. James Thomas, Conductor

Valedictorian
Kaitlin M. Meiss

Class Gift
Frances Ann Davis,
Class Vice President

Presentation of Diplomas
Ms. Ellin Booras,
Principal
Ms. Sherry Marshall,
Chairman, Sandwich School Committee
Ms. Elizabeth Haskell,
Assistant Principal
Mr. Richard Metropolis,
Assistant Principal

*Recessional Peter Gunn (Mancini) *HS Concert Band*
Mr. Paul Good,
Conductor

*Please Stand

Class Advisors

Nicole Baumgartner and Erin Jodoin

Class Officers

President – Beau William Stanton
Vice President – Frances Ann Davis
Secretary – Heather Marie Clifford
Treasurer – Alexander Garett Grotevant
Public Relations – Christopher M. McNamara

Marshals

Erica C. Corbiere – Thomas O. Cundiff

Ushers

Britney Bazinet – Victoria B. Goddard – Brian T. Hann
Abigail P. Hanson – Jaclyn Higgins – Nicole Iodice
John Kangas – Kelsey Lawrence – Alicia Mangelson
Marinna Raucci – Abigail Raymond – Elizabeth Reardon
Madeleine Reynolds – Jennifer Siranosian
Terah Strauss – Maranda Swift

Sincere Thanks To:

Ms. Ellin Booras, Principal
Ms. Elizabeth Haskell, Assistant Principal
Mr. Richard Metropolis, Assistant Principal
SHS Faculty and Staff
Mrs. Laura Carlyle – Mr. Donald Franke
Mr. Michael O’Brien – Mrs. Deborah O’Brien
Mrs. Susan Lindholm – Mr. Bud Schermerhorn
Mr. Skip Tetreault – Mr. Jamie Booth
The SHS Custodial and Maintenance Staff
Mrs. Brenda Kinchla – Mrs. Joanne DeConto
Mrs. Rachel Cronin – Mrs. Florence Graessle
Friends and Families of the Class of 2011
The Building/Grounds Team
Sandwich Hollows – Scenic Roots
Robbie Jarvis Sound & Lighting
Ms. Paula Johnson, Jennifer McClatchey
and
Jamieson Horton, Sandwich Community Television

