

TOWN OF STERLING

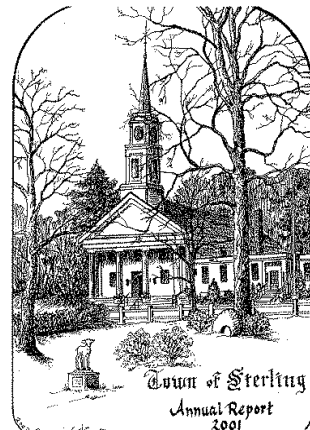
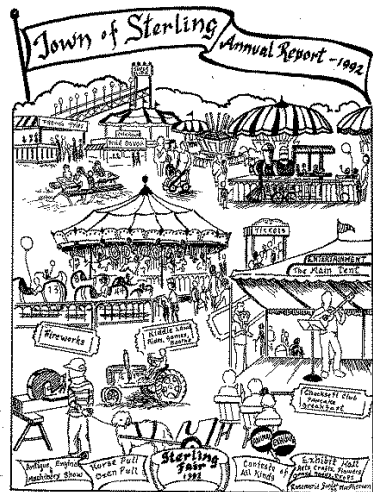
ANNUAL

TOWN

REPORT

2011





The cover of the 2011 Town Report has once again been designed by Sterling artist, Rosemarie Santos MacPherson. Ms. MacPherson has been illustrating covers for our Annual Town Reports for 40 years. Her covers record historic images of Sterling, such as the First Church and Common on the 2001 cover, and timeless vignettes of life in Sterling, as in the 1977 cover which depicts our apple orchards and apple picking.

We are all made richer by having these slices of our shared life chronicled in pen and ink by this gifted artist and observer.

Next time you either attend a meeting in the Selectmen's meeting room or watch a Selectmen's meeting on our local cable TV channel, please note the oil painting hanging on the wall behind the table. It commemorates Sterling's annual community agricultural fair, and was painted in 2007 by Rosemarie Santos MacPherson. Purchase of the painting was facilitated by former Selectman Dick Sheppard in order that the Town might have something representing Sterling by a local artist, and as a tribute to Ms. MacPherson for all the art she's created for her Town.



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STATE AND FEDERAL GOVERNMENT OFFICIALS.....Inside Back Cover

TOWN INFORMATIONBack Cover

TOWN OFFICIALS

2011

ELECTED OFFICIALS - TOWN OF STERLING

TERM EXPIRES

BOARD OF ASSESSORS (3 year term)

Donlin K. Murray	2012
Michael A. Olson	2013
Robert F. Cutler	2014

BOARD OF HEALTH (3 year term)

Gary C. Menin	2012
Stanley Selkow	<i>resigned 2011</i>
Allen Hoffman (<i>appointed to fill vacancy</i>)	2012
Donna M. Clark	2014

BOARD OF LIBRARY TRUSTEES (3 year term)

Jaap F. Vermeulen	2012
Susan Valentine	<i>resigned 2011</i>
Erica Brennan (<i>appointed to fill vacancy</i>)	2012
Albert J. Carlin	2013
Kelly J. Corvelo	2013
John L. Dwyer	2014
Robert W. Johnson	2014

BOARD OF SELECTMEN (3 year term)

Russell R. Philpot	2012
Paul M. Sushchyk	2013
Ronald A. Furmaniuk	2014

CONSTABLES (3 year term)

David J. Pineo	2013
Michael E. Pineo	2013

DEPARTMENT OF PUBLIC WORKS BOARD (3 year term)

Gregg W. Aubin	2012
Donald W. Harding	2013
Lawrence R. Favreau	2014

HOUSING AUTHORITY (5 year term)

Elisabeth A. Earle	2012
Marion F. Tuttle	2012
Robert E. Kneeland	2013
Linette K. Warren	2016
Vacancy (State Appointee)	annual appointee

MODERATOR (3 year term)

Peter T. Monaghan	2012
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PLANNING BOARD (5 year term)

Robert J. Protano	<i>resigned as of 1/1/2012</i>
Charles A. Hajdu	2013
Michael J. Radzicki	2014
Ronald F. Pichierri	2015
Kenneth I.H. Williams	2016

TERM EXPIRES

STERLING MUNICIPAL LIGHT BOARD (3 year term)

Matthew V. Stelmack	2012
Michael J. Rivers	2013
George M. Pape	2014

WACHUSETT REGIONAL SCHOOL CMTE. (3 year term)

Joseph G. Sova	2012
Lance F. Harris	2013
Norman J. Plourde	2014
James A. Mason	2014

***Robert Protano** has served as an elected member of Sterling's Planning Board since 1985. After 27 years of service to Sterling in this capacity, he has decided not to seek re-election in 2012. His Town thanks him for his service and his dedication.*

*Other elected officials who resigned in 2011:
Stanley Selkow, Board of Health member since 2004; and
Susan Valentine, Library Trustee since 2006.
Thank you for your service to our Town.*

*In late 2011, the following individuals left the Personnel Board and a new Personnel Board was appointed.
Bruce Baker, Board member since 2009 (later re-appointed to the new Board)
Diane Burrows, Board member since 2001
Loret Schur, Chair, Board member since 1988
Deborah Strate, Board member since 2001
Kathleen Van Hoof, Board member since 2007
Thank you for your commitment to the Town and for sharing your expertise.*

*And we remember **Evelyn Thomas** who passed away on March 6, 2011.
Ms. Thomas was first appointed to the Sterling Housing Authority as a State Appointee in 2000.*

APPOINTED OFFICIALS

TERM EXPIRES

ACCOUNTANT (3 year appt)

Donna Couture	<i>resigned 9/2011</i>
Eric Kinsheer (<i>Interim Town Accountant</i>)	<i>9/2011 – 11/2011</i>
Karen Chick (<i>appointed 11/2011</i>)	2014

A.D.A. COORDINATOR (1 year appt)

Matthew Marro	2012
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A.D.A. REVIEW COMMITTEE (1 year appt)

Clare Fisher	2012
Donald Harding	2012
Danielle Mattei	2012
Ronald Pichierri	2012
Kenneth Stidsen, Jr.	2012

ANIMAL CONTROL ADVISORY BOARD (1 year appt)

Douglas Davis	<i>resigned 6/2011</i>
Kathleen Rensky (<i>appointed to fill vacancy</i>)	2012
Karen Kase	2012
Cindy Miller	2012
Theresa Sadler	2012
Claire Stidsen	2012

ANIMAL CONTROL OFFICER (1 year appt)

Louis Massa	2012
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ANIMAL CONTROL OFFICER – ALT. (1 year appt)

Heather Bradley	2012
Steven Jones	2012

ANIMAL INSPECTOR (Board of Health 1 year appt)

David Favreau	2012
Louis Massa	2012

AUDITORS (3 year appt)

Borgatti & Harrison	2013
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BUILDING INSPECTOR (1 year appt)

Mark Brodeur	2012
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BUILDING INSPECTOR – ALT. (1 year appt)

Norman Clemence	2012
David Johnson	2012
John Wilson	2012

BURIAL AGENT (Board of Health 1 year appt)

Dawn E. Michanowicz, Town Clerk	2012
David Favreau	2012

TERM EXPIRES**CAPITAL FUND COMMITTEE** (3 year appt)

Robert Brown	2013
Patrick Fox	2014
John Kilcoyne	2014
Michael Murphy	2013
Larry Pape	2012
John Potter	2013
Michael Rivers	2013

CONSERVATION COMMISSION AGENT

Matthew Marro

CONSERVATION COMMISSION (3 year appt)

Joseph Curtin	2012
Scott Michalak	2013
David Mosley	2012
Michael Pineo	2012
Barbara Roberti	2013
Robert Schnare	2014
Susan Valentine	2014
Alton Day Stone – Alt.	2013

COUNCIL ON AGING (3 year appt)

Anita Benware	2014
Sharon Bloom	2012
Irene Camerano	2014
Constance Cleary	2014
Barbara Foster	2013
Mary Higgins	2013
Debra MacLennan	2012
Ellen Sesia	2012
Peter Watson	2013
Susan Doucette – Associate Member	
Kenneth Day – Associate Member	
Susan Duquette – Associate Member	

SENIOR CENTER SITE DEVELOPMENT CMTE

(active through 12/2011)

Gregg W. Aubin	2011
Kevin Beaupre	2011
Sharon Bloom	2011
John Chandler	2011
Patrick Fox	2011
John Kilcoyne	2011
James Simpson	2011

DPW SUPERINTENDENT

William P. Tuttle	2013
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	TERM EXPIRES
<u>EARTH REMOVAL BOARD</u> (3 year appt)	
Scott Michalak	2012
Ronald Pichierri	2013
Barbara Roberti	2013
Michael Heim	2012
Paul Sushchyk	2013
Kenneth I.H. Williams	2014
<u>ELECTION OFFICERS</u> (1 year appt, annually in August)	
Virginia Barriere	2012
Robert Bloom	2012
Lisa Call	2012
Irene Camerano	2012
Melissa Chalmers	2012
Barbara Chellel	2012
Patricia Christenson	2012
Florence Coughlin	2012
Katherine Cranson	2012
JoAnn Cummings	2012
Eileen DeSautels	2012
Emily Federici	2012
Madeline Grinkis	2012
Utahna Hallet	2012
Carmen Huntoon	2012
Nancy Kristoff	2012
Marjorie Long	2012
Richard Maki	2012
Sandra McAllister	2012
Jane Meunier	2012
Kathleen Mello	2012
Eris Nash	2012
Linda Racca	2012
Muriel Senter	2012
<u>ELECTRICAL INSPECTOR</u> (1 year appt)	
J. Bruce Dunn	2012
<u>ELECTRICAL INSPECTOR – ALT.</u> (1 year appt)	
Robert Warren	2012
<u>EMERGENCY MANAGEMENT DIRECTOR</u> (1 year appt)	
David C. Hurlbut, Jr.	2012
<u>EXTENSION SERVICE</u> (1 year appt)	
Clare Fisher	2012
<u>FENCE VIEWER</u> (1 year appt)	
R. Gary Griffin	2012

TERM EXPIRES**FINANCE COMMITTEE**

(3 year appt jointly by Board of Selectmen, Moderator, Finance Cmte.)

Robert Brown	2013
Lisa Call	2014
Matthew Emsley	2014
Frank C. Heinemann	2012
John Kilcoyne	2013
Michael Murphy	2012
Larry Pape	2012

FIRE CHIEF

David C. Hurlbut, Jr.

GAS INSPECTOR (1 year appt)

Robert Janda	2012
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HEALTH AGENT (1 year appt by Board of Health)

David Favreau	2012
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ASSISTANT HEALTH AGENT (1 year appt)

Kathleen Nickerson	2012
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HISTORICAL COMMISSION (3 year appt)

James French	2014
Patrick Fox	2013
Vernon Gaw	2014
Philip Nash	2013
Brian Patacchiola	2012

INDUSTRIAL DEVELOPMENT COMMITTEE (5 year appt)

William Haskell	2016
Walter Sanders	2013
Carl Strate	2015

LIBRARY DIRECTOR

Patricia Campbell

LOCAL AUCTION PERMIT AGENT (1 year appt)

Dawn E. Michanowicz, Town Clerk	2012
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M.A.R.T. ADVISORY BOARD (1 year appt)

Christopher Roy	2012
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MEASURER OF WOOD AND BARK (1 year appt)

Brian Favreau	2012
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MEMORIAL AREA (1 year appt)

William P. Tuttle	2012
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TERM EXPIRES**MONTACHUSETT REGIONAL TECHNICAL SCHOOL**

(4 year appt jointly by Selectmen and Moderator)

Kenneth I.H. Williams 2014

MUNICIPAL COORDINATOR (1 year appt)

David C. Hurlbut, Jr. 2012

PERSONNEL BOARD (3 year appt)Bruce Baker *resigned, 2011*Diane Burrows *not reappointed, 2011*Loret Schur *not reappointed, 2011*Deborah Strate *resigned, 2011*Kathleen Van Hoof *resigned, 2011**The Personnel Board was re-organized at the end of the 2011 calendar year. Board members going forward are:*

Bruce Baker 2012

Annemarie Belair 2013

Timothy Hanrahan 2014

Amrith Kumar 2014

John Edwin Lindholm 2013

PLUMBING INSPECTOR (1 year appt; BOH appt)

Robert Janda 2012

POLICE CHIEF (3 year appt)

Gary Chamberland 2013

SPECIAL POLICE OFFICER (1 year appt)

David Pineo, Sr. 2012

Michael Pineo 2012

POLICE MATRON / CELL MONITOR (1 year appt)

Brooke Chandler 2012

Christopher Constantino 2012

Danielle Mallette 2012

Beatrice Serewicz 2012

Christopher Wilder 2012

PROCUREMENT OFFICER (1 year appt)

Terri Ackerman 2012

PUBLIC WEIGHERS (1 year appt)

Charles Darlington 2012

Jeff Henningson 2012

Heidi Lindgren 2012

Edward Perkins, Jr. 2012

PUBLIC WORKS SUPERINTENDENT

(1 year appt by Dept. of Public Works Board)

William Tuttle 2012

TERM EXPIRES**RECREATION COMMITTEE** (5 year appt)

JoAnn Cummings	2015
Robert Finizio	2012
Heidi Grady	2014
Mark Hryniewicz	2014
Jessica Moroney	2014
Michael P. Regan, Jr.	2013
Heather Ruziak	2012

STERLING PLAY AREA RECREATION COMMITTEE**(SPARC)**, a sub-committee of the Recreation Committee

Hollie Lucht	2012
Renee Yourk	2012
Patrick W. O'Connor	2012
Erin O'Connor	2012
Karen Ormsbee	2012
Ronald Furmaniuk	2012
Robert Finizio	2012
Judy Janda	2012

REGISTRAR OF VOTERS (3 year appt. in March)

Dawn E. Michanowicz	ProTem
Christine K. Arsenault	2013
Richard O. Barriere	2012
Sheila M. Hudson	2014

RIGHT TO KNOW COORDINATOR (1 year appt)

David C. Hurlbut, Jr.	2012
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SCHOOL SUPERINTENDENT for Wachusett Regional School Dist.

Thomas Pandiscio

SEALER OF WEIGHTS AND MEASURES (1 year appt)

Edward Seidler	2011
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**TOWN ACCOUNTANT/TREASURER/COLLECTOR
SCREENING COMMITTEE***Treasurer/Collector and Accountant were hired in Nov., 2011*

James Kelley, Human Resource Officer	2011
Terri Ackerman, Town Administrator	2011
Barbara Bartlett	2011
Lisa DeCiero	2011
John Kilcoyn	2011
Michael Rivers	2011
Todd Solar	2011

TOWN ADMINISTRATOR (3 year appt)

Terri Ackerman	2013
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	TERM EXPIRES
<u>TOWN CLERK</u> (3 year appt)	
Dawn E. Michanowicz	2013
<u>TOWN COMMON REVITALIZATION COMMITTEE</u> (active through Fall, 2011)	
Vernon Gaw	2011
Julia Gauld	2011
Susan Harrigan	2011
Rosanne Mapp	2011
Maryanne MacLeod	2011
Ellen Sesia	2011
Carol Stewart-Gringis	2011
<u>TOWN COUNSEL</u> (1 year appt)	
Collins & Weinberg	2012
<u>TOWN GOVERNMENT STUDY COMMITTEE</u> (by appointment at Annual Town Meeting; term extended to 2012)	
Doris Bennett	2012
Jeffrey L. Donaldson	2012
Robert Dumont	2012
Kathleen Mello	2012
Donlin K. Murray	2012
John Potter	2012
Michael J. Radzicki	2012
<u>TREASURER / COLLECTOR</u> (3 year appt)	
Donna Erickson	<i>resigned 8/2011</i>
Timothy Bell (<i>Interim Treasurer/Collector</i>)	<i>9/2011 – 11/2011</i>
Anne Cervantes (<i>appointed 11/2011</i>)	2014
<u>TREE WARDEN</u> (1 year appt by Dept. of Pulic Works)	
William Tuttle	2012
<u>VETERANS' AGENT</u> (1 year appt)	
Roland Nelson	2012
<u>VETERANS' GRAVE OFFICER</u> (1 year appt)	
Robert Temple	2012
<u>VAULT COMMITTEE</u> (active through 12/2011)	
Dawn E. Michanowicz, Town Clerk	2011
Donlin K. Murray	2011
Michael Padula	2011
<u>VAULT BUILDING COMMITTEE</u> (appointed by BOS in 12/2011)	
Donlin K. Murray	2012
Michael Padula	2012
Russell Philpot	2012

ZONING BOARD OF APPEALS (5 year appt)

TERM EXPIRES

Jeffrey Donaldson	2013
David Lozier	2013
Richard Hautaniemi	2011
William Bird	2012
Joseph Curtin	2012
Matthew Campobasso – Alt.	2012
Jerry Siver – Alt.	2012

SPECIAL COMMITTEES

TERM EXPIRES

AGRICULTURAL COMMISSION (3 year appt)

David Grinkis	2014
Terry Heinold	2013
Robert Nickerson	2014
Michael Pineo	2014
Robert Smiley	2012
Ann Starbard	2012
David Fiske – Alt.	2013
Blue Favreau – Alt.	2014
Diane Melone – Alt.	2012

CABLE TV ADVISORY BOARD (1 year appt since 4/1982)

Robert Bloom	2012
Arthur Coughlin	2012
Joseph Gunther	2012
Catherine Harrigan	2012
Richard Maki	2012

CULTURAL COUNCIL (3 year appt, not more than 2 terms; since 6/1980)

Virginia Beaudin-Meade	2013
Sharon Keller Hughes	2013
Erin Martin	2013
Brianna Meade	2014
Lynne Philpot	2013
June Quill	2013
Erica Driscoll Ribeiro	2013
Lisa Perry	2014
Kerry Bart-Raber	2014

FAIR COMMITTEE (3 year appt)

David Agurkis	2013
Margaret Agurkis	2013
Jack Bouvier	2013
Maureen Bouvier	2013
Merylee Calahan	2013
Philip Campbell	2013
Norman F. Clemence	2013
Judy Corbett	2013
Douglas Downey	2013
Carl Gronblom	2013
Shirlene Hagan	2013
Jay Hartnett	2013
Lisa Hebert	2013
Terry Heinold	2013
Donald Jewett	2013
Muriel Johnson	2013
Robert Kneeland	2013

FAIR COMMITTEE cont.**TERM EXPIRES**

Micheyla Krafve	2013
Jeremy Kurtz	2013
Veronica Litterio	2013
Tammy Mathews	2013
Joshua Pineo	2013
Michael Pineo	2013
Barbara Roberti	2013
Gloria Rugg	2013
Raymond Rugg, Jr.	2013
Keith Shaughnessy	2013
Joan Strang	2013
Carl Strate	2013
Wanda Walsh	2013

INSURANCE ADVISORY COMMITTEE (established 2011)

Michelle Braconnier	2012
David Favreau	2012
Karen Gaylord	2012
Scott Johnson	2012
Tom Kokernak	2012
John Nordquist	2012
David Pineo	2012
Robert F. Warren	2012

REGIONAL EMERGENCY PLANNING COMMITTEE

(Regional Committee replaces local emergency planning and safety committees)

David Favreau (BOH representative)
Jim Emerton (CERT representative)
Mark Restuccia, M.D. (Medical Director)
David C. Hurlbut, Jr. (Emergency Management Director)

OPEN SPACE COMMITTEE (Ad Hoc since 8/2001)

Robert F. Authur	2012
Bill Ayadi	2011
Joyce A. Hinckley	2011
Marion E. Larson	2012
Maryann MacLeod	2012
Peder Pedersen	2012
Robert Protano	2012
Sue Valentine	2011

RECYCLING COMMITTEE (1 year appt)

Kenneth I.H. Williams	2012
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WACHUSETT FUND COMMITTEE (1 year appt)

Gary Chamberland	2012
David C. Hurlbut, Jr.	2012
Peter MacDonald	2012

TERM EXPIRES**40B REVIEW COMMITTEE** (established in 2004)

Clare Fisher	2012
Donald Harding	2012
Michael Pineo	2012
Stan Selkow	2012
Kenneth I.H. Williams	2012
Barbara Roberti – Alt.	2012
Paul Sushchuk – Alt.	2012

140 CORRIDOR AD HOC COMMITTEE (1 year appt)

Robert Protano	2012
John Powers	2012
Robert Temple	2012

1835 TOWN HALL COMMITTEE (1 year appt, since 1/2001)

Paul Cormier	2014
Joann Drown	2012
Vernon Gaw	2012
Ronald Pichierri	2012
Cynthia Secord	2012
Matthew Stelmack	2014
Kenneth W. Stidsen	2012
Beth Stuermer	2012

1835 TOWN HALL DESIGNER SELECTION COMMITTEE

Vernon Gaw	2012
Ronald Pichierri	2012
Cynthia Secord	2012
Matthew Stelmack	2012
Kenneth Stidsen, Jr	2012

BOARD OF SELECTMEN
2011 ANNUAL REPORT

The Chairman of the Sterling Board of Selectmen did not submit a report for inclusion in the 2011 Annual Town Report.

OFFICE OF THE TOWN ADMINISTRATOR
2011 ANNUAL REPORT

During 2011, we bid farewell to our longtime Town Accountant Donna Couture and welcomed new Town Accountant Karen Chick. We also said farewell to Treasurer Collector Donna Erickson and welcomed new Treasurer Collector Anne Cervantes. Both Donnas will be deeply missed and we wish them the best in their new endeavors. Karen and Anne are off to a great start, digging in with energy, enthusiasm and commitment.

During 2011 we continued to lay the groundwork for important developments over the next few years, including these specific activities:

- Appointed a Vault Committee consisting of Michael Padula, Donlin Murray, and Russell Philpot, with staff support from Town Clerk Dawn Michanowicz. The committee has made steady progress, most notably with the hire of Architect Kaffee Kang.
- Continued research and discussions on renovations, ADA accessibility, and future usage of the 1835 Town Hall.
- Continued extensive research and discussions on a potential Community Center/Senior Center via the SCSDC (Senior Center Site Development committee) chaired by Sharon Bloom and including Patrick Fox, John Kilcoyne, Jack Chandler, Jim Simpson, Greg Aubin, and Kevin Beaupre.
- Launched an Online Geographical Information System to provide access to information associated with location to town staff, boards and committees, residents and visitors.
- Saved \$10,561 in Property/Liability/Workers comp insurance, due to MIIA credits for loss control, early payment incentive and employee training programs. Continued to urge employees to participate in free training via the MIIA Rewards program.
- Developed and maintained tracking system for BOS follow-up agenda items; posted on web.
- Developed Action Plan for BOS goals; updated it frequently; posted on web.

Despite difficult economic times, we should all take pride in an outstanding accomplishment. The Finance Committee continued to recommend, and Town Meeting approved, what continues to be a rarity in the Commonwealth and in the nation as a whole: a balanced budget with:

- Healthy reserves
- No layoffs
- No cuts to town services
- Minimal tax increases
- No overrides to Proposition 2 ½

Altogether, Sterling remains a vibrant healthy town in a beautiful and natural setting; we should all take pride in this thriving community.

Respectfully Submitted,

Terri Ackerman
Town Administrator

OFFICE OF THE TOWN CLERK
2011 ANNUAL REPORT

The year 2011 began by obtaining a 217% increase in state funding for State Elections from the State Auditor. It was also the year of completion of the Federal Census and re-precincting of the Town's population. By December 31st, while Sterling retained its two State Representatives, changes resulted in expanding the boundaries of Precinct 1 at the West Boylston line and northerly along Cove Road and Avery Lane. One of our thoughtful citizens generously offered to laminate the new Precinct map, which you will find hanging opposite our office at Town Hall.

Without State elections in 2011, this was the year to focus on more immediate goals in our department such as:

1. The Vault: determining the size needed for the storage of the Town's permanent records; and
2. Codification of the General Bylaws for the *Town Codebook* to be voted at the May, 2012 town meeting.



Here I must acknowledge the extraordinary efforts of our new Assistant Town Clerk, Kama Jayne, who keeps the wheels of Town government oiled and moving, and always with a smile. Without her attentiveness to detail and resolve, this year would not have reflected the progress we have made in this department.

Without the dedication of the following townspeople, I could not accomplish what I am asked to do on a daily basis. They each deserve gold stars:

- ◆ Sheila Hudson, Registrar, for her diligence in maintaining the voter information for over 8,000 records, and perseverance in following-up with people in our mobile society to complete the 2010 Census,
- ◆ Melissa Chalmers, as a Senior using her work-off hours to create, compile and format a professional Annual Town Report; this is her third year publishing the book,
- ◆ Cynthia Secord, as a Senior using her work-off hours to research the Massachusetts General Laws for Codification in the *Town Code*, and
- ◆ Patrick Fox, who came to my rescue by offering to read through the entire collection of Town Reports to complete the Codification of the General Bylaws for the *Town Code*. (See Article 19 of the May 2012 Town Warrant.)

In keeping costs down, this was the year to “re-cycle” as I snatched a “free copier” machine offered by the Light Department which requires only some TLC. I also resuscitated an old 1,000 lb. fire-resistant file cabinet, which our DPW men “kindly” hauled back into the building. A new one, plus shipping, would have cost over \$3,000.

This has been a challenging year for me personally and many of the residents, as well as my colleagues, offered support. For your encouragement, I am deeply grateful. Thank you.

2011 STATISTICS

Population approximately *7,558
Head of Household *3,119

Democrats	1,025
Republicans	980
Unenrolled	3,531
Green Rainbow	7
Libertarian	25
American Independent	2
We the People	1
Veteran Party America	1
<u>Inter 3rd party</u>	<u>1</u>

TOTAL VOTER 5,573 *as of December 31, 2011

VITALS

Births:	52
Marriages (which occurred in 2011):	35
Intentions to Marry:	36
Deaths:	88

DOGS

Licensed	1,441
Kennels	12

Respectfully Submitted,

Dawn E. Michanowicz
Town Clerk

**TOWN MEETING MINUTES
&
ELECTION RESULTS

2011**

**Town of Sterling
SPECIAL TOWN MEETING
May 16, 2011**

At the Special Town Meeting duly called and held in the Chocksett School Auditorium on Boutelle Road, in said Town of Sterling, on Monday May 16, 2011 at 6:30pm, the following 7 articles were voted upon in a legal manner.

The Town Moderator, Peter Monaghan, called the Special Town Meeting to order at 6:33pm. There was a quorum present; 347 voters attended the meeting.

The following tellers were appointed by Moderator:

Randall Ryll, 252 Justice Hill Road

Jane Krantz, 83 Justice Hill Road

Peter Picard, 46 Mellon Hollow Road

Bob Kneeland, 218 Worcester Road

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator.

The Moderator noted the receipt of the return of the Warrant for the Special and the Annual Town by Constable, David Pineo.

MOTION MADE: to waive the reading of the Warrants.

MOTION PASSED UNANIMOUSLY

Clerk's Note: "MGL" refers to Massachusetts General Law

ARTICLE 1. Transfer Free Cash to Capital Fund

To see if the Town will vote to transfer the sum of \$ 200,000 , or any other sum, from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling; or take any action relative thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee and Capital Committee recommend passage of this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Capital Fund.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer the sum of \$ 200,000 from Free Cash to the Capital Investment Fund, as allowed by the bylaws of Sterling.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 2. Transfer Free Cash to Stabilization Fund

To see if the Town will vote to transfer the sum of \$ 347,471 , or any other sum, from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Chapter. 40, Section 5B, as amended, or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends passage of this article.

Summary: This article transfers funds from an available fund, Free Cash, into the Stabilization Fund.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer the sum of \$ 347,471 from Free Cash to the Stabilization Fund in accordance with the provisions of MGL Chapter 40, Section 5B, as amended.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 3. Fund Deficit due to Snow and Ice

To see if the Town will vote to transfer from the Stabilization Fund, or from other available funds, a sum of money, to the Snow and Ice Account to cover the deficit in the snow and ice budget for the current fiscal year or take any action in relation thereto.

Submitted by: DPW Board / Town Administrator

Recommendation: The Finance Committee will report at Town Meeting on this article.

Summary: At the time this warrant went to press, we do not anticipate needing this article, however we will do a budget transfer under Article 5. In the event of another major snow/ice storm, this article will be utilized to transfer money from the Stabilization Fund into the DPW Snow and Ice Account to cover the deficit in the account caused by the snow and ice storms of this past winter and spring.

ARTICLE 3 WAS TABLED

ARTICLE 4. Bills from Prior Fiscal Years

To see if the Town will vote to transfer from available funds, a sum of money to pay any outstanding prior fiscal year's invoices, or take any action in relation thereto.

Submitted by: Town Administrator

Recommendation: The Board of Selectmen recommends passage of this article.

Recommendation: The Finance Committee will report at Town Meeting on this article.

Summary: At the time this Warrant was published, the following prior year bills were outstanding:

Ground Control	\$ 4,400.00
Sovereign Bank	\$ 2,886.44
Complete HT/AC Systems, LLC	\$ 1,314.00
Total:	\$ 8,600.44

REQUIRES 9/10 VOTE

MOTION MADE ON THE FLOOR: to transfer from Stabilization Fund \$8,600.44 to pay outstanding prior fiscal year's invoices, as follows

Ground Control	\$ 4,400.00
Sovereign Bank	\$ 2,886.44
Complete HT/AC Systems, LLC	\$ 1,314.00
Total:	\$ 8,600.44

MOTION PASSED BY 9/10 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 5. Transfers within FY11 Operating Budget

To see if the Town will vote to transfer funds within the FY11 Operating Budget, from one account to another, or take any action in relation thereto.

Submitted by: Town Administrator

Recommendation: The Finance Committee will report at Town Meeting on this article.

Summary: At the time this Warrant went to Press, the following transfers were known:

From: Snow & Ice Overtime To: Snow & Ice Expenses Approximately \$10,000

MOTION MADE ON THE FLOOR: to transfer funds within the FY11 Operating Budget, the sum of \$7,775 From: Snow & Ice Overtime To: Snow & Ice Expenses

MOTION CARRIED AS DECLARED BY THE MODERATOR

ARTICLE 6. Purchase Server for Public Safety

To see if the Town will vote to transfer \$12,000 from the Capital Fund to fund the purchase of a public safety server, said sum to be expended by the Police Chief, or take any other action in relation thereto.

Submitted by: Police Chief

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Capital Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: These funds will allow the town to replace the critical computer server at the Police Department. The current server is over 8 years old, out of warranty and will no longer support the software application used by the Police and Fire departments to track, manage and report their public safety operations.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer \$12,000 from the Capital Fund to fund the purchase of a public safety server, said sum to be expended by the Police Chief.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 7. Union contract approval – Dispatch

To see whether the Town will vote to transfer a sum of money from the Stabilization Fund, to fund the FY11 salaries and other costs associated with the new FY11 thru FY13 collective bargaining agreement with the Dispatch Union, or take any other action in relation thereto.

Submitted By: Board of Selectmen

Recommendation: The Board of Selectmen recommends passage of this article.

Recommendation: The Finance Committee recommends passage of this article.

Summary: This article will fund the first year of a new collective bargaining agreement with the Dispatch Union, including retroactive pay for the fiscal year 2011. This is a 3-year agreement, from July 1, 2010 thru June 30, 2013. Salaries for FY12 under this agreement are included in the Annual Town Meeting general budget article 2.

