

BURLINGTON, MASSACHUSETTS ANNUAL REPORT

OF THE TOWN OFFICERS / YEAR ENDING DECEMBER 2011



**ANNUAL REPORT
OF THE
TOWN OFFICERS
YEAR ENDING
DECEMBER 2011**



**BURLINGTON
MASSACHUSETTS**

In Memoriam

Nancy Abraham

Teacher – Retired

Maria Bonfanti

Clerk – Retired

Janice Brooks

Teacher – Retired

Paul Cote

Police Officer – Retired

Anne Drinkwater

Teacher – Retired

Allen Ferreira

DPW Asst. Superintendent of Highway

Eileen Gauthier

School Nurse – Retired

Gary Goldfarb

School Physician – Retired

Mary Hamilton

Teacher – Retired

Maureen Hearn

Teacher – Retired

Shirley Klotz

School Secretary – Retired

James LeBlanc

Teacher – Retired

Gloria Lombard

Principal – Retired

Michael Thomas

Superintendent – Retired

Paul Mohler

DPW – Retired

Rosemary Murphy

Teacher – Retired

Madeline Murphy

Teacher – Retired

Anna Parris

School Truant Officer – Retired

Marjorie Pearson

Clerk – Retired

Auralie Slowey

Town Meeting Member, Historical Commission, Election Worker

Ruby Vera Thompson

School Cafeteria – Retired

Roy Thorstensen

Police Officer – Retired

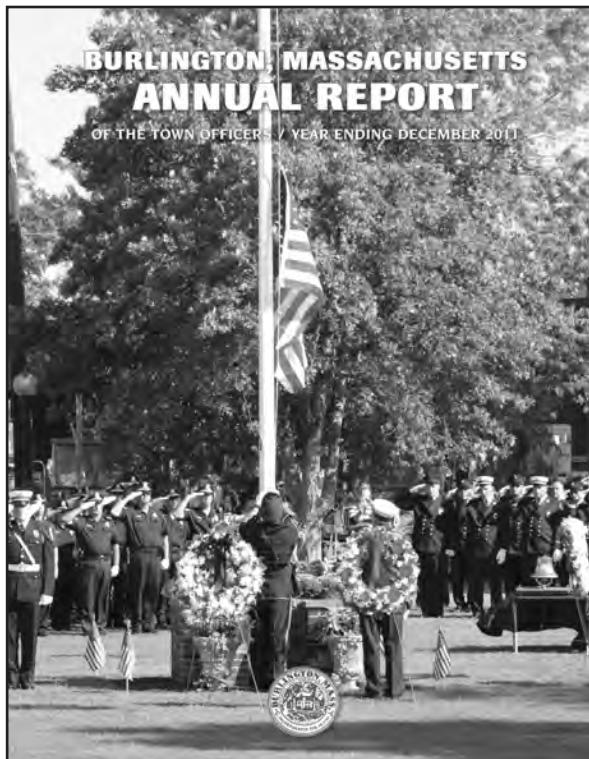
Mildred Tucker

Teacher – Retired

Phyllis Van Wart

Clerk – Retired

Employees, board and committee members who have passed away during 2011

**ON THE COVER:**

*Commemorating the 10th Anniversary
of September 11, 2001*

*Report organized by
Vanessa Ranieri
of the Selectmen's Office.*

*Cover designed by Peter Amirault of
TYPE A of Medford.*

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TOWN OF BURLINGTON DIRECTORY

Department	Town of Burlington	Telephone (Area Code 781)	E-mail/Web Address
Burlington Web			www.burlington.org
Information/Connecting all Departments		270-1600	
Main Fax Number Connecting Offices		270-1608	
Accounting		270-1610	accounting@burlmass.org
Assessors		270-1650	assessor@burlmass.org
BCAT		273-5922	bcat@bcattv.org
BCAT Web			www.bcattv.org
B-Line Information		270-1965	
Board of Health			
Public Nurse		270-1957	
Sanitarian/Environmental Engineer		270-1954	health@burlmass.org
Building Inspector		270-1615	building@burlmass.org
Community Life Center		270-1961	bclc@burlmass.org
Conservation Commission		270-1655	conservation@burlmass.org
Council On Aging		270-1950	bcoa@burlmass.org
C.O.A. Lunch Line		270-1952	
Dog Pound		270-1698	aco@burlmass.org
Emergency Management Agency		270-1910	
Fire			
Emergency/Ambulance		911	
Communications for the Deaf		911	
Business		270-1925	fire@burlmass.org
Library		270-1690	library@burlmass.org
Management Information Systems		270-1613	
Planning Board		270-1645	planning@burlmass.org
Police			
Emergency		911	
Communications for the Deaf		911	
Business		270-1910	police@burlmass.org
Public Works		270-1670	dpw Burlington@burlmass.org
Chestnut Hill Cemetery		229-1982	
Pine Haven Cemetery		270-1982	
Central Maintenance		270-1678	
Engineering		270-1640	engineering@burlmass.org
Highway		270-1677	
Water & Sewer Utilities Division		270-1679	
Sewer Section		229-2043 or 270-1684	
Vine Brook Ground Water Treatment Plant		270-1648	
Recreation			www.burlingtonrecreation.org
Office		270-1695	recreation@burlmass.org
Garage		270-1697	
School Department		270-1800	www.burlington.mec.edu
Burlington High School		270-1800	
Foxhill School		270-1791	
Francis Wyman School		270-1701	
Marshall Simonds School		270-1781	
Memorial School		270-1721	
Pine Glen School		270-1712	
Selectmen		270-1630 and 270-1631	selectmen@burlmass.org
Shawsheen Regional Technical School		(978) 667-2111	www.shawsheen.tec.ma.us
State Internet Portal			www.mass.gov
Tax Collector		270-1625	tax@burlmass.org
Town Administrator		270-1635	selectmen@burlmass.org
Town Clerk		270-1660	clerk@burlmass.org
Treasurer		270-1623	treasurer@burlmass.org
Veterans Agent		270-1959	veterans@burlmass.org

ANNUAL REPORTS OF THE TOWN OF BURLINGTON, MASSACHUSETTS 2011

www.burlington.org

A part of Woburn in 1642, a Woburn Precinct as of 1730. Burlington was incorporated as a town on February 28, 1799.

Population as of January 1st: 24,708

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

Tax Rate FY10 Residential: \$11.50

Commercial: \$30.80

Elevation at Town Hall 220 feet above sea level.

Governor: **Deval Patrick**

www.mass.gov

State House, Room 360

Boston, MA 02133

617 725-4005

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

www.kerry.senate.gov

1 Bowdoin Square, 10th Floor

Boston, MA 02114

617 565-8519

Scott P. Brown

www.scottbrown.senate.gov

2400 John F. Kennedy Federal Bldg.

15 New Sudbury St.

Boston, MA 02203

617 565-3170

Congressman: **John Tierney**

www.tierney.house.gov

6th District

17 Peabody Square

Peabody, MA 01960

978 531-1669

Councilor: **Terrence W. Kennedy**

6th District

3 Stafford Rd.,

Lynnfield, MA 01940

State Senator: **Kenneth J. Donnelly**

Kenneth.Donnelly@state.ma.us

4th Middlesex

State House, Room 413-D

Boston, MA 02133

617-722-1432

Representative: **Charles A. Murphy**

Rep.CharlesMurphy@mahouse.gov

21st Middlesex

State House, Room 446

Boston, MA 02133

617 722-2460

TOWN GOVERNMENT SCHEDULE

Board of Appeals Meets on the first and third Tuesdays of the month, Town Hall, 7:30 P.M.

Board of Assessors Meets the last Thursday of the month, Town Hall, 6:00 P.M.

Board of Health Meets the second and fourth Tuesdays of the month, Town Hall, 7:00 P.M.

Board of Selectmen Meets the second and fourth Mondays of the month, Town Hall, 7:00 P.M.

Conservation Commission Meets the second and fourth Thursdays of the month, Town Hall, 7:00 P.M.

Council on Aging Meets the second Wednesday of the month, 61 Center St., 10:00 A.M.

Historical Commission Meets the third Wednesday of the month, Town Hall Annex, 7:00 P.M.

Housing Authority Meets on the first Thursday of the month, 15 Birchcrest St., 10:00 A.M.

Library Trustees Meets on the second Thursday of the month, Library, 7:00 P.M.

Planning Board Meets the first and third Thursdays of the month, Town Hall, 7:30 P.M.

Recreation Commission Meets on the second and fourth Mondays, 61 Center St., Rm. 103, 7:00 P.M.

School Committee Meets the second and fourth Tuesdays of the month, Burlington High School, 7:30 P.M.

Town Meeting Meets the fourth Monday in January, second Monday in May (annual), and fourth Monday in September, Fogelberg Auditorium, Burlington High School, 7:30 P.M.

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

TOWN HALL SCHEDULE

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

ELECTED OFFICIALS

Town Clerk (5 Yrs.)

Amy E. Warfield 56 Skilton Ln. 2016
Elected 4/11

Moderator (1 Yr.)

Phillip A. Gallagher 8 Corcoran Rd. 2012
Elected 4/05

Selectmen (3 Yrs.)

Daniel R. DiTucci 8 Lisa St. 2012
Elected 4/09

Daniel J. Grattan 9 Fieldstone Dr. 2014
Elected 4/11

Robert C. Hogan 35 Pontos Ave. 2013
Elected 4/10

Ralph C. Patuto 43 Francis Wyman Rd. 2012
Elected 4/06

Walter T. Zenkin 2 Toomey Circle 2013
Elected 4/07

Assessors (3 Yrs.)

Michael W. Crocker 15 Thornton Dr. 2014
Appt. 2/98 Elected 4/98

Catherine O'Neil 31 Arthur Woods Ave 2013
Elected 4/10

Paul R. Sheehan 5 Thornton Dr. 2012
Appt. 1/99 Elected 4/99

Treasurer/Collector (3 Yrs.)

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

School Committee (3 Yrs.)

Michael F. DeSimone	5 Gloria Circle	2012
<i>Elected 4/06</i>		
Christine M. Monaco	18 Corcoran Rd.	2013
<i>Elected 4/92</i>		
Thomas F. Murphy, Jr.	3 Lexington St.	2013
<i>Elected 4/95</i>		
Stephen A. Nelson	25 Fairfax St.	2014
<i>Elected 4/96</i>		
Kristin A. Russo	5 Kingsdale St.	2014
<i>Elected 4/11</i>		

Library Trustees (3 Yrs.)

Paula F. Bernard, Jr.	4 Dunlap St.	2012
Appt. 10/02	Elected 4/03	
Edith F. Entwistle	62 Beaverbrook Rd.	2014
Elected 4/96		
Rosalyn S. Minassian	51 Eugene Rd.	2013
Elected 4/10		
Eileen C. Sickler	13 Foster Rd.	2012
Appt. 6/03	Elected 4/04	
Robert Thys	8 University Ave.	2014
Appt. 6/09	Elected 4/11	
Steven E. Wasserman	3 Indian Hill Rd.	2013
Elected 4/04 (W/I)		

Planning Board (5 Yrs.)

Ernest E. Covino, Jr.	4 Donna Ln	2015
<i>Elected 4/89</i>		
Ann M. Cummings	20 Tinkham Ave.	2013
<i>Elected 4/03</i>		
John A. DeFrancesco	50 Westwood St.	2012
<i>Elected 4/82</i>		
Jayne L. Hyde	17 Meadowvale Rd.	2012
<i>Elected 4/96</i>		
Joseph A. Impemba	11 Briarwood Ln.	2016
<i>Elected 4/06</i>		
Paul R. Raymond	1 Dorothy Rd.	2015
<i>Elected 4/90</i>		
Paul F. Roth	249 Fox Hill Rd.	2014
<i>Elected 4/09</i>		

Board of Health (3 Yrs.)

James J. Dion	19 Crystal Circle	2012
<i>Elected 4/93</i>		
Eugene Terry McSweeney	235 Cambridge St # 208	2014
<i>Elected 4/99</i>		

Town of Burlington

Wayne S. Saltsman	24 Wheatland St.	2013
	<i>Elected 4/07</i>	
Elizabeth A. Walendziewicz	17 Wildwood St.	2012
	<i>Elected 4/11</i>	
Edward J. Weiner	43 Freeport Dr.	2013
	<i>Elected 4/89</i>	
Constable - 1st (3 Yrs.)		
William F. Pepicelli	5 Ridgewood Ln.	2013
	<i>Elected 4/10</i>	
Constable - 2nd (3 Yrs.)		
Anthony J. Saia	27 Alcine Ln.	2013
	<i>Elected 4/77</i>	
Housing Authority(5 Yrs.)		
Michael J. Austin	8 Partridge Ln.	2012
	<i>Appt. 9/05 Elected 4/06</i>	
Albert Fay, Jr	11 Raymond Rd.	Gov.
	<i>Appt. (2011)</i>	
Bernice H. Ferguson	19 Bedford St.	2016
	<i>Appt. 6/05 Elected 4/06</i>	
Richard H. Howard	158 Wilmington Rd.	2014
	<i>Elected 4/09</i>	
James H. Langley, Jr.	13 Algonquin Dr.	2013
	<i>Elected 4/03</i>	
Recreation Commission (3 Yrs.)		
Kristine E. Brown	8 Luther Rd.	2013
	<i>Elected 4/04</i>	
John J. Ferren	37 Lantern Ln.	2012
	<i>Elected 4/97</i>	
Christine M. Monaco	18 Corcoran Rd.	School
	<i>Comm. Appt.</i>	
Paul R. Raymond	1 Dorothy Rd.	
	<i>Planning Bd. Appt.</i>	
Kevin J. Sullivan	14 Frothingham Rd.	2014
	<i>Elected 4/01</i>	
Shawsheen Tech (3 Yrs.)		
Robert J. Gallagher, Jr	9 Evergreen Ave.	2014
	<i>Elected 4/10</i>	
Paul V. Gedick	2 Mooney Circle	2012
	<i>Elected 4/03</i>	

TOWN MEETING MEMBERS

PRECINCT 1

Donald D. Barrucci, Jr.	11 Mallard Way	2013
Bradford Bond	8 Mullberry Ln.	2013
Domenic Caraco	25 Rocky Hill Rd.	2014
Sean P. Curtin	11 Barnum Rd.	2014
	<i>Appt. 6/08 Elected 4/09</i>	
Nolan H. Glantz	9 Redcoat Ln.	2014
John M. Glynn, II	149 Mill St.	2013
Jim Grasso	22 Tinkham Ave.	2013
Donna D. Gregorio	11 Donald Rd.	2012
Michael J. Hardy	7 Thornton Dr.	2012
Michael Marchese, Jr.	11 Michael Dr.	2014
Bruce A. Morey	5 Ellery Ln.	2014
John E. O'Keeffe	69 Mill St.	2012
Gene J. Rossi	174 Winn St.	2012
Gregory F. Ryan	3 Donald Rd.	2013
Maureen Monaco Ryan	3 Donald Rd.	2013
Mark S. Saia	8 Sumner St.	2012
Beverlee A. Vidoli	17 Thornton Dr.	2014
David J. Woodilla	3 Barnum Rd.	2012

PRECINCT 2

William C. Beyer	67 Peach Orchard Rd.	2013
Ann Marie Comer	13 Lowell St.	2014
Nancy J. DeCarlucci	74A Peach Orchard Rd	2014
John M. Dignan	23 Treetop Ct.	2012
Lenore K. Evans	7 Arborwood Dr.	2012
Marjorie J. Foster	10 Kenmere Ave.	2012
Bonnie A. Giglio	140 Winn St.	2013
Wendy Guthro	17 Treetop Ct.	2014
Angela J. Hanafin	4 Maple St.	2013
Daniel J. Hanafin	4 Maple St.	2013
Matthew G. Hanafin	9 Maple St.	2012
Brenda Haney	17 Harriett Ave.	2014
Susan R. Harrigan	6 Julia Connors Dr.	2014
Margaret Merlesena	2 Burton Rd.	2013
Eleanor N. O'Connell	33 Peach Orchard Rd.	2012
Andrew H. Olney	21 Julia Connors Dr.	2014
Cynthia J. Phillips	55 Arborwood Dr.	2013
John J. Ryan	7 Grandview Ave.	2012

PRECINCT 3

Anne P. Coady	8 Woodside Ln.	2012
Sean P. Connors	14 Sears St.	2013
Lucy M. Damiani	7 Hearthstone Dr.	2012
Shari Lynn Ellis	3 Hickory Ln.	2013
Joanne Frustaci	6 Valley Cir.	2012
John D. Kelly	14 Oxbow Ln.	2014
Barbara G. L'Heureux	10 Woodside Ln.	2014
Stephen G. Marchese	4 Sears St.	2012
Dennis E. McCarron	103 Lexington St.	2013
James M. McMakin	18 Briarwood Ln.	2013
Mildred J. Nash	39 Sunset Dr.	2012
Paul Gerard Noonan	5 Ward St.	2012
Monte L. Pearson	5 Willow Way	2014
Daniel J. Raske	3 Mildred Rd.	2014
Roger S. Riggs	4 Briarwood Ln.	2014
Faydeen Sateriale	95 Lexington St.	2012
Paul A. Valleli	14 Marrett Rd.	2013
Mark Woods	12 Eugene Rd.	2014

PRECINCT 5

Patricia J. Angelo	2 Austin St.	2012
Mark W. DeCost	38 Manhattan Dr.	2013
John M. DeRosa	3 Ledgewood Dr.	2012
Adrienne C. Gerbrands	1 Maureen Dr.	2013
John J. Hanley	1 Violet Rd.	2013
Christopher E. Hartling	1 Colleen Circle	2012
David L. Icken	8 Carey Ave.	2014
Joanne L. Kinchla	8 Arnold Ter.	2013
Elias G. Lambros	22 Long S.	2014
Christopher P. Murphy	22 Bedford St.	2012
Frank P. O'Brien	3 Paul St.	2014
Mary Ellen Osowski	1 Rahway Rd.	2013
Phyllis D. Roustell	75 Macon Rd.	2014
Joanne Roy	1 Rahway Rd.	2012
Norman A. Steeves	7 Violet Rd.	2012
David S. Tait	9 Meadowvale Rd.	2014
Richard M. Wing	4 Wing Ter.	2014
Ernest R. Zabolotny	33 Paulson Dr.	2012

PRECINCT 4

Timothy J. Brown	8 Luther Rd.	2012
Betty M. Bullock	11 Crowley Rd.	2014
Mark D. Casey	8 College Rd.	2014
Thomas D. Conley, Jr.	20 Corcoran Rd.	2013
Diana Connolly	3 College Rd.	2012
Karen Cooper	69 Francis Wyman Rd.	2014
James M. Frost	14 Chadwick Rd.	2014
Joan B. Hastings	14 College Rd.	2012
Joanne M. Horgan	12 Eastern Ave.	2014
Kevin A. Koffink	7 Foster Rd.	2012
Constance K. McElwain	64 Francis Wyman Rd.	2013
Roberta E. Mills	19 Corcoran Rd.	2012
Frank P. Monaco	18 Corcoran Rd.	2012
Virginia E. Mooney	28 Mohawk Rd.	2012
James Patterson	5 Hancock St.	2013
William G. Poehler	7 Algonquin Dr.	2013
Michael A. Proulx	76 Francis Wyman Rd.	2014
Sally Willard	13 Foster Rd.	2013

PRECINCT 6

Robert A. Aloisi, Jr.	5 Lucy Rd.	2014
Roger A. Bell	18 Lisa St.	2012
Ellen M. Cormier	8 Chester Ave.	2012
John G. Cormier	8 Chester Ave.	2014
Diane Kendrigan Creedon	12 Gibson St.	2012
David J. Ghio	5 Holly St.	2012
Gary B. Kasky	8 Radcliff St.	2012
Jaclyn B. Killilea	15 Wheatland Rd.	2013
Thomas C. Killilea	15 Wheatland St.	2013
James Robert Mackey	9 Dolores Dr.	2014
Rose Manni	13 Kingsdale St.	2014
Carol A. Perna	6 Beaverbrook Rd.	2012
David F. Peterson	9 Cutting Ln.	2013
Brian T. Pupa	5 Goodwin Dr.	2014
Joanna Schlansky	4 Gibson St.	2014
Robert G. Schlansky	4 Gibson St.	2013
Stephen Spinosa	20 Gibson St.	2013
James Tigges	2 Maryvale Rd.	2013

BOARD OF SELECTMEN AND TOWN ADMINISTRATOR

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

Once again, calendar year 2011 brought many new challenges to the Board of Selectmen and the office of the Town Administrator. Not only did the Administration deal with the normal budget restrictions due to the slowly recovering economy but we were faced with natural events due to weather conditions that seriously strained our resources during the winter months of 2011 followed by a hurricane during the late summer that was followed by the so-called "Halloween" snow storm that left many people in Burlington without power for 3-4 days! All in all, the town managed quite well during these events and we appreciate all our public safety response crews as well as our Dept of Public Works personnel who worked tirelessly throughout these events in response to our residents needs.

The April election saw the election of Dan Grattan as the newest member of the Board in a very tightly contested race that was decided by only a few votes! This position on the Board was available because of the decision by long time member Gary Gianino to retire from his 18 years of service as a Board member. The Board members and the Administration thank Mr. Gianino for his commitment to the Town and his passion for public service over the years. Good luck Gary and welcome Dan! We look forward to working closely with Mr. Grattan during the upcoming years to address the many issues facing our community. Upon the reorganization of the Board, Mr. Zenkin was voted in as the

Board Chairman and Selectmen Dan DiTucci was elected as our Vice-Chairman. Again, the Board members acknowledge the leadership offered by outgoing Chairman Ralph Patuto over the past two years.

Finally, the Board met during 2011 to establish a series of goals for the next few years as a part of our overall "Strategic Planning" session that highlights the priorities of this Board and the Administration as we look to serve the residents of Burlington in a productive, professional, and efficient manner. Those goals and objectives are on the town's web site for all interested residents to view.

Economic Development:

This continues to be a priority for the Board and the Administration as we understand the direct correlation between a healthy, diverse and growing commercial sector and its impact on the town's ability to engage in infrastructure upgrades, modest increases in real estate taxes for our residents, and a service delivery system that remains the envy of many of our neighbors. This year saw the successful re-negotiation for extending the TIF on the former Sun-Micromsystems complex that currently is home to Oracle, Avid Technologies, and a host of other emerging, dynamic companies. The limited benefits of this renegotiation will be applied to Oracle and will help solidify this industry giant status as our second largest employer and the East coast headquarters for this corporate heavyweight. The town also continues to work very closely with the Nordblom Company to take advantage of a complex state initiative geared towards promoting sustainable growth in the Commonwealth called the I-Cubed program. The program uses revenues generated by new job growth to pay for state issued bonds that will provide for significant infrastructure improvements involving the approved Planned Development District (PDD) for Northwest Park. The Administration plans to move forward with seeking Town Meeting approval in May of 2012 for this initiative. Our preliminary estimates are, that if approved, improvements to our roadways in the Middlesex Turnpike area as well as some of the I-95 ramps will result in \$10-\$15 million dollars in investments by the Commonwealth in Burlington's promise as a growth engine for Massachusetts. We have also seen continued investment in Burlington by the private sector. The newly renovated Middlesex Commons, the building of a new long term care facility, reinvestments by Equity Office, the approval of the location for Wegman's, and the formal opening of the Northeastern Center for Excellence in Burlington are all

positive indicators that Burlington continues to be a location that remains desirable for many commercial interest and the Board continues to promote Burlington as a "place to conduct business"

Land Use Issues

As in the past, land use issues continued to play a major role in many of the issues faced by the Board and the Administration during 2011. After many years, the town Administrator was successful in negotiating a "license" agreement with the City of Boston for use of a portion of the Mary Cummings Park for recreational fields. The Board was eager to sign this document to allow for our Recreation Dept to seek money from the Town Meeting to construct a multi-use playing field on approximately a five (5) acre site off Blanchard Road. We are pleased to report that not only has this been a successful partnership with the City but we anticipate a formal groundbreaking to occur in the spring of 2012 for construction of a wonderful new facility for the enjoyment of our residents. The Board also supported the application by our Conservation Commission to the state seeking funds to acquire an additional 3+ acres of property in the SawMill Brook area. The town, with the Board, support fully funding the request in case the state money was unavailable so no matter what the result of the "competitive grant" application, we will be acquiring additional land in the beautiful and sensitive part of Burlington. The Administration and the Board were actively involved in a number of issues related to the disposition and/or acquisition of other parcels of land in the community. As a part of our goals for 2012, the Board instructed the Administration to sell the Carpenter house and received Town Meeting approval for this disposition. In addition, the Board authorized an acceptance of a house lot located at 44 South Bedford Street in lieu of accepting 40 South Bedford Street as a part of the original land swap. To this end, the Board had also engaged in discussions with our Housing Authority to explore a number of other options with respect to the properties along South Bedford Street, but unfortunately the parties were not able to reach a mutually agreeable solution to this matter. Finally, during 2011 the Board signed off on another extension to the Mt. Hope Academy lease in order to allow Mt. Hope to expand their campus by building a new gym/meeting hall on site that not only will enhance a town asset but will be an asset that the community will likely use in consultation with the Mt. Hope administration. This is a continuation of a very positive and

mutually beneficial 25+ year association between the Town and Mt. Hope.

Personnel/Collective Bargaining:

This past year presented another challenge to our Town Administrator as all of the collective bargaining contracts in place expired on June 30, 2011. Not only were we still dealing with the ramifications of the changes to our health insurance plans at the beginning of 2011 but the Ways and Means Committee established "guidelines" for salary adjustments in 2012 of 0% wage adjustments for all employees for FY2012. The Board and the Administration clearly understand the desire to "hold the line" on wage adjustments and have attempted within the context of our discussions with the labor Unions to adhere to this "guideline". As of this writing, the Town has not settled any contract going forward albeit we have a tentative "Memorandum of Agreement" with the Fire Dept personnel that hopefully will be consummated shortly after the January 2012 Town Meeting. In a change from previous bargaining strategies, the teachers have agreed to a contract settlement that does in fact reflect the 0% wage guideline for FY2012 as proposed by the Ways and Means Committee. The Town Administrator is hopeful he will be successful in getting reasonable and fair contracts in place during 2012.

An important milestone was achieved during the past year when the Administration, with the concurrence of our AFSCME, employees was successful in eliminating Civil Service for all future hires within these groups. This important initiative was supported by our Unions who understand the limitations this archaic system placed upon management as well as prospective employees within the community. The Board and the Administration applaud our Unions for recognizing this impediment to hiring the best people for all jobs within Burlington.

The Town continued to have changes in personnel during the past year. With the retirement of two senior Captains in the Police Dept, the Town Administrator had the occasion to appoint six (6) new Command Officers within the Police Dept. Chief Kent interviewed all eligible employees and recommended six (6) outstanding candidates to the Town Administrator for appointment. This was quite an event as Board members congratulated six (6) new officers at a public meeting attended by numerous family and friends. Additionally, the Town Administrator appointed a new Director of the BCLC following the resignation of our previous incumbent after 25+ years with the Town.

Finally, the Town continues to work closely with the Schools on the goal of a combined IT Dept following the major infrastructure investment by the Town in this critical operational aspect of efficient town wide operations. The Board and the Administration has reactivated our ISAC Committee to help in developing an outline for moving forward in identifying the town needs and creating a staffing structure to support the important part of a successful municipal delivery service system.

Infrastructure/Facilities:

Fortunately for Burlington, we have been able to continue an aggressive program of investing limited resources in improving our overall infrastructure/facilities for the enjoyment of future generations. This past year, the town successfully completed the installation of new automated readers and meters for all customers who are serviced by our water distribution system. The completion of this two year program will allow for a more accurate water reading that will result in additional water conservation as well as provide a "real time" monitoring system that could help our users in identifying leaks within their homes/facilities. We are also in the second year of the Terrace Hall force main relocation/upgrade and we are hopeful that this important sewer project will be completed in a timely and cost efficient manner in 2012/13. A final major improvement undertaken over the past year has been the painting/repairs of the Greenleaf Mountain water tank and the Center Street tank. As of this writing, the Greenleaf tank has been completed and the Center Tank will be completed in the spring of 2012.

The Board also identified two major facility needs as a part of their established goals for 2012. Clearly, a long time priority for the town has been the relocation of the highway barn from the current Meadow Road location. The Board has engaged in active discussions with property owners to determine the appropriateness of various sites within the community for this re-location. Our current plan is to go before the May 2012 Town Meeting with a progress report after we complete separate appraisals of the prospective property(s). The Town Administrator has been planning for this possibility and has developed a scheme within the 10 year Capital Plan to finance this endeavor through the town's debt schedule within the necessity of a debt exclusion. The Board is also focused on a rehabilitation/new Terrace Hall fire substation. Previously, the Administration and the Board looked to a "turnkey" development to deal with this space/operational need that ultimately proved to be cost prohibitive.

Our goal now is to work with our fire personnel to develop a plan that will fit the needs of the dept but will be a fiscally responsible facility upgrade for our personnel to meet the growing demands for service in our west Burlington area.

As many of our residents will observe, the barn for the Grandview complex is now substantially complete and we are endeavoring to complete the Phase IV component that will include landscaping and provisions for parking on the site. The Planning Board recently approved a revision to the original site plan by allowing some additional parking to accommodate uses tied to the complex.

Financial Stability:

This has long been the major goal of the Administration and the Board of Selectmen. We continue to forecast all expected revenues very conservatively while moderating the growth of our overall budget. This past year, our overall growth in the budget was under 4% and our revenue growth far exceeded our preliminary expectations. As we closed our books on June 30, 2011, it became clear that we would have a "free cash" certified that would be the largest amount in decades! The total included well over \$1,100,000 in meals tax revenue that the town has committed to using to offset large capital project cost on our debt schedule. Consistent with our recent philosophy, the Board supported the Administrations attempt to build our "reserve" amount in excess of 10% of our overall operating budgets. To be sure, Burlington already remains approximately \$2,500,000 below our allowed taxing capacity and our philosophy has long been to maintain a reserve taxing capacity as a part of our fiscal planning. This past year also brought us the opportunity to permanently bond some of our major capital projects (Memorial School, Terrace Hall force main, water tanks etc.) as well as temporarily borrow money in anticipation of notes being issued. The very good news is our review agency once again held our AA+ bond rating which shows their confidence in our strategic fiscal planning for Burlington. We will continue to espouse this fiscal strategy that will allow Burlington to continue to improve its assets, provide outstanding services without mandated fees, and be an affordable, dynamic community for all our residents to enjoy.

Finally, the Board and the Administration want to express our sincere appreciation to all our committed volunteers, Board and Committee members, employees who continue to dedicate themselves to the community, our professional staff in the Administrator's office, and to all of

our residents who hold us accountable for the professional operation of this wonderful town. We understand your expectations and we are committed to doing our best to meet the standards and expectations set by others before us. It is a true privilege to serve our constituencies and we wish you all a wonderful year ahead.



Town Administrator, Robert A. Mercier

On a personal note, as many of you are aware, in October of this year I announced my plans to retire from my position as Town Administrator effective June 1, 2012. I cannot begin to express my heartfelt thanks to all the people I have worked with that helped me to manage and steer the Town of Burlington through some difficult, emotional, and challenging times. I will never forget the consul, advice, and support I received during my tenure in Burlington. I certainly could not have accomplished whatever success I achieved without the trust and confidence bestowed upon me by the elected officials in town, our unparalleled managers and employees, and of course the residents of Burlington. I am and remain indebted to you all and will always remember the opportunity you gave me to perform a job where I never regretted one day of coming to work in this wonderful, exciting environment.

Thank you all for being who you are!

Respectfully submitted,

The Board of Selectmen:

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

Administration:

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

Professional Staff:

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

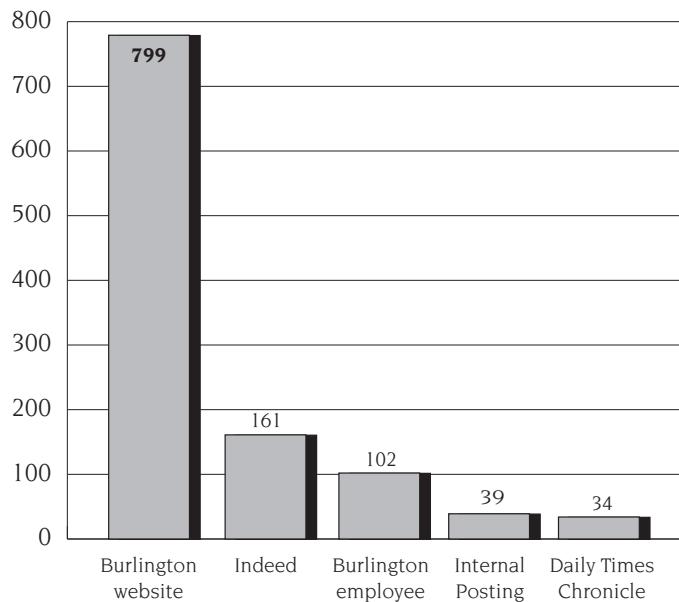
HUMAN RESOURCES DEPARTMENT

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

I am pleased to submit a summary of happenings within the Human Resources Department during 2011.

The Human Resources Office participates in the hiring of all permanent positions for all departments under the Board of Selectmen, as well as any hiring under the purview of our Boards and Commissions at their request. The Human Resources Office is usually the first point of contact for any new employee to Burlington. It is important for the Human Resources Department to understand the needs of our departments and communicate that information to prospective candidates, as well as to display the Town of Burlington in a positive and professional light to any candidates. All of our positions are posted on the Town's website, as well as in Town buildings, and any appropriate newspaper or trade publication (in print and/or online). We sometimes partner with the career development offices of local colleges and universities by sharing our postings with their students/alumni as well as participating in career fairs. By far, our website has generated the most applicants during 2011. See graph on page 9.

Top 5 Candidate Sources
January 1, 2011 through December 31, 2011



At our May 2011 Town Meeting, it was decided that the Town should petition the Commonwealth of MA to remove all non-public safety position from Civil Service. This was done for several reasons:

1. The Labor Service list was maintained by the Veteran's Office. This practice had become confusing to applicants who learned they needed to apply a "different" way for certain positions.
2. Only those who knew about the Labor Service list were added to the list, removing some impartiality from the process. The list was also utilized on a "first come, first served" basis, meaning that the applicant whose name was on the list the longest received first consideration for an open position.
3. Some applicants had been on the list for over 10 years, and newer applicants had nearly no ability to be considered for positions.
4. The Commonwealth has not been supporting the Official Service function. Tests had not been administered in roughly 10 years, and an alternate means to obtain Civil Service status has not been offered. All Town employees since then have been hired on a "provisional" basis. This means that a long-time, successful Town employee could be removed from their position

in the event that the Commonwealth conducted a test and another individual scored higher than a provisional Burlington employee.

5. Our unions were becoming divided into two groups: those with Civil Service Seniority and those without (either hired provisionally or hired into a non-civil-service position). This meant that more and more of our employees were ineligible to apply for positions designated as Civil Service. It had become that the majority of employees in our unions could not bid for positions within their union because they did not hold permanent Civil Service status.

The Town has been successful in its petition and we now hire and promote using the same guidelines. We abide by all appropriate language in our union contracts as well as all labor laws in our hiring practices. This has resulted in a much smoother and efficient process for both the Town and the candidates.

During 2011 the Human Resources office was involved in the hiring of 15 Town employees. Four of these positions were formerly Civil Service positions, and I'm pleased to report that all four of these positions were filled by current or former Burlington residents. In total, we had 293 candidates to consider for these positions, of which 73 were selected for interviews. Of those interviewed, 32 were Burlington residents, and on 10 occasions we hired either a current or former Burlington resident. We have also begun using Skype as an interviewing tool during the rare instances when a candidate is unable to attend an in-person interview. Our former option was to conduct a conference call, however Skype has proven to be a tremendous enhancement and has allowed us to interview candidates as far away as a military base in Guam.

I am extremely pleased to report that seven Burlington employees were promoted during 2011 as follows. See table on page 10.

Employee Name	Former Position	Promoted To
Janice Archer	Department Assistant (PT)	Senior Clerk (FT)
Pauline Gillingham	Principal Clerk (Selectmen's Office)	Exec. Asst. to the Town Administrator
Kevin Mehigan	Building Custodian (PT)	Lead Custodian (FT)
Vanessa Ranieri	Senior Clerk (Clerk's Office)	Principal Clerk (Selectmen's Office)
Channing Saltonstall	BCLC Intern	Social Worker (PT)
Christine Shruhan	Social Worker (PT)	Executive Director, BCLC
Casey Silva	IT Intern	Network Repair Technician

These individuals have demonstrated a dedication to providing excellent service to the Town of Burlington, and have become successful in their new positions. It is always fulfilling to help Burlington employees advance in a career with the Town.

The Human Resources Department participates in the collective bargaining process for all five of the Town's unions. During 2011 all of our union contracts expired, and we have conducted numerous collective bargaining meetings with all of our unions. Bargaining in tough economic times is difficult, as it causes both sides to become more creative in their discussions. Our meetings have been productive and we are hopeful to have settled contracts with our groups in early 2012.

One very important responsibility of the Human Resources Department is to participate in a strategic team which regularly reviews our health insurance claims data and makes recommendations to employee and retiree representatives on our Insurance Advisory Group regarding any options that may be available to manage our insurance costs. Some of the outcomes of these discussions were to reduce our premium rates for dental insurance and life insurance, as well as a reduction in the administrative fees for our HRA and FSA accounts.

The Human Resources Department also supports wellness events for the Town and School employees. We ran another 12-week Weight Watchers program in early 2012 with 15 participants. These individuals committed one lunch hour each week to attend a meeting where they receive support, encouragement, and ideas towards a healthy lifestyle from each other and a fantastic group leader. The Town also partnered with Lahey Clinic to offer a free smoking cessation program to our employees. Of the employees that participated, we had a 100% success rate! We also offered a workshop during the School Department's Professional Development Conference focusing on methods our employees can use to lower their claims costs and receive better service from their health insurance.

Looking forward to 2012, the goals of the Human Resources Office will be a continuation of wellness initiatives with a focus on involving all members of an employee's household, and to increase training opportunities available. The upcoming year will also involve a transition for Burlington as our longtime and deeply respected Town Administrator Bob Mercier retires. The Human Resources Department will serve as a partner to the Board of Selectmen and our search firm to ensure that Burlington can attract and hire a leader of the same high caliber as Mr. Mercier.

The accomplishments of the Human Resources Department are due in great part to the support of Town Administrator Bob Mercier and School Superintendent Eric Conti. Their guidance, assistance, and confidence in the endeavors of the Human Resources Office are acknowledged and appreciated. I am also very thankful to have such wonderful assistance from Pauline, Jean, Sandi, and Vanessa in the Town Administrator's Office, as well as Denise and Rosemary in the School's Central Office. I'm looking forward to a productive and exciting 2012.

Respectfully submitted,

Joanne M. Faust, SPHR
Human Resources Director

TOWN COUNSEL

During 2011, Town Counsel handled a number of litigation matters. In addition, the firm rendered numerous legal opinions to various Town boards, approved contracts as to form, and handled several real estate transactions. There are currently four active litigation cases involving the Town. Two cases were resolved in 2011.

Town Counsel continues to work closely with the Town administration providing advice on a number of development projects, including Northwest Park and Grandview Farm. We have completed the sale of the Sleeper Drive parcels. We have also reviewed and commented on town meeting warrants and proposed amendments to the Town bylaws.

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

Respectfully submitted,

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

TOWN CLERK

The past year was one of significant change in the Town Clerk's Office. We bid Jane Chew a happy retirement after serving the town faithfully for 26 years and thanked her for her dedicated service. I personally want to thank her for everything she did to assure a smooth transition in the office.

In addition to Jane's retirement we had a number of staff changes. Janice Archer was promoted from part time to full time Senior Clerk. She has been joined by Linda McNeill, Administrative Assistant and Lisa Crowe as a part time Department Assistant. Vanessa Ranieri transferred from the Clerk's Office to the Selectmen's Office and we wish her success.

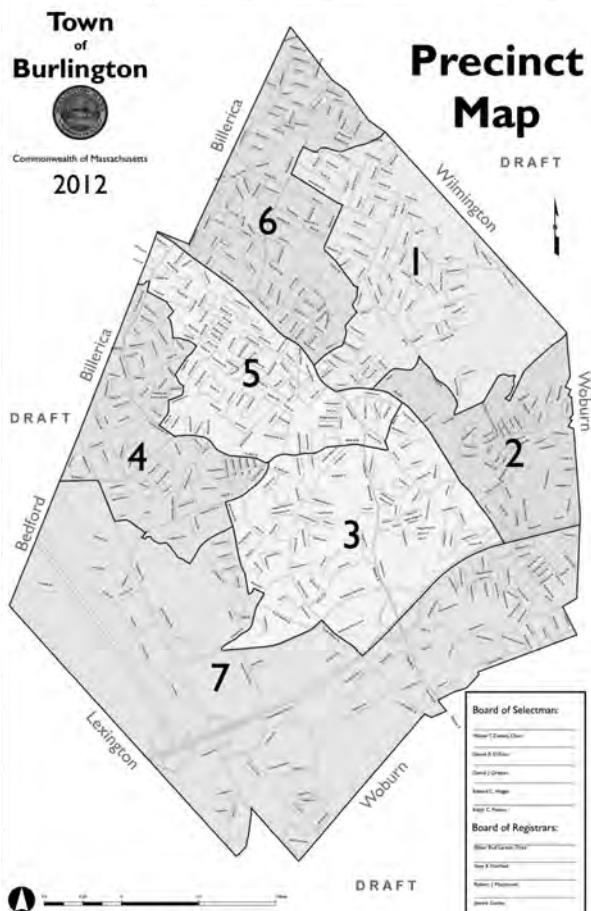
The first major challenge the office faced was organizing and conducting a recount from the Town election, within 18 days of my taking office. The staff, election Wardens, Clerks, and checkers are all to be commended for the terrific job they do with every election assuring the integrity of the process and safeguarding our votes. The quality of their work was reflected in the accuracy of the recount.

As a result of the 2010 Federal Census, Burlington's official population grew to 24,686, which causes us to add a seventh precinct. This has triggered several changes, including redrawing precinct lines (Reprecincting) and increasing the membership of Town Meeting (Reapportionment). I would like to thank the Reapportionment Committee created by the Town Administrator, which included William Beyer, Jane Chew, Daniel DiTucci, Philip Gallagher, Ralph Patuto, and Daniel J. Raske for their work on evaluating and presenting to Town Meeting a plan for reapportionment. Town Meeting voted in May to increase the membership to 126 elected representatives; maintaining 18 representatives per precinct.

With the changes to the precinct boundaries the Board of Registers had to make decisions on how the precincts would be redrawn. This work was begun by Jane Chew with board members, Jeannie Ganley, Bud Larson, and Bob Macdonald. Their final decision was approved by the Selectmen. My office is implementing the appropriate changes for the 2012 election and updating the precinct map. This is being done as a cooperative effort in conjunction with the Planning and Engineering departments.

As a result of redrawing the precinct boundaries, 12 town meeting members will be moved to different precincts and leaving open seats in some precincts. The new precincts will be in place for the 2012 elections. Town Meeting members will represent the revised precincts after the Annual Town Election in April.

The office of Town Clerk continues to be a vital source for information and records for residents and businesses. Our total revenue generated in 2011 was \$153,510, a 6.2% increase over last year. During this year we expanded our use of on-line and in-house electronic forms, to continue to improve customer service. We saw a 100% increase in orders for vital records through our on-line order system. We plan to continue to expand the on-line services we provide.



To improve our town presence on the internet, a cross department working group was formed to identify improvements to the town's website and evaluate new technology / tools that would address those needs. Recommendations for a redesign and new website implementation were made to the Administration and funding for the project was approved by Town Meeting in January 2012. This cross department effort has been well received and supported by many of the departments, boards, and Town Meeting. I look forward to working together with the other departments on the implementation in 2012.

Respectfully submitted,

Amy E. Warfield, Town Clerk

VITAL STATISTICS

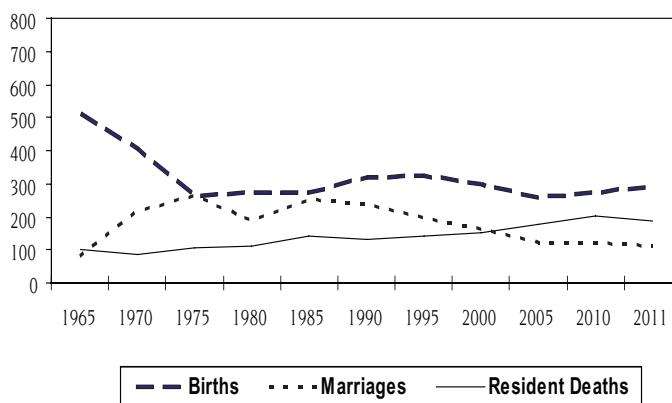
HISTORICAL PROFILE

The following Births, Marriages, and Deaths were recorded in the Office of the Town Clerk. The figures for marriages and deaths are total records in our office, Burlington residents are reflected in the final column.

This data is as of January 28, 2012

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

	Births	Marriages	Deaths	(Resident)
1965	509	80	99	
1970	406	217	87	
1975	265	263	105	
1980	271	185	113	
1985	275	253	403	140
1990	318	240	472	132
1995	322	196	532	142
2000	297	161	705	150
2005	257	123	788	177
2010	275	119	841	205
2011	296	112	815	189



VOTING STATISTICS

TOWN ELECTION	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Prec. 5	Prec. 6	Total	%
2001	550	267	535	505	560	527	2944	21%
2002	419	188	361	386	433	416	2197	16%
2003	611	330	632	554	733	612	3472	25%
2004	860	430	748	629	906	845	4410	32%
2005	547	214	444	424	439	420	2488	18%
2006 (Incl. Ref.?)	1090	542	991	830	1108	1032	5593	40%
2007	407	183	420	315	425	418	2168	16%
2008	619	263	615	483	630	600	3210	22%
2009	661	346	662	565	707	658	3559	24%
2010	660	343	610	491	682	687	3473	23%
2011	446	222	495	345	427	470	2405	16%

SPECIAL ELECTIONS

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

PRESIDENTIAL PRIMARIES

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

STATE PRIMARIES

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

STATE/PRESIDENTIAL ELECTIONS

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

* Denotes Presidential Election

** Special State Senate Elections

*** Special US Senate Elections

ELECTION RESULTS

TOWN OF BURLINGTON								Student Vote
TOTAL TALLY SHEET							# Eligible Voters	
April 9, 2011							14,835	
Election							Total Votes Cast	2,405
							Percent	16.21%
PRECINCT	1	2	3	4	5	6	GRAND TOTAL	
TOTAL VOTES CAST	446	222	495	345	427	470	2,405	185
TOWN CLERK - 5 YR (1)								
Blanks	95	56	110	70	77	91	499	31
Amy E. Warfield	349	166	381	273	349	377	1,895	148
Write-ins	2	0	4	2	1	2	11	6
TOTAL	446	222	495	345	427	470	2,405	185
MODERATOR - 1 YR (1)								
Blanks	130	66	139	99	107	110	651	39
Phillip A. Gallagher*	314	154	354	244	317	357	1,740	133
Write-ins	2	2	2	2	3	3	14	13
TOTAL	446	222	495	345	427	470	2,405	185
SELECTMEN - 3 YR (1)								
Blanks	9	5	10	1	6	12	43	10
Daniel J. Grattan	193	59	246	181	204	192	1,075	99
Virginia E. Mooney	39	23	43	47	24	37	213	23
Michael S. Runyan	204	134	196	116	191	229	1,070	49
Write-ins	1	1	0	0	2	0	4	4
TOTAL	446	222	495	345	427	470	2,405	185
ASSESSOR - 3 YR (1)								
Blanks	132	67	164	121	140	135	759	40
Michael W. Crocker*	314	153	329	222	283	334	1,635	136
Write-ins	0	2	2	2	4	1	11	9
TOTAL	446	222	495	345	427	470	2,405	185
SCHOOL COMMITTEE -3 YR (2)								
Blanks	311	164	354	239	293	307	1,668	112
Stephen A. Nelson*	256	118	297	204	265	292	1,432	99
Kristin A. Russo	312	158	336	242	294	335	1,677	143
Write-ins	13	4	3	5	2	6	33	16
TOTAL	892	444	990	690	854	940	4,810	370
LIBRARY TRUSTEES - 3 YR (2)								
Blanks	232	134	281	149	213	211	1,220	97
Edith F. Entwistle*	290	128	303	227	278	324	1,550	99
Robert Thys*	210	90	243	186	208	233	1,170	81
Jack R. Donaldson	160	92	163	126	155	172	868	84
Write-ins	0	0	0	2	0	0	2	9
TOTAL	892	444	990	690	854	940	4,810	370
PLANNING BOARD - 5 YR (1)								
Blanks	115	55	142	112	119	127	670	37
Joseph A. Impemba*	328	165	348	230	304	340	1,715	138
Write-ins	3	2	5	3	4	3	20	10
TOTAL	446	222	495	345	427	470	2,405	185

Town of Burlington

PRECINCT	1	2	3	4	5	6	Total	Student Vote
Blanks	147	77	175	120	137	154	810	42
Eugene Terry McSweeny*	299	142	316	224	286	315	1,582	133
Write-ins	0	3	4	1	4	1	13	10
TOTAL	446	222	495	345	427	470	2,405	185
BOARD OF HEALTH - 1 YR (1)								
Blanks	137	74	171	117	133	152	784	36
Elizabeth A. Walendziewicz	309	147	321	226	293	317	1,613	140
Write-ins	0	1	3	2	1	1	8	9
TOTAL	446	222	495	345	427	470	2,405	185
HOUSING AUTHORITY - 5 YR (1)								
Blanks	146	73	180	119	131	155	804	41
Bernice H. Ferguson*	300	148	314	224	295	313	1,594	135
Write-ins	0	1	1	2	1	2	7	9
TOTAL	446	222	495	345	427	470	2,405	185
RECREATION COMM. - 3 YR (1)								
Blanks	98	43	118	76	96	107	538	38
Kevin J. Sullivan*	348	177	373	268	331	362	1,859	137
Write-ins	0	2	4	1	0	1	8	10
TOTAL	446	222	495	345	427	470	2,405	185
SHAWSHEEN TECH H.S. - 3 YR (1)								
Blanks	138	66	162	105	110	131	712	36
Robert J. Gallagher, Jr.*	308	154	332	238	316	339	1,687	137
Write-ins	0	2	1	2	1	0	6	12
TOTAL	446	222	495	345	427	470	2,405	185
PRECINCT 1								
TOWN MEETING - 3 YR (6)								
Blanks	961						961	
Domenic Caraco*	275						275	
Sean P. Curtin*	287						287	
Nolan H. Glantz*	286						286	
Michael Marchese, Jr.*	300						300	
Bruce A. Morey*	292						292	
Beverlee A. Vidoli	273						273	
Write-ins	2						2	
TOTAL	2,676						2,676	
PRECINCT 2								
TOWN MEETING - 3 YR (6)								
Blanks		470					470	
Annmarie Comer*		146					146	
Nancy J. DeCarlucci*		145					145	
Wendy E. Guthro*		144					144	
Brenda Haney*		139					139	
Susan R. Harrigan*		146					146	
Andrew H. Olney*		142					142	
Write-ins		0					0	
TOTAL		1,332					1,332	

2011 Annual Report

PRECINCT	1	2	3	4	5	6	Total
PRECINCT 2 TOWN MEETING - 1 YR (1)							
Blanks		37					37
Matthew G. Hanafin		183					183
Write-ins		2					2
TOTAL		222					1,554
PRECINCT 3 TOWN MEETING - 3 YR (6)							
Blanks			1,392				1,392
John D. Kelly*			306				306
Barbara G. L'Heureux*			303				303
Daniell J. Raske*			313				313
Roger S. Riggs*			301				301
Monte Pearson			261				261
Write-ins - Binnie Factor			24				24
Write-ins - Mark Woods			59				59
Write-ins - All Others			11				11
TOTAL		2,970					2,970
PRECINCT 4 TOWN MEETING - 3 YR (6)							
Blanks				728			728
Betty M. Bullock.*				224			224
Mark D. Casey*				224			224
Karen Cooper*				215			215
James M. Frost*				218			218
Joanne M. Horgan*				221			221
Michael A. Proulx*				230			230
Write-ins				10			10
TOTAL			2,070				2,070
PRECINCT 5 TOWN MEETING - 3 YR (6)							
Blanks					1,159		1,159
Elias G. Lambros*					262		262
Phyllis D. Roussell*					276		276
David S. Tait*					284		284
Richard M. Wing*					276		276
Frank P. O'Brien					256		256
Write-ins - David Icken					25		25
Write-ins - All Others					24		24
TOTAL				2,562			2,562
PRECINCT 6 TOWN MEETING - 3 YR (6)							
Blanks						790	790
Robert A. Aloisi, Jr.*						269	269
John G. Cormier, Sr.*						273	273
Gary B. Kasky*						191	191
Rose Manni*						242	242
Joanna L. Schlansky*						242	242
Thomas P. Browne						191	191
Jame Robert Mackey						260	260
Brian T. Pupa						214	214
Anisha Shaikh						144	144
Write-ins						4	4
TOTAL					2,820		2,820

Town of Burlington

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

<u>Registered</u>			
Wardens:	Votes Cast	Voters	%
Prec. 1 Sally Willard	446	2,584	17.3%
Prec. 2 Eleanor O'Connell	222	2,261	9.8%
Prec. 3 Elaine Perachi	495	2,881	17.2%
Prec. 4 Patricia Stanford	345	2,027	17.0%
Prec. 5 Joan Hastings	427	2,585	16.5%
Prec. 6 Barbara Reetz	470	2,497	18.8%
		<u>14,835</u>	

The above figures includes 265 Absentee Ballots cast by precinct as follows: 1=43, 2=23, 3=61, 4=49, 5=51, 6=38.

# of "Inactive Voters":	1,264	% of those	
VOTER PROFILE:	<u>AGE</u>	<u>TOTAL</u>	<u>Voting</u>
	18-30	100	4.2%
	31-40	151	6.3%
	41-50	516	21.5%
	51-60	475	19.8%
	61-70	466	19.4%
	71-80	511	21.2%
	80+over	186	7.7%
	Total	2405	100.0%

WEATHER: Sunny mid 50's

* Denotes Candidate for Re-election

Attest:

Jane L. Chew, CMC
Town Clerk

On April 14, 2011, a petition for a recount of the Selectmen's race was received by the Town Clerk and the names were certified. The Board of Registrars met on April 19 and established the date for the recount as April 26, 2011 at 9 am at the Police Station. Notice was mailed to each candidate on April 20, 2011.

RESULTS OF THE RECOUNT FOR SELECTMEN CONDUCTED ON APRIL 26, 2011.

	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
Blanks	10	6	9	1	6	12	44
Daniel J. Grattan	193	59	246	181	204	192	1075
Virginia E. Mooney	39	23	43	47	24	37	213
Michael S. Runyan	204	134	197	116	191	229	1071
Write Ins	0	0	0	0	2	0	2
Total	446	222	495	345	427	470	2405

Attest: Board of Registrars
Jeanne Ganley
Elmer "Bud" Larson
Robert Macdonald
Amy E. Warfield, Town Clerk,CMC

ARCHIVES

2011 saw the Archives continue its mission of maintaining key town records in a consistent state over a long period of time, and serving as a dynamic part of the many functions associated with town government. Although the Town of Burlington's Archives follows a defined set of rules, regulations and standards and performs many of the same activities from year to year, the first and second halves of 2011 cannot have presented greater contrasts. A quiet first half of the year was followed by a sharp upturn in numerous activities and has continued into early 2012.

Without question, however, the most dramatic change in recent years took place in May with the departure of Jane Chew as Town Clerk. Jane, who had served as Clerk since 1985, began the modern era of records management in town. She initiated the Archives in 1997 and made it a fully functioning part of town government in 1999. What we have achieved here is a credit to her hard work, patience, thoughtful guidance, and perseverance. We will always benefit from her service and wish her well in her retirement.

It would also be well to remember another employee here. Phyllis Van Wart, who passed away on March 11, was, quite simply, the Archivist's right arm for much of the past nine years. She patiently shared her expertise, providing the missing frames of reference and institutional memory when the Archivist arrived, making his work relatively easy. Insistent and persistent, fair and diligent, her vast knowledge of the town, its employees, and the way it functioned, was an invaluable source of knowledge and assistance that can never be replaced. Phyllis is missed all of the time.

As we well remember, the first two months of 2011 were characterized by heavy snow, unusual cold, and other adverse climactic conditions. These had the effect of slowing the transfer of municipal documents to the Archives and traffic through our doors. During that time we concentrated on serving departments on-site and moving items out of our doors for reformatting. In all, the Archives supervised the destruction of over 152 feet of documents while preparing a further 35 feet for microfilming with the assistance of our senior volunteer Mrs. Frances Wilcox. Through the Clerk's office we also submitted three volumes of selectmen's records for preservation work and rebinding. This ongoing project, begun in the last decade, has continued on a regular

schedule and will ensure that our most at-risk records will be usable for many years into the future.

Our use patterns also changed, as traffic slowed to a crawl in January, February, and March, but accelerated as the year continued. Although reference requests fell from 829 to 809, the months of September-December saw an unusually high level of activity, with a striking total of 121 requests in September (usually a rather quiet month) alone. Municipal requests came from a range of departments, while over half of our outside requests involved genealogical research. As important as anything else, these requests are the best way for us to learn how well we are (or are not) functioning and we look forward to continued interest in our resources from the outside.

At the same time, the Archives brought in a large volume of records – 42.5 feet – mostly from financial departments (Assessors, Treasurer/Collector, and Accounting) as well as approximately 4 feet of documents from the Clerk's office. That last acquisition had been expected as the result of Jane's departure. Meanwhile, we were also the recipients of several items related to Grandview Farm, including plans and photographs, as well as other gifts ranging from a photo of the 1940 Burlington High School graduating class to advertising materials highlighting a number of existing and former Burlington businesses. While not particularly old, items such as these provide rich information about the lives of people in town as it evolved into a modern suburb.

Personnel transitions generally result in a large volume of records arriving at the Archives. The departures of a number of department heads have represented some of our largest and most important acquisitions. During the past two years we have seen the departures of our Clerk, Fire Chief, Police Chief, Burlington Community Life Center Director, and Assistant Assessor. This has resulted in a large and valuable volume of records coming to the Archives that provide valuable insights into the workings of municipal departments and valuable resources helping us better document the town's growth and development.

Not only do we bring the older records to our facilities, we also work to educate new department heads and existing personnel on records, law, and procedures. In 2011 this work took on an electronic dimension. In this role we advised the Town Administrator's office and the regenerated Information Systems Advisory Committee on electronic records laws, policy, and practice. This is a collaboration we

expect to continue as the town continues restructuring its technology infrastructure.

Town officials and employees are not the only recipients of our expertise, as we continued speaking to a number of different groups on the subjects of local history, archives, and municipal records management. We were honored to address the Historical Society in March about the archives and its holdings. Later, we discussed the businesses side of municipal records management before a meeting of South Shore Town Clerks in June. In November our travels brought us to the Massachusetts Town Clerks Association meeting where we discussed electronic records management in a presentation with Town Clerk, Amy Warfield. We have always believed that our knowledge is not to be horded but to be spread so that others may benefit from our experience. To this end we plan to continue speaking and writing to more of our colleagues in helping pursue this important element of municipal management.

Professional involvement is an important element of the archivist's work and your Archivist continues a heavy schedule of involvement, as a member of the Society of American Archivists (SAA), New England Archivists (NEA), Academy of Certified Archivists (ACA), and Association of Records Managers and Administrators (ARMA). Your Archivist was reappointed to NEA's Membership Committee, continues as liaison to SAA's Standards Committee from its Lone Arrangers Roundtable, and is currently involved with 20+ other records managers in revising ARMA's records management glossary. Such outside involvement provides exposure to a range of knowledge and experience from colleagues that better informs our own work and helps us keep abreast of developments within the field.

The direct work of the Archives involves one person, but none of it would be possible without the assistance and advice of volunteers, staff, and members of boards and committees. Without the assistance and knowledge of the staff from the Clerk's office, Amy Warfield, Linda McNeill, Janice Archer, Vanessa Ranieri (now with the Town Administrator's office), and Lisa Crockett-Crowe, the Archives could not function. Members of the Historical Commission are an invaluable source of advice on matters dealing with the town's history and historical sites.

We would be quite remiss if we did not single out the work of Mrs. Warfield, whose leadership on electronic records and infrastructure issues is resulting in needed changes and will represent a substantial upgrade in the

operation of town government in the near future. Her work is already resulting in major improvements and we look forward to supporting this effort in the coming year.

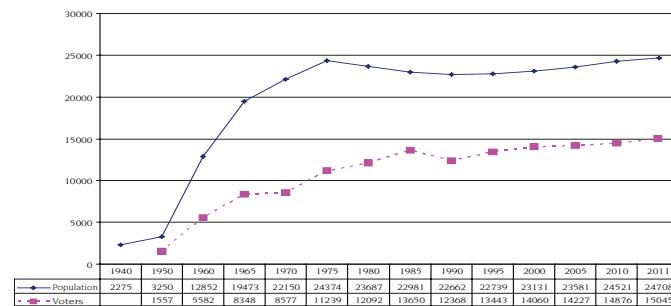
Respectfully submitted,

Daniel McCormack, CA
Archivist/Records Manager
Town of Burlington

BOARD OF REGISTRARS

Working with the Town Clerk's office the Board of Registrars are responsible for oversee Elections and Voter related issues. Following are profiles and historical data on voters and voter registration for 2011.