SANDWICH HIGH SCHOOL CLASS OF 2011

- | | | |
|---|---|--|
| <p>Subrina Ahmad
Charles Bradley Allen
Chelsea Nicole Allen
Matteo Brand Aluisy
Karl William Andersen
Kelli Lyn Anderson
* Abigail Grace Antoine
Judith M. Antonowicz
Jenna M. Arnowitz</p> <p>Jonathan Patrick Barrett
* Ryan Davidson Barrette
Tyler Maxwell Barrette
Jessica Anne Bartel
* Amanda Marie Bartram
Matthew Bearup
Trevor Sturgis Behlman
Catherine F. Bergeron
Matthew C. Blackmon
Jeffrey J. Blanchard
Teagan A. Bokanovich
Camille Louise Bovat
Danielle N. Boyajian
Desiree M. Bradford
Kevin Bradley
Daniel Branzetti
* Tess A. Brickley
Christopher Brown
Brianna Brunelli-Hook
Peter Burger
Connor Byrne</p> <p>Zachary John Cabana
Taylor Cahoon
Sara Marie Cannilla
Liam Duncan Cannon
Colleen M. Carroll
Aiko Jasmine Carter
Paul Anthony Catalano
Adam J. Christensen
Taylor-May Ciliberto
Emma Mary Clancy
Brittany E. Clarkson
Brooke E. Clarkson</p> | <p>Heather Marie Clifford
Thomas C. Colombo
Amy Elizabeth Comlin
Kyler Steven Conena
Megan E. Congro
Annaleise Jane Conway
Ryan Earl Cook
* Katherine Corey
Paige E. Corkery
Casey Brooke Costello
Nicholas Daniel Cotter
Emily Celina Cullinan
* Helen H. Cutler</p> <p>Eben D'Agostino
Jack Sylvain Daly
* Kevin Alexander Daly
Nicholas Darzenta
* Frances Ann Davis
Tyler Everett Dennis
Chloé J. Di-Tommaso
* Shalynn Doherty
* Christopher J. Dolan Jr.
James E. Doleman
Benjamin D. Downey
Brandon T. Downey
* Emily Renee Duerr
Trevor J. Dumas</p> <p>Nicholas Russell Earle
Alexa Jo Elliott
Andrew A. Esborn</p> <p>Patrick John Farrington
Jonathan Field
Caitlyn Finch
John D. Fitzgerald
Kaitlyn N. Fitzgerald
Zachary David Foley
Brandon Michael Foster
Kelley Anne Fox
William James Fox</p> <p>Randi Marie Gallerani
Reece Ryan Garrison
Rylie Brienne Garrison
* Lucille Marie Gauthier
Emily Ghadban
Ashley Giannakoulis
Rory C. Gibbons
* Chelsea Gibbs
Olivia Jean Goddard
Nicholas M. Gorrasi
Timothy P. Grady</p> | <p>* Devin P. Green
Kevin M. Greene
* Alexander G. Grotevant
Michael C. Grundman
Joseph L. Gualtieri</p> <p>Caitlin Marie Hanna
Victoria A. Hanrahan
Robert T. Hemingway
* Philia Henderson
Jill Henry
Crystal Lee Hernandez
Michael Higgins
Thomas Justin Hinline
Tess Anne Hixon
Lindsey E. Hogan
Ashley M. Holmes</p> <p>* Gavin James Jones
Sarah Marie Jordan
Erin Joska
Hannah Reed Joyce</p> <p>* Amy Christine Kangas
Margot Jean Keil
Emily Jean Kent
Samuel Joseph Kent
Autumn Khazeie
* Elise M. Kinchla
Thomas M. King
Alicia Marie Kirby
Olivia Lauren Klenert
Kara Marie Kosinski
Meaghan C. Koudelka</p> <p>Kristen M. Lambrich
Monica Kristi Lanciano
* Domenick J. Lasorsa
Kevin C. Laughlin
Alexander J. LaRocco
Matthew R. Leeman
Lauren Holly Lenk
Joshua D. Leonardi
Stephen T. Lessard
Christopher John Lilly
Matthew Glen Liset
Patrick Michael Long
Hailey A. Loonan
Caitlin Marie Loud
Hannah Marie Lowman</p> <p>* Thomas M. Macdonald
* Rachel E. Maginnis
Mary E. Manganella</p> |
|---|---|--|
-
- ++ Valedictorian
+ Salutatorian
* National Honor Society
Multicolored tassels denote
Art Honor Society

Zachary Mangelson
 Alexandra Marogozakis
 Kenzie McCaffrey
 Jacob Victor McCombs
 Kellie McGann
 Michael A. McGinty
 * Sean McGonagle
 Scott C. McGowan
 Collin James McGrath
 Patrick M. McKGrath
 Matthew McKenna
 Ryann McMorrow
 Christopher McNamara
 ++* Kaitlin M. Meiss
 Zain Mian
 Natasha Miskovsky
 Margaret E. Mondou
 Melanie Victoria Montt
 Nicole Moore
 Ryan Morin
 Justin Charles Morris
 Kyle Forrest Mosher
 Evelyn Marie Mucci
 Eric R. Mueller
 Alexander S. Munsey
 Dana John Murphy

Elana Courtney Neal
 Sarah Netto

Jennifer Callyn O'Brien
 Taylor O'Brien
 Mark Odell

Kelly Palmatier
 Anne Kathleen Parsons
 Lauren Pavao
 Amanda L. Pederzani
 Robert Perkins
 Blake William Petipas
 Kevin Phan
 Sharon M. Pietryka
 Taylor A. Poloway
 Craig Potter
 Cody Pratt