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer a sum of 5,000 from the Stabilization Fund, to fund the FY11 salaries and other costs associated with the new FY11 thru FY13 collective bargaining agreement with the Dispatch Union.

MOTION PASSED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

MOTION MADE: to dissolve Special Town Meeting at 6:44pm.

A true copy:

Attest _____

Dawn E. Michanowicz, Town Clerk

Town of Sterling
ANNUAL TOWN MEETING
May 16, 2011

At the Annual Town Meeting duly called and held in the Chocksett School Auditorium on Boutelle Road, in said Town of Sterling, on Monday May 16, 2011 at 7:00pm, (after the Special Town Meeting) the following 52 articles were voted upon in a legal manner. The Town Moderator, Peter Monaghan, called the Annual Meeting to order at 7:03pm. There was a quorum present; 347 voters attended the meeting.

The following tellers were appointed by Moderator:

Randall Ryll, 252 Justice Hill Road

Jane Krantz, 83 Justice Hill Road

Peter Picard, 46 Mellon Hollow Road

Bob Kneeland, 218 Worcester Road

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator.

MOTION MADE: To waive the reading of the Warrant.

MOTION PASSED UNANIMOUSLY

ARTICLE 1. Compensation for Elected Officers

To see if the Town will vote to fix the salaries and compensation of all elected officers of the Town as provided by Section 108 of Chapter 41 of *MGL, as amended, and as voted in Article #2 of this warrant, or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article fixes the salaries and compensation for all elected officials, except the Light Board, as presented in the general budget.

REQUIRES 2/3 VOTE

MOTION MADE: to fix the salaries and compensation of all elected officers of the Town as provided by Section 108 of Chapter 41 of MGL, as amended, and as voted in Article #2 of this warrant.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

*Clerk's Note: "MGL" refers to the "Massachusetts General Law throughout the text

ARTICLE 2. FY12 Town Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$ 8,865,741 or any other sum, and to further appropriate, from the EMS Receipts Account, the sum of \$ 190,000 or any other sum, and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$ 5,000 or any other sum, and to further appropriate, from Abatement Surplus, the sum of \$ 60,188 or any other sum, for a total appropriation of \$ 9,120,929 for the payment of salaries and compensation, payment of debt and interest and for charges, expenses and outlays of the Town Departments, for the ensuing fiscal year, beginning July 1, 2011 and ending June 30, 2012, or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This is the general budget article that funds the Town Departments for the coming fiscal year. A breakdown of the Town Department budgets can be viewed on the preceding spreadsheets. Beginning in FY12, 3 new line items have been added to these articles which were previously contained in separate warrant articles: Senior tax work program, Hydrant rental, and Street Lights. The Finance Committee has determined that these 3 recurring operating expenses are appropriated each year and properly belong in the town's general operating budget article.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$ 8,839,086 and to further appropriate, from the EMS Receipts Account, the sum of \$ 190,000, and to further appropriate, from the Cemetery Perpetual Care Account, the sum of \$ 5,000, and to further appropriate, from Abatement Surplus, the sum of \$ 60,188, for a total appropriation of \$ 9,094,274 for the payment of salaries and compensation, payment of debt and interest and for charges, expenses and outlays of the Town Departments, for the ensuing fiscal year, beginning July 1, 2011 and ending June 30, 2012, all line items as shown in the Annual Town Meeting warrant, except that the Dept Service Principal shall be the sum of \$1,326,500 and the debt Service Interest shall be the sum of \$479,808

MOTION CARRIED BY MAJORITY VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 3. Reserve Fund for FY12

To see if the Town will vote to raise and appropriate the sum of \$100,000 into the Reserve Fund for fiscal year 2012 in accordance with the provisions of MGL Chapter 40, Section 6, as amended, or take any action in relation thereto.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article funds the Reserve Fund, which is used by the Finance Committee to cover unexpected shortfalls in department budgets.

MOTION MADE: to raise and appropriate the sum of \$100,000 into the Reserve Fund for fiscal year 2012 in accordance with the provisions of MGL Chapter 40, Section 6, as amended.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 4. WRSD Net Minimum Contribution, Debt, & Interest

To see if the Town will vote to raise and appropriate \$ 8,741,912 , or any other sum, which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of WRSD transportation costs and our portion of the WRSD debt and interest costs, in accordance with Section 16B of Chapter 71 of MGL, as amended, and Section #4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District, or take any action in relation thereto.

Submitted by: Wachusett Regional School Committee

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual budget equal to the net minimum contribution (\$ 7,770,676), as directed by the State, plus the costs for transportation (\$ 514,128), debt and interest for the high school (\$ 439,498), and debt and interest for oil spill remediation (\$ 17,610).

MOTION MADE: to raise and appropriate \$ 8,741,912 , or any other sum, which is equal to Sterling's net minimum contribution, as provided by the Commonwealth of Massachusetts, plus the cost of Sterling's share of WRSD transportation costs and our portion of the WRSD debt and interest costs, in accordance with Section 16B of Chapter 71 of the MGL, as amended, and Section #4 of the Wachusett Regional School District Agreement, as amended, for its share of operational costs and of debt and interest charges of the Wachusett Regional School District.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 5. WRSD Above Net Minimum Contribution

To see if the Town will vote to raise and appropriate \$ 732,196 , or any other sum, above the net minimum contribution as requested by the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$75,790,510 for the fiscal year 2012, or take any action in relation thereto.

Submitted by: Wachusett Regional School Committee / Finance Committee

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article funds the Town's portion of the Wachusett Regional School District's annual operating budget that is above the amount voted in Article 4 for fiscal year 2012. The Finance Committee feels strongly that the WRSD TOTAL GENERAL FUND budget number should be included in this article.

REQUIRES MAJORITY VOTE

MOTION MADE: to raise and appropriate \$ 732,196 , or any other sum, above the net minimum contribution as requested by the Wachusett Regional School District, as Sterling's share of the WRSD annual budget, provided said budget does not exceed \$75,790,510 for the fiscal year 2012.

MOTION CARRIED BY A MAJORITY: YES 164 NO 128

AT 9:35PM A MOTION WAS MADE: to reconsider Article 5.

MOTION DEFEATED AS DECLARED BY THE MODERATOR

ARTICLE 6. Monty Tech Regional School Assessment

To see if the Town will vote to raise and appropriate \$ 550,964 , or any other sum, in accordance with Section 16B of Chapter 71 of the MGL, as amended, and Section #4C and E of the Montachusett Regional Vocational School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational School District, and to transfer, from the Capital Fund, the sum of \$ 13,679 , or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional High School Building Project for a total appropriation of \$ 564,643, or take any action in relation thereto.

Submitted by: Montachusett Regional Vocational School Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article funds the Town's portion of the Montachusett Regional Vocational School District's annual budget and debt service.

REQUIRES 2/3 VOTE

MOTION MADE: to raise and appropriate \$ 550,964 , or any other sum, in accordance with Section 16B of Chapter 71 of MGL, as amended, and Section #4C and E of the Montachusett Regional Vocational School District Agreement for its share of operational and capital costs of the Montachusett Regional Vocational School District, and to transfer, from the Capital Fund, the sum of \$ 13,679 , or any other sum, for the purpose of paying the Town's portion of the debt and interest for the Montachusett Regional High School Building Project for a total appropriation of \$ 564,643.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 7. Water Dept. Operation Enterprise Fund

To see if the Town will vote to raise and appropriate the sum of \$ 773,710, or any other sum, from water department revenue, and further to appropriate \$40,000 from Water Enterprise Retained Earnings, for extraordinary or unforeseen expense as determined by the DPW Board and approved by the Finance Committee, for a total appropriation of \$ 813,710 to operate the Water Department, as follows:

Salaries/Wages	\$ 164,262
Expenses	\$ 313,102
Principal & Interest	<u>\$ 296,346</u>
Subtotal	\$ 773,710 from FY12 water charges and fees
Reserve Fund	<u>\$ 40,000</u> from Retained Earnings
Total Approp.	\$ 813,710

or take any action in relation thereto.

Submitted by: Department of Public Works Board

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article funds the Water Department budget solely from water revenue including charges, fees, and retained earnings; none is from taxation. This article includes a Reserve Fund for extraordinary or unforeseen expense. Use of this reserve fund will be only upon recommendation of the DPW Board and approval by the Finance Committee. The Water Enterprise will raise an additional \$ 70,134 from the ratepayers to reimburse the General Fund for indirect costs such as insurance. Total FY12 water revenue needed is \$843,844 plus \$ 40,000 from Retained Earnings, for a total of \$ 883,844.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$ 765,100 from water department revenue, and further to appropriate \$40,000 from Water Enterprise Retained Earnings, for extraordinary or unforeseen expense as determined by the DPW Board and approved by the Finance Committee, for a total appropriation of \$ 805,100 to operate the Water Department, as follows:

Salaries/Wages	\$ 164,262
Expenses	\$ 313,102
Principal & Interest	<u>\$ 287,736</u>
Subtotal	\$ 765,100 from FY12 water charges and fees
Reserve Fund	<u>\$ 40,000</u> from Retained Earnings
Total Approp.	\$ 805,100

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 8. Senior Center/Community Center

To see if the Town will vote to raise and appropriate, borrow, or transfer from Capital Fund, \$2,500,000, or any other sum, in order to purchase, design, engineer, renovate, construct, furnish and equip a Senior Center/ Community Center at a cost not to exceed \$2,500,000, said sum to be expended by the Board of Selectmen, and further to authorize said Board to negotiate and enter into such contracts as may be necessary to implement this article, or take any action in relation thereto.

Submitted by: Council on Aging

Recommendation: The Finance Committee will report at Town Meeting on this article.

Recommendation: The Capital Committee will report at Town Meeting on this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: For over 10 years, the Council on Aging has been attempting to locate a new Senior Center. Citizens over 60 years of age represent 20% of the Town's population, and that share is growing. Our current space in the Butterick basement is totally inadequate. We have drafted a space needs analysis, investigated 20 potential sites, collected data, and made recommendations.

REQUIRED 2/3 VOTE

MOTION MADE: to table this article because of the recently formed Senior Site Development Committee.

MOTION TO TABLE CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 9. Designate 1835 Town Hall as Community Center

To see if the Town will vote to designate the 1835 Town Hall a community center, with open meeting space for use of Town Groups, with any income from such uses to be used to partially defray the cost of operation, or take any action in relation thereto.

Submitted by: 1835 Town Hall Committee

Recommendation: The Board of Selectmen will report at Town Meeting on this article.

Summary: In 2003, the Board of Selectmen designated the Old Town Hall as a Community Center. The designation has not been acknowledged by some groups. This article asks the voters of Sterling to confirm the designation of the building as a Community Center to be used primarily for meetings and cultural events.

MOTION MADE ON THE FLOOR: to designate the 1835 Town Hall a community center, with open meeting space for use of Town Groups.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 10. Design/Engineer Plans for 1835 Town Hall

To see if the Town will vote to raise and appropriate or transfer the sum of \$75,000 from the Stabilization Fund or Capital Fund, for final design of accessibility improvements, restoration and renovation of the 1835 Town Hall said sum to be expended by the 1835 Town Hall Committee, with the advice and consent of the Board of Selectmen, or take any action in relation thereto.

Submitted by: 1835 Town Hall Committee

Recommendation: The Finance Committee does not support the passage of this article.

Recommendation: The Capital Committee does not support the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The 1835 Town Hall Committee has been working toward accessibility for the building for over 10 years. In searching for a source of funding to ease the burden on the Town of Sterling we have diligently been working to locate grants. We have met with a grant consultant from MRPC, and are eligible for a Community Development Block Grant (CDBG) of up to \$800,000 to cover the costs of handicapped accessible issues. This \$75,000 article will enable us to get complete plans drawn up so we can apply for the funding for accessibility. The 2005 report, funded in part by a grant from Massachusetts Historical Commission, included preliminary overall plans at a 10% level. To apply for the CDBG grant, design plans must be 100% complete.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$75,000 for final design of accessibility improvements, restoration and renovation of the 1835 Town Hall said sum to be expended by the 1835 Town Hall Committee, with the advice and consent of the Board of Selectmen.

At 8:40PM, the motion to move the article passed.

MOTION WAS DEFEATED AS DECLARED BY THE MODERATOR.

At 8:43PM seven people stood and challenged the Moderator to recount the vote.

MOTION CARRIED: 165 YES 129 NO

ARTICLE 11. Regionalization of Dispatch

To see if the Town will vote to amend the General By-Law, by inserting the following new section to TOWN CONTRACTS By-law, :

“ The Board of Selectman, before entering into any inter-municipal agreement providing for regional emergency or 911 dispatch services to the Town, shall obtain the approval of said inter-municipal agreement by a majority vote of the Town at an annual or special town meeting.”

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The object of this Amendment is to prevent this Town from making commitments that would result in dispatch service being managed, controlled and/or provided from outside of this Town, unless approved in advance by vote taken at a legally-held Town Meeting.

MOTION MADE: to amend the General By-Law, by inserting the following new section to TOWN CONTRACTS By-law, :

“ The Board of Selectman, before entering into any inter-municipal agreement providing for regional emergency or 911 dispatch services to the Town, shall obtain the approval of said inter-municipal agreement by a majority vote of the Town at an annual or special town meeting.”

REQUIRES MAJORITY VOTE

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 12. Fund Legal Costs to Determine Town Common Ownership

To see if the Town will vote to: a) designate the Finance Committee as agents of the town in lieu of the Selectmen, pursuant to Sterling's General By-Law entitled SELECTMEN, Section 3; and b) raise and appropriate, the sum of \$35,000 for use by the Finance Committee to determine the legal title to the parcel of land identified on Sterling Map No. 93 (Revised to January 1, 2010) as Lot No. 68 labeled as “Town of

Sterling”, commonly referred to as the “Town Common” (the “Purpose”). Such sum to be used only for payment of all legal fees for services retained for the Purpose, fees for any expert witnesses called or consulted on behalf of the Town in connection with that Purpose, their reimbursable costs and expenses, court costs payable by the Town, and any other like fees, costs and expenses incurred by the Finance Committee in preparation for those proceedings as well as its attempts to resolve ownership of the Town Common outside such proceedings.

Submitted by: Finance Committee

Recommendation: The Finance Committee and Capital Fund Committee recommend passage of this article.

Summary: The Finance Committee would like to permanently resolve the ownership of the Town Common. Our preference is to do so at no cost to the Town of Sterling, however, in the event that ownership is not able to be resolved without expending funds, this article provides funding.

REQUIRES 2/3 VOTE

MOTION MADE TO MOVE THE QUESTION

MOTION PASSED BY 2/3 VOTE.

MOTION MADE: to: a) designate the Finance Committee as agents of the town in lieu of the Selectmen, pursuant to Sterling’s General By-Law entitled SELECTMEN, Section 3; and b) raise and appropriate, the sum of \$35,000 for use by the Finance Committee to determine the legal title to the parcel of land identified on Sterling Map No. 93 (Revised to January 1, 2010) as Lot No. 68 labeled as “Town of Sterling”, commonly referred to as the “Town Common” (the “Purpose”). Such sum to be used only for payment of all legal fees for services retained for the Purpose, fees for any expert witnesses called or consulted on behalf of the Town in connection with that Purpose, their reimbursable costs and expenses, court costs payable by the Town, and any other like fees, costs and expenses incurred by the Finance Committee in preparation for those proceedings as well as its attempts to resolve ownership of the Town Common outside such proceedings.

MOTION DEFEATED AS DECLARED BY THE MODERATOR

AT 9:35PM MOTION WAS MADE: to reconsider Article 12.

MOTION DEFEATED BY 2/3 VOTE AS DECLARED BY THE MODERATOR

ARTICLE 13. Fund Legal costs for Common Ownership

To see if the Town will vote to:

1. authorize the Finance Committee, in lieu of the Selectmen, pursuant to Sterling’s General By-Laws, SELECTMEN, Section 3, “to employ counsel to institute and prosecute suits in the name of the Town, [and] to appear for and defend suits brought against it”, when such legal proceedings are to determine, or resolve disputes regarding, ownership of the parcel of land identified on Sterling Map No. 93 (Revised to January 1, 2010) as Lot. No. 68 Town of Sterling, and known as the Town Common (the “Purpose”); and.
2. raise and appropriate, or transfer from available funds, up to \$35,000.00 (the “Sum”) to be used exclusively for payment of all legal fees for services of counsel so employed by the Finance Committee, fees for any expert witnesses used by such counsel on behalf of the Town, the reimbursable costs and expenses incurred by such counsel and witnesses, court costs payable by the Town, and any other fees, costs and expenses incurred in preparation for those proceedings if authorized in advance by the Finance Committee.

If and when this Article is passed, no other actions or commitments of any kind may be continued, initiated, or otherwise undertaken by or on behalf of the Town, if doing so could undermine or interfere with the purpose and objective of this Article, unless the Town votes to approve any such actions or commitments at any legally-held Town Meeting in the future. .If there is any balance remaining in the Sum appropriated or transferred hereunder as of May 16, 2016, the full amount of that balance will revert to the Town’s General Treasury.

Submitted by: Voters’ Petition

Recommendation: The Finance Committee will report at Town Meeting on this article.

Summary: Since legal title to land can only be determined by a court having jurisdiction to do so, the successful passage of this article will allow ownership of the Town Common to be determined. It has been estimated that this could cost the Town as much as \$35,000.00. However, the attorney retained by the Town to perform the Title Examination represented that most of the research needed for ownership of the Common to be tried in court, has already been performed. That said, the Sum requested may be an over-estimate of how much this will actually cost.

MOTION MADE ON THE FLOOR: to 1. authorize the Finance Committee, in lieu of the Selectmen, pursuant to Sterling's General By-Laws, SELECTMEN, Section 3, "to employ counsel to institute and prosecute suits in the name of the Town, [and] to appear for and defend suits brought against it", when such legal proceedings are to determine, or resolve disputes regarding, ownership of the parcel of land identified on Sterling Map No. 93 (Revised to January 1, 2010) as Lot. No. 68 Town of Sterling, and known as the Town Common (the "Purpose"); and.

If and when this Article is passed, no other actions or commitments of any kind may be continued, initiated, or otherwise undertaken by or on behalf of the Town, if doing so could undermine or interfere with the purpose and objective of this Article, unless the Town votes to approve any such actions or commitments at any legally-held Town Meeting in the future. If there is any balance remaining in the Sum appropriated or transferred hereunder as of May 16, 2016, the full amount of that balance will revert to the Town's General Treasury.

REQUIRES MAJORITY VOTE

MOTION TABLED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

At 10:00PM MOTION MADE ON THE FLOOR: to take Article 13 off the table.

MOTION DENIED BY THE MODERATOR

Town Moderator declared a break and reconvened at 9:35pm.

ARTICLE 14. Fund Town Common Repairs

To see if the Town will vote to raise and appropriate, or transfer \$12,500 or any other sum, from available funds or the Stabilization Fund, for the purpose of design, revitalization, cleaning, refurbishing, painting, installation of new materials, and related repairs, all for the purpose of maintaining the Town Common, contingent on the Town having rightful ownership of the Town Common or a signed Memorandum of Understanding with the owner, said sum to be expended by the Board of Selectmen, or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee will report at Town Meeting on this article.

Recommendation: The DPW Board will report at Town Meeting on this article.

Recommendation: The Board of Selectmen will report at Town Meeting on this article.

Summary: These costs are best estimates: Solid white oak rails and installation \$2511, Granite posts, materials & labor \$7500, Painting materials \$500, Tree removal \$1675

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer \$12,500 from the Stabilization Fund, for the purpose of design, revitalization, cleaning, refurbishing, painting, replacement of damaged granite posts and railings, installation of new materials, and related repairs, all for the purpose of maintaining the Town Common. Said sum to be expended by the DPW.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 15. Extend Timeframe for Government Study

To see if the Town will vote to amend the action taken on Article 12 of the warrant for the May 11, 2009 annual town meeting, as amended by the action taken on Article 8 of the warrant for the May 17, 2010 annual town meeting, relative to the establishment of the 2009 Sterling Town Government Study Committee (the "Committee") by further extending for a period of twelve (12) months (i.e., through

March 31, 2012) the term of appointment of the current members of the Committee and the time for the Committee to prepare its detailed report as to its findings, conclusions, and recommendations, or take any action relative thereto.

Submitted by: Government Study Committee

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The 2009 Annual Town Meeting established a Sterling Government Study Committee. Seven members were appointed by the Board of Selectmen on September 30, 2009. The committee has been working diligently and thoroughly to understand Sterling's governmental structure, possible alternative arrangements, and structures of other comparable towns in the region. In order to produce a report of high quality for the citizens of Sterling, an extension of time may be necessary.

MOTION MADE: to amend the action taken on Article 12 of the warrant for the May 11, 2009 Annual Town Meeting, as amended by the action taken on Article 8 of the warrant for the May 17, 2010 Annual Town Meeting, relative to the establishment of the 2009 Sterling Town Government Study Committee (the "Committee") by further extending for a period of twelve (12) months (i.e., through March 31, 2012) the term of appointment of the current members of the Committee and the time for the Committee to prepare its detailed report as to its findings, conclusions, and recommendations.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 16. Amend Personnel Bylaw, Attachment A

To see if the Town will vote to amend the Personnel Bylaw by replacing in its entirety "Attachment A – Position Description Classification Grades" with the new "Attachment A - Position Description Classification Grades", previously shown at the end of this warrant and now available in a handout available to the Town Meeting and to authorize appropriate step increases in accordance with the Personnel Bylaw and Town of Sterling personnel policies, or take any action in relation thereto. [See end of these Town Meeting Articles for original Attachment A]

Submitted by: Personnel Board

Recommendation: The Personnel Board supports the passage of this article.

Summary: The proposed amendments to the Personnel By-Law will update "Attachment A – Position Description Classification Grades" with a new Classification Plan that has been approved by the Personnel Board. The proposed amendment will remove the position of Library Page from the Classification Plan and will add the positions of Head Dispatcher, Dispatcher, Program Assistant to the Recreation Department, and Administrative Assistant to the Board of Appeals. The Administrative Assistant to the Board of Appeals and the Program Assistant to the Recreation Department were inadvertently left off of previous Classification Plans. The positions of Head Dispatcher and Dispatcher are being included again in the Classification Plan as part of a renegotiated and executed collective bargaining agreement.

MOTION MADE ON THE FLOOR: to amend the Personnel Bylaw by replacing in its entirety "Attachment A – Position Description Classification Grades" with the new "Attachment A - Position Description Classification Grades", available as a handout and previously shown at the end of the Warrant [also printed at the end of this document to reference], showing one change from "Facilities Manager" (Grade 6B to "Facilities Maintenance Technician" (Grade 6A), and to authorize appropriate step increases in accordance with the Personnel Bylaw and Town of Sterling personnel policies.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Attachment A
FY11 CLASSIFICATION PLAN

Proposed to be effective 7/1/2010

<u>Grade</u>	<u>Position</u>	<u>Department</u>
2	Library Technician I	Library
3	Van Driver	Council on Aging
	Clerk typist	Police
	Library Technician II	Library
4	Animal Control Officer	Police
	Town Custodian	Bd. Of Selectmen
	Library Associate I	Library
	Administrative Secretary	Building Dept.
5	Asst. Town Clerk	Town Clerk
	Asst. Collector	Town Treasurer/Collector
	Asst. Treasurer	Town Treasurer/Collector
	Administrative Assistant	DPW
	Administrative Assistant	Water
	Library Associate II	Library
	Administrative Assistant	Planning Board
	Assistant to Assessors	Assessor
6A	Firefighter/EMS	Fire
	Firefighter/Mechanic	Fire
	Company Officer	Fire
6B	Facilities Manager	Board of Selectmen
	Assoc. Health Agent	Health Dept.
	Asst. Director/Head of Children Services	Library
7A	Firefighter/Paramedic	Fire
	Company Officer/Fire Inspector	Fire
7B	Director	Recreation
	Conservation Agent	Conservation
	Director	Council on Aging
8	Town Clerk	Town Clerk
	Library Director	Library
	Human Resources Administrator	Board of Selectmen
	Health Agent	Health Dept.
	Building/Zoning Officer	Building
	Town Treasurer/Collector	Treasurer/Collector
	Town Accountant	Accounting
9	Deputy Fire Chief	Fire
10	Superintendent	DPW
	Town Administrator	Board of Selectmen
11	Police Chief	Police
	Fire Chief	Fire

FY 12 Classification Plan attached at end of the Minutes.

ARTICLE 17. Amend Personnel Bylaw, Attachment B

To see if the Town will vote to amend the Personnel Bylaw by replacing its “Attachment B – Compensation Schedule” with the new “Attachment B – Compensation Schedule”, as shown at the end of this warrant, to authorize appropriate step increases in accordance with the Personnel Bylaw and Town of Sterling personnel policies, or take any action in relation thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board supports the passage of this article.

Summary: The proposed amendments to the Personnel By-Law will update “Attachment B – Compensation Schedule” with a new Compensation Plan that has been approved by the Personnel Board. The proposed amendments will change the Compensation Plan from a 15 step grid to a 13 step grid, thus streamlining the grid and removing unused steps. In addition, the Board approved the inclusion of a number of existing and filled positions in Schedules D,

"Seasonal/Part-time Employees" and the addition of a Schedule E, "Stipend Employees" for stipend positions. The Board also included three new stipend positions, ADA Coordinator, Emergency Management Director, and Parking Clerk in Schedule E.

MOTION MADE: to amend the Personnel Bylaw by replacing its “Attachment B – Compensation Schedule” shown at the end of this warrant, with the new “Attachment B – Compensation Schedule”, [as shown below], to authorize appropriate step increases in accordance with the Personnel Bylaw and Town of Sterling personnel policies.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ATTACHMENT "B"
FY 11 COMPENSATION SCHEDULE

Proposed to be effective 7/1/2010

NON-EXEMPT

	STEP								
GRADE	1	2	3	4	5	6	7	8	9
1	8.47	8.72	8.99	9.25	9.53	9.81	10.11	10.41	10.72
2	9.73	10.03	10.33	10.64	10.95	11.28	11.63	11.97	12.33
3	11.20	11.54	11.88	12.24	12.61	12.98	13.37	13.77	14.18
4	12.88	13.27	13.67	14.08	14.49	14.93	15.38	15.84	16.32
5	14.81	15.26	15.72	16.19	16.68	17.18	17.69	18.22	18.77
6A	17.02	17.53	18.06	18.60	19.16	19.74	20.33	20.93	21.56
7A	19.57	20.17	20.78	21.40	22.04	22.71	23.38	24.08	24.80

EXEMPT

	STEP								
GRADE	1	2	3	4	5	6	7	8	9
6B	35,538	36,604	37,702	38,833	39,998	41,198	42,434	43,707	45,018
7B	40,862	42,088	43,351	44,651	45,991	47,370	48,792	50,255	51,763
8	46,917	48,325	49,774	51,268	52,806	54,390	56,022	57,702	59,433
9	52,547	54,124	55,747	57,420	59,142	60,917	62,744	64,626	66,565
10	58,853	60,619	62,437	64,310	66,240	68,227	70,274	72,382	74,553
11	65,916	67,893	69,930	72,028	74,189	76,415	78,707	81,068	83,500

EXEMPT continued

	STEP					
GRADE	10	11	12	13	14	15
6B	46,369	47,760	49,193	50,669	52,189	53,754
7B	53,316	54,915	56,563	58,260	60,007	61,808
8	61,216	63,053	64,944	66,893	68,900	70,967
9	68,562	70,619	72,738	74,920	77,167	79,482
10	76,790	79,094	81,467	83,911	86,428	89,021
11	86,005	88,586	91,243	93,980	96,800	99,704

All employees, who are not on probationary or suspended status, or subject to pending discipline, and have been employed by the Town for at least one (1) year, shall move up one (1) step within their respective Grade as of July 1, 2010.

FY 12 Compensation Schedule attached at end of the Minutes.

ARTICLE 18. Amend Personnel Bylaw, Technical Amendments

To see if the Town will vote to amend the Personnel Bylaw as follows:

By inserting the following language at the end of section 6 (D).

All offers of employment and individual employment agreements shall be in accordance with the provisions of the Personnel Bylaw unless any provision is waived by a vote of the Personnel Board and all such offers and agreements shall not be effective until reviewed by the Human Resources Administrator and approved by the Personnel Board.

Submitted by: Personnel Board

Recommendation: The Personnel Board supports the passage of this article.

Summary: The Personnel Board, in submitting an amendment to Section 6 (D) of the Personnel By-Law, is seeking to further restrict any hiring authority from entering into any offers of employment or individual employment agreements that do not comply with the Town's Personnel By-Law and to provide for review of any offers of employment or individual employment agreements by the Human Resources Administrator and the Personnel Board.

MOTION MADE ON THE FLOOR: to amend the Personnel Bylaw as follows:

By inserting the following language at the end of section 6 (D).

All offers of employment and individual employment agreements shall be in accordance with the provisions of the Personnel Bylaw unless any provision is waived by a vote of the Personnel Board and all such offers and agreements shall not be effective until reviewed by the Human Resources Administrator and approved by the Personnel Board, to insure compliance with the personal bylaw of the Town of Sterling.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 19. Amend Personnel Bylaw, Hiring, Promotion

To see if the Town will vote to amend the Personnel Bylaw as follows:

By deleting the following sections:

SECTION 6. COMPENSATION PLAN

B. PAY RATE FOR NEW AND CONTINUING PERSONNEL

The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired. An appointing authority may assign a new employee, only for the purposes of pay, to a higher rate up to step 5 without prior approval of the Personnel Board where the employee's prior work experience, training, or education warrants such action. The Board may approve any request for a higher salary step after investigating such requests for assignment to a higher salary step, and conferring with the Human Resources Administrator, and the immediate supervisor or the department head relative to any assignment to a higher rate. An appointing authority must request approval from the Personnel Board prior to assigning any new employee to a rate higher than step 5.

The head of each department of which an employee occupying a position in the Classification Plan is assigned shall include in his/her estimates, required by provisions of Section 59 of Chapter 41 of MGL, a pay adjustment section setting forth in detail the amounts which will be required for anticipated pay adjustments during the ensuing fiscal year, and shall furnish a copy thereof to the Personnel Board.

C. TRANSFERS AND PROMOTIONS OF EMPLOYEES

An employee receiving a promotion to a vacant position or to a new position shall, upon assignment, receive the rate in the compensation grade of the vacant or new position next above his existing rate. If the resulting adjustment does not equal \$4.00 per week or \$.10 per hour for a position class assigned to the Compensation Plan, the adjustment shall be to the next step.

The employee receiving a promotion and adjustment in rate pursuant to the provisions of subsection 6 (C) shall be eligible for recommendation for the next increment of his compensation grade effective July 1 following completion of twelve months at the rate resulting from the promotion.

If an employee is transferred to a lower rate job, he/she shall enter it at his/her own rate or at the maximum rate for the job, whichever is the lower. The employee shall have the right of appeal to the Personnel Board and to be heard thereon.

Before a step rate increase or promotion change is initiated by the Department, there must be adequate funds available in the Department's budget to cover the requested increase.

Any classification in the Compensation Plan for which only one rate is indicated shall not be eligible for step rate increases.

During a probationary period, an appointing authority may terminate any employee whose performance is not satisfactory.