POPULATION/REGISTERED VOTERS: Based on Annual Town Census



Year-End Summary:

- 794 – # of residents registered and added to the rolls
- 570 – # of residents dropped from the rolls
- 470 – # of voters placed on the inactive rolls
- 2832 – # of persons eligible but not registered
- 84% – eligible residents registered to vote
- 313 – Registration Forms sent to 18 yr. olds
- 96 – Mail-In Registrations Received from 18 yr. olds

Population Trends

Age Group	1990	1995	2000	2010	2011	Since 1990	Since 2000
0-10	2815	2955	2931	2703	2519	-4.0%	-7.8%
11-20	3160	2620	2833	987	2942	-68.8%	-65.2%
21-30	3889	3476	2500	2644	2698	-32.0%	5.8%
31-40	3311	3877	3624	2950	2900	-10.9%	-18.6%
41-50	3062	3208	3378	3660	3534	19.5%	8.3%
51-60	3031	2712	2905	3220	3347	6.2%	10.8%
61-70	1756	2220	2325	2546	2645	45.0%	9.5%
71-80	672	926	1398	1844	1894	174.4%	31.9%
81-90	220	270	417	922	1007	319.1%	121.1%
91+	24	34	75	133	155	454.2%	77.3%
Unknown	722	442	745	912	1067	26.3%	22.4%
Total	22662	22740	23131	22521	24708	-0.6%	-2.6%

The Board of Registrars met several times in 2011 to handle a number of issues. First, in April we met to set up and oversee the recount from the Annual Town Election. The second item was to refine and present to the Selectmen the proposed map for the redrawing of the precinct boundaries. After receiving approval from the Selectmen, this was sent to the Secretary of the Commonwealth for final approval which was received in June.

Respectfully submitted,

Amy E. Warfield
Jeanne S. Ganley
Elmer Bud Larson
Robert J. Macdonald

POLICE DEPARTMENT

Departmental Roster (as of 12/31/2011)

Chief of Police

Michael Kent

Captains

Lieutenants

Sergeants

Thomas Browne David H. McLean
Michael DeBye Gerard McDonough
Timothy McDonough Timothy Kirchner
Kevin Doherty Daniel Hanafin
Michael McDade

Patrol Officers

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

Clerical Staff

Rosemarie Tieri	Jeanne Jones
	Paula Manzo

Civilian Dispatchers

Gail Fay	June Connolly
	Eileen Barnard

Animal Control Officer

Gerry Mills, Jr.

Traffic Supervisors/Matrons

Helen M. Bulman – Head Traffic Supervisor	
Helen Dignan	Maureen Rezendes
Nancy Bibbey	Carol DeRosa
Maureen Robillard	Donnalee Lozier
Carol Goodwin	Carol Santoro
Claire Hogaboom	Donna Fox
	Diane Welch

Special Police Officers

Richard Hovasse	Sharon Srabian
Harry Sawyer Sr.	Christopher Mason
Alfred Sciuto	Robert Luz
Michael Joyce	David Metzdorf
Thomas Sullivan	Sean Connors
William Faria	Christopher Priest
George Devlin	Timothy Hovasse
Garrett Redfern	Timothy O'Meara
Gerry Mills Jr.	Gerald Hanafin
	Rick Hopkinson

INTRODUCTION

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

2011 was a year of change within the Burlington Police Department. Captains George Devlin and Carleton Boutwell retired in February along with Patrolman Robert Healey in July. Combined these officers had over 100 years of policing experience. We wish them a long and healthy retirement.

Due to the retirements of Captains Devlin and Boutwell the department held a promotional process for the ranks of Captain, Lieutenant, and Sergeant. After interviews and evaluations promoted to the rank of Captain were Thomas Duffy and Gregory Skehan, promoted to the rank of Lieutenant were Glenn Mills and Robert Kirchner, and promoted to Sergeant were Timothy Kirchner and Daniel Hanafin. All of these officers grew up in Burlington, attended local school, and are embedded in the community.

This department was level funded in 2011, despite this the Burlington Police Department was able to assist with functions on the common, parades and other community events. Due to the level funding the department spent 2011 operating with five vacancies which at different times stressed the patrol division. In June of 2011 four officers were hired Christopher DiDonato, James Hanafin, Kerrie Mahoney, and Ryan Griffin. All four are Burlington natives and reside in Burlington. Although they were hired in June these officers were not available to the department until January 2012 after completing the police academy and field training.

November 17, 2011 the department had its Accreditation renewed by the Massachusetts Police Accreditation Program. The Burlington Police Department is one of only 37 police departments that have attained this stature in the state.

The facility that houses the Police Department continues to be problematic. It has all the problems that one would expect from a 100 year old building. In addition to the structural problems the building was not built with policing in mind and therefore presents constant problems in the day to day operation of a police department in the modern era.

I would like to thank everyone who helped the department in 2011, including the Board of Selectmen along with other boards and departments in town. The residents of Burlington have been very supportive of the police department, I thank them also.

Burlington is a very safe community due to the brave and dedicated men and women of the Burlington Police Department.

Finally, I would like to thank outgoing Town Administrator Bob Mercier for all his support during my first two years as Chief of Police. Mr. Mercier is a true professional and someone I quickly grew to have a great amount of respect for, his steady hand and leadership will be missed.

Respectfully submitted,

Chief Michael Kent

CRIME OVERVIEW – 2011

Non emergency and miscellaneous calls for service may not be listed below. The police department responds to or assists with approximately 25,000 calls for service annually.

Type of call	2010	2011	% change
51A's filed (Mandated child abuse/neglect reporting to DSS/DCF)	50	46	-8.00%
Abandoned Motor Vehicles	33	16	-51.52%
Animal Cruelty	2	0	-100.00%
Arrests (No warrant)	186	174	-6.45%
Arrests (Warrant)	52	63	21.15%
Assaults	29	27	-6.90%
Assaults (Dangerous Weapons)	5	4	-20.00%
Assist FD (non Ambulance)	179	130	-27.37%
Assist Other Police/L.E.			
Agencies	102	144	41.18%
Assists – Other	328	361	10.06%
Attempted Murder	0	1	100.00%
ATVs; Dirtbikes; snowmobile complaints	43	36	-16.28%
B & E motor vehicles - attempted	6	3	-50.00%
B & E motor vehicles; thefts from MV	238	135	-43.28%
Bomb Threats	3	1	-66.67%
Burglaries - Business/ Commercial	28	22	-21.43%
Burglaries - Residential	35	23	-34.29%
Burglary attempts - Business/ Commercial	9	7	-22.22%
Burglary attempts - Residential	7	4	-42.86%
Child Abuse / Neglect complaints reported to BPD	13	3	-76.92%
Civil Matters	48	42	-12.50%
Computer/Internet Crime	14	11	-21.43%
Counterfeiting/Forgery	13	15	15.38%
Credit Card Misuse	42	44	4.76%

Type of call	2010	2011	% change
Criminal motor vehicle offenses (unlicensed, suspended, etc.)	150	149	-0.67%
Disabled motor vehicles	457	475	3.94%
Disturbances (Non domestic)	230	203	-11.74%
Domestic - Custody/Probate issues	24	25	4.17%
Domestic related well being checks	12	13	8.33%
Domestic standbys	21	26	23.81%
Domestic disturbances, assaults, incidents	274	227	-17.15%
Domestic related harassment	8	20	150.00%
Domestic - other	8	14	75.00%
Drug Offenses	136	112	-17.65%
Elder Issues/Elder abuse or neglect)	19	28	47.37%
Exposure (Indecent)	8	10	25.00%
False Police Report (filing of)	1	0	-100.00%
Fatal Motor Vehicle Accidents	0	4	400.00%
Flim Flams	8	2	-75.00%
Fraud/Cons	18	23	27.78%
Gas leaks; odor of gas	42	25	-40.48%
Harassment	44	42	-4.55%
Harassment Order Violations (new law in 2010)	2	0	-100.00%
Harassment Orders - issued/ served (new law in 2010)	5	4	-20.00%
Hazmat Incidents	1	2	100.00%
Identity Theft	23	25	8.70%
K9 Activity	38	70	84.21%
Kidnapping	0	1	100.00%
License Plates Stolen	4	4	0.00%
Liquor Violations; possession/ transporting	20	16	-20.00%
Littering; Dumping	19	18	-5.26%
Malicious Damage / Vandalism	193	215	11.40%
Miscellaneous offenses/ incidents	64	140	118.75%
Missing Persons reported in Burlington	37	39	5.41%

Town of Burlington

Type of call	2010	2011	% change
Missing Persons located in Burlington	13	13	0.00%
MV Complaints / Traffic issues	279	272	-2.51%
MV Thefts	13	12	-7.69%
Noise Complaints	204	170	-16.67%
On-line thefts/attempts/scams	4	5	25.00%
Operating Under the Influence of drugs	3	4	33.33%
Operating Under the Influence of liquor	37	29	-21.62%
Phone calls / Text messaging (harassing, annoying, etc)	74	53	-28.38%
Prescriptions; false/uttering false	4	0	-100.00%
Prostitution	3	14	366.67%
Protective Custody	34	26	-23.53%
Psych incidents	44	46	4.55%
Rape	2	5	150.00%
Receiving Stolen Property	3	3	0.00%
Recovered stolen vehicles (in Burlington)	8	14	75.00%
Recovered stolen vehicles, located out of town	8	5	-37.50%
Repossessions	24	29	20.83%
Restraining Orders - served/ issued	56	93	66.07%
Retail / Shoplifting	344	312	-9.30%
Restraining order violations	20	11	-45.00%
Robberies, Armed	9	7	-22.22%
Robberies, Unarmed	2	1	-50.00%
Sex Offender; Failure to Register	1	0	-100.00%
Sex Offenders Registered	19	12	-36.84%
Sex Offenses (not otherwise categorized)	8	4	-50.00%
Sexual Assaults	7	5	-28.57%
Solicitor complaints	31	20	-35.48%
Sudden Deaths	12	19	58.33%
Suicide attempts or threatened	47	34	-27.66%

Type of call	2010	2011	% change
Suicides	1	3	200.00%
Summonses	297	277	-6.73%
Suspicious persons, vehicles, activity	842	763	-9.38%
Thefts / Larcenies - Attempted	4	4	0.00%
Thefts / Larcenies - other	196	185	-5.61%
Threats	42	39	-7.14%
Town By Law Violation	22	17	-22.73%
Trespassing	14	12	-14.29%
Using motor vehicle without authority	3	4	33.33%
Uttering	0	2	200.00%
Warrants Issued or Sought	5	1	-80.00%
Warrants of Apprehensions (court orders for hospitalization)	10	8	-20.00%
Weapons (Incidents involving weapons)	34	40	17.65%
Youth Complaints	158	146	-7.59%

Some interesting numbers from 2011:

45 Weapons were confiscated, recovered, or involved in incidents in 2011; Several incidents involved multiple weapons:

Handguns	14
Knives	8
BB/Pellet guns	7
Ammunition	2
Switchblades	2
Starter/Replica gun	2
Stun guns	2
Pepper Spray	1
Shotgun	1
Brass Knuckles	1
MV used as a weapon	1
Box Cutter	1
Grenade	1
Bat	1
Shoe	1

2011 Annual Report

Incidents of drugs activity:

Marijuana	44
Pills/Narcotics	22
Syringes	16
Heroin	6
Cocaine	5
Oxycodone	4
Inhalants	3
Crystal Meth	2
Over the Counter	2
Mushrooms	1
Steroids/Class E	1
Other/Unknown	8

Operating Under the Influence:

First Offense	19
Second Offense	10
OUI Drugs	4

Non-criminal incidents:

Type of Call	2010	2011	% change
911 misdials, hang ups, abandoned calls	854	723	-15.34%
Alarms	1804	1871	3.71%
Ambulance requests	1583	1619	2.27%
Animal complaints, bites, deceased	476	381	-19.96%
Building checks	2192	4993	127.78%
Lockouts	353	310	-12.18%
Notifications	44	60	36.36%
Open Doors/windows found	38	17	-55.26%
Well Being Checks	209	225	7.66%

Arrests/Summons/Protective Custodies

2011 – Total 541

Arrests	174
Warrant Arrests	63
Summons (and warrants sought or issued)	278
Protective Custodies	26

Summons are criminal court complaints that are issued in lieu of an arrest. Protective custody is when a

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

Come from:

Burlington	150
Woburn	51
Billerica	40
Boston	23
Lowell	18
Waltham	14
Wilmington	14
Lynn	13
Bedford	13
Malden	11
Winchester	10
Lexington	10
Arlington	10
Other Mass Towns	127

Offenders States:

Massachusetts	504
New Hampshire	10
Rhode Island	10
Connecticut	5
New York	3
New Jersey	2
Texas	2
Florida	2
North Carolina	1
California	1
Washington, DC	1

Gender:

Males	385
Females	155
Businesses	1

Town of Burlington

By shift:	
8a-4p	163
4p-12m	259
12m-8a	95

Month:	
January	36
February	41
March	40
April	46
May	59
June	47
July	38
August	49
September	38
October	40
November	51
December	56

Day of the week breakdown by custody type:					
Warrant					
	Arrests	Arrests	Summons	PCs	Totals
Sunday	17	2	27	4	50
Monday	35	10	37	1	83
Tuesday	21	11	40	3	75
Wednesday	24	14	42	2	82
Thursday	23	6	42	3	74
Friday	35	12	42	5	94
Saturday	19	8	48	8	83
Totals	174	63	278	26	541

CRASH ACTIVITY – 2011

2010 Crashes: 1144 2011 Crashes: 1226

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

Top crash locations	
75 Middlesex Tp (Burlington Mall)	121
43 Middlesex Tp (Middlesex Commons)	40
Route 95/Middlesex Tp	30
Route 95/Cambridge St	28
Middlesex Tp/Route 95	27
31 & 41 Mall Road (Lahey Clinic)	23
Cambridge St/Route 95	22
34 Cambridge St (Crossroads Plaza)	20
Cambridge St/Mall Rd	19
98 Middlesex Tp (Barnes & Noble)	19
Middlesex Tp/Bedford St	19
Winn St/Center St	15
84 Middlesex Tp (Best Buy)	15
Middlesex Tp/Mall Road/South Av	14
Middlesex Tp/Wheeler Rd	12
3 Old Concord Rd (H-Mart)	12
5 Locations with 10 crashes	10

Crashes by Shift/Time of Day	
8 A.M. – 4 P.M.	666
4 P.M. – Midnight	487
Midnight – 8 A.M.	73

Roadway Type	
Highway	58
On/Off Ramp	30
Parking lots	394
Streets/Intersections	744

Types of Crashes	
Property damage	928
Personal injury	94
Hit & Run	200
Fatal	4
OUI related	12

2011 Annual Report

Crashes by Day of Week	
Sunday	113
Monday	157
Tuesday	187
Wednesday	175
Thursday	192
Friday	217
Saturday	185

Crashes by Month	
January	129
February	138
March	79
April	103
May	95
June	102
July	88
August	98
September	77
October	113
November	82
December	122

CITATION ACTIVITY – 2011

Citations in 2010: 3598 (4474 violations)

Citations in 2011: 2746 (3514 violations)

Top violations:	Types of violations:
Civil Infractions	480
Warnings	2098
Arrests	49
Criminal complaints	119
Speeding	1191
Sign violations	478
Red light/Stop sign violations	378
Uninspected M/V	221
Turn violations	200
Seatbelt violations	174
Defective equipment	173
Marked lanes	148
License/Registration not in possession	146

Unregistered motor vehicle	124
Operating after Suspension/Revocation	110
Number plate violation	61
Operating M/V Without a License	40

Top streets for violations (not citations):	
Cambridge St	1007
Middlesex Tp	911
Bedford St	220
Winn St	164
Wilmington Rd	148
Mall Rd	128
Center St	85
Lexington St	78

Citations issued by day of the week:	
Sunday	186
Monday	478
Tuesday	492
Wednesday	494
Thursday	463
Friday	396
Saturday	237

Operators live in:	
Massachusetts	2512
New Hampshire	79
Florida	13
Rhode Island	12
Connecticut	9
California	7
Maine	7
Pennsylvania	7
New York	6
New Jersey	6
Texas	4
Illinois	4
All other	159

Gender/Age:		
	Male	Female
Under 19	29	15
19-21	128	86
22-25	210	116
26-35	392	244
36-55	649	465
Over 55	219	184
Totals	1627	1110

*Nine genders/ages not listed

FIRE DEPARTMENT

Department Roster

FIRE CHIEF

*Steven Yetman

ASSISTANT FIRE CHIEF

*Michael Patterson

CAPTAINS

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

LIEUTENANTS

*James Browne	*Mark Cedrone
*Peter McAnespie	*Steven McLean
*Robert Paul	*John Skinner
*James Sorenson	*John Walthall

FIRE PREVENTION/INSPECTION SERVICES

Captain *Michael Hanafin
Lieutenant *Mark Saia

TRAINING/COMMUNICATIONS

Captain *Andrew Connerty

CLERICAL STAFF

Joanne Arbing Mary Fay Karen Carlson

FIREFIGHTERS

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

EMERGENCY VEHICLE TECHNICIAN

Eric Moran

CIVILIAN DISPATCHERS

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

*Department EMTs

FIRE CHIEF

2011 was the third busiest year on record for the Burlington Fire Department with both fire and ambulance responses showing a slight increase over 2010. Overall emergency calls for the department increased by 2.3%. Medical emergency responses by Ambulance 1 and Ambulance 2 exceeded 2,500 calls for aid while all other calls for assistance were just slightly fewer than 4,000 calls. Tracking statistics over the last few decades' shows a fairly consistent increase in requests for assistance. If this trend continues, and we see no reason why it shouldn't, we will be consistently responding to over 7,000 emergencies annually by the end of the decade.

As the requests for assistance continue to increase several department issues will need to be addressed. While emergency responses have more than tripled over the last three decades the number of firefighters in the street has not. We will be requesting to add additional personnel in the very near future to meet the increasing call demand on our department. Station 2 opened in 1971 with three personnel and one fire engine to handle the increasing call volume to that side of Burlington as we entered the seventies. It operates the same today even though the development and subsequent calls for assistance on that side of town have grown dramatically. We have once again begun the process of looking at the needs of additional manpower as well as a new facility (Station 2) for that portion of Burlington. We will also be looking at the implementation of a department based Advanced Life Support (ALS) program. We currently operate at the Basic Life Support (BLS) level and contract with a private provider for ALS service. With us moving to ALS we could provide the best in pre hospital emergency care while providing additional revenues to the town which currently go to a private provider.

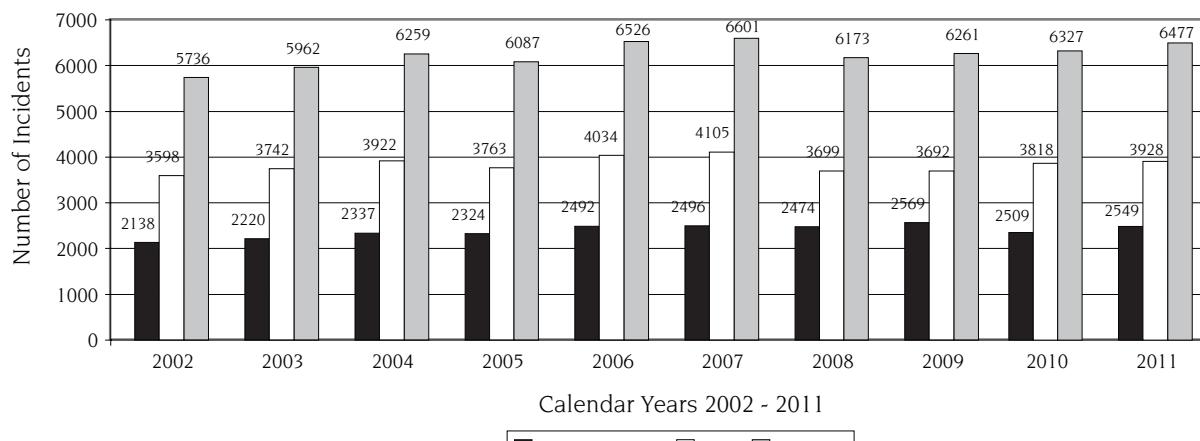
The Federal Communications Commission (FCC) has mandated that all land mobile radio systems convert to the new narrowband standard by January 1, 2013. With town support at last May's Town Meeting we were able to secure funding to bring all town owned radio systems into compliance well prior to the deadline. The town wide appropriation was for \$385,000. We would like to thank all involved for their support of this program.

In 2011 the department received over \$5,400 in grant funding for the Student Awareness & Fire Education (SAFE) program that is overseen by the State Fire Marshal's Office. We also received \$2,500 from the Department of Public Health (DPH) towards the support of the department's Mobile Decontamination Unit (MDU). The MDU is a decon unit designed to decontaminate large numbers of patients before they enter the local hospital for treatment. There are 96 of these units deployed statewide.

We would like to take the opportunity to once again thank the Oracle Corporation for their continued support of the Burlington Fire Department. In the last 9 years Oracle has given us the financial means, in excess of \$50,000, through their "Community Giving Program" to purchase specialized equipment that we may not have been able to purchase through the regular budgeting process. Those items have included an inflatable boat, motor and trailer, hydraulic rescue tools, gas detection meters, portable radios/ intercoms, and specialized firefighting equipment.

Firefighter Paul O'Meara was hired this past July to fill the vacancy of retired Chief Lee Callahan. Firefighter Kevin Canty had to retire due to a disability this past March after serving on the department for over 11 years. We wish him the best going forward. Firefighter David Sullivan retired in November after 26 years of dedicated service. We wish him a very long and healthy retirement. He follows his father, Robert, who also served the fire department for 26 years and leads his brother Paul who will be retiring in 2012. New firefighter recruits, Eric Fitzgerald and Sean Killilea, are currently being trained as firefighters at the Boston Fire

AMBULANCE - FIRE EXPERIENCE RECORD



Town of Burlington

Burlington Fire Department 2011 Report of Incidents by Type of Incident

TYPE OF INCIDENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Accidents													
Motor Vehicle Crash	25	20	26	21	23	16	19	21	17	39	22	29	278
Pedestrian	1	0	0	1	0	2	1	0	0	1	0	0	6
Medicals	165	178	154	146	175	174	174	162	158	177	189	184	2036
Alarms													
Accidental	27	24	34	28	35	21	37	35	31	48	31	25	376
False	1	1	0	4	2	9	9	2	0	4	0	4	36
System Malfunction	17	13	23	9	13	9	17	30	17	19	15	7	189
Fire													
Cooking Fire	2	1	0	1	1	1	1	1	2	0	1	0	11
Residential	0	0	0	1	0	0	0	0	0	1	0	0	2
Apartments	0	0	0	0	0	0	2	0	0	0	0	0	2
Assisted Living	0	0	0	0	0	0	0	0	0	0	0	0	0
Hotel	0	0	0	0	0	0	0	0	0	0	0	0	0
Brush, Grass	0	0	4	4	2	2	2	0	0	0	1	0	15
Business/store/restaurant	0	1	0	1	0	0	0	1	0	1	1	0	5
Dumpster-trash	0	0	1	0	0	0	0	1	0	0	2	0	4
Motor Vehicle Fire	3	0	2	2	3	3	2	1	0	3	2	5	26
Lightning strikes/Weather	0	0	0	0	0	0	0	4	0	1	0	0	5
Oil burner Malfunction	1	1	1	0	0	0	0	0	0	0	0	0	3
Motor Malfunction	1	0	0	0	1	0	0	0	0	0	1	0	3
Smoke Scare/Removal	5	4	3	2	3	1	3	1	7	5	1	3	38
Fire;Other	1	0	0	0	0	0	0	0	1	0	0	0	2
Outside Burning													
Authorized	0	0	0	0	0	0	1	0	0	0	0	0	1
Unauthorized	0	0	0	2	1	0	0	0	1	0	0	1	5
Hazmat	0	0	0	0	0	0	0	0	1	0	0	0	1
CO Problem	12	7	4	3	2	3	3	5	1	9	9	8	66
Spill Leak Fuel	0	1	2	1	0	2	1	0	2	0	0	1	10
Natural Gas Leak	8	3	1	4	0	6	1	6	1	3	3	1	37
Power lines down/ Arcing	1	0	1	9	0	1	2	20	1	3	1	1	40
Electrical Problem	2	2	4	4	2	4	2	21	8	29	9	6	93
Water Problem	6	0	4	0	1	2	2	0	2	10	1	3	31
Service Call	18	26	25	13	31	46	39	57	31	45	43	34	408
Public Service/Assistance	2	2	2	3	2	1	1	1	1	8	0	1	24
Elevator Extrication	0	0	0	1	1	0	0	1	1	0	2	1	7
Lock Outs	1	0	1	1	1	2	1	1	3	3	3	1	18
Building Weakened/Collapsed	1	8	1	0	0	0	0	6	0	0	0	0	16
Nothing Found	0	1	1	0	0	0	0	1	2	2	0	0	7
Cancelled en-route	3	7	3	5	1	1	2	1	8	4	5	8	48
Good Intent Call	5	3	4	5	5	3	6	5	2	9	8	0	55
Computer Error	2												
Cover Assignment / Mutual Aid	1	3	5	1	2	0	3	2	0	1	0	4	22
Totals	309	308	306	272	307	309	331	386	298	425	350	327	3928

Academy and should be ready to serve the townspeople shortly. Kyle Browne and Raymond Blenkhorn have been named Permanent Intermittent Firefighters (PI) and are currently waiting appointments to fill anticipated vacancies.

On behalf of the Burlington Fire Department I would like to take this opportunity to thank the residents, the business community, and elected officials for your continued support of the department and its members as we continue to serve you to the best of our ability.

Respectfully submitted,

Fire Chief Steven Yetman

FIRE PREVENTION/INSPECTIONAL SERVICES

New development in commercial and residential properties continued in 2011. Through inspections, enforcement of fire codes, construction plan reviews, fire investigations, issuing of permits, and fire education programs much has been achieved in the past year.

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

The following is a list of permits and inspections made in 2011:

TYPE OF SERVICE

Commercial Occupancy Inspections	151
Master Box Certifications	79
On Site – Inspections	329
Permits Issued	686
Plan Review	260
Residential Occupancy Inspections	120
Site Plan Reviews	45
Smoke Detector Inspections	162
TOTAL	1832

The following is a count of all permits and inspections done during the period of January 1, 2011 to December 31, 2011:

PERMITS

AST	32
Blasting	1
Campfire	4
Dumpster	32
Extinguishing System	15
Fire Alarm	140
Flammable Storage	57
Gas Appliance	1
Haz-Mat	2
Oil Burner	49
Oil Line	20
Propane Storage	36
Sprinkler	142
Tank Installation	39
Tank Removal	64
Tank Truck	2
UST	19
Welding/Burning	31
TOTAL	686

INSPECTIONS

Commercial Occupancy	151
Fire Drills	7
Knox Box	11
Oil Burner	43
Oil Line Inspection	2
Oil Tank Installation	25
Oil Tank Removal	7
On Site – Fire Prevention	217
On Site – Plug In	4
On Site – Plug Out	5
Quarterly	5
Residential Occupancy	120
Smoke Detectors	162
TOTAL	762
BUILDING PLANS STAMPED & REVIEWED	260
SITE PLAN REVIEWS	45
MASTER BOX CERTIFICATIONS	79
COMBINED TOTALS	1832

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

Respectfully submitted,

Captain Michael Hanafin
Lieutenant Mark Saia

TRAINING DIVISION

It was a year of transition for the Burlington Fire Department Training Office. Following the retirement of Chief Lee Callahan in 2010, subsequent promotions occurred. Assistant Chief Steven Yetman was promoted to Chief in July of 2010 and Captain Michael Patterson was promoted to Assistant Chief in October of 2010. Assistant Chief Patterson had been the Training Captain, leaving that position vacant. There is only one position at the Burlington Fire Department dedicated to fire, hazard, and emergency response training. This position does not include emergency medical training, which is an additional requirement. The Fire Department needed a person to continue the vital work of the Training Captain, if even for short time. In January of 2011, Lieutenant Robert Paul was provisionally promoted to Acting Captain and took over the Training Office. Acting Captain Paul worked as the Training Captain until I was permanently promoted to Captain and took over the duties in July of 2011. Lieutenant Paul returned to his previous assignment as part of the fire suppression force.

The first six months of 2011 did not see a reduction in training activities. Acting Captain Paul oversaw a busy period. I want to thank him for his dedication and work during his tenure in the Training Office. Summarized below are some of the training activities and topics that the Fire Officers, Firefighters, and Civilian Fire Dispatchers participated in during this time.

- Fires in surrounding communities that the Burlington Fire Department responded to as mutual aid
- Elevator emergencies
- Water Supply
- Dispatch procedures
- Procedures for Personnel Accountability Reports

- Review the Master Box system, including the new Radio Master Boxes
- Reviewed fire protection systems for new apartments being constructed
- Ropes and knots
- Procedures for in-service inspections
- Reviewed Pump Operations
- Review of hazards of the Lahey Clinic MRI unit
- Reviewed information on chemical dangers
- MDU training with Lahey Clinic staff
- Fire Pump Training
- Forcible entry tools and techniques

In the second six months, I took over as Training Captain. Fire Officers, Firefighters and Civilian Fire Dispatchers continued training for the remainder of the year. The following training activities and topics were covered.

- Visited the new Memorial School to review the fire protection systems
- Reviewed a Quincy apartment complex fire
- Conducted probationary Firefighter Training with FFOP Paul O'Meara
- Analysis of current apparatus to create specifications on a new fire engine
- Performed an analysis of current turn-out gear to create a plan for replacement
- Obtained a forcible entry training prop
- Vehicle Extrication Training
- Massachusetts Firefighting Academy class on Emergency Vehicle Operations
- Reviewed emergency response to Hybrid/Electric vehicle fires and crashes
- Use of the new portable radios and chargers with the whole department

I want to thank Ed Igo, owner of Winn Street Service, and his staff for allowing the Burlington Fire Department to conduct its vehicle extrication training on their site. They were very accommodating in providing space on their lot and several junk cars for us to practice using our hydraulic cutting and spreading tools.

PHOTO BY: CAPTAIN ANDREW CONNERTY



Firefighters practice removing a hood and cutting out a windshield to gain access for an engine compartment fire.



Firefighters practice cutting off a vehicle roof to gain access for patient care and ease of patient extrication.

Along with the training that was conducted while Firefighters were on duty, several members of the Burlington Fire Department sought additional training from the Massachusetts Firefighting Academy and other sources on their own time and at their own expense. Topics included the following:

Fire Instructor I, Fire Instructor II, Fire Officer I, Fire Officer II, Incident Safety Officer, Juvenile Firesetter Intervention, Technical Rescue, Emergency Medical, Statewide Fire Mobilization Plan, Rehab and Medical Monitoring, ISO Rating, Mass Law & the Fire Service, Current Health and Safety Issues, Leadership and Crew Oriented Performance, Fire and EMS Operations, Wellness/Fitness, Occupational Diseases, Line-of-Duty Death Investigations

In addition some of our Fire Officers and Firefighters obtained certifications over and above what they are required to have. I commend these firefighters for their commitment to make themselves and the Burlington Fire Department better.

2012 will be another busy year with additional state mandated training on Emergency Medical Dispatch for our Civilian Fire Dispatchers and Firefighters. We will continue to train on the core topics as well. Our response personnel will continue their in-service inspections of buildings in town. This allows them to learn and refresh their knowledge of their response area and potential hazards. This is when the firefighters can pre-plan their tactics and strategies.

I would like the townspeople to know that all the training and in-service inspection duties are performed during the regular duty of the firefighters. At any time during the training and inspections, the firefighters are required and prepared to break away from their current non-emergency task or training and respond to calls for service, whether it is a fire, a medical emergency, or any other hazardous situation.

The members of the Burlington Fire Department are well trained and dedicated to providing the best service possible to the Town of Burlington. I plan to continue the tradition laid out by Assistant Chief Patterson, our first full-time, dedicated Training Captain. I want to thank him and Chief Yetman for their advice and support. With continued support from the Town Administrator, the Board of Selectmen, Town Meeting, and the townspeople as a whole, the members of the Burlington Fire Department will be

able to continue providing the best possible service and train for all possible incidents.

Respectfully submitted,

Captain Andrew Connerty
Training Division

AMBULANCE

EMERGENCY MEDICAL SERVICE

FY 2011 was another very busy year for EMS calls for assistance. EMS continues to be a major component of the services the Burlington Fire Department provides to the Town. Our Firefighter EMTs strive to provide the public with excellent emergency medical care and customer service.

We have completed our first full year with our new reporting system and it has allowed us to analyze the ambulance run data in an unprecedented way. The run data has shown us that we responded to 2,549 emergencies last year which is an increase of 40 runs over last year. It has also shown us that our first ambulance responded 1,993 times and our second ambulance responded 488 times. When both of our ambulances were simultaneously occupied we had to call for a mutual aid ambulance 68 times, while our ambulance responded out of town for mutual aid 117 times.

The run data has shown us that October was our busiest month with 264 calls followed by December and then November. The month of April had the lightest call volume with 205, followed by September and March. Friday proved to be our busiest day of the week, with 437 calls followed by Monday and Wednesday. Sunday had the lightest call volume, with 399 calls, followed by Tuesday and Thursday.

We are now also able to analyze the types of calls that we are receiving, which allows us to identify possible problems in the community; while also providing a guide for what areas our department training courses need to focus on. For example last year we responded to 526 motor vehicle accidents, 270 falls, 163 respiratory calls and 142 cardiac emergencies. All this data gives us a much better understanding of our patient demographics.

Finally the reporting system has also shown an increase in reporting accountability for billing, and that has resulted in a large return in ambulance receipts back to the town.

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

Respectfully submitted,

Kevin Pollicelli
EMT Coordinator

JUVENILE FIRESETTER INTERVENTION PROGRAM

The Burlington Juvenile Firesetter Intervention Program (JFIP) had another successful year in 2011. The firefighters involved in Burlington's JFIP team for 2011 were FF Gus Marino and FF Todd Ficociello. These Burlington firefighters work as part of a coalition consisting of multiple area agencies, including local fire and police departments, the District Attorney's office, and area school districts. The JFIP was designed to provide early intervention for youths involved in fire-setting behavior. In addition to fire-setting screening and education, the program assists youth who have committed "fire related" acts such as pulling false alarms. These services not only provide assistance to the youth and his or her parents, but also provide an additional layer of safety for the community by limiting the chance that the child will re-offend.

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

In addition to screening/interviewing Burlington juveniles and their parents, the Burlington JFIP members have been involved with screenings and interviews in Woburn, Bedford, Reading, and Lexington. This interagency cooper-

ation insures a positive outcome for not only the child, but for the citizens and businesses of Burlington and surrounding communities.

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

In 2011 the BFIP had one child to assist. This child was screened and educated at home about the dangers of fire, the consequences of his actions, and the potential for injury or damage.

Respectfully submitted,

Firefighter Gus Marino
Firefighter Todd Ficociello
JFIP Team

PUBLIC WORKS DEPARTMENT

John G. Sanchez

Superintendent of Public Works

Thomas F. Hayes

Town Engineer

Teresa J. Keene

Administrative Assistant

Assistant Superintendents

Kevin J. Keene

Highway

George T. Lee

Central Maintenance

David C. McCafferty

Water and Sewer Utilities

Managers

Paul W. Cauldwell

Cemetery

William D. Keene

Treatment Plant

DPW Staff

Frank E Anderson	William Kane
John T. Baldwin	Larry Kennedy
Paul S. Bieren	William Lundgren II
Robert S. Clougherty	Russell J. Makiej
Craig H. Cooper	Donna L. Manning
John Doherty	Pialisa A. Manent
William Doherty	James Marchese, Jr
Arlene Defilippo	Armand Marion
Richard L. Dubbs	Nanette D. Masotta
Michael P. Dwyer	Lisa Matarazzo
Robert Feeney	Timothy Mazzone
Leonardo Fernandes	Ricky McClenningham
Dennis F. Fitzgerald	Robert W. McMahon
Michael Giardina	Donald McNeil
Robert S. Glover	Donald H. Price
Thomas Harrington	Michael A. Quinones
Frederick M. Haynes	Charles D. Ralph
Wayne Higden	Richard A. Reid
Stephen Hildreth	Patricia Q. Robichaud
Stephen A. Johnson	Charles F. Woods Jr
Roderick Joslin	Brian White

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

This year the department worked on several major projects including the Terrace Hall pump station upgrade and installation of new sewer force main, painting of the Greenleaf water tank and the Center Street tank, and replacement of the Francis Wyman water main. The Commonwealth of Massachusetts awarded the town a grant for the reconstruction of the Middlesex Turnpike/Third Ave intersection and the reconstruction of Third Ave. This public/private effort allowed the \$3,000,000 project to proceed without the use of any Town funds to complete repairs to town roadways and signals.

Following the submittal of onerous paperwork, FEMA reimbursed the Town \$137,000 for expenses incurred during the January '11 blizzard.

Although the department completed one of the most successful years by completing or continuing numerous projects and serving the residents, we finished the year on a somber note. Al Ferreira, Assistant Superintendent for Highway, who joined the department in 1986 passed away in November, 2011. Al was not only a dedicated employee of the Town but a good friend.

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

Respectfully submitted,

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

ADMINISTRATIVE

Water & Sewer billing sent approximately 17,877 bills out in the amount of \$9,451,576. Purchasing processed over 4,500 invoices. The staff handled approximately 10,000 customer service calls with many of these calls related to water and sewer billing, boil water order, storm/tree damage, as well as trash and other DPW related issues.

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

Respectfully submitted,

Teresa Keene
Administrative Assistant

ENGINEERING DIVISION

The Engineering Division evaluates, designs, bids, and manages Town-funded infrastructure improvement projects. Engineering staff manages consulting engineers hired to design projects outside the expertise of the Division. In addition, the Division provides support to other Public

Works Divisions as well as any Town Department that requests technical assistance. This office maintains and updates infrastructure plans, project files, and Public Works GIS data layers.

Capital Improvement Projects

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

- **Francis Wyman Rd/Wing Terrace Drainage (1132)**
– Consisting of the installation of 330 linear feet of 12-inch drain line and structures awarded to Commonwealth Construction & Utilities Inc of Maynard, MA at the contract value of \$91,290

PHOTO BY: STEPHEN HILDRETH, TOWN OF BURLINGTON ENGINEERING DIVISION



Drainage Installation, Francis Wyman Road at Wing Terrace

- **Francis Wyman Road Water Main Replacement Project (1131)** – Consisting of the installation of approximately 3000 linear feet of 12-inch ductile iron water main in Francis Wyman Road from Cedar St to Bedford St was awarded to EH Perkins, Hudson MA at the contract value of \$578,354.

- **Bituminous Paving Various Streets 2011 (AP-10-1124)** – Developed contract documents, bid, designed and managed the street paving contract which was awarded to EH Perkins, Hudson MA at the contract value of \$859,664

- **Pavement Preservation** – Managed and implemented a road surface treatment program designed to extend the life of asphalt pavement using pavement preservation techniques. Microsurfacing 2011(1137) awarded to Sealcoating Inc of Hingham MA, at a contract value of \$223,000. Cracksealing 2011 (1139) awarded to Superior Sealcoat Inc. of Wilmington MA at a contract value of \$67,334.

Contract Management

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

- **Terrace Hall Pump Station/Force Main (1030)** – Awarded to FST Engineers, Burlington MA in the amount of \$758,012 for design and construction services of the Terrace Hall Pump station and force main rehabilitation project. Construction of this project was awarded to Waterline Industries of Seabrook NH, at a contract value of \$5,281,429. The project is currently under construction and Engineering Division is providing construction inspection for the Force Main portion of the project.

PHOTO BY: DENNIS FITZGERALD, TOWN OF BURLINGTON ENGINEERING DIVISION



Sewer Manhole Installation - Hemlock Lane

- **Sewer System Inflow & Infiltration Mitigation Phase 5** – Design contract (1119) awarded to Weston & Sampson, Peabody MA at a contract value of \$254,950 Construction (1140) was awarded to National Watermain Cleaning Co. of Canton MA at a contract value of \$223,544.

- **Pine Haven Columbarium /Expansion (1129)** – Awarded to RDA Landscape Architecture in the amount of \$34,100 for the Pine Haven Cemetery columbarium final design.

- **Middlesex Turnpike/Northwest Park (1112)** – The project was awarded to E.H. Perkins of Hudson, MA in the amount of \$2,914,372 for the roadway enhancement of Third Ave and Middlesex Turnpike. The project is funded through state grants and Northwest park contributions. The project is currently under construction while the Engineering Division is largely responsible for construction administration and construction oversight.
- **Traffic Light Maintenance (1138)** – Awarded to Dagle Electrical Construction Corp. of Woburn MA in the amount of \$27,270 for the repair, maintenance, and upgrades of twenty-six (26) Town-owned traffic lights. Traffic light upgrade design to the Burlington Mall Road/NEEP and Burlington Mall Road/Great Meadow Road intersections was awarded to VHB Inc. of Watertown, MA at a contract value of \$56,000.
- **Street Light Maintenance (ST-10-1120)** – Awarded to Republic I.T.S. of Billerica MA in the amount of \$43,813 for the repair and maintenance of the Town's street light network.

DPW Procurement

The Division developed bid packages in accordance with MGL CH 30B and 30 39M for various Town projects, which were made available on our web site for ease of distribution.

Other Projects

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

- Pump Station SCADA project
- Francis Wyman Rd/Bedford St Intersection Design
- Pine Haven Cemetery Double Deep vault expansion.

Subdivision/Site Plan Inspection

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

Infrastructure Management

- **Sewer Bank** - As required under an Administrative Consent Order (ACO) issued by the Department of Environmental Protection (DEP) the Town is under a strict sewer moratorium. No new sewer connections can be made to the system unless five (5) gallons of Inflow or Infiltration (I/I) is removed for every one (1) gallon of sewer that is added to the system. The DEP requires bi-annual reporting of new sewer connections, I/I mitigation projects undertaken, and an accounting of gallons added versus flow removed, commonly referred to as the "Sewer Bank". The Division manages the Sewer Bank as well as the overall I/I mitigation program.
- **Pavement Management System** – The Division continues to evaluate pavement conditions and update the Town's GIS based Pavement Management System, which was implemented in 2002.
- **Utility Permits** - The Division created and maintains a utility permit system developed to streamline and automate the permit and inspection process (street opening, water, sewer, and trench). This year the Division issued 302 utility permits.

This season was exceptionally busy. I would like to express my gratitude to the staff for all their hard work.

Respectfully submitted,

Thomas F. Hayes, P.E.
Town Engineer

CEMETERY

Pine Haven Cemetery

Cemetery personnel performed 65 burials at Pine Haven Cemetery and sold 49 new burial plots. Planning for future burial space is ongoing. Cemetery personnel with the assistance of the summer help installed 810 ft of underground electrical and sprinkler communication wire for future expansion of the cemetery and 1300 ft of irrigation lines were also installed. Repairs were made to the siding and trim to the front and side entrances of the chapel due to weathering. Eleven trees were replaced due to the destruction caused by Hurricane Irene. 100 ft. of decayed and

destroyed wooden stockade fence, also due to hurricane Irene, were replaced with 18 Arborvitae trees to form a natural barrier fence.

Chestnut Hill Cemetery

Cemetery personnel performed 79 burials at Chestnut Hill Cemetery. Repair and preservation work was done to the older monuments that were in disrepair. Extensive clean-up was needed at Chestnut Hill, due to Hurricane Irene, and many trees were damaged. 400ft of new irrigation lines were installed.

Old Burial Ground

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

Regular maintenance is performed throughout the year in all cemetery areas including weed-wacking of grass around headstones and trees, cutting grass, trimming trees and brush, repair and painting of fences, maintenance and repair of equipment, snow plowing and snow removal, removal of debris and trash and sprinkler repair. The Middlesex County Sheriff's Department Community outreach program helps out when heavy clean-ups are needed in the spring and fall. The cemetery also receives help from the Veterans Community Work Program at the Bedford VA Hospital and the summer work program.

I would like to thank the employees of the Cemetery Division for all their hard work throughout the year. Also to the DPW employees who provide assistance and do a great job when extra help is needed. Thanks to the Veterans office of Burlington and the retired veterans who help out with the Memorial Day preparations. The cemetery personnel would like to congratulate George "Tommy" Lee on his appointment to the Central Maintenance division as the Assistant Superintendent. His hard work and dedication will be missed. The cemetery personnel would also like to welcome Frank Anderson to the cemetery. He transferred from the Highway division, and has fit in well.

Respectfully submitted,

Paul Cauldwell
Cemetery manager

CENTRAL MAINTENANCE

The Central Maintenance Division continued to repair and perform preventative maintenance on the DPW, Recreation and Police vehicles and equipment. The goal of the department is a safe and efficient fleet.

I have been privileged to have been appointed to Assistant Superintendent of this division and I am looking forward to serving the community for many years. I would like to welcome Steven Tapley as our new hire as of November 1st.

I would like to thank Robert Glover and Leo Fernandes for their hard work and dedication. I would also like to thank the town employees who have made my transition relatively easy.

Paul Neilsen retired on October 1, 2011 after 28 years of service. We would like to wish him a long and healthy retirement.

Respectfully submitted,

George Thomas Lee
Assistant Superintendent
Central Maintenance

HIGHWAY

The Highway Division continued to maintain all roads and sidewalks throughout the town. During the 2011 year we endured 12 snow storms with a total of 74 inches of snow. We along with other divisions and many contractors kept up with the clearing of over 100 miles of roads. The Highway Division also used over 3000 tons of salt and 700 tons of sand to keep these roads clear and safe for our residents and visitors.

With endless hours and plenty of paperwork we were able to recover \$137,558 from FEMA for the blizzard of January 11th and 12th.

This Division also dealt with Hurricane Irene and an October 31st snow storm which left many tree limbs and trees down throughout the streets of Burlington. Highway personnel along with contractors worked for weeks to clear road and sidewalks of all this debris.

Other projects that were done throughout the year were:

- Line Painting
- Brush Cutting
- Street Sign repair and replacement
- Berm and Apron Projects
- Cleaned over 1000 Catch Basins and repaired 30
- Streets paved by Highway Division:
- Buckman Drive
- Central Avenue
- Grandview Avenue and the Grandview Pumping Station
- Lucaya Circle and Lucaya Pumping Station
- Josephine Avenue

The 2011 year ended on a sad note with the loss of our Boss, Brother, and Friend, Assistant Superintendent Allen Ferreira **"You are dearly missed by all"**

I would like to thank the employees of the Highway Division for their hard work. Also a big thanks to the other divisions and contractors who helped this year for it was a difficult one.

Respectfully submitted,

Kevin Keene
Assistant Superintendent
Highway Division

WATER AND SEWER

Water Section:

• MIU's/Meter R/R	529
• New Meter Installs	562
• Readings by Appointment	511
• Courtesy Leak checks	62
• Water On/Off	92
• Dig Safe Mark Outs	114
• Final Meter Reading Inspections	176
• Security Seals and Meter Reprogramming	67
• Residential Appointments	832
• Cancelled Appointments	45
• Fire Hydrants Service and Repaired	60
• House Sump Pump Inspections	43

The Water and Sewer Division also responded to and repaired 14 water main breaks and 19 water service leaks. Water and Sewer Division also assisted in 8 private complex leaks or breaks.

During the year we also assisted the contractors that are in the process of installing our new sewer force main pipe line in addition to the installation of new water mains through the town.

Sewer Section:

• Sewer Emergency Alarms Responded	130
• Sewer Backups Cleared	17
• Sewer Mains Jet Rodded and Cleaned	53,200 Ft.
• Sewer Section Leaks and Breaks	0

The Sewer Section also installed several dozen feet of electrical conduits for the installation of our new operating and alarm system that we are installing, in order to make our water and sewer stations more efficient and up to date.

In 2011 we installed an in house inspectional service in order to inspect Back Flow Devices throughout town. These devices protect our water supply from outside contaminants from entering into our drinking water. The inspector put this into full operation this year. Our inspector's report follows:

A backflow device is a device that is used to protect water supplies from contamination or pollution. We have 3 different types of backflow devices used in the Town. They are Reduced Pressure Zone (RPZ), Pressure Vacuum Breaker (PVB), and Double Check Valve (DC). The state regulations require that tests be done twice a year on RPZs and once a year on PVBs. Mechanical backflow devices have internal seals, springs and moving parts that are subject to wear and tear. Backflows have to be tested to make sure they are functioning properly. Residential backflows only have to be tested upon installation, whereas, Commercial and Municipal buildings are required to be tested upon installation and every year after. The Town charges a small fee per device tested. Currently, the Town has a contract with Weston & Sampson to survey each commercial building.

• Total Reduced Pressure Zone devices	673
• Total Pressure Vacuum Breaker devices	49
• Total Double Check Valve devices	274
• Total testable devices in Commercial/Municipal buildings	996

Test Results

	Passed	Failed
DC Residential	3	0
DC Municipal	11	0
DC Commercial	263	2
DC Totals	277	2
PV Residential	66	0
PV Commercial	38	7
PV Totals	104	7
RPZ Residential	10	0
RPZ Municipal	69	3
RPZ Commercial	1105	31
RPZ Totals	1184	34
GRAND TOTALS	1565	42

Surveys

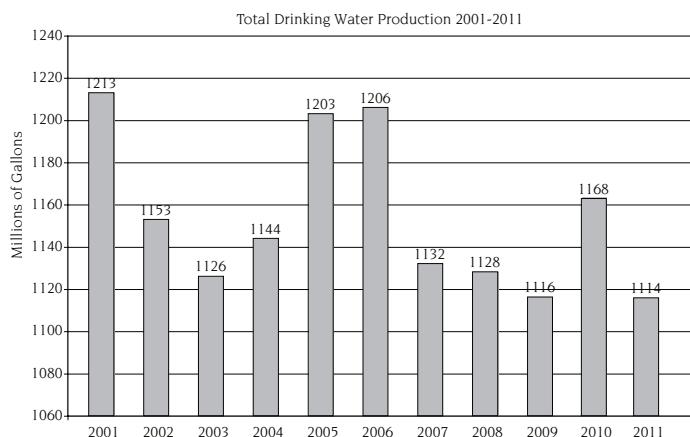
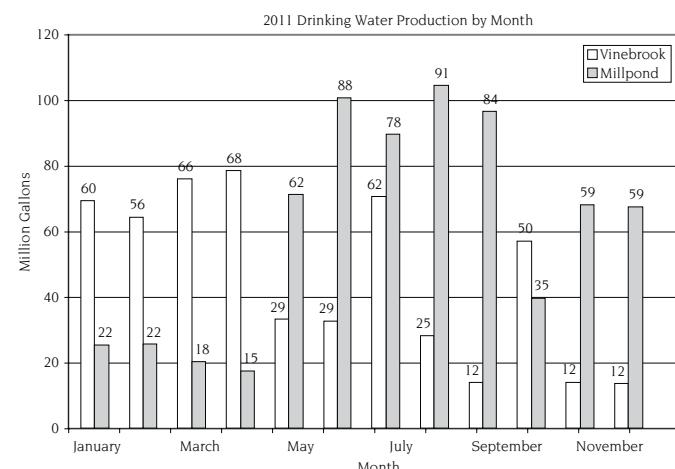
	Passed	Failed
Commercial	61	4
Municipal	8	3
Grand Total	69	7

Water Treatment:

The year 2011 was a very busy year. The production, while not excessive, was punctuated with an abrupt end to a normal high season period. The Town commenced several projects in 2011. The first being the painting and repair to two water storage tanks, plus the upgrade to the Vine Brook GWTP Supervisory Control and Data Acquisition System (SCADA) and the start of the sewer system SCADA installation project. The Vine Brook plant project will help in the integration of both facilities and will also help in better determination of the actual water demand rate. The sewer SCADA system will better enable the flow infiltration hot areas allowing Engineering to better focus its efforts to reduce I & I. The Department cleaned and rejuvenated three wells in FY11 which are wells #1, #2 and #10. The Town is continuing to rehabilitate the Billerica Diversion Station. This should be completed in mid 2012.

The Department experienced several DEP Non-Compliance incidences in 2011. The first was the failure to send to DEP the 1st quarter VOC results by April 10, 2011. The test was done but the forms were not delivered. The second was a total Coliform result that was reported to the DEP but confirmation results did not get to the State regional office. The cause seems to have been a sampling

error and no further action was needed. The third was a Total Coliform test that was E.Coli fecal positive. This required a Boil Water Order from the State. The order lasted three days and was lifted by the DEP. The exact cause will never be known but the change in water use and weather conditions may have played a factor in the low chlorine levels that give system protection. The Town had experienced several large water main breaks that could have contributed. The Town now has in place new operational guidelines to help in limiting this from happening in the future.



I would like to thank all who assisted us with the successful completion of our new water meter program, we learned a lot.

In closing I want to say thank you to all Water, Sewer and Treatment personnel for their continued professionalism and courtesy with the general public and other departments in getting the job done.

Respectfully submitted,

David C. McCafferty
Assistant Superintendent

BURLINGTON PUBLIC TRANSPORTATION

Well it's been a year of using our new logo and look on the Burlington Public Transit buses which travel throughout the Town of Burlington. The pictures on the sides of the buses depict all the destinations where the buses travel throughout the Town.

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

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

Bus Fares are as follows:

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

Pass applications may be obtained from either of the bus drivers or on-line through the website.

Pass rates are as follows:

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

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

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

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

Once again, we would like to thank the Burlington Mall for funding the cost of operating the buses for the five Saturdays between Thanksgiving and Christmas. Taking advantage of this opportunity, the Burlington Public Transit system provided 350 rides this holiday season. This is a terrific way to get your holiday shopping done and not worry about finding a parking space at the Mall or fighting the traffic.

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

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

Respectfully submitted,

Patti Robichaud
Burlington Public Transit Coordinator

CONSERVATION COMMISSION



Front (L to R): Nedim Celik, Ann McNamara, Gretchen Carey, Rear (L to R): Gail Lima, Larry Cohen, Indra Deb, (absent) Kerry Melanson.

The Burlington Conservation Commission respectfully submits this report of the activities of the Conservation Commission and the Conservation Department during 2011. Anyone wishing to learn more about the functions and activities of the Commission is invited to contact the Conservation Department, attend a Conservation Commission meeting, or visit the Conservation Department webpage (<http://burlington.org/conservation/Pages/Index.html>).

The Conservation Commission is comprised of seven volunteer members appointed by the Town Administrator/Board of Selectmen to three-year terms. Larry Cohen has chaired the Commission since 1994 and continued as chair in 2011. Gail Lima again served as the vice-chair in 2011. The Commission's membership remained intact throughout 2011, with Kerry Melanson, Indra Deb, Nedim Celik, Ann McNamara, and Gretchen Carey continuing to serve.

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

Conservation Assistant/NPDES Stormwater Coordinator Jodie Wennemer, and Principal Clerk Ellen Longo. Jodie's position was restored to full-time in September, as she assumed the added responsibility of coordinating the town's federal EPA NPDES Phase II (National Pollution Discharge Elimination System) permit.

Regulatory Functions/Permitting

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

Projects reviewed by the Commission in 2011 included: the redevelopment of the Third Avenue section of Northwest Park, construction of a new municipal park at the Mary Cummings Park (aka the Boston Land), new construction at the Mount Hope Christian School, and the redevelopment of an industrial site into a daycare center at 105 Terrace Hall Avenue. Numerous minor residential, municipal and commercial projects were reviewed and approved by the Commission, as well.

Land Management

The Conservation Commission is also responsible for managing several parcels of Town-owned land under its jurisdiction. These include the Mill Pond, Sawmill Brook, Marion Road and Little Brook Conservation Areas, in addition to several smaller parcels. Several of these areas have hiking trails. The Conservation Department has digital maps of the largest Conservation areas that can be downloaded as pdf files from the department's web page, or obtained by emailing burlingtonconservation@gmail.com.

Routine maintenance of Conservation area trails was done in the spring of 2011 by the stream-cleaning crew before commencing the annual clean up of debris and refuse from the town's streams.

Beyond managing existing Conservation land, the Commission pursues and promotes the acquisition of additional open space throughout the Town through several means, including conservation restrictions, land donations, land transfers, and outright purchases. September 2011 Town Meeting authorized the acquisition of an additional 3+ acres along Sawmill Road to add to the Sawmill Brook Conservation Area. Conservation Department staff and Commissioners applied for a grant to help with the acquisition, but it was not successful. The Town Meeting, however, voted to acquire the land with or without the grant. The acquisition will be finalized early in 2012. Burlington's Open Space & Recreation Plan, updated and approved in 2011, makes the town eligible for future land acquisition grants through 2018.

Burlington Conservation Stewards

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

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

PHOTO BY: JANET ZAHORA



BCS events in 2011 included: a hawk walk in March with two local falconers from the Burlington Science Center (Wendy Pavlicek and Diane Welch), a vernal pool exploration in April, a birding walk in June, a mountain biking ride in September and a Kid & Dog walk in November.

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

Open Space & Recreation Plan Update

Through the hard work of Gretchen Carey and Jodie Wennemer, the Open Space & Recreation Plan (OS&RP) was updated and approved in 2011.

The Open Space & Recreation Plan is a working document created to help the town manage its open space and allows the town to apply for state funding for open space acquisition and protection. Open space includes publicly or privately owned undeveloped lands which are important for a variety of reasons including conservation, recreation, agriculture, or for their scenic quality and contribution to the overall character of the town.

PHOTO BY: LEE HOLLOWBECK



Stream Cleaning

The summer stream-cleaning program was run again by Matt Doyle and Brian Burk, both seasoned stream cleaners. The four-person crew also included Walker Peterson and Brendan Healey. Utilizing GIS mapping and responding to residents' requests, the crew cleaned the usual problematic

areas: Daniel Drive Brook, Sawmill Brook, Sandy Brook, Ipswich River, Longmeadow Brook, and various other small streams around town.

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

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

Respectfully submitted,

Burlington Conservation Commission

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

permanent and two alternate members of the Board are appointed by the Town Administrator to unpaid terms of five years and one year, respectively.

The purpose of the Board of Appeals is to hear and decide appeals from an adverse decision of the Building Department or any town board, to make determinations in Flood Hazard Districts, and to hear and decide petitions for variances in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-law and to issue comprehensive permits under MGL Chapter 40B.

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

In order to grant a variance from the strict requirements of the applicable Zoning By-Laws, the Board must find the following:

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

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

There is no set formula by which the Board can make its decision so that every decision appears compatible with the other. What may be a substantial derogation of the intent

BOARD OF APPEALS



Seated (left to right): John Sullivan, Chairman; Gene Lane, Vice-Chairman. Standing (left to right): John Alberghini; Matt Lee (Alternate); Neil Kane (Alternate); Bill Gaffney. (Missing from the photo: Joe Morandi)

The Board of Appeals of the Town of Burlington is created under Section 17 of the Zoning By-Law, pursuant to Chapter 40A of the Massachusetts General Laws. The five

and purpose of the Zoning By-Law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. The Board listens to the presentation made by the petitioner, reviews the submitted material, and asks many questions in order to ensure that the request is appropriate. The Board also takes into great consideration the opinions presented by abutters. Each case must be treated individually, must stand on its own merits, and not be decided by precedence.

In 2011 a total of twenty-four (24) applications requiring a formal decision by the Board of Appeals were received of which eight (8) were for residential set backs and sixteen (16) applications were for commercial sites. The town collects fees for applications made to the Board of Appeals, and a total of \$6,060 was collected in 2011 with the bulk of the fees collected being directed to the general revenue fund of the town.

Some of the major commercial applications under review by the Board of Appeals in the past year included signage for Sovereign Bank, Charles Schwab, Ascend Learning Center, Nordstrom Rack, Earthlink, InterGen, Netzsch, and Aspen Technologies, Inc.

In April members of the Board of Appeals thanked outgoing recording clerk, Karen Peters, for her many years of service to the town and wished her well in her new endeavors and welcomed Betty McDonough as the new recording clerk. The recording clerk supports the Board of Appeals and is responsible for providing input to project proponents and attorneys, town departments and other town boards as well as assists applicants in navigating the application process and ensures compliance with the timelines of legal notifications, deed letters, and other administrative requirements as required by regulations and bylaws.

Anyone wishing to learn more about the function and purpose of the Board of Appeals may visit the board's website (<http://www.burlington.org/appeals.htm>). The members of the Board of Appeals are pleased and honored to serve the town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

John Sullivan, Chairman
Gene Lane, Vice-Chairman
Joseph Morandi, Clerk
William Gaffney
John Alberghini
Neil Kane
Matthew Lee
Betty McDonough, Recording Clerk

BUILDING DEPARTMENT

I herewith submit my report as Inspector of Buildings for the year 2011.

The Building Department issued 3,255 permits in 2011, 919 building permits of which 415 were commercial and 504 residential; resulting in over 5,529 inspections being performed.

In comparison to last year, the total estimated building permit construction costs for 2011 increased to an encouraging \$132 million dollars. The value of the estimated residential construction fell to \$15.7 million. The apartment/condominium development continues at four (4) locations:

The Villages at Seven Springs, Seven Springs Lane

Burlington Heights, 235 & 245 Cambridge Street

Oakridge at Burlington, Murray Avenue

Winn Street Commons, 260, 262 & 264 Winn Street

New single-family dwelling building permits issued in 2011 held stable at 18. There were 14 building permits issued for demolition of a single family dwelling. The building permit numbers depict an increase in home improvements and a slight decline in residential additions. Residential building activity this year for single-family dwellings included the following. See list on page 46.