Christian E. Raymond
 John A. Renfrew
 Kelly Ann Richardson
 Rebecca Jane Riedel
 Katie Rose Ritchie
 * Megan C. Robicheau
 Drew Marie Romanelli
 Briana M. Rossomando
 Molly Jean Roughan
 Lindsay M. Rutherford
 John Henry Ryan
 Patrick Santosuosso
 * Jonathon Wade Saucier
 Alex Shell
 * Mariah Ann Silva
 Mariah L. Silva
 *+ Benjamin A. Siranosian
 Rebecca Grace Slamin
 Briana Maureen Smith
 Paul Henry Sparrow
 Beau William Stanton
 Christopher M. Steele
 Chelsea Stenstrom
 Colleen Rose Sullivan
 Jennifer C. Sundman

* Carly Ann Tefft
 * Mari Tibbetts
 * Andrew James Towey
 Ashley Tropea
 Dylan S. VanDrimlen
 Rebecca Lauren Varjian
 Robert Andrew Walker
 * Caroline Elizabeth Wall
 Paige Elisabeth Wallace
 Michael J. Warnica
 * Melanie M. Webb
 Kerry P. White
 Matthew Edgar White
 Paige Pauline Wilcox
 Alyssa Michelle Wood
 * Griffin B. Young



++ Valedictorian
 + Salutatorian
 * National Honor Society
 Multicolored tassels denote
 Art Honor Society

Report of the UPPER CAPE COD REGIONAL TECHNICAL SCHOOL

To the citizens of Bourne, Falmouth, Marion, Sandwich, and Wareham:

Elected School Committee Representatives:

Town of Bourne Joseph A. Agrillo, Sr.
Lisa Dumont

Town of Falmouth Donald Haynes, Chair
Edmund Zmuda

Town of Marion Eunice Manduca

Town of Sandwich Penny Blackwell
Steven Chalke, Treasurer

Town of Wareham Robert Fichtenmayer, Vice Chairman
Kent Pearce

Superintendent Kevin C. Farr

Upper Cape Cod Regional Technical School foundation enrollment, as of October 1, 2010 consisted of one hundred nineteen (119) students from Bourne, two hundred (200) from Falmouth, nineteen (19) from Marion, one hundred twenty-nine (129) from Sandwich, and two hundred twenty-five (225) from Wareham. For several years now, the school remains enrolled beyond capacity with a large waiting list that continues to grow each year. The school also has a full-time, self-sufficient adult Licensed Practical Nursing program with a satellite program at Cape Cod Regional Technical School in Harwich.

Upper Cape Tech continues to expand its offerings for adults and other out of school individuals. Adult tuition students, specialized afternoon and evening occupational programs, and summer programs are additional to the 692-pupil school day enrollment. Upper Cape Tech continues to offer valuable cost-effective services to its communities via its day and evening programs. 1,631 adult students were enrolled in evening courses during this fiscal year.

Our enrollment has continued to increase and should remain at the current level based on the size of our physical plant and faculty. We continue to receive almost 400 applications from 8th graders in the district for the 180 seats in the freshman class.

This fiscal year concluded with the commencement of several building and grounds projects including breaking ground on the construction of a 9,225-square-foot building designed to house the licensed practical nursing program. The construction is expected to be a two to three year project, built by students and instructors and funded by the profits from the LPN and adult education programs. The building will be home to the full-time LPN program and will include four classrooms/labs and a child care center, as well as provide space for offices and storage. Additional projects included curb and sidewalk replacement, reconfiguration of the Business Office, and relocation of the Adult and Continuing Education offices.

The Regional School District Committee extends its appreciation to the many advisory boards that assist us in developing and maintaining educational programs, various town and school officials who support our efforts, and school staff members. It is the combined effort of all of these individuals that has enabled the success of the school and its graduates. We look forward to your continued support.

Respectfully submitted,

Kevin C. Farr,
Superintendent

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL CLASS OF 2011

SANDWICH

Chase Alexander	Kelsey Lombardi
Peter Balkam	Holly Loverro
Jonathan Britt	Anna McEntee
Sean Buckland	Sean McManus
Rachel Clark	Christopher Meehan
Danea Cosgrove	Michael Nee
Gregory DeVico	Andrew Nesom
Devon Dietz	Kristie Page
Empress El	Niraj Patel
Andrew Esposito	Megan Quindley
Mark Gianferante	Joseph Reardon
Allison Hall	James Roellke
Matthew Jepson	Michael Splitz
James Kandrick	Joseph Vongearge