...and by inserting the following sections:

SECTION 6. COMPENSATION PLAN

B. PAY RATE FOR NEW AND CONTINUING PERSONNEL

The hiring rate shall be the minimum of the rate range of the job for which the new employee is hired. An appointing authority may assign a new employee, only for the purposes of pay, to a higher rate up to step 3 without prior approval of the Personnel Board where the employee's prior work experience, training, or education warrants such action. The Board may approve any request for a higher salary step after investigating such requests for assignment to a higher salary step, and conferring with the Human Resources Administrator, and the immediate supervisor or the department head relative to any assignment to a higher rate. An appointing authority must request approval from the Personnel Board prior to assigning any new employee to a rate higher than step 3.

The head of each department of which an employee occupying a position in the Classification Plan is assigned shall include in his/her estimates, required by provisions of Section 59 of Chapter 41 of MGL, a pay adjustment section setting forth in detail the amounts which will be required for anticipated pay adjustments during the ensuing fiscal year, and shall furnish a copy thereof to the Personnel Board.

C. TRANSFERS AND PROMOTIONS OF EMPLOYEES

An employee receiving a promotion to a vacant position or to a new position shall, upon assignment, receive the rate in the compensation grade of the vacant or new position next above his existing rate. If the resulting adjustment does not equal \$4.00 per week or \$.10 per hour for a position class assigned to the Compensation Plan, the adjustment shall be to the next step.

No employee shall receive an increase to the next increment of his compensation grade for successfully completing his/her probationary period.

Any employee who has successfully completed his/her probationary period or has received a promotion and adjustment in rate pursuant to the provisions of this sub-section shall be eligible for recommendation for the next increment of his compensation grade effective July 1 following completion of his/her probationary period.

If an employee is transferred to a lower rate job, he/she shall enter it at his/her own rate or at the maximum rate for the job, whichever is the lower. The employee shall have the right of appeal to the Personnel Board and to be heard thereon.

Before a step rate increase or promotion change is initiated by the Department, there must be adequate funds available in the Department's budget to cover the requested increase.

Any classification in the Compensation Plan for which only one rate is indicated shall not be eligible for step rate increases.

During a probationary period, an appointing authority may terminate any employee whose performance is not satisfactory.

or take any action in relation thereto.

Submitted by: Personnel Board

Recommendation: The Personnel Board supports the passage of this article.

Summary: The Personnel Board, in submitting an amendment to Section 6 (B) of the Personnel By-Law, is seeking to further restrict the discretion of department heads to assign recruitment rates of pay. This change is to correspond with the change in the "Step" system in the "Compensation Plan" (from 15 Steps to 13 Steps).

The Board is also submitting an amendment to Section 6 (C) of the Personnel By-Law to clarify certain provisions relating to promotions and pay rates.

MOTION MADE: to amend the Personnel Bylaw as written in the Warrant [above].

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 20. DPW Chapter 90 Funding

To see if the Town will vote to accept Chapter 90 funds in the amount of \$ 420,694, or any other sum, as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures as allowed by the State Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee, or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article allows the Town to expend money under the guidelines of Chapter 90 for road maintenance, equipment purchases, and other Public Works projects which are then reimbursed by the Commonwealth. The Governor has filed preliminary Chapter 90 numbers calling for Sterling to receive \$420,694 in this program during FY12.

MOTION MADE: to accept Chapter 90 funds in the amount of \$ 420,694, or any other sum, as funded by the Commonwealth of Massachusetts for highway resurfacing and/or other related work or expenditures as allowed by the State Chapter 90 regulations, said sum to be expended by the Department of Public Works, with approval of the Board of Selectmen, and in accordance with the DPW's 5-year Capital Plan reviewed annually by the Capital Plan Committee.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 21. Fund DPW 6 Wheel Truck

To see if the town will vote to raise and appropriate, borrow, or transfer from available funds or Capital Fund the sum of \$90,000 to purchase a new 42,000 GVW cab and chassis with any other pertinent Attachments and equipment and authorize the payment of the purchase price, said sum to be expended by the Department of Public Works, or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This truck will replace a 21 year old vehicle. This truck is one of 6 main sanders that service the Town during sanding events. The DPW will utilize an existing dump body and sander to complete the vehicle.

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer from the Capital Fund the sum of \$90,000 to purchase a new 42,000 GVW cab and chassis with any other pertinent Attachments and equipment. Said sum to be expended by the Department of Public Works.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 22. Fund Various Capital Items

To see if the Town will vote to transfer the sum of \$ 146,550 or any other sum, from the Capital Fund, for the purchase of the following capital items, or take any action in relation thereto:

Library	Paving repairs	\$ 2,870
	Repaint 2nd floor	\$ 4,950
	3 computers-public access	\$ 1,500
Police	Duty weapons	\$ 5,330
	Painting interior	\$ 3,900
Fire Dept	Equipment	\$ 6,800
	Roof heat panels/gutters	\$21,000
	Old Fire House	\$ 1,000
DPW	Wastewater protection	\$25,000
	Ice fence	\$ 8,000
COA	Refrigerator	\$ 2,500
Info Technology	Replace workstations	\$ 5,000
	Replace notebooks	\$ 3,000
	Server	\$12,000
	Online GIS	\$ 8,500
Subtotal		\$111,350

Capital Cmte. Recommendation at the time the warrant went to press **\$111,350**

The Capital Committee will Report at Town Meeting on the following items:

1835 Town Hall	Brick masonry	\$ 16,700
	Replace windows \$ 18,500 <u>or</u> \$ 8,000 to repair windows	

Total Capital Request: \$146,550

Submitted By: Capital Committee

Recommendation: The Capital Committee and Finance Committee recommend the items that subtotal to \$111,350 and will report at Town Meeting on the remaining 2 items.

Summary: This article is self-explanatory

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer the sum of \$ 103,850 from the Capital Fund, for the purchase of the following capital items:

Library	Paving repairs	\$ 2,870
	Repaint 2nd floor	\$ 4,950
	3 computers-public access	\$ 1,500
Police	Duty weapons	\$ 5,330
	Painting interior	\$ 3,900
Fire Dept	Equipment	\$ 6,800
	Roof heat panels/gutters	\$ 21,000
	Old Fire House	\$ 1,000
DPW	Ice fence	\$ 8,000
COA	Refrigerator	\$ 2,500
Info Technology	Replace workstations	\$ 5,000
	Replace notebooks	\$ 3,000
	Server	\$ 12,000
	Online GIS	\$ 8,500
1835 Town Hall	Restore 35 windows	\$ 17,500

Total Capital Request: \$103,850

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 23. Drainage for Kendall Hill Road and Chace Hill Road (DPW)

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds or the Capital Fund the sum of \$10,000 , for the purpose of making drainage improvements on Kendall Hill Road and Chace Hill Road, said sum to be expended by the Department of Public Works, or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article will allow the DPW to replace aged and inadequate drainage culverts at Kendall Hill Road and Chace Hill Road. The area is frequented by heavy flooding and replacement is necessary prior to the reconstruction of Chace Hill Road.

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer from the Capital Fund, the sum of \$10,000 , for the purpose of making drainage improvements on Kendall Hill Road and Chace Hill Road, said sum to be expended by the Department of Public Works.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 24. Replace Water Line on Maple Street (DPW)

To see if the Town will vote to transfer from the Water Enterprise Retained Earnings, \$75,000, or any other sum, for the repair of water service lines on Maple Street, said sum to be expended by the Department of Public Works, or take any action in relation thereto.

Submitted by: Department of Public Works

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This is the original water main line for this area of town. The water main has been in constant need of repair. This repair would include temporary water service, all necessary parts for 1500 feet of 10-inch water main, and the rental of an excavator. The DPW will provide sand, trucks, and labor.

MOTION MADE: to transfer from the Water Enterprise Retained Earnings, \$75,000, or any other sum, for the repair of water service lines on Maple Street, said sum to be expended by the Department of Public Works.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 25. (Withdrawn)**ARTICLE 26. Fund Firefighters Gear and Equipment**

To see if the town will vote to transfer the sum of \$40,000 from the Capital Fund for the purpose of purchasing structural firefighting protective clothing, portable radios and pagers for call firefighters or take any action in relation thereto.

Submitted by: Fire Chief

Recommendation: The Capital Committee recommends the passage of this article.

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This will outfit new call firefighters with structural firefighting gear, portable radios and voice pagers based on current standards and in compliance with current fire department equipment. Most of the currently issued gear is worn and/or has deteriorated due to age or damage and some does not meet current NFPA safety standards.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer the sum of \$40,000 from the Capital Fund for the purpose of purchasing structural firefighting protective clothing, portable radios and pagers for call firefighters.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 27. Fund Alum Treatment for East Lake Waushacum (CON COM)

To see if the town will vote to raise and appropriate \$26,000 for the use of alum in East Lake Waushacum for the maintenance of water quality, said sum to be expended by the Conservation Commission, or take any action in relation thereto.

Submitted by: Conservation Commission

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This funding has been historically provided every 5 years by the residents of this community to maintain this valued resource. Data maintained by the Lake Association clearly shows that the treatments are non intrusive and effective. The Commission administers oversight under the Wetland Protection Act and has proper permitting on this project and has maintained such with the Association over the years.

MOTION MADE: to raise and appropriate \$26,000 for the use of alum in East Lake Waushacum for the maintenance of water quality, said sum to be expended by the Conservation Commission.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 28. Fund Study for Lake Treatments / Abatements (CON COM)

To see if the town will vote to raise and appropriate the sum of \$5,000, or any other sum, to fund a study of the watershed issues of East Lake Waushacum and evaluate modern treatments or abatement procedures, said sum to be expended by the Conservation Commission, or take any action in relation thereto.

Submitted by: Conservation Commission

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: The Conservation Commission has evaluated the current alum treatment methods on the lake and finds them economic and effective. However the last watershed study is over 25 years old and the evaluation of the sources of pollution should be re-evaluated to find out what has been effectively removed and if any new sources previously not documented have appeared within the watershed. It will also show the progress of what sources of pollution have been removed and what is left to be dealt with. Dealing with all sources of pollution is the most effective way to control the quality of the lake and in the long term, could lessen the need for further chemical treatments such as alum or find newer alternative technologies that may be more economical and effective.

MOTION MADE: to raise and appropriate the sum of \$5,000, or any other sum, to fund a study of the watershed issues of East Lake Waushacum and evaluate modern treatments or abatement procedures, said sum to be expended by the Conservation Commission.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 29. Fund Principal and Interest for 2004 Fire Truck

To see if the Town will vote to transfer from the Capital Fund the sum of \$ 75,688, or any other sum, to the General Fund to offset the cost of the Fire Truck principal and interest for fiscal 2012, or take any action in relation thereto.

Submitted by: Capital Fund Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article takes money out of the Capital Fund to pay the principal and interest payments associated with the Fire Truck for fiscal year 2012. The Town approved the purchase of the new truck at the May 2004 Town Meeting. At that time, it was explained that the truck would be paid for out of the Capital Fund.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer from the Capital Fund the sum of \$ 75,688, or any other sum, to the General Fund to offset the cost of the Fire Truck principal and interest for fiscal 2012.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 30. Fund Lease –Purchase Payment for Ambulance (Fire Dept)

To see if the Town will vote to transfer \$21,011.69 from the Capital Fund and \$ 14,404.00 from the Wachusett Fund to offset the cost of the Ambulance lease payment for FY12, or take any action in relation thereto.

Submitted by: Capital Fund Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article takes money out of the Capital Fund to pay the FY12 lease payment for the ambulance. The Town approved the lease-purchase of the new ambulance at the Special Town Meeting in November 2008. At that time, it was explained that this lease-purchase would be paid partially from the Capital Fund and partially from the Wachusett Fund. For FY12 the total payment is \$ 35,415.69, with \$ 14,404.00 coming from Wachusett Fund and \$ 21,011.69 coming from Capital Fund. This is the third payment of a 5-year lease-purchase.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer \$21,011.69 from the Capital Fund and \$ 14,404.00 from the Wachusett Fund to offset the cost of the Ambulance lease payment for FY12.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 31. Fund Lease-Purchase Payment for 2010 Pumper Tanker (Fire Dept)

To see if the Town will vote to transfer from the Capital Fund the sum of \$ 43,146, or any other sum, to the General Fund to offset the cost of the Pumper Tanker lease payment for FY12, or take any action in relation thereto.

Submitted by: Capital Fund Committee

Recommendation: The Finance Committee recommends the passage of this article.

Recommendation: The Capital Committee recommends the passage of this article.

Summary: This article takes money out of the Capital Fund to pay the lease payment associated with the Pumper Tanker for fiscal year 2012. The Town approved the purchase of the new truck at the May 2010 Town Meeting. At that time, it was explained that the truck would be paid for out of the Capital Fund.

Note: Due to transposing error, balance will be requested at next Town Meeting.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer from the Capital Fund the sum of \$ 43,146, or any other sum, to the General Fund to offset the cost of the Pumper Tanker lease payment for FY12.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 32. Fund Wachusett Regional Recycling Center (Earthday)

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$ 2,244, or any other sum, to satisfy the Town's financial obligation under the contract with Wachusett Earthday, Inc. for the Fiscal Year 2012, or take any other action relative thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Summary: Sterling residents have the opportunity to bring recycling, reuse and household hazardous materials to a permanent year round collection center for proper disposal. This article funds Sterling's share of annual operating costs for the center. In 2008, Town Meeting voted to authorize the Board of Selectmen to enter into a contract with Wachusett Earthday, Inc., pursuant to MGL Chapter 40, Section 4, and with the towns of Boylston, Holden, Paxton, Princeton, Rutland, West Boylston and any other municipality who joins said contract. The term of the contract is for an initial period of five years, renewable every five years for a maximum term of twenty-five years.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$ 2,244 to satisfy the Town's financial obligation under the contract with Wachusett Earthday, Inc. for the Fiscal Year 2012.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 33. Fund Wachusett Greenways Expenses

To see if the Town will vote to raise and appropriate the sum of \$1,300 , or any other sum, to be used for expenses for Wachusett Greenways, a six Town collaborative, said funds to be administered and expended by Wachusett Greenways, or take any action in relation thereto.

Submitted by: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article would provide financial assistance to the six Town collaborative working on the Wachusett Greenways project, including the Rail Trail in Sterling.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$1,300 to be used for expenses for Wachusett Greenways, a six Town collaborative, said funds to be administered and expended by Wachusett Greenways.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 34. Fund Sterling Land Trust Expenses

To see if the Town will vote to raise and appropriate the sum of \$1,300 , or any other sum, to be used for expenses for The Sterling Land Trust, an organization dedicated to the preservation of various parcels of land within the Town, said funds to be administered and expended by the Trust, or take any action in relation thereto.

Submitted By: Board of Selectmen

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article would provide financial assistance to the Sterling Land Trust which maintains various parcels of land within the Town for the passive recreational use of the residents.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$1,300 to be used for expenses for The Sterling Land Trust, an organization dedicated to the preservation of various parcels of land within the Town, said funds to be administered and expended by the Trust.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 35. Fund Maintenance for 1835 Town Hall (Facilities)

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$5,000, or any other sum, to fund annual maintenance of the 1835 Town Hall for fiscal 2012, said sum to be expended by the 1835 Town Hall Committee, or take any action in relation thereto.

Submitted by: 1835 Town Hall Committee

Recommendation: The Finance Cmte. does not support the passage of this article, because maintenance funds for the 1835 Town Hall are included in the Facilities Manager portion of the budget in Article 2.

Recommendation: The Board of Selectmen recommends the passage of this article.

Summary: This article provides for the maintenance of the 1835 Town Hall.

REQUIRES MAJORITY VOTE

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$5,000 to fund annual maintenance of the 1835 Town Hall for fiscal 2012, said sum to be expended by the 1835 Town Hall Committee.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 36. Authorize Treasurer to Borrow Money

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the Fiscal Year beginning

July 1, 2011, in accordance with the provisions of Chapter 44, Section 4, of MGL, as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of Chapter 44, Section 17, of MGL, as amended, or take any action in relation thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article allows the Treasurer with the approval of the Board of Selectmen to borrow money as needed.

MOTION MADE: to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the Fiscal Year beginning July 1, 2011, in accordance with the provisions of Chapter 44, Section 4, of MGL, as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of Chapter 44, Section 17, of MGL, as amended. vote pursuant to MGL 44, Section 53F of MGL, as amended, to authorize the Town Treasurer/Collector to enter into compensating balance agreements, for FY2012, or take any action in relation thereto.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 37. Compensating Balance Agreements (Treasurer)

To see if the Town will vote pursuant to Chapter 44, Section 53F of MGL, as amended, to authorize the Town Treasurer/Collector to enter into compensating balance agreements, for FY2012, or take any action in relation thereto.

Submitted by: Treasurer/Collector

Recommendation: The Finance Committee recommends the passage of this article.

Summary: This article allows the Treasurer/Collector to enter into compensating balance agreements with banking institutions as needed for the operation of the department. A compensating balance is a way of paying for the services the bank provides by maintaining a specified, minimum balance in a non-interest or low interest bearing account.

MOTION MADE: to vote pursuant to Chapter 44, Section 53F of MGL, as amended, to authorize the Town Treasurer/Collector to enter into compensating balance agreements, for FY2012.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 38. Set Salary of Municipal Light Board

To see if the Town will vote to set the salary of the Municipal Light Board as follows: Chairman \$600; Clerk \$600; Third member \$600; said sum to be an expense of the Municipal Light Department, or take any action in relation thereto.

Submitted by: Sterling Municipal Light Department

Summary: This article sets and funds the salary for the Municipal Light Board Members for FY2012.

MOTION MADE: to set the salary of the Municipal Light Board as follows: Chairman \$600; Clerk \$600; Third member \$600; said sum to be an expense of the Municipal Light Department.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 39. Revolving Accounts

To see if the town will vote to authorize revolving funds for certain town departments under MGL Chapter 44 Section 53E ½ for the fiscal year beginning July 1, 2011, or take any action relative thereto.

Revolving Fund	Authorized to Spend From Fund	Revenue Source	Use of Fund	FY12 Spending Limit	Disposition of FY11 Fund Balance	Spending Restrictions or Comments
Recycling	DPW	Fees	Expenses, supplies & contracted svcs. to run recycling center	\$80,000	Balance available for expenditure	
Fuel	DPW	Fuel Charges	Fuel charges for the Light Dept & Water Enterprise Fund	\$60,000	Balance available for expenditure	
Deputy Collector	Treasurer	Fees	Fees collected by Deputy Collector	\$18,000	Balance available for expenditure	
1835 Town Hall	1835 Committee	Fees	Expenses, supplies & contracted svcs. for the 1835 Old Town Hall	\$15,000	Balance available for expenditure	
Planning Board	Planning Board	Fees	Expenses, supplies & contracted svcs. for the Planning Board	\$25,000	Balance available for expenditure	
Council On Aging	Council On Aging	Fees	Expenses, supplies & contracted svcs. for the Senior Center	\$50,000	Balance available for expenditure	
Fair Committee	Fair Committee	Fees	Expenses, supplies & contracted svcs. to run the Sterling Fair	\$135,000	Balance available for expenditure	
Hazardous Materials	Fire Chief	Fees	Costs associated with hazardous material incidents	\$55,000	Balance available for expenditure	
Agricultural Commission	Agricultural Commission	Fees	Expenses and supplies for the Commission	\$5,000	Balance available for expenditure	
Recreation Committee	Recreation Committee	Fees	Salaries, expenses, supplies & contracted services to run the Recreation programs	\$145,000	New Fund	

Submitted by: Town Accountant

Recommendation: The Finance Committee recommends the passage of this article.

Summary: At the recommendation of the Department of Revenue, this year's Revolving Fund authorization has been consolidated into one article. Revolving funds allow receipts of one or more specific board, committee or department to be spent without further appropriation, subject to the provisions of the town meeting approval. Therefore consolidating into one article does not limit the voter's ability to discuss, amend or reject individual revolving funds.

MOTION MADE: to authorize revolving funds for certain town departments under MGL Chapter 44 Section 53E ½ for the fiscal year beginning July 1, 2011 [per the chart as printed in the Warrant above]
MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 40. Amend Animal Control By-law Section 1, Terms and Definitions

To see if Town of Sterling will vote to amend the General Bylaws, specifically the Animal Control Bylaw, by adding new terms and definitions to section 1. Definitions as follows:

Section 1. Definitions

Non-resident shall mean (1) a person who is a resident of Massachusetts but who resides in a city or town other than Sterling; (2) a person who is a resident of another state, or (3) both.

Rabies Vaccination – shall mean the inoculation of an animal against rabies in accordance with State law and the “Compendium of Animal Rabies Prevention and Control”.

Abandonment – means the willful and intentional leaving behind or desertion of an animal causing such animal to become a public charge.

Animal Clinic or Veterinary Hospital- means a facility where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short term care incidental to the clinic or hospital use

Feral Cat - means a cat which currently lives in the “wild” and fends for itself, sometimes previously domestic.

Domestic Charitable Corporation means a facility operated, owned or maintained by a domestic charitable corporation registered with the MA. Department of Agriculture, or an animal welfare society or other nonprofit organization incorporated for the purpose of providing for and promoting the welfare, protection and humane treatment of animals, including a veterinary hospital or clinic operated by a licensed veterinarian, which may operate for the above purpose in addition to providing medical treatment and care to animals.

Service dog/animal - shall mean any guide dog, signal dog, or other animal trained to provide assistance to an individual with a disability.

Dog Waste - solid wastes defecated by said dog on any property, other than the property of the dog owner.

Submitted by: Animal Control Advisory Board

Summary: Amends the General bylaws, specifically the Animal Control bylaw; Section 1 by adding new terms and definitions.

MOTION MADE: to amend the General Bylaws, specifically the Animal Control Bylaw, by adding new terms and definitions to section 1. Definitions as follows:

Section 1. Definitions

Non-resident shall mean (1) a person who is a resident of Massachusetts but who resides in a city or town other than Sterling; (2) a person who is a resident of another state, or (3) both.

Rabies Vaccination – shall mean the inoculation of an animal against rabies in accordance with State law and the “Compendium of Animal Rabies Prevention and Control”.

Abandonment – means the willful and intentional leaving behind or desertion of an animal causing such animal to become a public charge.

Animal Clinic or Veterinary Hospital- means a facility where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short term care incidental to the clinic or hospital use

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Domestic Charitable Corporation means a facility operated, owned or maintained by a domestic charitable corporation registered with the MA. Department of Agriculture, or an animal welfare society or other nonprofit organization incorporated for the purpose of providing for and promoting the welfare, protection and humane treatment of animals, including a veterinary hospital or clinic

operated by a licensed veterinarian, which may operate for the above purpose in addition to providing medical treatment and care to animals.

Service dog/animal - shall mean any guide dog, signal dog, or other animal trained to provide assistance to an individual with a disability.

Dog Waste - solid wastes defecated by said dog on any property, other than the property of the dog owner.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 41. Amend Animal Control By-law, Edit Term definition

To see if Town of Sterling will vote to amend the General Bylaws, specifically the Animal Control Bylaw, by adding new wording to an existing term definition as follows:

Existing wording

Section 1. Definitions

Nuisance: shall mean repetitive domestic animal behavior documented by the ACO to constitute an ongoing violation of section 5 of this bylaw and demonstrated by the animal(s) with any of the following action(s):

1. frequently running at large, or
2. causing constant disturbance by excessive barking or other noise making; or
3. chasing vehicles or bicycles, or
4. it molests, attacks, or interferes with persons or other domestic animals on public property

Amended wording

Section 1. Definitions

Nuisance: shall mean repetitive, domestic, animal behavior documented by the ACO to constitute an ongoing violation of Section 5 of this bylaw and demonstrated by the animal(s) with any of the following action(s):

1. frequently running at large, or
2. causing constant disturbance by excessive barking or other noise making; or
3. chasing vehicles or bicycles, or
4. it molests, attacks, or interferes with persons or other domestic animals on public property, or
5. recurring deposits of dog waste.

Submitted by: Animal Control Advisory Board

Summary: Amends the General bylaws, specifically the Animal Control bylaw, Section 1, by adding new wording to an existing term definition.

MOTION MADE: to amend the General Bylaws, specifically the Animal Control Bylaw, by adding new wording to an existing term definition as follows:

Existing wording

Section 1. Definitions

Nuisance: shall mean repetitive domestic animal behavior documented by the ACO to constitute an ongoing violation of section 5 of this bylaw and demonstrated by the animal(s) with any of the following action(s):

1. frequently running at large, or
2. causing constant disturbance by excessive barking or other noise making; or
3. chasing vehicles or bicycles, or
4. it molests, attacks, or interferes with persons or other domestic animals on public property

Amended wording

Section 1. Definitions

Nuisance: shall mean repetitive, domestic, animal behavior documented by the ACO to constitute an ongoing violation of Section 5 of this bylaw and demonstrated by the animal(s) with any of the following action(s):

1. frequently running at large, or
2. causing constant disturbance by excessive barking or other noise making; or
3. chasing vehicles or bicycles, or
4. it molests, attacks, or interferes with persons or other domestic animals on public property, or
5. recurring deposits of dog waste.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 42. Amend Animal Control By-law, Licensing and Vaccination

To see if the town will vote to amend the Sterling Animal Control bylaw by editing wording and replacing it with amended wording in specified sections only of the bylaw.

EXISTING

SECTION 2. LICENSING AND RABIES VACCINATION

(g). For each individual dog in the town of Sterling, over the age of six months, an annual fee will be charged by the town for the issuance of dog licenses as follows:

Spayed Females	\$8.00	Females	\$12.00
Neutered Males	\$8.00	Males	\$12.00
Companion Pet License	\$6.00 per dog.		

No fee shall be charged for a license for a dog specially trained to lead or serve a blind person; provided, that the Massachusetts commission for the blind certifies that such dog is so trained and actually in the service of a blind person. No fee shall be charged for a license for a dog owned by a person aged 70 years or over. No fee shall be charged for a license for a dog professionally trained in the hearing dog business to serve a deaf person; provided, that the director of the office of deafness certifies that such dog is so trained and actually in the service of the deaf person.

AMENDED

SECTION 2. LICENSING AND RABIES VACCINATION

(g). For each individual dog in the town of Sterling, over the age of six months, an annual fee will be charged by the town for the issuance of dog licenses as follows:

Spayed Females	\$8.00	Intact Females	\$12.00
Neutered Males	\$8.00	Intact Males	\$12.00
Companion Pet License	\$6.00 per dog		

No fee to license a dog or other animal shall be charged to the owner(s) of a service dog/animal, as defined in this bylaw or any dog owner(s) age 70 years old or older. In order to apply the lower fee to license a spayed or neutered dog, the owner must provide, to the Town Clerk, a certificate of spay or neuter from a registered veterinarian for said dog(s) being licensed.

Submitted by: Animal Control Advisory Board

Summary: Amends the General bylaws, specifically the Animal Control bylaw, Section 2 (g), by adding new wording to the existing wording in Section 2 (g).

MOTION MADE ON THE FLOOR: to amend the bylaw as previously suggested with all underlining of text deleted. To see if the Town of Sterling will vote to amend the General Bylaws, specifically the Animal Control bylaw as follows:

By deleting the following existing section:

EXISTING

SECTION 2. LICENSING AND RABIES VACCINATION

(g). For each individual dog in the town of Sterling, over the age of six months, an annual fee will be charged by the town for the issuance of dog licenses as follows:

Spayed Females	\$8.00	Females	\$12.00
Neutered Males	\$8.00	Males	\$12.00
Companion Pet License	\$6.00 per dog.		

No fee shall be charged for a license for a dog specially trained to lead or serve a blind person; provided, that the Massachusetts commission for the blind certifies that such dog is so trained and actually in the service of a blind person. No fee shall be charged for a license for a dog owned by a person aged 70 years or over. No fee shall be charged for a license for a dog professionally trained in the hearing dog business to serve a deaf person; provided, that the director of the office of deafness certifies that such dog is so trained and actually in the service of the deaf person.

... and by inserting the following amended section

AMENDED

SECTION 2. LICENSING AND RABIES VACCINATION

(g). For each individual dog in the town of Sterling, over the age of six months, an annual fee will be charged by the town for the issuance of dog licenses as follows:

Spayed Females	\$8.00	Intact Females	\$12.00
Neutered Males	\$8.00	Intact Males	\$12.00
Companion Pet License	\$6.00 per dog		

No fee to license a dog or other animal shall be charged to the owner(s) of a service dog/animal, as defined in this bylaw or any dog owner(s) age 70 years old or older. In order to apply the lower fee to license a spayed or neutered dog, the owner must provide, to the Town Clerk, a certificate of spay or neuter from a registered veterinarian for said dog(s) being licensed.

Submitted by: Animal Control Advisory Board

Summary: Amends the General bylaws, specifically the Animal Control bylaw, Section 2 (g), by deleting existing wording in section 2(g) and inserting the amended wording in Section 2 (g).

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 43. Amend Animal Control By-law, New Section 7: Complaints

To see if the town will vote to amend the Sterling Animal Control bylaw by inserting a new section 7 (this section was deleted at the 2009 TM) which will also include new section wording as follows:

Section 7 – Animal Control Complaints

Any person may register or file a complaint to the Animal Control Officer (ACO) stating a dog owned or kept in the Town of Sterling is a nuisance dog, as defined in Section 1 of this bylaw. The ACO shall investigate the complaint, or request the investigation thereof, including an examination under oath of the complainant, be conducted by the Animal Control Advisory Board to determine whether the dog is a nuisance as alleged.

There are two types of Animal Control complaints; formal and informal. A formal complaint will require a signed, detailed explanation of the complaint in writing and filed with the ACO on an approved complaint form.

Registering an Informal Complaint:

- A. Any person may inform the Animal Control Officer by telephone through Police dispatch, or by letter, of any animal control violation with the following information to be included:
 1. Identifying him/herself with name and address, and

2. Describing the dog situation in detail (dog breed, owner's name, actual complaint, etc.), and
 3. Describing the exact location of said dog situation at the time violation occurred.
- B. The ACO shall make a log of all information received.
 - C. Follow-up action by the Animal Control Officer to all informal complaints shall be recorded in the ACO monthly report(s)

Filing a Formal Animal Control Complaint:

- A. Official formal complaint forms shall be readily available upon request from the ACO and/or the Police Department. Formal complaint forms **MUST** be signed or they will not be acted upon. Official Complaint forms shall be filed in person or by mail at the: Sterling Police Station c/o ACO, 135 Leominster Road, Sterling MA 01564.
- B. Follow-up will be within ten (10) work days of dated receipt of any formal complaint by the ACO who shall make a progress report in writing to the complainant and retain a file copy.
- C. If the complainant remains unsatisfied, he/she may re-file the original complaint with the Animal Control Advisory Board, 1 Park Street, Sterling, MA. 01564 to request an informational meeting be scheduled.

Submitted by: Animal Control Advisory Board

Summary: Amends the General bylaws, specifically the Animal Control bylaw, by adding a new section to the bylaw which will establish an approved process for making all Animal Control Complaints.

MOTION MADE: to amend the Sterling Animal Control bylaw by inserting a new section 7 (this section was deleted at the 2009 TM) which will also include new section wording as follows:

Section 7 – Animal Control Complaints

Any person may register or file a complaint to the Animal Control Officer (ACO) stating a dog owned or kept in the Town of Sterling is a nuisance dog, as defined in Section 1 of this bylaw. The ACO shall investigate the complaint, or request the investigation thereof, including an examination under oath of the complainant, be conducted by the Animal Control Advisory Board to determine whether the dog is a nuisance as alleged.