- 6 Second Floor Additions
- 9 Finish/Remodel Basement
- 44 Kitchen Additions/ Remodels
- 6 Seasonal/Sunrooms
- 123 Roofs
- 34 Decks
- 50 Windows
- 27 Weatherization
- 5 Two-Story Additions
- 6 Family Room Additions
- 65 Bathroom Additions/Remodels
- 17 Garages
- 34 Siding
- 23 Swimming Pools
- 11 Fuel Burning Appliance
- 5 Solar Panels

New commercial construction remained steady at approximately \$90 million in 2011. The continued commercial boost was attributed to the new construction of Northbridge Assisted Living and Mount Hope Life Center facilities, as well as Marshall Simonds Middle School addition. Construction values for office use held strong at \$52M. New office tenants with significant values include Dyax, 55 Network Dr (\$2.8M); InterGen, 30 Corporate Dr. (\$2.5M); Acquia, 25 Corporate Dr (\$1.2M); and Ascend Learning, 5 Wall St. (\$1.3M). Other notable new office tenants include Black Duck Software, 8 New England Executive Park; Erland Construction, 71 Third Ave.; Netzscht, 129 Middlesex Turnpike; Inventiv, 1 Van de Graaff Dr.; Microelectronics, 30 Corporate Drive; and Bridgeline, 80 Blanchard Road.

Retail construction also remained steady at \$13M. Noteworthy construction values include the "old" Market Basket reconfiguration of 5 tenant spaces at Middlesex Common (\$2.7M) including Nordstrom Rack (\$2.1M) Burlington Wine & Spirit, and Verizon. Construction costs at the Burlington Mall for 2011 was \$6 million. Burlington Mall's new major retail tenants include: Juicy Couture, 77 Kids, Little MissMatched, and Swim 'N Sport.

A striking increase in the number of food establishment construction (\$4.2M); markedly, The Chateau (\$1.1M); Burton's Grill (\$1M); Five Guys at Middlesex Common; Chipotle Mexican Grill, B Good Burger, Yeh Yogourt! at Burlington Marketplace, and Mr. Chan's at Burlington Square.

Other construction costs include the update / renovation of two hotels: Candlewood Suites at 130 Middlesex Turnpike and Hilton Garden Inn, 5 Wheeler Road. To summarize, the following commercial building permit activity was categorized by use group, as follows:

No. Issued	Use Group	Estimated Construction Cost
4	Assembly/Recreation	\$627,391
14	Church/Religious	\$13,500
121	Food Establishment	\$4,245,223
23	Hospital/Institution	\$14,107,663
634	Office/Bank/Professional	\$36,156,556
2	Industrial	\$237,793
4	Parking Garage Repairs	\$549,797
31	School/Educational	\$26,983,962
246	Stores/Mercantile	\$12,603,962
15	Wireless Communications	\$168,200
9	Other	43,302

The Building Department personnel received and replied to over 80 emergency calls from Fire Department and other Town agencies this past year. In addition, we responded to approximately 70 complaints/violations. The majority of zoning complaints and violations this year were again due to the significant amount of illegal freestanding / A-frame signs placed throughout the town. Other complaints/violations included commercial vehicles parked in a residential zone and performing work without a building permit. In 2011, 103 Certificates of Inspection for all assembly areas, temporary occupancies and/or Chapter 304 certificates (liquor establishments) were issued in Burlington.

Changes this year in the building code required the Building Department to issue separate contractor permits to perform sheet metal installations (duct work). Previously this permitted work was included in the overall building permit for the project.

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

Lisa Crockett continued work to prepare building plans to microfiche - Microfilm Imaging Project. Lisa achieves the essential components for this program. Completed this year includes building plans from 1975-1978 and new plans issued since June 2010 through Dec 2011. Since the inception of this program we have processed over 33 years of building plans to microfiche.

This past year the Building Department needed coverage for absent staff members. We would like to thank Peter and Bill Farfaras, Dan Vitale and Lisa Crockett in their efforts to help fulfill our administrative tasks throughout the year. We also took part in the Senior Work Off Program and would like to thank those individuals as well.

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

In summary, this table depicts Building Department activity for 2011:

	No. Issued	Fees Collected	No. of Inspections
Building Permits	919	\$835,088	1692
Certificates of Inspection	103	7,311	143
Sheet Metal	104	39,705	111
Electrical Permits	1021	115,082	2169
Plumbing Permits	610	65,930	792
Gas Permits	428	21,330	477
Complaints/Violations	70		145
Extra Fees/Miscellaneous		2,464	
TOTALS		3,255 \$1,086,910	5,529

Respectfully submitted,

John J. Clancy
Inspector of Buildings

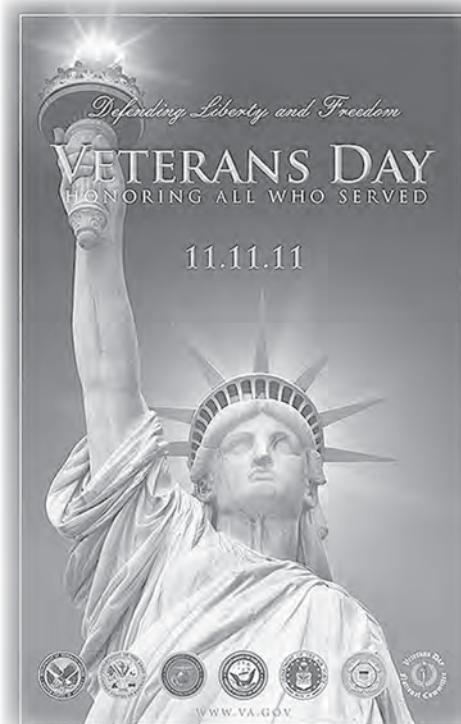
THE OFFICE OF VETERANS SERVICES

2011 was the 10th anniversary of the attacks on the World Trade Center, the Pentagon, and the crash in Pennsylvania. The Town of Burlington held a special anniversary event remembering those we lost, and all that changed on that day in 2001. It was a very busy year for the Burlington Office of Veterans Services. 2011 was also the 150th Anniversary of the start of the American Civil War, the 70th Anniversary of our involvement in World War II, and the 70th Anniversary of the Tuskegee Airmen.

The national economic crisis is still the main reason that more Burlington veterans and their families are turning to this office for direction, guidance and assistance in obtaining both state and federal veterans benefits. Veteran's benefits are not automatic and need to be applied for along with other benefits for which the veteran and their families may be eligible, such as Social Security, various insurance, housing, employment and fuel assistance.

In 2011 we not only conducted our annual Memorial Day and Veterans Day ceremonies, but we were also responsible for the 9-11 Ceremony held on September 11, 2011.

PROVIDED BY: VA



2011 VA Poster – Honoring All Who Served

In January WHDH-TV "Help Me, Hank" and "Hank Investigates," award winning Channel 7 investigative reporter Hank Phillipi Ryan, requested some assistance from the Burlington Office of Veterans Services, for a news story about veterans and their experiences with the VA. Her leading-edge consumer and investigative reports have become not only widely acclaimed, but also viewers' favorites.

PHOTO BY: BETTY McDONOUGH



Hank Phillipi Ryan, news correspondent with WHDH, Bob Hogan, Burlington Director of Veterans Services, and other veterans, during creation of Help Me Hank episode.

Phillipi Ryan is also a best-selling mystery author, winning the prestigious AGATHA Award for Best First Novel with her debut PRIME TIME. She has written two additional mystery books, FACE TIME and AIR TIME, all mystery stories about, what else, an investigative reporter.

MEMORIAL DAY

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

During World War II, the U.S. military was racially segregated. Reflecting American society and law at the time, most black soldiers and sailors were restricted to labor battalions and other support positions. An experiment in the U.S. Army Air Forces, however, showed that given equal opportunity and training, African-Americans could fly in, command, and support combat units as well as anyone.

The U.S.A.A.F.'s black fliers, the "Tuskegee Airmen," served with distinction in combat and directly contributed to the eventual integration of the U.S. armed services, with the U.S. Air Force leading the way.

PHOTO BY: BETTY McDONOUGH



Memorial Day: Colonel Brian Marshall U.S.A.F. Retired, Tuskegee Airman with Civil Air Patrol Cadets, Hanscom Composite Squadron

BHS Band Director Matt Lovell was presented with a plaque for all his years of service to the veteran-community, by bringing the high school marching band to every Veterans Day and every Memorial Day.

We also made note that 2011 was the 150th Anniversary of the start of the American Civil War. The American Civil War (1861–1865), also less commonly known as the War Between the States, is celebrating the 150th Anniversary of the start of that terrible conflict. It started not on the bloody battlefields of Virginia but on the mean streets of Baltimore where the day long battle on April 19, 1861 cost us the lives of the first four Union Army soldiers. They were men of the 6th Regiment of Massachusetts Volunteer Militia of Lowell. The first four lost were Corporal Sumner Needham, Privates Luther Ladd, Addison Whitney, and Charles Taylor.

The nation also lost the Last American Doughboy, Frank Buckles. The number of Americans who served in WW-I was 4,734,991, and all 4,734,991 have now passed away. Buckles was born on February 1, 1901. At the age of 16, he witnessed the European theatre of World War I, serving in the United States Army as an ambulance driver. In World War II, he became a Prisoner of War in the Philippines and was imprisoned for 39 months. After his return, Frank settled

down in West Virginia to his humble farm, where he lived until his death on February 27, 2011, at the age of 110.

9/11 TEN YEARS LATER, A DECADE OF REMEBRANCE

On the morning of September 11, 2001, we all rose to our very regular lives. We started our day as we always had. We did not seek the hatred that came to our shore that day. We did not provoke the assault on our way of life. We did not invite that confrontation with evil. The true strength of this country is how, we stood up and confronted that evil. Since 9/11 the streets of Heaven have become crowded with Heroes and Angels.

PHOTO BY: MICHAEL TREDEAU PHOTOGRAPHY



9/11 - A Decade of Remembrance: Fire Captain Kevin Browne and Police Patrol Officer Keith Sheppard salute during the "Tolling of Bells" by Firefighter Ernest Covino.

Five individuals and their families and friends were remembered during the ceremony. Wreaths were presented and prayers said for: American Airlines Captain Thomas McGuinness; high school teacher and coach, Jim Trentini and his wife, Mary; high school swim team captain, Robert Hayes. All four died when American Airlines Flight 11 crashed into the World Trade Center. A wreath was also placed and prayers said for L/Cpl Gregory MacDonald, who died fighting in Iraq, because of 9/11. We thank the town for its support and for the work performed by our volunteers who were so willing to assist.

We also honored the public safety personnel who died that day in New York, those who died at the pentagon, and those who died in Shanksville, PA. The fire bells were rung and the police "last call" was read. When there are things that need to be done, which we cannot or will not do, we

call upon our firefighters, we call our police officers, and in time of national need, we call upon the men and women who serve us and protect us as members of one of the branches of the United States Armed Forces. Others present at the 9/11 ceremony were the Burlington High School Marching Band, the Stuart Highland Pipe Band, the Liberty Belle Chorus, and Col. Thomas Killeen, U.S.A.F., Hanscom Air Force Base.

*Even when they know the danger,
police officers run towards that danger*

*Even when they know the danger,
firefighters run into the fire*

*Even though they know the danger,
our soldiers, sailors, marines and airmen stand
between us and our enemy.*

This is the country of True Heroes.

VETERANS DAY

November 11, 2011, Veterans Day, was celebrated on the Town Common. Our Guest Speakers were Chief Master Sergeant Kevin Call, Senior NCO at Hanscom Air Force Base, and Shawn Lane, 1992 graduate of BHS, an Air Force Academy Graduate, who was flying F-16s over Iraq's No-Fly Zone on September 11, 2001, when we were being attacked here.

PHOTO BY: MICHAEL TREDEAU PHOTOGRAPHY



Veterans Day: World War II veterans and special guests, Jane Molony and Charles Kitchell with their families.

We also had the pleasure of having Chaplain Raymond Moncrief, also from Hanscom AFB as our Chaplain that day. State Representative Charles Murphy presented a proclamation from the State House of Representatives acknowledging that 2011 was the 70th Anniversary of our involvement in World War II. Special guests joining us as part

of the program were World War II veterans, Jane Molony and Charles Kitchell and their family members. Both veterans served overseas with Ms. Molony as a Navy nurse, and Mr. Kitchell, who was also in the Navy, was awarded several campaign and occupation medals for his service.

We acknowledged that 2011 was the anniversary of both the Attacks on Pearl Harbor and the Attacks on the World Trade Center and the Pentagon. This year we rededicated both the Marine Memorial and the Vietnam Veterans Moving Wall Memorial and a wreath was placed at each of their new locations within the memorial section of the Town Common. A wreath was also placed at the adjacent War memorial.

As always we thank those who attended our ceremonies: Joe McGrath our bagpiper; the Reverend Francesco Passamonte; the Selectmen; the boys and girl scouts who tolled the bell eleven times with the assistance of Al Fay; State Representative, Charles Murphy; State Senator Ken Donnelly; the veterans service organizations; the Burlington High School Marching Band, including the solo performance of *Battle Line* by the BHS Drum Line; the American Legion for the collation; Gina Johnson for setting up Operation Home Ties, the wall of portraits of her hand drawings of veterans we have lost. And we thank all the veterans and citizens of Burlington who attended and supported this and other programs.

Day to Day Operations of the Office

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

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

VETERANS SERVICES - State

Massachusetts General Laws Chapter 115 grants eligible Burlington veterans, their families, and their surviving dependents state benefits to provide for daily living. These

benefits also cover medical insurance and medical care payments for residents who are uninsured or underinsured. These benefits are intended to be temporary in nature and not a full time, permanent support system. The Massachusetts definition of a veteran now coincides with the federal definition to include everyone who served in uniform for at least 180 days. More veterans and surviving spouses are now eligible and applying for state veteran's benefits.

The Commonwealth reimburses the town 75% of the money spent directly on the veteran in the way of veteran's benefits covered under MGL Chapter 115. The town is also reimbursed 75% for the cost of the U.S. flags placed on the graves of deceased veterans buried in our three cemeteries.

PHOTO BY: MICHAEL TREDEAU PHOTOGRAPHY



Veterans Day: Al Fay with Burlington scouts tolling the bell eleven times during Veterans Day 2011 representing the Eleventh hour of the Eleventh day of the Eleventh month signifying the signing of the Armistice to end World War-I

VETERANS AFFAIRS - Federal

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

In 2011 we continued to have more than 300 Burlington veterans and families receive federal VA Benefits. Hundreds more also seek advice on health care and prescription assistance from the VA, as well as education, home loans and a wide range of other benefits from the state and federal governments.

We also interact with a wide variety of residents on issues and topics not related to veteran's issues. The

Burlington Office of Veterans Services is a one stop Human Service Office and has its top priorities: the providing of services designed to improve the quality of life for every veteran in town, their families and surviving dependents, for people with disabilities and their families, and families in need of fuel assistance.

The Office of Veterans Services handles innumerable human service issues not listed in our title for many citizens of the town. Elderly and young alike ask about job assistance or are seeking information and assistance about Social Security, Prescription Advantage, Medicare, Medicaid and food stamps. Because we also take applications for fuel assistance, families seek us out and ask for advice about health insurance, health care, long-term care as well as educational assistance for college bound children. With additional low-income families living in subsidized housing in Burlington, many people arrive at this office to ask questions and seek assistance.

DECEASED VETERANS

Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances, veteran's grave markers, and burial lots in our local cemeteries. The Burlington Office of Veterans Services thanks the Allied Veterans, the Burlington Boy Scouts and the Girl Scouts and other volunteers for their assistance in the placement of U.S. Flags on the graves of veterans buried at the Pine Haven and Chestnut Hill Cemeteries. And the Burlington Office of Veterans Services wants to acknowledge the wonderful relationship and continued support of the Sullivan Family.

GRAVES OFFICER

Section 9 of MGL Chapter 115 requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. The Town of Burlington honors its veterans buried here by flying the Stars and Stripes all year long on the grave of each veteran. We thank the town's cemetery personnel who have always afforded cooperation and support in this responsibility. Individual flag holders are provided by the town. The Burlington Director of Veterans Services is also the Graves Officer who ensures that every eligible veteran has a flag on his or her grave. The Graves Officer is also responsible for ensuring that only veterans discharged under Honorable Conditions are given

consideration for the purchase of a grave in the Veterans Section of either the Chestnut Hill or Pine Haven Cemeteries. In addition, a bronze marker is provided by the US Government for honorably discharged veterans and is applied for by the Graves Officer at this office.

FUEL ASSISTANCE

There are hundreds of families in Burlington who receive fuel assistance from Community Teamwork Inc. This office is responsible for the taking of applications of all eligible residents under the age of 60. Due to serious economic situations, this fuel assistance season has once again started with less federal and state money to sufficiently fund the fuel season. Because of the increase in fuel costs, more residents become eligible for fuel assistance. Verification is sometimes time consuming and several visits with increased amounts of paperwork are required in order for the applicant to receive the proper amount of assistance. Obtaining all the information needed for determination of the candidate is absolutely necessary. Also, families on fuel assistance often need additional guidance and assistance and utilize this office as the resource for information and direction they need to improve their quality of life.

Respectfully submitted,

Robert C. Hogan, Director

Elizabeth C. McDonough, Principal Clerk

DISABILITY ACCESS COMMISSION

PHOTO BY: BETTY McDONOUGH



Disability Access Commission: Front row (left to right): Rita Murphy, Dave Murphy; Mary Jane Fietze; Ken Tigges, Chair. Back row (left to right): Betty McDonough, Clerk; Joe Stordy; Bunny Ferguson; Bunny Whittington; Ruthann Covino; Bob Hogan, Coordinator (Missing from photo is DAC member Maura Mazzocca).

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

The members of the DAC once again visited local schools for Disability Awareness Day. This is a way to show the younger students about people with different abilities.

PHOTO BY: BETTY McDONOUGH



Disability Access Commission member Maura Mazzocca with her seeing eye dog, Jolly and DAC members Ken Tigges and Dave Murphy

The members again spent the day on the town common during Celebrate Burlington (formerly called Burlington Pride Day) talking to residents about what the DAC does for the

Burlington disabled community. They also held meetings and had discussions with the Massachusetts Historical Commission regarding access to the historic Francis Wyman House.

Respectfully submitted,

Robert C. Hogan, Coordinator
Elizabeth C. McDonough, Clerk

BURLINGTON COMMUNITY LIFE CENTER

MISSION AND OVERVIEW

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

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

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

Evening appointments may be arranged for working families by calling in during regular office hours (9am-5pm).

During later evening hours and on weekends, the agency voicemail will collect messages for the BCLC staff and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis that cannot wait until a staff member is available.

INTERDEPARTMENTAL/AGENCY COLLABORATION

BCLC staff work collaboratively with town departments and other mental health and social service agencies. At the request of Burlington High School's health education department, we continue to provide workshops for sophomore health classes on teen depression and suicide prevention.

BCLC staff continues to co-chair the town's Drug & Alcohol Task Force. This Task Force continues efforts to reduce access to and use of alcohol for minors through a wide variety of approaches.

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

BCLC staff also meet periodically with members of the Burlington Interfaith Clergy Association and are involved in local and regional meetings of agencies and programs concerned with mental health or social services (Lahey Initiative Committee on Domestic Violence, Lahey Community Benefits Committee, Local Officials of Human

Services Council, Youth Commission Coordinators, Burlington School Department Bullying Prevention Committee, and other adolescent service organizations).

SOCIAL SERVICES

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

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

The PHP Board also manages the Covenant for Basic Needs. Begun by the Burlington Clergy Association in 1982, it provides limited help for those residents experiencing financial emergencies. In FY2011, BCLC staff again screened over 100 requests. This number does not include the many requests we receive from residents applying for the Holiday Program and the scores of residents already served by the Food Pantry.

STATISTICAL NOTES

An average of over 200 residents each month received counseling services, and counseling services were provided to over 350 Burlington residents in 2011. A summary of our clinical statistics follow below.

Referral Sources:

30%	Schools
32%	Self Referrals (These are mostly former clients who were happy with the services provided previously and returned due to a new crisis or issue.)
23%	Community (police, clergy, doctors, crisis team, lawyers, other town depts., DMH, DCF)
15%	Family & Friends

OTHER COMMUNITY SERVICES

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. BCLC staff continues to do an excellent job coordinating the Friends in Service to Humanity (FISH) and Rent-A-Kid programs. FISH volunteers provided 37 rides to local medical and social service appointments for residents in need of transportation. The Rent-A-Kid referral service received 41 requests from adult residents who wanted to hire young people to do a variety of odd jobs.

TRAINING

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

BOARD OF DIRECTORS

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

Ronald MacKenzie, Chair

Linda Collins

Marilyn Langley, Vice-chair

Roberta Mills

Ann McNamara

Kevin Doherty

STAFF

Staff members are all licensed clinicians with a masters degree in either Social Work or Counseling and Psychology.



Below, from left to right, are: Dinah Lane, LMHC; Daphne Davidson, LICSW; Channing Saltonstall, LCSW; Christine Shruhan, LMHC, Executive Director; Rose Udics, Administrative Secretary; Peggi Durand, LSW, group work coordinator; Charlie Franich, LICSW.

SUMMARY

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

Respectfully submitted,

Christine Shruhan, Executive Director

COUNCIL ON AGING

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

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

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

Staffing

For the second year in a row Municipally paid staff has not changed. We are continuing the Bilingual Outreach program for South Asian seniors in Burlington using our Formula Allocation from the state.

Volunteerism

Seventy-one Volunteers provided over 8,600 hours of service to the senior center, up 1,100 hours from last year with fewer volunteers than the year before. According to our software program's calculations, the value of these volunteers to the town is \$116,200. Volunteers help us with meals and activities around the center. They also answer the phones and greet people when they come in. Volunteers who answer the phones are dealing with ever increasing call volume and an increase in the complexity and sometimes urgency of those calls. Some volunteers are here several times a week and others are only able to help out a few hours a year.



Bunny Whittington was the COA's 2011 volunteer of the year.

Monthly Meetings

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

Monthly Newsletter

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

COA Bus

The Council on Aging bus provides door-to-door transportation free to our frailest seniors and those without cars within the boundaries of the town for senior center programs, the lunch program, grocery shopping and medical appointments. This year we received the donation of a 10 passenger van which we use on busier days, which will also give us the opportunity to expand our hours for taking people to medical appointments. Medical rides are available on Mondays and Fridays from 8:30am to 3:00pm and on Tuesdays and Wednesdays from 1:00pm to 3:00pm. The Council on Aging provided a total of 7,756 rides (a 4% increase from 2010) to 154 people. The COA bus participated in the Fourth of July Parade along with several seniors.



Meals and Minuteman Senior Services

Congregate noontime meals are prepared by the Burlington High School cafeteria staff funded by Minuteman Senior Services and Title 111 funds and picked up and delivered by the Council on Aging van driver. Lunch is a \$3 suggested donation for anyone over 60 and is available Monday through Friday at the Senior Center and provide a nutritious meal with an opportunity to socialize with old and new friends. Attendance is down 14% from last year. This is a concern but is also following the national trend for congregate meals. One hundred and twenty-six residents (25% increase) ate at our congregate site during FY2011 eating a total of 2,256 meals. The COA is extremely grateful to the cafeteria staff that provides our meals. Also operated by Minuteman Senior Services, the Nutrition Program provided Home Delivered Meals to Burlington residents who are homebound and in need or unable to prepare their own meals. Fifty to sixty meals a day go out to these homebound seniors, a total of 90 residents took advantage of this essential service with a total of 10,650 meals being delivered. In addition, Minuteman provides a wide range of services to Burlington residents designed to maintain individuals in their own home and community. Services provided by Minute Man Senior Services include Protective Services, Case Management, In-home Services, Money Management, Nursing Home Pre-screening, and Companionship.

Shine (serving health information needs of elders)

2011 saw an early open enrollment from October 15 through December 7, which meant not trying to sign up for insurance coverage while simultaneously celebrating the holidays. That and no huge shake ups in the insurance world meant a relatively smooth open enrollment period.

Counselors from the SHINE (Serving Health Information Needs of Elders) program saw 108 clients during 2011 at the Burlington Senior Center. An average of 40 minutes is spent with each client. SHINE is available on Tuesdays from 1-3pm, with increased hours during fall open enrollment, by appointment to assist and inform elders of their rights and availability of health benefits. Nursing Home Assistance is part of this service. The SHINE counselors are qualified, trained volunteers sponsored by the Executive Office of Elder Affairs through Minuteman Senior Services. The Outreach worker is also available for homebound clients.



The Burlington COA was honored to host an event with Regional Director of Health & Human Services Christie Hager and Secretary of the Executive Office of Elder Affairs Ann Hartstein for a conversation about how the new Health Reform laws will affect Medicare Beneficiaries.

Outreach

The COA has two outreach workers. Joanne Fitzpatrick is English speaking and Rita Shah speaks English, Hindi, Gujarati, and Punjabi. The outreach workers are available by appointment, which may be made by calling the COA office. Home visits are available by request.

Our Alzheimer's Caregiver Support group meets on the second Monday of the month at 1pm and is co facilitated with our outreach worker, Joanne Fitzpatrick and Dr. Wayne Saltsman, MD, PhD from Winchester Hospital. Joanne Fitzpatrick facilitates a bereavement group on Thursday mornings that is open to anyone in every stage of grief.

Evidence based programming in the form of health improving workshops continues to take place at the senior

center because of grants awarded by the Lahey Community Benefits Committee. We ran four workshops with an average of 18 participants in each workshop who gave the program high marks.

We also participated in Lahey Clinic's Festival of Life for the fourth year by having an info table.

One of our newest ways to do outreach is through Facebook. It is a quick and easy way to get information out on cancellations, late additions, etc. We are still learning but have 19 "likes" and have had 99 people look at the page ("views"). The Newsletter remains the primary way to get information, along with a segment on the BCAT Friday night news the first Friday of the month, but as more boomers utilize the senior center and our services, we expect our Facebook page to gather more followers. With Facebook, pictures can be uploaded to look at within minutes of an event and anyone can have a conversation about happenings at the senior center or with senior related information. We are working to have more newsletters emailed out to folks, but that is progressing slowly.

Legal Assistance

Legal assistance is available monthly by appointment only. This is a free service with a knowledgeable lawyer who specializes in Elder Law. Nineteen people were able to benefit from this service during 2011. Thank you to Nancy Hogan and Noreen Murphy who provided the services.

Fuel Assistance

Fuel assistance is available at the Council on Aging office from October through April in collaboration with the Emergency Fuel and Weatherization Program located in Lowell, Massachusetts. We assisted 41 individuals with fuel assistance applications.

Supplemental Nutrition Assistance Program (SNAP)

The name of the food stamp program was changed to Supplemental Nutrition Assistance Program (SNAP). This was done because an EBT card is used by consumers to buy groceries with rather than actual stamps or coupons allowing more privacy when purchasing groceries. We assisted 3 seniors in receiving help buying groceries, but this is by no means the total number of Burlington seniors who are consumers of SNAP. Many also take advantage of the food pantry to supplement their fixed incomes.

Tax Assistance

Tax Assistance is available FREE from February to April 15. Volunteers are trained and available through the AARP Tax Assistance Program. During the 2011 tax season 159 seniors received assistance with their taxes.

Senior homeowners who are eligible may apply for the Senior Property Tax Program at the COA office. The program allows qualified participants to work 100 hours and then apply their earnings toward their property tax. The Senior Property Tax Program is quite popular as another tool in helping seniors make ends meet. Changes in the federal law meant making some changes to the program, which now begins in January and ends in November in order to reflect exemptions in the February tax bill. A W2 is also now required with the application. Twenty-seven residents took part in this program providing the town with well over 2,400 hours of invaluable assistance.

Informational Presentations and Social Engagement

Informational Presentations are offered at the senior center on a wide array of subjects such as Medicare, Long Term Care, HMO, legal issues, financial planning, housing, and health and wellness. The Annual Safety and Wellness Fair is held every fall with information and vendors from all of the above subjects and includes many town departments with important information about being safe and well for seniors and their caregivers. The Council on Aging with the help of several volunteers also provides lunch for both vendors and attendees. Thirty-five vendors and 79 seniors participated in this year's fair.

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



The quilting class quilted 3 quilts for the back wall of the Murray Kelly Wing to fill the (emotional) hole left by the water damage on the back wall. Selectman Ralph Patuto, Board Chair Sue Trousil and Director Marge McDonald unveiled the quilts during a ceremony.

Programs Available at the Senior Center

- Quilting has 25 quilters with an average of 11 participants each week. Each class is taught once a week during the fall, winter and spring. The 17 members of the "Knit Wits" meet once a week for conversation and "needlework". The knit wits also put together the knitted and crocheted lap robes and capes for Burlington residents who are spending the holidays in either a nursing home or even an assisted living facility. Anyone can join this group.
- Beano is offered every week on Thursdays. Generally between 75 and 100 people attend although unfortunately attempts to get all of them to sign in when they come have been unsuccessful to date. Our statistics show we have 123 folks who attend, with the total duplicated at 2,680.
- Exercise is offered in the form of Square Dancing, TaiChi, and Exercise Classes. The Exercise Classes are taught three times a week with the assistance of Lahey Clinic. A DoN grant provided by Lahey also allows us to have a Tai Chi, senior stretch and yoga instructor. There is a low-impact class downstairs in the Murray Kelly Wing and a more intense class upstairs in the gym. An average of 30 people attended the more intense class and an average of over 80 people attended each of the lower-impact class, an average total of 100 people each day the classes are held.
- Day and overnight trips are available to seniors; and sign up is on the Trip Boards at the Senior Center.

- Card games of all kinds from bridge to more raucous games are played throughout the week.

Fitness/Exercise

Statistics from 1/1/2011 to 12/31/2011

Event Name	Duplicated	Unduplicated
Bocce	104	24
Fitness	2936	121
Line Dancing	318	16
Senior Aerobics Upstairs in Gym	2784	183
Senior Stretch	4205	222
Senior Stretch I	2014	144
Senior Stretch II	500	95
Tai Chi	457	44
Yoga	464	52
YOGA	156	39

Event Statistics

Statistics from 1/1/2011 to 12/31/2011

Age: 40 and older

Category	Duplicated	Unduplicated
Community Education	502	219
Cultural Event	208	154
Fitness/Exercise	13938	346
Health Screening	99	54
Information Sharing	1793	174
One on One Meetings	219	195
Recreation	5590	245
Social Event	8700	549
Support Group	320	29
Total Event Sign ins	31369	1011
Total Swipes	15743	488

Note: Please note that actual numbers may be higher than shown.

Special Events

January

- Presentation by DPW on the new Water Meters
- Nutrition Program
- Sugar testing for diabetics - Neighborhood Diabetes

February

- Healthy Eating – 6 week evidence based workshop supported by Lahey Clinic
- Assessors - Meet the new Assessor and explanation of exemptions and abatements
- Driving presentation - Right at Home
- Unveiling of the beautiful quilts by the Quilting class that now adorns the back wall of the Murray Kelly Wing.
- Kidney Presentation – Lahey Clinic
- Affordable Care Act with Secretary of Elder Affairs Ann Hartstein, Christie Hager Regional Director for the US Dept of Health and Human Services

March

- Kidney Screening – Lahey Clinic
- Spring Fling – High School Student Council
- Annuities and Your Retirement – Edward Jones
- Burlington Reads Book Discussion – Burlington Library
- Candidates' afternoon – debate on senior issues
- How to Get a Good Nights Sleep – Home Health VNA
- Nutrition – Minuteman Senior Services

April

- Alzheimer's Caregiver's Workshop – Metro North Alzheimer's Partnership
- Sugar testing – Neighborhood Diabetes
- A Smart Start to Mutual Funds – Edward Jones
- Lowell Mills, Boardinghouse Keeper – Kate Carney, sponsored in whole by the Burlington Cultural Council
- Six week computer classes, English and Hindi – Lahey Clinic

May

- Take Stock in the Market – Edward Jones
- Leisure Time Workshop – Samaritans
- Aging with Grace – Home Health VNA

June

- 90 Plus Party with Magician Jack Ryan – Council on Aging, Billerica Crossings
- Volunteer Appreciation Breakfast – Council on Aging
- Starting the Process of Aging in Place – Elder Insider
- Medicare – with Congressman John Tierney

July

- Ice Cream Social – Council on Aging
- Summer Social, Wear your Best Hat – Edward Jones

August

- To Kill a Mockingbird with Richard Clark – sponsored in whole by the Burlington Cultural Council
- Lunch and What is Home Care Presentation – Visiting Angels

September

- Housing Options Your Choices presented by Elder Insider
- Ice Cream Social –Atria Longmeadow Place
- End of Life Planning – Attorney Michael Brewster
- Organizing for Alzheimer's – Organizer Susan Elburger
- Barbeque – Burlington Fire Department

October

- Reverse Mortgages – Reverse Mortgage Specialist
- Medicare Open Enrollment Presentation – Minuteman Senior Services
- Home Care: What you should know – Elder Insider
- Matter of Balance: Evidence Base Workshop – Lahey Clinic
- Downsizing – Tidy Transitions
- Safety & Wellness Fair

November

- Tony's Burlington Senior Citizen's Organization (BSCO) Social
- What is Home Care Luncheon – Visiting Angels
- What is & When & Why Would You Need – Elder Insider

December

- Dan Clark – Barb Davis, Edward Jones
- Police Holiday Dinner – Burlington Police Department
- Holiday Dinner with High School Chorus
- Halloween Party, postponed because of the October Storm – A Whole Bunch of Flowers, The Chateau, Dunkin Donuts, True North
- Christmas Day Dinner at Billerica Senior Center – Temple Shalom Emeth Congregation, Billerica Crossings, Life Care Center of Merrimack Valley, Brightview Assisted Living



After almost 30 years of volunteering for the COA Larry Giannetti was presented with a watch thanking him for the "gift of his time" on his last day before retirement.

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

COA Staff

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

COA Board Members

Sue Trousil, Chairperson
 Christopher Hartling
 Marigrace Silva, Vice Chair
 Joanne Kinchla
 Marlene Pierce, Secretary
 Muriel O'Brien
 Ralph Patuto, Selectman Liaison
 Myrna Saltman
 Bernice Whittington
 Carole Castellano
 Respectfully submitted,
 Margery R. McDonald, Director

TREASURER/COLLECTOR

The Town of Burlington's average residential single-family homeowner's annual tax increase for fiscal year 2012 was 2.79 %. The commercial industrial increase was 4.46% in 2012. The average residential value of homes in Burlington increased from fiscal year 2011 to 2012 by 1.84 while commercial industrial values increased 3.8 %. This was a direct result of an improvement in real estate values in the last twelve months. The Town of Burlington had new growth of \$ 1,039,460 in tax dollars which makes Burlington very unique in relation to what other Towns are experiencing for their tax levy. The Town of Burlington still remains \$2,526,882 under the total amount of tax it can levy beginning the new tax year of 2013.

The value of all Town property went from \$4,468,767,182 in 2011 to \$4,599,047,268 in 2012 an increase of \$130,280,086. This increase in value was a result of an economy that is slowly starting to improve. Commercial Industrial values went from \$1,587,840,647 in fiscal 2011 to \$1,650,629,718 in 2012 an increase of \$62,789,071. Residential values went from \$2,880,926,535 in 2011 to \$2,948,417,550 in 2012 or an increase of \$67,491.015. The total taxes levied went from \$82,036,147 to \$85,141,212 or an increase of \$3,105,065 for Fiscal Year 2012.

The breakdown of taxes levied on its two tax rates for FY 2012 is below in the following chart.

CLASS	LEVY PERCENTAGE	VALUATION BY CLASS	TAX RATES	LEVY BY CLASS
Residential	39.9973%	2,948,417,550	11.55	34,054,223
Open Space		0.0000%		
Commercial	48.7325%	1,340,593,248	30.95	41,491,361
Industrial	6.4878%	178,475,200	30.95	5,523,807
SUBTOTAL	95.2176%	4,467,485,998		81,069,391
Personal	4.7824%	131,561,270	30.95	4,071,821
TOTAL	100.0000%	4,599,047,268		85,141,212

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

The Town of Burlington claims experience after one year under the high deductible insurance plans did reduce our claims experience from \$ 10,704,684 to \$ 9,997,246 for active and retired employees under 65 years old. The Town is self insured and had to estimate what premiums to charge for these high deductible plans under this new arrangement. We based our pricing on enrollment numbers in each plan as of 12/1/2011. We did not anticipate a large change in enrollment numbers between plans. After a year of review we realized that we did not price the high deductible plans correctly. We increased premiums monthly by 20% however the average difference between traditional plan premiums and high deductible premiums for individual plans was \$224 lower per year per member and the difference for a member in a family plan was \$580 lower. This resulted in the Town receiving \$1,532,913 less in income from premiums and created a \$1,169,850 deficit which was taken from our trust fund to pay monthly claims. The Town will have to increase premiums significantly to make up this deficit and to restore a positive reserve in our health insurance trust fund. The two high deductible alternative HMO plans through Harvard Pilgrim Insurance called the Best Buy plan and Network Blue New England a deductible plan with BX-BS have almost identical benefits. These plans offer a \$1,000 deductible for an individual and \$2,000 for a family. The Town pays the first \$500 of the individual plan deductible costs and \$1,000 of the family plans deductible costs. These plans offered saved the employees an average of \$660 per year in premiums for an individual plan and \$1,716 per year for a family plan in 2011. The decision to go to high deductible plans saved the Town close to \$ 1,200,000 in budget increases. Even with the anticipated increases in premiums to cover our deficit the Town's budget has only increased an average of 5% over the last 5 years. The Town continued to offer a PPO plan from BX-BS called Blue Care Elect. The Town also continued the several senior health care plan options for retirees over 65. This gives our seniors more choices and price competition. We have also expanded our Wellness Program to all employees to try and promote good health with Walking Programs and Physical Fitness Programs to promote weight loss and education about reducing health insurance costs and future claims by making smart choices.

The following is a listing of gross and net payrolls as well as the withholding for benefits and other payroll deductions of Town employees for the years 2007 through 2011.

2011 Annual Report

GROSS PAYROLL	2007	2008	2009	2010	2011
GROSS PAYROLL	50,160,967.96	53,037,584.88	53,976,990.17	57,691,905.75	59,658,427.85
WITHHOLDING					
Federal Tax	5,657,378.45	6,020,150.63	5,638,174.20	6,194,260.93	6,939,259.47
State Tax	2,258,978.80	2,394,682.10	2,427,898.56	2,589,241.28	2,702,044.67
Retirement	4,265,137.08	4,553,160.31	4,662,004.00	5,010,998.35	5,142,796.00
Chap 32-B Health Insurance	1,798,937.86	1,966,714.40	2,378,211.41	2,546,713.12	2,240,625.75
Disability Insurance	93,649.19	103,219.14	115,640.42	126,476.66	133,062.68
Delta Dental Insurance	204,884.49	210,017.18	228,794.49	219,221.13	251,236.08
Credit Union	2,931,026.70	2,831,607.34	2,701,770.78	2,574,204.35	2,384,594.44
Tax Shelter Annuities	885,121.71	817,017.80	628,221.66	671,150.89	678,627.60
Deferred Comp Plans	1,271,519.57	1,233,383.15	1,211,104.44	1,188,229.39	1,284,238.10
Teachers Association	201,307.13	218,253.61	218,546.54	233,690.91	243,992.47
Union Dues	174,118.63	179,499.26	189,166.07	191,185.45	200,976.14
Suspence	100,952.06	81,630.48	38,457.02	29,471.50	16,870.00
United Way	1,508.00	0.00	0.00	0.00	0.00
Life Insurance	79,826.46	79,705.82	78,595.65	79,335.61	76,728.74
Fica-Medex	524,930.99	576,877.99	603,008.53	662,497.46	700,398.34
Social Security	1,120.99	1,056.75	1,795.25	1,388.40	853.94
Flexible Spending	10,997.16	77,896.00	222,275.21	303,963.67	416,179.71
Firepac	0.00	0.00	1,725.51	3,205.80	3,189.80
Sprouts	0.00	0.00	27,087.00	148,357.60	217,231.20
TOTAL WITHHOLDINGS	20,461,395.27	21,344,871.96	21,372,476.74	22,773,592.50	23,632,905.13
NET PAYROLL	29,699,572.69	31,692,712.92	32,604,513.43	34,918,313.25	36,025,522.72

The Town of Burlington Community Scholarship Foundation had another successful year of fund raising and continued to grant over \$ 300,000 in scholarships awards. The Annual Telethon raised \$33,058 in receipts and another \$6,796 was donated by residents from our tax billing check-off system. We were also able to raise \$17,263 from our Adopt-A-Class programs and another \$4,265 in miscellaneous donations. These contributions enabled the Scholarship Foundation to grant \$129,100 in Scholarships in 2011. The Burlington High School Scholarship Fund awarded \$218,275 in Scholarships in 2011. The Burlington Community Scholarship Foundation awarded a total of \$347,375 in scholarships in 2011.

The endowment funds invested at UBS Financial Services had a negative return of 1.53%. These funds are professionally managed. The total investment gain and interest income on the scholarship funds was \$32,985. Total assets of the endowment fund went down in 2011 by \$14,131. The

reason the assets went down was that we paid out \$52,845 in scholarships in December 2011. This was an \$8,060 increase in scholarships paid out. The scholarship endowment balance was \$1,276,724 as of December 31, 2011.

Town Meeting continued to support the improvement of reinvesting in our infrastructure by voting an authorization of \$1,200,000 to pay for the cemetery expansion project at our May 9, 2011 meeting. The Town had its AA+ credit rating re-affirmed in July 2011 from Standard & Poor's rating agency on the \$ 12,200,000 bond issue and a \$13,326,000 one-year bond anticipation note. The bond proceeds will be used to finance \$5,200,000 for the Memorial School construction, \$4,500,000 for the Terrace Hall sewer project, \$1,500,000 for street improvements and \$1,000,000 for water lines. The Bond anticipation funds were used to finance \$10,476,000 for the Marshall Simonds School Project, \$2,500,000 for Terrace Hall sewer project, \$300,000 for Grand View Farm Barn and \$50,000 for the Greenleaf water tank. The interest

rate received for the bond was 3.77% a very favorable rate. The rate received for the one year bond anticipation note was a net cost of .28%. The Town has been very fortunate to have been able to finance and complete so many important infrastructure improvements during this very favorable interest rate environment. The Town has committed to using our meals tax revenue of at least \$900,000 annually as a revenue source to help finance the capital projects principal and interest payments each year. This will help the Town continue its commitment to improve the infrastructure without putting a strain on our budget every year.

The Town's investment income decreased from \$486,463 in Fiscal Year 2010 to \$273,402 in Fiscal 2011. The decrease in investment income was a direct result of interest rates being much lower in the last year. The Town Stabilization Fund balance was \$3,797,808 as of 6/30/11 and the Town's Free Cash balance was \$7,177,180 as of 07/01/2011. The Town of Burlington cash reserves are healthy compared to most cities and towns in Massachusetts. We have been able to maintain all current services offered to residents during this most difficult economic climate. The Town also was able to avoid layoffs, override votes to increase taxes and no user fees for busing, trash, or athletic programs. The Town continued to invest and improve our current infrastructure and still maintains an unused levy capacity of \$ 2,526,882.

The economy is starting to slowly improve. State Revenues are increasing and the construction industry is showing signs of new activity. We are slowly emerging from the largest recession since the great depression. The Town of Burlington has been able to get through these economic down turns well in the past thirty years because of our diverse tax base. We must continue to maintain conservative spending habits and look for alternative revenue sources to help provide the funding necessary to provide the quality of services residents in Burlington have expected.

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

Respectfully submitted,

Brian P. Curtin
Treasurer/Collector

ASSESSORS DEPARTMENT

The Board of Assessors is pleased to submit the following report of department activities for the calendar year ending December 31, 2011.

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

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

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

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

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

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

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

The general public now has access to look up deeds that have been recorded or registered in the Middlesex Registry of Deeds, Southern District. The web site address is www.cambridgedeeds.com. The Registry also provides a compact disk to the Assessors Office approximately every six weeks. In 2011 the Assessors Office processed approximately 116 certified abutters list. Certified lists as well as labels are provided by the Assessors Office for a fee. Last year the Assessors generated \$4,538.00 in fees from abutter lists as well as from copies and research time for the Archivist. The money received is deposited back into the Town's General Fund.

The tax roll for the Town of Burlington contains 7,884 real property accounts and 1,160 personal property accounts, with a total assessed value of \$4,599,047,268 for Fiscal Year 2012. The average assessment for a single-family home in Burlington is \$381,250 for Fiscal 2012.

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

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

Respectfully submitted,

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

PLANNING BOARD



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

ORGANIZATION AND MEMBERSHIP

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws, and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. At the annual Town Elections in April 2011, Joseph A. Impemba was reelected to a five-year term. The Planning Board's officers and committee appointments following the May 5, 2011 Board reorganization were as follows:

OFFICERS:

Paul F. Roth, Chairman
Joseph A. Impemba, Vice Chairman
Paul R. Raymond, Member Clerk

MEMBERS:

John A. DeFrancesco
Ernest E. Covino, Jr.
Jayne L. Hyde
Ann M. Cummings

COMMITTEE MEMBERSHIP:

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

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

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

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

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

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

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

PLANNING BOARD STAFF

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

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

PLANNING ACTIVITIES

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

The "Mitre link" construction continues on a target for completion in October 2012, creating what will become the new Middlesex Turnpike. The existing segment of Middlesex Turnpike from The Lemon Tree restaurant north to Crowley Road will likely be renamed, in a manner to minimize inconvenience to residents along the corridor. This Tri-Town project creates a four-lane roadway to accommodate commuter traffic by moving the majority of that traffic volume away from the residents who reside along this portion of the Middlesex Turnpike corridor. The project includes replacement of two athletic fields used by the Recreation Department and construction of a small parking area for field users.

The Planning Department provided further assistance to the Conservation Commission in updating the town's Open Space and Recreation Plan. A new element required for this edition of the Plan was an Environmental Justice (EJ) component. Two areas in Burlington are deemed to be EJ neighborhoods due to the percentage of foreign born, foreign language speaking residents. Environmental Justice is more commonly perceived as meaning neighborhoods suffering from blight or brownfields and having very low incomes. However, for Burlington, there are two Census blocks where Indian immigrants now constitute more than 25% of the population, and by State definition, these are EJ neighborhoods.

The Planning Department provided ongoing technical assistance to several committees, including the Land Use Committee with changes to the Planned Development

District and other provisions of the Zoning Bylaw, the Route 3A Committee with architectural design review for proposed projects and ongoing construction oversight of approved projects, the Burlington Housing Partnership with various affordable housing issues and initiatives, the Sign Bylaw Committee with draft revisions to many provisions of the sign bylaws, and the Stormwater Management Committee.

The Planning Department is preparing several regulatory initiatives, including revisions to Rules and Regulations and fee schedules for Site Plans, Special Permits, Subdivision, and rezonings, updated bylaws related to renewable energy, urban agriculture, Section 6 nonconforming uses and buildings, parking criteria, home occupations, and accepting more streets as public ways and completing defaulted or incomplete subdivisions.

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

The Staff Traffic Advisory Committee, a joint initiative with the Police, Fire, and Engineering Departments, continued to be active in reviewing development proposals and a wide variety of inquiries and complaints about traffic issues.



Decorative street lights are installed along Third Avenue as part of an overall transformation of the street into a pedestrian oriented destination with wide sidewalks, landscaping, benches, and lighting, all part of the ongoing conversion of Northwest Park into a mixed use village. (Photo by Tony Fields)

PERMITTING ACTIVITIES

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

In 2011, there were 77 applications and requests related to land development that required a formal decision by the Planning Board. Food and restaurants were a frequent subject over the past year, led by the approval of a 140,000 sq.ft. Wegman's Food Market in Northwest Park. The Dandelion Green restaurant closed at The Marketplace, where Chipotle, b. good, and Yeh Yogurt have been approved. Bugaboo Creek closed at Middlesex Commons, where The Chateau, Burton's Grill and Five Guys Burgers and Fries have been approved as new tenants. The Fish House closed in the town center, and will be replaced with a new Indian Restaurant to be called Mughal. Elsewhere across town, Tavern on the Square, 2 new Subway franchises, a Pizza Market, McDonald's renovation, an expansion of Villa Franca, and an expansion of Towne Market were approved. A proposed King's remains under review. A proposed Dave & Buster's was denied, and a proposed Greek sandwich shop in the town center withdrew from consideration. This year was also marked by numerous municipal projects, including Memorial School, Marshall Simonds Middle School, Grandview Farm barn replacement, Wildwood Park, Third Avenue reconstruction and signalization, Mitre Link construction, various other road construction and repaving projects, replacement of the Terrace Hall sewer pump station, and water distribution system improvements. Some of the other applications approved in the past year included Mt. Hope Christian School, Dyax, Encite, Netzche Instruments, Towne Market, and a Hindu Temple.

Projects under construction or renovation during the past year include Burlington Heights, Oakridge, Hillview, Village at Burlington Common, Winn Street Commons, Memorial School, Marshall Simonds Middle School, Northeastern University, Beacon Village, Northbridge Assisted Living, Woodland Farms Subdivision, Sheighla Drive subdivision, Arborpoint, McDonald's, Market Basket,

and Middlesex Commons. A summary of the development applications is provided below.

DEVELOPMENT APPLICATIONS UNDER SUBDIVISION CONTROL LAW:

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

Approval Not Required Plans (ANR's)

The ANR procedure may be used to create new lots if the proposed lots have the minimum required frontage on a public way, or to convey land area to an adjacent lot. By State Law, these divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. If the plan proposes lots with the minimum required frontage and legitimate access, the Planning Board must endorse the plan within 21 days to acknowledge that it is not subject to the full requirements of the subdivision control law, even where the plan may not meet other requirements of the Zoning Bylaw. There were eight "Approval Not Required" (ANR) plans filed in 2011, of which six were endorsed, one in which the Planning Board choose to take no action upon and one which still remains pending into 2012.



The former Market Basket space at Middlesex Commons undergoes renovation in preparation for division into multiple tenants, including new restaurants Burton's Grill and 5 Guys Burgers & Fries. (Photo by Tony Fields)

Preliminary Subdivisions

A preliminary subdivision plan reflects the potential division of land into two or more lots, and is required for all non-residential subdivisions. It is recommended, but optional, for residential subdivisions. The preliminary subdivision plan allows the Planning Board and the Board of Health to review and have input on a conceptual proposal with respect to lot configuration, road layout, utilities, and drainage. There were two Preliminary Subdivisions filed in 2011 one of which was subsequently approved by the Board and one of which was withdrawn without prejudice by the applicant.

Definitive Subdivisions

A definitive subdivision plan is a division of land into two or more lots and details specifically how a new subdivision road will be laid out, the final lot configuration, and the location and dimensions of utilities such as water, sewer, and drainage facilities. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health. Two definitive subdivision plans were filed in 2011 one of which was subsequently approved by the Board and one remains pending into 2012.



In September, George Kostas addresses a large crowd of local, state, federal and university officials at the dedication of the Northeastern University Research Institute for Homeland Security. The new building sustains Northeastern's presence in Burlington. (Photo by Tony Fields)

UNDER THE ZONING BYLAW:

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

Site Plans

A formal Site Plan review is required for projects involving new construction or substantial additions or alterations to an existing facility, and may be imposed where an alteration is proposed for existing facilities that predate the establishment of the site plan review process. The application process requires a public hearing and a multi-departmental review of the proposal. Four site plan applications were filed in 2011. One of the applications was approved and three remain pending into 2012. A discussion of some of the major projects is provided earlier in this report.

Site Plan Waivers

For property where a site plan has been previously approved, or for a relatively minor change to a property where there is no approved site plan, a property owner may receive permission to make changes to the development on that property by applying for a site plan waiver. A waiver of the site plan requirement may also be considered for existing facilities that need to implement handicapped accessibility improvements when no approved site plan is on file. The Planning Board received ten requests for site plan waivers in 2011 of which all were approved.

Minor Engineering Changes

A property owner may wish to make a minor change to an approved site plan. Such changes usually involve minor adjustments in plan details necessitated by field condi-

tions. Examples of such changes include parking space alignment, handicapped access adjustments, and minor drainage improvements. The Planning Board received fourteen requests for minor engineering changes in 2011 of which twelve were subsequently approved and two remain pending into 2012. One Minor Engineering Change Application pending from 2010 was approved in 2011.

Insignificant Changes

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, minor handicapped accessibility improvements, or changes in building footprint which do not increase the gross floor area of the building. The Planning Board received four requests for insignificant changes in 2011 of which two was approved and two remain pending into 2012.

Special Permits

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

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

Restaurants, fast-order food establishments, hazardous materials use and storage, fuel storage, automotive uses, and communication antennas are common examples of uses that require a special permit in Burlington.

Thirty-three special permit applications were filed in 2011, of which twenty-two were issued, one was withdrawn without prejudice by the applicant and ten remain pending

into 2012. Of the five applications pending from 2010 one was approved and four were denied.



In December, Lt. Governor Tim Murray announces a second MassWorks grant of \$1 million to the Town for the reconstruction of Fourth Avenue at Northwest Park. (Photo by Tony Fields)

Zoning Amendments:

Rezoning petitions in 2011 included a revised PDD petition for 15 acres along Muller Road downsized from 64 units to 42 units of mixed housing and open space. This petition was denied at the May Town Meeting. This led to a subsequent rezoning of the IG portion of the property to RO, approved at the September Town meeting. In October The Gutierrez Company submitted a rezoning petition for a 15 acre parcel of land created by the MassDOT from the Route 3 right of way on the south side of Route 128 off Wheeler Road, to rezone this property to a General Business District. Review of this rezoning will continue into 2012.

Zoning Bylaw text amendments: Planning Board worked with Land Use Committee on the latter's initiative to amend and update the PDD bylaw. This proposal is headed to January 2012 Town Meeting. Planning Board, with assistance from Board of Health, is also bringing forward an initiative to provide updated regulations affecting biotechnology at the January 2012 Town Meeting. Other minor text amendments affecting definitions and the density regulations schedule were approved in 2011.

APPLICATION FEES

The Town collects fees for applications made to the Planning Board for subdivisions, site plans, site plan waivers, special permits, and planned development district rezoning applications. Subdivision inspection fees are also

required. Fees collected are directed to the general revenue fund of the Town. In 2011, the following fees were collected:

Definitive Subdivisions	\$2,004.96
Approval Not Required	\$540.00
Preliminary Subdivisions	\$800.00
Special Permits	\$32,775.03
Site Plans	\$1,050.00
Site Plan Waivers	\$3,300.00
Minor Engineering Changes	\$4,550.00
Insignificant Changes	\$400.00
Erosion and Sedimentation	\$400.00
Rezoning Request	\$0.00

TOTAL FEES COLLECTED **\$45,819.99**

Respectfully submitted:

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

RECREATION

Ever since the Recreation Department was established, more than 48 years ago, the focus of the department has been to develop programs and facilities to serve the recreational needs of the residents of Burlington. Thanks to the support of Town Meeting the Recreation Department is very excited to unveil the new Wildwood Park and the start of construction on the Mary PC Cummings Estate Burlington Recreation Area off of Blanchard Road.

The Wildwood Park opened on June 28 revealing two baseball fields, two basketball courts, multi-purpose field, playground, and a walking trail around the property.

An agreement with the City of Boston made the development of the Mary Cummings property possible. This was largely due to the work of Town Administrator Robert Mercier and the Board of Selectmen. Thanks to the support of Town Meeting, construction of the park should begin shortly in an area of Town where it is desperately needed.

- The Recreation Department welcomes Mark Gerbrands as the newest employee to the Maintenance Department.
- The baseball fields at Francis Wyman School and Human Service Building were renovated by grading, and sod was installed on the infields.
- A second bocce court was constructed in the court yard of the Human Service Building.
- Scoreboards were installed at the Simonds Park baseball fields to honor James Marchese, Thomas Flaherty, and Joe Keohane.
- A partnership has been established between the Burlington Baseball Softball Association and the Recreation Department to work towards improving the ball fields.
- The Recreation Commissioners meetings are now broadcasted on BCAT from the school committee room at the High School.
- The disc golf course at Simonds Park is very popular and new signage has been added which helps participants navigate through the disc golf course.

The maintenance department is grateful to Town Meeting for allowing us to replace our 19 year old tractor with a new John Deere Tractor and the addition of the Ventrac Tractor which gives us the ability to mow the grass on steep slopes. This was the main reason for considering this machine, but the versatility of the Ventrac Tractor allows us to do so much more. The 1995 Dodge Van used in running the numerous programs around Town was replaced with a Ford Escape.



In September Hurricane Irene caused extensive damage through out the town; we lost a large number of trees on the Town Common, and in Parks and School grounds, as well as a section of stone wall that collapsed on Church Lane.

Again I need to recognize the maintenance staff for their job in lighting up the center of town during the holiday season, and for expanding the lighting to include a portion of the Mall Road.

There are many benefits to participating in recreation activities: stress-reduction, meeting friends, developing healthy habits and community spirit. The Recreation Department is constantly changing and responding to citizen's leisure needs and recreational interests, as well as keeping current with national trends in recreation participation. The total recorded participation in recreation programs, including program registrations, wading pool attendance and special event participation, was over 30,000 visits! The Recreation Department continues to strive to emphasize community partnerships and participation as a means of making Burlington a better place to live, work and play.

Some of the 2011 highlights include:

- We have revamped our program guide to include a more aesthetically pleasing and easier to read format.
- We have re-energized our Annual Tree Lighting Ceremony. This year we slightly changed the location to the common to include a showing of a holiday movie and photos inside a 15 foot inflatable snow globe, on top of our already established traditions.
- As always, Celebrate Burlington was a huge success! This year we added laser tag and even more fireworks!
- Enhancements were made to our website. We find it to be more comprehensive and user-friendly. If you haven't seen it, check it out at www.burlingtonrecreation.org!
- More than 40 new programs were offered during the year, as Burlington remained a leader in providing a diversity of recreation opportunities for residents of all ages.

We commend the Recreation Department staff and volunteers and thank all the groups and individuals who made it possible for the Recreation Department to improve and expand the Recreational facilities and opportunities for the people of Burlington. Thanks to the local businesses and organizations that sponsor our programs and events with continued community support. We believe the Recreation Department will have a positive impact on the quality of life for Burlington citizens for many years to come.

**Recreation Commissioners**

Jack Ferren
Kevin Sullivan
Kristine Brown
Paul Raymond
Christine Monaco

Recreation Office Staff

Nancy Pondelli
Carol Lynch
Nancy Santilli

Recreation Maintenance Staff

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

Recreation Program Staff

Kelly Lehman
David Grubb

Director of Parks and Recreation

Don Lorinovich

Director of Recreation Maintenance

Doug Gillingham

Respectfully submitted,

Doug Gillingham
Director of Recreation Maintenance
Kelly Lehman
Program Coordinator

BOARD OF HEALTH**OVERVIEW**

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

The Board of Health consists of five elected members that are elected for three-year terms. The Board of Health staff consists of one full-time Director of Public Health, one full-time Health Agent/Sanitarian, one full-time Environmental Engineer, one full-time Supervising Public Health Nurse, one full-time Principal Clerk, and one part-time Principal Clerk. In 2011 Alexis Petrello, RN., MSN. and Tracy Camarro, RN, BSN both worked as Supervising Nurse. Andria Nemoda, RN, returned as Supervising Nurse and Tracy Camarro, RN, BSN, became Nurse Liaison, working in both the Burlington Public Schools and the Board of Health. Tracy Camarro also serves as Burlington MRC Unit Coordinator. Alexis Petrello, RN., left the Board of Health for other opportunities.



Board of Health Members: (left to right) Elizabeth Walendziewicz, RN, Ed Weiner, PhD, Terry McSweeney, Wayne S. Saltsman, MD, PhD, Chairman Jim Dion, Vice Chairman

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

ROUTINE PROGRAMS

Environmental (Protection of the environment and the public health)

- Review of Environmental Reports for Burlington properties with identified contamination in order to monitor the extent of contamination and on-going clean up efforts. Knowledge of contaminated properties is essential to evaluate potential environmental impacts of site redevelopment.
- Household Hazardous Waste (Twice a year collection for citizens at Francis Wyman Elementary School).
- Medical Sharps Collection (Twice a year collection for citizens during Household Hazardous Waste Collection) Note: In Massachusetts household sharps will be banned from household trash on July 1, 2012. At that time household sharps collection will be mandated to be available year round for all residents. Sharps collection in Burlington will have to take a new format.
- Universal Waste Collection (Quarterly collection of fluorescent bulbs for businesses and town properties. On-going at the Board of Health offices for citizens).
- Mercury Recovery (Collection of thermometers, thermostats, batteries, and other mercury-containing devices. On-going at the Board of Health offices for citizens).
- Mosquito Control (Annual larvicide application, trap collection, and aerial and truck mounted spraying provided by East Middlesex Mosquito Control Project). Adult mosquito surveillance data was compiled from 25 trap collections from 4 trap locations. Laricides were applied to 72 wetland acres and to multiple roadside catch basins. To control adult mosquitoes, truck mounted spraying occurred at night.
- Plan Reviews: Environmental (Review of Site Plan, Special Permit, Subdivision, and Minor Engineering Change Applications) and Food Establishment

(Review and Approval of Plans for New Establishments and Renovations).