There are two types of Animal Control complaints; formal and informal. A formal complaint will require a signed, detailed explanation of the complaint in writing and filed with the ACO on an approved complaint form.

Registering an Informal Complaint:

- A. Any person may inform the Animal Control Officer by telephone through Police dispatch, or by letter, of any animal control violation with the following information to be included:
 1. Identifying him/herself with name and address, and
 2. Describing the dog situation in detail (dog breed, owner's name, actual complaint, etc.), and
 3. Describing the exact location of said dog situation at the time violation occurred.
- B. The ACO shall make a log of all information received.
- C. Follow-up action by the Animal Control Officer to all informal complaints shall be recorded in the ACO monthly report(s)

Filing a Formal Animal Control Complaint:

- A. Official formal complaint forms shall be readily available upon request from the ACO and/or the Police Department. Formal complaint forms **MUST** be signed or they will not be acted upon. Official Complaint forms shall be filed in person or by mail at the: Sterling Police Station c/o ACO, 135 Leominster Road, Sterling MA 01564.
- B. Follow-up will be within ten (10) work days of dated receipt of any formal complaint by the ACO who shall make a progress report in writing to the complainant and retain a file copy.
- C. If the complainant remains unsatisfied, he/she may re-file the original complaint with the Animal Control Advisory Board, 1 Park Street, Sterling, MA. 01564 to request an informational meeting be scheduled.

MOTION CARRIED AS DETERMINED BY THE MODERATOR
Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE
Dec. 29, 2011 PUBLISHED DATE

ARTICLE 44. Approve Association Contract - Fire

To see whether the Town will vote to accept the new collective bargaining agreement with the Firefighter's Association, which will run from July 1, 2011 to June 30, 2014, or take any other action in relation thereto.

Submitted By: Board of Selectmen

Recommendation: The Finance Committee recommends passage of this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: This contract, which will run from July 1, 2011 to June 30, 2014, has no new net costs. All operating costs are already included in the Fire and Ambulance budgets shown in the line item budget and voted in Article 2.

MOTION MADE: to accept the new collective bargaining agreement with the Firefighter's Association, which will run from July 1, 2011 to June 30, 2014.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 45. Fund Landfill monitoring

To see if the town will vote to raise and appropriate or transfer from available funds the sum of \$30,000, or any other sum, to cover 2 years of the cost of the Landfill Implementing Monitoring Program as required by DEP, with said money to be spent by the DPW, or take any action in relation thereto.

Submitted by: DPW Board

Recommendation: The Finance Committee recommends passage of this article.

Summary: This article funds 2 more years of monitoring and lab testing at the closed municipal landfill, finishing out the current contract. Since the closing of the old town landfill, the Town has been under a DEP Consent Order to implement a monitoring program, which includes annual lab testing.

MOTION MADE ON THE FLOOR: to raise and appropriate the sum of \$30,000, to cover 2 years of the cost of the Landfill Implementing Monitoring Program as required by DEP, with said money to be spent by the DPW.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

ARTICLE 46. Amend Procurement Bylaw

To see if town will vote to delete Sections 1 and 2 of the Town General Bylaw entitled Town Contracts And to insert in its place the following:

Section 1. All town contracts for the procurement of supplies and services, disposition of surplus supplies, and the acquisition and disposition of real property shall comply with the provisions of MGL Chapter 30B.

The Procurement Officer and designee(s) shall obtain vendor pricing and will first attempt to solicit prices from vendors with whom the Town has established a positive working relationship. Whenever possible, preference shall be given to Sterling based vendors.

Submitted by: Board of Selectmen

Recommendation: The Board of Selectmen will report at Town Meeting on this article.

Summary: This article is intended to amend Sterling's local by-law to conform to state statutes, while preserving preference for Sterling-based vendors.

MOTION MADE ON THE FLOOR: to delete Sections 1 and 2 of the Town General Bylaw entitled Town Contracts

And to insert in its place the following:

Section 1. All town contracts for the procurement of supplies and services, disposition of surplus supplies, and the acquisition and disposition of real property shall comply with the provisions of MGL Chapter 30B. Whenever possible, preference shall be given to Sterling-based vendors.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 47. Amend Bylaw-Stagger Constable terms

To see if the Town will vote to amend the General Bylaws by adding a new article entitled CONSTABLES as follows:

CONSTABLES: There shall be two constables elected for three year terms, which shall be arranged so that the terms do not expire the same year. At the first election for constable following the date this bylaw takes effect pursuant to the provisions of Chapter 40, Section 32 of the MGL, one constable position shall be for a term of two years and one constable position shall be for a term of three years; thereafter, both constable positions shall be for terms of three years. or take any action relative thereto.

Submitted by: Town Clerk

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: This article is intended to stagger the three year terms of the Town's two elected constable positions so that they do not expire the same year, as is currently the practice. Staggered terms will result in the Town's always having one experienced constable on the election floor at annual town elections.

MOTION MADE: to amend the General Bylaws by adding a new article entitled CONSTABLES as follows:

CONSTABLES: There shall be two constables elected for three year terms, which shall be arranged so that the terms do not expire the same year. At the first election for constable following the date this bylaw takes effect pursuant to the provisions of Chapter 40, Section 32 of the MGL, one constable position shall be for a term of two years and one constable position shall be for a term of three years; thereafter, both constable positions shall be for terms of three years.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 48. Amend Bylaw-Solicitors and Peddlers

To see if the Town will vote to approve a new General By-law pertaining to the regulation of solicitors and peddlers, as follows:

1.SOLICITORS AND PEDDLERS

PURPOSE:

It is the purpose of this by-law to regulate persons or organizations engaged in soliciting or peddling in the Town of Sterling through the issuance of licenses and imposition of other limitations on such conduct for the purpose of protecting the Town's residents from disruption of the peaceful enjoyment of their residences and from crime and fraud, and further, to allow reasonable access to residents in their homes by persons or organizations who wish to engage in commercial solicitation.

SECTION ONE: DEFINITION

A solicitor or peddler is defined as any individual, whether a resident of the Town of Sterling or not, traveling either by foot, motor vehicle, or any other type of conveyance, from place to place, house to house, taking or attempting to take orders for sale of goods, wares, merchandise, personal property of any nature for immediate or future delivery or for services to be furnished or performed immediately or in the future and whether or not he or she collects advance payments on such sales.

SECTION TWO: LICENSE REQUIRED

It shall be unlawful for any solicitor or peddler as defined in SECTION ONE of this by-law to engage in such business in the Town of Sterling without first obtaining a license in compliance with the provisions of this by-law. Any person who is not properly licensed under this by-law shall be ordered to immediately cease and desist all solicitation in the town until they attain a proper license.

SECTION THREE: LICENSE EXEMPTION

Nothing in this by-law shall be construed to impose any license requirement or otherwise restrict or in any way regulate any activity for non-commercial purposes, including but not limited to any activity for religious, charitable, civic or political purposes, regardless of whether such activity includes acts that would otherwise constitute soliciting.

SECTION FOUR: APPLICATION & FEE

- A. Each individual applicant for a license under this by-law shall submit to the Chief of Police or his/her designee an application along with a fee of \$25.00 (per individual applicant) payable to the Town of Sterling which will be used to cover the cost of processing permits and conducting the investigation of the application.
- B. Each applicant must complete a sworn application in writing at least 10 working days prior to the requested starting date for solicitation, on a form provided by the Police Department. Said form shall include the following information:
 - a. Name, physical description, and date of birth;
 - b. Social security number of the applicant (optional);
 - c. Permanent home address as well as full local address of the applicant;
 - d. A brief description of the nature of the business and/or goods to be sold;
 - e. If employed, name and address of employer, including credentials which establish the exact relationship;
 - f. The length of time for which the license is desired (not to exceed 90 days);
 - g. Names of manufacturer, of source of merchandise, proposed method of delivery;
 - h. Two photographs of the applicant, taken within the past 60 days prior to filing of the application, showing only the head and shoulders of the applicant in a clear and distinguishing manner
 - i. A statement as to whether or not the applicant has been convicted of any crime listed in Section Five of the By-law or is a Level 2 or Level 3 Sex Offender required to register with the Sex Offenders Registry Board.

SECTION FIVE: INVESTIGATION & ISSUANCE

- A. If after an investigation into the facts contained in the license application the Police Chief is satisfied the applicant is of suitable character, the Police Chief, or his designee shall grant the requested license.
- B. The Police Chief or his designee shall refuse to issue a license to any organization or individual whose license has been revoked for violation of this by-law within the previous two-year period or who has been convicted of murder/manslaughter, rape, robbery, arson, burglary/breaking and entering, felony assault, or larceny over \$250, as such persons pose a substantial degree of dangerousness to minors and other persons vulnerable to becoming victims of the violent crimes so listed. The Police Chief shall also refuse to grant a license to a person who is a sex offender required to register with the Sex Offenders Registry Board and who is finally classified as Level 2 or Level 3 Sex Offender, as such persons have been found to have a moderate to high risk of re-offense and pose a substantial degree of dangerousness to minors and other persons vulnerable to becoming victims of sex crimes.

SECTION SIX: IDENTIFICATION CARD

The Police Department, after a review of the information contained in the license application, but in no event more than ten (10) working days after receipt of a fully-completed application, shall issue to each successful applicant an identification card which shall contain the words "Licensed Solicitor", the individual's picture, identification and expiration date of the license. Persons engaged in solicitation or

peddling as defined in this By-law must carry the registration card while soliciting or peddling and present the card to any police officer or person solicited upon request.

SECTION SEVEN: DUTY OF POLICE TO ENFORCE

It shall be the duty of any police officer of the Town to require any person seen soliciting or peddling and who is not known by such officer to be duly licensed, to produce his or her solicitor's license and to enforce the provisions of this by-law against any person found to be violating the same.

SECTION EIGHT: SOLICITATION HOURS

A properly licensed solicitor or peddler may solicit between the following hours:

Monday through Friday:	8 a.m. through 9 p.m.
Saturday, Sunday & Holidays	9 a.m. through 9 p.m.

SECTION NINE: RECORDS

The Chief of Police shall maintain all pertinent records of licenses issued and violations recorded.

SECTION TEN: ENFORCEMENT AND PENALTIES

- A. The provisions of this by-law shall be enforced by Police Officers of the Town of Sterling by any available means in law or equity, including but not limited to enforcement by noncriminal disposition pursuant to Section 21D of Chapter 40 of MGL and Article XVI of the General By-laws. Each day on which a violation exists shall be deemed to be a separate offense. The penalty for each violation shall be \$300.00.
- B. Whoever continues to solicit in the town in willful violation of this by-law, by continuing to solicit after being informed by a police officer to cease and desist, may be arrested without a warrant by a police officer in accordance with the provisions of MGL ch. 272, § 59 and subject to a penalty of \$300.00.
- C. Notwithstanding the above licensing procedures, no licensee may enter private property after being forbidden to do so either directly by the person in charge of the property or by a conspicuously posted Notice of "No Trespassing" or "No Soliciting." Such Trespass violations are controlled by MGL ch. 266, § 120, which authorizes the arrest (without a warrant) of a person found committing such a trespass in the presence of a police officer.
- D. After investigation by a police officer, licenses issued under the provisions of this by-law may be revoked by the Chief of Police or his designee after notice and hearing, provided however, that a license may be suspended immediately, without notice and a hearing, if the public safety or welfare so requires, for any of the following causes:
 1. Fraud, misrepresentation, or false statement contained in the license application;
 2. Fraud, misrepresentation or false statements made in the course of carrying on the business of solicitation;
 3. Any violation of this by-law;
 4. Conviction of any crime listed in Section Five of this By-law or classification as a Level 2 or Level 3 Sex Offender;
 5. Conducting the business of soliciting or peddling in an unlawful manner or in such a manner as to constitute a breach of the peace, or to constitute a menace to health, safety, or the general welfare of the public; and
 6. High-pressure tactics, harassment, or a refusal to accept a refusal as an answer, when verified in writing.

If a license is suspended under the provisions of this section, notice of a hearing with regard to the same shall be given forthwith in accordance with the following subsection.

- E. Notice of hearing for revocation or suspension of a license shall be given in writing, setting forth specifically the grounds of the complaint and a time and place of the hearing. Such notice shall be hand delivered to the licensee or forwarded by certified mail to the licensee at his or her last known address at least five days prior to the hearing date.

SECTION ELEVEN: EXPIRATION OF LICENSE

All licenses for soliciting in the town are valid only for the particular dates or time period specified thereon, and in no case for longer than 90 days.

SECTION TWELVE: APPEALS

Any person or organization who is denied a license or whose license has been revoked may appeal by filing a written notice of appeal with the Board of Selectmen. Such appeal must be filed within five (5) days after receipt of the notice or denial or revocation. The Board of Selectmen shall hear the appeal at its next scheduled meeting after the filing of the written notice of appeal, provided, however, that if the Board of Selectmen fails to make a determination within thirty (30) days after the filing of the appeal, the license shall be deemed granted or reinstated, as the case may be.

SECTION THIRTEEN: SEVERANCE CLAUSE

The provisions of this by-law are declared to be severable, and if any section, sentence, clause or phrase of this by-law shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses and phrases of this by-law and they shall remain in effect, it being the legislative intent that this by-law shall stand, notwithstanding the invalidity of any part.

Submitted by: Police Chief

Recommendation: The Board of Selectmen recommends passage of this article.

Recommendation: The Planning Board recommends passage of this article.

Summary: This by-law will regulate persons through a permitting process administered by the police department to specified regulations. The by-law will require the issuance of a permit with identification allowing residents to know that the person (s) soliciting are registered. A fee will be set that will be used to cover the cost associated with the permitting requirements. A penalty of \$300 for each violation will be assessed and refusal to comply with the requirements will be an arrestable offense.

MOTION MADE: to approve the new General By-law, pertaining to the regulation of Solicitors and Peddlers, as printed in the Warrant above.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

Sept. 19, 2011 APPROVED BY ATTORNEY GENERAL'S OFFICE

Dec. 29, 2011 PUBLISHED DATE

ARTICLE 49. Apply Stabilization Fund to Reduce the Tax Rate

To see if the Town will vote to transfer \$484,000, or any other sum, from Stabilization Fund, to stabilize the tax rate, or take any action relative there to.

Submitted by: Finance Committee

Recommendation: The Finance Committee recommends passage of this article.

Summary: The purpose of this article is to keep the tax increase minimal. After the passage of this article, the Stabilization Fund will have a balance in excess of \$ 980,000.

REQUIRES 2/3 VOTE

MOTION MADE: to transfer \$484,000, or any other sum, from Stabilization Fund, to stabilize the tax rate, or take any action relative there to.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 50. Accept Kathleen Lane as a Public Way (Planning Bd and ZBA)

To see if the Town will vote to accept Kathleen Lane as a public way, in its entirety, together with all easements, as laid out and shown on a plan on file with the Town Clerk's Office. Such acceptance will not be final until the title for the road has been cleared of all outstanding Orders of Conditions as may have been issued by the Sterling Conservation Commission or the State DEP and the As-Built Plan, Roadway Layout Plan, and the Deed(s) to the aforesaid have been recorded in the Worcester South

District Registry of Deeds at the expense of the Applicant/Developer and duly delivered to the Board of Selectmen, or take any action in relation thereto.

Submitted by: Planning Board

Recommendation: The Planning Board recommends passage of this article.

Summary: This article is self explanatory.

REQUIRES 2/3 VOTE

MOTION MADE: to accept Kathleen Lane as a public way, in its entirety, together with all easements, as laid out and shown on a plan on file with the Town Clerk's Office. Such acceptance will not be final until the title for the road has been cleared of all outstanding Orders of Conditions as may have been issued by the Sterling Conservation Commission or the State DEP and the As-Built Plan, Roadway Layout Plan, and the Deed(s) to the aforesaid have been recorded in the Worcester South District Registry of Deeds at the expense of the Applicant/Developer and duly delivered to the Board of Selectmen.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 51. Purchase Property on Hardscrabble Road (Assessors and Accounting)

To see if the Town will vote to raise and appropriate or transfer from Capital or Stabilization Fund, the sum of \$185,000, or any other sum, for the purchase, including appraisals, costs, and expenses associated with said purchase, of an approximately 9 acre parcel of real estate located at 19 Hardscrabble Road, including any buildings and fixtures located thereon, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, said property to be placed under the care, custody and control of the Board of Selectmen, or take any action in relation thereto.

Submitted by: Conservation Commission

Recommendation: The Finance Committee supports this article.

Recommendation: The Board of Selectmen recommends passage of this article.

Summary: The purpose of this article is to obtain permission to purchase a 9 acre property currently owned by Jonathan Gaylord at 19 Hardscrabble Road. This property would abut a five acre piece previously purchased and other open space previously acquired by the town for conservation purposes, amounting to 30 acres, all of which is currently landlocked. This purchase would open access to the other town owned lands. The Town would retain the right to subdivide the land for sale as a single family lot to recover money expended. The Town has a standing offer to purchase this property for \$185,000 which is well below the current assessed value of \$216,000.

REQUIRES 2/3 VOTE

MOTION MADE ON THE FLOOR: to transfer from the Stabilization Fund, the sum of \$185,000, for the purchase, including appraisals, costs, and expenses associated with said purchase, of an approximately 9 acre parcel of real estate located at 19 Hardscrabble Road, including any buildings and fixtures located thereon, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, said property to be placed under the care, custody and control of the board of Selectmen.

MOTION CARRIED BY 2/3 VOTE AS DETERMINED BY THE MODERATOR

ARTICLE 52. Annual Town Election

To elect by ballot on Monday, May 23, 2011, at 7:00 AM at the Houghton School on 32 Boutelle Road, the following officers:

- Board of Selectmen (1) for 3 year term
- Board of Assessors (1) for 3 year term
- Board of Assessors (1) for 2 year term
- Board of Health (1) for 3 year term
- Board of Library Trustees (2) each for 3 year terms
- Department of Public Works Board (1) for 3 year term
- Planning Board (1) for 5 year term
- Sterling Municipal Light Board (1) for 3 year term

Sterling Housing Authority (1) for 5 year term

Wachusett Regional School District Committee (2) each for 3 year terms

Also to choose by ballot or otherwise, such other officers as may be necessary.

The polls shall be opened on Monday, May 23, 2011 at seven (7:00) o'clock in the forenoon and shall remain open until eight (8:00) o'clock in the evening.

And you are directed to serve this warrant by posting up attested copies thereof, one at the Mary Ellen Butterick Municipal Building and one at the Conant Public Library in Sterling, seven (7) days at least before the time for holding said meeting.

MOTION MADE: To elect by ballot on Monday, May 23, 2011, at 7:00 AM at the Houghton School on 32 Boutelle Road, the following officers:

Board of Selectmen (1) for 3 year term

Board of Assessors (1) for 3 year term

Board of Assessors (1) for 2 year term

Board of Health (1) for 3 year term

Board of Library Trustees (2) each for 3 year terms

Department of Public Works Board (1) for 3 year term

Planning Board (1) for 5 year term

Sterling Municipal Light Board (1) for 3 year term

Sterling Housing Authority (1) for 5 year term

Wachusett Regional School District Committee (2) each for 3 year terms

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The polls shall be opened on Monday, May 23, 2011 at seven (7:00) o'clock in the forenoon and shall remain open until eight (8:00) o'clock in the evening.

And you are directed to serve this warrant by posting up attested copies thereof, one at the Mary Ellen Butterick Municipal Building and one at the Conant Public Library in Sterling, seven (7) days at least before the time for holding said meeting.

MOTION CARRIED AS DETERMINED BY THE MODERATOR

At 11:20PM MOTION MADE TO ADJOURN ANNUAL TOWN MEETING to May 23, 2011 for the purpose of election of town officers by ballot, at which no other town business will be conducted and at commencement of which Town meeting will be dissolved.

MOTION PASSED UNANIMOUSLY

A true copy:

Attest _____

Dawn E. Michanowicz, Town Clerk

Attachment A - FY12 CLASSIFICATION PLAN - as amended May 16, 2011

Proposed to be effective 7/1/2011

<u>Grade</u>	<u>Position</u>	<u>Department</u>
2	Library Technician I	Library
	Program Assistant	Recreation
3	Van Driver	Council on Aging
	Clerk typist	Police
	Library Technician II	Library
4	Animal Control Officer	Police
	Town Custodian	Bd. Of Selectmen
	Library Associate I	Library
	Administrative Secretary	Building Dept.
5	Asst. Town Clerk	Town Clerk
	Asst. Collector	Town Treasurer/Collector
	Asst. Treasurer	Town Treasurer/Collector
	Administrative Assistant	Brd of Appeals; DPW; Water; Planning Brd
	Assistant to Assessors	Assessor
	Library Associate II	Library
	Dispatcher	Police
6A	Firefighter/EMS	Fire
	Firefighter/Mechanic	Fire
	Company Officer	Fire
	Facilities Maintenance Technician	Board of Selectmen
6B	Assoc. Health Agent	Health Dept.
	Asst. Director/Head of Children Services	Library
7A	Firefighter/Paramedic	Fire
	Company Officer/Fire Inspector	Fire
	Head Dispatcher	Police
7B	Director	Recreation; Council on Aging
	Conservation Agent	Conservation
8	Town Clerk	Town Clerk
	Library Director	Library
	Human Resources Administrator	Board of Selectmen
	Health Agent	Health Dept.
	Building/Zoning Officer	Building
	Town Treasurer/Collector	Treasurer/Collector
	Town Accountant	Accounting
9	Deputy Fire Chief	Fire
10	Superintendent	DPW
	Town Administrator	Board of Selectmen
11	Police Chief	Police
	Fire Chief	Fire

Attachment B - FY 12 COMPENSATION SCHEDULE - as amended May 16, 2011
Proposed to be effective 7/1/2011

GRADE	STEPS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
1	8.99	9.25	9.53	9.81	10.11	10.41	10.72	11.04	11.38	11.72	12.07	12.43	12.80
2	10.33	10.64	10.95	11.28	11.63	11.97	12.33	12.70	13.08	13.47	13.88	14.29	14.72
3	11.88	12.24	12.61	12.98	13.37	13.77	14.18	14.61	15.05	15.50	15.96	16.44	16.94
4	13.67	14.08	14.49	14.93	15.38	15.84	16.32	16.80	17.31	17.83	18.36	18.91	19.48
5	15.72	16.19	16.68	17.18	17.69	18.22	18.77	19.33	19.91	20.51	21.12	21.76	22.41
6A	18.06	18.60	19.16	19.74	20.33	20.93	21.56	22.20	22.87	23.56	24.26	24.99	25.74
7A	20.78	21.40	22.04	22.71	23.38	24.08	24.80	25.55	26.31	27.10	27.92	28.75	29.62
6B	37,702	38,833	39,998	41,198	42,434	43,707	45,018	46,369	47,760	49,193	50,669	52,189	53,754
7B	43,351	44,651	45,991	47,370	48,792	50,255	51,763	53,316	54,915	56,563	58,260	60,007	61,808
8	49,774	51,268	52,806	54,390	56,022	57,702	59,433	61,216	63,053	64,944	66,893	68,900	70,967
9	55,747	57,420	59,142	60,917	62,744	64,626	66,565	68,562	70,619	72,738	74,920	77,167	79,482
10	62,437	64,310	66,240	68,227	70,274	72,382	74,553	76,790	79,094	81,467	83,911	86,428	89,021
11	69,930	72,028	74,189	76,415	78,707	81,068	83,500	86,005	88,586	91,243	93,980	96,800	99,704

All employees, who are not on probationary or suspended status, or subject to pending discipline, and have been employed by the Town for at least one (1) year, shall move up one (1) step within their respective Grade as of July 1, 2011.

Schedule C Call Fire Personnel	Step 1	Step 2	Step 3
F-3 Assistant FF & EMT Recruit	12.17		
F-4 Firefighter	14.21	14.83	15.75
F-4 EMT	14.21	14.83	15.75
F-4 EMT – Paramedic	16.27	16.89	17.81
F-5 Firefighter/EMT	15.41	16.04	16.93
F-5 Firefighter/EMT-P	17.47	18.10	18.99
F-6 Company Officer (EMT)	17.33	17.98	18.62
F-7 Deputy Chief (EMT)	19.27	19.92	20.55

Schedule D Seasonal /Part-time Employees (hourly)	
Police Special	8.25 to 9.61
Constable	9.25
Matron	12.73
Election Worker	8.25
Registrar of Voters	8.50
Assist. Registrar of Voters	8.25
Recycling Attendant	9.25 to 10.25
Seasonal Laborer	9.25 to 10.25
Seasonal Truck Driver	17.00 to 20.00
Lifeguard	10.00 to 14.00
Seasonal Recreation	8.50 to 14.00
Van Driver/COA – Spare	9.46
Food Inspector	30.00

**TOWN OF STERLING
ANNUAL TOWN ELECTION
MONDAY, MAY 23, 2011**

BOARD OF SELECTMEN (3 year term)

Walter Gregory Bilowz, Jr.	86
Ronald A. Furmaniuk	338
Michael L. Padula	244
Michael J. Rivers	286
Write-ins	1
Blanks	8
TOTAL	963

BOARD OF ASSESSORS (3 year term)

Robert F. Cutler, candidate for re-election	735
Write-ins	8
Blanks	220
TOTAL	963

BOARD OF ASSESSORS (2 year term)

Michael A. Olson	675
Write-ins	6
Blanks	282
TOTAL	963

BOARD OF HEALTH (3 year term)

Donna M. Clark	542
Michael Forance	301
Write-ins	2
Blanks	118
TOTAL	963

BOARD OF LIBRARY TRUSTEES (3 year term, vote for 2)

John L. Dwyer	632
Robert W. Johnson	627
Write-ins	4
Blanks	663
TOTAL	1,926

DEPT OF PUBLIC WORKS BOARD (3 year term)

Lawrence R. Favreau, candidate for Re-election	665
Daniel H. Kloczkowski	236
Write-ins	0
Blanks	62
TOTAL	963

HOUSING AUTHORITY (5 year term)

Linette K. Warren, candidate for re-election	522
AnnMarie Belair	296
Write-ins	1
Blanks	144
TOTAL	963

PLANNING BOARD (5 year term)

Kenneth I.H. Williams, candidate for re-election	526
Michael J. Cove	401
Write-ins	0
Blanks	36
TOTAL	963

STERLING MUNICIPAL LIGHT BOARD (3 year term)

George M. Pape	592
Write-ins	31
Blanks	340
TOTAL	963

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

(3 year term, vote for 2)

Norman J. Plourde, candidate for re-election	709
James Arnold Mason	59
Write-Ins	25
Blanks	1,133
TOTAL	1,926

Total Votes	963
Total Registered voters	5,676
Voter Turnout %	16.97%

A true copy:

Attest _____
Dawn E. Michanowicz, Town Clerk

FINANCIAL REPORTS

2011

FINANCE COMMITTEE **2011 ANNUAL REPORT**

As in past years, the Finance Committee has spent the time since the last Annual Town Meeting focused on preparing the coming fiscal year's (FY2013) budget as well as looking towards the years ahead. The Finance Committee continues to deal with the on-going fiscal challenges presented to the Town of Sterling given the continuing economic situation. We continue to work in an excellent relationship with various town boards, committees and departments to jointly address the fiscal side of the town's operations. In response to the economic climate the Finance Committee had for prior years, set a goal of keeping the average real estate tax bill flat year over year. What we actually accomplished was to lower the average real estate tax bill in each of those years while avoiding layoffs and significant reductions in services provided by the town. The average bill in FY2009 was \$4,493 and was reduced to \$4,448 in FY2010 and further reduced to \$4,416 in FY2011. This was accomplished despite the continued reduction in state aid over the same timeframe. State aid in FY2009 was \$959,371 and was \$625,851 in FY2012, a reduction of \$333,520 or 35%! For FY2012 there was an increase in the average tax bill to a figure of \$4,545 but to put this in perspective, it is only \$52 or 1.2% higher than the FY2009 average tax bill.

This is higher than we had anticipated (\$4,512) for two reasons. First, the town voted for money articles which we did not support and the state certified a much lower figure for New Growth and Local Receipts. New Growth historically was around \$250,000 but in recent years has been around \$150,000, which is the figure we used for the FY2012 budget. The state certified a figure of \$51,500. This shows the dramatic drop in Sterling's new building activity. Local Receipts was certified at a \$2,113,500 which was more than \$87,000 below our estimate, again, another indication of the drop in revenues due to the continuing economic climate. We have continued to seek out any and all available funds to offset these declines. This has included use of unused monies from old warrant articles, overlay surpluses, etc. It has also required the use of Stabilization Account monies which, for the most part, we have avoided in previous years. The good news is we are using this source (Stabilization) for one of the key purposes it was established (tax stabilization).

Our challenge going forward is to not rely so heavily on this source in the on-going funding of the town's operations. The primary source for funding the Stabilization Account is Free Cash which has gone from well over \$1M to last year's \$547,471 and to the current year figure of \$407,810. We anticipate Free Cash will continue to become a smaller number going forward. In FY2009 we used \$262,025 from Stabilization, in FY2010 we used \$218,429, in FY2011 we used \$441,832 and in FY 2012 we used \$489,000. Once again for FY2013 we are anticipating the use of a significant dollar amount from the Stabilization Account. In a sense, we are using Stabilization Funds to offset the reduction in state funds and other sources of revenue that have shrunk significantly in recent years due to the economy.

We also continue to use a portion of Free Cash for funding the Capital Fund and continue to make use of this fund for various capital needs of the town. This has become an excellent source of funding for such purposes and has allowed the town to anticipate and plan, through the five year capital plan for these expenditures while keeping them out of and impacting on-going department operating budgets. Without a Capital Fund, Sterling would likely be faced with significant swings in the tax rate as each year's capital requests would be funded via raise and appropriate, i.e., out of real estate taxes.

As of the submission date of this report, we have not quite finalized all of the financial figures for the Town Warrant so it is not possible to provide more detailed figures for this annual report but this information and a more detailed report can be found in the Town Warrant for the Special and Annual Town Meetings to be held May 14th, 2012. We would like to thank the voters, departments, boards and

committees of the town for their continued support in our efforts to provide a balanced and sufficient budget to meet the needs of the Town of Sterling.