- Hazardous and Toxic Materials (Inspection of local businesses according to the Control of Toxic and Hazardous Material Bylaw, response to reports of environmental releases/complaints, and enforcement actions).
- Drainage Permits and Complaints (Inspection and Enforcement according to Board of Health Drainage Regulations and Sump Pump Policy).
- Pre-Demolition/Pre-Renovation Permits (Inspection for the proper removal of hazardous building materials prior to demolition or renovation projects/commercial and residential).
- Monitoring Well, Drinking Water Well, and Irrigation Well Permits (Issued according to the Board of Health Private Well Regulations).
- Technical Assistance/Expertise (Provided to the Department of Public Works Water Department regarding periodic analytical sampling of groundwater in and around the public water supply wells).
- Recombinant DNA Permits (Issued according to the Town of Burlington Regulations for the Use of Recombinant DNA Technology).
- Rabies Clinic (Annual, Serving Dogs and Cats: 63 dogs and 12 cats served in 2011).
- Cell phone recycling (reuse of cell phones/removal of batteries from waste stream).
- Septic Tank Abandonment (Connection to Town Sewer).
- Soil Evaluation and Perc Testing (for drainage structures).
- Inspections and Enforcement (Mandated Inspections and Complaint Investigations)

Food Establishment inspections were conducted using Digital Health Department software. The software allows the Health Agent to use a tablet computer while performing an inspection. The software also generates annual invoices, annual permits, fees, inspection forms and other information previously compiled by hand or by using several different pieces of software.

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

- Screenings: Blood Pressure, Cholesterol, Lead, TB (The goal is to identify those who need medical intervention but are currently not receiving medical care).
- Communicable Disease Reporting/Surveillance, Follow up (State mandated).
- Immunizations (State supplied vaccine/for targeted groups defined by the State).
- Review of health records for Recreational Camps (State mandated).
- Clinics: Flu, Pneumonia (State supplied and privately purchased vaccine).
- Health Education and Wellness Programs (Topics developed by Supervising Nurse).

COMMUNITY NURSING SERVICES 2011

Community Nursing Services	Person Visits
Senior Housing Walk-in Clinics	104
Tuesday Morning Walk-in Clinics (twice a month)	276
Wednesday Morning Walk-in Clinics (monthly).....	163
Community Nursing Services Procedures or Shots	
Blood Pressure Screening.....	651 (150 people)
Immunizations (excludes flu and pneumonia).....	60
Immunizations – Seasonal Flu.....	589
Immunizations – Pneumonia.....	2
Mantoux Skin Testing for Tuberculosis.....	30
Tuberculosis Surveillance/Case Management	29

Communicable Diseases	Cases
Hepatitis B.....	3
Hepatitis C.....	10
Pertussis.....	4
Viral Meningitis.....	1
Lyme Disease.....	2
Campylobacter.....	8
Giardia	3
Salmonellosis	9
Streptococcus Group B.....	3
Dog Bites	3
Cat Bites.....	2
Bat Bites.....	0
Latent TB	28
Active TB.....	1
Streptococcus pneumoniae	3

Streptococcus Group A.....	1
Shigellosis	1
Hanson's Disease (leprosy)	1
Malaria	1
Total Cases	84

PERMITS 2011

Food Establishments	253
Temporary Food Events	137
Mobile Trucks.....	8
Plan Review	33
Swimming Pools	23
Tanning Establishments.....	4
10-Day Emergency Beaver Permits	2
Tobacco.....	32
Electronic Cigarette.....	9
Recreational Camps	5
Drain Layers.....	15
Septic System Abandonment.....	5
Septage Haulers	9
Funeral Directors.....	4
Kennels.....	6
Keeping of Animals.....	2
Wells	10
Demolition/Renovation.....	65
Drainage	4
Hazardous Materials Facilities.....	117
Recombinant DNA.....	3
Total Permits	746

INSPECTIONS 2011

Food Establishments	837
Food Establishment Pre-operation	24
Mobile Trucks.....	8
Housing	53
Tanning Establishments.....	9
Swimming Pool/Whirlpool	125
Recreational Camps	4
Septic System Abandonment.....	3
Soil Tests	5
Smoking in the Workplace	3
Kennels.....	5
Occupancy	40
Hazardous Materials.....	92
RDNA	1

Keeping of Animals	4
Drainage	29
Nuisance	44
Plan Review (Food Service)	33
Zoning Bylaw Application Reviews	35
Environmental Report Reviews	28
Total Inspections	1382

COMPLAINT INVESTIGATIONS 2011

Food	72
Housing	54
Nuisance	29
Environmental/Hazardous Materials	1
Drainage	15
Smoking in the Workplace	3
Beaver	1
Tobacco	2
Miscellaneous	25
Total Complaint Investigations	202

EDUCATIONAL PROGRAMS

- Annual Pool Operators Refresher Training (for public and semi-public pools)
- FOG (Fats, Oils, Grease) Seminar for Food Establishments and Town Departments
- Council on Aging Health Fair
- Burlington Volunteer Reserve Corps/MRC Recruitment meetings
- Burlington Volunteer Reserve Corps /MRC Executive Committee meetings
- Mosquito Bite Prevention
- Proper Disposal/Recycling of Household Hazardous Waste
- Mercury Spill prevention

WEBSITE: WWW.BURLINGTON.ORG/BOH

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

EMERGENCY PREPAREDNESS

The Board of Health has developed and implemented plans for handling all public health emergencies. These plans include written guidelines and evaluated exercises for operating the department when short on staff or during emergency conditions, notification and communication with staff and town leaders quickly (phone, e-mail) using ConnectCTY and MA Responds, deploying equipment and personnel quickly and monitoring inventory and equipment so as to be ready at all times. The Board of Health has a state mandated responsibility in these areas.

In 2011 Board of Health and the Burlington Volunteer Reserve Corps (MRC) worked together on flu clinics (in Board of Health office, at Town Meeting, at Senior Center) and wellness clinics. Burlington MRC members assisted in contacting Food Establishments during Burlington's Town-wide Boil Water order from September 26 through September 28, 2011. During that three day period, 7 Board of Health Staff members and 37 MRC volunteers logged 247 hours in order to accomplish the goal of protecting the public health by helping Food Establishments understand protocols to cease use of Town supplied water and to restart water use after the order was lifted. In addition, the MRC Executive Committee and general membership attended meetings and trainings. MRC members used 5 watt UHF radios to provide communication support to the Rotary Road Race, two HHW events, and the boil water emergency. MRC volunteers contributed to the 4th of July parade events, a health fair at the Hynes Convention Center and Celebrate Burlington Day.

The Burlington Volunteer Reserve Corps (MRC) is an important strength of Burlington's public health emergency preparedness efforts. By the end of 2011 169 citizens age 18 and over belonged to the MRC: Tim McCoy, Norma Alfano, Bill Hitchcock, Joanne Maguire, Joan Stack and David Agahigian were the Executive Committee members. Norma Alfano stepped down after several years of loyal service.

The National MRC Home Page contains information about MRC Units across the country: www.medicalreservecorps.gov.



MRC volunteers Heidi Mover (l) and Pushpa Shah (r) administer flu shots to residents during Board of Health flu clinic October 5, 2011



MRC volunteers Binh Minh Tu (l), Eunyoung Park Lee (r) and Supervising Nurse Tracy Camarro (c) prepare to dispense flu vaccine during Board of Health flu clinic October 5, 2011

PROFESSIONAL DEVELOPMENT

In 2011 Board of Health staff attended trainings to support their professional responsibilities. The Board of Health staff participated in Student Government Day. The Director attended Region I and II MRC Annual Conference as well as the National MRC Conference at which she presented a poster about Burlington's MRC work. The Director of Public Health also attended several professional trainings, including ICS 400. The Health Agent attended trainings on bed

bugs, public health nuisances, the legal nuts and bolts for public health and the art and science of inspection. The Environmental Engineer achieved the accredited Certified Hazardous Materials Manager (CHMM) credential. The CHMM credential is administered through the Institute of Hazardous Materials Management (IHMM) and recognizes professionals who demonstrate a high level of knowledge, expertise, and excellence in the management of hazardous materials. The Environmental Engineer also participated in an Association of Public Health Laboratories continuing education program on biosafety and biosecurity in laboratories and the MA Health Officers Annual Health Conference. All members of the department took PPE (personal protection equipment) for infection control and bloodborne pathogen training. All members of the department have taken at least two ICS/NIMS courses.

TOTAL MONEY RECEIVED BY BOARD OF HEALTH FOR 2011 from permits: \$59,955 (This amount does not include emergency preparedness grants and awards or Medicare reimbursements, which support Burlington's public health emergency preparedness work and public health education.)

BOARD OF HEALTH STAFF

Susan Lumenello, CHMM, Environmental Engineer
Marlene Johnson, R.S., C.P.O., Health Agent Andria Nemoda., R.N., Supervising Nurse, Tracy Camarro, RN., BSN, Nurse Liaison, Leslie McLaughlin, Principal Clerk, Cathy Piccolo, Principal Clerk.

Respectfully submitted
for the Board of Health,

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

BURLINGTON PUBLIC LIBRARY

If choosing one word to best describes Burlington Public Library in 2011, that word would be "change". The biggest change to take place was the move to a new ILS (integrated library system) called Evergreen. The Merrimack Valley Library Consortium of which Burlington is a member, planned to make the change to the new system by June, 2011. This change had a major impact since the ILS is used by both the staff and the public to perform most library functions. Cataloging of materials to put in the collection, circulation functions (check-in, check-out, billing, reserves, notification), searching the catalog to find materials, and report generation (to aid with library tasks) were all going to be different. To add to the difficulty of the move, the new system was an open source product with new developments and upgrades coming regularly. All other ILS changes had always been going from one "out of the box" product to another where training was straightforward and functionality was predetermined. Evergreen was, and will continue to be, evolving rapidly.

As can be expected with any new software launch, the change required much education for all. We spent the first part of the year in preparation for the change, with the training of staff a key component. Information for the public was prepared and shared. Instruction for library users was on hold until the proper version was ready to go live. The Evergreen system was launched at the end of May and instruction for the public began at this time. As with anything new, glitches were the mainstay for the initial time period. Now, at the end of the year, most everything has settled down. Functionality is much improved and both staff and public are feeling comfortable. Some new changes to improve public use have been embraced with enthusiasm as well. As the Consortium continues to work with the member libraries to craft an improved, more user-friendly system, library staff continues to work closely with the public to assist them in using the new system.

Other changes in the library were staff based. At the beginning of the year, Charl Maynard, children's librarian in Burlington for the past 11 years, retired. Molly Collins was hired to head up the Youth Services Department and began in mid-January as Charl's replacement. In March, long time Technical Services page, Shirley Hecht, left us due to health issues. Barbara Ragbalia, who had been a volunteer at the library, joined the department to fill this position. Also, at

the end of May, Circulation Aide, Tracey Gaipo, resigned in order to continue her education fulltime. At the May Town Meeting the members understood the need for an increase in library staffing and voted to grant an additional fifteen hour per week Circulation Aide position to the library. The subsequent openings were filled in early July by Melissa Rochbert and Jenna Cantino.

Collections and their shelf locations also saw change. Documentary films moved up to the 2nd floor in a major shift of the audiovisual collections. Audiobooks, DVDs, and videos were also shifted to give them more space. Blu-ray discs began creeping into our collection since many films are now offered only in a Blu-ray/DVD combo and the shelving location for them needed to be considered in this shift.

We have also increased our Youth Services collection holdings, adding more nonfiction, graphic novels, audiovisual materials, and fiction titles. In 2011, new shelving replaced spinning racks in the children's series area. In addition, we rearranged many other areas of the Children's Department for improved accessibility for our patrons. The Young Adult fiction was reorganized placing the YA manga on its own bookshelf which allowed the Special Interest, Graphic Novels, Magazines as well as Genre Fiction to be shifted. The movement of these sections has invigorated the collection.

The Reference collection has been thoroughly reviewed and a reduction in items retained occurred. As online reference sources continue to grow, retention of certain paper sources is no longer necessary or cost effective. Several outstanding electronic databases were added to the Library's list of resources for researchers, including *Global Issues in Context*, *Opposing Viewpoints in Context*, *Gale U.S. History in Context*, *Gale World History in Context*, and *Gale Science in Context*. These databases provide exceptional background material and support for the research needs of students and lifelong learners. All can be accessed from our website making it more convenient for those who need late night availability.

Downloading free library eBooks through the Burlington Public Library's website exploded in popularity in 2011. The number of downloads through Overdrive this year was 2,390. This is an increase of almost 1,000 more than last year! Helping to fuel this popularity is the new capability of downloading eBooks to the Amazon Kindle. Adding it to the list of other compatible devices opened up a whole new

group of users. To keep pace with increasing demand, the Burlington Public Library began buying a collection of popular eBooks exclusively for Burlington card holders. Accessing this collection, as well as the eBooks available to the entire consortium, is possible through the Library's website.



Changes were made in programming with the addition of a variety of new offerings to the existing lineup. The Youth Services Department continues to offer 6 daytime storytimes and Tuesday Night Pajama Storytime. The Need 2 Read Book Club, created and facilitated by Library Assistant, Mary Naugle, and the Scrabble Club, led by Library Assistant, Joanna Troutt are still offered and remain popular. In the springtime, Molly added an additional after-school preschool storytime plus a Picture Books and Movies program. Other new programs for kids include make-and-take crafts for toddlers, preschoolers and elementary students, and the Lego Club.

This year new programs and clubs were introduced to the young adults of Burlington. Library Assistant, Shelley Mastalerz, has provided many exciting teen programs to our library and continues to add more. The Edible Art program is now a monthly occurrence, Game Days have been rejuvenated with Wii Bowling Tournaments and Bingo matches, and a number of craft programs (tie-dye program, scrapbooking, and duct tape creations, to name a few) have been added. The introduction of the Animanga club run by Molly Collins has had a wonderful beginning with meetings that are regularly attended.

In the Reference Department new classes were also added. One-on-one workshops to introduce the public to the new catalog and how to maneuver in the Evergreen system were offered. In response to the eReader popularity,

open houses and one-on-one workshops were offered. The Reference staff demonstrates a variety of eReaders and teaches how to download eBooks for free from the Overdrive site. Almost 80 people attended the open houses, and one-on-one sessions continue to be scheduled regularly.

The replacement of all of the public internet computers was another positive change in the library. Through the school/town partnership, the library was the recipient of 15 new computers for our public workstations. We also benefited from having the technology department's intern, Peter Hovey, available to assist the library. He installed all of the new computers with the proper software and added all of the links needed for the public.

2011 Annual Library Statistics

	2009	2010	2011
Items Checked Out	394,254	384,792	364,494
Overdrive Checkouts	1,212	1,424	2,390
Items Borrowed	34,873	34,847	37,676
Items Lent	31,704	31,566	32,907
Reference Questions	27,235	26,858	22,633
Public Interent Use	29,250	26,949	24,193
Wireless Use	3,289	3,861	4,238
Study Room Use	3,055	3,003	3,471
Hours Open	3,039	3,015	2,945
Attendance In Library	153,272	182,335	178,393
Adult Programs	77	58	124
Attendance At Adult Program	947	744	1,008
Children's Programs	228	215	273
Attendance At Children's Programs	8,225	5,762	6,390
Young Adult Programs	106	85	88
Attendance At Ya Programs	1,264	806	718
Items Added To The Collection	11,764	10,917	11,050
Meeting Room Use	997	1,201	1,302
Museum Passes Use	1,376	1,474	1,567

Although much change has taken place, many services remain the same. People are still coming to the Burlington Public Library to borrow items, research topics, get assistance from knowledgeable staff, and attend storytimes and programs. Others come to use the public internet

computers, our wireless access, the study rooms, and meeting rooms.

During the October snowstorm the library was a haven. People without power in their homes came to warm up, charge their electronic devices, use the internet, and to catch up on the news. Over 900 people came into the library on October 31!



The Summer Reading Program occurs annually and in 2011, the program was a busy one! The theme for children this year, "One World, Many Stories," embraced diversity. To promote the summer reading program, Molly Collins visited over 1,100 students in various Burlington elementary schools. The summer event calendar included storytimes, a World Fest, chess, yoga, beading, Scrabble Club, Need 2 Read book club, improv games, board games and videogames, crafts, poetry writing, a family science night, an author visit, Egyptian history, a Teddy Bear Picnic, a Fancy Nancy Party, plus fantastic music, magic, and animal shows! These fun and exciting events brought a total 1,966 children to the library over the summer. There were 472 participants who registered online this year which was an increase of last year.



Over 600 hours of volunteer time was logged by 39 teens this summer. These volunteers help with program set-up, putting book carts in order, preparing supplies for programs, creating flyers, and handing out prizes. Without them, managing the numbers and all the activities involved would be very difficult!

This summer brought about a wide range of programs for teens also. These were based on the teen summer reading theme "You Are Here" which celebrated books and media with settings in countries across the world. Some of the larger programs created by Youth Services staff were the Writing Workshop, Cupcakes & Travel Bingo, and the Craft & Snacks programming. Additional events for teens included Cooking with Katie, Yoga for Teens, Mask Making with Ann McCrea, and Beading for Teens. This summer 128 teens participated in the summer reading program.

An Adult Summer Reading program was offered for the fourth year, with the theme being "Novel Destinations". Even though there were some great prizes including gasoline gift cards and gift baskets, there was a drop in participation over last year. The 73 adults who participated read, or listened to, a total of 351 books. Although the numbers were down, those who did participate enjoyed the program and felt that it was a great way to ensure that they read more in their leisure time.

Book groups continue to be offered during the year. The Last Wednesday Evening Book Group is a traditional book group for adults in which everyone reads the same book. This program was struggling with low attendance for part of the year. During the last few months of the year, however, it saw resurgence. New people attended and even signed up to lead a discussion about a specific title.

The Thursday morning "Book Talk" is a drop in program that has a small core of regular attendees and others who come occasionally. Assistant Director, Susanne Sullivan, facilitates this morning program in which she shares her review of a number of titles. Many new books and some older titles are shared. Attendees also talk about the items that they are listening to and reading.

This year, a four-week series of foreign affairs discussions was part of the programming. This was a well received addition to the library's offerings. The discussions were facilitated by Craig Brandt who is an experienced leader for the Foreign Policy Associations' "Great Decisions" series. Because of their popularity, a new series will be offered in 2012.



This year we held the second "Burlington Reads" event. The title chosen for our community reads was "Dark Tide: The Great Boston Molasses Flood of 1919" by Stephen Puleo. Programming was planned for the month of March around the themes of the book. The Youth Services department held a "Gingerbread" storytime and a "molasses flood" workshop. Evening programs included music of the era, a tasting of foods from the North End, a molasses bakeoff and rum tasting, and a tour of Boston's North End which was the site of the flood. We wrapped up the month-long series of events with author and Burlington native Stephen Puleo who spoke about his research and writing of this book. Special thanks to the following community partners who sponsored programs, provided printing and purchased multiple copies of the book: Atria Longmeadow Place, Burlington Breakfast Rotary, Burlington Rotary Club, Busa Liquors, Edward Jones Investments/ Barb Davis, Exit Premier Real Estate/Sonia Rollins, The Friends of the Burlington Public Library, Home Source Realty Group/ Diane Bedard, Pat Linskey & Joanne Delaney, Home Source Realty Group, Inkspot Printing/ Julia Peterson, Marquis Tree Service, Versatileprint.com/ Roger Bell.

In 2011 a total of 23 different adults and high school students volunteered at the library. In the 2,121 hours logged this year, volunteers shelved films, paperbacks and audio-books, examined DVDs to determine which ones needed cleaning, and cleaned films and CDs on a regular basis. Two teens shared the task of shelving music, one adult moved boxed donations, and others did typing and filing. There were also drivers who brought materials to the six people currently receiving Homebound Delivery.

The Friends of the Burlington Public Library continue to contribute much support to the library. With the membership

drive, the two book sales, and the May Basket Raffle, the Friends are able to provide museum passes, funding for Summer Reading, and a wonderful lineup of adult evening programs. Themes, raffles, and special events were added to the book sales as another way to draw people in to these fundraisers. The Friends purchased a magnetic sign board to publicize library events. They also approved funding to add a new loveseat to the atrium play area and new display pieces for the Children's Department, all of which should be in place by the first quarter of 2012.

The Burlington Public Library remains a vital resource in the community because of the support that it receives. Thank you to the Friends of the Burlington Public Library and the community partners that we have formed from local organizations and the business sector. Thank you to the Board of Library Trustees and Town Administration for their continued support. Most especially, thank you to the talented and dedicated staff, they are the backbone of this Library. We aim to continue to be the valuable resource for our public, providing books, materials, and services for information, enlightenment, and recreation.

Respectfully submitted,
Lori Hodgson, Library Director

BOARD OF LIBRARY TRUSTEES



Board of Library Trustees: Back row (left to right): Rosalyn Minassian, Edith Entwistle, Paula Benard, Jr. Front row (left to right): Eileen Sickler, Steven Wasserman, Bob Thys.

Books are truly our best friends. They provide us company equally in times of happiness as well as in times of distress.

They are one of the main sources of knowledge. The best place for easy access to books is a library. The Burlington Public Library is such a resource providing Burlington residents a safe haven for study, research and more.

A case in point, over 900 residents sought refuge in the library during the October 2011 storm. They were there to keep warm, recharge their cell phones, use their computers to keep in touch with family, and follow the progress of the storm until power returned. Did you also know over the course of the past year the library answered over 22,500 reference questions, checked out over 364,000 books and other items to patrons, loaned nearly 38,000 books, DVDs, and other materials to other libraries, and 3,400 people used the study rooms available in the library? And all free of charge.

The Library Board of Trustees are thrilled that the Burlington community finds the library such a valuable commodity. The library is here to serve the community offering our research expertise to our patrons in search of information and knowledge. The library was visited by over 164,000 patrons making for a very busy year. Our website was visited over 176,000 times. The Trustees are pleased with the reception the library has received from the town residents and other visitors.

The library is more than a repository for hard copy resources. Today's society demands access to electronic sources as well. The library recognizes this and has instituted a program of teaching its patrons how to use e-readers and download soft copies of reading material. This is one of our biggest challenges now and going forward – providing resources to support technology and to foster innovation that makes library services more cost effective and efficient.

The Library Board of Trustees thanks you for your patronage. We also thank Lori Hodgson who is our Library Director, the library staff, volunteers, and Friends of the Library for making our service successful. Our Recording Secretary, Dorothy Sykes, is retiring this year after many years of service. We thank Dottie for all her help and her dedication to the job. We wish you good luck in your future endeavors. To the people of Burlington, may you continue to enjoy your library and as always, your comments and thoughts are appreciated as we look ahead to the New Year.

Respectfully submitted,

Robert Thys

Chairman, Library Board of Trustees

HISTORICAL COMMISSION



Historical Commission (left to right, back row) Eldrine Emerson, Sandra Coveno, Dorothy Bennett, Michael Tredeau (front row) Norma Robichard, Toni Faria, Joyce Fay

The Burlington Historical Museum, on the corner of Cambridge and Bedford Streets, was built in 1855 as a one room school house known as The Center School. In 1897 it became the town library, and in the 70's it housed a police station with cells in the basement and a bomb story.

This building, now a repository for Burlington history, has become "The Museum". This collection includes deeds, wills, photographs, paintings, old maps, farm equipment, antique clothing, as well as artifacts from the archaeological project at the Wyman House.

The collections are maintained by the Burlington Historical Commission, which creates exhibits for the people of Burlington to enjoy and to learn of their history. One of the most popular exhibits displayed old wedding gowns.

The museum is open on all town days such as Burlington Day, Truck Day, and during the summer concerts on the Common. It is often open on week-ends in the spring and fall. It is staffed by Commissioners and members of the Burlington Historical Society. Society members also help set up exhibits.

This year the museum has been very fortunate to receive many donations which include:

Town of Burlington

1. An oil lantern which originally hung on the outside of the museum donated by Barbara Waldron and her daughter. The lantern was one of two that hung on the front of the museum.

PHOTO BY: MICHAEL TREDEAU



PHOTO BY: MICHAEL TREDEAU



2. A political card advertising Gerald F. Seminatore for Planning Board. This will be added to an existing exhibit of Seminatore memorabilia.
3. A document of purchase for a Burlington farm (dated 1834) donated by Mary LoPresti

4. A large dictionary on a stand donated by Elaine Stuart
5. Small spinning wheel donated by Jean Maher in memory of her mother and father.
6. An old shoe found in the walls of Grandview during construction.

PHOTO BY: MICHAEL TREDEAU



7. A picture of Able Wyman and a spinning wheel from the Wyman House have been leant to the museum for safe keeping by the Wyman Association.
8. A copy of the will of Mary Cummings and pictures of her donated by Marg Merrill descendent of Mr. Hammond, caretaker of the Cummings property.

The Burlington Historical Commission wishes to thank these generous people for their contributions.

Once again the commissioners welcomed the Burlington Third Graders to the Museum, Graveyard, Common, and West School. The Commissioners, stationed at the four venues, explained the history of Burlington and answered questions. The Commission purchased individual chalk boards and chalk for the children so they could write as children did in the 19th century. This program was organized by Commissioner Kathi Horton and the schools.

The commission also opened the West School on Halloween. Little goblins arrived in costume and were treated to cider and donuts.

There was an Open House and Ribbon Cutting ceremony at the Francis Wyman House to celebrate the completion of repairs to the building. Many people toured the famous house that day.

PHOTO BY: MICHAEL TREDEAU



Wyman House

The commission wishes to thank the Burlington Historical Society for their support and the town for maintenance at the museum and West School.

Respectfully submitted,

The Burlington Historical Commission

Toni Faria, Co-Chairmen

Michael Tredeau, Co-Chairmen

Eldrine Emerson, Secretary

Joyce Fay, Treasurer

Norman Biggart

Sandra Coveno

Kathi Horton

Norma Robichard, Alternate

Hope Paulson, Judy Wasserman, Gene Rossi,
Advisory Members

BEAUTIFICATION COMMITTEE

The Burlington Beautification Committee (BBC) is pleased to submit the following report for the year 2011. Our primary objective this year was to enhance the beauty of the 911 Memorial and all the Veterans Memorials and to consolidate them to the Veterans section of the Common, opposite the Fire Station. We undertook this task with the consent and support of the Burlington Veterans Agent and the Veterans Organizations within Burlington. The goal was to complete this task in time for the commemoration of Memorial Day, the 10th anniversary of 911 and Veterans Day ceremonies.

- The Vietnam Wall Memorial commemorative stone was relocated from the lower area of the common to the Veterans section (opposite the Fire Station).
- The Marine Corps Memorial, located on Center Street across from the Town Hall, was cleaned and relocated to the Veterans section with the assistance of the Recreation Department and HP Smith Memorials.
- The WWII, Korea, Vietnam, and Iraqi Freedom Memorials were thoroughly cleaned.
- The area around each of the Memorials, including the JFK Memorial, was professionally landscaped by Davis Prato, Prato Associates.
- The Beautification Committee upgraded the 911 Memorial with new plantings that were changed with each season.

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

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

Around Burlington:

- Gulde Insurance
The Island on Olympia Way
- Jim Martin - James A. Martin Company, Inc
Steve Marchese - Marchese Sprinkler Repair Service
Dan Dellanno – LawnMaster
Diorio Green at the intersection of Cambridge Street and Burlington Mall Road
- Jerry McCarthy – Mac's Landscaping –
Historic Museum at Cambridge and Bedford Streets
- Martin Merva – Merva Landscape
Old West School at Bedford Street and Francis Wyman Road
- Edward Jones
TRW Field entrance, Mall Road
- Members of the Garden Club
Colonial Garden on the island across from the Fire Station

Town Common:

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

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

This report is respectfully submitted by the volunteer committee:

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

SCHOOL COMMITTEE



School Committee: Front row (left to right): Christine M. Monaco; Stephen A. Nelson – Chair; Michael DeSimone – Vice Chair. Back row (left to right): Thomas F. Murphy, Jr., Kristin Russo.

Term Expires

Stephen A. Nelson, Chair	2014
25 Fairfax Street	
Michael DeSimone, Vice Chair	2012
5 Gloria Circle	
Thomas F. Murphy, Jr.	2013
3 Lexington Street	
Christine M. Monaco	2013
18 Corcoran Road	
Kristin Russo	2014
5 Kingsdale Street	
Walter Kikuchi	
Student Representative	

The year 2011 was another exciting one for the Burlington School Department. The year was dominated by the opening of the new Memorial School in September. It is difficult to describe the amount of planning and coordination that goes into the opening of a new elementary school. From a budgetary standpoint, additional funding was necessary in order to operate the new, larger facility and properly staff it, and the Committee is grateful to the Ways and Means Committee, the Town Hall Management

Team, and the elected and appointed officials who lent their support to the effort to secure the additional funds necessary to open the new building. The Committee is particularly grateful to Dr. Eric Conti and Mr. Craig Robinson for their tireless work in addressing the financial issues, the redistricting issues, and the logistical issues associated with moving from an existing building to a new facility. In addition to reassigning students to the new school, teachers and professional staff from other schools in the district were also reassigned and over 2,000 boxes were packed, moved, and unpacked, assuring the timely opening of the new school in September of this year. Our thanks go out to the classroom teachers who came in over the summer vacation to unpack boxes and set up their classrooms, and to Mr. Ganley and the custodial staff for all of their hard work and dedication.

On September 17, 2011, the new school was rededicated in a moving ceremony honoring veterans from Burlington who lost their lives fighting for their country. The event was skillfully chaired by Memorial School Principal, Karen Rickershauser, whom we also thank for working endless hours to insure a smooth transition for staff and students.

Across Winn Street, a formal ground breaking for the Marshall Simonds Middle School Improvement Project was held on June 5. This project is moving along as planned. The new addition is on schedule to open in the spring of 2012, and all of the classrooms will be renovated and complete by September of 2013.

The new varsity field at BHS was crowned this year with a new scoreboard thanks to the generosity of Gochis Insurance, which donated all of the funds needed for the scoreboard purchase and installation.

At the high school, the administration, staff, and students have received new Apple iPads and the transition is now well underway. Dr. Conti and Principal Larkin are to be commended for spearheading the implementation of this "1:1" technology initiative. Burlington is one of the first communities in New England to provide every high school student with their own iPad device and the Burlington School System is gaining notoriety as a leader in the area of technology based instruction. The BPS website and related blogs contain a wealth of information on the iPad initiative and other curriculum news at the K-12 level, and we encourage everyone to explore these sites.

On September 13, 2011, the Burlington School Committee dedicated the high school fitness center in honor of James and Mary Trentini, who lost their lives in the September 11, 2001 terrorist attacks. Members of the Trentini family were in attendance and a plaque was unveiled to honor their memory. Sincere thanks go out to all who were involved in planning this event.

The Committee was pleased to reach a new agreement with the Burlington Educators Association. The three-year agreement reflects the difficult economic times which face our community and the Committee appreciates the efforts of everyone involved in reaching an accord.

In November of this year, the School Committee received an announcement from Dr. Cathleen Estep, our Director of Pupil Services, of her intent to retire in February, 2012. Dr. Estep has done an outstanding job leading this department over the past nine years and her talent and devotion to enriching the lives of children with special needs will be sorely missed. We wish her the best in her retirement years.

Our student representative to the School Committee is Walter Kikuchi. Walter does an excellent job bringing the concerns of the student body to our attention. The Administration and the School Committee are looking at ways to address these concerns, particularly in the area of student ranking and required electives. The Committee thanks Walter for his longstanding service to the Committee.

In conclusion, the School Committee is extremely pleased with the progress being made within the Burlington School System and the achievements demonstrated by our students. We would like to thank the teachers, the support staff, the administration and all of our employees for their dedication and commitment to excellence. We would also like to thank the parents and all the residents of Burlington for their continued support of education in our community.

Respectfully submitted,

Burlington School Committee

Stephen A. Nelson, Chairman
Michael DeSimone, Vice Chairman
Christine M. Monaco
Thomas F. Murphy
Kristin Russo

SCHOOL ADMINISTRATION

Superintendent of Schools

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

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

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

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

Marshall Simonds Middle School

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

Karen Rickershauser Principal Memorial School	B.A., Simmons College M.Ed., Antioch College C.A.G.S., Salem State College
Susan Astone Principal	B.S., Framingham State College M.Ed., Notre Dame College Francis Wyman School
Ellen Johnson Principal Fox Hill School	B.S., Keene State College M.S., Emerson College C.A.G.S., Salem State College
John Lyons Principal	B.A., Merrimack College M.Ed., Simmons College Pine Glen School

SUPERINTENDENT OF SCHOOLS

In 2011 the Burlington Public Schools continued to build on our successes of 2010. Our primary areas of focus continue to be instruction/technology and communication. We no longer separate technology and instruction as categories. Technology is an integral part of learning in today's schools.

This fall we opened the new Memorial Elementary School and Varsity Field complex at Burlington High School. Our work on the renovation and addition to the Marshall Simonds Middle School continues. We are grateful to the community for their support of these much needed projects. We continue to stress however, that it is the people in our schools who are most critical to student success. Involved parents, engaged students, exceptional faculty and staff who work in our schools and the continued support of the community are key components to preparing Burlington students to compete in a shrinking and flattening world.

Our learning focus in 2011 was to continuously improve the capacity of the district. Enhancing capacity means expanding professional development for faculty and staff, improving our physical plants and grounds, and, most importantly, seeing higher levels of student achievement.

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

The new Memorial School opened to rave reviews from students, teachers, parents, and the community. The opening of a new, larger elementary school required the school district to establish new school zones for the four elementary schools. Thank you to our parents who understood the need to move about 150 students from their existing school into the new building. A special thank you as well, to the many teachers who had to relocate their place of work as part of the redistricting process.

In 2011 we have had in-depth conversations about what learning needs to look like in the 21st century. Our efforts have been to create a long term, sustainable funding stream and plan that will allow Burlington to be recognized as a state and national leader in using technology to enhance collaboration and flexible learning opportunities for students. In essence, we want to stop talking about technology as something extra. All of these efforts have been in partnership with the town. Specifically, Burlington High School, under the leadership of Principal Patrick Larkin, became one of the first one-to-one high schools in the country to implement a one-to-one learning environment by providing every student and teacher with an iPad.

The plan is that in three to five years students will bring in their own devices to provide access to the internet. These devices could include smartphones, netbooks, iPads, or laptops. The initial one-to-one adoption of iPads is to jump start the infusion of technology into classroom instruction. Once learning and technology become more intertwined, the type of device becomes unimportant. This learning environment would not be possible without the infrastructure that was put in place with the support of Town Meeting and in partnership with the town.

The district continues to expand the use of our new student management system. We added the middle school report cards in 2010 and a new standards-based, elementary report card this year. Our plan is to continue to use the capacity of our new student management system to improve our communication with parents by providing web-based access to student information for Burlington families.

We continue to invest in providing 21st century tools to improve student engagement and achievement. We made progress in our efforts to equip every elementary classroom in the district with an interactive whiteboard, projector, and four-station computer cart that we call a "Bob cart." These efforts will continue next year and beyond. Our students and teachers are pushing us to expand the availability of tablet devices, like the iPad. The applications available for all learners continue to be developed and made available. We hope to use the new classrooms at the Memorial Elementary School as the model throughout the district. The School Committee is committed to equity for all students no matter the age of the building they attend.

Our efforts to improve and expand communication continue. The growing number of teacher and principal blogs in 2011 is evidence of these efforts. In addition

to blogs, we are implementing five extended afternoon meetings, which provide time for inter-school gatherings of teachers. These inter-school meetings are critical to establish common expectations across schools and smooth transitions from elementary to middle and from middle to high school. Similar to last year, this year's administrative council meetings are hosted at a different school each month. Teacher representatives have also been added so that their voice can be included in our planning.

We continue to offer courses for college credit through our partnership with Bay Path College and Middlesex Community College. Plans are in the works to expand the number of these offerings and to provide the addition of dual enrollment courses (both high school and college credit) for next year. Our goal is to have students graduate high school and be well on their way to an Associate's Degree. Burlington High School was honored this year by the College Board for expanding the number of students taking Advanced Placement courses while maintaining the high level of our performance on the Advanced Placement Exams.

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

In addition to the initiatives discussed above, the curriculum office provides support and development for teachers through coordinated district-wide professional development. Our goal is to identify and replicate best instructional practices and deepen content knowledge in order to increase the academic achievement of all Burlington students. Four professional development days are stipulated by the school calendar. The days are designed to strategically balance district versus building needs and to address individual interests by providing choice. While providing opportunities for choice, the district needs to follow through with our commitment to meet with teachers regularly to discuss these professional development choices and incorporate new ideas from faculty into our future planning. This fall we started the school year with a three-day, district wide conference at Burlington High School. The feedback from this event was positive. We

are stressing professional development that is created by Burlington teachers for Burlington teachers.

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

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

Finally, I would like to conclude with two recognitions. The first is the retirement of two key central office people - Dr. Cathleen Estep, Pupil Service Director and Mr. John Papadonis, Science Center Director. Dr. Estep and Mr. Papadonis worked tirelessly on behalf of Burlington children. The second is the naming of the renovated fitness area at the high school in memory of James and Mary Trentini. This September marked the tenth anniversary of September 11th when Jim and Mary's lives were taken. The district is honored to have the Trentinis continue to be a part of our school community.

Respectfully submitted,

Eric Conti
Superintendent

BURLINGTON HIGH SCHOOL

Burlington High School has continued its focus on technology integration during this past school year in a big way with the distribution of iPads to all high school students. Burlington High School has gained regional and national attention as one of the first schools in the country to utilize this technology for all students. In addition, BHS has been hosting schools from all over New England who are interested in providing iPads for their staff and students.



At the conclusion of the 2010-2011 school year, BHS saw the retirement of three Department Heads: Math Department Head, James Curtin; Social Studies Department Head, Jeff Hoyt; and English Department Head, Bob Conceison. In addition, science teacher, Mike Barczak, retired. New staff members for the 2010-2011 school year include:

English	Emily Bularzik, Krista Roberts, Jessica Driscoll
English/Social Studies	Michael Milton
Math	Meredith Palmer, Ann Marie Bilotta
Science	Gina Ciovacco
Specialists	Christina McNeill
Adjustment Counselor	Christine Robinson
School Psychologist	Elizabeth McKay
Perm. Subs	Doug Ryan

Among many highlights was the fact that Burlington High School was selected by Boston Magazine for the third straight year as one of the top 50 public high schools in the state. Schools were chosen based on standardized test scores and cost-efficiency factor, which measured academic performance against dollars. BHS has continued its dual enrollment courses with Bay Path College and Middlesex Community College where students were able to take

courses at BHS and receive both high school and college credit. BHS also was named to the Advanced Placement (AP) Honor Roll by the College Board for its efforts in getting more students enrolled in AP courses and not seeing a decline in the overall average on AP test scores.

Burlington High School continued to honor its Veterans at the annual Veterans Day Assembly. In addition, BHS hosted a special 10th anniversary assembly on September 11th in honor of Burlington's Robert Hayes, Thomas McGuiness, and Mary and Jim Trentini who died during the terrorist attacks on the United States. In addition, a bouquet of roses was placed in front of the plaque in the lobby bearing the names of the Burlington victims. BHS also officially named our new Fitness Center in honor of Coach Jim Trentini.

As always, please turn to the Burlington High School Blog at burlingtonhigh.blogspot.com for the latest news from BHS.

Respectfully submitted,

Patrick M. Larkin, Principal

ART DEPARTMENT

The third annual BHS Artist Alumni Day was held in January. Alumni returned to Burlington to take part in the event, where they displayed their work and spoke to art classes about life in the arts after high school. The presenters were either in post-secondary art programs or working as professional artists. Among others, William Duffy, a professional sculptor as well as a college lecturer, and creator of the statue at the high school's entrance, presented his work, as did Jason Yeadon, who designed the logo for the 2011 World Series.

In January, BHS once again participated in the Boston Globe Scholastic Art Awards. Honorable Mentions were awarded to Irina Grigoryeva for a painting entitled "Autumn Leaves", to Iselle Simonet for a sculpture entitled "Family Totem", to Angela Venini for a sculpture entitled "Favorite Food", and to Sheillanne Wambui for a ceramic piece entitled "American Indian Pottery". Silver Keys were awarded to Pablo Aguilar for a mixed media piece entitled "Myself in Pieces" and to Tali Singer for a digital art piece entitled "Fireflies". Gold Keys were awarded to Marissa

Cote for an untitled photograph, to Sean McCrobie for a mixed media artwork entitled "Me", and to Toula Papadopoulos for a drawing entitled "Ringo". It was a very exciting year with almost 12,000 images submitted in the various media categories, created by over 6,000 individual students. All Gold Key and Silver Key students were invited to exhibit their work in the State Transportation Building at 10 Park Plaza in Boston. The Gold Key and Silver Key exhibit at the State Transportation Building were hanging from Monday, February 14 until Thursday, April 7, 2011. The Awards Ceremony was held on March 6, 2011 in Boston.

In February and March, Burlington High School art students participated in the Arlington Center for the Arts' Third Annual Teen Exhibit, with the theme "Identity".

In March, the department hosted its thirty-eighth annual exhibition, also titled "Identity". Hundreds of pieces of work were on display in the high school library and main lobby. The opening reception was held on Thursday, March 17, from 6:30 until 8:30 pm, which was the night of the high school's Open House. The show was up until the first week of April. In addition to viewing the artwork, students and parents were able to join us in a few art-related activities that evening.

The year saw several exhibitions in the high school's art gallery. Cambridge Street Gallery is committed to providing exhibition space to BHS alumni artists, community members, and faculty. It began when senior Natalie Casey noticed an empty office and was inspired to transform it. Thanks to the support of Principal Larkin and Keene Carpet, which provided the flooring, the gallery quickly became a reality. The gallery is contained in Burlington High School and is located across from the cafeteria. It is locked and only opened with a supervisor (administrator, teacher or trained student) present.

Cambridge Street Gallery exhibited the work of 1981 BHS alumnus Donna Howard throughout March and April, and Ms. Howard was present for the reception of the 38th Annual Art Exhibition.

In the spring, Nicole Ritchie was the first current BHS student to exhibit in the Cambridge Street Gallery. Throughout her last two years as a BHS art student, Nicole created numerous paintings including portraits, animals, landscapes and cityscapes, many of which were on display. Nicole was in the class of 2011 and is now at Bridgewater State College majoring in English.

In May, Students from the Portfolio class hosted a reception for Burlington High School's fifth annual Portfolio Exhibition. The show was organized and hosted by the juniors and seniors in the advanced art course, who supplied refreshments and offered commentary on their works to guests. The reception coincided with the Music Department's annual Spring Concert.

Caroline Brill and Rachel Glynn were selected to represent Burlington High at the annual Art All-State Festival at the Worcester Art Museum, where they collaborated with their creative peers as well as professional artists in making large-scale installations. Art All-State is jointly sponsored by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education, and the Massachusetts Directors of Art Education. Both students enjoyed the experience, and both plan on enrolling in art programs upon graduation.

The first exhibition of the 2011-2012 school year in the high school's Cambridge Street Gallery again featured the work of the Art Department staff. It included a painting by Christina Chang, graduate of Rhode Island School of Design; illustrations by George Ratkevich, graduate of Boston University; a ceramic piece by Joanne Vigneau, BHS alumnus and graduate of Massachusetts College of Art and Design; and photography by Keith March Mistler, graduate of Boston University.

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

The Macintosh lab continues to provide students with exciting possibilities in the computer graphics field. Both the *Digital Arts* and *Graphic Design* courses continue to use the equipment and graphics programs, and the art faculty members are now teaching the *Web Design* and *Microsoft Office* classes in a second computer lab. Many of the works created in the labs go on to publication as posters, banners, and program covers for the graduation ceremony, the school musical, and the high school's Program of Studies. Several of the artworks that earned recognition in the Boston Globe Scholastic Art Awards were created in this lab.

Every fall, the high school art department hosts

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

Ms. Christina Chang continues to serve as the advisor for Students for Asian Cultural Awareness. Mr. Mistler serves as co-advisor for the school's yearbook. He initiated a photography club, now in its second year. Mr. Ratkevich advises the school's art club. Mr. Ratkevich continues to serve as an advisory board member for the Boston Globe Scholastic Art Awards. Ms. Saveliev returned to her teaching position (photography) after a year's leave. Mrs. Vigneau continues to serve as an assistant softball coach.

Respectfully submitted,

George Ratkevich
Art Department Head

ENGLISH DEPARTMENT

The English Department continues its mission of preparing students for lifelong learning. Once again, our students performed well on standardized assessments (for the second straight year, every sophomore passed the MCAS, and we had nearly a 90% passing rate on the AP Literature and AP Language tests). In addition, student engagement in departmental programs continues to evolve and grow, certainly a testament to the dedication and expertise of sixteen talented English teachers.

If there's one thing that hasn't changed in the English Department in recent years, it is how much the department annually changes, and this year is no exception. The school year began with some new faces and new positions. Robert Conceison stepped down after a brief but successful tenure as the head of the department. We have four teachers in their first full year as a member of the department: Michael Milton and Krista Roberts, who had both become familiar faces in our hallway from helping out with maternity positions last year, as well as Emily Bularzik and Jessica

Driscoll, both of whom made their BHS debuts in September. Several teachers in the English Department have also taken on new extracurricular positions. Ms. Bularzik is now running the school's Debate Team, Mr. Milton is one of the Student Council advisors, Rebecca Skerry is enjoying her first year as the advisor to the Poetry Club, Diana Lombardo has taken the reins as the head of the Future Teachers of America and Pam Coppola is our new Journalism advisor. Tim Calvin has taken a prominent role in leading our new Tech Help Support Team. In athletics, Ms. Driscoll accepted a position as an assistant coach for the Indoor Track team in the winter. These new positions are in addition to the roles the members of the English Department already hold as the head coach of the Girls' Varsity basketball team and the advisors to Collab (the BHS Literature Magazine) and Idle Hands (the BHS improv troupe). In more personal, and certainly more important changes, we had over the course of the 2011-12 school year, *four* teachers out on maternity leave, as Anne Ford and Callie Graham took the year off to spend time with their newborn children (Anne's second and Callie's first), and Brenna Rose and Jessica Netishen both took time off to welcome their first babies as well.

A lot of this year's change has been in how the department adapts to our new 1:1 environment, exploring the opportunities that had not previously been available to us. Most notably, the department now has a stronger online presence with the development of a departmental webpage (www.bhsenglishdepartment.com), which provides course descriptions for all of our classes, information about the clubs that we advise, departmental expectations in writing and grammar, and book recommendations from our staff. This page also provides links to individual teacher's pages, as we seek to make our classes as accessible as possible to our students. The Devil's Advocate, our school newspaper, has begun publishing an online version. Inside the classroom, the English Department has come up with various and impressive ways to include our internet access to our daily routines. In our curriculum, Judy Crossman and Molly Stuart have spearheaded a movement to introduce a new reading elective for next year: Young Adult Fiction. This course will be the only literature elective offered to freshmen and sophomores and will be only the second entirely new course offered at Burlington High in the past fifteen years. We have also begun to explore wider curricular changes covering all four years. And in his freshmen classes, Ethan Feinsilver piloted a budding national writing program in his classrooms. And under Mr. Calvin's leader-

ship, spurred by the success that we have seen with our customized textbooks for American Literature and British Literature, students have begun to help write and create a customized online vocabulary textbook to replace the books that we have been using at BHS for far too long.

Not everything is in flux in the English Department however. *Collab*, the school's literature magazine, is publishing its fortieth edition of student stories, poetry, art and music. The momentum of our fall drama performances continued to build with a hilarious production of Michael Frayn's *Noises Off*. Students still flock to Kevin Field's Public Speaking classes. And Burlington High has continued to serve as the state exemplar for Poetry Out Loud, a national poetry recitation competition; the Huntington Theatre once again selected BHS as one of two schools to lead an instructional meeting to show other districts how to set up similar competitions at their own schools.

In my first year as the head of the English Department, I could not be more pleased with the hard work and the successes that I see in our department every day. I am proud to be able to help continue this tradition of high expectation and academic excellence at Burlington High.

Respectfully submitted,

Benjamin Taylor Lally
English Department Head

FOREIGN LANGUAGE DEPARTMENT

The Foreign Language Department offers students a rigorous and challenging curriculum in French, Italian, Latin and Spanish. In order to graduate from BHS, a student must take two consecutive years of the same language. All languages have a complete sequence of study through the 5th year and Spanish offers an Advanced Placement course instead of the usual year five.

We are offering a new course this current school year called "Spanish for Health Careers" as a more practical elective for those who have completed the two year Foreign Language requirement but who do not wish to pursue the more traditional Spanish 3, 4, or 5. Burlington High School Spanish students were among the first in the nation to take the oral section of the AP Spanish exam on their new iPads. Students who travelled to Italy on the Exchange also used

iPads to communicate with their classmates back home in Burlington via Skype, FaceTime, and email.

BHS offers many extracurricular opportunities for students who wish to use their foreign language study internationally. In February, a group of thirty-four Latin and Italian students traveled to Italy with Rita DeBellis, Latin Teacher, Ivana Gentile, Italian Teacher, and Alice Vamivakas, Special Education Teacher, on an educational tour to Rome, Pompeii, Florence, and Venice. In September, fourteen students travelled to Cles, Italy as part of a weeklong home stay experience with our Italian Exchange partners. Teachers Ivana Gentile and Rita DeBellis accompanied the BHS students. We are working to create a Spanish Exchange program, too. Also, in this coming summer, fourteen students will travel to Spain to study at the University of Salamanca for two weeks with Spanish teacher, Renee Dacey.

During Foreign Language in March, French classes travelled to Marshall Simonds Middle School and a multilingual guest speaker from Haiti spoke to BHS classes about the importance of learning different languages.

In addition, BHS offers a Certificate in Global Studies for students who combine foreign language study with courses in international studies and foreign travel and community service. Members of the department also foster foreign language learning through French Club, Italian Club, Latin Club, and Spanish Club.

Respectfully submitted,

Rita DeBellis
Foreign Language Chairman

MATHEMATICS DEPARTMENT

At the end of June 2011, the Mathematics Department's leadership changed with the semi-retirement of veteran chairman James Curtin. Before stepping down as department chairman, Mr. Curtin made sure that all facets of the department were functioning at an eminent level and was responsible for the recruitment and hiring of the creative and industrious instructors over the past decades. As a result, the Mathematics Department seamlessly continued its mission of preparing students for lifelong mathematical competence and sound logical reasoning skills.

The 2011-2012 school year saw the implementation of a second Advanced Placement course in the Mathematics Department - AP Statistics - in addition to our longstanding AP Calculus AB course. Drawing students who have successfully completed our Honors Pre-Calculus course, AP Statistics affords yet another opportunity for standing credit for graduating seniors who may be considering a concentration in the sciences or social sciences at the post-secondary level. In addition, the Math Department is excited to continue our partnership with Middlesex Community College by offering our Honors Calculus course as a dual enrollment opportunity. Students who meet the requirements may enroll in Honors Calculus and receive credits towards a Burlington High diploma, as well as MCC credit. With the Calculus course expanding to a full year for the 2012-2013 school year, I have high hopes that it will be a model for continued collaboration across all disciplines at Burlington High School.

This past August, we welcomed Ms. AnnMarie Bilotta, and Ms. Meredith Palmer, to the Mathematics Department at Burlington High School. Both Ms. Bilotta and Ms. Palmer came with experience and enthusiasm, as well as noteworthy references. Both have transitioned seamlessly into their roles as full-time mathematics teachers and have shown evidence that they can work well collaboratively with the other twelve members of the department.

The Mathematics Department continues in its leadership role - both curricular and extra-curricular - at Burlington High School. As the new department head, I am quite proud to have the opportunity to work with a talented staff toward maintaining and improving the level of mathematics instruction at Burlington High School.

Respectfully submitted,

Brian D. McNeill
Mathematics Department Chairman

HIGH SCHOOL GUIDANCE DEPARTMENT

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

The Guidance Department was slightly re-structured for the 2011-2012 school year. The new structure is designed to be more proactive when handling and dealing with, student and/or family social/emotional issues. A new School Adjustment Counselor/Social Worker position was added as part of the Guidance staff. Christine Robinson, who was previously a social worker, has assumed this new position. In addition, the Guidance role of Gloria Wojtaszek has been slightly modified. Gloria now dedicates a majority of her time to working with Special Education students and parents. The two aforementioned guidance positions will help to improve BHS transition services for Special Education students. Also Leisel Smith, Guidance Counselor, has taken a one-year leave of absence. Filling her shoes is Amanda Magnan.

Theresa Cavanaugh has assumed the role of school registrar, while Patty Lewis continues as the Guidance Secretary. Together they have allowed the Guidance Department to function at a very high level in terms of efficiency, which has allowed counselors to have more time with students. The Guidance Department continues to expand the web-based management system, called Naviance, which allows students to complete many of the tasks associated with selecting a college, major, and career. This year many teachers are using the program to upload letters of recommendations as well. The counselors now utilize a personality profile for students so they are able to make informed choices on careers and college majors. In addition, students can develop four year academic plans, upload various documents and connect to a myriad of resources. Parents also have access to the program. Naviance has allowed the scholarship application process

to be more manageable for students and parents. Naviance has given the Guidance Department the capability to submit transcripts on-line. Using the on-line transcript function has allowed us to save time and money on mailings. In an effort to continue our community outreach, the BHS Guidance Department has created a Guidance Blog and facebook page. Both technological venues have proven to improve communication to parents and students of BHS.

The Guidance Department continues to expand our parent breakfast series. We plan to host a breakfast 8 out of the 10 months of the school year. We plan to continue with the breakfast series due to such high attendance rates. In addition, the entire Guidance staff was present at our senior college planning night and will all attend the upcoming junior parent planning night.

The Guidance Department hosted representatives from nearly seventy colleges and technical schools who spoke to interested students regarding admission requirements, costs, and financial aid information during conferences at the high school. The Guidance Department also cosponsored a regional college fair held at Shriner's Auditorium that had representatives from over two hundred colleges and universities. This year Burlington High School will be a site for FAFSA Day Massachusetts. This is a nation-wide effort that allows parent and/or students to receive free assistance filling out financial aid forms.

The 2011 Burlington High School Scholarship Program, affiliated with the Burlington Community Scholarship Foundation, produced highly successful results. One hundred ninety donors contributed to the 2011 program. Four-hundred-twenty-six scholarships, totaling \$329,575 were awarded at the presentation ceremonies. Our deepest gratitude is extended to the local individuals, civic groups, and business organizations that contributed to the scholarship program. Since 1988, 7,273 scholarships totaling \$5,833,215.00 has been awarded to the graduates of Burlington High School.

The following is a profile of the Class of 2011:

Size of Graduating Class:	258 students
Number of Students Continuing Education:	237 or 91.9% of Class
Number of Students Seeking Employment:	17 or 6.6% of Class
Number of Students Entering Military Service:	4 or 1.5% of Class

Continuing Education Information:

Four-Year Baccalaureate Programs: . . . 197 or 76.3% of Class
 Four-Year Public In-State Institutions: 82 or 31.8% of Class
 Four-Year Public Out-of-State Institutions: 26 or 10.0% of Class
 Four-Year Private In-State Institutions: 53 or 20.5% of Class
 Four-Year Private Out-of-State Institutions: 35 or 13.5% of Class
 Two-Year Associate Degree Programs: 32 or 12.4% of Class
 Two-Year Public Institutions: 30 or 11.6% of Class
 Two-Year Private Institutions: 2 or 0.8% of Class
 Non-US College. 1 or 0.3% of Class
 College Prep. School. 2 or 0.8% of Class
 Educational/Vocational Non-Degree Programs: 5 or 1.9% of Class

2011 CEEB Test Summary:

% of Class that took the SAT Exam: 93%
 Mean Critical Reading Score: 507 Mean Math Score: 532
 Mean Writing Score: 521

TESTING STATISTICS – CLASS OF 2011

Of SAT Scores In A Given Range:

	Reading	Math	Writing
700-800	7	18	12
600-690	46	56	51
500-590	79	78	77
400-490	76	61	72
300-below	33	28	26
Total Students	241	241	241

SAT Subject Mean Scores:

Biology M:	659	Physics	622
Math Level II:	670	Math Level I:	634
Chemistry:	615	US History:	573
World History:	605	Literature:	637

Four students were commended for the 2011 National Merit Scholarship Program. One-hundred eighty-one students took a total of 291 Advanced Placement (AP) exams for college credit. Thirty-two members of the Class of 2011 were recognized as Advanced Placement Scholars for their performance on the 2011 Advanced Placement Examinations. Four students were recognized as AP Scholars with distinction, nine members were recognized as AP scholars with honor, and eighteen members were recognized as AP scholars.

MCAS Test Results Summary:

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

Testing results upon graduation for the Class of 2011 are as follows:

Passed the English Language Arts test: 258 students or 100% of Class
 Passed the Mathematics test: 258 students or 100% of Class
 Passed the Science test: 258 students or 100% of Class

Initial Testing results for the Class of 2011 are as follows:

Scored either proficient or advanced on the English Language Arts test: 94% of Class
 Scored either proficient or advanced on the Mathematics test: 93% of Class
 Scored either proficient or advanced on the Science test: 73% of Class

Respectfully submitted,

Joseph Attubato

Support Services Coordinator

HIGH SCHOOL SPECIAL EDUCATION DEPARTMENT

The program for special needs students continues to be effective in identifying learning problems while offering in-depth special needs support and academic diversity for those students with disabilities. In the 2011-2012 school year, inclusion courses were maintained in the areas of English, Mathematics, History, and Science. In these courses special education teachers provide direct support and service to students in mainstream academic classrooms. Also, Bridge support was expanded to have a special education teacher within the program each period of the day.

Ms. Christine McNeil and Mr. Dennis Jackson have assumed special education instructor positions at Burlington High. They primarily serve as inclusion teachers.

Respectfully submitted,

Christina Cicolini
Special Education

SCIENCE DEPARTMENT

The 2011 school year was an excellent year for the Science Department. Our 9th and 10th graders were superb in the high stakes MCAS Science exam given in June, where 232 out of 233 passed. The school was ranked 37th in the state overall.

Burlington High believes that every student should be allowed a chance to take an advanced AP course, regardless of past academic performance. As a consequence, the number of students taking AP sciences jumped 65%, from 70 last year to 115 this year. Our students still excelled but the overall statistics are not as gaudy as in the past. Sixty-three students (57% of all students) received AP credit. Twenty-three students (37%) obtained the highest possible score of 5.

We hosted our 12th annual American Chemical Society's "High School Teachers' Night," in October with featured noted speaker and ACS president, Dr. Bassam Shakhashiri.

Dr. Peter Nassiff and fellow chemistry teacher, Ms. Wendy Czerwinski, published an article in the *Journal of*

Chemical Education entitled, "Modeling Atoms Using Paperclips".

Dr. Nassiff, a DOE consultant on the MCAS Committee in chemistry, served on the State Science Frameworks Committee and the MCAS Chemistry ADC Committee.

Michael Barczak retired and was replaced by Ms. Gina Ciovacco in biology.

Respectfully submitted,

Dr. Peter J. Nassiff
Science Department Chairman

SOCIAL STUDIES DEPARTMENT

The Social Studies Department embarked on the 2011-2012 school year without its long-time leader, Jeffery W. Hoyt, who retired after 40 years of service to the district. Todd Whitten was named to be the Interim Department Chair for the school year, and Michael Milton was hired to teach part time in the Social Studies Department and part time in the English Department.

The Social Studies Department embraced the coming of the iPad, and teachers have been busily integrating it into their courses as the year has progressed. Teachers are utilizing blogs, wikis, and web sites to distribute information to the students, and in conjunction with students in the Help Desk program led by Christian Wood (class of 2014), the department has established a blog as well at <http://bhshistorydepartment.blogspot.com>. Through these budding efforts, the department is working to bring history and the social sciences into the 21st Century.

The Social Studies Department continues to take part in the Daughters of the American Revolution Good Citizen Award, Boys' State and Girls' State held at Stonehill University, the town sponsored Student Government Day, and the State House sponsored Student Government Day programs.

Respectfully submitted,

Todd Whitten
Social Studies Department Chairman

DEPARTMENT OF ATHLETICS

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

With the completion of the varsity field, our varsity teams as well as the town's youth organizations were able to play on a home turf field. This is truly a tremendous opportunity for our athletes thanks to the support of the Burlington residents.

This year, we experienced the loss of our long time school physician, Dr. Gary Goldfarb. He served as our football team physician as well as the Athletic Department physician administering physicals to our athletes. He will be missed by our staff and athletes and we want to thank his family for the many years of dedicated service.

The year 2011 also saw the adoption of Burlington Public Schools policy with regard to concussions. All Athletic Department Coaching staff must be certified by NFHS and have a certificate on file in the athletic office prior to the start of their season. The Athletic Department will also be following the MIAA laws regarding coaching certification.

The winter season continued on with more competitive play and an overall winning season. The Boy's Basketball team was led by Senior Captain Ryan Putney, Junior Captains Connor Gallivan and Mark Melanson and finished the season with a record of 11 and 7. The boys went on to tournament play winning two games before losing to Brighton. The Girl's Basketball team was led by Katharine Trahan, Kaitlyn Morneweck, Kayla Coluci, and Rachel Joyce and finished the season with a record of 3 and 17. The Boy's Hockey team was led by seniors, Shane Matthews, Chris Irwin, and Joey Centrella and finished the season with a record of 10 and 7 and 2. They went on to tournament play losing to St. Mary's in the quarter finals. The Girl's Hockey team was led by seniors, Ashley Brouillette and Alexandra Sorrentino, and finished the season with a record of 2 and 18. The Boy's Gymnastic team led by seniors, Tyler Baczewski, Ryan Shea, and Peter DeBarros and finished the season with a record of 6 and 1, coming in at third place at the State Meet. The Girl's Gymnastic team, led by seniors, Michelle Morgan and Cara DiPerna finished the season with a record of 5 and 1. The

Boy's Indoor Track team finished the season with a record of 7 and 2, tying for second place in the Middlesex League. The Girl's Indoor Track team led by Kierstin Merlino, Jackie Jensen, Ashley Steadman, Taylor Steinberg, Elizabeth Johnson, Katie O'Connor, Kristin Humphreys, and Jenn Sheldon finished the season with a record of 7 and 2, taking third place in the Middlesex League. The Boy's Swim team led by Shane Ryan and Ryan Gilpin finished the season with a record of 1 and 5. The Wrestling team finished the season with a record of 1 and 27.

The Boy's Baseball team led by Joey Yeadon finished the season with a record of 13 and 7. They went on to tournament play losing to Masconomet. The Softball team led by Seniors, Stacey Bezreh and Courtney Lanfranchi finished the season with a record of 18 and 2. They went on to tournament play losing to Wahconah in the State Finals. The Boys Lacrosse team led by Billy Murphy, Shane Matthews, and James Haded finished the season with a record of 11 and 9. They went on to tournament play winning Wakefield and losing to Wellesley. The Girls Lacrosse team led by Rachel Joyce and Katharine Trahan finished the season with a record of 6 and 14. The Boy's tennis team led by Senior Captains Raghav Tanna, John Romano, Peter DeBarros, and Steve Kolifrath finished the season with a record of 14 and 4. They continued on to tournament play winning Belmont and Boston Latin and losing to Winchester in the Division II North Semi-Finals. The Girl's Tennis team was led by Jenna Frank and Erin Rielly and finished the season with a record of 15 and 3, qualifying for the State Tournament, losing to Marblehead in the Division II North Semi-Finals. Boy's Track team finished the season with a record of 6 and 3. The Girl's Track Team led by Kristin Humphreys, Jenn Shelden, Katie O'Connor, Elizabeth Johnson, Jackie Jensen, Kierstin Merlino, Ashley Steadman, and Taylor Steinberg finished the season with a record of 8 and 1.

The Football team led by Captains Dalton Barrucci, Billy Murphy, Greg Sheridan, and Kyle Shields finished the season with a record of 7 and 4. The Boy's Soccer team led by Senior Captains Derek Skinner and Dan McMahon finished the season with a record of 3 and 13 and 2. The Soccer Cheerleader Captains for the fall season were Alyssa Camilleri and Kristen Cucinotta. The Girl's Soccer team led by Megan Packard and Erin Clark finished the season with a record of 3 and 12 and 3. The Golf Team led by Brian Hood and Brett Romkey finished the season with a record of 5 and 3, placing 1st in the Middlesex League Small Division. The Boy's Cross-Country team led by David Taranto and

Chris Cao finished the season with a record of 5 and 2. The Girl's Cross-Country team led by Ashley O'Neill, Ashley Romano, and Alison Pflanz finished the season with a record of 0 and 7. The Girl's Swimming and Diving team led by Erin Murphy and Samantha Flecchia finished the season with a record of 1 and 8. The Field Hockey team led by Jenna Perlmutter team finished the season with a record of 3 and 13. The Competition Cheering Squad led by Alanna Tierney, Tiffany Damaso, and Danielle Skinner also had a great season finishing first in the Middlesex League again, as well as Division III State Champions. The Girl's Volleyball team was led by Jean Hanafin, Kelsey Carnell, and Christina Raso and finished the season with a record of 7 and 6. For the first time since the start of the program, the girls moved on to tournament play winning their first game and losing their second game to Melrose.

The Athletic Department would like to congratulate all the athletes.

Respectfully submitted,

Edward L. Gillis
Athletic Director

Once again the Burlington Rotary Club together with the Interact Club, donated resources for the Peace and Understanding collection. Books about the life and times of the presidents were added to the Rotary collection. We are thankful for these donations, which enhance understanding of world peace and global diversity.

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

The librarian took an online class this fall on Differentiated Instruction. This course focused on using and practicing different teaching strategies to engage all learners. This class will meet the district's requirements for mentoring new teachers.

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

Respectfully submitted,

Susan Kelley DiSanto, Librarian

HIGH SCHOOL LIBRARY

The iPads have arrived at Burlington High School and they have changed the face of the BHS library. During the summer, the library staff along with teachers attended voluntary sessions of "Boot Camp" Wednesdays. These professional development sessions gave teachers and staff an opportunity to share ideas and look at iPad apps for classroom instruction. The librarians spent time discovering how to access ebooks and work with other electronic resources on the iPad. The iPad has a free Nook app that can be used to access the BHS "Nook library". Students and staff continue to use this resource to download books within minutes of a request. The BHS library has over 1,000 ebooks available to the high school. These new ebooks along with the library's databases can be accessed in school or at home from our library homepage www.bpsk12.org/pages/Burlington_High_Schools. Click on databases or search through the library catalog for ebooks. Username and password are both bhs.

MARSHALL SIMONDS MIDDLE SCHOOL

2011 proved to be an eventful year for the students, parents, teachers, and supporting staff that comprise the Marshall Simonds Middle School community.

The main focus of educational priority at the middle school is curriculum and instruction. Several initiatives highlighted a variety of programs that required teacher leadership and collaboration. MCAS results demonstrated continued student growth in the areas of English language arts, mathematics, science, engineering, and technology. Team and curriculum meetings were used weekly to assess student progress and to coordinate efforts between academic teams and special education. High levels of student-teacher engagement resulted from the use of a variety of instructional strategies. Students were given opportunities to apply important learning concepts by writing, talking, discussing and participating actively. Leadership positions were included in the school budget to add program coordinators in the areas of mathematics and English language

arts. A new ability based reading program was added in grade six and seventh grade mathematics students were grouped by scholastic proficiency.

The middle school utilized technology to provide students and teachers with powerful devices and access to applications. During 2011 student mid-term reports and report cards became computer generated. Teachers used laptop computers daily for instruction and planning. Middle school faculty also utilized Smart Boards, Eno Boards, LCD projectors, iPads, flip video cameras, and mini laptops to create optimum learning environments. Presently, the Aspen Student Information System is being utilized to support the increase of technology throughout Marshall Simonds.

Student participation and recognition continued to be a significant characteristic of the school culture in place at the middle school. Sixteen seventh and eighth grade art students received gold and silver keys as well as honorable mention certificates at the prestigious Boston Globe Scholastic Art competition. Sixth graders enrolled in the after school Math Olympiad class scored in the top 10% of teams from 30 countries and 49 of the 50 states. Awards were also presented to our students who competed in the National Latin exam, MWRA Poster Contest, The Destination Imagination Regional Challenge, state music opportunities, and the National Geographic Bee. Much praise has been earned by the eighth grade class who raised money to sponsor an anti-bullying focus at the Marshall Simonds. "Teen Light" raised over \$8,000.00 to support a Project Adventure Field Trip for the eighth grade that fostered team-building and encouraged students to connect with other students.

After 50 years of existence, the Marshall Simonds Middle School building began its first facelift and addition in June. A 37,000 square foot addition and major renovation to the existing 135,000 square foot building will be completed in a two-year time period. A ground breaking ceremony featuring a number of state and local school officials was held on June 3. The addition will add 8 new classrooms, two computer rooms, administrative, guidance, nurse and office space, music areas and a corridor from the auditorium to the cafeteria. The main entrance will be moved to the front of the building. The cafeteria will be renovated into one large area with a new kitchen. The renovation will include new classroom finishes, lighting, floors, ceilings, handicapped toilets, computer technology, and improved storage.

Communication remained a high priority at Marshall Simonds. The Parent-Teacher Organization, School Council, and the Burlington Education Foundation were strong contributors to the success of school programs and activities. Many blogs, newsletters, parent orientation nights, school events, and community service projects provided a valuable link between M.S.M.S. and middle school parents.

Finally, it is with mixed feelings that I would like to congratulate grade 6 English language arts teacher Jeanne DiNardo who retired after dedicating 28 years of exemplary service to children in Burlington. Her compassion, intelligence, enthusiasm, work ethic, positive attitude, and multitude of talents will be greatly missed.

Respectfully submitted,

Richard J. Connors
Principal

FOX HILL SCHOOL

Fox Hill School continues to be a school that highly values strong and positive teacher-student relationships, high expectations for all students, and engagement in continuous learning for all its members. Fox Hill School works to develop leaders at all levels and strives to practice shared leadership. Our school community supports and practices collaboration among its staff members and also works to develop positive teacher-parent relationships.

There are many opportunities and structures that support learning for all its members. Teachers collaborate during grade level meetings to review and discuss student progress and growth that ensures all students are working towards meeting grade level expectations. Collaboration and shared leadership also occur on the Leadership Team, the RtI Focus Group, the Problem-Solving Team, the Crisis Team, and the School Improvement Council. Another example of shared leadership and collaborative experience is teacher involvement on the district-wide curriculum councils for math, science, social studies, and English Language Arts for every grade level. The purpose of curriculum councils is for grade level teachers to meet and collaborate across the district, to develop and review curriculum needs, and to align and calibrate curriculum and instruction to state learning standards. Every teacher at Fox

Hill School participates on a team or on a council. This provides and ensures opportunity for teacher voices intended to strengthen and guide curriculum decisions for meeting students' curriculum needs and achieving grade level standards.

The 2011-2012 school year brought many skilled and talented new staff members to Fox Hill School. It is with great appreciation and excitement that Fox Hill School welcomes Kim Settelen, school psychologist. The role of school psychologist is a new position that adds tremendous value to an elementary school that benefits children and the Fox Hill community in far-reaching ways. The role of school psychologist is evolving every day, however, its primary role is to support students and their families, manage periods of stress, or help them overcome or deal with life's challenges. Additionally, we welcome Ms. Andrea Marquant, reading specialist, Ms. Anne Gorman, special needs teacher, Ms. Jennifer Calhau, music specialist, Mr. Patrick Murphy, library media specialist, and Ms. Mary Davis, permanent substitute. We said good-bye to five members of our Fox Hill staff, Ms. Mary Kelly, grade three teacher, retired from teaching at the end of 2010 school year after serving the Burlington students for over 25 years. Amy Percoskie, kindergarten teacher, and MaryKathryn Conceison, fifth grade teacher now teach at the new Memorial School, and Mrs. Karen Potts returned to Pine Glen School to teach kindergarten due to redistricting. Finally, Ms. Amanda Potts teaches music at Francis Wyman School.

Belong Together, Work Together, Succeed Together captures the essence of who we are as a school community. As a staff we value and respect each other's roles, viewpoints, and perspectives. We listen to, problem-solve, support, and learn from each other. As a result, we are successful in our pursuits with children and recognize the power that working together has on a school environment. This year our school theme focused on empowering children by strengthening their voice, their confidence, and their sense of belonging at Fox Hill School. Our theme encourages students to "Be the One" inspired by the children's book, "One" by Kathryn Otoshi. Many exciting events have occurred at Fox Hill School as a result of this book and theme. The highlight of our school year occurred at our *Fun & Excitement* assembly where the Fox Hill teachers treated students to a flash-mob dance to the song "You're the One" by the Back Street Boys. The flash-mob experience was intended to communicate and support students in their ability to say, "Stop" to those that created an uncomfortable environment for them and others that was

memorable, exciting, and inspiring. The *Fun & Excitement* assembly was one of Dr. Quaglia's 8 Conditions that Make a Difference Additional assemblies for this school year focused on the conditions *Belonging, and Sense of Accomplishment*. These three conditions are integrated into our school culture, the Fox Hill Code and into our school theme, "Be the One." Finally, Fox Hill School continues to implement "Response to Intervention," a tiered approach to reading instruction that promotes reading growth for all students.

Fox Hill School uses a Balanced Literacy-Guided Reading Approach for teaching reading and writing in grades K-5 as its core curriculum. This Balanced Literacy-Guided Reading Approach is supplemented by *Fundations*, a direct phonics approach in grades K-3. In writing, we implement an eclectic approach that includes the John Collins writing method, "Six Traits Approach to Writing," and Writer's Workshop. In math, we continue to use *Investigations* supplemented by *Number Corner*. In science, the Burlington Science Center continues to provide our students with hands-on activities that are of high quality and interest. Our greatest change and growth has been in technology as a result of the support and collaboration between Burlington Public Schools and the Town of Burlington. This year Fox Hill School received interactive whiteboards for every classroom, a computer station for each classroom, 60 iPads, and 22 netbooks. This investment and commitment in technology has provided many new and valuable learning opportunities for Fox Hill students.

Fox Hill School continues to provide students with many varied after-school opportunities that promote continuous learning and enrichment. Fox Hill School offers Homework Clinic, Math Olympiad, Math Wizards, Fractions, Decimals and Percents, and an After-School Writing Club.

Improvements to building and grounds continue to be a major focus at the Fox Hill School. Over the summer, Fox Hill School experienced a major renovation to four of its eight student bathrooms and the most exciting and long awaited improvement was basketball lines drawn on our resurfaced playground. The children were so excited and were appreciative of this improvement to their playground. Finally, five more additional classrooms received a fresh coat of paint this summer increasing the total of freshly painted classrooms to 19. During the summer of 2012, four more student bathrooms will be renovated to complete the bathroom renovation project at Fox Hill School.

While our primary charge and responsibility is to educate the students of Fox Hill district, members of the Fox Hill teaching staff recognize and appreciate the tremendous support we receive from the Fox Hill PTO, the Town of Burlington, the School Committee, and Central Office Administration. Members of these groups are considered to be a part of our extended Fox Hill School family and each has significantly contributed to Fox Hill School's success. *Belong Together, Work Together, Succeed Together* says it all at Fox Hill School!

Respectfully submitted,

Ellen Johnson
Principal

FRANCIS WYMAN SCHOOL

Francis Wyman Elementary School continues to place a major focus on developing the Multi-Tier System of Supports (MTSS) instruction also known as Response to Intervention (RtI). Teachers are continuing to explore innovative ways to maximize instructional groupings to support instruction for all students. We continue to group across the grade for reading in grades one through five and have expanded this model for mathematics in grades four and five. This fall we have changed to a new universal screening tool for both reading and mathematics called *I Ready*. We are learning how to implement this new on-line assessment as well as how to interpret and use the data generated from the tool. Student progress continues to be closely monitored with a variety of progress monitoring assessment tools as teachers work together to respond to student needs. Teachers meet weekly with the principal to review student progress and determine adjustments to students' programs to maximize their learning. The grade level teams work closely and collaboratively with the mindset that all teachers are responsible for the progress of all the students in the grade. This team approach provides students with the benefit of the wisdom and experience of our highly functioning teams and very talented teachers. Our Problem Solving Team process continues to deepen and develop as we work together with parents to individualize students' programs as needs arise. We have added a number of new intervention options for students such as *Lexia* for reading and *Symphony Math*. In addition to interventions,

all students have access to our instruction program for both reading and mathematics. As a result of a successful pilot, we have continued to offer the on-line *Accelerated Reader* program which supports all students as they develop as life-long readers. We are in our final stages of our implementation of the *Fundations* phonics program as grade three began this program in the fall. Francis Wyman School was delighted to host visits from several teams of teachers from various Massachusetts school districts as these schools explore how to implement a Multi-Tier System of Support instruction. We were also honored to be featured in the article "The Test Ahead" in the Boston Sunday Globe's *Globe Magazine*. Francis Wyman School was highlighted as a success story for how we are finding ways to effectively provide support to all students.

In addition to academics, supporting students in the area of behavior is also part of the MTSS model. As we work to deepen our responsiveness to student needs, the guidance department was restructured from two guidance counselors to one guidance counselor and a school-based school psychologist. Both positions work together with all grades. The school psychologist manages the Problem Solving Team process and works closely with parents, teachers, and students to proactively address challenges and concerns. By being an integral part of the school, the school psychologist is able to gain a deeper understanding of student needs and is thus able to provide support that is direct and proactive. In collaboration with our guidance department, the FWS Instructional Leadership Team is developing a Positive Behavior Intervention Support (PBIS) program with the intent of implementing the program next year.

A new elementary student progress report was developed reflecting a standards-based format. A standards-based format indicates the standards that students are expected to know and be able to do at the end of each grade. The reports were well received by most parents as they provide more detailed information regarding the curriculum. The new progress indicators report progress as measured against the end-of -year expectations.

This year has truly been the year of technology! Every classroom, including those rooms used by specialist teachers, special education teachers, and reading teachers, now has an interactive whiteboard. Teachers are constantly finding effective ways to use this technology to enhance teaching and learning. We now have over sixty *iPads* for student and teacher use. All teachers in grades kindergarten

through five along with special education teachers have at least one *iPad* for use in their classrooms. The rest of the *iPads* are shared among the classes as needed. In the hands of the students and teachers, these devices have propelled student engagement and interactive learning to new heights. We continue to add more portable computer stations comprised of four computer stations. These stations allow students to access the many computer programs that are now essential components of the curriculum. We have expanded our use of the student information management system, *Aspen*. This program supports the new student progress reports and allows us to tailor the information to our specific needs. The online access of the report card allows multiple users to access the information at any time. The FWS Technology and Innovation Team is comprised of several teachers who are committed to supporting the school with our technology initiatives and moving our use of technology in a meaningful and creative direction.

Communication has been enhanced through a variety of electronic forums as the school continues to move to a paperless environment. All of the Burlington School District and school websites have been changed and have a new design that provides information in a more consistent format. Parents can now follow Francis Wyman School on *Facebook*, *Twitter*, and the *Principal's Blog*. Many departments and individual teachers have developed new blogs, wikis and websites. Principal Coffees occur every month alternating day and evening meetings. We continue to offer a variety of afterschool enrichment opportunities. Thanks to the support of the Burlington Education Foundation, the addition of the LEGO Robotics Club proved to be a huge success as over one third of our grade five students participated in this club. This joint venture with the high school LEGO Robotics Team was a wonderful learning experience for the FWS students, high school students, and teachers. We are pleased that this club will be an ongoing offering at FWS. A new club this year is the Reading Club for grades one through three. Family Math Night was well attended by students and families from all grades.

Several new curriculum teams have been developed to facilitate communication, distributed leadership, and shared decision-making in regard to curriculum and instruction. We now have district-wide curriculum councils in Literacy, Mathematics, Science, and Social Studies. More teachers have participated in "Learning Walks" through either formal training or by simply experiencing the process through classroom visits. This process provides embedded

professional development as teachers learn from visiting their colleagues' classrooms and observing students in the act of learning.

The PTO continues to be an active and supportive organization. Books, materials, field trips, and enrichment activities are some of the benefits that the PTO provides through its volunteers and fundraising. The Carnival is the highlight event of the year thanks to the enormous effort of the PTO. Although fundraising events vary from year to year, the PTO remains a constant and steady support to FWS.

Respectfully submitted,

Susan P. Astone
Principal

MEMORIAL SCHOOL

2011 was a special year for the Memorial School family. The closing of the old Memorial and opening of the new provided opportunities to reflect on memories made during the 56 year life of the old school, and anticipate, with delight, experiences we will share in the new school in the years to come.

As CTA worked to complete the interior of the new building, staffs at Central Office and at Memorial prepared for the move to what had formerly been the 'front field.' Our new, larger school meant that district lines would be redrawn to more evenly distribute families among the four schools, increasing the number of grade level sections at Memorial to four at kindergarten through fourth grade, and three at grade five. This would mean an increase in staffing as well, and involve the transfer of teachers from other schools with decreasing enrollments or grade level sections. Preparing and organizing for the move to the new school added an important dimension to our thinking and planning, and excitement built to welcome the children, families, and staff members who would soon become part of the Memorial family.

Still we maintained our focus on children and learning — providing a safe, purposeful, and respectful school culture to nurture academic, social, and personal growth while fostering a love of learning and responsible citizenship at the same time. Curricular and instructional initiatives like Response to Intervention (RtI) continued to help children

reach their highest potential, and teachers collaborated regularly around student learning and best instructional practices. In English Language Arts, the *Fundations* program in phonics was fully implemented in kindergarten through third grade. Throughout the grades, teachers continued to emphasize the acquisition and application of reading skills, selecting meaningful contexts to inspire a love of reading at the same time. Writing across the curriculum — to respond, inform, explain, or entertain — continued to be an integral part of instruction at all grades, especially in grades 2-5. In Math, we continued to implement the *Investigations* program in grades K-5 to provide a consistent foundation for mathematical reasoning and skill acquisition. Based on the proven effectiveness of the RTI model in Reading and Language Arts, we utilized the tiered approach to instruction in mathematics at grade five as well. And in all subject areas and throughout the grades, teachers continued to use technology as a tool to make the curriculum more accessible and more engaging for all students, and to prepare them for life and work in the 21st century.

As the end of the year and our days in the old building drew closer, we began the transition from the old Memorial to the new. To allow former students and staff a last look at the Memorial they had known, we invited them back to visit the school in mid-May to reconnect with former classmates and friends at an event we called "Celebrate Memorial!" The Friends of Memorial (founded by Brian Curtin and Phil Gallagher) worked with the Memorial staff, led by Nancy Carty, Debbie Sullivan, Ginny Bucknam, and Gayle Field, to organize the walk down Memory Lane. Historical displays and memorabilia arranged by decade were set up in the gym, where DJ Jack Ferren played hit songs from years past. A special cake drew guests to the cafeteria where memories were brought to life and laughter shared by the many attendees, including first graders who entered Memorial in September of 1954 and members of the 'first graduating class' who moved on to junior high school in June of 1955.

Later in May, children and families from other schools, now assigned to the new Memorial, were invited to meet the teachers who would staff the new school come September. Display boards from "Celebrate Memorial!" helped acquaint these new families with Memorial's rich history, and began to link the old with the new. In June, elementary students throughout the town were bused to their new schools for a 'Move Up Morning.' That day, Memorial welcomed one hundred nineteen new students from Fox Hill, Francis Wyman, and Pine Glen Schools. This

opportunity to meet new classmates and teachers helped everyone feel more comfortable with the changes to come.

Instruction continued into the last days in June, even as teachers worked to pack up entire classrooms and the many curricular materials collected over the years. Usual end of the year activities like Field Day, Family Picnic, and 5th Grade Move Up Ceremony took on extra-special meaning, and we added a "last hug" of the building itself as we measured the old school in Memorial Family arm-spans (359!). As school buses pulled away on the last day of school, there were bittersweet tears in the eyes of many. The closing of a building that had educated thousands of Burlington children was no small matter, but the beautiful new school nearly ready for occupancy reminded us of the good things to come.



Students say goodbye to the old Memorial School.

Construction of the new Memorial brought state-of-the-art classrooms to Burlington, with technology an important component of them. Classrooms were equipped with interactive white boards and Elmo projectors to enhance instruction and student learning. Based on studies that show 'how well children hear their teacher affects how well they learn,' amplification systems that use infrared waves to broadcast were installed in all teaching areas.

Just before the September opening, we invited families to a walk-through of the new Memorial. "Oohs" and "ahhs" could be heard throughout the building as families made their way around the school using easy-to-read maps provided by Architect Kevin Buckley. On September 7th – our official First Day of School – smiling students entered the building. Some were able to find their way to classrooms on their own, others were escorted by various staff members. "Year One" in our new home had begun, and we were off to a great start.

The first weeks of school focused on establishing routines and developing a comfort level within classrooms,

grade level teams, and the school at large. They also included a round of celebrations. First was the Grand Opening Ceremony, with the entire student body assembled in the cafeteria along with many who had dreamed the dream, or made the dream a reality. Former Memorial School principals and staff members, administrators past and present of the Burlington Public Schools, representatives of local and state government, and the Massachusetts School Building Authority, members of the Memorial School Building Committee, and members of CTA, the construction company responsible for the new building, all joined us to celebrate the culmination of their commitment, focus, and hard work. Students presented a booklet of their hopes and dreams to Katherine Craven, Executive Director of MSBA, and performed the new "Memorial School Song" and "Put Your Hand in My Hand," reminding us of the many reasons behind our efforts to make the dream of a new school a reality. As a keepsake of this special occasion, each child received a unique "Coloring Book" designed by Kristy Lyons, graduate of BHS and employee of KBA Architects, filled with fun facts and information about their new school.

Two days later, nearly 200 people gathered in the cafeteria for an official School Dedication Ceremony. Matt Lovell of BHS and his 90+ member Marching Band began the program, followed by the singing of the National Anthem by Katrina Osborne, alumnus of the old Memorial. After remarks by Superintendent Conti, representatives of local and state government, and Bob Hogan, Director of Veterans' Services, we gathered in Memorial Hall for the unveiling of two bronze plaques inscribed with the names of Burlingtonites who made the 'supreme sacrifice,' formally dedicating the new school to "... the Citizens of Burlington who lost their lives in the Armed Services of our country" in World War I, World War II, Korea, Vietnam, and Iraq.

Finally, the annual Taste of Burlington was held in our cafeteria, 'plaza area' around the play structure, and Memorial Hall. We felt fortunate to be able to host such a wonderful community event here in our new home, and look forward to similar events in the years to come.

And now, in December, we have settled comfortably into our new environment, living and learning together. We have brought with us all that was special in the old building, and find ourselves grateful for the new friendships and abundant opportunities available to us in the new one.

Yes, 2011 was a special year. We feel tremendous appreciation for our beautiful new school, now the educational 'home' of 442 children representing five continents and more than twenty languages. On behalf of them, and of all who will benefit from the opportunities and possibilities it holds, we express our gratitude to the people of Burlington and the Commonwealth of Massachusetts for bringing the dream of a new Memorial School to fruition. We also thank Dr. Eric Conti and Mr. Craig Robinson for their diligence and commitment to making the new Memorial possible.

Respectfully submitted,

Karen Rickershauser
Principal

PINE GLEN SCHOOL

Pine Glen has continued to see large-scale student growth and progress in 2011. We have made changes over the past two years that have helped us to reach milestones. We have not stopped this journey and continue to look for and provide engaging experiences for our students.

With the redistricting of students this summer, Pine Glen School welcomed 303 students this fall compared to 397 last fall. Our focus with these students continues to be on three specific areas: Instruction, Technology, and Communication. The redistricting has also opened up greater instructional space at Pine Glen School. This has allowed us the opportunity to provide more learning spaces. In particular, all the grade level classrooms are located in the same general area of the building. We have also been able to expand the size of the library and move the computer lab to a bigger room. In addition, this has allowed our interventionists (reading specialists, special needs teachers, RTI tutors) more space to teach students. Teachers were very busy this summer unpacking and setting up their rooms. I must continue this year to thank the custodial staff and teachers for their hard work and dedication to provide students with a clean building and classrooms that are ready to provide instruction.

We have continued to purchase a large degree of new curriculum most of which is now offered in a technology-based format. Two of our new intervention tools are Lexia (<http://www.lexialearning.com/about/index.html>), which

provides additional practice with word decoding for reading, and Symphony Math (<http://symphonylearning.com>), which provides additional practice for math. This is similar to Read Naturally (<http://readnaturally.com/products/se2info.htm>), which provides additional support in vocabulary, fluency, and comprehension which was implemented last year. In addition, every kindergarten teacher is being provided with a Fountas and Pinnell Leveled Literacy Intervention System (http://www.heinemann.com/fountasandpinnell/lli_Overview.aspx), which has greatly expanded the variety, selection, and amount of books available to our earliest readers. Furthermore, also purchased this summer was Being a Writer for kindergarten and first grade. This supplemental writing program is now in all grades, kindergarten through fifth (<http://www.devstu.org/being-a-writer>). In addition, all kindergarten and first grade teachers were given iPads in which they can use the DIBELS (<http://dibels.org/dibels.html>) program to progress monitor their students. Likewise, at all grade levels we have again continued to increase the selection and genre of books available in our Literacy Closet. Teachers have continued like last year to participate in curriculum councils and at bi-weekly grade level meetings to look at curriculum, instruction, and assessment. We have continued to see tremendous growth this past academic year from our students.

We welcomed new technology at Pine Glen this fall. We added additional "Bob Carts" (4 terminal computer stations) making them available to all classrooms. They are extremely helpful in providing interventions to students and many other educational opportunities that only a computer can provide. The "Bob-Cart" is essentially becoming the 2011-2012 version of a workbook, as many companies no longer provide interventions and curriculum in a paper format. An additional investment in technology was the arrival of 60 iPads (<http://www.apple.com/ipad>) for students to assist us with technology integration in the classroom. Furthermore, we increased the expansion of interactive white board technology with Touch IT boards, which were installed in all classroom spaces (<http://www.touchittechnologies.com/products/index.html>).

Another new piece to the school year we saw this year was in the form of assessment. We adopted a new standards based progress report this year that is reflective of the National Common Core Curriculum (<http://www.corestandards.org>). The new progress report is more informative and clearly communicates to parents how their children are making progress in regards to end of the year standards.

We have continued tiering instruction during language arts. This affords teachers the opportunity to work with a narrower teachable range, provide interventions, and maximize efficiency. Teachers are providing flexibly grouped reading instruction that changes based on data. We have continued to use an online universal screen. I-Ready is being utilized (<http://www.i-ready.com>) in Language Arts and Math to become aware of where to focus our instruction and provide interventions for students.

Pine Glen was pleased to welcome new staff members to our School Community. Julie Particelli joined us as a special education teacher. We were also very excited to have put back the position of a full time librarian. Laura D'Elia joined us as our Library Media Specialist (librarian). Lindsey Tigges joined us as a Special Education Instructional Assistant and Ashley Parziale as our new RTI tutor. In addition to the funding of a full time librarian, we welcomed two new positions in the form of a full time Speech Language Pathologist and a full time School Psychologist. Lindsey Bourgault joined us as our Speech Language Pathologist and Leah Garneau as our School Psychologist. Christine Zybert also was hired as our Permanent Substitute. Pine Glen was very fortunate to have attracted such high quality instructors to our professional learning community.

I wish to thank the PTO for all their assistance. They have done tremendous work in providing student enrichment, organizing school social events, community outreach, and assistance to the teachers. The PTO has continued to serve as one of the best ways in which to volunteer and be active in our school community. The PTO was also instrumental in our very successful Winter Carnival, Fall Ice Cream Social, and Halloween Dance. We were very fortunate to have David Biedrzcki, children's author and illustrator, come and speak to students about the process of writing, illustrating, and where to find creative inspiration. The PTO was also instrumental in funding our new John Papadonis Ocean Tidal Zone. This interactive art mural created by students under the instruction of our art teacher Courtney Fallon featured the different tidal zones in New England. This mural was dedicated to retired Burlington Science Director John Papadonis in recognition of his many years of inspiring Pine Glen students about science. This as well as other ocean related artifacts serve as a way to excite and engage students in the area of science. These two examples show first hand the PTO's holding true to its prime goal being student enrichment at Pine Glen School.

We have continued to carry on the tradition of our annual Hero's Assembly. Students honored heroes in our community who help keep us safe. The students provided music under the direction and instruction of our music teachers Jennifer Agati and Jenifer Rzasa. This event also was a time to pay tribute to the many brave individuals who passed away on September 11, 2001. This year was particularly touching as it marked the ten-year anniversary. This assembly along with the Winter Concert, which included instrumental performances under the direction of Mark Napierkowski, our instrumental music teacher, showed the student talent here at Pine Glen and the important place music plays in a well-rounded elementary education experience.

This year we offered an after school Homework-Club, Math Olympiad, and Math Club. These after school opportunities helped many students grow and make progress. Teachers leading these programs stimulated student enthusiasm and witnessed first hand an increase in student strength when problem solving.

Our physical education staff has continued to carry on some great traditions. The ice-skating program is a wonderful source of student empowerment for our fifth graders. This program run by Ms. Govoni continues to inspire resilience and confidence in students. Likewise, Mrs. Nicholas has continued the Turkey Trot. This event has students in 3rd, 4th, and 5th grade run a mile while being supported by our school community. This event is not only a celebration of athleticism but also serves as a community service project as students gather food cans which are donated to a local food pantry.

The student council has continued to meet twice a month during recess to promote community involvement, school leadership, responsibility, and team building. The council organized and ran a pink and red awareness day in February to raise money for St. Jude's Research Hospital. The student council also ran a Math-a-Thon for 4th and 5th grade classes to also benefit St. Jude Children's Research Hospital. We look forward to the many School Spirit Days in 2012 the student council will be promoting.

At Pine Glen our class sizes typically are no greater than 18 students. Our small class size, technology and infrastructure to support students are the envy of many districts. In addition, we have support staff (three of which are Orton-Gillingham trained) (<http://www.orton-gillingham.com>) to support Pine Glen teachers in various areas and disciplines.

The Pine Glen staff and I are extremely grateful for the opportunity to instruct your children. Pine Glen School is a safe and rich learning community. We are incredibly appreciative to the Town of Burlington and the Pine Glen Community for providing us with the technology, teachers, and resources to help us accomplish our goal. Together we as a community are building a brilliant future for the students of Pine Glen School on their journey to become life-long learners.

Respectfully submitted,

John Lyons
Principal

BURLINGTON SCIENCE CENTER

The Burlington Science Center enjoyed another year of exciting science! Here are some of the activities conducted this year to make science come alive in Burlington Public School classrooms:

- Two new exhibits were featured entitled "Space Shuttle Science" and "The Fisher." The highlights were a space shuttle tile and tire, both obtained from NASA. Also, a fisher was found dead in front of Memorial School and was mounted for the exhibit.
- A "Science Magic" auditorium program was held at each elementary school. This program featured a tesla coil, a laser/light demonstration, the floating lady illusion, and a pop bottle finale. The theme was "things in science aren't always as they appear to be."
- John Papadonis retired from the Science Center in June. He started teaching science in Burlington at Marshall Simonds Middle School almost forty years ago and started the Burlington Science Center in 1984. He spent four long decades sharing his passion and love for science with everyone. He made science fun, exciting and memorable for so many people throughout the years and will be missed.
- Wendy Pavlicek took on the role of Director at the Science Center. The Science Center welcomed new Science Specialist, Sean Musselman. He will be responsible for the Science Center's physical and earth science programs and materials. Sean possesses a geology degree from the University of

Massachusetts, Amherst and a Masters of Science Education degree from Cambridge College.

- The phone never stops ringing at the Science Center with questions from the greater Burlington community regarding animal distress calls and questions about science.
- The Science Center continued its goal of providing high-powered science education to the Burlington Public Schools via the following activities: chick and frog hatching, live animal visitors, field trips, and programs concentrated in the life, earth, space, physical and engineering sciences.

Respectfully submitted,

Wendy Pavlicek
Sean Musselman

MUSIC DEPARTMENT

2011 was an excellent year for the Music Department. Our mission is to prepare students for a lifelong appreciation and understanding of music by offering a challenging and diverse music curriculum as guided by the state and national frameworks. This is done by presenting quality performances, achieving music literacy, exploring a diverse repertoire, and forming community connections. The Music Department provides students with the opportunity to develop positive relationships and long lasting memories.

There were several staff changes this fall: Beth Mosier retired from Memorial Elementary. Andrea Niu was hired to replace her. Jennifer Rzasa joined the Memorial school staff. Jennifer Calhau is new at the Fox Hill School. Amanda Potts transferred to Francis Wyman.

The four elementary schools showcased our students' talents in several concerts and assemblies. This included the Winter and Spring Concerts for the 4th and 5th grade chorus and bands. In addition, each elementary school has its own traditional programs that are a part of the schools culture. Music Teachers utilized new technologies to support their instruction. Web sites and blogs are updated. This facilitated communication with parents and the community. These sites can be viewed by going to the following web address: www.Burlington.mec.edu/music.

At the Marshall Simonds Middle School, Marcia Medvitz continued to develop the MSMS Chorus and Select Chorus. Mr. Bolduc continued his role as the Symphonic and Jazz Band director. Ms. Donahue continued to instruct the woodwinds. However, this year she was given the role of Concert Band Director. The MSMS Music staff maintain a great blog: www.MSMSmusic.wordpress.com. The middle school continues to be a place where kids are encouraged to perform in school wide assemblies. Many students auditioned and were accepted into the Junior District Festival Chorus and Band. The school year culminated in an awards ceremony for both the band and chorus.

At Burlington High School, several students were accepted into regional Junior and Senior District Festival. In addition, Niccollette Moodie was recommended to audition for the All-State Chorus. Mr. Matt Lovell's Music Theory students won composition awards.

The Marching Band again participated at every football game. This season, they utilized the new electrical system on the new Varsity Field. This allowed Mr. Lovell to employ more electrical instruments such as keyboards, electric guitar, and bass. The Marching Band again participated in the Salem Invitational. At the annual Marching Band Banquet, we said goodbye to Mrs. Jenn Agati and Ms. Leanne Reardon who are leaving the Marching Band after years of great work.



BHS Marching Band

The vocal program continued to be strong. The BHS Chorus and Select Singers traveled to the Great East Festival and won gold medals. A point of pride for the Department, was when the Select Singers performed at Carnegie Hall with the Manhattan Concert Productions.



BHS Chorus

This year, the Music Boosters produced a Concert Gala, which featured several BHS alumni. Another special event last year was the All-Town Band Concert. This involved over 350 band students from grades 4-12 playing for their parents and friends in the BHS gymnasium. What a wonderful perspective it was to showcase the growth and development of 8 years in one night. The audience heard the 4th and 5th grade bands play, the MSMS bands, and the BHS band. The evening also included sectional rehearsals by instrument. For instance, all the flutes in grades 5-12 came together for a special rehearsal led by a senior section leader. The evening fostered a sense of pride and accomplishment for the upperclassmen while motivating many younger players to continue to practice and participate so they can one day sound like the High School band. In an inspiring finale, every band member joined together to play the theme from Beethoven's 9th Symphony, (Ode To Joy).

This year's musical was *Beauty and the Beast*. The cast and crew broke box office records and had to add a 6th performance. They sold over 4,000 tickets. It also raised over \$5,000 in ads and sponsorships from the community. The on-line ticket option continued to be very popular. www.BurlingtonTickets.org.



BHS Cast of *Beauty and the Beast*

In July, the Burlington Educational Summer Theatre, (B.E.S.T) produced *Willie Wonka, Jr.* Over 60 students from grades 2- 8 worked hard, learned a lot, and had fun participating in the program. In addition, B.E.S.T started a workshop program. This program helped young actors polish their performing skills in a two-week program.

Finally, the Music Teachers should be commended for maintaining high standards and ensuring quality educational experiences for our students.

Music Department Staff

Jennifer Agati	Pine Glen	General Music, Chorus
Jeffrey Bolduc	MSMS	General Music, Symphonic Band
Jennifer Calhau	Fox Hill	General Music, Chorus
Jeanne Coroniti	Fox Hill	General Music, Chorus
Kerry Gendron	Francis Wyman	Instrumental les- sons and Band
Meghan Donahue	MSMS	Woodwind Specialist, Concert Band
Matthew Lovell	BHS	Band Director, Music Theory
Marcia Medvitz	MSMS	General Music, Chorus

John Middleton-Cox	BHS	Chorus, Music Coordinator
Mark Napierkowski	System wide	Instrumental lessons and Band
Andrea Niu	Memorial	General Music, Chorus
Lindsey Peabody	Francis Wyman	General Music, Chorus
Amanda Potts	Francis Wyman	General Music, Chorus
Jennifer Rzasa	Pine Glen/ Memorial	General and Vocal Music
Kate McMahon	Administrative Assistant	

Respectfully submitted,

John A. Middleton-Cox
Music Coordinator

ATTENDANCE MONITOR

The function of the Attendance Monitor is the enforcement of the Department of Education regulations pursuant to compulsory school attendance. Children between the ages of 6 and 16 years are required to be enrolled in a public, private, or school committee approved home-school program. Daily attendance is monitored. Telephone contact is made with the home when notification of absence by the parent has not occurred. Habitual tardiness and absenteeism result in further intervention by the administration and appropriate action is taken. Parents are encouraged to help their children maintain regular and timely attendance so necessary for the achievement of academic success.

Students between the ages of 14 and 18 years seeking part-time employment may obtain employment permits from the Office of Pupil Services. Permits are issued specifically for the work positions stated on the certificate. When a student seeks another position, a new permit must be obtained. It is the responsibility of the Attendance Monitor to maintain records pursuant to student employment. The Department of Labor and Industries publishes a booklet providing information relative to child labor laws affecting student's employment. Copies of these booklets are available to students in the Office of Pupil Services.

Students out of school ten days or longer due to medical purposes are provided with home/hospital tutorial services. It is the responsibility of the Attendance Monitor to obtain a Physician's Statement for Temporary Home or Hospital Education filled out and signed by a Physician. This form is kept on file and needs to be updated every six weeks. The Attendance monitor assigns a tutor to work with the student and oversees the hours of service and length of services provided to each student.

The Attendance Monitor acts as the designated school district Homeless Education Liaison required by the McKinney-Vento Act. This role is to assist homeless students enroll in school and to ensure they receive the educational services for which they are eligible. The liaison is also responsible for maintaining all records and submitting annual data to The Commonwealth of Massachusetts Department of Education.

The Department of Education requests that Spring and Fall Statistical Reports be filed each year. As a result of the changes in both state and federal law, there has been a significant increase in the amount of data that the school department must submit on an annual basis. With the implementation of No Child Left Behind, there will be an even greater increase in federal requirements for information.

Respectfully submitted,

Debra P. Miller
Attendance Monitor

SCHOOL NURSES

"You can't educate people that are not healthy. But you certainly can't keep them healthy if they're not educated."

— Dr. M. Jocelyn Elders, Former Secretary of Health

The Burlington School Nurses continue to enrich the educational process of all our students by providing the utmost professional care to promote the health and well-being of these students. The healthier our students, the more effective their learning experience will be. Our school nurses support our students being part of a team that includes members of the school staff and families.

In addition to coverage of our 6 schools, we have added a full-time nurse to cover the Burlington Early Childhood

Center (BECC) who also covers Sprouts, the in-house day-care for children of Burlington school staff. These populations have increased our number of students to close to 3,800. As in past years, we continue to have well over 10,000 students visits in the nurses' offices each year. Our days are filled with visits from students that include a wide range of issues. We address the needs of medically compromised students, as well as many healthy children. The level of acuity that we have in our schools has increased. We have students with asthma, concussions, Type 1 diabetes, seizure disorders, cancers, cardiac conditions, allergies, ADD/ADHD, and behavioral issues, to name a few. We also deal with injuries that range from minor ones to major ones that require us to access our local emergency system. Most students do return to class, and only a few students may be dismissed. To promote and coordinate the provision of optimal care for our students, we consult with other town departments such as the Board of Health, Police and Fire Departments. We work with the A & F Bus Company by providing epi-pen training to their drivers. We follow the guidelines of the Massachusetts Department of Public Health, monitoring mandated immunizations, annual hearing, vision, heights, and weights. Working with the Physical Education Department, we complete scoliosis screenings.

Our Burlington Public School Nurses hold current licenses as Registered Nurses by the Commonwealth of Massachusetts and by the Department of Early and Secondary Education. We are grateful for any assistance provided to us by our Pupil Services department, the entire school system and the Burlington School Committee.

Respectfully submitted

Anne L. Azarian, RN, BSN
Supervisor of Nurses

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2011 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 41st anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Donald Drouin, Secretary, and Glenn McIntyre from Bedford; Kenneth L. Buffum and Paula McShane Lambert, Treasurer, from Billerica; Paul V. Gedick, Chairman, and Robert Gallagher from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis and Robert G. Peterson, Vice Chairman from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand three hundred forty-six (1,346) high-school students were enrolled in SVTHS's day school programs in October of 2011, and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2011, SVTHS graduated 324 seniors. Over 70% of the graduates planned to attend college or other post secondary schooling in the fall. Twenty percent of the students intended to continue working in their trade with another 11% working in another field after graduation. In addition, 2% entered the armed forces.

The SVTHS faculty is an exceptional group of talented academic and vocational-technical educators who are highly qualified to teach in their respective disciplines and occupational areas. SVTHS employs 135 full-time teachers as well as 18 paraprofessionals. Of those full-time teachers, ten are department chairs, and 15 are lead teachers. All SVTHS teachers exhibit the character, health, personality, and professional competency worthy of serving the needs of District students.

Academic Programs

MCAS Performance: In the Spring of 2011, the 321 sophomores comprising SVTHS' Class of 2013 distinguished themselves among all other vocational-technical high-school students, among all sophomores within the five-town district and, most impressively, among all sophomores throughout the Commonwealth—earning a special commendation from the Department of Elementary and Secondary Education (DESE) in the latter analysis.

With only one exception, SVTHS sophomores outperformed all other vocational-technical sophomores on all MCAS performance measures (English Language Arts, Mathematics, and Science/Tech-nology/Engineering) during the 2011 test period.

The District analysis paralleled the vocational analysis. With the exception of Wilmington (Mathematics only), SVTHS sophomores outscored or equaled all of their District peers on the three performance measures. Table 1 identifies the percent of District students who scored at or above the Proficiency level in each of the three MCAS test areas.

PERCENT OF TENTH GRADERS SCORING IN EITHER THE ADVANCED OR PROFICIENT RANGE IN SPRING 2011 MCAS TESTING

	English	Mathematics	Science/ Tech/Eng.
Bedford	96.8	94.7	94.9
Billerica	96.5	93.2	92.8
Burlington	98.4	96.2	90.4
Tewksbury	95.7	92.4	90.3
Shawsheen	98.5	95.4	95.2
Wilmington	98.0	95.9	90.4

Although remarkable, both the vocational-technical and District analyses pale statistically to SVTHS' pre-eminent performance throughout the Commonwealth with respect to a rank ordering of Median Student Growth Percentiles (MSGP). The MSGP is a statistical measure of student growth between grades eight and ten. In the Spring of 2011, SVTHS ranked fifth among the 297 school districts for whom the DESE reported tenth-grade MCAS scores. This extraordinary achievement earned SVTHS a special commendation from the DESE for a third, consecutive year. Table 2 identifies District Median Growth Percentiles for District students in English Language Arts and Mathematics.

MEDIAN STUDENT GROWTH PERCENTILE SCORES IN SPRING 2011 MCAS TESTING

	English	Mathematics	Science/ Tech/Eng.
Bedford	55.0	61.0	NA
Billerica	39.0	44.0	NA
Burlington	62.5	54.0	NA
Tewksbury	42.0	67.0	NA
Shawsheen	83.0	70.5	NA
Wilmington	55.0	51.0	NA

Note: The Department of Elementary and secondary Education calculates MSGP only for English Language Arts and Mathematics—the two test areas that determine a schools' Adequate Yearly Progress (AYP.)

Curriculum Revision: In response to the curriculum change promulgated by the Massachusetts Core Curriculum, the design and sequence of course offerings at SVTHS is changing to support earlier access to College-Preparatory mathematics courses. The revision takes effect in the Fall of 2011 and will become an ongoing project during the next four years as the class of 2015—the first group affected by the Core Curriculum provisions—progresses through grades 9-12. College-Preparatory Algebra I, Level 2—which was designed cooperatively by a team of regular- and special-education faculty throughout the 2010-2011 school year—was implemented in the Fall of 2011. College-Preparatory Geometry, Level 2 is scheduled for implementation in the Fall of 2012, and College-Preparatory Algebra II, Level 2, in the Fall of 2013.

New Staff: In the Fall, Anne DeMarco—a seven-year veteran from Billerica Memorial High School—joined the Mathematics Department to fill the vacancy created by the retirement of James Byrnes. Kimberly Canadas,—a Shawsheen alum and six-year veteran from Northeast Metro Vocational High School—also joined Shawsheen's Mathematics Department

Summer School: In the summer of 2011, the SVTHS Summer Program enrolled 119 students from ten surrounding school systems in 22 courses offered to students in grades 7-10. All courses were on-site, face-to-face offerings that provided the frequency and depth of teacher interaction necessary and predictable for students attempting to recover credit for courses that they previously failed. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Director of Academic

Programs, at 978-671-3640 or Mr. Kevin Bloom, Summer Coordinator, at 978-671-3631.

Infrastructure Renovations: The completion of SVTHS' state-of-the-art Life-Science Wing and the migration of the Health program to that new facility made available to academic programs three rooms previously occupied the Health Shop in the school's mall area. Extensive summer renovations to those rooms converted a small Health lab to a larger academic science lab. A second area was converted to a science classroom, and a third area became a Social Studies classroom. In addition to these changes, installation of ceiling-mounted LED projectors, interactive white boards, and mimio technology continued throughout the building.

Clubs and Organizations

Classes: A yearlong series of successful social events and thoughtfully devised fundraisers—which included initiatives to raise supplies for American soldiers in war zones, each of the four classes culminated the year with memorable formal and semi-formal events. Under the direction of their advisor, Angela Caira, the senior class planned and enjoyed an elegant senior prom at the Westin Waltham Hotel. Junior-class advisor, Stacy LaBella, and her junior class officers planned and held a gala prom at the Crestview in Woburn. The sophomore class, advised by Marygrace Ferrari, and the freshman class, advised by Jay Tildsley and Greg Bendel, collaborated on the annual Spring Fling semiformal, which was held at the school.

The Twelfth Annual Shawsheen Turkey Bowl—the much anticipated flag-football game between the junior and senior girls—was once again a successful holiday event, which raised significant donations of cash and food for the Billerica Food Pantry.

Literary Magazine: For the fourth consecutive year, Shawsheen's literary magazine, *Ramblings*, received awards for excellence by a major educational organization—including the New England Scholastic Press Association (NESPA) affiliated with Boston University's College of Communication, the National Council of Teachers of English, and the Columbia University Scholastic Press Association. These distinguished awards recognize the special talents of the SVTHS students who supplied the content and designed the layout of the annual publication under the supervision of Mrs. Leah Marquis of the English

Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

School Newspaper: In a model school-wide collaborative effort, Mrs. Leah Marquis of the English Department, Mr. Doug Michaud of the Technical Illustration shop, and Messrs. Tim Broadrick and Tom Struthers of the Graphics Art shop again produced quarterly editions of the *Rampage* that presented the school year's major events in artistic design and thoughtful narrative.

National Honor Society: Under the advisoryship of Mrs. Gail Poulten of the English Department, the SVTHS chapter of the National Honor Society inducted 39 eleventh and twelfth graders in March of 2011. Superintendent Charles Lyons was the guest speaker at the induction ceremony. Throughout the year, members of the Honor Society thoughtfully and enthusiastically participated in a broad array of community service, and they travelled to Newport, R.I. and Salem, MA to visit cultural and historic sites.

Student Council: The Student Council, under the direction of faculty advisor Ms. Ellen Mountain, continued its energetic paper-recycling program throughout the year. In 2011, Ms. Mountain continued the Council's recently-expanded efforts to recycle plastic, toner cartridges, cell phones, and sneakers.

The Traveling Rams: Throughout the Spring, club advisor, Kristin Sciacca, and approximately forty Shawsheen students initiated plans for a trip to Italy scheduled for April of 2012. Interested world travelers or their parents should contact Ms. Sciacca at 978-667-2111x577 or ksciacca@shawsheen.tec.ma.us.

Oratory Club: Coached by faculty advisor, Mrs. Leah Marquis of the English Department, Anne Whitehouse, a twelfth-grade Internet Technology student from Tewksbury, placed first at the district (Post 2597, Pinehurst), state, and regional levels in the Voice of Democracy Speech Contest sponsored by Veterans of Foreign Wars. Anne's extraordinary accomplishment earned her a trip to the national competition in Washington, DC, where she and the other elite qualifiers met President Obama.

Robotics Club. For a second consecutive year, the Robotics Club captured first place at the annual Trebuchet tournament, which was hosted most recently by Windham (New Hampshire) High School. Later in the year, the club finished second in the First-Tech Challenge (FTC) regional qualifier and sixth—of approximately 35 teams from New

England, New York, and Canada—at the FTC championship tournament.

Mathematics Club and Science Club. New in 2010 to the diverse array of after-school activities offered by SVTHS were two academic co-curricular clubs—the Mathematics Club, advised by Debra Dew of the Mathematics Department, and the Science Club, advised by Angel Hardy of the Science Department. In its inaugural year, the Mathematics Club practiced for and participated in not only a series of competitions hosted by district schools but also a special invitational competition sponsored and hosted by Worcester Polytechnic Institute. In its inaugural year, the Science Club participated in after-school activities that broadened participants' understanding of scientific theory and applications. Mathematics enthusiasts should contact Ms. Dew at ddew@shawsheen.tec.ma.us; science enthusiasts, ahardy@shawshenn.tec.ma.us.

Outdoor Club and Ski Club. New in 2010 to SVTHS' recreational, extra-curricular options were the Outdoor Club and the Ski Club. The former group, advised by Jessica Cook of the Social Studies Department, planned six overnight climbs of Mount Washington in New Hampshire. The latter group, co-advised Kelly McFadden of the Guidance Department and Doug Michaud of the Technical Illustration Shop, planned a series of after-school ski trips to the Nashoba Valley Ski Area in Westford, MA. Interested mountain climbers should contact Ms. Cook at jcook@shawsheen.tec.ma.us, and interested skiers or boarders of any experience level should contact Ms. McFadden at kmacfadden@shawsheen.tec.ma.us or dmichaud@shawsheen.tec.ma.us.

Parent Advisory Council: Once again, graduation day culminated in a well-attended all-night party sponsored and organized by the SVTHS Parent Advisory Council under the direction of its faculty advisor, Mr. Ronald Fusco, and its chair and SVTHS alumna, Mrs. Robin Sgross.

Alumni Association: Under the direction of its Planning Committee and faculty advisor, Mrs. Gail Poulten, the Alumni Association vetted nominations, selected honorees, and hosted an Alumni Hall-of-Fame induction at the Tewksbury Country Club. Any SVTHS alumni interested in planning future events with Mrs. Poulten should contact her at gpoulten@shawsheen.tec.ma.us or 978-667-2111x584.

Support Services

The SVTHS Support Services Department services the fourth largest population of students with special needs in Vocational Education within Massachusetts, approximately 320 students. The most frequently occurring area of need is the category of Specific Learning Disability which reflects that many students have a history of academic difficulties upon their arrival at Shawsheen. Nevertheless, SVTHS has had a strong track graduation rate of this group of students with 94.3% graduating in June, 2010. This compares to a state average of 64 percent for special needs students.

Shawsheen's success on the MCAS has continued as a result of a "team" effort on the part of Academic, Vocational/Technical, and Support Services staff to address the needs of our Special Education population. Although over 24 percent of SVTHS students are diagnosed with special needs, the school's rate of either Advanced or Proficient MCAS scores exceeded 90 percent on English Language Arts, Mathematics, Biology, and Chemistry.

The Support Services staff has continued with extensive training to support the IEP process and the identification of disabilities for our special needs population based on federal and state guidelines. Shawsheen adopted *eSped* software to write Individualized Educational Plans (IEPs) and supporting documentation. Staff training continues to occur to utilize updates to this software for IEP development. In addition, the Support Services Department continues to implement various forms of technology that allow for equal access to the curriculum for all learners. Finally, support services staff has been involved with implementing Shawsheen's anti-bullying plan. One component consists of a social skills group for students who were identified to be vulnerable to such behavior.

Athletics

The year 2011 was a memorable year for Shawsheen Athletics with over 450 Shawsheen students participating in interscholastic athletics. The Rams earned 12 league championships and 4 state vocational titles.

The overall winning percentage of the varsity teams, 14 of whom qualified for post-season play, ranked among the highest in school history. Dozens of students were honored with All Star recognition by the Commonwealth Athletic Conference and the *Lowell Sun*. Wrestler Ryan Cassidy was

named to the All Scholastic Wrestling team by the *Boston Herald*.

For an unprecedented eighth time in nine years, SVTHS has earned the Markham Award from the *Boston Globe* for the most outstanding vocational technical high school program in Massachusetts. The award is a reflection of the commitment and talent of all those associated with the SVTHS athletic program.

Community Services

Adult Evening School: The Adult Evening School offered a wide variety of vocational/technical courses for adults interested in expanding their knowledge and skills. Courses are offered during both the fall and winter semesters, with enrollment exceeding five hundred adult learners during the past year. Interested residents should contact Ms. Carissa Karakaedos, Director of Community Services, at (978) 671-3607 for information and/or a brochure.

School of Practical Nursing: The 2010-2011 year graduated 32 Licensed Practical Nurses (LPN). Since its inception, a total of 563 students have successfully continued on to a rewarding career as Licensed Practical Nurses. This intense ten-month program offers a combination of evening and weekend coursework and clinical externship experiences. Preparation for the state LPN exam is also included. Residents interested in applying to the PN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

Project Explore: Nearly 450 middle-school students from the District participated in after-school career awareness activities during the 2011 winter semester. Students explored a variety of career path options. This program is coordinated with area middle school guidance counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, interested residents should contact Ms. Carissa Karakaedos at 978-671-3607.

Swim Program: SVTHS energetically continued its water aerobics, lap swim, parent-and-me swim class and swim lessons during the 2010-2011 year. The Shawsheen pool also continues to serve as the home site for interscholastic high-school swim teams from Billerica, Bedford and Burlington public schools. Individuals seeking swim program information should contact Ms. Jill Branley, Aquatic Director, at (978) 671-3699.

Billerica House of Correction: The Billerica House of Correction's (BHOC) Education Director leads all prison education initiatives beyond the already established culinary arts program and the 10-Hour General Industry OSHA course. SVTHS continues to collaborate through Director of Community Services, Carissa Karakaedos, with BHOC to expand its educational goals to inmates. SVTHS looks forward to maintaining its relationship with BHOC by providing technical assistance and end-of-course assessment services that will validate inmate achievement of course objectives.

Middlesex Community College: SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at Shawsheen Tech as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2011 and the program received exemplary student evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Director of Community Services, Mrs. Carissa Karakaedos.

Computer Services

During the 2011 year, Computer Services completed all DESE data collection requirements. These reports included SIMS (Student Information Management System) data, EPIMS (Education Personnel Information Management System) data, SCS (Student Course Schedule) data, SSDR (School Safety and Discipline Report) data, the Technology Report data, and the VTCTS (Vocational Technical Competency Tracking System) data.

Computer Services requested all staff to use iPass Rankbook since its implementation the year before. iPass Rankbook allows teachers to keep a grade book and share their students' progress with parents through Parent Access Manager.

In the fall, Computer Services added the current ninth-grade population (class of 2015) to the Parent Access Manager System, bringing parent participation to approximately 80 percent. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, rankbook, schedules and discipline information.

The computer labs for Graphic Arts, Design & Visual Communications, Machine Shop, Mathematics Lab, Room

500, Room 501 and Room 504 received upgrades during 2011. In each area, computers were replaced with the latest models.

Computer Services continues to maintain its virtualized server solution to run a more energy efficient infrastructure. Wireless networking infrastructure was installed in the Life Science Wing and will be extended to the remaining portion of the building as part of a long term plan.

Office 2010 has been installed on 85% of the computers that are capable of receiving the upgrade. Additional Office 2010 licenses will be purchased in preparation for the remaining computer upgrades.

Guidance

Admissions: Applications once again exceeded 600 for 350 seats in the class of 2015. This year, presentations occurred in all the Billerica, Wilmington, Tewksbury, Bedford and Burlington middle schools. Students, parents and community members were invited to events on site including the Community Open House in November and the 8th Grade Career Night in January.

9th Grade Orientation: The Class of 2015 participated in SVTHS 9th grade orientation program, Fresh Start. This exceptional program, which is in its second year, gave new students an opportunity to meet each other and become familiar with the school, its programs and staff through an interactive and fun day of events. Since the Guidance Department implemented the freshman transition program in 2006 with the support of the superintendent and school committee, attendance has continued to improve and withdrawals have decreased substantially. A mentoring program to help with transition was implemented using the same student leaders who helped deliver the orientation day.

College and Career Planning: Shawsheen students continue to expand their options and opportunities after graduation. Studies conducted this year show a growing trend for SVTHS students to attend and retain at 4-year colleges and universities. In addition, SVTHS met federal benchmarks this year for graduates in all programs. This included positive placement in employment, college and military careers. SVTHS offered preparatory programs for both Accuplacer and SAT college exams. Over 75% of the senior class participated in one or the other. SVTHS continues to offer a foreign language to students pursuing college programs that have this requirement. The course is offered

after school and evenings. The college fair this year included over 70 colleges and universities and a special workshop was offered to students with special education needs to understand their options for post-secondary learning. Over 500 students and parents participated in this largest-to-date event.

Scholarships and Awards: Despite the tough economy, SVTHS students were awarded over \$88,000 in scholarship funds. A graduate was also the recipient of the Massachusetts Vocational Association scholarship award.

Cooperative Education Program: Cooperative education built momentum this fall with many of the vocational/technical programs increasing cooperative education placement by 50% or more. The trend continues as the Placement office has currently secured cooperative-education positions for more than 145 students out.

Student Health: Completed state mandate to do BMI testing on all 10th graders. We fall in the same category as surrounding schools.

School Council

An important agency of school governance, the 2011-2012 SVTHS School Council, is made up of parents - Susan Berry from Billerica, JoAnn Brace from Tewksbury, and Gayle Razzaboni from Billerica; community members - Bob Lazott of Billerica, Jean Perry of Burlington, and Cosmo Ciccariello of Burlington; two SVTHS students – Mikayla Radcliff and Jennie Galante; faculty members - Robert Roach and Jason Tildsley; and co-chair Dr. Robert Cunningham, Assistant Superintendent-Director/Principal.

The three primary functions of the school council are to meet with the Superintendent-Director when he presents the school budget, make additions and revisions to the SVTHS Student Handbook, and develop the annual School Improvement Plan.

Technical Programs

Skills USA: Skills USA is a national non-profit organization preparing students for careers in trade, technology, and skilled-service occupations. SVTHS earned eighty-five medals at the 2011 district competition and thirty-eight medals at the state competition, including 16 gold medals. Twenty-one Shawsheen students went on to the National competition in Kansas City, MO with all of the students placing no lower than seventh place. Medical Assisting

earned a Gold Medal, while Web Design finished second and Occupational Health & Safety finished in strong third.