Respectfully Submitted by,

The Town of Sterling Finance Committee:

Larry Pape, Chairman
Matt Emsley, Vice Chairman
Mike Murphy
Lisa Call, Secretary

Frank Heinemann
Bob Brown
John Kilcoyne

BOARD OF ASSESSORS

Fiscal Year 2011 Assessments and Property Tax Revenue Summary

<i>Property</i>	<i>ClassLevy %</i>	<i>Valuation by Class</i>	<i>Tax Rate</i>	<i>Tax Levy</i>
Residential	85.7194	840,864,470	14.90	12,528,880.56
Open Space	0.0000	0	14.90	0.00
Commercial	4.6395	45,511,230	14.90	678,117.33
Industrial	5.9541	58,406,900	14.90	870,262.81
Personal Property	3.6870	36,167,338	14.90	538,893.34
TOTALS	100.0000	980,949,938		14,616,154.08

Valuation and Tax History

<i>Fiscal</i>	<i>Tax Rate</i>	<i>Total Valuation</i>	<i>Accounts</i>	<i>Tax Levy</i>	<i>Change%</i>
2010	14.29	1,017,236,101	3,748	14,536,304	-0.0189
2009	13.25	1,097,287,455	3,801	14,539,059	5.1036
2008	12.63	1,095,254,623	3,768	13,833,065	1.6413
2007	11.51	1,129,399,846	3,763	12,999,392	0.8989
2006	11.51	1,108,872,477	3,644	12,851,832	9.1942

Abstract of Assessments

<i>Property Class Code & Description</i>	<i>Accts</i>	<i>Class Valuation</i>	<i>Avg. Value</i>
012-043 Mixed Use Properties	16	6,754,800	422,200
101 Residential Single Family	2,509	743,765,900	296,400
102 Residential Condominiums	133	28,142,100	211,600
104 Residential Two Family	102	27,685,400	271,400
105 Residential Three Family	7	2,424,700	346,400
Miscellaneous Residential	21	6,501,300	309,600
111-125 Apartments	9	3,151,500	350,200
130-132, 106 Vacant Land	428	25,821,500	60,300
200-231 Open Space	0	-0-	-0-
300-393 Commercial	74	39,391,200	532,300
400-452 Industrial	113	58,363,200	516,500
501-506 Personal Property	195	36,167,338	185,500
600-821 Chapter 61, 61A, 61B	145	2,781,000	19,200
900-990 Exempt	258	138,891,700	
TOTALS	4,010	1,097,332,655	

Assessors' Account for Exemptions and Abatements

<i>Description</i>	<i>FY2010</i>	<i>FY2009</i>	<i>FY2008</i>
Assessors' Overlay	\$101,785.39	\$109,562.78	\$112,497.88
Charges through 6/30/2010	57,342.67	52,438.19	46,774.23
Amounts Transferred	-0-	-0-	-0-
Potential ATB Liability	-0-	-0-	-0-
Balance	\$57,342.67	\$52,438.19	\$46,774.23

New Growth Revenues

<i>Fiscal</i>	<i>Added Valuation</i>	<i>Tax Rate</i>	<i>New Revenue</i>
2011	11,160,253	14.29	159,480
2010	11,010,313	13.25	145,887
2009	15,004,900	12.63	189,512
2008	19,418,581	11.51	223,508
2007	34,187,139	11.59	396,229

TOWN OF STERLING
REPORT OF THE TREASURER/COLLECTOR
TAX COLLECTIONS - 12/31/11

	TAXES COMMITTED	ABATEMENTS EXEMPTIONS	TRANSFER to TAX TITLE	COLLECTIONS less Refunds	12/31/11 BALANCE OUTSTANDING
Real Estate Taxes					
Levy of 2012	\$ 14,339,236.77	\$ 41,518.58	\$ -	\$ 6,981,645.57	\$ 7,316,072.62
Levy of 2011	\$ 14,077,243.42	\$ 75,384.60	\$ 68,090.22	\$ 13,830,147.63	\$ 103,620.97
Levy of 2010	\$ 14,082,290.52	\$ 60,062.05	\$ 68,711.35	\$ 13,950,214.87	\$ 3,302.25
Levy of 2009	\$ 14,116,679.40	\$ 51,584.01	\$ 58,470.21	\$ 14,006,604.16	\$ 21.02
Levy of 2008	\$ 13,461,501.69	\$ 44,739.99	\$ 39,432.99	\$ 13,377,328.71	\$ -
Levy of 2007	\$ 12,709,131.84	\$ 43,202.82	\$ 30,136.98	\$ 12,635,792.04	\$ -
Levy of 2006	\$ 12,567,052.89	\$ 52,248.07	\$ 36,848.81	\$ 12,477,625.70	\$ 330.31
Levy of 2005	\$ 11,416,727.35	\$ 35,263.94	\$ 46,155.08	\$ 11,335,038.39	\$ 269.94
					\$ 7,423,617.11
Personal Property Taxes					
Levy of 2012	\$ 592,766.33	\$ -	\$ -	\$ -	\$ 592,766.33
Levy of 2011	\$ 538,892.36	\$ 2,916.26	\$ -	\$ 532,932.64	\$ 3,043.46
Levy of 2010	\$ 455,688.60	\$ -	\$ -	\$ 453,956.73	\$ 1,731.87
Levy of 2009	\$ 422,388.42	\$ 859.18	\$ -	\$ 420,110.11	\$ 1,419.13
Levy of 2008	\$ 372,158.68	\$ 3,212.84	\$ -	\$ 366,809.99	\$ 2,135.85
Levy of 2007	\$ 307,746.94	\$ 230.93	\$ -	\$ 306,660.55	\$ 855.46
Levy of 2006	\$ 301,777.76	\$ 143.48	\$ -	\$ 300,884.55	\$ 749.73
Levy of 2005	\$ 352,972.23	\$ 452.74	\$ -	\$ 351,989.08	\$ 530.41
					\$ 603,232.24
Motor Vehicle Excise					
Levy of 2011	\$ 1,061,744.48	\$ 23,552.00	\$ -	\$ 995,839.03	\$ 42,353.45
Levy of 2010	\$ 1,028,023.30	\$ 24,933.58	\$ -	\$ 993,975.98	\$ 9,113.74
Levy of 2009	\$ 1,052,796.65	\$ 25,645.37	\$ -	\$ 1,022,016.43	\$ 5,134.85
Levy of 2008	\$ 1,096,483.60	\$ 27,230.13	\$ -	\$ 1,065,642.52	\$ 3,610.95
Levy of 2007	\$ 1,126,533.83	\$ 30,964.28	\$ -	\$ 1,091,499.30	\$ 4,070.25
Levy of 2006	\$ 1,157,273.74	\$ 27,731.96	\$ -	\$ 1,125,920.33	\$ 3,621.45
Levy of 2005	\$ 1,154,167.25	\$ 31,514.21	\$ -	\$ 1,119,382.03	\$ 3,271.01
Levy of 2004	\$ 1,151,250.49	\$ 34,033.93	\$ -	\$ 1,114,266.82	\$ 2,949.74
					\$ 74,125.44
Taxes Liens/Tax Title					\$ 231,290.53
Tax Foreclosure/Tax Possessions					\$ 90,803.71

Anne M. Cervantes
Treasurer/Collector

TOWN OF STERLING
REPORT OF THE TREASURER/COLLECTOR
TRUST FUNDS - DECEMBER 31, 2011

ACCOUNT	PRINCIPAL	AVAILABLE FUNDS
	Unexpendable Funds	Expendable Funds
Jacob Conant - Fuel Fund	2,200.00	3,947.05
Emily Wilder - Fuel Fund	1,500.00	2,392.34
Clarissa A. Freeman Fund	5,000.00	2,777.74
Martha Roper Fund	500.00	1,056.90
Albert Farwell Fund	1,000.00	1,493.60
Henry Stephenson Fund	2,000.00	3,615.85
Alba Coffin Fund	1,000.00	1,437.27
TPA Trust for the Needy	0.00	1,695.34
John Houghton Needy Women	52,664.36	2,471.26
Butterick Library	11,000.00	224.08
Eli Kilburn Library	3,250.00	69.36
Conant Library	500.00	13.48
Waite Library	3,000.00	63.94
Putnam Library	2,000.00	44.11
W C Kendall Library	500.00	25.60
Charles Place Library	2,450.00	42.14
Edward Conant Library	1,200.00	20.94
Madaline Miller Library	1,000.00	16.29
Helen Houghton Library	5,726.87	156.18
June Williams Library	76,198.95	1,447.24
Flower Fund	4,530.00	5,372.68
Eli Kilburn Park Fund	1,300.00	1,565.57
Fannie Stevenson Park Fund	1,000.00	1,484.59
Perpetual Care	231,681.58	17,576.49
Florence Houghton Tree	3,434.46	4,203.91
Rosamond D. Fanning Scholarship	1,000.00	1,230.88
Butterick School Fund	10,000.00	408.27
Conant High School Scholarship	15,000.00	2,417.70
Iacobucci Scholarship	5,300.00	252.97
Maria Houghton Scholarship	52,664.36	1,383.93
Wachusett Area EMS		164,167.77
Cultural Council		1,017.71
Title 5 Septic Loans		112,759.71
George & Mary Gibbs Recreation	5,000.00	3,599.76
Conservation		30,634.43
Chocksett Crossing		37,574.39
Meter Deposit Fund		258,511.39
Total	503,600.58	667,172.86

Anne M. Cervantes
Treasurer/Collector

TOWN OF STERLING
REPORT OF THE TREASURER/COLLECTOR
CAPITAL STABILIZATION FUNDS - June 30, 2011

STABILIZATION FUND	\$	1,456,097.53
CAPITAL FUND	\$	5,235,618.76
TOTAL	\$	6,691,716.29

TOWN OF STERLING
REPORT OF THE TREASURER/COLLECTOR
DEBT - JUNE 30, 2011

PROJECT	BOND ISSUED	BOND MATURES	INTEREST RATE	ORIGINAL BOND	FY11 INTEREST	FY11 PRINCIPAL	BALANCE
School Renovation-Noncalled Portion	2000	2/15/2011	5.75%	\$ 10,010,000.00	\$ 52,325.00	\$ 910,000.00	\$ -
School Renovation-Refinanced Portion	2006	2/15/2020	4.00%	\$ 9,365,000.00	\$ 359,800.00	\$ 90,000.00	\$ 8,905,000.00
Griffin Road Land-Noncalled Portion	2001	5/3/2011	4.20%	\$ 200,000.00	\$ 2,329.00	\$ 10,000.00	\$ -
Griffin Road Land-Refinanced Portion	2011	6/15/2021	2.00%	\$ 82,000.00	\$ -	\$ -	\$ 82,000.00
Library Renovation-Noncalled Portion	2001	5/3/2011	4.20%	\$ 962,000.00	\$ 12,938.75	\$ 50,000.00	\$ -
Library Renovation-Refinanced Portion	2011	6/15/2021	2.00%	\$ 455,000.00	\$ -	\$ -	\$ 455,000.00
Police & Fire Stations-Noncalled Portion	2001	6/15/2021	4.200%	\$ 3,200,000.00	\$ 44,480.00	\$ 160,000.00	\$ -
Police & Fire Stations-Refinanced Portion	2011	6/15/2021	2.000%	\$ 1,580,500.00	\$ -	\$ -	\$ 1,580,500.00
Fire Truck	2005	5/15/2015	4.40%	\$ 645,000.00	\$ 13,547.50	\$ 65,000.00	\$ 255,000.00
Fire Station	2005	5/15/2025	4.40%	\$ 1,950,000.00	\$ 60,147.50	\$ 100,000.00	\$ 1,350,000.00
Water Tank Land-Noncalled Portion	2001	6/15/2020	4.200%	\$ 88,000.00	\$ 1,216.00	\$ 5,000.00	\$ -
Water Tank Land-Refinanced Portion	2011	6/15/2021	2.000%	\$ 44,000.00	\$ -	\$ -	\$ 44,000.00
Water Tank-Noncalled Portion	2001	6/15/2021	4.200%	\$ 1,550,000.00	\$ 21,811.25	\$ 75,000.00	\$ -
Water Tank-Refinanced Portion	2011	6/15/2021	2.000%	\$ 798,500.00	\$ -	\$ -	\$ 798,500.00
Water Disinfecting Plant	2004	2/1/2021	5.00%	\$ 495,700.00	\$ 4,720.14	\$ 18,894.38	\$ 295,000.00
Water Lined	2005	5/15/2025	4.40%	\$ 660,000.00	\$ 20,117.50	\$ 35,000.00	\$ 450,000.00
Water Well and UV Project #1	2007	7/15/2027	2.00%	\$ 806,740.00	\$ 14,472.54	\$ 34,540.00	\$ 706,357.00
Water Well and UV Project #2	2008	1/15/2018	4.15%	\$ 388,000.00	\$ 12,657.50	\$ 40,000.00	\$ 265,000.00
TOTAL				\$ 620,562.68	\$ 1,593,434.38	\$ 15,186,357.00	

Anne M. Cervantes
Treasurer/Collector

**BOARD, COMMITTEE &
DEPARTMENT REPORTS**

2011

ANIMAL CONTROL ADVISORY BOARD (ACAB)
2011 ANNUAL REPORT

The Sterling Animal Control Bylaw was approved by Town meeting vote in 1999. Upon its acceptance and per requirement of section nine, members at large are appointed annually to the Animal Control Advisory Board, currently referred to as the ACAB, by the Board of Selectmen. ACAB meetings are all open public meetings, scheduled once a month and more often when necessary and conducted in accordance with the open meeting law with regard to their agenda and meeting minutes.

One of the more important functions for the ACAB is to work closely with the Animal Control Officer (ACO). Upon his request the ACAB evaluates animal control problems, assembles necessary data, hears expert opinion, holds public hearings, informational meetings and makes recommendations for solutions or actions which may be deemed necessary to resolve animal control problems/issues. In addition, the ACAB reviews the bylaw, the ACO budget and any animal control contracts entered into by the Town of Sterling recommending appropriate updates, rules, regulations and/or amendments to residents at the annual Town meeting.

ACO, Louis Massa, has excellent animal knowledge and skills perfected over many years of working with animals, in addition to ongoing animal control education. He reflects a good working knowledge and understanding of both, the content as well as the intent, of the Animal Control Bylaw thus providing a valuable resource to all residents who may experience animal control issues relating to the safety of animals and/or residents. In addition, he edits and publishes a monthly Animal Control newsletter, available at numerous locations throughout town, which strives to keep residents current on topics of safety, health or legal issues with regard to dogs and animals in general. Gary Chamberland, Chief of Police, is the department head for Animal Control in Sterling. As such he establishes, submits and manages the ACO budget formulating policies as guidelines by which the ACO performs his duties and annually he conducts the annual ACO job performance review.

During 2011 the ACAB conducted 5 informational meetings for various animal control issues and/or bylaw violations.

Submitted by,

Terry Sadler,
Chairman, Animal Control Advisory Board

ANIMAL CONTROL OFFICER
2011 ANNUAL REPORT

In 2011, the town of Sterling had over four hundred animal control calls that came in through our dispatch center. This total does not include follow up phone calls to residents for unlicensed dogs or any other necessary phone calls.

The following statistics represent the incidents in 2011:

Dogs at Large	196	(16 more than 2010)	Farm Animal Calls	19	(same as 2010)
Nuisance	37	(13 more than 2010)	Wildlife Calls	62	(26 less than 2010)
Hit Dogs/Cats by Vehicles	6	(same as 2010)	Dead Animals Picked Up	8	(same as 2010)
Feral/Stray Cats	60	(same as 2010)	General questions	30	(same as 2010)
Dog/Cat Bites Sterling residents	12	(6 more than 2010)	Court cases for unlicensed dog	5	

The Town of Sterling licensed 1,441 dogs in 2011, which are 26 more than in 2010. In 2011, the total dollar amount of fines that I issued was \$1,000.00 for by-law violations. This total does not include the late fees for unlicensed dogs after April 15 of each calendar year. That total came to \$4,125.00. During the first year that the Municipal Impound was implemented, which was 2010, the town obtained a total amount of \$225 dollars. In 2011, that total was down a little to \$170.00, which means less dogs running loose around town. In 2012, I will continue to assist the residents of Sterling in any way I can by getting them to understand the animal control by-laws. My hope is that by doing this, the violations that occur will decrease. I also hope to get more dogs licensed in 2012.

In October 2010, I started an Animal Control Officer Newsletter to help educate the residents of Sterling on animal happenings within the town. This newsletter is still doing very well in 2011, getting very good responses from Sterling residents. The newsletters are distributed monthly in designated locations around town. These newsletters are distributed at the Apple Town Market, Library, Recreation Department, Sterling Veterinary Clinic, Light Department, Over Easy Café, Town Hall, Village Pizza and Senior Center. They are also available online at the sterling-ma.gov website on the Animal Control page. As of April 11, 2008, I was re-certified as a level one Animal Control Officer through the National Animal Control Association. My original certification was in May 2005 through the Animal Control Officers Association of Massachusetts. These two separate courses gave me a different range of skills and knowledge over different lengths of time. The National Animal Control Association course was 40 hours, and the Animal Control Officers Association of Massachusetts course was 96 hours, providing me with 136 hours of educational and beneficial information. Another goal for 2012 is to get certified as a level two Animal Control Officer, and also take other seminars and courses throughout the year to improve my education, which will not only be beneficial to myself but will also benefit the Town of Sterling.

In 2011, the Town of Sterling offered two rabies clinics, one in the spring and one in the fall. They were held at the Sterling Veterinary Clinic and both were very successful. Both of these rabies clinics will continue yearly. I do want to thank Dr. Dettlinger and the staff down at the Sterling Veterinary Clinic for all their support and help with these rabies clinics. I also would like to thank the following town departments for their help and support throughout this past year: The Town Clerks office, The Sterling Police Officers and Dispatchers, Animal Control Advisory Board, Board of Health and the Sterling Municipal Light Department. I look forward to being your Animal Control Officer for the year 2012, making positive changes for the Town of Sterling's animal community.

Respectfully submitted,

Louis Massa
Town of Sterling Animal Control Officer

BOARD OF HEALTH
2011 ANNUAL REPORT

Massachusetts Boards of Health are responsible under Mass General Laws, state and local regulations, for disease prevention and control, health and environmental protection, and promoting a healthy community. The main purpose of the Board of Health has been to enforce Title 5 of the State Environmental Code, which is considered the minimum standard for the design and installation of subsurface disposal systems for sanitary sewage in the Town of Sterling. In addition, the Sterling Board of Health has issued supplemental regulations to Title 5 and Well Regulations. The intent of these regulations is to protect and improve the public health and welfare of the citizens. The updating of these Subsurface Disposal System Regulations, a six-month project, was completed this year with input from DCR, DEP, Engineering firms, Local Contractors and Sterling Residents. Pursuant to MGL Chapter 111, Section 31 public hearings were held and the updating was ratified by the Department of Environmental Protection in July 2011.

The Sterling Board of Health consists of a three member board that meets the second Thursday of each month in the Municipal Office Building at 1 Park Street. In addition, the Department consists of the Health Agent, David Favreau and the Associate Health Agent, Kathleen Nickerson who, between them, handle the day-to-day activities. Either or both may be reached at 978-422-8111 X2305.

In 2011, all operations of the Sterling Board of Health were carried out as required.

Permits and licenses include perc and deep hole tests (soil testing), septic system inspections, food establishment inspections, stable inspections, pool inspections, camp inspections, animal inspections, beach water testing and inspections, etc. We are also responsible to respond to nuisance complaints, housing complaints and to work with other state and town agencies on different activities.

Actual Permits/Licenses issued by the Board of Health are: Beaver Permits 4; Camp Permits 3; Septic Construction Permits 37; Food Permits 70; Funeral Home Permit 1; Septic Hauler Licenses 14; Septic Installer Licenses 19; Pool Permits 3; Stable Permits 48; and Well Permits 5. Along with this there were 89 Title 5 inspection reports, 102 observation deep holes, and 58 percolation tests observed.

Public Health Emergency Preparedness is a major part of the Board's responsibilities...working alongside the Fire Department and the Police Department. Barry Lein, a volunteer, is Sterling's "Coordinator, Sterling Public Health Volunteers". There were a number of happenings in 2011:

- Hosted one of the eight regional AM Advisory Radio Stations-1670AM...put into operation during the Town Fair and Tropical Storm Irene.
- Shelter walk-through with Worcester Regional MRC and C.E.R.T. volunteers in conjunction with Sterling Emergency Management
- Assisted in the opening of a Shelter during the October snow storm
- Hosted 6 Worcester Regional MRC class trainings in August.
- Volunteers participated in multiple trainings throughout the Region including: American Red Cross Sheltering Overview & Workshop; Risk Communications – CEEPET; "Mass Fatalities" Mass DPH workshop; along with others.

Please contact Barry if you wish to be a volunteer, 978-422-8111 X2305.

Sterling Board of Health,

Allen Hoffman, Chairman

Donna Clark

Gary Menin

BUILDING, ELECTRICAL, GAS, AND PLUMBING INSPECTORS AND
SEALER OF WEIGHTS AND MEASURES
2011 ANNUAL REPORTS

Report of the Building Inspector

During the year of 2011, the Building Department issued 213 building permits for various projects. The Department received a sum of \$62,275.26 for building permits and \$1,696.00 for annual inspections, which was deposited into the Town Treasury.

Mark Brodeur
Building Commissioner

Report of the Electrical Inspector

During the year of 2011, the Electrical Inspector issued 161 electrical wiring permits and received a sum of \$11,420 for the electrical permits, which was deposited into the Town Treasury.

J. Bruce Dunn
Electrical Inspector

Report of the Gas Inspector

During the year of 2011, the Gas Inspector issued 42 gas permits and received a sum of \$3,268 for the gas permits, which was deposited into the Town Treasury.

Robert Janda
Gas Inspector

Report of the Plumbing Inspector

During the year of 2011, the Plumbing Inspector issued 71 plumbing permits and received a sum of \$6,490 for the plumbing permits, which was deposited into the Town Treasury.

Robert Janda
Plumbing Inspector

Report of the Sealer of Weights and Measures

During the year of 2011, the Sealer of Weights and Measures sealed 5 and received a sum of \$119.00 which was deposited into the Town Treasury.

Edward R. Seidler
Sealer of Weights and Measures

COUNCIL ON AGING **2011 ANNUAL REPORT**

The mission of the Council on Aging is to maintain the health and well being of the Sterling seniors and to assist them with preserving their independence. There are currently 1747 people over 60 living in town. In addition, there is a large boomer population in Sterling, who will be eligible for services in the coming years. People over 60 account for about 20% of the population and are projected to reach up to 38% of the population in the next 10 years. For elders, quality of life is often related to the quality and continuity of relationships. The Senior Center provides a “welcoming destination” that accepts you regardless of financial status, race, creed, medical condition, or mobility. Many seniors see the Senior Center as a “home away from home”. This is where they see old friends or meet new ones. The Senior Center offers a variety of programs, services, and activities that provide opportunities and support for elders to remain active and independent for as long as possible. Many studies have shown that being lonely takes a toll on the health of older people. In addition to the social impact, the Senior Center is a resource center. This is the only social service agency in town where seniors can find nutritional, physical, and educational activities created to assist a diverse demand of elderly needs and interests while attempting to foster independence and community interaction. This is also where younger residents and non-residents look for information on fuel assistance, food stamps and nutritional assistance, housing assistance, as well as services for seniors. We are celebrating our 15th year in the Senior Center.

The Council on Aging is still actively looking for a site for a new senior center. The Board of Selectmen appointed a Site Development Committee who looked at many sites in town and finally suggested the property on the corner of Muddy Pond and Boutelle Roads. It is town owned, which will save the taxpayers money. With the appointment of the Building Committee (February 2012), we are hopeful that this will be the home of the future Sterling Senior Center in the near future. We have outgrown our space in the Butterick Municipal Building. The Senior Center currently occupies 1846 sq. feet (not including the hallway or bathrooms). There has been a lot of debate as to the “correct” size for a new center; however, it is obvious that our current space is too small. We need more space in order to accommodate the growing number of seniors and to expand current services to meet these needs. The elder population is growing and changing. Many younger seniors have commented that they do not like our current space, nor do we offer programming of interest. There have also been many discussions on “wants” versus “needs”. The discussion should really focus on doing what is right for about 20% of the town. The seniors in Sterling have paid their taxes and put their children through school. Now they deserve a space where they can get out, relax, have fun, socialize, get information and nutrition, and stay as active as possible for as long as possible. Being active mentally, socially, and physically helps to improve the quality of life. This year 302 different seniors used services at the Senior Center. This does not include the flu clinic, AARP taxes, or people only borrowing medical equipment. Just imagine how many people would come to a newer center! We are looking forward to having this dream become a reality.

The Council on Aging took the first step to add an Outreach Worker to the Senior Center staff. A job description was approved in October and sent to the Personnel Board for approval and placement in the classification system. No new employees have been added to the Senior Center in years. This position would work with elders to help with health insurance, fuel assistance, food stamps, legal issues, tax abatement questions, home health aides, paperwork, or any other issue that may come up. If approved at Town Meeting, this person would begin by working with the 192 seniors over 80 who live in town.

The Nutrition Program, under contract with Montachusett Opportunity Council (MOC), serves meals daily, Monday through Friday, in the Senior Center at 11:30 AM. The meal site is open to anyone over 60 years old by making a reservation the morning before you want to come in. There is a \$2.00 suggested voluntary contribution for each meal. This congregate meal gives seniors a chance to socialize, get

information, and interact with others. This is an opportunity to get out of your house and eat with others. Home delivered meals are also available for homebound seniors. This service helps some of the frailest elders, as someone checks in on them every day.

The Council on Aging publishes an eight-page newsletter 10 times a year under a grant from the Executive Office of Elder Affairs. This newsletter is mailed to every senior household in Sterling. It is also mailed out to the Selectmen, the State Senator, and the State Representatives. The newsletter provides information on the Senior Center itself, as well as SHINE information, legal information, and other topics of interest.

The grant also subsidizes a weekly yoga class on Thursday mornings. Katie Cohen, a certified instructor, teaches the class. The yoga class works on toning the body and mind. Yoga is held in the Selectmen's room, as there is no room in the Senior Center for this activity. In November, a Chair Yoga class was started to involve those with some mobility issues in an exercise program. This class is beginning to catch on with more people coming. It is a great way to learn yoga while remaining seated.

Oriol healthcare stepped up and offered to sponsor a free Senior Fitness class, run by senior fitness instructor Marty French, once a week on Monday mornings. The class combines cardiovascular and strength training. This class is well attended. The class meets in the main room of the Senior Center. We move tables and chairs, and the space is a little tight, but the class is well attended and well liked. We have lost some people due to the lack of space, but we are doing our best to give as much room as possible.

In addition to the weekly exercise classes, the Senior Center has many ongoing activities. On Mondays, we have coffee and donuts in the morning, where seniors can catch up on conversations with old friends or make new ones. Local artist, Howard Besnia, volunteers his time to teach an art class. We recently received Internet access in the Senior Center, which has allowed us to assist seniors with getting information on-line.

On Tuesdays, we offer Game Day, where people play dominoes, bridge and pool. We currently have a table of bridge every week and usually 10 - 12 people playing dominoes. There is a new addition of Scrabble players. This continues to be an active afternoon. They shared the space with the arts and crafts group, who worked on various crafts for the past few years until recently completing all of their projects.

On Wednesday afternoons, the van takes a busload of up to 9 people on shopping trips every week to various places such as Wal-Mart, K-Mart, The Mall at Whitney Field, and Target. This service helps seniors get medicine, groceries, supplies, and other items on a regular basis without worrying about the ability to get out.

During the warmer months, we have a Walking Club which meets on Wednesdays at the Rail Trail by the Cider Mill. The walkers meet and go out together to get much needed fresh air and exercise with others.

The Senior Center has an active book club, which generally meets on the fourth Thursday of the month. Conant Public Library works with us through the interlibrary loan program to supply the books. This is a lively discussion group that has had as many as 12 people attending.

A nurse from Memorial Home Health Services visits the senior center on the first Tuesday of the month from 12 – 1 PM to host a Blood Pressure Clinic. There are no appointments needed and many seniors take advantage of this clinic. The same nurse comes almost every month, thus developing a relationship with the members and being able to catch problems early. Memorial Home Health Services also runs the

yearly flu clinic both for the seniors and for the fire and police departments. 34 flu shots were administered this year.

The VNA Care Network holds an “Elder Keep Well Clinic” on the third Thursday of every month from 12 – 2 PM. An RN is available to meet with any seniors to check blood pressures and glucose levels, to discuss disease management, for medication counseling, or other medical needs. The same nurse comes each month, which also helps in forming relationships and noticing changes early on.

A SHINE (Serving the Health Information Needs of Elders) volunteer is available for private appointments regarding health insurance questions. She comes to the senior center on a monthly basis and sees up to 3 people each time and comes more often during the open enrollment period in order to help as many seniors as possible. SHINE also provides an article for the newsletter every month, so that everyone is up to date on any insurance information.

The Senior Center serves as a distribution site for USDA food on the fourth Tuesday of the month. This program is open to anyone in town, regardless of age, who meets the USDA income guidelines. There is a dedicated group of volunteers who package the food every month so that others can benefit from this program. Due to changes with WHEAT, the Senior Center offered its last food distribution in December 2011. If people need food assistance, WHEAT has a food pantry, as does the Wachusett Food Pantry in Holden.

The senior center operates a “Lender’s Closet”, which provides durable medical equipment, such as walkers, canes, and bath chairs, for seniors to borrow. Donations of medical equipment in good, usable condition are also accepted and gratefully appreciated.

The “Off the Rack Boutique” provides new and “gently used” clothing for seniors. The Senior Center gladly accepts donations of clothing. They are hung neatly where seniors can access them free of charge.

Throughout the year, there are several special performances offered to the seniors. They are made possible through the generosity of the Sterling Cultural Council. The Women’s Club, the Girl Scouts, and the Boy Scouts have also sponsored programs for the Senior Center. The students and staff at Houghton Elementary School have also provided many activities for Sterling Seniors this year.

The Senior Center is also the designated sign up center for the Sterling YAHOO program, both in the spring and the fall. These students do an amazing job of helping those seniors who cannot do their yard work anymore.

The Senior Center has also hosted special dinners, brunches, and other meals thanks to the generosity of volunteers. The volunteers also run bake sales throughout the year and a yearly yard sale, to help raise funds for the Senior Center.

AARP offers free tax preparation at the Senior Center.

A group of dedicated people have started FOSS: Friends of the Sterling Seniors. They filed all the necessary paperwork with the State. You will begin to hear more about this group, who will be the fundraising arm of the Senior Center. They are an independent group whose mission is to raise funds to assist the Senior Center. We are very excited about their new role.

The Town of Sterling also has established a property tax work-off program for taxpayers over 60 years old, managed by the Council on Aging. Under this program, participating taxpayers work in various town departments and receive an abatement on their taxes. The maximum amount of the tax reduction is

\$1000.00. The town of Sterling voted to fund this program with \$15,000, which allows 15 people to earn the maximum amount. This program is very successful as it helps out seniors with their taxes, it helps out the town with various projects, and it builds community.

Senior Center activities are published in the Sterling Meetinghouse News, the Clinton Item, and the Landmark, as well as on the Sterling-Lancaster Cable Television station. The Senior Center also has an active page on the town's new web-site. Our page is updated regularly with a calendar and the newsletter. There are also links to important services for seniors.

Transportation is not an issue, as we provide van service for all seniors who wish to attend these activities. The van transports seniors to the meal site every day for lunch. It is also available for seniors who need rides to doctors' appointments, shopping, banking, and other activities on Monday, Tuesday, Thursday, and Friday afternoons. There is only one van in town to service all 1747 seniors, so at times there are issues with being unable to transport someone, but we do our best to help everyone who needs assistance. We transport from Worcester to Fitchburg and all points in between. The van now charges \$1.00 round trip in town and \$2.00 round trip out of town – there is no charge to come to the Senior Center. Van trips are scheduled by calling the Senior Center, at least 48 hours in advance.

The Senior Center is able to do so much with so little thanks to the wonderful network of volunteers who assist on a daily basis. Their help is vital to our continued progress. Last year we honored 92 people at our annual volunteer appreciation day in April.

Council on Aging Telephone Numbers:

Office, Van, Clinics: 978-422-3032

Lunch: 978-422-8022

Respectfully submitted,

Karen L. Phillips
Director, COA/Senior Center

DEPARTMENT OF PUBLIC WORKS
2011 ANNUAL REPORT

HIGHWAY Town vehicle repairs, roadside cleanups, patching, sweeping, brush cutting, drainage maintenance, plowing and sanding was performed during the year as our budget allowed. If you know of a particularly serious maintenance situation, please call the Department of Public Works at (978) 422-6767.

CEMETERIES There were 24 new lots sold and 40 burials in 2011. Normal maintenance as required was performed during the year.

PARKS All athletic fields were maintained and put to full use by many young people as well as many adults.

We would also like people to know that there is a permanent basketball court and volleyball court at Sholan Park. You must bring your own basketball and volleyballs to use these facilities.

STICKERS FOR SHOLAN PARK AND RECYCLING CENTER Any resident wishing to use this facility must stop by the Department of Public Works and pick up a sticker or permit. They will only be available at the Department of Public Works Building from 7:00 a.m. to 3:30 p.m. daily Monday through Friday. You need your car registration and if you have a leased car, proof of residency.

SANITATION Trash collection went well, with few complaints. We are currently picking up trash at well over 600 households each Monday, Tuesday, Wednesday, Thursday, and Friday. A reminder to the residents, if your pick up day falls on a holiday or is cancelled due to a snow storm, all pick ups will be delayed by one day. Please refer to your trash and recycling information brochure mailed to your residence for the holiday schedule. If you have any problems with your pickup please contact Central Mass Disposal at 1-800-467-2801.

RECYCLING Hours for the drop-off center are Wednesday and Friday 11:00 a.m. to 3:00 p.m. and Saturday from 8:00 a.m. to 3:30 p.m. The center is closed on Monday, Tuesday, Thursday, Sunday and all holidays. Recycling bins can be purchased for a small charge at the Department of Public Works office. The drop-off recycling center is staffed on Saturdays by a small, but dedicated group without whom the program would suffer immensely. To that entire group, our sincere thanks. A special thanks to Ken Williams. Volunteers are welcomed. If anyone is interested in joining this group, just stop by on a Saturday morning and someone will show you around and sign you up or call the Department of Public Works.

On July 1, 1999, we began a curbside recycling program. It has been moderately successful. We strongly encourage all residents to utilize this service because doing so saves the Town a significant amount of money in tipping fees.

If you have any questions on recycling, stop by or contact the Department of Public Works Office at (978) 422-6767 Monday through Friday from 7:00 a.m. to 3:30 p.m.

<u>WATER</u>	Total Water Sales:	\$ 987,751.87
	Hydrant Rental:	\$ 26,675.00

There were 6 new services added this year making a total of 2279 customers who are presently being served.

TREES Normal maintenance was performed during the year, taking down dead or dying trees and trimming as our budget allowed. If you have a roadside tree that may need attention, please let us know.

In closing, we would like to thank the men and women of this department for their efforts towards making the town a safer and better place to live.

Gregg Aubin, Chairman
Donald Harding, Vice Chairman,
Lawrence Favreau, Clerk
William P. Tuttle, Superintendent

FIRE DEPARTMENT & FIRE DEPARTMENT AMBULANCE
STERLING EMERGENCY MANAGEMENT AGENCY
2011 ANNUAL REPORT

I am pleased to submit the annual report for the Sterling Fire Department and Sterling Emergency Management Agency for calendar year 2011.

The Department

The Sterling Fire Department is a predominantly on-call department with five fulltime personnel including the fire chief and administrative assistant. Thirty-six on-call personnel provide response to the community 24/7/365 based on their availability with job and family commitments. The fulltime personnel supplement this response, during weekdays when typically there are a limited number of call personnel available due to work and other commitments. We operate out of a single fire station located at 5 Main Street. Our response apparatus includes; two engines, one ladder, one rescue, two advanced life support ambulances, three forestry trucks, a boat, and hazardous materials trailer. In addition, we host a regional mass casualty trailer and regional off-road response vehicle.

Mission Statement

The mission of the Sterling Fire Department is to protect life, property and the environment from fires, accidents, disasters and other hazards. Two programs support this mission; Emergency Services and Prevention.

The department's emergency service mission is to deliver emergency services promptly and with sufficient resources to establish rapid control, prevent further damage or injury, effectively resolve the incident, and provide support to those affected by the emergency. Our goal is to accomplish this mission consistently, and with the highest priority being the personal safety and well-being of the members.

The department's prevention goal is to prevent fires, accidents and other hazards from occurring through a well-developed hazard prevention and public safety education program.

Emergency services include; fire suppression; rescue and extrication; emergency medical treatment and transport; hazardous materials mitigation and property protection. Prevention services include: permitting and inspection services; fire protection and pre-fire planning; code enforcement activities; fire prevention and accident safety education; smoke and carbon monoxide detector programs; and public information.

Internal fire department operations supporting this mission include; administration and management chain-of command; emergency preparedness; consistent and dedicated department training; and the procurement of supplies to support fire department personnel and building operations.

Emergency and Service Calls

Department personnel responded to a total of; 1,146 total incidents (*calls for service*) in calendar year 2011. The department responded to a variety of incidents including; alarm investigations, brush fires, medical emergencies, motor vehicle accidents, structure fires, mutual-aid and service calls. Department personnel provided incident response and coverage for three significant weather events in 2011 including; the July 1st tornadoes, Hurricane Irene and the Halloween Snow Storm.

In addition to incident response, there are many hours spent conducting training and providing work details that support emergency response. Fire department personnel provide; storm related stand-bys, sporting event coverage, fireworks and special events detail coverage, throughout the year.

Permits and Inspections

The Fire Department issued 550 permits in 2011 and performed numerous site inspections. Inspection types include; smoke and carbon monoxide detectors, oil burners, oil tanks, LP gas tanks, tank removals, blasting and fire suppression systems and many of them require a minimum of one site visit to confirm that the work has been done properly and installed per fire and life safety codes, and that the equipment operates safely. In addition to daily permit inspections, annual inspections are conducted at commercial and industrial sites as well as annual liquor license inspections completed in conjunction with the building inspector. Any questions regarding permits, fees, or for scheduling an inspection call the fire department business line or access the information on-line via our website.

Fire Prevention and Public Safety Education

Strongly advocated by the schools, fire prevention and public safety education continues to be a large priority of the department. In 2011, these efforts were coordinated by, Firefighter Charlie Baker and Lieutenant Thomas Kokernak. Other members of the department assist with several programs throughout the year. The department conducts several educational programs supported by the S.A.F.E. (Student Awareness of Fire Education) program. The department is fortunate to receive valuable grant money through the S.A.F.E. program to support the educational needs of our students. In addition to the educational programs conducted in the elementary and pre-schools the department also provides station tours, site visits, Public Safety Day at Davis' Farmland, and we host the annual Public Safety Open House at the Fire Station, which includes representatives from the Police Department, Department of Public Works, Board of Health and Community Emergency Response Team (C.E.R.T.).

Smoke & Carbon Monoxide Detectors

The largest percentage of fire deaths in the home occurs at night while people are asleep. Therefore, a working smoke alarm can provide an early warning that can make the difference between life and death. According to studies published by the National Fire Protection Association, having a smoke alarm cuts your risk of dying in a fire by nearly half. A smoke alarm should be part of an overall home fire safety strategy that also includes preventing fires by adopting fire safe behavior and developing and practicing a home fire escape plan. In a fire, escape time may be very limited. Therefore, escape plans are a critical aspect of a home fire safety strategy.

A reminder to all residents that in 2006 a new State law (Nicole's Law) took effect requiring anyone who owns residential property that contains fossil fuel burning equipment (i.e. oil, gas, wood, coal, etc.) or contains enclosed parking (i.e. attached or drive under garage) is required to install carbon monoxide (CO) alarms. The importance of having a carbon monoxide detector is often underestimated. Unfortunately, carbon monoxide sources, such as furnaces, wood and pellet burning appliances, generators and gas heaters are common in homes and can put your family at risk for carbon monoxide exposure.

Special consideration should be given to the fact that smoke detectors and carbon monoxide detectors do have effective lives to them – similar to a car battery. It is recommended that a smoke detector be replaced every ten years and a carbon monoxide detector every five to seven years. Many of the alphanumeric carbon monoxide detectors will actually display a reading of "ERR, E09 or EOL" indicating the end of their useful life. In addition, a reminder that even if you have electric hard-wired detectors in your home, there is still a 9-volt battery back up in them. A good rule of thumb is; "When you Change your Clocks – Change your Batteries."

If you do not currently have a working smoke or carbon monoxide detector in your home and would like information on obtaining or installing them in your home, please contact the fire department.

Emergency Management

Emergency Management continues to play a vital role in town, especially with the continued challenges of weather-related events. Often times our emergency management functions are activated as a result of severe weather. Whether it is sandbagging operations to divert water or preparing shelters activities due to impending blizzards or ice storms, Sterling's Emergency Management is the liaison to the State and Federal agencies that provide assistance to our community, particularly storm response reimbursement. In 2011, emergency management resources activated for both Hurricane Irene and the October Snowstorm.

One of our most active forces within emergency management is that our Community Emergency Response Team (CERT). The CERT Program educates people about disaster preparedness for hazards that may impact our area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others following an event when professional responders are not immediately available to help. CERT members consist of a group of volunteer citizens including; students, teachers, retirees, ex-military, engineers, and business professionals. The team trains on a regional level along with volunteers from Boylston, Holden, and West Boylston.

In addition to a regional CERT team, Sterling continues to be part of a Regional Emergency Planning Committee along with Boylston, Holden, and West Boylston. The South Wachusett Regional Emergency Planning Committee has representation from all four communities and represents the major disciplines of emergency planning working closely with M.E.M.A. (Massachusetts Emergency Management Agency) regarding hazard mitigation.

In 2011, an Emergency Response Planning Guide was mailed to all Sterling residents. This was funded through Board of Health and Regional Emergency Planning grants. Please keep these guides readily available and have a plan in place to help your family and further more – BE PREPARED.

Personnel Updates

We were extremely fortunate in 2011 to add new on-call firefighters to our roster. Our need for additional call firefighters was critical and through an aggressive recruitment campaign, we were able to train twelve new call firefighters, all of whom graduated in April. Those firefighters include; Sarah Colburn, James DiVirgilio, Ryan Gagnon, Matt Gargulinski, Brandon Hamilton, Juan Hernandez, John Healey, John Laitala, Vincent Ruziak, Brendan Smith, Rob Traina, and Jim Turner. These new on-call firefighter's will help to provide staffing for timely responses to the request for services and to fill voids left by retiring personnel.

In January, a new Fire Department Administrative Assistant, Lisa Bristol was hired to replace Karen Tadry who left in 2010.

In April, the Fire and EMS Associations hosted a retirement dinner for department members that retired in 2010 and 2011. Included in the recognition were; Deputy Chief / EMT Richard Farrar (32 years of service), Lieutenant / EMT Robert Lanciani (34 years of service), Firefighter Earl Temple (36 years of service), Firefighter / EMT Brendan Windward (30 years of service), Firefighter Bruce Senter (29 years of service), and EMT Mary Lanciani (25 years of service). These members leave behind a combined one-hundred, eighty-six years of service and dedication to the Sterling Fire Department but more importantly to the Town of Sterling.

In July, two new call Lieutenants were promoted from within the department, Dan Hehir and Craig Martin.

In addition to the retirement of the members previously mentioned, Assistant Emergency Management Director Bruce Baker retired from that position at the end of 2011. Bruce held the position since retiring as fire chief and was instrumental in helping to implement and manage the C.E.R.T. organization as well as serving as chairperson for the Regional Emergency Planning Committee. A special thanks to Bruce for his time served and the help he provided in his tenure. Department EMT Jim Emerton will now serve as the Assistant EMD.

Fulltime Firefighter / EMT Robert Rogowski resigned from the department in August to become a fulltime firefighter at the Massachusetts Military Reservation (M.M.R.) Fire Department. He also serves as a Chief with the Army National Guard Fire Department stationed at Otis. Firefighter / EMT Jamie Shea was hired as the new fulltime firefighter in November.

Closing Narrative

In closing, I would like to thank the members of the Sterling Fire Department for their tireless commitment and dedication to the department and the community. We are fortunate in that our firefighters and emergency medical technicians are the best at what they do and the citizens of Sterling should be proud of them. I also want to thank their families for the love and support given to them throughout the year in order to accomplish this mission.

On behalf of the entire department, I would like to thank the residents of Sterling for their incredible support of the fire department and its mission. Because of this support, we are able to maintain the apparatus and equipment that is vital to our response, especially the safety equipment and gear worn by the firefighters and emergency medical technicians for their health and safety.

It has always been evident in my tenure as Chief as to the important role that public safety plays to all of the citizens of Sterling. We also remain diligent in applying and receiving grant money to help offset some of the burden to the town. In 2011, we utilized grant money to purchase new four-inch supply hose for all the apparatus, update the emergency generator at the School, provide the S.A.F.E. Program, and purchase forestry firefighting gear for the new call firefighters.

Please feel free to visit our website at www.sterlingfd.net to learn more about the Sterling Fire Department, our history, our equipment or as a reference to fire codes and regulations. This site also provides real time updates for major events involving public safety. There is also a photo link, that has pictures of incidents and trainings from throughout the years.

The public is always welcome to stop by the fire station to visit. The Sterling Fire Department, located at 5 Main Street in the center of town, is staffed daily from 7:00AM – 6:00PM.

Wishing everyone a safe and healthy 2012

Respectively submitted,

David C. Hurlbut, Jr.
Fire Chief / Emergency Management Director



2011 ANNUAL REPORT

Mission

Your town library is here to provide information and materials for life-long learning and enjoyment, to be a resource for up-to-date-technology, and to connect the young to the literacy skills they need to succeed in school and life.

The library brings a wealth of resources from across the state or across the country to our town.

Governance

The citizens of Sterling elect a 6-member board of trustees to govern the library. Two members are elected each year in rotation. The trustees meet the second Monday of every month and welcome all to attend.

This year Sue Valentine stepped down as trustee. Sue has been a strong supporter of the library, and committed to providing the highest level of service to the people of Sterling in the most cost effective way. The trustees appreciate her years of service and contributions to the library.

Erica Brennan, mother of two young sons, is the director of Sterling Little League Division AA and a member of the Sterling School Improvement and Modernization Council. She was appointed at a joint meeting of the trustees and selectmen to fill the position until town election. Erica brings strong organizational skills and dedication to serving the community.

Services

The library is open 45 hours a week – Monday through Thursday 10 to 8 and Saturday from 10 to 3. From the 4th of July to Labor Day the library is open 10 to 1 on Saturday.

In addition to the expected books, the library provides free movies, TV series, music, high-speed Internet access, and copy, fax and printing services. There is community if you want it, or quiet and privacy if you prefer. It is a warm place to relax in winter, and a cool spot to enjoy in summer. There are programs for the newborn through adulthood. Through the library, residents have access to just about any book or article anyone could ever want - all delivered in a welcoming small town way.

2011 Highlights

The Town Capital Committee funded a number of projects this year from the trustees' five-year plan. With the addition of supplemental State Aid funds, the library was able to replace the sidewalks, paint the second floor, install energy efficient windows in the antique section, and supplement the ten public Internet computers with two new Dells and an iMac with large flat screen. The library received a donation of Creativity Suite from Adobe. The computer is geared toward students going into the field of graphic design, photography and art, but everyone is welcome to come and explore the Mac – Photoshop your digital photos, use our earphones with Garage Band, or download an E-book from the library to load on your iPhone.

Mr. Richard Maki stopped in for a visit and offered to bolster the magazine collection by gathering donations from area businesses, organizations and families. Thanks to Dick and many generous contributors, the library added many new titles and circulation is going up and up. You will find the

donor's names on the cover of your favorite so please support our local businesses and let them know you appreciate their community spirit.

In the same vein, the Friends of the Library requested local businesses to offer discounts to members. More than ten joined in and are listed on the back of the membership card. So when you get your hair cut, pick up a bouquet or enjoy a pizza or ice cream cone, you get a bargain and help the library.

The Friends added \$2,000 to the book budget and funded a number of programs. Along with the Garden Club and Davis family, the Friends provide passes to many area attractions from Boston Museum of Science to the Paw Sox. The Friends are also supporting our own E-book collection. They will be adding titles for Sterling residents alone so the wait won't be quite so long for the hottest new titles. Along with the Craft Fair and other fund raising events, the Friends manage a used bookstore on the lower level that raises more than \$2,000 to support library programs.

In the Children's Room young patrons increased the children's annual materials circulation again in FY2011. Young adults and children came to the library to enjoy stories, crafts, available technology and time together with family and friends in the Baker Room of the library. The library offers Story Hour programs, designed to provide families with an opportunity to meet other caregivers and children, as well as introduce expectations for behavior within a group setting. The books shared, songs sung, conversation and craft activities are all designed to prepare our youngest patrons for future academic experiences.

Summer at the library is reading program time. Patrons ranging in age from birth through eighteen participated in the statewide time/ incentive based program. Participants were able to track their reading accomplishments from home and earn raffle tickets for prizes donated by local companies and families. At the end of every week, the Friends of the library provided a special incentive. Summer reading programs help students to maintain their reading skill levels rather than regressing while on school vacation.

The Sterling Cultural Council (SCC), a strong supporter of library programs, sponsored our summer reading finale. Barn Babies was very well received, with the funding provided, the library was able to offer the program several times to accommodate the large number of participants.

The SCC also provided funds for a spooky card craft in the month of October. Participants were able to create spooky house cards that looked very impressive. As a multi-aged event siblings were given an opportunity to attend the same program and work together.

The Friends of CPL provided craft materials for three Saturday make your own card events. In preparation for the holiday season, attendees were given large amounts of glitter, felt, glue and die cut materials to create one of a kind cards.

Annual Benchmarks

Library Cards

At year-end, Sterling had 5,175 active library cardholders, an increase of 7% over 2010. This represents 64% of the entire town

Programs

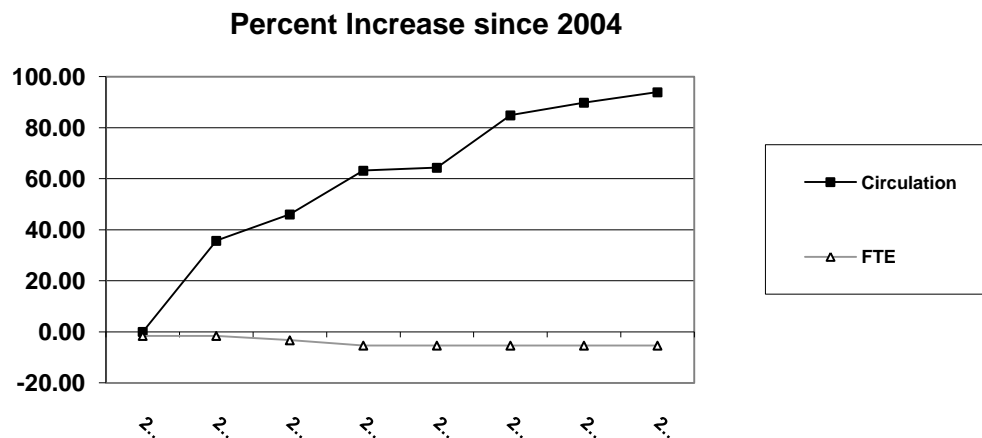
The library held 288 programs for children and young adults with total attendance of 2,940. An adult book club met monthly and several more were held for the One Book, One Town program. Half- Broken Horses by Jeannette Walls was the 2011 selection. The library knitting group meets weekly, and book discussions are once a month. New in 2011 is a sewing circle where people can learn new skill or get

help with a project. The library brought Story Hour to the Pollywogs during the Recreation Departments Summer Program. There were 299 participants in the library Summer Reading Program

The library web site had 27,923 visits. People can order or renew books and movies, use extensive databases, research their ancestors or play reading games with their children.

Circulation

In 2011 the library loaned 120,466 items. National library circulation is holding steady this year, but Sterling's circulation has increased 7% over last year. In seven years, circulation has nearly doubled. Over that time, library FTE's have declined slightly. The staff has made use of technology and free training from the state to keep up with the demand for library services.



The Future

The library is facing challenges through increased need for the services it provides while state aid and return on trust funds are dwindling. A surprise bequest from the estate of Charles Allen will help meet the growing demand for traditional services and move forward in providing service through new technologies. This will be an opportunity for the library to begin a program of planned giving to sustain services and to grow in the coming years. It is a testament to our local businesses that they are contributing to the library even though they face challenges of their own. The generous support of the town, our Friends of the Library, and many Sterling residents who volunteer to help and to donate funds to benefit their town will mean that this community will have a strong and free public library well into the future.

Respectfully Submitted,

The Board of Trustees of the Conant Free Public Library

John L. Dwyer
Chairman, Board of Library Trustees
Jaap Vermeulen, Secretary
Erica Brennan

Al Carlin
Kelly Corvelo
Robert Johnson

Patricia Campbell, Library Director
Danielle Mattei, Assistant Director/Head of Youth Services



Monty Tech

2011



Annual Report

A Letter from the Superintendent-Director

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

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

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

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

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

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

Steven C. Sharek
Superintendent-Director

Our Mission

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

Our District

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

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

Leadership

There were major changes in the school's leadership during the 2010-2011 school year. James R. Culkeen, who served as Superintendent-Director at Monty Tech for eight years, resigned in December of 2010. Francine K. Duncan, the school's Director of Technology, was named Acting Superintendent-Director, a position she held for just over two months. Dr. Frank R. Llamas, retired Superintendent-Director of Smith Vocational and Agricultural High School in Northampton, became interim Superintendent-Director on February 14. I was appointed Superintendent-Director during the summer and began work on July 18. Katy Whitaker was promoted to the position of Development Coordinator.

Enrollment

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

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

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

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

Class of 2011 Awards

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

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

Financial Report

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

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

Grants and Contracts

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

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

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

Academic Achievement

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

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

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

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

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

	<u>English Language Arts</u>	<u>Mathematics</u>	<u>Biology</u>
Class of 2011	100%	100%	100%
Class of 2010	100%	100%	100%
Class of 2009	100%	100%	
Class of 2008	100%	100%	
Class of 2007	100%	100%	
Class of 2006	100%	98.3%	
Class of 2005	100%	98.6%	
Class of 2004	100%	94.8%	

Vocational Projects In Your Community

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

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

Auto Body: Collision Repair Technology: During 2010-2011, the program had eight students participate in SkillsUSA, all of whom finished in the top ten of their competition. There were two seniors accepted

into the co-operative educational program, completing their work at local collision shops. The shop continued to repair many vehicles and equipment for staff, the school and district communities. The shop is pleased to have a new spray booth being installed, providing students with training in more efficient water borne paint systems. The shop is in the process of re-certifying NATEF certification. (Total enrollment: 59; 40 males, 19 females)

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

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

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

Cosmetology: Over the course of the 2010-2011 school year, twelve Seniors took and passed the Massachusetts State Board exam. The program continues to run a full-service clinic, servicing many outside clients as well as staff and students that walk-in. Two cosmetology students qualified for the SkillsUSA State competition. Allison Soucy (Class of 2011) placed 2nd, and was awarded a silver medal, selected from over five hundred entrants, and Kaitlyn Thibault (Class of 2011) placed 1st in the nail competition, and traveled to the national SkillsUSA competition. Senior students continue to take great pride and satisfaction in the community services activities, including providing monthly cosmetology services to the residents of the Gardner High Rise. (Total enrollment: 92; 1 male, 91 females)

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

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

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

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

Electrical: The Electrical program at Monty Tech continues to be one of the busiest trades in the school. During the 2010-2011 year, students and instructors completed in excess of two hundred projects that required repair or installation. Some of the more notable accomplishments from this shop include: all electrical work (including wiring and installation) at the Coggs Hall Park Stone House project (Fitchburg), all electrical work (including wiring and installation) for Monty Tech House project (Gardner), work in

Toy Town Elementary School (Winchendon) to replace fixtures in gymnasium and install motion sensors and hand dryers in restrooms, installation of energy efficient lighting fixtures in the Monty Tech warehouse, installment of all wiring for residential wind turbine and photovoltaic array for on-site training center, and installation of new lighting fixtures in MJROTC. (Total enrollment: 84; 78 males, 6 females)

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

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

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

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

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

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

Machine Technology: The Monty Tech Machine Technology program saw several key improvements during the 2010-2011 school year. The program benefited from new technology, including: a Haas CNC Lathe, a table top CNC simulator, a Rollin band saw, a new laser engraver and cutter, and updated computers and software. Two students advanced from the SkillsUSA local competition to compete at the district level. From there, they advanced to the state competition, where a silver medal was earned in CNC milling. Students in the Machine shop have consistently earned co-operative education placements, and 2010-2011 proved to be no different. Five students were offered co-op employment, and were able to put their vocational education into practice at area machine shops. Students who remained at the school refined their skills by completing a number of special projects, including: manufacturing key chains for the Fitchburg Police Department, manufacturing flag spreaders for the Korean War Veterans, manufacturing in excess of forty parts for the school’s first Robotics Club, manufacturing brass pins for the Adirondack chair gifts, and manufacturing a branding die for the golf tournament. Students also manufactured numerous engraved brass plaques used to mark projects completed by Monty Tech students, and performed routine maintenance and troubleshooting of equipment and tools for other trades within the school. (Total enrollment: 56; 48 males, 8 females)

Masonry: Students and instructors in the Monty Tech Masonry program were busy on our campus, as well as in many of the member communities throughout the 2010-2011 school year. Community services included: repairing the steps at the Barre Town Hall, installing the block walls, block in windows, and tile in the restrooms at the Stone House project at Coggs Hall Park (Fitchburg), repairing concrete walkways, porches, foundation, and remodeling bathrooms for the Gardner Elderly Housing, installing the tile floors, brick stairs, concrete walkways, and sauna tubes at the Gardner Community Development Corporation house-building project, ensuring handicap accessibility by installing ramps and new sidewalks at

Lunenburg High School, designing and completing Kevin's Gate (Lunenburg), and installing all block work for the Templeton Cemetery Garage addition. When students weren't busy in our district communities, they were busy hosting the Massachusetts Trowel Trades Association (MTTA) competition, where our students placed 1st in Hardscape, and working on our own campus. Students installed non-slip stair treads throughout the school, worked with Electrical and Industrial Technology students to erect a small residential wind turbine and install photovoltaic array to be used for training purposes, and complete a new concrete foundation for additional outdoor storage. (Total enrollment: 55; 45 males, 10 females)

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

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

Special Services

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

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

The Special Education Program at Montachusett Regional Vocational Technical School District is reviewed annually in May, in accordance with regulatory requirements. The results of this evaluation are

used to improve the special education procedures and programs at Montachusett Regional Vocational Technical School. The Parent Advisory Council participates in this review and evaluation. The Montachusett Regional Vocational Technical School District adheres to federal and state laws regarding confidentiality of personally identifiable student information.

Technology

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

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

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

SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community service. The 2010-2011 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of districts, performed well at states and took back to Monty Tech 5 national medals and a first for Monty Tech as well as the State of Massachusetts -- a National President! Co-advisors for the program were Timothy Gately (English Instructor), Anne Marie Cataldo (Early Childhood Education Instructor), and Dan Starr (Graphic Communications Instructor). Highlights of the year included:

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

Marine Corps JROTC

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

Over the summer our Color Guard performed several details for the Boston Red Sox. Cadets continued to meet two days a week for team building activities. The summer was also spent working on the unit's new vehicle, a 1974 Swiss Army Pinzgauer. The unit's mounted color guard team was also busy over the summer, spending many hours riding, training and caring for the horses.

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

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

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

Women in Technology

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

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

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

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

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

Student Athletics

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

Last Fall, the Varsity Football team won only two games, but they improved every week and gave their all during practice and games. They finished the year at 2-9 and 1-5 in Division 3A. The Varsity Boys Soccer team finished at 13-3-2, qualifying for the post-season tournament, where they lost to Groton-Dunstable, 6-1, at the new Leominster turf field. The JV Boys Soccer team was 5-8-2. The Varsity Golf team was 10-8, playing in the Central Mass Division 3 Tournament, where they finished 7th. They placed 5th in the State Vocational Tournament and 3rd in the Colonial Athletic League (CAL) Tournament. We had three JV Golf tournaments at the Red Farm Golf Course in Upton and finished the season 3-4. The Field Hockey team was 11-2-5, qualifying for the Central Mass Tournament for only the second time in the programs existence. They lost to Nipmuc. The Boys Cross Country team was 6-5 and finished 2nd in the CAL. The Girls Cross County team was 1-2. The Girls Volleyball team went 0-20, but continued to play hard throughout the season. The JV Girls Volleyball team was 5-12 and the Freshmen Girls team, 2-10, as they continue to improve. The Varsity Girls Soccer team was 9-8 and qualified for a post-season berth. They lost to Leicester High School, 3-0. The JV Girls Soccer team finished at 11-4-1, with most of the girls moving up this fall, our girls program looks very promising.

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

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

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

Postgraduate and Continuing Studies

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

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

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

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

Practical Nursing Program

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

An Experienced Advisory Council – the Monty Tech School Committee

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

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

Diane Swenson, Ashburnham
Chair

Eric Olson, Phillipston
Vice Chair

Warren Landry, Ashby
Toni L. Phillips, Athol
John Scott, Barre
Brian J. Walker, Fitchburg
Robert H. Campbell, Fitchburg
LeRoy Clark, Fitchburg
Mark W. Louney, Fitchburg
Helen Lepkowski, Gardner
Eric D. Commodore, Gardner
Sue Tokay, Harvard

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

Terri Hillman, Winchendon
Secretary

Norman J. LeBlanc
District Treasurer

STERLING OPEN SPACE IMPLEMENTATION COMMITTEE
2010 ANNUAL REPORT

(received after the 2010 Report was finalized; it is printed here for the first time)

The Open Space Implementation Committee (OSIC) updates the town's Open Space and Recreation Plan (OSRP). A state-approved Open Space Plan makes the town eligible for many state and federal grants involving historic preservation, open space acquisition, and development of recreation facilities. An approved Open Space Plan also improves the town's Commonwealth Capital Score; important criteria for state grant eligibility regarding transportation and development. Finally the Open Space Plan constitutes a major element for a Town Master Plan. Sterling has not had a Master Plan since the 1960's. Completion of the Open Space Plan is a major step towards completion of a Master Plan, should Sterling decide to go forward with this endeavor.

OSIC also works with town boards and related local and regional conservation or agricultural entities to implement the recommended actions in the Plan addressing town natural resource, recreation, and management needs.

State Approves Sterling's OSRP Update – The highlight of 2010 for the Committee was final state approval of the Sterling Open Space and Recreation Update. At the end of February, OSIC submitted a revised 7-year Action Plan to the state Division of Conservation Services and by the end of March had submitted a final update of the entire Open Space and Recreation Plan. In May of 2010, the town's update and 7-Year Action Plan on the Open Space and Recreation Plan (OSRP) was approved by the state Division of Conservation Services. Copies of the final plan were burned on to CD disks and a limited number of hard copies were distributed to the Board of Selectmen, Recreation Department, Conservation Commission, Planning Board and 2 copies to the Public Library. The plan was also posted on the Sterling website and announced in both the Meetinghouse News and the Holden Landmark newspapers.