Business Professionals of America: Business Professionals of America (BPA) is a national career and technical student organization composed of state associations and local chapters serving members who are pursuing or planning careers in business and information technology occupations. BPA provides opportunities for students to develop leadership skills and to grow personally and professionally while utilizing career related competencies. Involvement in BPA enhances social awareness, civic responsibility, and business communication skills. Twenty-eight SVTHS students earned rewards at the state level and sent seven students to the nationals where one student was elected as the national treasurer and two other competitors finished in the top ten.

National Accreditation: SVTHS has nineteen vocational programs, eight of which are nationally accredited by their respective industries. The programs include: Automotive Technology; Autobody; Machine Technology; Metal Fabrication; Culinary Arts; Graphic Communication; Drafting Technology; and Heating, Ventilation, Air Conditioning, and Refrigeration.

Transportation Cluster

Automotive Technology: The program embarked on several post-secondary career days and industry field trips, exposing students to career opportunities and new technologies in the field. Field trips included: Mass Bay Community College, Universal Technical Institute and New England Institute of Technology. A \$2100 tool box cash award was donated from Lowes for SVTHS' 100% participant in SkillsUSA. Through the capital budget process the program acquired a new technologically-advanced Hunter high-speed GSP9700 wheel balancer.

Auto Body: The Auto Body program continues to do an outstanding job repairing automobiles in need of body work for people throughout the district. A contract was signed with the State Police providing additional live work on police cars. Through the capital budget a new paint-mixing room and a ramp for the paint spray booth have been constructed in the shop.

Service Cluster

Health Service and Technology: The Health Services & Technology Program is preparing for a new location and expansion into three Chapter 74 programs: Medical and Laboratory Assisting, Health Assisting, and Dental Assisting. These three programs will encompass the new Life Science Wing in the fall of 2011. Curriculum revisions were proposed to align each program with the VTEFs and an equipment list was generated. Career awareness was expanded to include the field of biotechnology through a job shadow day at Millipore Systems for grade 10 students coordinated with MassBioEd. The program also continues to expand its clinical affiliates, having recently added Woodbriar of Wilmington and SunnyAcres Nursing & Rehabilitation of Chelmsford. A strong partnership with Saints Medical Center led to another successful community blood drive at the school, collecting more than 40 units of blood. All twenty six seniors successfully passed the Massachusetts Nurse Aide State Examination, directly and positively impacting job placements. Christine O'Brien won a gold medal at the National Skills USA conference in Medical Assisting.

Culinary Arts: The Culinary Arts department visited several post-secondary career days, exposing students to career opportunities. Field trips included: Lincoln Institute in Hartford, Connecticut and The Culinary Institute of America in Hyde Park, New York. Craft Advisory member, Ruben Arroco from Culinary Artworks, came into the shop and demonstrated some incredible fruit carving techniques and skills to the students.

Cosmetology: The Cosmetology program began the school year with technology improvements to the theory classroom that included an LCD projector and two large white boards. With counsel from the Advisory Committee, Cosmetology continues to modernize student kits, work stations, supplies, tools and equipment. A record number of students participated in SkillsUSA, in which 12 students competed at the district level resulting in two silver medals. The two medalists continued to the state level resulting in another silver medal. The program took their annual field trip to Catherine Hinds Institute of Esthetics, and continued to be involved with the community, volunteering at local assisted living facilities. Fourteen out of eighteen seniors graduated with a Cosmetology license from the Commonwealth of Massachusetts and six secured co-op positions in local hair salons.

Construction Cluster

Carpentry; Plumbing; Electrical; Heating, Ventilation, Air-conditioning & Refrigeration and Masonry: Construction projects within the community continue to be a large part of our project-based curriculum. All five construction programs work collaboratively with the district's five towns. Highlighted this year are the following projects: the building of the third house for Greater Lowell Habitat for Humanity in Bedford; the final phase of the Marion Tavern farmhouse project in Burlington; construction of seventy-five violin cases for Wilmington High School; signs for the Billerica Rotary club; and major concrete stair renovations at the Tewksbury Department of Public Works. The construction cluster also contributes to the daily projects within the school. A multi-tier retaining wall is currently under construction as part of a new soccer field house project. Other notable projects include: a 10'x12' shed for the school's sand & salt; work-stations in the Masonry and Carpentry programs; as well as repairs in the Cosmetology shop and Electronics.

Arts and Communication Services Cluster

Business Technology: The program traveled to several post-secondary career days and field trips, exposing students to career opportunities. Some of the trips included the DeCordova Museum, Concord Museum, Hammond Castle and to the American Institute of Certified Public Accountants (AICPA) conference at Bentley College. Capital improvements provided up-dating and re-imaged computers in all three labs. Students continue to thrive in the Business Professionals of America, medaling at both the state and national levels.

Informational Support Services & Networking: Microsoft Academy is now part of IT's curriculum with future goals to train and certify our students as Microsoft Certified Professionals in Windows7. The Class of 2012 completed online Career Safe Program and prepared for Co-op opportunities. Two students won the bronze medal at the National Skills USA conference in Web-Design.

Design & Visual Communications: The department took on the major school initiative this year of redesigning and launching the new SVTHS web site. With the advent of the web site, the program will continue to grow and expand its digital media curriculum. Work-based learning culminates through the many in-house and community projects. This valuable component of the curriculum is where students

continue to learn skills in video and DVD production and photography. Through the capital budget process, a technology plan was completed in Lab A, updating 25 Mac computers.

Graphic Communications: The Graphics program continues to implement hands-on projects in the pre-press & pressroom that provide a great benefit in forming community partnerships. Every year the program produces a record number of live jobs for schools, town governments, and nonprofit organizations. The program again received a national literary-magazine award for their publication of *Ramblings*. Three students won bronze medals at the National Skills USA conference in National Occupational Health & Safety.

Electro/Mechanical Cluster

Computer Aided Design & Drafting: The Drafting shop has been busy once again this year in helping support the construction cluster in a variety of projects. These major projects included the Soccer Field House, Library Drop Box and various offsite construction drawings. In addition, the program has completed various drawings such as the roof top units map, cafeteria/gym table and chair layout and the Go Cart project. Through the capital budget process the program was able to create two more computer work-stations in each grade level, expanding the capacity to forty computer work-stations. Also addressed was the replacement of eighteen computers which were also re-imaged with the latest CAD software.

Electronics: The Electronics program will move forward in training and certifying students to the J-STD-001E IPC Standard. An instructor was trained as a certified IPC trainer and curriculum and projects have been developed. A record number of students participated in Skills USA with Shawsheen Electronics taking the top four places at the regional competition. The Electronics students placed first at the annual Trebuchet competition at Windham High School, while also participating at the First Tech Challenge (Robotics) which made it into the State Competition.

Machine Technology: The Machine Shop has seen many changes this year, the first being the creation of a related classroom which was formerly a heat treat and grinding area within the shop. A new shop floor layout of equipment was also implemented, creating the flexibility to incorporate many new projects into all levels of the curriculum. Through the capital budget process a new 3axis Prototrak

Milling Machine is being quoted. Four students won the gold medal at the SkillsUSA districts in CNC Milling Technology & Precision Machine Technology.

Metal Fabrication and Welding: Metal Fabrication has worked on numerous welding and sheet metal projects that supported multiple school clusters and the community at large. This work included duct work for new related room, a library drop-box project, new Autobody ramps, a stool repair for M.C.I. Billerica, and the go-cart project. For the second consecutive year, SVTHS hosted the annual open house for the Boston Chapter of American Welding Society (AWS). Two new swing-arm ventilation hoods were approved through the capital budget process. Mitre Corporation donated various pieces of equipment to our program, including a four foot hydraulic press brake, large capacity box and pan brake, and a vertical band saw.

Conclusion and Acknowledgement

The SVTHS Committee, staff, and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2011. Those retirees are: James Byrnes, Mathematics; Marilyn Ferro, Business Information Services; Linda LeClair, Business Information Services; Leah Marquis, English Language Arts; and Elaine Pearl, Executive Administrative Assistant, Superintendent-Director's Office.

BURLINGTON COMMUNITY SCHOLARSHIP FOUNDATION

2011 was another excellent year for the Burlington Community Scholarship Foundation. The Foundation was able to award 40 scholarships to high school graduates for a total of \$80,000. Also, 7 scholarships were awarded to Burlington adults for a total of \$15,200.00.

Our 2011 Adopt a Class program, which was sponsored by the Burlington Firefighters, awarded 41 scholarships in the amount of \$33,900.00. Thanks to the firefighters, Debbie Keene, Tom Killilea, Anisha Shaikh, Diane Creedon, and Rosemarie Tieri for all their hard work.

Our investment committee continues to do an excellent job in overseeing our assets. The committee is chaired by Brian Curtin. Other members include Dr. Eric Conti, Phil Gallagher, and Juliette Mott. This committee meets on a regular basis.

Our major fundraiser is "The Dollars for Scholars Telethon," which is held in October at the BCAT Studio and the High School Auditorium. This year's Telethon was a success although we raised less money than in previous years. Our thanks to the BCAT staff, headed by Jen Dodge, Jack Ferren, Doug Gillingham, Brian Curtin, Don Flaherty, Al Fay, Deb Keene, Anisha Shaikh, Diane Creedon, Jayne Hyde, Tom Killilea, Rosemarie Tieri, Vanessa Ranieri, Jim Rounds, Ray Harbor, Dick Linder, Dr. Eric Conti, Joe Attubato, Robyn Milano, Mark Sullivan, and all of the Burlington High School student volunteers who made telephone calls to the community. Special thanks to Bob Buckley and Melissa Cushing from Riemer and Braunstein for hosting planning meetings and mailing solicitation letters for us.

Special thanks to Mrs. Pat Dotson, our former Secretary, who has resigned from the Board. Also, we welcome Mr. Michael Phalen, former math teacher at Burlington High School to the Board. We have named one of our scholarships "The Phyllis Van Wart Award" in honor of the long time employee of the Treasurer's Office. We appreciate all that each individual brings to our organization.

Many folks make contributions to us via their tax bills and other direct contributions. We thank these individuals and appreciate their generosity. We also thank individuals such as Joe Morandi and Dr. Marini for their annual contribution from the "Festival of Trees on the Common" program.

The Burlington Community Scholarship Foundation is a wonderful asset to the town of Burlington. Many folks have given their time and money over the years to make this endeavor the success that it has become. It is a privilege to serve on the Board of Directors.

Respectfully submitted,
Stephen E. Preston, Jr.
President

BURLINGTON HOUSING AUTHORITY

For the past twenty-two years private and state auditors have reported that the Burlington Housing Authority has managed our properties in full compliance with the general state and Federal guidelines, regulations, and stringent rules set forth by the Commonwealth of Massachusetts. The BHA is in excellent standing.

2011 UPDATE

The Housing Authority inventory stock includes: one hundred and five (105) senior state public housing units, 13.5% are set-aside for the young disabled, two local initiative properties, two (2) state family 705 homes, ten (10) studio apartments set with preference at Atria Long Meadow Place, and ninety-four (94) federal section 8 mobile voucher certificates.

The Board of Commissioners continue to make Burlington veterans and Burlington residents a priority. They have also continued to participate in the Centralized Section 8 wait list, which is overseen by the state Mass Nahro. To date, there are 85 local participating housing authorities throughout Massachusetts. This wait list remains open. Applications may be obtained at the BHA or online at massnahro.org.

The BHA is very pleased to have accomplished many needed projects throughout 2011. All residents received new refrigerators, through a state grant program, many of them were over twenty plus years old. We also started a sidewalk replacement at Birchcrest Arms, making it much safer with concrete for our seniors. This will be finished in Spring 2012. We also participated in a low-flow toilet and shower head replacement grant. All of Tower Hill is completed and Birchcrest will be finished in spring 2012. Our laundry rooms have all been updated with new energy saving equipment and all residents had an energy audit in their unit. All light bulbs were replaced and updated. Tower Hill and BCA had all hallway and stairwell lighting replaced with low powered equipment. In the spring we are looking forward to continuing our upgrades, with sign replacement for both properties, painting of the BCA buildings, and an upgrade of the plumbing at the Tower. Our funds will be through our new Capital Funding through the State.

The current members of the Board consists of Michael Austin (Chair), James Langley, Bernice Ferguson and Richard Howard. The State Appointee is Al Fay.



The BHA wishes to thank the 2011-12 Tenant Presidents, James Duggan and Richard Rensky, as well as senior support resident Pat Stanford. They have done a wonderful job for our tenants!

As the Executive Director of the BHA, I continue to welcome any and all input, questions, or concerns. I will continue to serve our senior and young disabled population with respect and dignity.

Respectfully submitted,

Maureen Lynch, PHM
Executive Director

THE METROPOLITAN AREA PLANNING COUNCIL (MAPC) ANNUAL REPORT 2011

The Metropolitan Area Planning Council (MAPC) is the regional planning agency serving the people who live and work in the 101 cities and towns of Greater Boston. With a mission to promote smart growth and regional collaboration, MAPC's work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region."

This year has been transformative in many ways for both MAPC and the region. With an infusion of federal dollars through HUD's Sustainable Communities Regional

Planning Grant, MAPC has been honored and challenged with a great responsibility this year: to support and showcase the best smart growth projects and policies across Greater Boston, and to serve those up as models for others across the country.

Our Metro Boston Sustainable Communities

Consortium, which governs the grant, now numbers 158 member organizations, including 65 municipalities representing 80 percent of the region's 3 million residents. The Consortium's Steering Committee has already funded a number of projects that were directly included in our application to HUD. In addition, we released our first request for place-based project proposals this summer, to which we received 33 applications totaling \$1.7 million in diverse ideas. We are pleased to report that 11 new projects were selected for funding under a competitive evaluation process that emphasized our MetroFuture goals related to equity and sustainability, while aiming for geographic diversity.

Take a look at some of the exciting projects funded by Sustainable Communities:

- The **Regional Housing Plan** and **Fair Housing Equity Assessment** will outline the region's housing needs, link fair housing with a broader set of regional issues, and recommend housing development and policy goals.
- Sustainable Communities will augment the City of Boston's planning process in the **Fairmount/Indigo Line Corridor**, which includes some of the most underserved neighborhoods in Boston. We will also provide predevelopment support to the Community Development Corporations in the Fairmount Collaborative, and advance the need for green spaces and bicycle paths in the communities served by the new rail line.
- The **Framingham Tech Park Transportation Management Plan** will recommend investments in transit, infrastructure, and incentives to facilitate economic development in an old industrial park along Route 9. Goals include improved access to employment and a reduction of vehicle miles traveled in the region.
- “**Community PlanIt**” will develop an on-line social media game focused on community learning, deliberation, and participation to engage a broad range of stakeholders in decision-making. Our program will also help the **Asian Community Development**

Corporation to engage linguistically-isolated, low-income Asian residents of Quincy in local development and planning activities.

- An early success of the program occurred when the town of **Littleton** adopted zoning to protect the future of the **active farms** in residential districts.
- **The Everett Community Visioning Process** will create an inclusive, comprehensive vision and a set of development goals for Everett's future, using innovative public engagement techniques.
- A feasibility study to redevelop **Millis Town Center** will explore mixed-use development opportunities at two former industrial sites: the Cliquot Club Factory and the GAF Shingle Plant.
- **Pedestrian and Bicycle Network Planning** will encourage accommodations for biking and walking in four community clusters: Dedham & Westwood; Quincy to Boston; Hudson, Stow, Maynard, & Marlborough; and Chelsea, Everett, Revere, Malden, Saugus, & Lynn.
- An **Urban Green Infrastructure Plan along the Lower Mystic River** will reduce water pollution and improve environmental quality near the Chelsea Creek, with a focus on storm water management. These projects will move into scoping and implementation throughout 2012, providing a platform for learning and expanding opportunities for dialogue and collaboration. It will be gratifying to watch the projects develop, furthering the goals of MetroFuture and bettering the region in the process, and informing the way we conduct the rest of our work — always with an eye toward greater prosperity, equity and sustainability for all of Greater Boston.

Of course, Sustainable Communities is not the only way we try and implement MetroFuture by helping cities and towns. We're proud to report that 2011 was another successful year for our work under the **District Local Technical Assistance (DLTA) program**, which is an essential vehicle for helping communities achieve more sustainable land use and more effective local governance. DLTA funding is provided by the Legislature and Governor to help cities and towns to collaborate regionally on housing, economic development, and environmental protection projects. The funding can also be used to help municipalities to coordinate and more efficiently deliver local services. This year,

MAPC funded 19 projects, 8 in land use planning and 11 in municipal services.

Another critical component to MAPC's mission is assisting the region's municipalities to envision and foster local, collaborative **economic development opportunities**. This year, MAPC co-sponsored a summit in Gloucester with funding from the U.S. Economic Development Administration. The highly-attended water-front conference in November developed a roster of ideas for helping the city to blend its historic, vibrant fishing industry with emerging maritime industries and economic development opportunities.

MAPC staff also worked with the **495/MetroWest Development Compact** to help identify priority development and preservation areas and significant transportation and infrastructure investments for that region. We worked with our neighbors to the west, the Central Massachusetts Regional Planning Commission, and other allied organizations, to hold community meetings in almost 40 cities and towns, yielding both local and regional priorities for both residential and economic growth, as well as priority land for preservation and protection. MAPC is working to make sure commercial and residential growth respects open space resources, transportation networks, and water resources in the region.

One of the most important drivers of the region's vitality is a strong, reliable transportation network. From transit to roadways and walking and biking infrastructure, the area's ability to attract and retain a productive workforce rests on a dependable transportation network. This year, one of our most significant accomplishments came in connection with the launch of the New Balance **Hubway Bike Share in Boston**. Hubway opened in July 2011 with 600 bikes spread across 61 stations in Boston, and demand has been high for the program's shared bicycles since its very outset. Bolstered with funding from the Federal Transit Administration, MassDOT, the MPO, and local businesses and institutions, Hubway bikes clocked over 140,000 trips by the time the program closed down for the winter — wildly outpacing expectations. In 2012, MAPC will help to facilitate expansion of Hubway into surrounding cities and towns such as Brookline, Cambridge and Somerville this year.

We've also continued to support bicycling through infrastructure improvements through our **Bike Rack Purchasing Program**, funded by the MPO. This year, which is slated to be the final year of the program, cities and

towns purchased \$272,149 worth of bicycle parking infrastructure, including two innovative bike-parking corrals in Somerville which replaced one full-size car parking space in Union Square and another in Davis Square. In the four years of the program, 8,542 bike parking spaces have been installed, with another 4,268 still on order.

Our bicycle and pedestrian planners also released a new **Snow Removal Policy Toolkit** in winter

2011, just in time for the record snowfalls the region experienced. The guide, available at www.mapc.org/resources/snow-removal-policy, contains best practices, information on a recent state Supreme Judicial Court ruling about snow removal, and model ordinances for municipal leaders to apply. Hard copies are available by request.

MAPC also published the 2011 **Greater Boston Cycling and Walking Map**, the region's first comprehensive map of walking and bicycling facilities. With a companion website that is updated

regularly as new information becomes available, this comprehensive guide includes walking paths, hiking trails, bike lanes, and upcoming projects. To see the interactive website or request a hard copy of the map, visit www.trail-map.mapc.org.

MAPC also led an innovative community visioning process for the area around a potential terminus of the **Green Line Extension** at Mystic Valley Parkway in Somerville and Medford. Using 3-dimensional models of potential developments and estimates of their impacts, MAPC led residents of both cities through a 10-month process to envision station-area development that would make the most of new transit while also preserving community character and preventing displacement. A full report on the process findings was presented to the Medford City Council in November and is available on MAPC's website, www.mapc.org.

As programs such as Hubway have helped to make biking and walking more popular options for getting around Metro Boston, our outreach staff has worked hard to fold these modes of mobility into the MetroFuture "Walks and Talks" program. Walks and Talks has helped to grow our **"Friends of MetroFuture"** list to more than 1,900 supporters by offering lectures, workshops and walking and biking tours of our region. Events this year, many of them sellouts, included a tour of the Deer Island Sewage Treatment Plant in Boston Harbor; a weekend biking tour of the Neponset Greenway in Dorchester; an urban bicycling safety work-

shop, co-hosted with MassBike; and a forum on funding challenges at the MBTA with Stephanie Pollack of the Dukakis Center at Northeastern University. With something planned every month, it's easy to get involved with MAPC and connected to MetroFuture through Walks and Talks. For more information about events and to become a Friend of MetroFuture, visit www.metrofuture.org.

In 2011 we added two new divisions to MAPC: **energy and public health**. We now have several staff devoted exclusively to providing technical assistance and policy guidance to bolster energy efficiency and reduce greenhouse gas emissions (GHG), to help in the regional development of renewable energy resources, and to procure energy products and services for groups of municipalities. We hope this work will advance markets for clean technology while reducing GHG and dependence on fossil fuels. For example, **we brought together 14 communities to hire an Energy Services Company (ESCO)** and we created a new Local Energy Action Program to help communities plan and implement local clean energy projects. We especially want to thank The Barr Foundation for their support of MAPC's energy work.

In the public health field, we had the unprecedented opportunity this year to partner with the Massachusetts Department of Public Health (DPH) – a member of our Sustainable Communities Consortium – to apply for a **Community Transformation Grant** funded under the federal health reform law, the Affordable Care Act. MAPC and DPH coordinated with Middlesex County to design a program that would meet that region's unique public health needs. Middlesex County is the largest in Massachusetts, with some of the greatest health disparities in areas such as tobacco use, diabetes, obesity and cancer-related deaths. We were selected in September, 2011, making MAPC the only regional planning agency in the country to receive a Community Transformation Grant. This gives us an opportunity to link land use planning decisions to public health outcomes and provides several years of stable funding to anchor our public health work and move it forward long term as long as neither Congress nor the Supreme Court repudiates health care reforms that were so long overdue in our country.

As we have journeyed into the field of public health, we have learned that health outcomes are one of the greatest indicators of inequality in the Metro Boston region. Indeed, although the region as a whole has become far more

diverse over the past decade, deep divisions and inequity remain. We wanted to highlight these challenges in the very first "Regional Indicators Report" published after the adoption of MetroFuture. And so, in December 2011, MAPC published "The State of Equity in Metro Boston," an analysis of how inequity creates challenges at all stages of life: childhood, young adulthood, adulthood, and the senior years. The full report can be found at www.mapc.org, while a more detailed review of indicators can be studied at www.regionalindicators.org.

Of course, data gathering and analysis cannot solve all the problems which they reveal. So, in 2012, MAPC will work with partners across the region and in state government to publish the second phase of our "State of Equity" report, a thorough compendium of recommendations for public and private actions that can make Metro Boston a leader not only in diversity, but also in equality.

In 2011, MAPC also continued to innovate new ways to use technology and interactive websites to engage residents and share data about the region. The Data Services Department developed two new **online transportation survey tools** that allow commuters and parents to provide information about travel patterns using an interactive map, rather than a traditional paper survey. These "open source" survey tools, available at <http://greenstreets.mapc.org> and www.myschoolcommute.org, can be easily adapted for use by other municipalities and organizations in the region.

MAPC is also developing new ways to help stakeholders find and use data, through interactive mapping sites such as the Mystic River Environmental Atlas (www.maps.mapc.org/myrwa), which provides easy access to information about stormwater discharges and water quality monitoring results for dozens of sites in the Mystic River Watershed. During the past year, more than 8,600 unique users visited www.MetroBostonDataCommon.org, MAPC's **regional data viewer and web mapper**, to access data about 2010 Census results, the American Community Survey, housing developments, and hundreds of other topics. Early 2012 will see the launch of the next generation of the DataCommon, which will include new Community Snapshots, a more intuitive mapping interface, and more powerful tools for the analysis and visualization of data.

Even as we branch into new areas of work, our mission remains the desire to help municipalities collaborate across city and town borders, becoming more efficient in their operations and service delivery, oftentimes saving money

and resources in the process. Nowhere is this more exemplified this year than in MAPC's unique **Fire Apparatus Collective Purchasing Program**. This year, within the first six months of launching the state's first collective purchasing contracts for fire apparatus, MAPC and the Fire Chiefs Association of Massachusetts (FCAM) brought the city of Boston into the partnership, giving the program a giant leap forward. Now, with the program just one year old, our staff are consistently fielding calls from new fire chiefs interested in saving money by purchasing fire apparatus through our collaborative. To date, 23 fire trucks have been purchased through the program, saving \$460,000 collectively.

In keeping with our mission to promote regional collaboration, MAPC continues to operate three regional equipment cache sites, containing reserves of emergency resources for large-scale incidents. Located in Beverly, Framingham and Lexington, each site contains equipment to help the region prepare for and respond to major events such as natural or man-made disasters, by providing resources that municipalities typically can't afford to purchase individually. MAPC works in tandem with **NERAC, the Northeast Homeland Security Regional Advisory Council**, to offer these vital resources through the Homeland Security grant program by the U.S. Department of Homeland Security through the state's Executive Office of Public Safety and Security. For example, NERAC assets were deployed in such major disasters as Hurricane Irene and the early-October Nor'Easter which crippled large swaths of New England, making 2011 a year of deep need in terms of emergency planning and preparedness.

MAPC continued a robust legislative agenda in 2011, focusing on topics such as **transportation funding, zoning reform**, and pursuing a more sound financial footing for the **Community Preservation Act**. With many allies, we achieved a major success when Governor Patrick sign into law legislation reforming health insurance for municipal employees on July 12, 2011. This law will help dozens of municipalities to negotiate savings on health care costs for their employees and retirees. This law strikes a balance that gives municipalities a chance to manage their way through the fiscal crisis while preventing layoffs and ensuring high-quality health insurance for all municipal employees and retirees.

Finally, as the discussion and debate around the MBTA's struggling financial picture takes shape, we are poised to influence policy decisions and advocate for key revenue

changes as part of our new **Transportation Campaign**. We've hosted forums on transit funding throughout the year and are planning more as pending fare hikes approach for transit riders. If you are interested in joining us, visit our website to get started.

As we move forward into a new year, we know that MAPC will continue to be involved in creating a healthy, strong, more vibrant region consistent with our MetroFuture goals. Visit www.mapc.org throughout the year for news and updates about our work.

THE METROPOLITAN AREA PLANNING COUNCIL NORTH SUBURBAN PLANNING COUNCIL (NSPC) ANNUAL REPORT 2011

Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester and Woburn

The North Suburban Planning Council (NSPC) is composed of eight towns and one city that have formed a voluntary association to facilitate cooperative regional planning. The goals of NSPC are to facilitate communication between member communities on planning topics of interest including issues of growth management and land use and to provide a forum for members to create a shared agenda for action that, if thoughtfully addressed, will allow the region to continue to thrive as a desirable place to live and work.

NSPC held ten meetings in 2011. Tony Fields, Town of Burlington, continued to serve as the Chair. Joan Blaustein, MAPC Land Resources Planner, has served in the role of NSPC Subregional Coordinator for over two decades; she stepped down from this role in 2011. Jennifer Erickson, MAPC Regional Planner, will serve in this role moving forward. NSPC members heard from guest presenters as well as MAPC staff about various projects and topics of interest. Members received information about project funding opportunities through the Sustainable Communities Regional Planning Grant (SCRPG), DLTA-funded regional energy projects, and the MAPC Local Energy Action

Program. Presentations were also offered on timely topics like stormwater management, the regionalization of housing services, and municipal governments and accessibility issues. Members continued the annual activity of reviewing NSPC transportation priorities, projects, and study areas as part of the Transportation Improvement Program and the Unified Work Planning Program. Through the Sustainable Communities proposal development process, members identified a number of shared interests and project ideas, including: identification of priority development and preservation areas in the subregion, open space preservation and connectivity planning and potential linkages towards creation of a regional open space and trails system, residential development patterns in NSPC communities, and best practices for regional corridor districts.

NSPC and its member communities also engaged in the following notable activities in 2011: submission of a comment letter on the TIP priority projects list to the Metropolitan Planning Organization (MPO); development and submission of a proposal to the Sustainable Communities Regional Planning Grant program; and participation in developing a 2012 NSPC Work Plan that includes new strategies the subregion will engage that are enabled by SCRPG funding. MAPC also commenced project work on the Reading-Wakefield-Melrose Main Street Corridor Planning Study, which involves two NSPC member communities – Wakefield and Reading – along with the City of Melrose. This project was funded through the 2011 District Local Technical Assistance (DLTA) program, and looks at ways to improve upon the existing transportation network by reducing automobile traffic while promoting commuter rail, walking, bicycling, and bus transportation.

MAPC continues to upgrade the NSPC webpage in an on-going effort to provide member communities with better access to information. The page is: www.mapc.org/sub-regions/nspc.

APPOINTED OFFICIALS

American Disabilities Act Coordinator	Robert C. Hogan
Animal Control Officer	Gerald Mills
Appraiser/Assistant Assessor	Jim Doherty
Archivist/Records Manager	Daniel C. McCormack
Assistant Fire Chief	Michael Patterson
Assistant Town Administrator	Thomas Hickey
Assistant Town Clerk	Amy E. Warfield (thru 4/2011)
Building Inspector	John Clancy
Community Life Center Director	Christine Shruhan (Appt 4/2011)
Conservation Administrator	John Keeley
Council on Aging Coordinator	Margery McDonald
Director of Parks and Recreation	Don Lorinovich
Director of Public Health	Sharon Mastenbrook
Director of Veteran Services	Robert C. Hogan
Emergency Services Director	Stephen Duke
Environmental Engineer	Susan Lumenello
Fire Chief	Steve Yetman
Health Agent/Sanitarian	Marlene Johnson
Housing Authority Executive Director	Maureen Lynch
Human Resources Director	Joanne Faust
Labor Counsel	Collins, Loughran & Peloquin
Library Director	Laura Hodgson
MAPC - TIP Coordinator	Thomas F. Hayes
MBTA Advisory Board	John Sanchez
Metropolitan Area Planning Council (MAPC)	Anthony Fields
MWRA Designee	John Sanchez
Planning Director	Anthony Fields
Police Chief	Michael Kent
Recreation Maintenance Director	Douglas Gillingham
Superintendent of Public Works	John Sanchez
Superintendent of Schools	Dr. Eric Conti
Town Accountant	Paul F. Sagarino, Jr.
Town Administrator	Robert A. Mercier
Town Clerk	Jane L. Chew (ret. 4/2011)
Town Counsel	Amy E. Warfield (elected 4/2011)
Town Engineer	Kopelman and Paige, P.C.
Treasurer/Tax Collector	Thomas F. Hayes Brian P. Curtin

APPOINTED BOARDS AND COMMITTEES

Appointments made by: Town Administrator

Beautification Committee(5) 1 year Standing

Carolyn R. Engel	9 Park Dr.	2011
Andrew A. Giordano	3 Belmont Rd.	2011
George M. Major	29 Lantern Ln.	2011
Ralph C. Patuto	29 Center St.	2011
Selectmen Rep		
Elaine Zuccaro	6 Pearson Cir.	2011

Bike Committee 1 year Ad Hoc

Kristine Brown	61 Center St.	2011
Recreation Rep		
Jack Donaldson	62 Winn St.	2011
Robert Hogan	61 Center St.	2011
Selectmen Rep		
Mildred J. Nash	39 Sunset Dr.	2011
James L. Nevins	26 Sunset Dr.	2011

B-Line Advisory Committee 1 year Ad Hoc

Jennifer Gelinas	10 Hallmark Garden #7	2011
Robert Hogan	61 Center St.	2011
Selectman's Rep		
Virginia E. Mooney	28 Mohawk Rd.	2011
Mildred J. Nash	39 Sunset Dr.	2011
Patti Robichaud	29 Center St.	2011
DPW		
Sonia Rollins	8 Paula St.	2011

Board of Appeals(5) 5 years Standing

John A. Alberghini	2 Elm Ave.	2013
William Gaffney	8 Joanne Rd.	2010
Neil S. Kane	19 Mohawk Rd.	2010
Alt #2		
Eugene S. Lane, Jr.	24 Cathy Rd.	2011
Matt Lee	13 Fowler Ter.	2010
Alt #1		
Joseph E. Morandi	7 Winona Rd	2014
John T. Sullivan	2 Laurel Ln.	2012

Board of Registrars(4) 3 years Standing

Jeanne Ganley	26 Beacon St. #42A	2013
Elmer Bud Larson	23 County Rd.	2014
Robert J. Macdonald	238 Fox Hill Rd.	2012
Amy E. Warfield	56 Skilton Lane	2016

Cable Advisory Committee(7) 1 year Ad Hoc

Jennifer Dodge	123 Cambridge St. (BHS)	2011
BCAT Rep		
Daniel Dunn	29 Stony Brook Rd.	2011
Robert Hogan	61 Center St.	2011
Selectman's Rep		
Peter O'Keefe	47 Skelton Rd.	2011

Cemetery Oversight Committee 1 year Ad Hoc

William C. Beyer	67 Peach Orchard Rd.	2011
Frank P. Monaco	18 Corcoran Rd	2011

Community Life Center(7) 2 years Standing

Linda K. Collins	18 Town Line Rd.	2011
Kevin Doherty	45 Center St.	2011
Marilyn Langley	13 Algonquin Dr.	2010
Christine MacKay	7 Fairfax St.	2012
Ronald J. MacKenzie	15 South Bedford St.	2010
Ann Louise McNamara	79 Mountain Rd.	2011
Roberta E. Mills	19 Corcoran Rd.	2011

Conservation Commission(7) 3 years Standing

Gretchen K. Carey	43 Locust St.	2013
Nedim Celik	46 Mill St.	2012
Larry S. Cohen	8 Wilhelmina Ave.	2012
Indra Deb	17 Pathwoods Ave.	2011
Gail M. Lima	188 Mill St.	2011
Ann Louise McNamara	79 Mountain Rd.	2012
Kerry Melanson	8 Freeport Dr.	2011

Council on Aging(7) 3 years Standing

Carole J. Castellano	12 Garrity Rd.	2013
Christopher E. Hartling	1 Colleen Cir.	2011
Alternate 1 yr.		
Joanne L. Kinchla	8 Arnold Terrace	2014
Muriel O'Brien	26 Maryvale Rd.	2012
Ralph C. Patuto	29 Center St.	2011
Selectmen Rep		
Marlene E. Pierce	15 Birchcrest St. #308	2011
Myrna A. Saltman	15 Greystone Ct.	2011
Alternate 1 yr.		
Marigrace Silva	5 Alma Rd.	2012
Suzanne J. Trousil	2 Lucaya Cir.	2011
Bernadette B. Whittington	1 Ganley Dr.	2013

Cultural Council(5-22) 3 years Standing

Sandra Coveno	59 Center St. #102	2014
Elizabeth Cowhig	54 Middlesex Tpk	2011
Julia Eggleston	10 Gedick Rd	2014
Antoinette Faria	6 Butters Ln	2014
Joyce Fay	11 Raymond Rd.	2014
Barbara Fisher	38 Purity Springs Rd.	2014
Brenda Fisher	38 Purity Springs Rd.	2014
Joanne Kinchla	8 Arnold Terrace	2014
Shauna M. Leva	17 Church Ln.	2011
Judi Lichtenfels	21 Purity Springs Rd	2014
Carolyn Little	7 Pleasant St	2014
Vincent J. Sferrino	10 Liberty Ave.	2010

Disabilities Access Committee(9) 1 year Standing

Ruthann Covino	4 Donna Ln.	2010
Bernice H. Ferguson	19 Bedford St.	2010
Mary Jane Fietze	42 Bedford St.	2010
Gary Gianino	29 Center St.	2010
Maura F. Mazzocca	5 Black Horse Ln.	2010
David P. Murphy	51 Bedford St.	2010
Rita E. Murphy	51 Bedford St.	2010
Joseph D. Stordy	303 Farms Dr.	2010
Kenneth Tigges	4 Ellen Rd.	2010
Bernadette B. Whittington	1 Ganley Dr.	2010

Grandview Farm Committee 1 year Ad Hoc

Janet Atkinson	3 Newbridge Ave	2011
Brenda L. Cahoon	3 Lucy Rd.	2011
Eldrine Emerson	39 Arborwood Dr.	2011
<i>Historical Comm</i>		
Toni Faria	6 Butters Ln.	2011
Kathleen A. Horton	85A Center St.	2011
<i>Historical Comm</i>		
William T. McDonough	19 Rahway Rd.	2011
Kevin B. McKelvey	4 Allison Dr.	2011
Roger Morrison	5 Hope St.	2011
Hope M. Paulsen	59 Center St. #201	2011
Sonia Rollins	8 Paula St.	2011
Nicholas G. Rubino	16 Phyllis Ave.	2011
Beverlee Vidoli	17 Thornton Dr.	2011
Amy E. Warfield	56 Skilton Ln	2011
Judith G. Wasserman	3 Indian Hill Rd.	2011
Rob Zahora	103 Locust St	2011
Walter Zenkin	2 Toomey Cir	2011
<i>Selectmen Rep</i>		

Historical Commission(7) 3 years Standing

Dorothy Bennett	23 Wilmington Rd.	2014
<i>Alternate 3 yr.</i>		
Norman B. Biggart	4 Baron Pk. Ln. Apt. I	2010
Sandra J. Coveno	59 Center St. #102	2011
Eldrine F. Emerson	39 Arborwood Dr.	2012
Toni Faria	6 Butters Ln.	2012
Joyce Fay	11 Raymond Rd.	2011
Kathleen Horton	85A Center St.	2010
Hope M. Paulsen	59 Center St. #201	2012
<i>Advisory</i>		
Norma C. Robichaud	5 Highland Way	2010
<i>Alternate 1 yr.</i>		
Gene Rossi	174 Winn St.	2010
<i>Alternate 1 yr.</i>		
Michael Tredeau	12 Myrna St.	2011
Judith Wasserman	3 Indian Hill Rd	2012
<i>Advisory</i>		

Housing Partnership 1 year Ad Hoc

Ernest E. Covino, Jr.	29 Center St.	2007
John DeFrancesco	50 Westwood St.	2007
Daniel R. DiTucci	8 Lisa St.	2010
<i>Selectmen Rep</i>		
Phyllis Etsell	3 Eisenhower Dr.	2007
<i>Murray Hills</i>		
Wayne Harding	16 Chadwick Rd.	2007
Jayne L. Hyde	17 Meadowvale Rd.	2007
Virginia E. Mooney	28 Mohawk Rd.	2007
Michael S. Runyan	7A Mountain Rd.	2007

Information Systems Advisory (7) 1 year Ad Hoc

Gerald Beuchelt	13 Highland Way	2011
Jennifer Connor	46 Chandler Rd.	2011
Laurence J. Conway	18 Wildwood St.	2011
Daniel Dunn	29 Stony Brook Rd.	2011
Paul R. Nichols	20 Mohawk Rd.	2011
Walzer Richard	22 Meadowvale Rd	2012
McCarthy William	9 Maud Graham Cr	2012

Town of Burlington

Recycle Committee 3 years Ad Hoc

Timothy J. Brown	8 Luther St.	2010
Gretchen K. Carey	43 Locust St.	2013
Diane Kendrigan Creedon	12 Gibson St.	2010
Ann M. Cummings	20 Tinkham Ave.	2010
Elizabeth A. DeVito	92 Francis Wyman Rd.	2012
Eileen Feldman	19 Freeport Dr.	2010
Elizabeth A. Gilman	20 Carol Ave	2010
Gail M. Lima	188 Mill St.	2010
Abby J. Murray	813 Arboretum Way	2012
John Tuccinardi	65 County Rd., <i>Burlington Rotary</i>	2010 Tewksbury, MA 01876

Rink Oversight Committee(5) 1 year Ad Hoc

Brian Curtin <i>Treasurer/Collector</i>	29 Center St.	2013
Thomas Hickey <i>Selectmen Rep</i>	29 Center St.	2013
Robert Hogan <i>Selectmen Rep</i>	61 Center St.	2013
Don Lorinovich <i>Recreation Rep</i>	61 Center St.	2013
Craig Robinson <i>School Dept.</i>	123 Cambridge St.	2013

Rt. 3A Subcommittee 1 year Ad Hoc

John Clancy <i>Building</i>	29 Center St.	2011
Ann M. Cummings <i>Planning Rep</i>	20 Tinkham Ave.	2010
Phyllis Etsell <i>Murray Hills</i>	3 Eisenhower Dr.	2010
Tony Fields <i>Planning Dir</i>	29 Center St.	2011
Tom Hayes <i>Engineering</i>	29 Center St.	2010
Kathleen A. Horton <i>Historical Comm</i>	85A Center St	2010
Joseph Impemba <i>Planning Rep</i>	29 Center St.	2010
KristIn Kassner <i>Planning</i>	29 Center St.	2011
Michael Murray, Jr. <i>Murray Hills</i>	27 Cambridge St	2010
James L. Nevins <i>Bike Path</i>	26 Sunset Dr.	2010
Michael O'Neil	3 Kinney Ave.	2010

Sonia Rollins

Paul Roth <i>Planning Rep</i>	8 Paula St.	2011
Michael Tredeau <i>Historical Comm</i>	29 Center St.	2010

Sign Bylaw Committee 1 year Ad Hoc

John Clancy <i>Bldg. Dept</i>	29 Center St.	2010
Tony Fields <i>Planning Dir</i>	29 Center St.	2010
William Gaffney <i>BOA</i>	8 Joanne Rd.	2010
Jayne L. Hyde <i>Planning Bd</i>	17 Meadowvale Rd.	2010
Joseph A. Impemba <i>Planning Rep</i>	11 Briarwood Ln.	2010
Joan McSweeney <i>Beautification</i>	1 Doris St.	2010
James Murphy <i>Chamber of Commerce</i>	265 Winn St.	2010
Doug Place <i>Chamber of Commerce</i>	209 Cambridge St.	2010
John T. Sullivan <i>BOA</i>	2 Laurel Ln.	2010
Beverlee Vidoli	17 Thornton Dr	2010
Walter Zenkin <i>Selectmen Rep</i>	2 Toomey Cir	2010

Sr. Housing Options Committee 1 year Ad Hoc

Arlene A. DiRocco	10 Old Colony Rd.	2007
Daniel R. DiTucci	8 Lisa St.	2010
<i>Selectmen Rep</i>		
Garry Feldman	19 Freeport Dr.	2007
Robert Hogan	61 Center St.	2007
<i>Selectman's Rep</i>		
Sheila Howard	5 Hallmark Garden #6	2007
Jayne L. Hyde	17 Meadowvale Rd.	2007

Stormwater Management Advisory Committee 1 year Ad Hoc

James J. Dion <i>Board of Health</i>	29 Center St.	2010
Tony Fields <i>Planning Dir</i>	29 Center St.	2010
Charles E. Fuller <i>Consulting Engr</i>	3 Rolling Ln.	2010
Gary Gianino	29 Center St.	2010

2011 Annual Report

Stormwater Management Advisory Committee 1 year Ad Hoc

Tom Hayes <i>Engineering</i>	29 Center St.	2010
Jayne L. Hyde	17 Meadowvale Rd.	2010
John Keeley <i>Conservation Rep</i>	29 Center St.	2010
Terry McSweeney <i>Board of Health</i>	29 Center St.	2010

Town Common Oversight 1 year Ad Hoc

Carolyn R. Engel	9 Park Dr.	2011
Gary Gianino	29 Center St.	2011
Douglas Gillingham <i>Rec. Maint. Rep</i>	61 Center St.	2011
Robert Hogan <i>Selectmen Rep</i>	61 Center St.	2011
Elaine Zuccaro <i>Beautification Rep</i>	6 Pearson Cir.	2011

Town Meeting Reapportionment(7) - Ad Hoc

William C. Beyer	67 Peach Orchard Rd.	2011
Jane L. Chew	7 Winn Valley Dr.	2011
Daniel R. DiTucci	8 Lisa St.	2011
Philip Gallagher	8 Corcoran Rd.	2011
Ralph C. Patuto	29 Center St.	2011
Daniel J. Raske	3 Mildred Rd.	2011
Amy E. Warfield	56 Skilton Ln	2011

Appointments made by: Moderator

Bylaw Review Committee(5) 1 year Standing

Mark D. Casey	8 College Rd.	2011
Evelyn M Mottolo	3 Dover Dr.	2011
David F. Petersen	9 Cutting Ln.	2011
Richard M. Wing	4 Wing Ter.	2011
David J. Woodilla	3 Barnum Rd.	2011

Capital Budget Committee(7) 3 years Standing

Thomas D. Conley, Jr.	20 Corcoran Rd.	2013
Barbara G. L'Heureux	10 Woodside Ln.	2013
Gary Mercier	14 Heathstone Dr.	2014
Carol Perna	6 Beaverbrook Road	2011
Daniel J. Raske	3 Mildred Rd.	2012
Faydeen A. Sateriale	95 Lexington St.	2013

Facilities Committee (7) 2 years Standing

William C. Beyer	67 Peach Orchard Rd.	2011
Timothy J. Brown	8 Luther Rd.	2011
David J. Ghio	5 Holly St.	2011
Daniel J. Hanafin	4 Maple St.	2011
Frank P. Monaco	18 Corcoran Rd.	2011
Bruce A. Morey	5 Ellery Ln.	2011
Sally Willard	13 Foster Rd.	2011

Human Services Committee(7) 3 years Standing

Anne P. Coady	8 Woodside Ln.	2013
Joanne Frustaci	6 Valley Cir.	2012
Joanne M. Horgan	12 Eastern Ave.	2011
Gary B. Kasky	8 Radcliff St.	2011
Mabel Nevins	26 Sunset Dr.	2012
Cynthia J. Phillips	4 Michael Dr.	2013
Judith G. Wasserman	3 Indian Hill Rd.	2011

Land Use Committee(9) 3 years Standing

Shari Lynn Ellis	3 Hickory Ln.	2012
Matt Frost	14 Chadwick Rd	2013
Wendy Guthro	17 Treetop Ct.	2014
Joanne L. Kinchla	8 Arnold Terrace	2012
Gary Mercier	14 Hearthstone Dr.	2012
Andrew H. Olney	21 Julia Connors Dr.	2013
Paul A. Valleli	14 Marrett Rd.	2013
Sally Willard	13 Foster Rd.	2014
Ernest Zabolotny	33 Paulson Dr.	2013

Northwest Park Committee(5) - Ad Hoc

Diane Kendrigan Creedon	12 Gibson St.
Lucy M. Damiani	7 Hearthstone Dr.
David J. Ghio	5 Holly St.
Frank P. Monaco	18 Corcoran Rd.
David S. Tait	9 Meadowvale Rd.

Rules Committee(13) 1 year Standing

Patricia J. Angelo	2 Austin St.	2008
Linda K. Collins	18 Town Line Rd.	2008
Joan B. Hastings	14 College Rd.	2008
Francis Heartquist	10 Briarwood Ln.	2008
Roberta E. Mills	19 Corcoran Rd.	2008
Mildred J. Nash	39 Sunset Dr.	2008

Rules Committee(13) 1 year Standing

Eleanor N. O'Connell	33 Peach Orchard Rd.	2008
Louis Rubino	4 Fred St.	2008
Maureen Ryan	3 Donald Rd.	2008

Ways & Means Committee(15) 3 years Standing

William C. Beyer	67 Peach Orchard Rd.	2013
Brad D. Bond	8 Mullberry Ln.	2012
John G. Cormier	8 Chester Ave.	2011
Diane Kendrigan Creedon	12 Gibson St.	2013
Timothy M. Cummings	20 Tinkham Ave.	2013
Lucy M. Damiani	7 Hearthstone Dr.	2011
Michael J. Hardy	7 Thornton Dr.	2012
John D. Kelly	14 Oxbow Ln.	2012
Thomas C. Killilea	15 Wheatland St.	2011
Frank P. Monaco	18 Corcoran Rd.	2011
Paul G. Noonan	5 Ward St.	2013
Roger S. Riggs	4 Briarwood Ln	2013
Robert G. Schlansky	4 Gibson St.	2012
David S. Tait	9 Meadowvale Rd.	2012

TOWN OF BURLINGTON, MA

JANUARY 2011 TOWN MEETING MINUTES

ADJOURNED TOWN MEETING MONDAY, JANUARY 24, 2011 FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:35 P.M. with a salute to the flag. A motion to adjourn until Monday, January 31st to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

The Middle School Select Chorus under the direction of Marsha Medvitz performed a few tunes to open the meeting.

The Moderator recognized: Richard Wilde, recently deceased Town Meeting Member; Jane Chew, retiring Town Clerk; Gary Gianino (retiring) and Sonia Rollins (retired) Board of Selectmen members; and John Vanella retiring from the School Committee.

ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

Dr. Conti gave an update on school projects. Don Lorinovich gave an update on Recreation projects. Brad Bond of Ways & Means and Robert Mercier, Town Administrator, updated the members on the financial outlook of the town.

ARTICLE 2 RE: Acceptance of Middlesex Turnpike and Third Avenue Layout and Alteration of Public Ways at Northwest Park

To see if the Town will vote to accept as public ways the altered layouts of Middlesex Turnpike and Third Avenue, to include within the layout of said roadways the parcels of land shown on the plan entitled "Permanent and Temporary Easement Plan of Middlesex Turnpike in the Town of Burlington, Middlesex County", prepared by Vanasse Hagen Brustlin, Inc., dated September 16, 2010 (revised November 29, 2010/2 sheets), on file with the Office of the Town Clerk; and to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, easements to use such parcels of land for all purposes for which public ways are used in the Town of Burlington, and all easements related thereto; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board voted 7-0 in favor. Selectmen voted 5-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 3 RE: Home Rule Petition/Liquor License

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation in the form set forth below authorizing the Town to issue 3 additional licenses for the sale of all alcoholic beverages to be drunk on premises and 2 additional licenses for the sale of wine and malt beverages to be drunk on premises provided that the General Court may only make clerical or editorial changes of form to the bill unless the Board of Selectmen approves amendments to the bill before enacted by the

General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

AN ACT AUTHORIZING THE TOWN OF BURLINGTON TO GRANT ADDITIONAL LIQUOR LICENSES.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding Section 17 of Chapter 138 of the General Laws or any other general or special law to the contrary, the licensing authority of the Town of Burlington may grant three additional licenses for the sale of all alcoholic beverages to be drunk on the premises and two additional licenses for the sale of wine and malt beverages to be drunk on the premises. Said licenses shall be subject to all of said Chapter 138 except said Section 17.

SECTION 2. This act shall take effect upon its passage, or to act in any other manner in relation thereto.

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 4 RE: Street Acceptance/Cierra Way

To see if the Town will vote to accept Cierra Way as a public way in the Town of Burlington as laid out by the Board of Selectmen as described _____; and to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, easements to use such parcels of land for all purposes for which public ways are used in the Town of Burlington, and all easements related thereto, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to accept Cierra Way as a public way in the Town of Burlington as laid out by the Board of Selectmen as described as "Old Road off Locust Street Definitive Subdivision in Burlington, Mass" in the Planning Board Conditional Approval Agreement dated March 15, 2001; and to authorize the Board of Selectmen to acquire, by gift, purchase or eminent domain, easements to use such parcels of land for all purposes for which public ways are used in the Town of Burlington, and all easements related thereto.

Recommendations: Planning Board voted 7-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 5 RE: Elected Officials/Compensation Plan

To see if the Town will vote to present at all May Town Meetings, in perpetuity and to take effect immediately, all part time elected officials compensation line items to be aggregated on a single worksheet page for Town Meeting vote, or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

The Moderator declared the article should have been presented as a bylaw or resolution and that it would be voted on as a resolution.

ACTION: MAJORITY APPROVED MAIN MOTION

Town of Burlington

TOWN OF BURLINGTON, MA

JANUARY 2011 TOWN MEETING MINUTES

ARTICLE 6 RE: Rescind Ice Palace Fund

To see if the Town will vote to rescind the acceptance of Chapter 40, Section 39K of the Massachusetts General Laws, the purpose of which was to establish an Enterprise Fund for the operation of the Burlington Ice Palace, or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 12-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 7 RE: Meals Tax Revenue (FY2010)

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$90,239 or any other amount from Free Cash to place in Town's Stabilization Fund, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash sum of \$90,239 to place in Town's Stabilization Fund.

Recommendations: Ways & Means voted 11-1-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 8 RE: Transfer of Free Cash to Reserve Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$100,000 or any other amount from Free Cash to place in the Town's FY 2011 Reserve Fund, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of \$100,000 to place in the Town's FY 2011 Reserve Fund.

Recommendations: Ways & Means voted 12-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 9 RE: Transfer of Free Cash to Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$750,000 or any other amount from Free Cash to place in the Town's Stabilization Account, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of \$750,000 to place in the Town's Stabilization Account.

Recommendations: Ways & Means voted 12-0-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 10 RE: Transfer of Free Cash to OPEB Trust Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$50,000 or any other amount from Free Cash to place in the Town's OPEB (Other Post Employment Benefits) Trust Fund, or to act in any other manner in relation thereto.

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 11 RE: Sale of Lots Money to Grandview Farm

To see if the Town will vote to transfer from the proceeds from the Sale of Land Account the sum of \$595,448.44 for the purpose of completing the construction of the attached barn to the Grandview complex; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 11-0-0 in favor. Selectmen voted 5-0 in favor. Capital Budget voted 5-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 12 RE: BAN/Bond Authorization

To see if the Town will vote to appropriate the sum of \$300,000, to be expended at the direction of the Board of Selectmen to pay for the construction of the Grandview Farm barn including all cost incidental or related thereto and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount pursuant to Chapter 44, Section 7, clauses (5) and Section 8, clauses (4) and (5) of the general laws or any other enabling authority and to issue bonds or notes of the Town; or act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 13-0-0 in favor. Capital Budget voted 4-1 in favor.

There was a division of the house and tellers were appointed.

ACTION: BY A VOTE OF 78 IN FAVOR AND 8 OPPOSED, THE MAIN MOTION WAS APPROVED

ARTICLE 13 RE: Will of Marshall Simonds

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$25,000 or any other amount for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 10-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 14 RE: Pine Haven Cemetery Columbarium Expansion Final Design

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000 or any other sum to pay for Final Design of the Pine Haven Cemetery Columbarium/Expansion , or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from the Sale of Lots Account the sum of \$30,000 to pay for the Final Design of the Pine Haven Cemetery Columbarium/Expansion.

Recommendations: Ways & Means voted 9-1-0 in favor. Capital Budget voted 4-1 in favor. Selectmen voted 5-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 15 RE: Transfer of Funds FY2010 Various Accounts

To see if the Town will vote to transfer from available funds the sum of \$290,000 or any other sum for the purpose of paying for expenses incurred in Fiscal Year 2010 to various accounts same to be expended under the direction of the appropriate authorities, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of \$300,000 for the purpose of paying for expenses incurred in Fiscal Year 2011 to various accounts same to be expended under the direction of the appropriate authorities as follows:

Line Item #	Use	Amount
22	Central Adm/Unemployment	\$100,000
30	Legal/Collective Bargaining	\$100,000
55	Police Special/IIIF Medical	\$ 25,000
58	Fire Special/IIIF Medical	\$ 25,000
83	Veterans/Aid to Veterans	\$ 50,000

Recommendations: Ways & Means voted 12-0-0 in favor. Selectmen voted 4-0-1 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 16 RE: Amend Administrative and Professional Classification Plan/Group

To see if the Town will vote to amend the existing Administrative and Professional Classification Plan by adding the new title of “_____”, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to amend the existing Administrative and Professional Classification Plan by adding the new title of “Network/Repair Technician” to Group 9.

Recommendations: Ways & Means voted 11-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 17 RE: Funding for Consulting Services for Review and Revisions of Zoning Bylaw

Section 5.2.0

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$15,000 or any other amount for the purpose of hiring consulting services to review and revise Section 5.2.0 Density Regulations Schedule and any other related sections of the Zoning Bylaws, same to be spent under the direction of the Land Use Committee, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of \$10,000 for the purpose of hiring consulting services to review and revise Section 5.2.0 Density Regulations Schedule and any other related sections of the Zoning Bylaws, same to be spent under the direction of the Land Use Committee.

Recommendations: Ways & Means voted 9-2-1 in favor. Land Use voted 8-0 in favor.

A motion to strike the words “Land Use Committee” and substitute the words “for the benefit of the Land Use Committee under the direction of the Town Administrator.” was moved, seconded and so voted.

ACTION: MAJORITY APPROVED MAIN MOTION AS AMENDED

ARTICLE 18 RE: Amend General Bylaw Article XIV, ENVIRONMENT

To see if the Town will vote to amend General Bylaw Article XIV, ENVIRONMENT, as follows:

by amending Section 3.1.6 as follows to delete the word “Fee” and replace it with the word “Free” so that the provision will state: “3.1.6 A Free Standing Sign means any sign that is supported independently from any building”, and by amending Section 3.2.2.1 to delete the phrase “Board of Appeals” and replace it with the phrase “a board of jurisdiction” so that the provision will state: “3.2.2.1 A person aggrieved by any decision of the Building Inspector may appeal to a board of competent jurisdiction; and

by amending Section 3.2.4.2 (a) as follows:
3.2.4.2 (a) Flashing and *electronic signs* are prohibited; and

by adding *Section 3.2.4.7 (a)* as follows:
3.2.4.7 (a) *Any and all signs must be removed by a tenant within 30 days of the tenant vacating said tenant space;* And

by adding *Section 3.2.4.8* as follows:
3.2.4.8 *On any side of a building, wall signage shall be permitted either at the first floor level or on upper floors, but not both;*

or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

A motion to amend by striking the words “a board of jurisdiction” in section 3.2.2.1 above and substituting therefore the words “a court of jurisdiction” was moved, seconded and so voted.

A motion to amend by striking the words “electronic signs” in section 3.2.4.2 (a) above was moved, seconded and failed.

A motion to amend by adding the word “computerized” before the words “electronic signs” in section 3.2.4.2 (a) was moved, seconded and so voted.

Recommendations: Bylaw Review committee voted 3-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION AS AMENDED

**ARTICLE 18A RE: Amend General Bylaw Article XIV
Section 3.0 Signs and Advertising
Devices/ "Wall Signs"**

To see if the Town will vote to amend Article XIV ENVIRONMENT, Section 3.0 Signs and Advertising Devices, by amending Section 3.3, Permitting Signs, of the General Bylaw, by deleting the text shown as strikethrough and inserting the text shown as bold, with the text not so shown being included for informational purposes only, as follows:

3.3 Permitted Signs

3.3.1 One Family Dwelling Districts (RO)

- 3.3.1.1 A temporary sign advertising rental, lease or sale of the premises which shall be 6 sq.ft. or less.
- 3.3.1.2 A sign stating the home occupation or profession of a resident which shall be one sq.ft. or less.

3.3.1.A Continuing Care Districts (RC)

3.3.1.A.1 Wall Signs:

- 3.3.1.A.1.1 Wall signs shall be allowed as in business districts.
- 3.3.1.A.1.2 One building directory shall be permitted on the exterior wall of the building at each entrance. Each building directory shall be 5 square feet or less.

3.3.1.A.2 Marquee signs:

3.3.1.A.2.1 Signs shall only be attached to the sides or front of a marquee and shall be 7 feet or more above the ground.

3.3.1.A.2.2 The sign shall be 6 square feet or less.

3.3.1.A.3 Free Standing Signs

3.3.1.A.3.1 A temporary sign erected during construction of a building shall be 48 sq.ft or less and 10 ft. or less in any other dimension.

3.3.1.A.3.2 A free standing sign may be permitted provided that no such sign shall exceed 48 sq.ft. total square feet, and shall not exceed twelve (12) feet in height.

3.3.2 General Business Districts (BG), Neighborhood Business Districts (BN), Limited Business Districts (BL), and Continuous Traffic Business Districts (BT):

3.3.2.1 Same as 3.3.1.1 above

3.3.2.2 Wall Signs:

- (a) One wall sign shall be permitted for each business side of a building and direct entrance into a store.
- (b) At gasoline stations and garages the wall sign may be divided into separate signs indicating operations or departments, provided the total width of the separate signs does not exceed the maximum permitted for a wall sign.
- (c) A wall sign shall be four feet or less in height.
- (d) On any side of a building, a wall sign may be permitted either at the first floor or on an upper floor, but not both, unless permitted by the Board of Appeals.
- (e) At the first floor level a sign may extend across the full width of the wall up to 80% of a storefront or wall with up to two (2) foot high lettering and a maximum of four (4) feet in height. At other than the first floor level, a sign shall be six (6) feet or less in length.
- (f) At the second floor level, a sign shall be not more than four (4) feet in height with a maximum of two (2) foot high lettering and twenty (20) feet or less in length.
- (g) Above the third floor level a wall sign may be no more than 75 square feet with a maximum of 30 inch high lettering.
- (h) Notwithstanding other restrictions in Section 3.3.2.2.f, for building facades within 400 feet of the Middlesex Turnpike or Mall Road layout, wall signs 26 feet or more above finished grade and visible from the specified road may be up to 90 square feet with a maximum lettering height of three (3) feet and a total sign height of five (5) feet.
- (i) Notwithstanding other restrictions in Section 3.3.2.2.f, for building facades within 1000 feet of the Interstate 95 (Route 128) or Route 3 layout, wall signs 30 feet or more above finished grade and visible from the specified road may be up to 120 square feet with a maximum lettering height of four (4) feet and a total sign height of seven (7) feet.
- (j) One building directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall be one (1) sq. ft. or less for each tenant or occupant of the building.
- (k) In addition to the wall signs allowed in accordance with subsections (a) through (i) above, a building address sign or signs, that may be required by the fire department or otherwise required by law shall be allowed to be posted on the building.

3.3.2.3 Projecting Signs:

- (a) One sign shall be permitted for each business.
- (b) The sign shall be four (4) feet or less in height and shall not project more than six (6) feet from the face of the building, nor closer than 15 feet from the property line. **Sign lettering shall be limited to two (2) feet in height or less.**
- (c) Projecting signs shall be allowed on, or just above, the first floor level and sized to a pedestrian scale.