Other Activities:

Conservation/Recreation Guide and Mapping Effort – With the OSRP Update approval, OSIC turned its attention resuming the previous project of a guide (online) to Conservation and Recreation areas open to the public. Some members are interested in creating guides with maps on these properties, while others are gathering baseline data on public properties open to recreation.

Support Letter for MassHistoric Grant – In April, OSIC submitted a letter of support for a grant application being made to MassHistoric for funding the repairs at the American Legion Post #189. This would be the second phase of a rehabilitation project concerning the flooring structure of this historic building. This letter is in keeping with the Sterling Open Space and Recreation Plan's goal to support efforts to protect historic buildings—this building is located in a designated Historic District. The Legion ultimately withdrew this grant application as they were not as fully prepared to go forward with the full project. The Legion did receive a smaller grant which allowed them to make some minor, but critical flooring repairs.

PARC Grant Support Letter – OSIC provided information and suggestions to the SPARC park group as it prepared a grant request request to the Division of Conservation Services (PARC grant) for equipment to finish the final stage of the play area. OSIC also provided a letter of support for this grant in July. Again, this action is in alignment with the Open Space and Recreation Plan's goals regarding the need for supporting recreational facilities in town. Unfortunately, funding did not come through for this project.

Ethics Training for Committee Chair and Members —New regulations regarding Ethics and the Open Meeting Laws required training that Chair Marion Larson attended during the winter. All Committee members were notified to take the online training.

Government Study Committee Interview—In March, the Government Study Committee as part of its charge to assess town boards and committees submitted a questionnaire to OSIC and later interviewed the Chair as a follow-up to the questionnaire.

Committee Membership – Bob Authur has joined OSIC having expressed an interest in assisting the Committee on trail maps on lands open to the public for recreation. The Committee has lost Conservation Commission member Sue Valentine as a member. Her presence, experience, and information about Con Comm activities will be missed. It is hoped that someone else on the Conservation Commission will fill her place.

Respectfully Submitted,

Marion E. Larson
Chairman, Open Space Implementation Committee

PERSONNEL BOARD
2011 ANNUAL REPORT

The Personnel Board wishes to thank the citizens and employees of the Town of Sterling for their support and hard work over the past year. Town government works when the Town's public servants and citizens work together to move forward for the benefit of all. Sterling's Personnel Board members offered their time and talent unconditionally for the betterment of the Town. Sterling is blessed to have such experienced citizen volunteers with over 47 years of cumulative Personnel Board experience: Diane Burrows, a Director of Human Resources; Kathleen Van Hoof, a director of Human Resources; Deb Strate, a Personnel Department head; Bruce Baker, a Manager and Administrator in municipal government; and Loret Schur, an Operations Manager and HR Department head. These members have worked tirelessly for the good of the Town.

The Personnel Board has also been extremely fortunate to work with the Human Resource Administrator, Jamie Kelley, who is the past Chairman of the Commonwealth of Massachusetts Board of Conciliation and Arbitration, also known as the State Labor Board. Mr. Kelley's knowledge and experience is invaluable and a fantastic asset for the Town.

During the past year, the Personnel Board continued its review of the Personnel By-Law. The Board presented to Town Meeting several articles, Articles 16, 17, 18 and 19, which were accepted at the 2011 Town Meeting by unanimous vote. The Board's effort to modernize and update the By-Law was a continuation of its massive revision of the By-Law passed at the previous Town Meeting. The Board also revised the Classification and Compensation Plans, including listings for all positions: full-time, part-time, seasonal, and stipend, at the May, 2011 Town Meeting.

The Board, with support and assistance from other Town Boards and Department Heads, continued its work on updating and, in some cases, re-grading job descriptions. The Board wishes to specifically thank the Library Director and the Superintendent of Public Works for their assistance.

The year also included the extensive compilation of policies needed for the protection of the Town, the Town residents and the employees. These policies are in place in almost all of the municipalities in the Commonwealth. The policies include an ADA Policy (Americans with Disabilities Act), a Drug-Free Workplace Policy, an Employment Policy, an Harassment Policy, a Workplace Conduct and Bullying Policy, a Job Posting Policy and the Personnel Board Procedural Policy. Additionally, the Board was active in the HR Administrator's review of employee benefits and health insurance as well as union negotiations.

Respectfully submitted,

Loret R.W. Schur

EDITOR'S NOTE: *The Personnel Board was re-organized in November, 2011. The new Board held its first meeting on December 27, 2011. Although the new Personnel Board was comprised of only three (3) members at the time of their first meeting, the Chair, Amrith Kumar, has requested that the following be inserted in this 2011 Annual Report. It is not an Annual Report of 2011.*

MARCH, 2012 REPORT FROM THE PERSONNEL BOARD

1. Introduction

As a largely new board, we find it beneficial to provide an assessment of the things we observe as we assume office as members of the Personnel Board. Please therefore treat this as an “initial assessment” by the incoming board with some proposals for Fiscal Year 2013.

2. Status of the Board, membership

As we write this in early March, the Personnel Board has a full contingent of five members.

The last year has demonstrated the consequences of a failure of effective communication between the Personnel Board and the appointing authority (consisting collectively of the Board of Selectmen, the Finance Committee and the Town Moderator).

We believe that it is essential that the Personnel Board have an independent and unbiased perspective. Within the current framework of the Personnel Bylaw, it is therefore essential that there be effective communication between the Personnel Board, and the members of the appointing authority, and also the membership of the other appointed and elected boards in Town.

It is our observation that for a variety of reasons, this communication progressively deteriorated over the past year and the results were highly disruptive. Ensuring that there is no recurrence of this will be an area of particular sensitivity for the Board in the coming year.

3. Issues and challenges we inherited

3.1 Personnel Board “policies” exceeded authority of the Board

During the past year, a majority of the focus of the Personnel Board was on the drafting and implementation of eight policies. Seven of them (ADA Policy, Drug-Free Workplace Policy, Harassment Policy, Employment Policy, Job Posting Policy, Workplace Conduct and Bullying Policy, and Personnel Board Procedural Policy) were eventually adopted after some initial missteps. The eighth (Time and Attendance Policy) was never formally in effect.

It could be reasonably argued that the seven that were enacted by the former board exceeded the bounds of authority of the Personnel Board. At the advice of Town Counsel they were rescinded by the Personnel Board in January. Therefore, as we write this in early March 2012, none of these policies are in effect. Revised policies are being drafted and are discussed by the Personnel Board.

3.2 Open Meeting Law violation complaints (ten in all)

The Board was served with five complaints alleging violation of the Open Meeting Law by failing to provide an individual who was to be discussed at those meetings with the statutorily required notice and other legally required considerations.

In investigating these complaints, it was found that the Personnel Board did, in fact, violate the Open Meeting Law on all five occasions because it failed to provide the “individual” to be discussed at the meeting with the statutorily required notice and other legally required considerations.

In addition, it was found that the Personnel Board did, in fact, violate the Open Meeting Law on all the said occasions because it failed to record and maintain accurate minutes of their deliberations at any of those meetings.

The Board was therefore forced to rescind, hold null and void all actions that were taken at those meetings.

During the course of the investigation of this complaint the Board was also served with a public records request that was forwarded to the HR Administrator for processing based on opinion from Town Counsel. After responding to the complainant in the matter of the Open Meeting Law complaint, the Board was informed that the complainant is not satisfied with the response and it is understood that the matter is under review by the Department of Open Government of the Office of the Attorney General.

3.3 State of “process” and the records

During the course of our rapid education after being appointed to the Board, we have come to be both shocked and dismayed at the state of “process” and the records of the Personnel Board, and the Town in general.

For example:

- in the matter of the complaints received under the “Workplace Conduct and Bullying Policy”, scant regard was shown for the process that was written in the policy, just as scant regard was shown for the Open Meeting Law.
- the former Personnel Board approved and had set in motion the wheels that would have enacted a policy that was found to be not only outside the scope of authority of the Board but also would have violated the law.
- at the written request of the new Personnel Board, the Town’s Auditors investigated the accounting of compensatory time and the liability associated with it. A memorandum to the Town dated February 14th 2012 states, “We met with Town Personnel on Monday, February 13, 2012 to discuss compensatory time and discovered that the Town does not have a system in place to record and quantify compensatory time”.

What this implies is that the Town’s balance sheet has not been an accurate reflection of the liability that the Town has with respect to accumulated and unconsumed compensatory time by its employees. This represents, in our opinion, a serious issue with an untold monetary liability to the Town, one that has the potential to impact our bond rating.

3.4 Outdated job descriptions

The Town does not have up-to-date job descriptions for most of the current employees in Town. The role of each employee is “graded” based on a quantitative system that the Town paid tens of thousands of dollars to purchase. This system assigns a numerical “score” to each job based on its written job description and people are paid according to this “score”.

Yet in recent months it has become embarrassingly evident that the job descriptions, some going back as far as 1997, significantly inflate the responsibilities and authority of many of the roles. As a result, employees were graded and paid significantly more than their actual role would warrant if the job descriptions were realistic.

Yet we are told that employees are regularly receiving acceptable performance reviews!

3.5 FLSA Audit

In the aftermath of the “Time and Attendance Policy” controversy, the Human Resources Administrator “interviewed” several employees and concluded that their job duties did not meet the standard stipulated by the Fair Labor Standards Act to qualify as “exempt employees”. He recommended, and the former Personnel Board approved the recommendation to reclassify these individuals from FLSA “exempt” status to FLSA “non-exempt” status.

Even a cursory examination of the job descriptions would contradict the statements on which this FLSA audit was based. Yet, no attempt was made to correct the job descriptions and accurately “re-grade” the positions so they would be paid commensurate with their duties.

In effect therefore, the FLSA audit reclassified several employees as “non-exempt” which entitled them to overtime at the higher rate as dictated by their inflated job descriptions!

In a decision on February 27th 2012, the Personnel Board rescinded this reclassification and will revisit the whole matter in a more comprehensive way in the coming year.

3.6 Potential payroll discrepancies

In attempting to gather more information to understand the re-classification proposed in the FLSA audit, an employee was selected at random and it was discovered that this “exempt” employee was being paid as an hourly employee. While a serious matter, we don’t find this shocking since we had been previously informed that exempt employees who worked more than their “hours” were paid for “hours worked”.

As with the compensatory time issue, the extent of exposure is not well understood.

4. Recommendations

4.1 Clarify the role of the Personnel Board

The Personnel Board as currently created and authorized under the Bylaw has relatively narrow and confined powers. It is generally recommended personnel boards are authorized to adopt a broad range of human resource policies [source: MPPA’s Handbook for Massachusetts Municipal Personnel Boards].

Recommendations to this effect are part of the proposed amendment to the Personnel Bylaw.

4.2 Update job descriptions, re-grade employees, update FLSA status

There is a glaring inconsistency between the job descriptions, the grades of the employees (that determines wage), their day-to-day duties, and their FLSA classification (as exempt or non-exempt). We will be working to get a better understating of these discrepancies between the employees real duties and their job descriptions.

As part of this exercise, we will also be working to ensure that payroll is consistent with the job descriptions, the employees’ grades, and FLSA statuses.

4.3 Salaries and Wages

In an attempt to arrive at a fair and defensible annual salary increase, the Board reviewed the compensation of various employees of the Town and compared it with data provided by the Massachusetts Municipal Personnel Association. We found that the employees of the Town are by and large well compensated, in comparison with other Towns in Massachusetts.

We found that:

- In a comparison of the thirty eight Towns with between 6000 and 9000 residents, employees in Sterling are, on an average the fifth highest paid. This list includes such towns as Lincoln, Chatham, and Salisbury which pay their employees more than Sterling.
- In a comparison with a set of fifteen comparable towns in a list used by the Finance Committee, and in a similar comparison with fourteen comparable towns in a list provided by the Town Administrator, employees in Sterling were the highest compensated.

In light of earlier observations regarding job descriptions, grading, and FLSA status, we believe a comprehensive wage and salary review is urgently needed.

5. Conclusion

This report has been prepared by a relatively new Board that has been seated for a little more than three months. Even before we had a quorum, we were fighting fires in the form of complaints alleging wrongdoing, and had to react quickly to these.

As volunteers, we realize that our impact can be limited and easily thwarted. Without a strong backing from the Board of Selectmen, and the people in Town, it will be difficult to come to grips with these issues. After all, what we are finding is not the aftermath of a sudden catastrophic failure but rather of a malaise that has been growing over a long period of time.

Also, as volunteers, we do not have unlimited time to devote to the affairs of the Town. It can only be reasonably expected that a volunteer committee participate in establishing a set of processes and procedures that serve the Town well. At the end of the day, it will be up to the employees of the Town to implement those things and run the day to day business of the Town. As tax-payers and residents in Town, we feel that the current processes and procedures are not working in the best interest of the townspeople, or the majority of the Town's employees.

Urgent change is, we believe, not only highly desirable but also long overdue. As an advisory board, we can, but recommend these changes to the Board of Selectmen. The final decision will rest with them as the elected body responsible for administration of the Town.

PLANNING BOARD **2011 ANNUAL REPORT**

During 2011, the Board endorsed three (3) ANR Plans (plans for which Approval under the Subdivision Control Law is **Not Required**). One of these ANR Plans followed the rescission of the previously approved Stonecrest Subdivision off Meetinghouse Hill Road.

We reviewed and approved two (2) Site Plans; Sterling Healthcare Nursing & Rehabilitation Center, on Dana Hill Road, was granted approval to expand their parking area. Cycles Realty Trust, 16 Chocksett Road, was also granted approval for parking area expansion.

No new subdivisions were brought before the Board in 2011; however Redstone Heights (Chad Lane), a six lot subdivision approved in 2005, continues with its development that began in 2010. The development of Chad Lane and its storm water management system has been met with some ongoing opposition from abutters and the Planning Board has continued to work with all involved to resolve these concerns.

There was one new road acceptance this year; Kathleen Lane, located off North Row Road.

The Planning Board, working with Sean Hamilton and the Sterling Municipal Light Department, oversaw the planning and implementation of a 1.2 megawatt solar large scale photovoltaic ground mounted facility on Jewett Road. This project was brought before the Board by the E.H. Perkins Company (Pandolf Perkins) with the intent to sell the power generated from the solar project to the Sterling Municipal Light Department, resulting in lower energy rates for Sterling residents.

A Public Hearing was held to consider the rescission of the Stonecrest Definitive Subdivision, off Meetinghouse Hill Road. The current owner of the site chose to eliminate the subdivision and create one ANR lot in its place. Both the rescission and the ANR lot were approved by the Planning Board.

The Board met with the principals of the Horace Mann Education Association (HMEA), located on Bartlett Pond Way. HMEA is a tax exempt educational facility serving the needs of mentally handicapped children and adults. The facility offers a can/bottle redemption facility, open to the public. In addition, they have indicated that they have services available to the town. These services include the possibility of offering their building as an emergency shelter and/or community center, providing special education training, job transitioning, and volunteer visits and yard work for elderly and shut-ins. The Planning Board has acted as a liaison in connecting HMEA with the various departments in town for the coordination of such services.

Michael Radzicki, Vice Chairman of the Planning Board and a professor at WPI, has been involved with the Montachusett Regional Planning Commission (MRPC) on an endeavor to connect WPI students with MRPC to develop a Master Plan for Sterling. MRPC has proposed the creation of a regional master plan along with a separate master plan for one of the towns in the region. Sterling has been chosen as the one town. MRPC's plan is to obtain a grant to fund the development of the master plan, thereby keeping the cost to the town minimal. The Planning Board concluded that a Master Plan would be beneficial if it gets accomplished within a three year time period, isn't costly to the town and is utilized as a living document.

Michael Radzicki, Vice Chairman, has accepted the role of MRPC (Montachusett Regional Planning Commission) Representative, previously held by Charles Hajdu.

Robert Protano, Chairman of the Planning Board, participated on a committee to examine the idea of a tri-party agreement between Sterling, Boylston and West Boylston. The purpose of such an agreement would be for the regionalized planning and development of affordable housing. Affordable housing refers to homes that are built by builders/developers that are moderately priced and affordable to the consumer.

The Planning Board continues to see developers requesting an extension of time for the completion of approved projects, due to the state of the economy.

Several Board members have given their time to various endeavors; Rob Protano has worked with the Rte 140 Task Force as well as the Regional Housing Committee. Mike Radzicki has been instrumental in working with the Government Study Committee. Ron Pichierri and Ken Williams continue to serve on the Earth Removal Board. Ken Williams serves on the Sterling Land Trust.

Ken Williams was re-elected for a five year term to the Planning Board.

The Board continues to review proposed street names and issue street numbers.

We continue to be represented on the 40B Review Committee, the Earth Removal Board (aka “Dirt Board”), the Open Space and Implementation Committee, the 1835 Town Hall Committee, the ADA Committee and the Montachusett Regional Planning Commission.

Board members continue to keep abreast of changes and trends through participation in various endeavors, attendance of informational programs and educational opportunities, including the Annual Conference “Advanced Tools and Techniques for Planning and Zoning”.

Respectfully Submitted,

Robert Protano, Chairman
Kenneth I.H. Williams, Clerk
Ronald Pichierri, ANR Agent

Michael Radzicki, Vice Chairman
Charles Hajdu, MRPC Representative
Melissa French, Administrative Assistant

STERLING POLICE DEPARTMENT
2011 ANNUAL REPORT

On behalf of the men and women of the Sterling Police Department and our support staff, it is my distinct pleasure to submit the 2011 annual town report. I am pleased with the accomplishments and progress made throughout the year, and I trust that the residents and business owners will find this report informative and a fair and accurate representation of the hard work and dedication provided by the sworn and civilian members of the Sterling Police Department.

Personnel, Training and Equipment

Our employees are our most vital asset. We are fortunate to have a very steady roster of officers and civilian staff. We have not had a turnover in a police officer, dispatcher, animal control or other support staff in several years. Mr. Richard Farrar was hired as an additional part-time dispatcher giving us three part time dispatchers to augment the full time staff.

With such a low turnover, the training and experience the employees receive remain within the department. We expend much time training and educating our officers even after they have undergone basic training. This has become much more difficult with the total elimination of in-service training programs historically provided by the State. Departments like Sterling have been forced to find alternative means of keeping officers current with new laws and trends in policing as well as maintaining mandatory certifications.

We have looked to web based training as a means of filling the void left by the State. Officer Brian Bourque has been assigned the duties of training officer for the department. We have registered with Municipal Police Institute of Grafton and Officer Bourque has begun administering this on-line training and is seeking out and experimenting with other various methods of providing the best training possible while maintaining an eye towards fiscal conservatism.

Some of the training programs completed during the year by our officers and staff include:

Reducing Liability During Arrests	Advanced Roadside Impaired Driving
Human Trafficking	Enforcing Motorcycle Regulations
CPR/First Responder	Public Integrity and Investigations
Death Scene Investigations	Enhanced Taser Instructor
Arson Investigation	Sergeants Training
School Based Incidents, Rural Settings	Alcohol Licensing and Enforcement
Computer Crime Investigations	

In the 2010 Annual Report we set out to achieve a goal that all dispatchers (full and part-time) become certified as Emergency Medical Dispatchers prior to June 2012. We have accomplished that goal during 2011. What this means to the citizens of Sterling is that when calling the dispatch center, the on-duty dispatcher will be able to provide the caller with crucial and potentially life- saving information over the phone as medical assistance is being dispatched. The advanced training that all the dispatchers have received was also funded through grants received.

At the Annual Town Meeting, residents supported an article to purchase new service weapons for the police department. Officers Scott Johnson and Brian Bourque worked long hours and researched much information and made a recommendation on what was best for the department. Once specific weapon was identified these officers were able to secure a very favorable trade in value on our old weapons and were able to equip all the officers with new weapons and leather gear for under \$5,500. Officers Johnson

and Bourque then acquired the weapons and began a training and implementation program. We are now equipped and trained with state of the art Smith and Wesson M&P .45 caliber hand guns.

Through grants awarded to the department we have been able to upgrade and enhance our video recording capabilities within the station. A new state of the art digital recording system was installed that records the booking, processing and holding areas of the station. We have installed audio and video equipment in an interview room and have added the capability of recording the exterior of the station.

A Homeland Security Grant was approved to upgrade our mobile data terminals in the police cruisers. As of the writing of this report, the computers have been ordered but have yet to be delivered or installed in the cars.

A new breathalyzer machine was issued at no cost to the department and has been placed in service.

A computer server shared by the fire department was purchased and installed at the police station. The funding was authorized at the Special Town meeting. Officer Craig Pomeroy of the police department and Shawn Todorov of the fire department along with Karen Pare worked to get the system on line.

Community Policing

In January, Chief Chamberland along with Ron Furmaniuk and Dick Maki of SLCTV presented an "About Town" show informing residents how to recognize if their homes were being targeted for a house break and steps to protect themselves. In the same program senior citizens were warned about a scam taking place and informed seniors to be wary of phone calls from people claiming to be relatives in need of money.

Accident data was compiled and presented to the State with a request to review the intersection of Route 12 (Leominster Rd) and exit 6 of Route 190. This review lead to the removal of a portion of the guard rail that was causing an obstructed view for motorist attempting to enter Route 12.

Along with the Drug Enforcement Administration, the police department held a drug take back initiative at the police station. A large amount of unused prescriptions drugs were turned in for destruction.

The council on Aging and the Sterling Police department laid the groundwork and will begin forming a SALT program. This Senior and Law Enforcement Together program will forge a closer relationship between the police and senior citizens.

The police department continued to support many community events. Some of these are, the Sterling Little League's opening day parade, the Promenade Walk, the Spooky Parade, The Sterling Fair, Public Safety Day, participating in the Veteran's and Memorial Day Parades , participating at various events and trainings at the Schools, conducting tours of the police facility to local civic groups such as the Cub Scouts and Girl Scouts.

Officer Tim Plouffe is a certified child safety seat technician. Tim conducted many inspections of child safety seats at the police station.

General Police Business and Notable Events

In March a breaking and entering was reported at the Animal Shelter, Inc. Nine puppies were stolen during the break in. This event received national media attention and an investigation resulted in the return of all nine puppies and the arrest of several persons responsible.

A Peddlers and Solicitor by-law was passed and went into effect. Anyone going door-to-door in the Town will be required to obtain a permit from the police department.

The Town and the surrounding region continued to be plagued by house break-ins. Officers in Sterling were instrumental in clearing many of these breaks resulting in the arrest of numerous persons and the return of the stolen property to their rightful owners. Several officers were recognized for their efforts including Detective David Johnson, Sergeant Robert Happy and Officer Steven Fugere.

This dispatch center answers calls for many town departments during non-business hours. These calls are broken down as follows:

Entity	2009	2010	2011
Police	8962	9039	8553
Fire	1616	1109	1154
Animal Control	439	436	422
Light Department	101	110	114
DPW	75	79	90

In addition to the above calls there were seven hundred and seventy three (773) E-911 calls received in the dispatch center.

The charts on the following pages include:

- (1) a break-down of crimes reported and the months in which they occurred. Burglaries increased from forty eight (48) in 2010 to fifty three (53) in 2011.
- (2) accidents by street name and the months in which they occurred.

On behalf of the entire staff at the Sterling Police Department I want to extend our sincere appreciation for your continued support. We look forward to serving you in 2012.

Sincerely,

Gary M. Chamberland

Gary M. Chamberland
Chief of Police

Offenses (IBR) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
FORCIBLE RAPE					1			1					2
FORCIBLE FONDLING			3	1									4
AGGRAVATED ASSAULT		1		1			1	1					4
SIMPLE ASSAULT	1	1			1		2		1	2		3	11
INTIMIDATION	4	5			2	3	1	1	2	6		2	26
ARSON							3						3
BURGLARY / BREAKING AND ENTERI	2	2	5	1	5	4	8	5	12	2	3	4	53
THEFT FROM BUILDING	4		3		2	1	3	2	4	3	1	3	26
THEFT FROM MOTOR VEHICLE							1			4	1		6
ALL OTHER LARCENY	2	4	2	1	5	6	2	2	8	5	4	2	43
MOTOR VEHICLE THEFT		2	4				2			4			12
COUNTERFEITING / FORGERY			2		1			1			1		5
FALSE PRETENSES / SWINDLE / CO					1				1	8		1	11
CREDIT CARD / AUTOMATIC TELLER					1	3				1			5
IMPERSONATION			2	1		2	1				1	1	8
EMBEZZLEMENT			1										1
STOLEN PROPERTY OFFENSES									1			5	6
DESTRUCTION / DAMAGE / VANDALI	6	3	20	5	6	12	3	1	4	7		5	72
DRUG / NARCOTIC VIOLATIONS	2			1	1		1	3	1		1	1	11
DRUG EQUIPMENT VIOLATIONS											2		2
STATUTORY RAPE				1									1
PORNOGRAPHY / OBSCENE MATERIAL	1												1
WEAPON LAW VIOLATIONS												4	4
BAD CHECKS								2		1			3
DISORDERLY CONDUCT					1		2	1	2	1	1	2	10
DRIVING UNDER THE INFLUENCE	4			1	3	5	1	2	1	1			18
DRUNKENNESS		2	1				2	2	1	1			9
FAMILY OFFENSES, NONVIOLENT										1	1		2
LIQUOR LAW VIOLATIONS	1			5			3						9
RUNAWAY			1		1								2
TRESPASS OF REAL PROPERTY	2						3	2	1				8
ALL OTHER OFFENSES	3	4	12	8	7	12	10	11	4	10		5	86
TRAFFIC, TOWN BY-LAW OFFENSES	19	17	16	11	12	9	13	11	6	11	11	12	148
<u>TOTALS</u>	<u>51</u>	<u>41</u>	<u>72</u>	<u>37</u>	<u>50</u>	<u>57</u>	<u>62</u>	<u>48</u>	<u>49</u>	<u>68</u>	<u>27</u>	<u>50</u>	<u>612</u>

Accidents By Street Name

<u>Street / Location Names</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTALS</u>
BEAMAN RD	2	0	1	0	0	0	0	0	0	0	0	0	3
BEAN RD	0	0	0	0	0	0	0	0	0	1	0	0	1
BOUTELLE RD	0	0	0	0	1	1	0	0	0	0	0	0	2
BURPEE RD	0	0	0	0	0	0	0	0	0	1	0	0	1
CAMPGROUND RD	0	0	0	0	0	0	0	0	1	0	0	0	1
CHACE HILL RD	1	0	0	0	0	0	0	1	0	0	0	0	2
CHOCKSETT RD	2	1	0	1	3	1	0	0	2	1	2	1	14
CLINTON RD	0	0	0	2	1	1	1	0	0	0	0	0	5
GATES RD	0	0	0	0	0	0	0	0	1	0	0	0	1
GREENLAND RD	0	1	0	0	0	1	0	0	0	0	0	0	2
HOLDEN RD	0	1	1	0	0	0	0	1	0	0	0	0	3
INTERSTATE 190 EXWY	0	0	0	0	0	1	0	1	0	0	0	1	3
JEWETT RD	0	1	0	0	0	0	0	0	0	0	0	0	1
JOHN DEE RD	0	0	0	0	0	0	1	0	0	1	0	0	2
JOHNSON RD	0	0	1	0	0	0	0	0	0	0	0	0	1
JUSTICE HILL RD	0	0	0	0	0	0	0	1	0	1	0	0	2
KENDALL HILL RD	1	1	0	0	1	0	0	1	0	0	1	0	5
LEOMINSTER RD	1	4	0	1	6	4	5	4	2	2	2	4	35
MAIN ST	0	0	1	0	0	0	0	1	0	0	1	0	3
MAPLE ST	0	0	0	0	0	0	0	0	0	0	0	1	1
MEETINGHOUSE HILL RD	0	0	0	0	0	0	0	0	0	1	0	0	1
METROPOLITAN RD	1	0	2	0	0	0	1	0	0	0	1	0	5
MUDDY POND RD	1	0	0	0	1	0	0	0	0	0	2	0	4
NEWELL HILL RD	0	1	0	0	0	0	0	0	0	0	0	0	1
NORTH ROW RD	1	0	0	1	0	1	0	0	0	0	0	0	3
OSGOOD RD	1	0	0	0	0	0	0	0	0	0	0	0	1
PRATTS JUNCTION RD	0	0	0	0	1	0	0	1	0	2	0	0	4
PRINCETON RD	2	1	0	0	0	0	2	0	0	0	0	0	5
REDEMPTION ROCK TRL	4	1	1	0	1	1	3	4	3	0	4	5	27
REDSTONE HILL RD	0	0	0	0	0	0	0	0	0	0	2	1	3
RIVERVIEW RD	1	0	0	0	0	0	0	0	0	0	0	0	1
ROWLEY HILL RD	2	0	0	0	1	0	0	0	0	0	0	0	3
RUNAWAY BROOK RD	0	0	0	0	0	0	0	0	0	0	1	0	1
SHADY LN	0	0	0	0	0	0	0	0	0	0	1	0	1
SQUARESHIRE RD	0	0	0	0	1	0	0	1	0	0	0	0	2
TUTTLE RD	0	0	0	0	0	0	0	1	0	0	0	0	1
UPPER NORTH ROW RD	0	0	1	0	0	0	0	0	0	0	0	0	1
WALNUT DR	0	0	0	0	1	0	0	0	0	0	0	0	1
WORCESTER RD	3	0	1	1	1	0	0	0	0	2	1	0	9
TOTALS	23	12	9	6	19	11	13	17	9	12	18	13	162

THE RECREATION DEPARTMENT **2011 ANNUAL REPORT**

Throughout the year the Recreation Department has remained committed to its mission. The Recreation Department is dedicated to providing affordable, quality recreational programs that will enhance the quality of life for all residents. We are committed to providing year-round programs that include active and passive recreational activities. The Department strives to promote our programs and offer safe, accessible and well-maintained recreation facilities. Projects to improve recreational facilities were completed by volunteers, hired contractors, and assistance from other Town Departments. New programs & activities implemented in 2011 and the modification of existing activities proved to be a success for the Recreation Department with increased enrollment.

Projects included the assembling and maintenance of the ice rink at Memorial Park in early January by a group of volunteers, the Fire Department, and DPW. Extensive work was completed on the fields with our main focus on the Red Stone Hill baseball fields that had been damaged from grubs. This project was funded by the field's funds -- money that is allocated through users fees from organizations that use the fields. The Babe Ruth Field at Griffin Road also saw a facelift by volunteers including Jeff Pington and Chip Biccheri. George P. Gibbs Little League Organization and the Department of Public Works are also credited in supporting the upkeep of the fields. The fields are in great shape via aggressive over-seeding, aerification, and mowing, which was supported by sufficient rainfall. The maintenance of the fields performed by Princeton Scapes Landscape, Inc was funded through the Recreation Field Fund. Summer time projects included replacement of the some ropes and floats at Sholan Park.

Super Safari Adventure was in its 2nd year and continued with its popularity to kick off the summer. The program was offered to children in grades 3-8 that ran for 4 days, 2 sessions. The children were bused to Coco Keys, Kimball's Farm, Southwick Zoo, as well as kayaking, games and swimming at Sholan Park. It was a very successful program thanks to the passionate dedication and creative work efforts of the Summer Lake Staff and Lifeguards. The number of activities and programs offered by the Recreation Department this year continued to improve. The community had an opportunity to participate in forty-two plus programs that are provided year-round and are self-funded. Child oriented programs included, basketball, cooking, music, boating, swimming lessons, art, sewing, sports adventure, multi-sports, theater, yoga, skiing/snowboarding, cribbage, lacrosse, and zumba. Children that participated in the Summer Lake program had an added feature thanks to the kindness of Mike Cove. He donated the use of the inflatable obstacle course each session-it was the highlight of the program! Adults had the continued opportunity to participate in exercise programs that were offered all year, such as several types of yoga, zumba, volleyball, basketball, and exercise programs that included weight training. Those who like to travel took advantage of the eleven trips we offered. They had the opportunity to choose from a variety of trips from watching the Boston Red Sox game, trip to Bar Harbor for lobster, or live music at Tanglewood to name a few.

Throughout the year, the Recreation Department looks forward to offering several free Community oriented events in appreciation of the residents in Sterling. In the Annual Easter Egg Hunt, approximately one hundred plus excited children searched for the special colored eggs filled with prizes. They also had the opportunity to sit with the Easter Bunny for a photo. The fourteen free Summer Band Concerts held at Memorial Park in July and August were among the community's favorite events. Large crowds came to relax and enjoy the variety of music that was played on warm evenings all summer long. The concerts were funded by sponsors, Sterling Cultural Council, Appletown Market, Sterling Deli, Village Pizza, and commission generated from trips and programs.

The Recreation Department is a vehicle for volunteers that are willing to help and as a result we have the opportunity to improve activities and add new. Along with the volunteers and the support of other

Departments we can provide top notch events for the community. The *3rd Annual Holiday Tree Lighting* was a great success, due to the generosity of these volunteers -- Girl Scouts, Boy Scouts, other Departments, and local businesses. Clearview Farm provided free hayrides for all to enjoy. The 1835 Committee and Council on Aging joined the Recreation Department in organizing and funding *Christmas with Glenn Miller - Big Band Era* in December. In October, the first annual *Pumpkin Carving Contest* was a fun event for people of all ages. This event was organized in conjunction with the 1835 Committee and Council on Aging.

Over 3400 residents participated in the Recreation Department's events and programs in 2011. All activities that the Recreation Department offers are self-supportive. Our success is mainly due to the support of the community, the dedication of the many volunteers who give a helping hand in numerous ways, program instructors, summer staff, lifeguards, ski chaperones, school administrators, school custodians, sponsors, and the support of other Town Departments that assist in maintaining a safe environment for all events. We thank all for your constant support throughout the year.

The Recreation Department will continue to work to improve the quality of Recreational facilities, programs, and services. Your feedback is important to us, please contact the Recreation Department at 978-422-3041, e-mail recreation@sterling-ma.gov or stop in at our office in the 1835 Town Hall. For listings and descriptions of programs and events, visit the web site: www.sterling-ma.gov

Recreation meetings are held each month in the Recreation Office, Room 1, 1835 Town Hall.

Respectively submitted,

Judy Janda- Recreation Director
Jessica Moroney- Chairperson Recreation Committee
Jo-Ann Cummings
Bob Finizio
Mark Hryniewicz
Heather Ruziak
Heidi Grady
Mike Regan

STERLING PLAY AREA RECREATION (SUB) COMMITTEE
2011 ANNUAL REPORT

SPARC is Looking for New ‘Friends’

The Sterling Greenery Community Park members are very grateful to the vendors who gave generously to make the first Snow Ball Dance a success, and we especially thank everyone who attended the first ball. There were so many beautiful dancers and many families that attended. What a wonderful evening! A very special thanks to event sponsor, Matt Draeus, for donating his time to DJ the event and to Amy Holwell for the many hours spent dreaming up and creating the magical decorations. The hall was truly transformed into a winter wonderland!

With the end of the ball, came the end of a valuable member’s tenure with SPARC. Hollie Lucht stepped down after several years with the committee. We thank Hollie for her dedication, straightforward can-do attitude and fundraising leadership. We will miss having her on the committee, especially since Ron Furmaniuk also stepped-down after being elected as a Town Selectman. Ron was one of the original members of the committee and tirelessly brought a level-head and determined spirit to everything that we were trying to do. Their departure leaves a large hole in the committee so we are looking for new members to help keep Sterling Greenery Community Park a wonderful asset for the Town.

With the spirit of recruiting new members, we are attempting to create a Friends of Sterling Greenery Community Park group. From the outside, the goals of the committee will remain the same. Since the ‘heavy lifting’ has been done, the majority of the ‘Friends’ efforts will focus on maintaining the play equipment and grounds. This group will continue to care for the park by raising money to establish a long-term maintenance fund. This will hopefully reduce the demand on town funds necessary to maintain the park. Maintenance includes retaining yearly certified playground inspections, replenishing safety surfacing on a yearly basis, and weeding, mulching and planting throughout the park. These items require money and volunteer effort. In addition to some smaller items that remain to be completed, the group will be responsible for coordinating spring and fall cleanups, general grounds maintenance, fundraising to complete remaining tasks or to replace play equipment parts.

The committee recently established a relationship with Market America/Shop.com, a web-based shopping portal (www.marketamerica/sparc.) This group provides an exciting opportunity for the committee to receive funds when people first visit our site and link to a wide variety of vendors where they normally shop (Best Buy or Staples, for example). There will soon be a separate notice to the papers regarding this relationship and how easy it can be for the park to receive funds for something that people already do (shop on-line.)

We are excited to see so many families visiting the park. This is what the committee has worked tirelessly for over seven years to establish and we would like to remind people to respect the work that has been done there. Parents need to supervise their children, including middle-schoolers, and talk to them about respect for public property and for the work that volunteers do. Visit www.sgpark.org for more information or to contact the committee.

Thank you!

SPARC

STERLING MUNICIPAL LIGHT DEPARTMENT
2011 ANNUAL REPORT

Respectfully submitted is the one hundred and first report of the Sterling Municipal Light Department (SMLD).

POWER

The SMLD's Customer base has increased to 3,726 as of December 31, 2011. We have 3,326 Residential, 150 Industrial, 217 Commercial and 33 Municipal Services.

A total of 58,523,478 kilowatt hours (kWhrs) of electricity were sold during calendar year 2011. This represents an increase of 918,588 kWhrs (1.5%) over calendar year 2010. Sterling's hourly peak demand of 13,247 KW was set in July 2011.

The 2011 System Average Interruption Duration Index (SAIDI) for normal outages affecting the Town of Sterling residents was 46.76 minutes per incident. This compares to National Grid SAIDI numbers of 153.98 minutes (last reported for 2009). The Average Service Availability Index (ASAI) of electricity for Sterling residents in 2011 was 99.991 %.

The New England Power Pool expenses continued to increase, primarily by the return on equity allowance the transmission owners received of 11%-14%. We will continue to contest these out of market returns and look to a more equitable solution to the aging transmission problem. This will include the 1.5 mega-watt (MW) solar energy source at Pandolf Perkins that went online on December 19, 2011. This project is supplying 1.5 million kWhrs of below market priced energy to the residents of Sterling and does not require transmission for distribution purposes. We are in discussions with another solar company that we anticipate will provide us with an additional renewable power source that will also be below market rates. This project will take place in the spring of 2012. We continue to pursue alternative sources of power with competitive pricing to provide us with sustainable energy without producing further damage to our environment.

OPERATIONS

The following list summarizes completed and future projects for the Operations Department.

- Installed 9,800 circuit feet of overhead cable on Wiles Road, Clinton Road and Pratts Junction Road. This replaced the conductor that had been in operation for over 35 years and was also damaged during the 2008 ice storm.
- Installed 21,585 feet of heavy insulated tree wire on Holden Road, Wilder Road, Osgood Road, Jewett Road and Old County Road. This wire replaced the copper wire and will provide a more durable wire with better protection from tree limbs.
- Removed a total of 8,650 feet of various size wires as we converted residences and businesses from the old wires to new wires.
- Replaced 1,650 feet of defective primary underground cable on Heather Lane, Sunset Drive and Pheasant Hill Lane.
- Installed two new services and replaced twelve existing services.
- Installed 80 new poles. These improvements were performed as part of our continuing effort to upgrade our distribution system to minimize outages and improve our reliability.
- A complete pole by pole audit of the streetlights and private lights was performed in December. We anticipate this project to be complete by the 1st quarter of 2012.
- Replaced the underground cable in the second of four switches at the Chocksett Substation after

the failure in 2008. Future projects will include changing out the remaining two wire raceways. This will be performed by changing one per year for 4 years at an expected cost of \$25,000 each.

POWER SUPPLY

In an effort to diversify power resources and stabilize our purchased power costs we purchase electricity for our customer's through fixed contracts and open market power purchases. Purchased power costs reflect the generation and delivery of electricity to the Town of Sterling. There are many circumstances beyond our control that make the cost of electric energy fluctuate. These include periods of peak power demands during extreme temperatures, unexpected plant shutdowns and spikes in fuel prices. Changing costs are triggered by a number of unpredictable events from fluctuating fuel commodity markets to global unrest. During 2011 our power costs remained stable as natural gas prices declined.

Although fuel prices declined in 2011 our transmission costs continued to rise. During the last five years our transmission costs have increased mainly due in part to transmission owners that received large returns between 12-14% on their investments in regional transmission line upgrades. Other increased costs are due to the regional transmission upgrades. The Regional Network Service (RNS) rate is expected to rise in Sterling from \$662,189.00 in 2010 to \$1,136,877.00 in June of 2014. We will continue to contest these charges with other Municipal Light Plants. We met in Washington, DC with the Federal Energy Regulatory Commission (FERC) and members of Congress to demonstrate the effects that these costs will have on our businesses and residents. The outcome of the meetings was extremely positive and resulted in the filing of various bills to determine if these incentives are still warranted.

The SMLD continues to monitor the transmission charges we receive from ISO New England that operates the region's electric power system. The shared goal is making reliability a top priority in operation of the power grid. We must carefully take into consideration the cost to the consumers before expensive new rules and procedures to enhance reliability are implemented.

The SMLD remains an active participant in development of a new 280-megawatt power plant. The power supply is maintained at The Massachusetts Municipal Wholesale Electric Company (MMWEC) in Ludlow, MA. This new unit is expected to be online in mid-2016.

Sterling's power supply consists of a mixed portfolio of power agreements. The power agreements consist of Hydro Power, specifically from Baltic Mills Hydro, Contoocook Hydro, Mechanicsville Hydro, Methuen Falls Hydro, Public Authority State of New York Hydro (PASNY) and Centennial Falls Hydro Electric Facility. We continue to explore cost efficient renewable energy supply options for our power portfolio. In 2011 over 20% of our power received was from renewable energy sources. This exceeds the Massachusetts requirements (Municipal Light Plants are exempt) for renewable energy supply in power portfolios. In addition, we receive nuclear power from the Millstone III Plant and the Seabrook Power Plant in New Hampshire. Other sources of our power supply come from the MMWEC Stony Brook Plant combined cycle units I & II and the Carbolon generating facility.

We continue to offer the following assistance programs to our Residents:

- HELPS Home Energy Audit (no cost to residents)
- Energy Star® Rebate Program
- Solar Installation Assistance
- Kill-A-Watt™ Electricity Usage Monitor
- TESCO Surge Arrester

Other community activities/contributions sanctioned by the SMLD Light Board:

- \$42,000 in-lieu-of tax payment for year 2011
- Our Annual Open House
- Town Common Lighting
- Sterling Fair
- Banner Hanging
- Town Street Lights (Retrofitted and maintained 489 lights by the SMLD for the Town).
- In November 2011 we initiated a review of the Main Street area to install Light Emitting Diode (LED) streetlights that use 67 % less electricity. We expect the installation to begin in March of 2012.

There were many changes that took place during the year 2011 including the reduction in office staff. It was a difficult decision but necessary for us to position ourselves with similar sized operations. We discontinued offering Long Distance Telephone Service and the Oil Referral Programs to focus on our billing and customer service areas. Our succession plan included the move of two tree crew employees into the Line Department. By enabling this changeover we were able to maintain the crew while they get underway with the required 4-year training to become certified Linemen. This has also allowed us to prepare for the two future retirements in the Operations Department. After a competitive bid process for outsourcing the tree trimming we were able to reduce costs. Without the tree crew we were able to retire outdated equipment and sell it at auction and reduce our vehicle maintenance expenses by 40% despite increased fuel cost of 35%.

In May of 2011 the SMLD signed a contract with Mueller Systems to complete the purchase and installation agreement for the \$618,000 Advanced Meter Infrastructure (AMI) project that was procured in 2008. To date we have 1,200 of the 3,760 AMI meters installed. This project was put on hold in October 2010 until the billing and computer system upgrades were completed. This project is expected to be completed in the second quarter of 2012. In order to accomplish this we needed to replace the existing billing system. After multiple vendor presentations, solicitation for bidders began in early February and in May of 2011. A contract was signed and the conversion for the new billing system began with the Southeastern Data Cooperative (SEDC) out of Atlanta, Georgia. SEDC provides billing systems for over 220 utilities across the U.S. In order to accommodate the billing system we needed to replace our existing Infrastructure Technology (IT). In June of 2011 we utilized the state bid to replace the computers and server. The billing system will be fully operational by the 1st quarter 2012.

While the meter upgrade, billing system and computer replacements were in process we completed a new policy manual. The new policy replaced vacation, sick and personal time with paid time off (PTO). This policy also eliminated sick time reducing unfunded sick time liability expenses in the future. We also began funding for our "Other Post-Employment Benefits" (OPEB) requirements to further reduce our unfunded retirement and healthcare cost in the future.

The SMLD employees made a commitment to reduce operating costs. We performed energy conservation measures at our own facilities. These upgrades included blown in insulation in our exterior walls at 50 Main Street, the installation of programmable thermostats throughout our 3 buildings and the replacement of 2 of the 30 year old heat storage units. We will continue by replacing 2 heat storage units per year.

The relocation of the tree working equipment has allowed for that garage to be available for vehicle storage and also reduced heating and utility costs. We also replaced the front and side doors at 50 Main Street with more energy efficient doors. These cost saving measures resulted in substantial savings on our oil and electric bills.

We reduced our Workmen's Compensation claims with no loss time accidents in 2011.

In the fall of 2011, all the interior walls at our 50 Main Street building were painted by the Sheriff's Community Outreach Program.

A consultant was hired to perform a cost of service study. The review involves rates, revenues and expenses. The rate review is to assure that we are providing equitable returns from each rate classification. The cost of service study is currently under review by the Board and any changes will be in early 2012.

We donated a 2005 pickup truck that was declared surplus to the DPW. The DPW has assisted us throughout the year with vehicle maintenance by providing oil changes and small repairs and the Water Department assists in the reduction of our power demand by shedding loads during peak periods, reducing our transmission costs. We also shared in the cost of performing roadside mowing with the DPW to continue preventive tree trimming and increase the reliability of our system.

In May 2011 George Pape retained the seat that he had been appointed to in December of 2010 and was elected to a three-year term on the Light Board Commission.

In close, a recap of 2011 would not be complete without mentioning the October snowstorm that brought 16" of heavy wet snow to the region. Unlike the ice storm in 2008 that brought down many pine trees, this storm accumulated snow on oak trees that still had their leaves, bringing limbs, trees and wires to the ground. This made roadways impassable and caused power outages throughout the town. A special thank you to employees of the SMLD, Police, Fire, DPW and all other Town Departments for their assistance not only during this storm, but throughout the year.

We extend a special thank you to all of the SMLD employees for their hard work and loyal service to the community throughout this transitional year.

Respectfully Submitted,

Sean Hamilton
General Manager

Sterling Municipal Light Board Members:
Matthew Stelmach, Chairman
Michael Rivers, Vice-Chair
George Pape, Clerk

TOWN GOVERNMENT STUDY COMMITTEE
2011 ANNUAL REPORT

The Town Government Study Committee has been extended for another year, and will have its Final Report ready for the 2011 Annual Town Report.

Respectfully submitted by,

Robert Dumont, Chairperson

VETERANS' SERVICES
2011 ANNUAL REPORT

The taxpayers of Sterling continue to support our Veterans of all the conflicts and peacetime service. Due to our poor economy, our older veterans are having trouble making ends meet as the return on their investments have fallen sharply. This financial need is also reflected in our younger veterans as jobs are difficult to find when they leave active duty.

Disability payments amounting to sixty-eight thousand dollars are returned to veterans living in Sterling and they then contribute to our local economy. The Veterans' Officer assists our veterans in filing for disability payments on both the national and state levels. Veterans are constantly inquiring about the benefits available to them.

The Veterans' Service Officer assists the Sterling American Legion Post in celebrating Memorial Day and Veterans' Day. The Veterans' Service Officer is now maintaining the flags that are mounted on the utility poles in the center of town. This would not be possible without the help of the Sterling Municipal Light Department. Thank you for all the hard work. The townspeople continue to support both of these programs with good attendance at both Memorial and Veterans' Day. The Veterans' Service Officer receives notices from the Governor's Office requesting the lowering of flags to half-staff in honor of various people and remembrances.

On behalf of all the Veterans in the Town of Sterling, I wish to thank the taxpayers of the Town of Sterling for their continued support.

Roland A. Nelson
Veterans' Service Officer

Wachusett Greenways, 2011



WACHUSETT GREENWAYS

2011 ANNUAL REPORT

Major Mass Central Rail Trail Connections

In 2011 Wachusett Greenways completed major Mass Central Rail Trail connections with support from the MA Department of Conservation and Recreation, local foundations and many individual donors. Greenways installed the Pommogussett Tunnel under Route 56 just north of Rutland center. The road was closed at the tunnel for five weeks to complete the installation. In Oakham Greenways replaced a failed stone culvert at Parker Brook with a new box culvert and completed stone dust paving from Muddy Pond outlet west to Coldbrook Road.

Wachusett Greenways will extend the Mass Central Rail Trail west from Coldbrook Road, Oakham to the Ware River crossing in Barre during 2012. The construction will include a new bridge over the Ware River. Wachusett Greenways volunteers began tree removal during 2011 in preparation for construction.

Big Snow in October

The major snowstorm in October 2011 left hundreds of down or heavily damaged trees on the rail trail. The Oakdale to River Street section in West Boylston and Holden was most impacted. Many volunteers including some new helpers came out to get the trail open again. Hundreds of hours by dozens of volunteers and trail neighbors got the job done.

Partners for Rail Trail Maintenance

The Towns and the MA DCR carried out trail maintenance including mowing rail trail shoulders, plowing parking lots and removing leaves. The October snow left some work to be completed in 2012. Volunteers John Rives and Roland Veaudry completed many hours of rail trail shoulder mowing. Greenways volunteers cleared trees, trimmed brush, cleaned drainage including the 1000' Charnock cut, raked and blew leaves, removed downed or leaning trees, and cared for trailhead plantings. Greenways Trail Patrollers continue to care for their adopted trail sections.

Community Volunteers

Nativity School students, Bancroft middle-school students and WPI students from the Alpha Phi Omega coed service fraternity served for several trail days. Vertex Pharmaceuticals provided a sturdy team of volunteers on their community service day. to help clear the drainage on the Glenwood to Miles section of the rail trail in Rutland and plant new bushes at Pommogussett Tunnel (donated by Jed's Hardware and Garden Center). Girl Scouts Katie McKeon and Christina Fallavolita completed their Silver award projects. Eagle Scouts, Brian Walsh, Adam Mayer and Jonathan Staruk all completed their Eagle projects. Paxton Boy Scout Troop 182 and YAHOO volunteers helped too.

Pancakes, Pedaling and Parade

In May Greenways offered a fun day including a bicycle ride and pancake breakfast. Riders traveled from Sterling to Rutland much on the rail trail. Rutland community volunteers prepared a delicious pancake breakfast enjoyed by riders and the greater community. Greenways also joined the Rutland 4th of July parade.

Memorial

Robert Spindler, of Rutland, a dedicated super-volunteer for fifteen years died on April 17, 2011. Robert brought a beaming smile and can-do attitude for trail work all year. Mark Forkey, of Sterling, an early Greenways board member, trail enthusiast and long time patroller for Greenways' White Oak Trail, died on December 11, 2011. They are missed!

Welcome Center

Greenways prepared a handicapped-accessible plan for the welcome center at 21 Miles Road in Rutland. Neighbors, Dave Camarra, Roland Veaudry and Doug Hagman donated snow plowing, mowing and leaf removal. In 2012 the house will become Greenways' new Welcome Center and trail maintenance center. In addition 15 acres are being preserved and will provide a rail trail connection along Miles Road.



Pommogussett Tunnel and Trail Campaign Progresses

In 2011 Greenways continued the campaign to raise \$600,000 for the Pommogussett Tunnel and the Welcome Center. By year end more than \$500,000 was raised. Greenways will seek contributions from friends, members and grantors to complete the capital campaign in 2012.

Moving Forward!

Wachusett Greenways presses on to connect our communities with trails and greenways in partnership with the Commonwealth, Wachusett Towns, local foundations, businesses and nonprofit groups. Since 1995, 2,440 generous donors and members have supported Greenways. In 2011 50 volunteers gathered to continue setting the vision for Greenways. More than 600 members joined Wachusett Greenways and 610 donors contributed to the MCRT Construction or Pommogussett Tunnel and Trail Fund. Each year more than 200 volunteers help carry out our mission. This partnership has built and today maintains more than 16 miles of the Mass Central Rail Trail (MCRT), including eight bridges, two tunnels and several major culverts. Greenways has also built and maintains the 4-mile White Oak Trail in Holden.

Colleen Abrams, Chair
Christy Barnes

Lydia Barter (res. 12/2011)
Steven Dubrule

Gordon Elliot
David Lambert

Edward Tarquinio
Edward P. Yaglou





Wachusett Regional School District

Holden, Paxton, Princeton, Rutland, Sterling

January 2012

As we begin a new budget season, the Wachusett Regional School District is pleased to announce its creation of a new budget website. It is our hope that this site will provide you with the information that you need to evaluate the FY13 budget request of our school district. You can access this site by visiting <http://aim21.org/Budget-Welcome-Page.html>. In order to orient you to the site, let me take a moment to tell you what you will find if you visit.

We have designed this site to allow you to learn about our current budget, as well as to gain an understanding of the background that underlies the District's current financial position. You will have an opportunity to move through this information at your own pace and we have tried to provide you with sufficient information to support any claims that we make as we tell our financial story. Not only does this site provide you with background regarding our current budget, we have also provided a plan that details spending goals for the next five years, and a rationale for a revenue sharing plan that might allow us to meet these goals. As the budget season progresses, we will regularly update this site with current information as we make our way to Annual Town Meetings.

We hope that you find all the information that you need on this dynamic website. It is our hope that the information contained on this website will provide you with the information you need to examine our budget critically this spring.

As always, thank you for your continuing support of our schools.

Sincerely,

A handwritten signature in dark ink, appearing to read "Thomas G. Pandiscio".

Thomas G. Pandiscio, Ed.D.
Superintendent of Schools

TGP:rlp

Jefferson School

1745 Main Street, Jefferson, MA 01522
Telephone: (508) 829-1670 Facsimile: (508) 829-1680
www.wrsd.net

WACHUSETT WATERSHED REGIONAL RECYCLING CENTER
WACHUSETT EARTHDAY
2011 ANNUAL REPORT

Wachusett Earthday conducted weekly recycling collections during 2011 at the Wachusett Watershed Regional Recycling Center at 131 Raymond Huntington Highway in West Boylston. The Center is a partnership of seven Wachusett Towns, the MA Department of Conservation and Recreation (DCR), and the volunteer non-profit Wachusett Earthday, Incorporated. The Center provides year-round collections of bulk, recyclable and re-useable items and four collections of household hazardous products. The participating Watershed Towns are Boylston, Holden, Paxton, Princeton, Rutland, Sterling and West Boylston.

Sixty-one collections were held in calendar 2011 with four of those including Household Hazardous Products disposal. The total number of collections in 2011 was more than double the number in 2010. 4,372 car trips were made to the center by residents from across the seven town region. Over 5,000 gallons of household hazardous products have been safely removed from the watershed along with 1,483 computer monitors and TVs, 1,886 appliances and refrigerators, 614 tires and 283 propane cylinders. Additional recycling includes: 46 tons of metals, 45 tons of cardboard, plastic and styrofoam, 184 tons of project debris and furniture, and two tons of alkaline batteries.

The Wachusett Watershed Regional Recycling Center is open every Wednesday from 2:30 to 4:30 p.m. and the third Saturday of each month from 8 a.m. to 11 a.m. when bulk, recycling and reuse items are collected. Four Household Hazardous Products collections are set for 2012 on May 19, June 16, September 15 and November 17. Free shredding began in 2011 and will be held again on May 19, 2012. The MA Department of Environmental Protection provided a new container for bulky rigid plastic recycling.

The DCR provided a temporary trailer for office and recycling use. The septic, well and electric services on the site all became operational. Planning for the permanent building is on-going and construction is anticipated during 2012.

The Wachusett Recycled Resource Center, operated by Wachusett Earthday, offered free recycled materials at 52 Boyden Road in Holden. The Center was hosted by Oriol Health Care, with utilities funded by the Wachusett Towns, until it closed July 2011 for expansion by Oriol Health Care. During the six months of 2011, 5,000 visitors received free items for use in classrooms, theater programs, community programs and homes.

The Wachusett Regional Recycle Site Team includes designated representatives of the seven Wachusett Towns, the MA Department of Conservation and Recreation and Wachusett Earthday, Incorporated. The Site Team meets periodically to review operations and to help plan the completion of the site development. The volunteer board of Wachusett Earthday, Incorporated meets monthly to manage on-going operations and to prepare for the next phase of site development.

2011 Members of the Wachusett Regional Recycle Center Site Team:

Boylston—Nancy Colbert	Rutland—appointed 12/2011 Sheila Dibb
Holden—Dennis Lipka	Sterling—William Tuttle
Paxton—Carol Riches, Diane Dillman	West Boylston—Leon Gaumond, Christopher Rucho
Princeton—Arthur Allen	Wachusett Earthday—Colleen Abrams
MA Department of Conservation and Recreation—John Scannell	

2011 Directors of Wachusett Earthday:

Colleen Abrams, Susan Abramson, Arthur Allen, Karl Barry, Diane Dillman, Andre Gaudet
Eric Johansen, Michael Kacprzicki, Douglas Kimball, C. Mary McLoughlin, Stanley Miller, Kerry Raber,
William Rand, Diane Spindler, Helen Townsend, Robert Troy.

Robert Spindler, of Rutland, a dedicated volunteer for more than 15 years died on April 17, 2011.



ZONING BOARD OF APPEALS
2011 ANNUAL REPORT

In 2011, the Zoning Board of Appeals received 3 new cases. The Board received 1 application for a Variance, and 2 applications for Special Permits. The Variance applicants withdrew without prejudice, and the 2 Special Permits were granted.

ZBA News

- The Board has made extensive discussions and research on laws related to the various parameters for Variances and Special Permits. The Board wanted to research issues related to the need for either variances or special permits with regards to non-conforming lots. The Board received cases which were pre-existing non-conforming lots and it was a matter of determination of whether a special permit or a variance would be the way to proceed. The Board also solicited Town Counsel opinion and received guidance on the matter.
- The Board discussed kennel licenses. The Board reviewed Building Inspector's denial of 2 kennel licenses. One was denied because it did not have agricultural exemption in its zone. However, after research, the Board's findings were that they have agricultural exemption and there was an error on town maps since a town vote to change the zoning was not reflected. The Board researched the other kennel license and in its findings was that it was allowed use for that parcel of land when it was commenced, and that the Board felt that it required renewal of its existing kennel license.
- The Board also started to review the ZBA forms for any required updates and improvements. The objective would be to make sure that the ZBA forms are easier to understand and that applicants would have better guidance on the requirements for ZBA applications.

Town of Sterling
Incorporated in 1781

OFFICERS OF THE UNITED STATES OF AMERICA

President _____ Barack H. Obama
Vice President _____ Joseph R. Biden
U.S. Senators in Congress _____ John F. Kerry and Scott P. Brown
U.S. Representative in Congress, Second District _____ James McGovern
(*Sterling is now included in Congressman James McGovern's 2nd Congressional District.*)

STATE OFFICIALS

Governor _____ Deval L. Patrick
Lieutenant Governor _____ Timothy P. Murray
Secretary of State _____ William Francis Galvin
Attorney General _____ Martha Coakley
Treasurer _____ Steven Grossman
Auditor _____ Suzanne Bump
State Senator _____ Jennifer L. Flanagan
State Representative, Precinct 1 _____ Kimberly N. Ferguson, 1st Worcester District
State Representative, Precinct 2 _____ Harold P. Naughton, 12th Worcester District

COUNTY AND DISTRICT OFFICIALS

District Attorney – Middle District _____ Joseph D. Early, Jr.
Sheriff – Worcester County _____ Lewis G. Evangelidis
Register of Deeds – Worcester District _____ Anthony J. Vigliotti
Register of Probate – Worcester County _____ Stephen G. Abraham
Clerk of Courts _____ Dennis P. McManus

Links to all the above officials may be found on the Town's website.

TOWN INFORMATION

www.sterling-ma.gov

Main phone number at the **Butterick Municipal Building -- 978-422-8111**

Assessors _____ ext. 3
Board of Health _____ ext. 5
Conservation _____ ext. 8
Council on Aging (COA) _____ ext. 4
or dial COA directly at ____ 978-422-3032
DPW and Water Dept ____ 978-422-6767
Inspections _____ ext. 2

Municipal Light Dept. 978-422-8267
Planning _____ ext. 8
Recreation _____ 978-422-3041
Town Administrator _____ ext. 7
Town Clerk _____ ext. 1
Treasurer/Collector _____ ext. 3
Zoning Board _____ ext. 2

NOTE: each department has different business hours.

Annual Town Meeting is voted by the Board of Selectmen, usually the second Monday in May.

Annual Town Meeting - May 14, 2012 at the Chocksett School Auditorium

Annual Town Election - May 21, 2012. Polls are open from 7am – 8pm at the Houghton School.

Complete lists of Board and Committee members' names are included on the Elected and Appointed Officials pages at the beginning of this Report.

DOGS

Dog Licenses are sold at the **Town Clerk's Office between January 1st and April 15th** of each year. (When April 15 falls on a weekend, the deadline is extended to the next business day.) A Penalty of \$25.00 per dog will be added as of April 15th for dogs that were not licensed by the due date. You may remit payment by check or in person. Clerk's Office hours are 7:30-5:00 pm Mon-Thur and 7:30-11:30 on Friday.

Dog License Fees



Intact Male ____ \$12.00
Intact Female ____ \$12.00
Neutered Male — \$ 8.00
Spayed Female — \$ 8.00

Kennel Fees: Up to and incl. 4 dogs ____ \$40.00
5 and up to 10 dogs ____ \$50.00
11 or more dogs _____ \$60.00

If you are over the age of 70, there is no charge to license your dog(s).

If you have a problem with a dog or if you need to speak with the **Animal Control Officer**, please call **978-422-7331**.

* * * * *

Fishing, hunting, trapping and sporting licenses are no longer available at the Sterling Town Clerk's Office. Licenses are available **online** at www.sport.state.ma.us and at **WalMart in West Boylston**. For information, call ActiveOutdoors Help Desk at 1-888-773-8450 or e-mail mahfwebmaster@als-xtn.com.

NEED A RIDE?

Any handicapped or elderly person is entitled to use the **MART Van** for doctor, dentist or therapy appointments. Call the **Council on Aging**, 24 hours in advance of your appointment, at **978-422-3032** (direct line).