3.3.2.4 Marquee Signs:

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- (a) Signs shall only be attached to the sides and front of a marquee and shall be seven (7) feet or more above the ground.
- (b) The sign shall be six (6) square feet or less. An individual letter sign shall be 2 ft. or less in height.

3.3.2.5 Free Standing Signs

- (a) No free standing signs shall be permitted except temporary signs which shall be 10 ft. or more from any property line.
- (b) A temporary sign erected during construction of a building shall be 48 sq.ft. or less and 10 ft. or less in any dimension.

3.3.3 Retail Industrial Districts (IR), General Industrial Districts (IG) and High-Rise Industrial Districts (IH)

3.3.3.1 A temporary sign advertising rental, sale or lease of a premises not exceeding 24 sq.ft.

3.3.3.2 Wall Signs:

- (a) Wall signs shall be allowed as for business **districts zones except that signs shall be 6 ft. or less in height.**

3.3.3.3 Roof Signs:

- (a) One roof sign shall be permitted for each building, but no roof sign shall be permitted for a building exceeding eighty (80) feet in height.
- (b) A roof sign shall be 10 ft. or less in height and shall not exceed 100 sq.ft. An individual letter roof sign shall be six (6) ft. or less in height.

3.3.3.4 Projecting Signs – Same as for Business Districts.

3.3.3.5 Marquee Signs – Same as for Business Districts.

3.3.3.6 Free Standing Signs

- (a) No free standing signs shall be permitted except temporary or directory signs which shall be 10 ft. or more from any property line.
- (b) A temporary sign erected during construction of a building shall be 48 sq.ft. or less and 10 ft. or less in any dimension.
- (c) A free standing sign may be permitted for the purposes of a business directory provided that no more than 20 sq.ft. shall be permitted for each business.

3.3.5 Town Center Overlay Districts

In addition to the applicable regulations in Sections 3.3.1 through 3.3.4 above governing the dimensions and placement of signs, any sign within the Civic Center and Central Business Districts shall also be subject to design review pursuant to Section 8.5.8 Design Requirements of the Zoning Bylaw.

OR to act in any other manner in relation thereto.

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 19 RE: Amend General Bylaw Article XIV, ENVIRONMENT, by adding Section 9, “Conservation of Natural Resources”

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To see if the Town will vote to amend General Bylaw Article XIV, ENVIRONMENT, as follows:

9.0 CONSERVATION OF NATURAL RESOURCES

- 9.1 To advocate that all future outdoor lighting be of energy efficient designs to reduce glare disability, waste of energy, and production of greenhouse gases that result from this wasted energy use;
- 9.2 To support light pollution reduction efforts and glare reduction methods at the local Town level; and
- 9.3 To support efforts to ensure all future outdoor lighting be of a fully shielded design or similar non-glare design to improve the safety of town roadways, sidewalks, and by-ways for all, and especially for vision-impaired drivers;

or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

App. A.G. Posted

ARTICLE 20 RE: Amend Zoning Map and Rezone Property to Planned Development (PD) District

To see if the Town of Burlington will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning certain parcels of land from a One Family Dwelling (RO) District and General Industrial (IG) District to a Planned Development (PD) District along with its associated PD Zoning Provisions. Use Table, Special Conditions and Concept Plans. Said parcels of land are generally identified as being located off of Muller Road and are further identified on the Town of Burlington Assessors' Map as follows: Map 56, Parcel 29-0; Map 57, Parcels 1-0, 2-0, 3-0, 4-0, 5-0, 6-0, 7-0, 8-0, 9-0; or to act in any other manner in relation thereto.

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 21 RE: Amend Zoning Bylaw Article IV, Section 4.2.0 Principal Use Regulation Schedule – Town Center Multifamily (Housekeeping)

To see if the Town will vote to amend Zoning By-Law Article IV, Section 4.2.0 Principal Use Regulation Schedule, Sections 4.2.1.2 “Garden Apartment Dwelling Units” and 4.2.1.17 “Multi-Family Housing other than 4.2.1.2” by striking SP₁ and replacing with a NO within the Civic Center (CC) and Central Business (CBD) districts as follows:

(SEE ADDENDUM A)

MAIN MOTION: As printed in the Warrant

Recommendations: Land Use voted 7-0-1 in favor. Planning Board voted 7-0 in favor.

There was a division of the house and tellers were appointed.

**ACTION: BY A VOTE OF 67 IN FAVOR AND 2 OPPOSED,
THE MAIN MOTION WAS APPROVED**

App. A.G.	Posted
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**ARTICLE 22 RE: Amend Zoning Bylaw Article V,
Dimensional Requirements, Section
5.2.0, Density Regulation Schedule**

To see if the Town will vote to amend Zoning Bylaw Article V, Dimensional Requirements, Section 5.2.0, Density Regulation Schedule by adding introductory text and renumbering the footnotes for consistency, but not amending the text, within the table as shown on the following pages:

(see Density Regulation Schedule **ADDENDUM B**)

NOTES FOR DENSITY REGULATION TABLE

- 1 but not less than required by the State Building Code
- 2 Except that the Planning Board pursuant to a "Site Plan" or "Special Permit" as described in Section 9.2.0 and 9.3.0 of Article IX, may permit the Maximum Floor Area Ratio (FAR) to increase to .25 if such application or applications meets the performance criteria specified in Section 5.1.10 of Article V.
- 3 The Net Floor Area of any structure or building in which a child care facility is to be operated as an accessory or incidental use shall be excluded from the Maximum Floor Area Ratio (FAR) calculation, such that the otherwise allowable FAR of such structure or building shall be increased by an amount equal to the floor area of such child care facility up to a maximum increase of ten (10%) percent. All terms and conditions of M.G.L. Chapter 40A, Section 9 (C) shall apply.
- 4 Reference Section 8.5.5 for additional criteria applicable to the CC and CBD Districts.
- 5 Unless its outside walls are of fireproof construction and any openings in such walls are protected by a suitable fire resistive door or shutter or water curtain device, subject to the approval of the Inspector of Buildings. There shall extend across the rear of every building or structure an open area at least 10 feet wide for fire fighting purposes.
- 6 20% of the average depth of the lot measured perpendicularly from the common lot boundary line but not less than 10 feet and not more than 100 feet. Not less than 75% shall be landscaped or, if wooded, left in a natural state. Screening may be placed on remaining 25%.
- 7 Within 200 feet of RO or RG - 30 feet; for each 100 feet in excess of 200 feet from RO or RG - 15 additional feet, with a maximum of 155 feet, except that no structure located within 1,800 feet of the center point of the intersection of Cambridge Street and Route 128 shall exceed 80 feet in height.
- 8 Same as IH except maximum equals 80 feet.
- 9 Land use principally for a coordinated, integrated retail or industrial use (for example, a shopping center or an industrial

park) shall be deemed to be one lot for density regulation and parking purposes notwithstanding that legal ownership in the land is divided, by lease, in fee or otherwise, among two or more owners,

or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board voted 7-0 in favor. Land Use voted 8-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

App. A.G.	Posted
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**ARTICLE 23 RE: Amend Zoning Bylaw Article VIII,
Section 8.5.4.2.1 Annual Permit Cap**

To see if the Town will vote to amend Zoning Bylaw Article IV, Section 8.5.4.2.1 Annual Permit Cap as follows:

Not more than (40) dwelling units can be issued building permits per year within the Town Center. **(Refer to Section 8.5.4.2.2 Maximum Residential Component.)**

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

**ARTICLE 24 RE: Amend Zoning Bylaw – Article XIII
Wall Signs**

To see if the Town will vote to amend Article XIII Sign Regulations of the Zoning Bylaw, by deleting the text shown as strikethrough and inserting the text shown as bold, with the text not so shown being included for informational purpose only, as follows:

ARTICLE XIII: SIGN REGULATIONS

SECTION 13.1.0 SIGNS

For the purpose of this section, SIGN shall include any letter, word, symbol, drawing, picture, design, device, article or object that advertises, calls attention to or indicates any premises, person or activity, whatever the nature of material and manner of composition or construction.

Signs are permitted as follows:

13.1.1 **One Family Dwelling Districts (RO)**

- 13.1.1.1 A temporary sign advertising rental, lease or sale of the premises which shall be six (6) sq. ft. or less.
- 13.1.1.2 A sign stating the home occupation or profession of a resident, which shall be one (1) sq. ft. or less.

13.1.2 **Continuing Care Districts (RC)**

- 13.1.2.1 **Wall Signs**
 - 13.1.2.1.1 **One wall sign shall be permitted for each building.**
 - 13.1.2.1.2 **A wall sign shall be less than 4 feet in height.**
 - 13.1.2.1.3 **A wall sign shall be less than 6 feet in length.**
 - 13.1.2.1.1 **Wall signs shall be allowed as in business districts.**

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13.1.2.1.2 One building directory shall be permitted on the exterior wall of the building at each entrance. Each building directory shall be 5 square feet or less.

13.1.2.2 Marquee Signs

13.1.2.2.1 Signs shall only be attached to the sides or front of a marquee and shall be 7 feet or more above the ground.

13.1.2.2.2 The sign shall be 6 square feet or less.

13.1.2.3 Free Standing Signs

13.1.2.3.1 A temporary sign erected during construction of a building shall be 48 square feet or less and 10 feet or less in any other dimension.

13.1.2.3.2 A free standing sign may be permitted provided that no such sign shall exceed 48 total square feet, and shall not exceed twelve (12) feet in height.

13.1.3 General Business Districts (BG), Neighborhood Business Districts (BN), Limited Business Districts (BL), Continuous Traffic Business Districts (BT)

13.1.3.1 A temporary sign advertising rental, lease or sale of the premises which shall be six (6) sq. ft. or less.

13.1.3.2 Wall Signs:

13.1.3.2.1 One wall sign shall be permitted for each business side of a building and direct entrance into a store.

13.1.3.2.2 At gasoline stations and garages the wall sign may be divided into separate signs indicating operations or departments, provided the total width of the separate signs does not exceed the maximum permitted for a wall sign.

13.1.3.2.3 A wall sign shall be four feet or less in height.

13.1.3.2.3 On any side of a building, a wall sign may be permitted either at the first floor or on an upper floor, but not both, unless permitted by the Board of Appeals.

13.1.3.2.4 At the first floor level a sign may extend across the full width of the wall up to 80% of a storefront or wall with up to two (2) foot high lettering and a maximum of four (4) feet in height. At other than the first floor level, a sign shall be six (6) feet or less in length.

13.1.3.2.5 At the second floor level, a sign shall be not more than four (4) feet in height with a maximum of two (2) foot high lettering and twenty (20) feet or less in length.

13.1.3.2.6 Above the third floor level a wall sign may be no more than 75 square feet with a maximum of 30 inch high lettering.

13.1.3.2.7 Notwithstanding other restrictions in Section 13.1.3.2.6, for building facades within 400 feet of the Middlesex Turnpike or Mall Road layout, wall signs 26 feet or more above finished grade and visible from the specified road may be up to 90 square feet with a maximum lettering height of three (3) feet and a total sign height of five (5) feet.

13.1.3.2.8 Notwithstanding other restrictions in Section 13.1.3.2.6, for building facades within 1000 feet of the Interstate 95 (Route 128) or Route 3 layout, wall signs 30 feet or more above finished grade and

visible form the specified road may be up to 120 square feet with a maximum lettering height of four (4) feet and a total sign height of seven (7) feet.

13.1.3.2.9 One building directory shall be permitted on the exterior wall of the building at each entrance. A building directory shall be one (1) sq. ft. or less for each tenant or occupant of the building.

13.1.3.2.10 In addition to the wall signs allowed per above and pursuant to Massachusetts General Law, a building address sign, or signs, meeting the requirements of the fire department shall be allowed to be posted on the building.

13.1.3.3 Projecting Signs:

13.1.3.3.1 One sign shall be permitted for each business.

13.1.3.3.2 The sign shall be four (4) ft. or less in height and shall not project more than six (6) ft. from the face of the building, nor closer than 15 ft. from the property line. **Sign lettering shall be limited to two (2) feet or less in height.**

13.1.3.3.3 Projecting signs shall be allowed on, or just above the first floor level and sized to a pedestrian scale.

13.1.3.4 Marquee Signs:

13.1.3.4.1 Signs shall only be attached to the sides or front of a marquee and shall be seven (7) ft. or more above the ground.

13.1.3.4.2 The sign shall be six (6) sq. ft. or less. An individual letter sign shall be two (2) ft. or less in height.

13.1.3.5 Free Standing Signs:

13.1.3.5.1 No free standing signs shall be permitted except temporary signs which shall be 10 ft. or more from any property line.

13.1.3.5.2 A temporary sign erected during construction of a building shall be 48 sq. ft. or less and 10 ft. or less in any dimension.

13.1.4 Retail Industrial (IR), General Industrial (IG), and High-Rise Industrial Districts (IH)

13.1.4.1 A temporary sign advertising rental, sale or lease of premises not exceeding 24 sq. ft.

13.1.4.2 Wall Signs:

13.1.4.2.1 Wall signs shall be the same as for business zones, except that signs shall be six (6) feet or less in length.

13.1.4.2.2 Wall signs shall be allowed as in business districts.

13.1.4.3 Roof Signs

13.1.4.3.1 One roof sign shall be permitted for each building, but no roof sign shall be permitted for a building exceeding eighty (80) feet in height.

13.1.4.3.2 A roof sign shall be ten (10) feet or less in height and shall not exceed 100 sq.ft. An individual letter roof sign shall be six (6) feet or less in height.

13.1.4.4 Projecting Signs - Same as Business Districts.

13.1.4.5 Marquee Signs - Same as Business Districts.

13.1.4.6 Free Standing Signs:

13.1.4.6.1 No free standing signs shall be permitted except temporary, traffic control, or

directory signs which shall be ten (10) ft. or more from any property line.

13.1.4.6.2 A temporary sign erected during the construction of a building shall be 48 sq. ft. or less and 10 feet or less in any dimension.

13.1.4.6.3 A free standing sign may be permitted for purposes of a business directory provided that no more than 20 sq. ft. shall be permitted for each business.

13.1.4.6.4 Size and location of traffic control signs to be approved by the Inspector of Buildings when building permit is issued.

13.1.6 Town Center Overlay Districts (CC and CBD)

In addition to the applicable regulations in Sections 13.1.1 through 13.1.4 above governing the dimensions and placement of signs, any sign within the Civic Center District and Central Business Districts shall also be subject to design review pursuant to Section 8.5.8 Design Requirements.

SECTION 13.2.0 SPECIAL SIGNS

In particular instances, the Board of Appeals may permit **additional signs of the types otherwise allowed in the zoning district, signs of larger maximum sizes, other materials or alternative locations**, than specified herein when any such sign is located at least 100 feet from the nearest residential zoning district boundary or public way, whichever is more distant, and within a Business or Industrial Zoning District, and when such a permit is in the public interest. **All signs shall comply with the regulations of such district for types of signs.**

OR to act in any other manner in relation thereto.

MAIN MOTION: Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

Resolution #1: Presented by 24 Town Meeting Members

Be it resolved by this Burlington Town Meeting at its January 24, 2011 session that:

1. Town Meeting feels that its decision to rezone 90 Middlesex Turnpike (aka Burlington Dodge) to Planned Development District (PDD) was based upon insufficient and or misleading information; and
2. Town Meeting now requests that the Planning Board and the Selectmen request Town Counsel to investigate and research the possibility of rescinding or modifying the recent rezoning of 90 Middlesex Turnpike; and
3. Town Meeting asks Town Counsel to advise Town Meeting and/or the appropriate town officials of the best process for initiating legal action to rescind or to modify the recently approved PDD at 90 Middlesex Turnpike; and
4. In addition to the above, Town Meeting requests that the owner of 90 Middlesex Turnpike and or the current proponent of Dave and Busters voluntarily come before the Town Meeting and make a formal proposal and give the Town Meeting an opportunity to vote favorably or unfavorably on the current proposal since it is significantly different from the proposal that was shown to Town Meeting

at the time of the rezoning of 90 Middlesex Turnpike to a PDD.

Resolution carried.

At 11:00 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:
Jane L. Chew
Town Clerk

ADDENDUM A – Article 21

4.2.0 PRINCIPAL USE REGULATION SCHEUDLE														OVERLAY DISTRICTS			
	USE DESIGNATION	DISTRICT										OVERLAY DISTRICTS					
4.2.1	RESIDENCE USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD	
4.2.1.2	Garden Apartment dwelling units	NO	SP	NO	YES	YES	NO	NO									
4.2.1.17	Multi-Family other than 4.2.1.2	NO	SP	NO	YES	YES	NO	NO									

ADDENDUM B – Article 22

SECTION 5.2.0 DENSITY REGULATION SCHEDULE : No building or structure shall be constructed nor shall any existing building or structure be enlarged or altered except in conformance with the Density Regulation Schedule, as to lot coverage, lot area, land area per dwelling unit, lot width, front, side and rear setbacks, and maximum height of structures except as may otherwise be provided elsewhere herein.⁴

	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	
Minimum Lot Area ⁹ *****	20,000 sf	120,000 sf	100,000sf	5,000 sf	10,000 sf	10,000 sf	10,000 sf	40,000 sf	120,000 sf	18 Acres	
Minimum Lot Frontage	100 ft	100 ft	100 ft	50 ft	100 ft	100 ft	100 ft	150 ft	100 ft	400 ft	
Minimum Front Yard	25 ft	50 ft	25 ft	10 ft ⁵ / ₂	15 ft ⁵ / ₂	15 ft ⁵ / ₂	15 ft ⁵ / ₂	25 ft ⁵ / ₂	50 ft ⁵ / ₂	100 ft	
Minimum Side Yard	15 ft	50 ft	25 ft	10 ft ⁵ / ₂	15 ft ⁵ / ₂	50 ft ⁵ / ₂	100 ft				
Minimum Rear Yard	15 ft	50 ft	25 ft	10 ft ⁵ / ₂	15 ft ⁵ / ₂	50 ft ⁵ / ₂	100 ft				
Minimum Yard Adjoining RO & RG, and Residentially Zoned Land in Contiguous Municipalities	None	50 ft	50 ft	20% depth of lot ⁶ **	100 ft	20% depth of lot ⁶ **					
Maximum Aggregate Building-to-Ground Area Percentage	None	25%	25%	33.33%	33.33%	33.33%	33.33%	25%	25%	25%	
Maximum Building & Structure Height	30 ft	30 ft	30 ft	30 ft	30 ft	30 ft	30 ft	30 ft ⁸ ****	30 ft ⁷ ****	30 ft ⁸ ****	
								80 ft ⁸ ****	155 ft ⁷ ****	80 ft ⁸ ****	
Minimum Feet Between Buildings	None	50 ft	20 ft ¹ / ₂	None	None	None	None	None	50 ft	None	
									(1)(2)	(1)(2)	
Maximum Floor Area Ratio (FAR)	None	None	None	None	None	None	None	0.15 ² / ₃	0.15 ² / ₃	None	

See notes for Density Regulation Table immediately following

**ADJOURNED TOWN MEETING
MONDAY, MARCH 7, 2011
FOGELBERG PERFORMING ARTS CENTER – BHS**

A quorum being present, the meeting was called to order at 7:39 P.M. with a salute to the flag.

Moderator asked for a moment of silence for Aurelie Slowey, long time Town Meeting member who passed away last week.

Introduction was made of Richard Hosford, with Patch new electronic newspaper in town. Reminder was given of handout for a Town Meeting Association. Introduction of three singers who will be performing after the meeting is adjourned, from the play of Beauty and the Beast. Zaven Ovian, Adam Tigges, and Samantha Goober

ARTICLE 1 RE: Fund the BPCO Union Contract

To see if the Town will vote to transfer from the Negotiated Settlement account the sum of \$231,665 for the purpose of funding the Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Command Officers Union (BPCOU), same to be spent under the appropriate authority, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from prior years' Negotiated Settlement Accounts, the sum of \$185,500 and to transfer from FY11 Negotiated Settlements the sum of \$54,000 for the sum total of \$239,500 for the purpose of funding the Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Command Officers for Fiscal Year 2009-2011, same to be spent under the appropriate authority

Recommendations: Ways & Means voted 11-0- 0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

At 8:07 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:
Amy E. Warfield
Assistant Town Clerk

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

TUESDAY, APRIL 27, 2011 TOWN HALL

At 7:00 P.M., the Town Meeting Members of Precinct 3 assembled to fill the vacancy created by the resignation of Daniel Grattan. Present and voting were: Anne Coady, Lucy Damiani, John D. Kelly, Barbara L'Heureux, Stephan Marchese, James McMakin, Mildred Nash, Paul Noonan, Monte Pearson, Daniel Raske, Roger Riggs, and Paul Valleli.

Nominations were taken, they were: Binnie Factor, Gary Mercier and Faydeen Sateriale

A secret ballot was taken and counted, Faydeen Sateriale – 7 votes and was announced as the winner. It was voted to appoint Faydeen Sateriale until the next Annual Town Election.

Next, the Town Meeting Members of Precinct 5 assembled to fill the vacancy created by the resignation Janine Towle. Present and voting were: Pat Angelo, David Icken, Jeanne Kinchla, Mary Ellen Osowski, Norman Steeves, and Richard Wing.

Nominations were taken, Joanne Roy was the only nomination – she was elected unanimously. It was voted to appoint Joanne Roy until the next Annual Town Election.

Finally, the Town Meeting Members of Precinct 6 assembled to fill the vacancy created by the resignation Kristin Russo. Present and voting were: Robert Aloisi, Roger Bell, John Cormier, Diane Kendrigan Creedon, David Ghio, Jaclyn Killilea, Thomas Killilea, Carol Perna, and Brian Pupa

Nominations were taken, they were: Tom Browne and Gary Kasky A secret ballot was taken and counted, Gary Kasky announced as the winner. It was voted to appoint Gary Kasky until the next Annual Town Election

Business was concluded and the meeting was adjourned at 7:16 PM by Phil Gallagher, Moderator.

Attested by:

Amy E. Warfield
Town Clerk.

ADJOURNED TOWN MEETING MONDAY, MAY 09, 2011 FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:32 P.M.

We were lead in the pledge and then singing the national anthem by a group from Fox Hill Elementary School, under the direction of Jeanne Coroniti. They also preformed a couple of numbers from the musical “Joust” that they had recently presented as part of their spring concert. There was a solo preformed by Mia Campbell.

Introductions of new officials, Amy Warfield new Town Clerk, Daniel Grattan new Selectmen, Kristin Russo new School Committee Member, and Christine Shruhan, new BCLC Director. This is our 211th Town Meeting and Joan Hastings was recognized for serving 40 years and is the last contiguously serving charter member.

All newly elected Town Meeting Members were asked to stand and introduce themselves, they were Pct 1 – Beverlee

Vidoli; Pct 2 - Matthew Hanafin (youngest member); Pct 3 – Faydeen Sateriale, Monte Pearson and Mark Woods; Pct 5 – David Icken, Frank O'Brien and Joanne Roy(returning member); Pct 6 – James Mackey and Gary Kasky(returning member) and were then sworn in by the Town Moderator.

ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees, or to act in any other manner in relation thereto.

Town Clerk, Amy E. Warfield reporting on ReApportionment and ReDistricting, Chairman of Ways and Means, Brad Bond reporting on Review of W&Ms committee. Town Administrator Robert Mercier reporting on town budget, Federal mandate issues and revenue statistics, School Superintendent, Dr. Eric Conti reporting on school budget and items.

A motion to adjourn to Wednesday, May 11, 2011 to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

MAIN MOTION: As printed in the Warrant

ARTICLE 2 RE: Fund Revolving Account

To see if the Town will vote to authorize revolving funds for certain Town departments under Massachusetts General Laws Chapter 44, Section 53E½ for the Fiscal Year beginning July 1, 2012; or to act in any other manner in relation thereto:

MAIN MOTION: As printed in the Warrant

Table on next page.

Recommendations: Ways & Means unanimous on items except Cross Connection-Backflow 10-1-0, B-line Bus 9-2-0 and Nursing Programs 10-1-0.

Amendment Presented on the floor to delete 45,000 from the B-line. Moved by Tim Brown and seconded. Then there was discussion, it was reminded that this was to transfer the money from fees. Amendment was defeated.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 2 Continues . . .

Town of Burlington

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

ARTICLE 2 Continues...

TABLE 1

Town Meeting sets \$ spending limit, not more than 10% of tax levy, employee benefit costs must be included.

Revolving	Spending	Revenue	Allowed	Expenditure	Year End
Account	Authority	Source	Expenses	Limits	Balance
Home Composting/ Rainwater Recycling	Public Works	Fees charged for compost bins/Rainwater Recycling Barrels	Purchase of compost bins/Rainwater Recycling Barrels	\$10,000	Available for expenditure next year
Cross Connection- Backflow prevention	Public Works	Fees charged for testing devices that prevent mixing of potable and non-potable water	Contract services to EPA authorized vendors who perform the testing.	\$75,000	Available for expenditure next year
B-line Local Mini Bus	Public Works	Bus user fees	Salaries, expenses, contractual services to operate the in-town B-Line bus service.	\$45,000	Available for expenditure next year
Nursing Programs & Services	Board of Health	Fees charged for medical diagnostic and screening services and Medicare or insurance reimbursements, i.e. Flu/Pneumonia vaccination	Medical equipment and supplies, immunizations, educational materials	\$20,000	Available for expenditure next year
Plan Imaging	Building Department	2% of Building Department Fees Not to exceed \$20,000 annually	Archival imaging of building permit drawings and specifications	\$20,000	Available for expenditure next year
Sale of Recyclable Materials	Board of Selectmen	Receipts from the Sale of Recyclable Material	May be used to offset the cost of curbside collection and disposal of solid waste	\$50,000	Available for expenditure next year
Sealer of Weights & Measures	Board of Selectmen	Fees charged for Weights & Measures Services	Costs associated with the administration of the Weights & Measures Program	\$20,000	Available for expenditure next year

FINANCIAL ARTICLES Continue . .

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

ARTICLE 3 RE: Transfer of Funds FY 2011 Various Accounts

To see if the Town will vote to transfer from available funds the sum of \$ TBD or any other amount for the purpose of paying for expenses incurred in Fiscal Year 2011 to various accounts same to be expended under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town **will vote to transfer the sum of \$121,700.00 from available funds** for the purpose of paying for expenses incurred in Fiscal Year 2011 to various accounts, same to be expended under the direction of the appropriate authorities as follows:

FROM:

<u>LINE ITEM#</u>	<u>SOURCES</u>
24	Town Insurance \$ 22,000.00
33	Human Resources/Salaries \$ 2,000.00
37	MIS/Expenses \$ 8,000.00
57	Fire/Expenses \$ 25,000.00
84	BCLC/Salaries \$ 64,700.00
	TOTAL \$ 121,700.00

TO:

<u>LINE ITEM#</u>	<u>USES</u>
16	Treasurer/Salaries \$ 4,200.00
26	Medicare \$ 22,000.00
36	MIS/Salaries \$ 8,000.00
45	Conservation/ Land Management \$ 1,500.00
55	Police/Special (111F) \$ 37,000.00
56	Fire/Salaries \$ 35,000.00
83	Veterans/Special (Aid to Veterans) \$ 14,000.00
	TOTAL \$ 121,700.00

Recommendations: Ways and Means voted 10-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 4 RE: Fund FY 2012 Operating Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money -- \$102,624,111 -- sufficient to cover the requests of the various departments for Fiscal Year 2012; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **raise and appropriate the sum of \$102,236,124 and transfer from Free Cash the sum of \$285,086 for a total budget of \$102,521,210** to cover the requests of various departments for Fiscal Year 2012.

All budgets not held were approved. All held budgets (H) were voted separately and approved.

GENERAL GOVERNMENT BUDGET 2011

TOWN MEETING & REPORTS (Lines 1-2)

1- Salaries - Part Time	\$2,481
2- Expenses - Cont.	\$17,575

Services
TOTAL MEETINGS & REPORTS \$20,056

MODERATOR (Lines 3-4)

3- Salaries	\$150
4- Expenses - Mat. & Supp	\$0
TOTAL	\$150
MODERATOR	

WAYS AND MEANS (Lines 5-6)

5- Salaries - Part Time	\$2,800
6- Expenses - Mat. & Supplies	\$268
TOTAL WAYS & MEANS	\$3,068

CAPITAL BUDGET COMMITTEE (Lines 7-8)

7- Salaries-Part Time	\$800
8- Expenses-Mat.& Supplies	\$0
TOTAL CAPITAL BUDGET	\$800

TOWN ADM/SELECTMEN (Lines 9-11)

9- Total Salaries	\$445,630	(H)
10- Total Expenses	\$7,328	
11- Total Special Accounts	\$10,000	(H)
TOTAL TOWN ADM/SELECTMEN	\$462,958	

ACCOUNTING (Lines 12-13)

12- Total Salaries	\$227,806	
13- Total Expenses	\$3,000	(H)
TOTAL ACCOUNTING	\$230,806	

ASSESSORS (Lines 14-15)

14- Total Salaries	\$238,174	
15- Total Expenses	\$102,500	
TOTAL ASSESSORS	\$340,674	

TREASURER/COLLECTOR (Lines 16-18)

16- Total Salaries	\$572,445	
17- Total Expenses	\$9,196	
18- Total Special Accounts	\$100	(H)
TOTAL TAX COLL./TREASURER	\$581,741	

CENTRAL ADMINISTRATION (Lines 19-28)

19- Central Supply	\$110,000	
20- Central Machines	\$25,480	
21- Chapter 32B - Health Ins. (AA)	\$10,800,000	
22- Unemployment Comp (AA)	\$200,000	
23- Pension Reimbursement	\$3,000	

Town of Burlington

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

(AA) 24- Town Insurance (AA) \$700,000 25- Financial Audit (AA) \$50,000 26- Medicare Tax (AA) \$689,062 27- Chas George Settlement (AA) \$0 28- 4th of July/Town Event \$5000 TOTAL CENTRAL ADMIN. \$12,582,542	49- Expenses --Mat & Supplies \$250 50- Spec. Accts -- Ads & Postage \$3,500 TOTAL BOARD OF APPEALS \$14,576
LEGAL (Lines 29-32) 29- Legal Fees \$95,000 30- Collective Bargaining \$100,000 31- Tax Title \$1,500 32- Cable TV Negotiations \$2,000 TOTAL LEGAL \$198,500	TOWN FACILITIES (Lines 51-52) 51- Total Salaries \$443,793 52- Total Expenses \$471,945 TOTAL TOWN FACILITIES \$915,738
HUMAN RESOURCES (Lines 33-35) 33- Total Salaries \$59,736 34- Total Expenses \$1,500 35- Total Special Accounts \$9,500 TOTAL - HUMAN RESOURCES \$70,736	POLICE DEPARTMENT (Lines 53-55) 53- Total Salaries \$5,786,932 54- Total Expenses \$449,066 55- Total Special Accounts \$325,400 TOTAL -- POLICE DEPARTMENT \$6,561,398
MANAGEMENT INFO. SYSTEMS (Lines 36-37) 36- Total Salaries \$183,815 37- Total Expenses \$106,950 TOTAL MNGMNT INFO. SYS. \$290,765	FIRE DEPARTMENT (Lines 56-58) 56- Total Salaries \$5,327,644 57- Total Expenses \$376,708 58- Total Special Accounts \$129,735 TOTAL FIRE DEPARTMENT \$5,834,087
TOWN CLERK (Lines 38-40) 38- Total Salaries \$230,419 39- Total Expenses \$19,125 40- Total Special Accounts \$38,611 TOTAL TOWN CLERK \$288,155	BUILDING DEPARTMENT (Lines 59-61) 59- Total Salaries \$438,154 60- Total Expenses \$22,916 61- Total Special Accounts \$10 TOTAL--BUILDING DEPT \$461,080
REGISTRAR OF VOTERS (Lines 41-42) 41- Total Salaries \$1,150 42- Total Expenses \$7,050 TOTAL REGISTRARS \$8,200	SEALER OF WEIGHTS (Lines 62-63) 62- Salaries -- Part Time \$0 63- Total Expenses \$7,800 TOTAL SEALER OF WEIGHTS \$7,800
CONSERVATION (Lines 43-45) 43- Total Salaries \$150,430 44- Total Expenses \$2,000 45- Total Special Accounts \$13,000 TOTAL CONSERVATION \$165,430	EMERGENCY MGT SERVICE (64-66) 64- Total Salaries \$5,000 65- Total Expenses \$17,700 66- Total Special Accounts \$2 TOTAL EMERG. SERVICES \$22,702
PLANNING BOARD (Lines 46-47) 46- Total Salaries \$221,092 47- Total Expenses \$13,111 TOTAL PLANNING BOARD \$234,203	EDUCATION SHAWSHEEN VALLEY TECH (Line 67) 67- TOTAL (AA) \$1,367,834 68- TOTAL - LOCAL EDUCATION \$45,998,402
BOARD OF APPEALS (Lines 48-50) 48- Salaries -- Part Time \$10,826	DEPT. OF PUBLIC WORKS (Lines 69-74) 69- Total Salaries \$3,850,013 70- Total Expenses \$2,332,740

2011 Annual Report

TOWN OF BURLINGTON, MA

71-	Total Special Accounts	\$714,700	
	TOTAL -- DPW (Operating)	\$6,897,453	(H)
72-	Rubbish and Garbage (AA)	\$1,748,000	
73-	Street Light (AA)	\$370,500	
74-	Swift Law (AA)	\$15,000	
	TOTAL -- DPW (AA)	\$2,133,500	
HUMAN SERVICES			
BOARD OF HEALTH (Lines 75-77)			
75-	Total Salaries	\$379,163	
76-	Total Expenses	\$50,007	
77-	Total Special Accounts	\$104,569	(H)
	TOTAL -- BOARD OF HEALTH	\$533,739	
COUNCIL ON AGING (Lines 78-80)			
78-	Total Salaries	\$238,195	
79-	Total Expenses	\$7,100	
80-	Total Special Accounts	\$5,693	(H)
	TOTAL COUNCIL ON AGING	\$250,988	
VETERANS' SERVICES (Lines 81-83)			
81-	Total Salaries	\$124,378	
82-	Total Expenses	\$3,663	
83-	Total Special Accounts	\$107,500	(H)
	TOTAL VETERANS SERVICES	\$235,541	
COMMUNITY LIFE CENTER (Lines 84-85)			
84-	Total Salaries	\$409,602	
85-	Total Expenses	\$21,515	
	TOTAL --COMM. LIFE CENTER	\$431,117	
DISABILITY ACCESS (Lines 86-87)			
86-	Total Salaries	\$2,311	
87-	Total Expenses	\$400	
	TOTAL DISABILITY ACCESS	\$2,711	
CULTURE AND RECREATION PUBLIC LIBRARY (Lines 88-90)			
88-	Total Salaries	\$977,690	
89-	Total Expenses	\$171,530	
90-	Total Special Accounts	\$154,000	(H)
	TOTAL -- PUBLIC LIBRARY	\$1,303,220	
RECREATION DIRECTOR (Lines 91-93)			
91-	Total Salaries	\$498,494	
92-	Total Expenses	\$37,770	
93-	Total Special Accounts	\$13,620	
	TOTAL REC. DIRECTOR	\$549,884	
RECREATION MAINTENANCE (Lines 94-95)			
94-	Total Salaries	\$700,114	

MAY 2011 TOWN MEETING MINUTES

95-	Total Expenses	\$192,991	(H)
	TOTALRECREATION MAINT.	\$893,105	
HISTORICAL COMMISSION (Line 96)			
96-	Total Expenses	\$1,870	
	TOTAL -- HISTORICAL COMM.	\$1,870	
DEBT SERVICE (Lines 97-98)			
97-	PRINCIPAL (AA)	\$3,819,163	
98-	INTEREST (AA)	\$1,616,518	
	TOTAL DEBT SERVICE (AA)	\$5,435,681	
OTHER ACCOUNTS (99-104)			
99-	RESERVE FUND	\$200,000	
100-	COUNTY RETIREMENT (AA)	\$6,200,000	(H)
101-	NEG SETTLEMENTS	\$350,000	
102-	STABILIZATION (AA)	\$0	
103-	53rd WEEK PAYROLL (AA)	\$0	
104-	LOCAL TRANSPORT (AA)	\$155,000	(H)
105-	CAPITAL IMPROVE (AA)	\$300,000	
	GRAND TOTAL	\$102,536,210	

ACTION: BUDGET ITEMS REVIEWED, VOTED AND APPROVED BY THE MAJORITY WITH HOLDS ON LINE ITEMS AS CALLED FOR.

Items UNANIMOUSLY APPROVED MAIN MOTION
where: 1-8,14, 15,29-37, 46-50, 56-61, 67, 72-74, 84-87, 91-93, 96-99, 101, 105.

ITEMS HELD, AFTER DISCUSSION VOTED AND APPROVED BY THE MAJORITY WHERE:

9-13, 16-27, 38-45, 51-55, 62-66, 68, 75-77 (Board of Health taken out of order and approved)
Item 28 - 4th of July/Town Event was amended on the floor by Pat Angelo to be increased \$5000. The motion was made and seconded. After discussion it was voted on and majority approved the amendment.

Note: ** Item 88 was handled on May 11, 2011 -Amended on the floor to be increased by \$10,000, to cover a 15 hour part time position. It motioned by Mildred Nash and seconded by Michael Proulx. Then opened for discussion on the Amendment. The amendment was approved by the Majority

Remaining items to be Taken up when Town Meeting reconvenes.
Items: 69-71, 78-83, 88-90, 94-95, 100 & 104.

At 11:05 P.M., a motion to adjourn until May 11, 2011 was moved, seconded and so voted.

Attest:

Amy E. Warfield

Amy E. Warfield
Town Clerk

ADJOURNED TOWN MEETING

Town of Burlington

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

WEDNESDAY, MAY 11, 2011 FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:36 P.M. with a salute to the flag. A motion to adjourn to Monday, May 16, 2011 to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

The Moderator recognized Jack Kelly and Virginia Mooney we also members of the original Representative Town Meeting in 1972, but have not served consecutive years in Town Meeting.

ARTICLE 4 RE: Fund FY 2012 Operating Budget – Continued

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money -- \$102,624,111 -- sufficient to cover the requests of the various departments for Fiscal Year 2012; or to act in any other manner in relation thereto.

Recommendations: Ways & Means voted on individual items – voting in favor by a majority

ITEMS HELD, AFTER DISCUSSION VOTED AND APPROVED BY THE MAJORITY WHERE:

Items: 69-71, 78-83, 88-90, 94-95, 100 & 104.

MAIN MOTION: AMENDED ON THE FLOOR : To see if the Town will vote to raise and appropriate the sum of \$102,251,124 and transfer from Free Cash the sum of \$285,086 for a total budget of \$102,536,210 to cover the requests of various departments for Fiscal Year 2012.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 5 RE: Fund the 53rd Week For FY2012

To see if the town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$463,370 or any other amount for the purpose of funding the 53rd week of payroll, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the town will vote to transfer from Free Cash the sum of \$463,370 for the purpose of funding the 53rd week of payroll.

Recommendations: Ways & Means voted 12-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 6 RE: Fund 911 10th Anniversary Ceremony

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$10,000 or any other amount for the purpose of funding 911 10th anniversary ceremony, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of \$5,000 for the purpose of funding 911 10th anniversary ceremony.

Recommendations: Ways & Means voted 11-0-1 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 7 RE: Bond Authorization/Cemetery Expansion

To see if the Town will vote to appropriate a sum of money to pay the costs of cemetery expansion, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; or to take any other action relative thereto.

MAIN MOTION: To see if the Town will vote that \$1,200,000 is appropriated to pay the costs of cemetery expansion, including the payment of all costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$1,200,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the project; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

Recommendations: Ways and Means voted 9-1-0 in favor.
Capital Budget voted 4-0-0 in favor
Selectmen voted 5-0-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 8 RE: Reauthorize Bond Proceeds (AMR)

To see if the Town will vote to transfer the sum of \$600,000, which was previously appropriated under Article 15 of the Warrant at the May 13, 2009 Town Meeting for water meters which project is complete and the funds are no longer needed to complete the project, to pay costs of rehabilitating water tanks, including the payments of all costs incidental or related thereto, as authorized by the provisions of Chapter 44, Section 20 of the General Laws, or take any other action relative thereto.

MAIN MOTION: That the sum of \$600,000 is hereby transferred from amounts previously appropriated under Article 15 of the Warrant at the May 13, 2009 Town Meeting for water meters, which project is complete and funds are no longer needed to complete the project, to pay costs of rehabilitating water tanks, including the payments of all costs incidental or related thereto, all as authorized by the provisions of Chapter 44, Section 20 of the General Laws; and that the Board of Selectmen are authorized to take any other action necessary or convenient to carry out this vote.

Article 8 continues

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

ARTICLE 8 Continued

Recommendations: Ways and Means voted 10-0-0 in favor
 Capital Budget voted 4-0-0 in favor
 Selectmen voted 5-0-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 9 RE: Fund FY 2012 Capital Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$1,001,200 or any other amount for the items contained within the following proposed Fiscal Year 2012 Capital Budget, same to be expended under the appropriate authorities as indicated:

PROJECT NUMBER	DEPT	PROJECT NAME/ DESCRIPTION	SPENDING AUTH	APPROP. REQUEST
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FROM FREE CASH OR STABILIZATION (9-1) – (9-19):

9-1	Selectmen	MUNIS Server Upgrade	Selectmen	\$ 40,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-2	Town	Human Service Bldg Facilities	Selectmen	\$ 80,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-3	Fire	Radio Box System	Selectmen	\$ 65,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-4	Police	Portable Radios	Selectmen	\$ 51,200
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-5	DPW	Engineering Div Utility Vehicle/Escape	Selectmen	\$ 25,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-6	DPW	Highway Div Small Pickup Truck	Selectmen	\$ 20,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-7	DPW	Central Maintenance Small Pickup Truck	Selectmen	\$ 20,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-8	DPW	Water Division Utility One-ton Vehicle	Selectmen	\$ 55,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-9	DPW	Water Division Ford Focus	Selectmen	\$ 15,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-10	DPW	Water Division Dump Truck	Selectmen	\$ 105,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-11	DPW	Water Line	Selectmen	\$ 20,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-12	Recreation	Tractor/Loader Replacement	Recreation Com	\$ 48,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-13	Recreation	Slope Mower	Recreation Com	\$ 30,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-14	Recreation	Ford Escape Recreation Com		\$ 22,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-15	Town	Building Repairs/ Replacement	Selectmen	\$ 30,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-16	School	Burlington High School Bathroom	School Comm	\$ 80,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-17	School	Fox Hill Bathroom	School Comm	\$ 80,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-18	School	Francis Wyman School	School Comm	\$ 00
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-19	School	Pine Glen School Front Entrance	School Comm	\$ 76,360
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	
9-20	DPW	Cemetery Roadway Paving	Selectmen	\$ 20,000

FROM CEMETERY SALE OF LOTS (9-20)

9-20	DPW	Cemetery Roadway Paving	Selectmen	\$ 20,000
PASSED ()	DEFEATED ()	PP IND ()	OTHER ()	

or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from **Free Cash, Stabilization or Cemetery Sale of Lots** as follows, for those items contained within the following proposed Fiscal Year 2012 Capital Budget, same to be expended under the appropriate authorities as indicated:

PROJECT NUMBER	DEPT	PROJECT NAME/ DESCRIPTION	SPENDING AUTH	APPROP. REQUEST
<u>FROM FREE CASH OR STABILIZATION (9-1) – (9-19):</u>				
9-1	Selectmen	MUNIS Server Upgrade	Selectmen	\$ 40,000
9-2	Town	Human Service Bldg Facilities Bathroom Renovations	Selectmen	\$ 80,000
9-3	Fire	Radio Box System	Selectmen	\$ 65,000
9-4	Police	Portable Radios	Selectmen	\$ 20,000
9-5	DPW	Engineering Div Utility Vehicle/Escape	Selectmen	\$ 25,000
9-6	DPW	Highway Div Small Pickup Truck	Selectmen	\$ 20,000
9-7	DPW	Central Maintenance Small Pickup Truck	Selectmen	\$ 00
9-8	DPW	Water Division Utility One-ton Vehicle	Selectmen	\$ 55,000
9-9	DPW	Water Division Ford Focus	Selectmen	\$ 15,000
<u>TRANSFER FROM CROSS CONNECTION REVOLVING ACCOUNT</u>				
9-10	DPW	Water Division Dump Truck	Selectmen	\$ 105,000
9-11	DPW	Water Line	Selectmen	\$ 20,000
9-12	Recreation	Tractor/Loader Replacement	Recreation Com	\$ 48,000
9-13	Recreation	Slope Mower	Recreation Com	\$ 30,000
9-14	Recreation	Ford Escape Recreation Com		\$ 22,000
9-15	Town	Building Repairs/ Updates to Heating Systems Facilities Police/Main Fire Station/Library	Selectmen	\$ 30,000
9-16	School	Burlington High School Bathroom Renovations	School Comm	\$ 80,000
9-17	School	Fox Hill Bathroom	School Comm	\$ 80,000
9-18	School	Francis Wyman School	School Comm	\$ 00
9-19	School	Pine Glen School Front Entrance	School Comm	\$ 76,360
<u>TRANSFER FROM CEMETERY SALE OF LOTS (9-20)</u>				
9-20	DPW	Cemetery Roadway Paving	Selectmen	\$ 20,000

Recommendations: All items were voted on favorably by Capital Budget, Ways & Means and Selectmen, except 9-7 was POSTPONED INDEFINITELY

Town of Burlington

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

Except 9-19 Capital Budget voted 3-5-0 against, then Amended the Amount to \$76,360 and Capital Budget voted on that amount 6-2 in favor. Amended amount was discussed

ACTION: UNANIMOUSLY APPROVED MAIN MOTION FOR THE AMOUNT OF \$831,360.

EXCEPTIONS:

**9-18 WAS DEFEATED BY A VOTE OF 36-39
9-19 WAS AMENDED TO THE OF AMOUNT \$76.360.
IT WAS MOVED, SECONDED AND VOTED
42 – 36 IN FAVOR.**

ARTICLE 10 RE: Stream Cleaning

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$150,000 or any other amount for the purpose of continuing the Town's stream cleaning program, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Free Cash** the sum of \$150,000 for the purpose of continuing the Town's stream cleaning program.

Recommendations: Ways & Means voted 11-0-0 in favor
Capital Budget voted 4-0-0 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 11 RE: Sewer I/I Fund

To see if the Town will vote to transfer from the Sewer Inflow/Infiltration fund the sum of \$48,400 for the purpose of paying the FY2012 debt service on the Town's two existing 0% MWRA loans, or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

Recommendations: Ways & Means voted 11-0-0 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 12 RE: Grandview Farm Debt Service

To see if the Town will vote to transfer the sum of \$85,545 from the Land Exchange Development Agreement (LEDA) Fund from the Gutierrez Company for the purposes of paying the Fiscal Year 2012 debt service on the Town's July 1, 2009 Grandview Remodeling Bond; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

Recommendations: Ways & Means voter 12-0-0 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 13 RE: Sewer Services Enterprise Fund

To see if the Town will vote to raise and appropriate the sum of \$4,878,421 to operate the FY 2012 Sewer Services Enterprise of which \$4,878,421 will come from the FY 2012 Sewer Services Enterprise Estimated Revenue Account; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 11-0-0 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 14 RE: EPA Storm Water/Phase II 2010 General Permit

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$150,000 or any other amount for the purpose of complying with the federal mandate, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Stabilization, the sum of \$125,000** for the purpose of complying with the EPA federal mandate of additional stormwater permit requirements.

Recommendations: Ways & Means voted 11-0-0 in favor
Capital Budget voted 4-0-0 in favor

ACTION: VOTED 69– 2 IN FAVOR, MOTION APPROVED

ARTICLE 15 RE: Recreation, Police, Fire and DPW Communication Upgrades

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$400,000 or any other amount for the purpose of complying with the Federal Communications Commission, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Stabilization, the sum of \$375,000** for the purpose of complying with the Federal Communications Commission for communication upgrades.

Recommendations: Ways & Means voted 9-1-0 in favor
Capital Budget voted 8-0-0 in favor
Selectmen voted 5-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

At 11:06 P.M, a motion to adjourn until May 16, 2011 was moved, seconded and so voted.

Attest: *Amy E. Warfield*

Amy E. Warfield
Town Clerk

TOWN OF BURLINGTON, MA

MAY 2011 TOWN MEETING MINUTES

ADJOURNED TOWN MEETING MONDAY, MAY 16, 2011 FOGELBERG PREFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:31 P.M. with a salute to the flag.

ARTICLE 16 RE: Amend Administrative and Professional Classification Plan

To see if the Town will vote to amend the existing Administrative and Professional Classification Plan by removing the title of Environmental Engineer from Group 12 and placing said title in Group 13, or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 17 RE: Fund the Administrative & Professional

To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2012, and transfer from the Fiscal Year 2012 Negotiated Settlement Account the sum of \$____ or any other amount for the purpose of funding the plan under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 18 RE: Fund the Part-time Compensation Plan

To see if the Town will vote to transfer from the Fiscal Year 2012 Negotiated Settlement the amount of \$____ for the purpose of funding the Part-time Salary Plan (under 20 hours) for Fiscal Year 2012, same to be expended under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 19 RE: Fund the Burlington Municipal Employees' Association Contract

To see if the Town will vote to transfer from the Fiscal Year 2012 Negotiated Settlement the amount of \$____ for the purpose of funding the Burlington Municipal Employees Association Contract for Fiscal Year 2012, same to be expended under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 20 RE: Fund the Burlington International Firefighters' Association Contract

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account a sum of money for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington International Firefighters' Association for Fiscal Year 2012, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 21 RE: Fund the Department of Public Works Contract

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account a sum of money for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Department of Public Works for FY2012, same to be spent under the appropriate authority; ~~Compensation Plan~~ manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 22 RE: Fund the Burlington Police Patrolmen's Association Contract

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account the sum of \$25,000 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for FY2012, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 23 RE: Fund the Burlington Police Command Officers' Contract

To see if Town Meeting will vote to transfer from the Negotiated Settlement Account a sum of money for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Command Officers' Contract for FY2012, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 24 RE: Chapter 90

To see if the Town will vote to accept the Chapter 90 allocation of \$1,055,106 and appropriate the sum of \$1,055,106 for the purpose of funding roadway improvements, same to be spent under the

direction of the Town Administrator; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to accept the Chapter 90 allocation of \$1,055,106 and appropriate the sum of \$1,055,106 for the purpose of funding roadway improvements, same to be spent under the direction of the Town Administrator.

Recommendations: Ways & Means voted 11-0-0 in favor Capital Budget 4-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 25 RE: Drug and Alcohol Task Force

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$2,500 or any other amount to fund the Fiscal Year 2012 expenses of the Burlington Drug and Alcohol Task Force, same to be expended under the direction of the Board of Selectmen; or to act in any other manner in relation thereto.

MAIN MOTION: To Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 26 RE: Will of Marshall Simonds

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$25,000 or any other amount for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of \$25,000 for the maintenance and improvements of Simonds Park, same to be expended under the direction of the Recreation Commissioners.

Recommendations: Ways & Means voted 11-0-0 in favor
Second reading of the motion

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 27 RE: Electronic and Digital Mapping/Information Update

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$20,000 or any other amount for the purpose of performing critical updates to Town maps, associated digital information and software. or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Free Cash the sum of \$20,000** for the purpose of performing critical updates to Town maps, associated digital information and software.

Recommendations: Ways & Means voted 11-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 28 RE: Fund New Field Surface at the New Memorial School/Confirmatory Vote

To see if the Town will vote to support and affirm the School Committee decision to utilize available money from the original Memorial School bond authorization to replace the existing natural playing field with a long lasting synthetic turf field and to do or act ion any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

ACTION: POSTPONED INDEFINITELY

ARTICLE 29 RE: School Community Custodial Services

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$33,000 or any other amount for the purpose of Community Custodial Fees for FY 2012 for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Youth Lacrosse, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations, to be spent under the direction of the School Committee; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Free Cash the sum of \$33,000** for the purpose of Community Custodial Fees for FY 2012 for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Youth Lacrosse, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations, to be spent under the direction of the School Committee.

Recommendations: Ways & Means voted 9-1-0 in favor
School Comm voted

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 30 RE: School Elementary Technology

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$250,000 or any other amount, to be expended at the direction of the School Committee, to pay the cost of purchase and installation of upgraded technology equipment at the Francis Wyman, Pine Glen and Fox Hill Elementary schools, including the payment of all costs incidental and related thereto, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Stabilization the sum or \$250,000** to be expended at the direction of the School Committee, to pay the cost of purchase and installation of upgraded technology equipment at the Francis Wyman, Pine Glen and Fox Hill Elementary schools, including the payment of all costs incidental and related thereto.

Recommendations: Ways & Means voted 10-0-0 in favor
Capital Budget voted 8-0-0 in favor

ACTION: VOTED 72- 5 IN FAVOR, MOTION APPROVED

ARTICLE 31 RE: Burlington High School Practice Field Drainage

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$106,000 or any other amount, to be expended at the direction of the School Committee, to pay the cost of Practice Field drainage improvements at Burlington High School, including the payment of all costs incidental and related thereto, or to take any other action in relation thereto.

MAIN MOTION: To see if the Town will vote to **transfer from Free Cash the sum of \$106,000** to be expended at the direction of the School Committee, to pay the cost of Practice Field drainage improvements at Burlington High School, including the payment of all costs incidental and related thereto.

Recommendations: Ways & Means voted 10-0-0 in favor Capital Budget voted 0-7-0 against

Amended on the floor by Ernest Zabolotny to amended the amount to \$25,000 to fund a engineering feasibility study to design at options for improving the drainage for the High School Practice Field . It was moved and seconded. The amendment was defeated by a vote of 31-49 against.

ACTION: MAJORITY APPROVED MAIN MOTION**ARTICLE 32 RE: New Memorial School Opening**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of \$380,000 or any other amount, to be expended at the direction of the School Committee, to pay the cost of opening at the new Memorial School, including the payment of all costs incidental and related thereto, or to take any other action in relation thereto.

MAIN MOTION: to Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

The Moderator asked TMM/ Ways & Means member Frank P. Monaco, Pct. 4 to preside over Article 33.

ARTICLE 33 RE: Amend the General Bylaw Article II, Representative Town Meeting

To see if the Town will vote to amend Chapter 686 of the Acts of 1970, as amended, and the General Bylaws of the Town, by increasing the size of the Town Meeting from 108 to 126 members as a result of an increase of one precinct in the Town as a result of redistricting, to delete the requirement that the Board of Registrars review the number of Town Meeting Members to which each precinct will be entitled in relation to total population once in every five years, and to clarify the process for calling a special town meeting, all as set forth below:

- A. To authorize the Board of Selectmen to petition the General Court to amend said Chapter 686 as follows:

An Act Relative to the Town of Burlington Representative Town Meeting Form of Government

Section 1. Chapter 686 of the acts of 1970, as most recently amended by Chapter 103 of the Acts of Chapter 2007, concerning the form of representative town meeting in the town of Burlington is hereby amended by deleting, in section one of said act, the words "one hundred eight" and inserting in place thereof the following:- one hundred twenty-six

Section 2. Said chapter 686 is hereby further amended by deleting the first five sentences of Section 4 and inserting in place thereof the following:-

At the annual town election of 2012 there shall be a total of 18 town meeting members elected from the newly created 7th precinct. The six candidates in the precinct who receive the highest number of votes shall be declared elected to a three-year term. The six candidates in the precinct who receive the next highest number of votes shall be declared elected to a two-year term. The remaining six candidates elected in the precinct shall be declared elected to a one-year term. The remainder of the unexpired term of any vacancy created by the removal of a town meeting member due to a revision of precincts shall appear on the same ballot as the election of the 18 town meeting members in said new 7th precinct. Thereafter, in all precincts, candidates shall be elected for three years to fill expiring terms and to fill the unexpired term of any vacancy.

Section 3. Section 4 of chapter 686 is hereby further amended by deleting the second and third paragraphs in their entirety.

Section 4. Section 12(a) of said chapter 686 is amended by deleting the third and fourth sentences and inserting in place thereof the following:-

Special meetings may be held on any day other than a legal holiday on the call of the board of selectmen, moderator, or ten or more members. Notwithstanding any provision of section 10 of chapter 39 of the general laws to the contrary, the notice for said special meeting shall be posted on the town bulletin board and delivered to the place of residence of each member and that of the moderator no less than seven days prior to the date of such special meeting.

Section 5. This act shall take effect upon passage.

And further, to authorize the General Court to make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition.

B. And further, to amend the General Bylaws of the Town to be consistent with the amendments to said Chapter 686, by:

- (1) Revising Article II, Representative Town Meeting, Section 1.0, by inserting, after the phrase, "March 6, 1971", the following, "and consistent with later votes of the Town Meeting";
- (2) Deleting in Article II, Representative Town Meeting, Section 1.0 the number "108" and inserting in place thereof the number "126";

Article 33 continues

ARTICLE 33 CONTINUED

- (3) Deleting in Article II, Representative Town Meeting, Section 1.1, the third and fourth sentences and inserting in place thereof the following: Special meetings may be held on the call of the board of selectmen, moderator, or ten or more members. Notwithstanding any provision of section 10 of chapter 39 of the general laws to the contrary, the notice for said special meeting shall be posted on the town bulletin board and delivered to the place of residence of each member and that of the moderator no less than seven days prior to the date of such special meeting.
- (4) Deleting in Article II, Representative Town Meeting, Section 1.4, Reapportionment of Voting Precinct, in its entirety.
- (5) Deleting in Article II, Representative Town Meeting, Section 2.0, paragraph 5 in its entirety and inserting in place thereof the following: At the annual town election of 2012 there shall be a total of 18 town meeting members elected from the newly created 7th precinct. The six candidates who receive the highest number of votes shall be declared elected to a three-year term. The six candidates in the precinct who receive the next highest number of votes shall be declared elected to a two-year term. The remaining six candidates elected in the precinct shall be declared elected to a one year term. Thereafter, all such town meeting members shall be elected to three year terms.
- (6) Deleting in Article II, Representative Town Meeting, Section 2.0, paragraph 7 in its entirety.

Provided, however, that such amendments shall not take effect until the amendments to Chapter 686 proposed hereunder take effect, and after approval the Attorney General of the Commonwealth, and all requirements of G.L. c.40, S32 have been met.

Or take any other action relative thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: ReApportionment Comm voted 7-0-0 in favor
ByLaw Review voted 5-0-0 in favor

An amendment was made on the floor by John Cormier to delete the phrase "Board of Selectmen" from Section 4 of the proposed amendments to CH 686 and Section 1.1 of the General Bylaws. The amendment was moved and seconded. After discussion it was voted on a Defeated by a vote of 29 – 48. Then discussion was called for on the main motion.

ACTION: MAJORITY APPROVED MAIN MOTION

App. A.G. . Posted

ARTICLE 34 RE: Home Rule Petition/Special Legislation Concerning Liquor Licenses

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation

in the form set forth below authorizing the Town to issue ,3 (three) additional licenses for the sale of all alcoholic beverages to be drunk on premises, 2 (two) additional licenses for the sale of wine and malt beverages to be drunk on premises; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or to act in any other manner in relation thereto.

MAIN MOTION: WITHDRAWN

ARTICLE 35 RE: Home Rule Petition/Exempt Positions Civil Service/Labor Service/Official Service

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation in the form set forth exempting certain positions in the Town of Burlington from the Civil Service Law; provided that the General Court may only make clerical or editorial changes of form to the bill unless the Board of Selectmen approves amendments to the bill before enactment by the General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

AN ACT EXEMPTING CERTAIN POSITIONS IN THE TOWN OF BURLINGTON FROM THE CIVIL SERVICE LAW.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, all employees of the Town of Burlington, including employees of the School Department, except uniformed positions within the Police and Fire Departments, shall be exempt from the provisions of Chapter 31 of the General Laws.

SECTION 2. Nothing in this act shall impair the civil service status of an incumbent holding a position described in Section 1 on the effective date of this act.

SECTION 3. This act shall take effect upon passage.

Or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation in the form set forth below exempting certain positions in the Town of Burlington from the Civil Service Law; provided that the General Court may only make clerical or editorial changes of form to the bill unless the Board of Selectmen approves amendments to the bill before enactment by the General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition:

AN ACT EXEMPTING CERTAIN POSITIONS IN THE TOWN OF BURLINGTON FROM THE CIVIL SERVICE LAW.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding any general or special law to the contrary, all **positions** in the Town of Burlington, including **positions** in the School Department, except uniformed positions within the Police and Fire Departments, shall be exempt from the provisions of Chapter 31 of the General Laws.

SECTION 2. Nothing in this act shall impair the civil service status of an incumbent holding a position described in Section 1 on the effective date of this act. **As a result, only newly hired employees will be excluded from the provisions of Civil Service.**

SECTION 3. This act shall take effect upon passage.

Recommendations: Ways & Means voted 9-1-2 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 36 RE: Street Acceptance/Defaulted Sub-Divisions

To see if the Town will vote to accept the layout(s) as a public Town way(s) of [name of street(s)], as laid out by order of the Board of Selectmen, as listed below, copies of which order and plan were filed with the Town Clerk not later than seven days prior to this vote, and to authorize the Board of Selectmen to acquire easements for all purposes for which public ways are used in the Town of Burlington, within such layout(s), by gift, purchase or eminent domain, or take any action relative thereto.

Street Name:	Plan Title/Date:	Legal Reference
Briarwood Lane	Marion Estates Definitive Subdivision January 5, 1978	588 of 1978
Sleeper Drive	Marion Estates Definitive Subdivision January 5, 1978	588 of 1978
Washington Ave	Terrace Hall Gardens, 3/6/68	127 of 1968
Article 36 continues		

ARTICLE 36 CONTINUED		
Jefferson Ave	Terrace Hall Gardens, 3/6/68	127 of 1968
Shea Cir	Terrace Hall Gardens, 3/6/68	1136 of 1976
Belmont Road	Plan & Profile Cormier Road 2/1/1963	1278 of 1963
Cormier Road	Plan & Profile Cormier Road 2/1/1963	1278 of 1963

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 37 RE: Street Acceptance/Completed Sub-Divisions

To see if the Town will vote to accept the layout(s) as a public Town way(s) of [name of street(s)], as laid out by order of the Board of Selectmen, as listed below, copies of which order and plan were filed with the Town Clerk not later than seven days prior to this vote, and to authorize the Board of Selectmen to acquire easements for all purposes for which public ways are used in the Town of Burlington, within such layout(s), by gift, purchase or eminent domain, or take any action relative thereto.

Street Name:	Plan Title/Date:	Legal Reference
Lieutenant Litchfield Way	Plan of Land in Burlington Mass/ 1/7/1998	Land Court 4422D
Michael Drive	Ipswich Heights, Definitive Subdivision May 21, 1987	981 of 1987
Radcliff Street	Radcliff Street, Definitive Subdivision	192 of 2000
Radcliff Street	Acceptance Plan of Radcliff St, June 1, 1982	944 of 1982
Stonehill Circle	Stonehill Estates 12/1/97	1136 of 1995
Tinkham Ave	Plan of Land Tinkham Ave, Marvel Ave, & Lee Ave July 13, 1981	Land Court 28877
Marvel Ave	Plan of Land Tinkham Ave, Marvel Ave, & Lee Ave July 13, 1981	Land Court 28877
Lee Ave	Plan of Land Tinkham Ave, Marvel Ave, & Lee Ave July 13, 1981	Land Court 28877
Theresa Ave	Theresa Ave Subdivision 3/1/90	200- of 1990
Mullberry Ln	Blackberry Hollow Subdivision, 12/6/91	31 of 1995

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 38 RE: Amend Zoning Map and Rezone Property to Planned Development (PD) District/36 Muller Road

To see if the Town of Burlington will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning certain parcels of land from a One Family Dwelling (RO) District and General Industrial (IG) District to a Planned Development (PD) District along with its associated PD Zoning Provisions, Use Table, Special Conditions and Concept Plans. Said parcels of land are generally identified as being located off of Muller Road and are further identified on the Town of Burlington Assessors' Map as follows: Map 56, Parcel 29-0; Map 57, Parcels

1-0, 2-0, 3-0, 4-0, 5-0, 6-0, 7-0, 8-0, 9-0; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board voted 6-1 in favor
Land Use voted 5-0-1 in favor

**ACTION: ROLL CALL VOTE WAS 23 -61 -3;
THE MOTION WAS DEFEATED**

**ARTICLE 39 RE: Amend Zoning Bylaw Article XII,
Planned Development District Section
12.2.1 – 12.1.9**

To see if the Town will vote to amend Zoning Bylaw Article XII: Planned Development District, Section 12.1.1. through Section 12.1.9 and other related sections of the Zoning Bylaw, as described, or to act in any other manner in relation thereto.

MAIN MOTION: WITHDRAWN

**ARTICLE 40 RE: Amend Zoning Bylaw Article V,
Dimensional Requirements Section 5.2.0,
Density Regulation Schedule**

To see if the Town will vote to amend Zoning Bylaw Article V, Dimensional Requirements, Section 5.2.0, Density Regulation Schedule and related sections of the Zoning Bylaw, to amend the table to include Open Space and Planned Development (PDD) Districts, as described, or to act in any other manner in relation thereto.

MAIN MOTION: WITHDRAWN

**ARTICLE 41 RE: Zoning Bylaw Amendment to
Article II: Definitions and Article IV Use
Regulations (Residential and Consumer
Trade Definitions)**

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following residential, retail consumer and trade definitions as follows:

SECTION 2.0 DEFINITIONS

Accessory Apartment (See Article XI, Section 11.2.0 Accessory residential Uses in One-Family Dwellings: Accessory Apartments)

2.3.8 Convenience Store

A retail store that is designed and stocked to sell food, beverages, lottery and other household supplies to customers. It is designed to attract a large volume of stop-and-go pass-by traffic.

2.4.4 Drive-through

A building opening, including windows, doors, or mechanical devices, through which occupants of a motor vehicle receive or obtain a product or service

2.4.6 Drugstore/Pharmacy

An establishment engaged in the retail sale of prescription drugs, nonprescription medicines, cosmetics, and related supplies.

2.19.8 Supermarket

Stores where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which are substantially larger and carry a broader range of merchandise than convenience stores.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.6.2.1 “Supermarket”, and 4.2.6.10.1 “Restaurant (under 50 Seats)” to the Principal Use Table and 4.3.2.22 “Drive-through to the Uses Normally Accessory to Non-Residential Principal Uses Table as follows:

**MAIN MOTION: Appears after Table
Table begins on next**

ARTICLE 41 CONTINUES...

4.2.0 PRINCIPAL USE REGULATION SCHEDULE

4.2.6	USE DESIGNATION TRADE USES	DISTRICT										OVERLAY DISTRICTS				
		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.6.1	Personal service businesses such as, but not limited to, barbers and hairdressers	NO	NO	SP	YES	YES	YES	NO	NO	YES	NO	NO	SP	SP	YES ₁	YES ₁
4.2.6.2	Convenience food stores, drugstores, retail stores for sale of beauty and health aids, smoking supplies, periodicals; none with the sale of food intended for consumption on the premises	NO	NO	SP	SP	YES	SP	NO	NO	YES	NO	YES	SP ₁	SP ₁		
4.2.6.2.1	Supermarket	NO	NO	NO	NO	SP	NO	NO	SP	NO	NO	SP	NO	YES	SP₁	SP₁
4.2.6.3.A	Retail stores other than above and showrooms, each tenant less than 10,000 sq. ft.	NO	NO	NO	YES	YES	YES	NO	NO	YES	NO	NO	YES	YES	YES ₁	YES ₁
4.2.6.3.B	Retail stores other than above and showrooms, any individual tenant greater than 10,000 sq. ft.	NO	NO	NO	NO	NO	YES	NO	NO	NO	YES	NO	YES	SP ₁	SP ₁	
4.2.6.4	Post offices, banks	NO	NO	NO	NO	NO	YES	NO	SP	YES	NO	NO	YES	YES	SP ₁	SP ₁
4.2.6.5	Establishments for the repair of radios, televisions, appliances, and other household goods	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	SP	YES ₁
4.2.6.6	Photographers, decorators, stationers, dressmaking or tailoring establishments (excluding photo processing)	NO	NO	NO	NO	YES	YES	NO	NO	YES	NO	YES	NO	YES	YES ₁	YES ₁
4.2.6.7	Travel agencies	NO	NO	NO	YES	YES	NO	NO	YES	NO	NO	YES	NO	YES	YES ₁	YES ₁
4.2.6.8	Laundry and dry cleaning establishments other than pickup stations or self-service	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES ₁
4.2.6.9	Fast order food establishments	NO	NO	NO	NO	SP	SP	NO	NO	NO	NO	NO	YES	YES	SP ₁	SP ₁
4.2.6.10	Restaurants (Over 50 seats)	NO	NO	NO	NO	SP	NO	SP	NO	SP	NO	YES	YES	SP ₁	SP ₁	
4.2.6.10.1	Restaurants (Under 50 seats)	NO	NO	NO	NO	SP	NO	SP	NO	SP	NO	YES	SP₁	SP₁	SP₁	SP₁
4.2.6.11	Bakeries	NO	NO	NO	NO	YES	NO	NO	YES	NO	NO	YES	NO	YES	YES ₁	YES ₁

Town of Burlington

ARTICLE 41 CONTINUES..

4.2.6.12	Commercial boarding, care, and treatment of birds, fish, and animals	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	SP	SP	SP	SP	SP	SP	SP	SP ₁	
4.2.6.13	Sale of air conditioning, heating, refrigerating and plumbing equipment and supplies	NO	NO	NO	NO	SP	NO	NO	NO	SP	NO	YES	YES	YES	YES	YES	YES	YES	YES ₁	
4.2.6.14	Establishments for contractors in such services as, but not limited to, building, building maintenance, plumbing, landscaping, electrical, masonry, carpentry, well drilling	NO	NO	NO	NO	SP	NO	SP	NO	NO	NO	YES	YES	SP	SP	SP	SP	SP ₁		
4.2.6.15	Retail dealers in grain and animal feed	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	YES	
4.2.6.16	Funeral parlors however denominated	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	NO	SP	SP	SP	SP	SP	SP	YES	
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB	D			
4.3.2.1	Incidental sale at retail of parts or components necessary for the maintenance of articles stored and distributed	NO	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	YES	
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB	D			
4.3.2.2	Retail uses such as cafeterias, soda or dairy bars, wholly within the same building as the principal permitted use, conducted primarily for convenience of employees and with no exterior advertising display	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES	YES	YES	YES	YES	
4.3.2.3	Retail uses in support of a hotel or motor hotel such as dining halls, restaurants, cafeterias, soda or dairy bars, and shops wholly within the hotel or motor hotel building	NO	NO	NO	NO	NO	SP	SP	SP	NO	NO	YES	YES	YES	YES	YES	YES	YES ₁	YES ₁	
4.3.2.4	Delicatessens, lunch counters and soda fountains incidental to the permitted business of a drug store, food store	NO	NO	NO	SP	YES	SP	NO	NO	YES	NO	YES	YES	YES	YES	YES	YES	YES ₁	YES ₁	

ARTICLE 41 CONTINUES ..

4.3.2.5	Keeping of more than one protective animal	SP	NO	YES	YES	YES													
4.3.2.6	Outdoor storage of supplies and equipment incidental to permitted uses, subject to requirements for location, lighting, screening, fencing, cover and safety precautions	YES	NO	SP	NO	SP	NO	YES	YES	SP	SP								
4.3.2.7	Off-street outdoor overnight parking of freight-carrying or material-handling vehicles and equipment or buses	NO	NO	NO	NO	NO	NO	YES	SP	YES	YES	YES	NO	YES	YES	SP	SP	SP	SP
4.3.2.8	Maintenance shops, power plants, machine shops and similar structures to support permitted uses	NO	NO	NO	NO	NO	NO	SP	SP	YES	YES	NO	SP	SP	SP	SP	SP	SP	SP
4.3.2.9	Parking garages and/or parking structures for more than three (3) vehicles, including both enclosed and open garages and structures, above and below ground	NO	SP	NO	NO	YES	YES	SP ₁	SP ₁										
4.3.2.10	Off-street outdoor parking of vehicles, other than those in 4.3.2.7, only if the principal use to which the parking relates (or is accessory to) is permitted or permitted by special permit in the zoning district in which the off-street outdoor parking will be located	YES	YES																
4.3.2.11	Portion of the premises as permanent residence or proprietor or manager of an establishment	NO	YES	NO	YES	YES	YES	YES	YES										
4.3.2.12	Warehousing incidental to a permitted principal use (except hazardous and toxic materials/chemicals)	NO	SP	SP	SP	SP	SP	NO	YES	YES	YES	YES	YES						
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	HI	IR	OS	A	WR	CC	CB	CD		
4.3.2.13	Kiosks	NO	NO	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO
4.3.2.14	Incidental sale at retail of the same merchandise sold at wholesale	NO	NO	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES	SP ₁
4.3.2.15	Storage and disposal of oils and fuels/ petroleum products	NO	NO	NO	SP	NO	NO	SP	SP	SP	SP								

ARTICLE 41 CONTINUES ...

	USE DESIGNATION	DISTRICT						OVERLAY DISTRICTS					
		NO	NO	NO	NO	NO	NO	SP	SP	SP	NO	SP	SP
4.3.2.17	Off-street outdoor overnight parking of freight-carrying or material-handling vehicles and equipment containing toxic and hazardous materials/chemicals	YES	YES	YES	YES	YES	YES						YES
4.3.2.18	Temporary tents for groups of more than ten persons	YES	YES	YES	YES	YES	YES						YES
4.3.2.19	Temporary tents for groups of less than ten persons	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
4.3.2.20	Child care facility	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
4.3.2.21	Farmers Markets	NO	NO	NO	YES	YES	YES	NO	NO	YES	NO	YES	YES ₁
4.3.2.22	Drive-through	NO	NO	NO	NO	YES	NO	NO	YES	NO	YES	NO	SP₁

ARTICLE 41 CONTINUES . .

MAIN MOTION: To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following residential, retail consumer and trade definitions as follows:

SECTION 2.0 DEFINITIONS

Accessory Apartment (See Article XI, Section 11.2.0 Accessory residential Uses in One-Family Dwellings: Accessory Apartments)

2.3.8 Convenience Store

A retail store that is designed and stocked to sell food, beverages, lottery and other household supplies to customers. It is designed to attract a large volume of stop-and-go pass-by traffic.

2.4.4 Drive-through

A building opening, including windows, doors, or mechanical devices, through which occupants of a motor vehicle receive or obtain a product or service

2.4.6 Drugstore/Pharmacy

An establishment engaged in the retail sale of prescription drugs, nonprescription medicines, cosmetics, and related supplies.

2.19.8 Supermarket

Stores where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which are substantially larger and carry a broader range of merchandise than convenience stores.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.6.2.1 “Supermarket”, and 4.2.6.10.1 “Restaurant (under 50 Seats)” to the Principal Use Table and 4.3.2.22 “Drive-through to the Uses Normally Accessory to Non-Residential Principal Uses Table as follows:

See Tables on next pages:

Recommendations: Planning Board voted 7-0-0 in favor

MAIN MOTION: to Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 41
CONTINUES .
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4.2.0 PRINCIPAL USE REGULATION SCHEUDLE

	USE DESIGNATION	DISTRICT										OVERLAY DISTRICTS			
		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC
4.2.6 RETAIL, CONSUMER, AND TRADE USES															
4.2.6.1 Personal service businesses such as, but not limited to, barbers and hairdressers	NO	NO	NO	SP	YES	YES	NO	NO	YES	NO	NO	SP	SP	YES ₁	YES
4.2.6.2 Convenience food stores, drugstores, retail stores for sale of beauty and health aids, smoking supplies, periodicals; none with the sale of food intended for consumption on the premises	NO	NO	NO	SP	SP	YES	SP	NO	NO	YES	NO	YES	YES	SP ₁	SP ₁
4.2.6.2.1 Supermarket	NO	NO	NO	NO	SP	NO	NO	SP	NO	NO	SP	NO	YE _S	SP ₁	SP ₁
4.2.6.3.A Retail stores other than above and showrooms, each tenant less than 10,000 sq. ft.	NO	NO	NO	YES	YES	NO	NO	YES	NO	NO	YES	YES	YES	YES ₁	YES
4.2.6.3.B Retail stores other than above and showrooms, any individual tenant greater than 10,000 sq. ft.	NO	NO	NO	NO	YES	NO	NO	NO	YES	NO	YES	YES	SP ₁	SP ₁	SP ₁
4.2.6.4 Post offices, banks	NO	NO	NO	NO	YES	NO	SP	YES	YES	NO	YES	YES	YES	SP ₁	SP ₁
4.2.6.5 Establishments for the repair of radios, televisions, appliances, and other household goods	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	SP	YES ₁	YES
4.2.6.6 Photographers, decorators, stationers, dressmaking or tailoring establishments (excluding photo processing)	NO	NO	NO	YES	YES	NO	NO	YES	NO	NO	YES	YES	YES	YES ₁	YES
4.2.6.7 Travel agencies	NO	NO	NO	YES	NO	NO	YES	NO	YES	NO	YES	YES	YES	YES ₁	YES
4.2.6.8 Laundry and dry cleaning establishments other than pickup stations or self-service	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES
4.2.6.9 Fast order food establishments	NO	NO	NO	SP	SP	NO	NO	NO	NO	NO	NO	YES	YES	SP ₁	SP ₁
4.2.6.10 Restaurants (Over 50 seats)	NO	NO	NO	SP	NO	SP	NO	SP	NO	SP	NO	YES	YES	SP ₁	SP ₁
4.2.6.10.1 Restaurants (Under 50 seats)	NO	NO	NO	SP	NO	SP	NO	YE _S	SP ₁	SP ₁	SP ₁	SP ₁	SP ₁	SP ₁	SP ₁

ARTICLE 41
CONTINUES .
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4.2.6.11	Bakeries	NO	NO	NO	NO	NO	YES	NO	NO	NO	YES	NO	YES	YES ₁	YES	
4.2.6.12	Commercial boarding, care, and treatment of birds, fish, and animals	NO	NO	NO	NO	SP	NO	NO	NO	NO	SP	SP	SP	SP ₁	SP ₁	
4.2.6.13	Sale of air conditioning, heating, refrigerating and plumbing equipment and supplies	NO	NO	NO	NO	SP	NO	NO	NO	SP	NO	YES	YES	YES	YES	
4.2.6.14	Establishments for contractors in such services as, but not limited to, building, building maintenance, plumbing, landscaping, electrical, masonry, carpentry, well drilling	NO	NO	NO	NO	SP	NO	SP	NO	NO	NO	YES	SP	SP ₁	SP ₁	
4.2.6.15	Retail dealers in grain and animal feed	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	NO	YES	YES	YES	
4.2.6.16	Funeral parlors however denominated	NO	NO	NO	NO	SP	NO	NO	NO	NO	NO	NO	SP	YES	YES	
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB D
4.3.2.1	Incidental sale at retail of parts or components necessary for the maintenance of articles stored and distributed	NO	SP	NO	NO	NO	YES	YES	YES							
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB D
4.3.2.2	Retail uses such as cafeterias, soda or dairy bars, wholly within the same building as the principal permitted use, conducted primarily for convenience of employees and with no exterior advertising display	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES	
4.3.2.3	Retail uses in support of a hotel or motor hotel such as dining halls, restaurants, cafeterias, soda or dairy bars, and shops wholly within the hotel or motor hotel building	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	YES ₁	YES	YES	
4.3.2.4	Delicatessens, lunch counters and soda fountains incidental to the permitted business of a drug store, food store	NO	NO	NO	SP	YES	SP	NO	NO	YES	NO	YES	YES ₁	YES	YES	

**ARTICLE 41
CONTINUES.**
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		SP	NO	YES	YES	YES	SP	SP												
4.3.2.5	Keeping of more than one protective animal	NO	SP	NO	SP	NO	SP	NO	YES	YES	YES	SP	SP							
4.3.2.6	Outdoor storage of supplies and equipment incidental to permitted uses, subject to requirements for location, lighting, screening, fencing, cover and safety precautions	NO	SP	NO	SP	NO	SP	NO	YES	YES	SP	SP	SP							
4.3.2.7	Off-street outdoor overnight parking of freight-carrying or material-handling vehicles and equipment or buses	NO	NO	NO	NO	NO	YES	SP	YES	YES	YES	YES	YES	YES	NO	YES	YES	SP	SP	SP
4.3.2.8	Maintenance shops, power plants, machine shops and similar structures to support permitted uses	NO	NO	NO	NO	NO	SP	SP	YES	YES	YES	YES	YES	YES	NO	SP	SP	SP	SP	SP
4.3.2.9	Parking garages and/or parking structures for more than three (3) vehicles, including both enclosed and open garages and structures, above and below ground	NO	SP	NO	NO	YES	YES	SP ₁	SP ₁											
4.3.2.10	Off-street outdoor parking of vehicles, other than those in 4.3.2.7, only if the principal use to which the parking relates (or is accessory to) is permitted or permitted by special permit in the zoning district in which the off-street outdoor parking will be located	YES	YES																	
4.3.2.11	Portion of the premises as permanent resident or proprietor or manager of an establishment	NO	YES	NO	YES	YES	YES	YES	YES											
4.3.2.12	Warehousing incidental to a permitted principal use (except hazardous and toxic materials/chemicals)	NO	SP	SP	SP	SP	SP	SP	NO	YES	YES	YES	YES	YES						
4.3.2	USES NORMALLY ACCESSORY TO NON- RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB	D			
4.3.2.13	Kiosks	NO	SP	NO	NO	NO	NO	NO	NO	YES	YES	NO	NO							
4.3.2.14	Incidental sale at retail of the same merchandise sold at wholesale	NO	SP	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES							

**ARTICLE 41
CONTINUES.**
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4.3.2.15	Storage and disposal of oils and fuels/ petroleum products	NO	NO	SP	SP	SP	SP	SP	SP	SP	NO	NO	SP	SP ₁	SP ₁
4.3.2.16	Storage of hazardous and toxic materials/chemicals for retail sale	NO	--	NO	NO	SP	SP	NO	NO	SP	NO	SP	SP	SP ₁	SP ₁
4.3.2.17	Off-street outdoor overnight parking of freight-carrying or material-handling vehicles and equipment containing toxic and hazardous materials/chemicals	NO	NO	NO	NO	NO	NO	SP	SP	SP	NO	SP	SP	YES	YES
4.3.2.18	Temporary tents for groups of more than ten persons	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
4.3.2.19	Temporary tents for groups of less than ten persons	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
4.3.2.20	Child care facility	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
4.3.2.21	Farmer's Markets	NO	NO	NO	YES	YES	YES	NO	NO	NO	YES	NO	YES	YES ₁	YES ₁
4.3.2.22	Drive-through	NO	NO	NO	YES	YES	NO	SP₁	SP₁						

ARTICLE 42 RE: Zoning Bylaw Amendment to Article II: Definitions and Article IV Use Regulations (Business and Industrial)

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following business and industrial definitions as follows.

SECTION 2.0 DEFINITIONS

2.3.7 Conference Center

A facility used for service organizations, business and professional conferences, and seminars limited to accommodations for conference attendees. A conference center must be associated with a Hotel or office park.

2.16.6 Prototype Manufacturing

The manufacture of an original, full-scale or partial scale model of a new product or new version of an existing product which will be mass manufactured elsewhere.

2.18.4 Research and Development

Research, development, and testing laboratories that do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.4.5 "Conference Center", 4.2.7.1.1 "Prototype Manufacturing", 4.2.7.1.2 "Research and Development" to the Principal Use Table as follows in the table below:

And further to amend existing section 4.2.4.1 to strike "physicians, dentists and opticians" and to create a new section 4.2.4.1.1 "Professional medical offices such as, but not limited to physicians, dentists, opticians" and further to amend existing section 4.2.7.1 "Light Manufacturing or processing plants" by striking YES and replacing with SP in the CC districts and CC and CBD Overlay Districts as follows in the table below:

SEE Table on next page

or to act in any other manner in relation thereto.

MAIN MOTION: Appears after Table

ARTICLE 42 CONTINUES ..

4.2.0 PRINCIPAL USE REGULATION SCHEUDLE

	USE DESIGNATION	DISTRICT						OVERLAY DISTRICTS							
		RO	RG	RC	BN	BL	BG	BT	IG	IR	OS	A	WR	CC	CBD
4.2.4	OFFICE USES	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.1	Professional offices such as, but not limited to real estate brokers, lawyers	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.1.1	Professional medical offices such as, but not limited to physicians, dentists, opticians	NO	NO	SP	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.2	Offices of salesmen, agents, and representatives of manufacturing, distributing, insurance, and wholesale companies	NO	NO	NO	NO	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.3	Administrative, executive, and similar offices	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.4	Public offices	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁
4.2.4.5	Conference Center	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	SP ₁	SP ₁
4.2.7	INDUSTRIAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IR	OS	A	WR	CC	CBD
4.2.7.1	Light manufacturing or processing plants	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	SP	SP
4.2.7.1.1	Prototype Manufacturing	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO	YES	YES	YES	YES
4.2.7.1.2	Research and Development	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO	YES	YES	YES	YES
4.2.7.2	Printing establishments other than those under 4.2.6.24	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO	NO	SP	YES	YES
4.2.7.3	Food processors, bakeries, not operated at retail	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO	YES	YES	YES	YES

ARTICLE 42 CONTINUES..

ARTICLE 42 CONTINUES ...

MAIN MOTION: To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following business and industrial definitions as follows.

SECTION 2.0 DEFINITIONS

2.3.7 Conference Center

A facility used for service organizations, business and professional conferences, and seminars limited to accommodations for conference attendees. A conference center must be associated with a Hotel or office park.

2.16.6 Prototype Manufacturing

The manufacture of an original, full-scale or partial scale model of a new product or new version of an existing product which will be mass manufactured elsewhere.

2.18.4 Research and Development

Research, development, and testing laboratories that do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.4.5 "Conference Center", 4.2.7.1.1 "Prototype Manufacturing", 4.2.7.1.2 1 "Research and Development" to the Principal Use Table as follows in the table below:

And further to amend existing section 4.2.4.1 to strike "physicians, dentists and opticians" and to create a new section 4.2.4.1.1 "Professional medical offices such as, but not limited to physicians, dentists, opticians" and further to amend existing section 4.2.7.1 "Light Manufacturing or processing plants" by **adding the term "prototype manufacturing"** and striking YES and replacing with SP in the CC and CBD Overlay Districts as follows in the table below:

Recommendations: Planning Board voted 7-0-0 in favor

MAIN MOTION: to Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

4.2.0 PRINCIPAL USE REGULATION SCHEDULE

	USE DESIGNATION	DISTRICT										OVERLAY DISTRICTS				
		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB D
4.2.4	OFFICE USES	NO	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.1	Professional offices such as, but not limited to real estate brokers, lawyers	NO	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.1.1	Professional medical offices such as, but not limited to physicians, dentists, opticians	NO	NO	NO	NO	SP	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.2	Offices of salesmen, agents, and representatives of manufacturing, distributing, insurance, and wholesale companies	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.3	Administrative, executive, and similar offices	NO	NO	NO	NO	NO	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.4	Public offices	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES
4.2.4.5	Conference Center	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	SP ₁	SP ₁
4.2.7	INDUSTRIAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB D
4.2.7.1	Light manufacturing or processing plants, prototype manufacturing	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	SP	SP
4.2.7.1.1	Prototype Manufacturing	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	SP	SP
4.2.7.1.2	Research and Development	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	YES	YES	YES	YES
4.2.7.2	Printing establishments other than those under 4.2.6.24	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	NO	SP	YES	YES
4.2.7.3	Food processors, bakeries, not operated at retail	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	YES	YES	YES	YES

ARTICLE 43 RE: Zoning Bylaw Amendment to Article II: Definitions (Housekeeping).

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by, relocating and consolidating definitions from Article VIII, Section 8.3.0 Aquifer and Water Resource Districts, Section 8.3.4 Pertinent Definitions, Article VIII, Section 8.4.0 Wireless Communication Facilities, Section 8.4.2 Definitions and Article VI, Section 11.8.0 Inclusionary Zoning requirements for Multifamily Housing, Section 11.8.2, Definitions of the zoning bylaw and re-numbering the entire article for consistency. The new and relocated definitions are below, for the full renumbering refer to the back-up.

SECTION 2.0 DEFINITIONS

2.1.9 Affordable Housing Unit

A dwelling unit that qualifies as a local initiative unit under the Commonwealth's Local Initiative Program and meets the requirements of a subsidized housing unit for purposes of listing in the subsidized housing inventory under G. L. c. 40B Sec. 20-23.

2.1.10 Qualified Affordable Housing Unit Purchaser

An individual or family with household incomes that do not exceed 80% of the median income, with adjustments for household size, as reported by the most recent information from the United States Department of Housing and Urban Development (HUD) and/or the Massachusetts Department of Housing and Community Development (DHCD), for the standard Metropolitan Statistical Area that includes Burlington.

2.1.11 DHCD Affordable Housing Unit Sales Price or Rent

The sales price or rent for each Affordable Housing Unit shall be a price that is affordable to a qualified affordable housing unit purchaser, adjusted for household size depending on the size of the applicable affordable unit(s), which sales price is calculated in accordance with the Commonwealth's Local Initiative Program and acceptable to DHCD for the standard Metropolitan Statistical Area in which Burlington is located. DHCD will determine the sales price for all for-sale units and the rental payment for all rental units.

8.3.4 Pertinent Definitions (Refer to Article II: Definitions)

2.1.12 Aquifer

Geologic formation composed of rock or sand and gravel that contains significant amounts of potentially recoverable potable water.

2.4.2 District

A zoning district as established by Article III of this Bylaw. In addition, there are Wetlands, Flood Plain, Aquifer, Water Resource, Civic Center and, Central Business overlay districts.

2.7.5 Groundwater

All water found beneath the surface of the ground.

2.8.1 Hazardous Material

As defined by MGL Chapter 21E:2, material including but not limited to, any material, in whatever form, which, because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious, or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human, health, safety, welfare, or to the environment, when improperly stored, treated, transported, disposed of, used, or otherwise managed. This term shall not include oil. The term shall also include all those substances which are included under 42 U.S.C. Section 9601(14), but is not limited to those substances.

2.8.1.1 Hazardous Waste

As defined by MGL Chapter 21C:2, a waste, or combination of wastes, which because of its quantity, concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness or pose a substantial present or potential threat to human health, safety or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed, however not to include solid or dissolved materials in domestic sewage, or solid or dissolved materials in irrigation return flows, or industrial discharges which are point sources subject to permits under Section 402 of the Federal Water Pollution Control Act of 1967 as amended, or source, special nuclear, or byproduct material as defined by the Atomic Energy Acts of 1954.

2.8.1.2 Very Small Quantity Generator of Hazardous Waste (VSQG)

A facility which does not generate more than an average of 100 kilograms (220 pounds) per month on a yearly basis, nor accumulates at any one time 600 kilograms or more, of regulated recyclable material or non-acute hazardous waste identified or otherwise described in 310 CMR 30.120 through 30.125 and 30.130 through 30.135, and further does not generate or accumulate any regulated recyclable material or acutely hazardous waste listed or otherwise described in 310 CMR 30.136.

2.9.6 Interim Wellhead Protection District Area

An area of one half (1/2) mile radius may be extended around any proposed public water supply well for which a Zone II has not been defined, within which all regulations and restrictions pursuant to this Bylaw shall apply. For wells with approved yields less than 100,000 gallons per day (GPD), the radius of the Interim Wellhead Protection Area shall be determined in accordance with Massachusetts Department of Environmental Protection (DEP) Division of Water Supply (DWS) Policy for Small Wells, DWS Policy 92-01, issued June 10, 1992. An Interim Wellhead Protection Area shall not be in effect unless such radius is reflected as an amendment to the Aquifer and Water Resource District Map and adopted by Town Meeting.

2.12.1 Leachable Wastes

Waste materials including solid wastes, sludge and pesticide and fertilizer wastes capable of releasing water-borne contaminants to the environment

2.12.6 Lowest floor

TOWN OF BURLINGTON, MA

Lowest floor means the lower floor of the lowest enclosed area. An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lower floor, provided that such enclosure is built in compliance with the provisions of Subsection 8.1.6(4).

2.16.5 Primary Aquifer Recharge Area

Areas which are underlain by surficial geologic deposits including glaciocluvial or lacustrine stratified drift deposits or alluvium or swamp deposits, and in which the prevailing direction of groundwater flow is toward the area of influence of water supply wells.

2.19.7 Substantial improvements

Substantial improvements shall include rehabilitation, reconstruction and/or extension of an existing building where the value of construction as determined by the Inspector of Buildings exceeds 50% of the appraised fair market value of the buildings as determined by the Town of Burlington Appraiser/Assistant Assessor. For the purposes of this determination, "value of construction" shall

include all construction work undertaken on the building for the past three year period together with proposed work. In the case of the repair of a damaged building, fair market value shall be based on value of a building before it was damaged. Fair market value shall not include the value of the land nor site improvements and land costs or the cost of site improvements shall not be included in the estimate of the value of construction.

8.4.2 Definitions (Refer to Article II: Definitions)2.23.1 Wireless Communication Facilities (WCF)

Wireless Communication Facilities" (WCF) shall mean a facility for the provision of wireless communication service, including, but not limited to, towers, monopoles, antennas, antennas attached to existing structures and associated accessory structures, if any, which facilitate the provision of wireless communication services.

2.23.2 Wireless Communication Services (WCS)

Wireless Communication Services" (WCS) shall mean the provision of the following types of services: cellular telephone, personal communications and enhanced specialized mobile radio service.

2.23.3 Watershed

Lands lying adjacent to water courses and surface water bodies which create the catchment or drainage areas of such water courses and bodies.

2.26.1 Zone I

The protective radius required around a public water supply well or wellfield.

2.26.2 Zone II

That area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at safe yield, with no recharge from precipitation). It is bounded by the groundwater

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divides which result from pumping the well and by the contact of the aquifer with less permeable materials such as till or bedrock. In some cases, streams, or lakes may act as recharge boundaries. In all cases, Zone II shall extend up gradient to its point of intersection with prevailing hydrogeologic boundaries (a groundwater flow divide, a contact with till or bedrock, or a recharge boundary).

2.26.3 Zone III

That land area beyond the area of Zone II from which surface water and groundwater drain into Zone II. The surface drainage area as determined by topography is commonly coincident with the groundwater drainage area and will be used to delineate Zone III. In locations where surface and groundwater drainage are not coincident, Zone III shall consist of both the surface drainage and the groundwater drainage area, or to act in any other manner in relation thereto.

MAIN MOTION: to Postpone Indefinitely

ACTION: MAJORITY APPROVED MAIN MOTION

At 11:35 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Amy E. Warfield

Amy E. Warfield
Town Clerk

Town of Burlington

TOWN OF BURLINGTON, MA

SEPTEMBER 2011 TOWN MEETING MINUTES

WEDNESDAY, JULY 27, 2011 TOWN HALL

At 7:00 P.M., the Town Meeting Members of Precinct 4 assembled to fill the vacancy created by the resignation of Mary Sweeney. Present and voting were: Betty Bullock, Mark Casey, Thomas Conley, Karen Cooper, Joan Hastings, Joanne Horgan, Constance McElwain, Roberta Mills, Virginia Mooney, Sally Willard.

Nominations were taken, Kevin A. Koffink was the only nomination. A show of hands was taken and it unanimous for Kevin. Kevin Koffink serves until the next Annual Town Election. Business was concluded and the meeting was adjourned at 7:15 PM by Phil Gallagher, Moderator.

Attested by:
Amy E. Warfield
Town Clerk.

ADJOURNED TOWN MEETING MONDAY, SEPTEMBER 26, 2011 FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:36 PM with the pledge of Allegiance and by John Middleton, Music Director Burlington High School, and musical salute to the flag. Mr. Middleton has been singing in tributes around the country for 911 remembrances. His songs included the National Anthem, America and God Bless the USA. Town Meeting Audio/Video staff for tonight's meeting included Jon Dirusso, Sarah Parker, Eddy Chiliste and Jessica Olin.

ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees; or to act in any other manner in relation thereto. Robert Mercier gave a report about the status of the town's water situation, regarding the Boiled Water Order. John Sanchez, Tom Hayes and Bill Keene were present to answer questions and provide additional information and details. Water Department is continuing to monitor and test the town's water to provide the town with clean, safe water. There were questions from the floor about safety of the town's water.

MOTION WAS MADE for continuing to Monday, October 1st if all the business is not completed this evening. It was voted on with a show of hands and passed

Brad Bond, Chairman of Ways and Means, next presented an Update from the Finance committee. We are 3 months into the FY 12, 13 Bargaining units are still in negotiations, Can not use Free Cash has not yet been certified as a funding source at this point in time. Quarterly Tax bills to go out and will be estimate until the rate for FY12 is set later in the fall. Ways and Means will be making some recommendations for moving money between Free Cash and Stabilization in the fall as well. Finally work will begin on the FY13 process in January working with Dept. Heads, Town Administration and Ways and Means.

MOTION WAS MADE BY: Sally Willard, Land Use Committee to suspend the rules and move the Articles 18 - 24 out of order for discussion and voting. It was voted and approved with show of hands 2/3s vote.

ARTICLES TAKEN OUT OF ORDER AT 7:58 PM

ARTICLE 18 RE: Amend Zoning Map and Rezone Property to One Family Dwelling (RO District)

To see if the Town Meeting will vote to amend the Zoning Map of the Town of Burlington, by rezoning certain parcels of land from a General Industrial (IG) District to a One Family Dwelling (RO) District. Said parcels of land are generally identified as being located off of Muller Road and are further identified on the Town of Burlington Assessors' Map as follows:
Map 57, Parcels 1-0, 2-0, 3-0, 4-0, 5-0, 6-0, 7-0, 8-0, 9-0;

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board Public Hearing was held and the board voted 7-0-0
Land Use voted 7-0-0

ACTION: UNANIMOUSLY PASSED
App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

ARTICLE 19 RE: Zoning Bylaw Amendment to Article II:

Definitions and Article IV Use Regulations

(Residential and Consumer Trade Definitions)

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following residential, retail consumer and trade definitions as follows:

SECTION 2.0 DEFINITIONS

2.1.1 Accessory Apartment (See Article XI, Section 11.2.0 Accessory residential Uses in One-Family Dwellings: Accessory Apartments)

2.3.8 Convenience Store

A retail store that is designed and stocked to sell food, beverages, lottery and other household supplies to customers. It is designed to attract a large volume of stop-and-go pass-by traffic.

2.4.4 Drive-through

A building opening, including windows, doors, or mechanical devices, through which occupants of a motor vehicle receive or obtain a product or service

2.4.6 Drugstore/Pharmacy

An establishment engaged in the retail sale of prescription drugs, nonprescription medicines, cosmetics, and related supplies.

2.19.8 Supermarket

Stores where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which

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SEPTEMBER 2011 TOWN MEETING MINUTES

are substantially larger and carry a broader range of merchandise than convenience stores.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.6.2.1 "Supermarket", and amending existing section 4.2.6.10. "Restaurant by striking "(under 50 Seats)" to the Principal Use Table and 4.3.2.22 "Drive-through to the Uses Normally Accessory to Non-Residential Principal Uses Table as follows:

ARTICLE 19 CONTINUED:

4.2.0 PRINCIPAL USE REGULATION SCHEDULE																	
	USE DESIGNATION		DISTRICT										OVERLAY DISTRICTS				
4.2.6	RETAIL, CONSUMER, AND TRADE USES		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.6.1	Personal service businesses such as, but not limited to, barbers and hairdressers	NO	NO	NO	SP	YES	YES	YES	NO	NO	YES	NO	SP	SP	YES ₁	YES ₁	
4.2.6.2	Convenience food stores, drugstores, retail stores for sale of beauty and health aids, smoking supplies, periodicals; none with the sale of food intended for consumption on the premises	NO	NO	NO	SP	SP	YES	SP	NO	NO	YES	NO	YES	YES	SP ₁	SP ₁	
4.2.6.2.1	Supermarket	NO	NO	NO	NO	NO	SP	NO	NO	NO	SP	NO	YES	YES	SP ₁	SP ₁	
4.2.6.3.A	Retail stores other than above and showrooms, each tenant less than 10,000 sq. ft.	NO	NO	NO	NO	YES	YES	YES	NO	NO	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.6.3.B	Retail stores other than above and showrooms, any individual tenant greater than 10,000 sq. ft.	NO	NO	NO	NO	NO	YES	NO	NO	NO	YES	NO	YES	YES	SP ₁	SP ₁	
4.2.6.4	Post offices, banks	NO	NO	NO	NO	NO	YES	NO	SP	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.6.5	Establishments for the repair of radios, televisions, appliances, and other household goods	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	SP	YES ₁	YES ₁	
4.2.6.6	Photographers, decorators, stationers, dressmaking or tailoring establishments (excepting photo processing)	NO	NO	NO	NO	YES	YES	NO	NO	NO	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.6.7	Travel agencies	NO	NO	NO	NO	YES	YES	NO	NO	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.6.8	Laundry and dry cleaning establishments other than pickup stations or self-service	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	YES	YES	YES ₁	
4.2.6.9	Fast order food establishments	NO	NO	NO	NO	NO	SP	SP	NO	NO	NO	NO	NO	YES	YES	SP ₁	
4.2.6.10	Restaurants	NO	NO	NO	NO	NO	SP	NO	SP	NO	SP	NO	YES	YES	SP ₁	SP ₁	
4.2.6.11	Bakeries	NO	NO	NO	NO	NO	YES	NO	NO	NO	YES	NO	YES	YES	YES ₁	YES	
4.3.2	USES NORMALLY ACCESSORY TO NON-RESIDENTIAL PRINCIPAL USES		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.3.2.22	Drive-through	NO	NO	NO	NO	NO	NO	SP	SP	SP	SP	SP	NO	SP	SP	NO	SP ₁

MAIN MOTION: As printed in the Warrant.

The reading was waived by a show of hands

Recommendations: Planning Board Public Hearing was held and the board voted 7-0-0
Land Use voted 6-0-0

MOTION WAS MADE: to handing 19 – 21 collectively and the vote them individually. Moved by Betty Bullock, seconded by

Carol Perna, Voted and passed. A presentation was given by Kristin Kassner on the proposed changes: Article 19 – 20 are adding definitions to the tables. Article 21 is also housekeeping and organization the numbering. Planning Board, Chairman Paul Roth restated the reason for grouping these 3 Articles.

ACTION: UNANIMOUSLY PASSED

App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

ARTICLE 20 RE: Zoning Bylaw Amendment to Article II:

Definitions and Article IV Use Regulations

(Business and Industrial)

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by adding the following business and industrial definitions as follows.

SECTION 2.0 DEFINITIONS

2.3.7 Conference Center

A facility used for service organizations, business and professional conferences, and seminars limited to accommodations for conference attendees. A conference center must be associated with a Hotel or office park.

ARTICLE 20 CONTINUED

2.16.6 Prototype Manufacturing

The manufacture of an original, full-scale or partial scale model of a new product or new version of an existing product which will be mass manufactured elsewhere.

2.18.4 Research and Development

Research, development, and testing laboratories that do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

And further to see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article IV: Use Regulations, by adding new sections, 4.2.4.5 "Conference Center", 4.2.7.1.1 "Research and Development" to the Principal Use Table as follows in the table below:

And further to amend existing section 4.2.4.1 to strike "physicians, dentists and opticians" and to create a new section 4.2.4.1.1 "Professional medical offices such as, but not limited to physicians, dentists, opticians" and further to amend existing section 4.2.7.1 "Light Manufacturing or processing plants" by adding the term "prototype manufacturing" and striking YES and replacing with SP in the CC and CBD Overlay Districts as follows in the table below:

SEE TABLE ON NEXT PAGE:

4.2.0 PRINCIPAL USE REGULATION SCHEDULE

	USE DESIGNATION	DISTRICT												OVERLAY DISTRICTS			
		RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD	
4.2.4	OFFICE USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD	
4.2.4.1	Professional offices such as, but not limited to real estate brokers, lawyers	NO	NO	NO	SP	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.4.1.1	Professional medical offices such as, but not limited to physicians, dentists, opticians	NO	NO	NO	SP	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.4.2	Offices of salesmen, agents, and representatives of manufacturing, distributing, insurance, and wholesale companies	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.4.3	Administrative, executive, and similar offices	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.4.4	Public offices	NO	NO	NO	NO	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES ₁	YES ₁	
4.2.4.5	Conference Center	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	SP ₁	SP ₁	
4.2.7	INDUSTRIAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD	
4.2.7.1	Light manufacturing or processing plants, prototype manufacturing	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	SP	SP	
4.2.7.1.21	Research and Development	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	SP	SP	SP	SP	
4.2.7.2	Printing establishments other than those under 4.2.6.24	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	NO	SP	YES	YES	
4.2.7.3	Food processors, bakeries, not operated at retail	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	NO	YES	YES	YES	YES	

MAIN MOTION: As printed in the Warrant

Amendment from the floor

TO see if Town Meeting will vote to amend Article II: Definitions, Section 2.3.7: Conference Center to add the words "restaurant" and "municipal building" within the definition as follows:

A facility used for service organizations, business and professional conferences, and seminars limited to accommodations for conference attendees. A conference center must be associated with a Hotel, **restaurant, municipal building** or office park.

AND FURTHER TO see if Town Meeting will vote to amend Article II: Definitions, Section 2.18.4 "Research and Development" to replace the word "laboratories" with the word "activities" within the definition as follows:

Research, development, and testing **laboratories** activities that do not involve the mass manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standard.

Amendment was voted and passed then moving to the main motion.

Recommendations: Planning Board, Public Hearing was held and the board voted 5-0-0
Land Use voted 6-0-0

A STANDING VOTED WAS TAKEN 59 - 17

ACTION: PASSED BY A 2/3RD'S VOTE at 8:49 PM

App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

ARTICLE 21 RE: Zoning Bylaw Amendment to Article II:

Definitions (Housekeeping)

To see if Town Meeting will vote to amend the Zoning By-Laws of the Town of Burlington by amending Article II: Definitions by, relocating and consolidating definitions from Article VIII, Section 8.3.0 Aquifer and Water Resource Districts, Section 8.3.4 Pertinent Definitions, Article VIII, Section 8.4.0 Wireless Communication Facilities , Section 8.4.2 Definitions and Article VI, Section 11.8.0 Inclusionary Zoning requirements for Multifamily Housing, Section 11.8.2, Definitions of the zoning bylaw and re-numbering the entire article for consistency. The new and relocated definitions are below, for the full renumbering refer to the back-up.

SECTION 2.0 DEFINITIONS

2.1.1 Accessory Apartment

(See Article XI, Section 11.2.0 Accessory residential uses in One-Family Dwellings: Accessory Apartments)

2.1.9 Affordable Housing Unit

A dwelling unit that qualifies as a local initiative unit under the Commonwealth's Local Initiative Program and meets the requirements of a subsidized housing unit for purposes of listing in the subsidized housing inventory under G. L. c. 40B Sec. 20-23.

2.1.10 Qualified Affordable Housing Unit Purchaser

An individual or family with household incomes that do not exceed 80% of the median income, with adjustments for household size, as reported by the most recent information from the United States Department of Housing and Urban Development (HUD) and/or the Massachusetts Department of Housing and Community Development (DHCD), for the standard Metropolitan Statistical Area that includes Burlington.

2.1.11 DHCD Affordable Housing Unit Sales Price or Rent

The sales price or rent for each Affordable Housing Unit shall be a price that is affordable to a qualified affordable housing unit purchaser, adjusted for household size depending on the size of the applicable affordable unit(s), which sales price is calculated in accordance with the Commonwealth's Local Initiative Program and acceptable to DHCD for the standard Metropolitan Statistical Area in which Burlington is located. DHCD will determine the sales price for all for-sale units and the rental payment for all rental units.

8.3.4 Pertinent Definitions (Refer to Article II: Definitions)

2.1.12 Aquifer

Geologic formation composed of rock or sand and gravel that contains significant amounts of potentially recoverable potable water.

2.4.2 District

A zoning district as established by Article III of this Bylaw. In addition, there are Wetlands, Flood Plain, Aquifer, Water Resource, **Civic Center and, Central Business** overlay districts.

2.7.5 Groundwater

All water found beneath the surface of the ground.

2.8.1 Hazardous Material

As defined by MGL Chapter 21E:2, material including but not limited to, any material, in whatever form, which, because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious, or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human, health, safety, welfare, or to the environment, when improperly stored, treated, transported, disposed of, used, or otherwise managed. This term shall not include oil. The term shall also include all those substances which

are included under 42 U.S.C. Section 9601(14), but is not limited to those substances.

2.8.1.1 Hazardous Waste

As defined by MGL Chapter 21C:2, a waste, or combination of wastes, which because of its quantity, concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness or pose a substantial present or potential threat to human health, safety or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed, however not to include solid or dissolved materials in domestic sewage, or solid or dissolved materials in irrigation return flows, or industrial discharges which are point sources subject to permits under Section 402 of the Federal Water Pollution Control Act of 1967 as amended, or source, special nuclear, or byproduct material as defined by the Atomic Energy Acts of 1954.

2.8.1.2 Very Small Quantity Generator of Hazardous Waste (VSQG)

A facility which does not generate more than an average of 100 kilograms (220 pounds) per month on a yearly basis, nor accumulates at any one time 600 kilograms or more, of regulated recyclable material or non-acutely hazardous waste identified or otherwise described in 310 CMR 30.120 through 30.125 and 30.130 through 30.135, and further does not generate or accumulate any regulated recyclable material or acutely hazardous waste listed or otherwise described in 310 CMR 30.136.

2.9.6 Interim Wellhead Protection District Area

An area of one half (1/2) mile radius may be extended around any proposed public water supply well for which a Zone II has not been defined, within which all regulations and restrictions pursuant to this Bylaw shall apply. For wells with approved yields less than 100,000 gallons per day (GPD), the radius of the Interim Wellhead Protection Area shall be determined in accordance with Massachusetts Department of Environmental Protection (DEP) Division of Water Supply (DWS) Policy for Small Wells, DWS Policy 92-01, issued June 10, 1992. An Interim Wellhead Protection Area shall not be in effect unless such radius is reflected as an amendment to the Aquifer and Water Resource District Map and adopted by Town Meeting.

2.12.1 Leachable Wastes

Waste materials including solid wastes, sludge and pesticide and fertilizer wastes capable of releasing water-borne contaminants to the environment

2.12.6 Lowest floor

Lowest floor means the lower floor of the lowest enclosed area. An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area, is not considered a building's lower floor, provided that such enclosure is built in compliance with the provisions of Subsection 8.1.6(4).

2.16.5 Primary Aquifer Recharge Area

Areas which are underlain by surficial geologic deposits including glaciocluvial or lacustrine stratified drift deposits or alluvium or swamp deposits, and in which the prevailing direction of groundwater flow is toward the area of influence of water supply wells.

2.19.7 Substantial improvements

Substantial improvements shall include rehabilitation, reconstruction and/or extension of an existing building where the value of construction as determined by the Inspector of Buildings exceeds 50% of the appraised fair market value of the buildings as determined by the Town of Burlington Appraiser/Assistant Assessor. For the purposes of this determination, "value of construction" shall include all construction work undertaken on the building for the past three year period together with proposed work. In the case of the repair of a damaged building, fair market value shall be based on value of a building before it was damaged. Fair market value shall not include the value of the land nor site improvements and land costs or the cost of site improvements shall not be included in the estimate of the value of construction.

8.4.2 Definitions (Refer to Article II: Definitions)

2.23.1 Wireless Communication Facilities (WCF)

Wireless Communication Facilities" (WCF) shall mean a facility for the provision of wireless communication service, including, but not limited to, towers, monopoles, antennas, antennas attached to existing structures and associated accessory structures, if any, which facilitate the provision of wireless communication services.

2.23.2 Wireless Communication Services (WCS)

Wireless Communication Services" (WCS) shall mean the provision of the following types of services: cellular telephone, personal communications and enhanced specialized mobile radio service.

2.23.3 Watershed

Lands lying adjacent to water courses and surface water bodies which create the catchment or drainage areas of such water courses and bodies.

2.26.1 Zone I

The protective radius required around a public water supply well or wellfield.

2.26.2 Zone II

That area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at safe yield, with no recharge from precipitation). It is bounded by the groundwater divides which result from pumping the well and by the contact of the aquifer with less permeable materials such as till or bedrock. In some cases, streams, or lakes may act as recharge boundaries. In all cases, Zone II shall extend up gradient to its point of intersection with prevailing hydrogeologic boundaries (a groundwater flow divide, a contact with till or bedrock, or a recharge boundary).

2.26.3 Zone III

That land area beyond the area of Zone II from which surface water and groundwater drain into Zone II. The surface drainage area as determined by topography is commonly coincident with the groundwater drainage area and will be used to delineate Zone III. In locations where surface and groundwater drainage are not coincident, Zone III shall consist of both the surface drainage and the groundwater drainage areas. or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

The reading was waived by a show of hands

Recommendations: Planning Board, Public Hearing was held and the board voted 5-0-0
Land Use voted 6-0-0

ACTION: SHOW OF HANDS VOTE, PASSED BY 2/3RD

App. A.G. . Posted

ARTICLE 22 RE: Amend Zoning ByLaw by Changing Setback and Dimensional Requirements

To see if the town will vote to amend the zoning by-law by making the following changes regarding setbacks and dimensional requirements:

1. In Article V, Section 5.2.0, Density Regulation Schedule, change the row label

Minimum Yard Adjoining RO & RG, and Residentially Zoned Land in Contiguous Municipalities by changing "RO & RG" to "RO, RG & OS" so the text reads as follows:

Minimum Yard Adjoining RO, RG & OS, and Residentially Zoned Land in Contiguous Municipalities

2. Also, add the following footnote as number 10 at the end of the text "Minimum Yard Adjoining RO, RG & OS, and Residentially Zoned Land in Contiguous Municipalities."

For any proposed use in the Business or Industrial Districts on property that is adjacent to an Open Space or primarily residential Planned Development District, which requires a special permit as set forth in the Principal Use Regulation Schedule, the SPGA may require a greater setback (in feet) than is set forth in this Density Regulation Schedule. If the leasable square feet of residential space plus the useable square feet of any amenities useable by tenants of the residential component are equal to or more than the leasable square feet of non-residential space, then the entire development shall be considered "primarily residential" Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant
Amendment from the floor

TO see if Town Meeting will vote to amend Article V: Section 5.2.0 Density Regulation Schedule footnote 10 by replacing the word "SPGA" with the words "Planning Board", replacing the word "leasable" with the word "usable" in two instances and further replacing the word "tenants" with "occupants" as follows:

For any proposed use in the Business or Industrial Districts on property that is adjacent to an Open Space or primarily residential Planned Development District, which requires a special permit as set forth in the Principal Use Regulation Schedule, the **SPCA**

Planning Board may require a greater setback (in feet) than is set forth in this Density Regulation Schedule. If the **leasable useable** square feet of residential space plus the useable square feet of any amenities useable by **tenants occupants** of the residential component are equal to or more than the **leasable useable** square feet of non-residential space, then the entire development shall be considered "primarily residential"

ACTION: Amendment was voted and passed

MAIN MOTION AS AMENDED

Recommendations: Planning Board, Public Hearing was held and the board voted 6-0-0
Land Use voted 6-0-0

**ACTION: PASSED - STANDING 2/3RD VOTE
59 -14 IN FAVOR**

App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

ARTICLE 23 RE: Amend Zoning ByLaw by Changing Setback and Dimensional Requirements

To see if the town will vote to amend the zoning by-law by making the following changes regarding setbacks and dimensional requirements:

In Article V, Section 5.2.0, Density Regulation Schedule, add the following footnote (#11) to the row labeled in the columns labeled BN, BL, BG, BT, IG, IH and IR

Maximum Building & Structure Height

11 Within 30 feet of OS 30 feet.

Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant Amendment from the floor

TO see if Town Meeting will vote to amend **Article V, Section 5.2.0, Density Regulation Schedule, footnote #11** by striking the first instance of the number 30 and replacing it with the number 50 to read as follows:

11 Within **30 50** feet of OS 30 feet.

Recommendations: Planning Board, Public Hearing was held and the board as amended voted 6-0-0
Land Use voted 6-0-0

ACTION: UNANIMOUSLY PASSED

App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

ARTICLE 24 RE: Amend Zoning ByLaw Article XII: Planned Development District

To see if the Town will vote to amend Zoning Bylaw Article XII: Planned Development District, Section 12.1.1 through Section 12.1.10 and other related sections of the Zoning Bylaw, by replacing the current bylaw with the bylaw as written below.

SECTION 12.1.0 PLANNED DEVELOPMENT DISTRICT

12.1.1 Purpose and Intent

The Planned Development District (PDD) is intended to:

1. Permit an entity to propose, and for Town Meeting to vote on, a development proposal that specifies a mixture of commercial, industrial, residential, open space or other uses and the site development requirements to be used for a specific site.
2. Permit some flexibility in the development of individual tracts of land by required and predetermined standards.
3. Permit the use of development standards tailored to a specific site and more detailed than those for the standard zoning districts.
4. Permit the Town to evaluate the potential impacts of a proposed development and to authorize the Planning Board, as the Special Permit Granting Authority, to require that the development of the site substantially conforms to site development standards approved as part of the rezoning to a PDD, including mitigation of or compensation for the project's impacts.

12.1.2 Permissible Uses and Requirements

A Planned Development District may be composed of commercial, industrial, residential, open space, or other uses, alone or in combination. A Planned Development District requires a rezoning amendment to the Burlington Zoning Bylaw. The PDD does not have any minimum lot size and there is no minimum lot area required to seek a rezoning to the PDD.

12.1.3 Procedures

Proponents for a PDD Rezoning Amendment shall observe the following procedures in order to promote review of the proposed amendment and to facilitate public-private cooperation in the establishment of the PDD.

The procedures are outlined below and detailed in Section 12.1.4. In addition, the *PDD Rules and Regulations* are available (in the office of the Planning Board) to give further descriptions and advice.

1. Pre-Application Review
 - a. Project description
2. Rezoning Warrant Article Submission – “Development Proposal”
 - a. Submission of documents and fee
 - b. MOA – memorandum of Agreement
 - c. Documents as outlined in section 12.1.4
 - d. Administrative Requirements
 - e. Additional Requirements
 - f. Development Agreement
3. *Pre-Application Review:* Proponents are strongly encouraged to schedule a pre-application review with

representatives of the Planning Board, Planning Department and Land Use Committee at least six (6) months before the Town Meeting at which it will be considered. Pre-Application Review should precede the preparation of detailed plans or specifications. For the Pre-Application Review, a Proponent will submit a project description that describes the uses to be proposed and the benefits to the Town from those uses. Detailed information about the project description and a description of the Memorandum of Agreement can be found in the *PDD Rules and Regulations*.

2. Rezoning Warrant Article Submission: Ninety days before the Town Meeting at which it will be considered, the Proponent shall submit a warrant article for the PDD rezoning in consultation with the Planning Board, Planning Department and the Land Use Committee. The warrant article shall contain the requirements set forth in Section 12.1. The finalized warrant article shall be presented to Town Meeting for approval of the proposed PDD along with the text of the rezoning amendment. The Planning Board and its staff shall prepare the text of the warrant article and rezoning amendment(s) and locate the new district on the Zoning Map. The Planning Board must close the public hearing on the Warrant Article with sufficient time for Planning Department staff to process the warrant article before the final print warrant is submitted to the Board of Selectmen. It is recommended that the hearing be closed at least 30 days prior to the Town Meeting at which the Warrant Article will be considered.

3. Statutory Requirements. The zoning amendment shall thereafter be processed in accordance with G.L. c. 40A, s. 5.

12.1.4 Submission Requirements for a PDD Rezoning Warrant Article

The application for a PDD Rezoning Warrant Article shall include a Development Proposal which consists of the following 6 (six) requirements detailed in the section. The initial Development Proposal shall be prepared with sufficient detail to facilitate peer review, if required. The results of such peer review, if required, shall be incorporated into the Final Development Proposal, and submitted to Town Meeting ninety (90) days before consideration.

1. Submission Fee Requirements: The Planning Board shall specify submission fees for a PDD rezoning in its Rules and Regulations. The required fee shall be submitted with the rezoning request and Development Plan.

2. Development Plan Requirements: A Development Plan shall include the following at a level of detail sufficient to enable a peer review, including the following at a scale of not less than 1:40 unless otherwise noted:

- a. A plan containing the following proposed site construction information:
 - 1. Location of buildings, number of stories, approximate floor area and maximum height of each building and the distance (in feet) between buildings
 - 2. Proposed and existing contours
 - 3. Lot lines
 - 4. Grading and landscaping treatments
 - 5. Location and dimensions of driveways and parking areas and capacity
 - 6. Location and characteristics of any common open space or usable open space

- 7. Drainage system
- 8. Building elevations, and
- 9. Building envelope.

b. A plan, which may vary in scale, explaining locus-context and all land within 500 feet of any part of the tract and showing:

- 1. All dwellings and principal buildings
- 2. The land use of each lot
- 3. Lot and right-of-way lines
- 4. Existing contours at two-foot intervals
- 5. Principal natural features in general such as:
 - Significant rock outcroppings
 - Water systems (including standing surface water, brooks or streams, the direction of drainage, wetlands, and the 100-year flood elevation).
 - Significant vegetation (including mature trees, unique specimens of vegetation, and vegetation that indicates wetness).
- 6. Zoning district boundaries
- 7. Recorded easements on the site and within the 500- foot locus
- 8. Public facilities, such as conservation or recreation land, footpaths, bicycle paths, or streets
- 9. Significant noise/visual impact (including views from the site and sources of noise affecting the site), and
- 10. Historically or architecturally significant structures and sites on or adjacent to the site.

c. A plan explaining property rights and dimensional standards showing:

- 1. The location of existing easements or other property rights affecting the development
- 2. The approximate locations of any sections of the land to which the Town may be granted property rights, other easements or transfer of ownership for street, utility, conservation or other purposes
- 3. The anticipated division of the property into parcels in private ownership, if any, if it affects zoning provisions
- 4. The boundaries of any common open space or usable open space, and
- 5. The yard setback, in feet, for buildings and parking lots from lot lines and, where applicable, a zoning district boundary, a brook or a pond.

The Plan shall specifically show appropriate setbacks to adjacent Residential Districts, Business Districts, Industrial Districts, PD Districts and Open Space Districts, considering the development potential of any vacant land in such districts using the setback requirements set forth in Article V, Section 5.2.0.

d. A plan explaining utilities analysis showing:

- 1. The location and size of the Town's existing water mains, fire hydrants, sanitary sewers, and storm drains and
- 2. The proposed locations and the approximate size of utilities to be constructed on the site and their proposed connections to the Town's utilities, and any special features, such as culverts or pumping stations, that might affect the ability of the Town to service the development.

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3. Development Narrative Requirements: In addition to the Development Plan, the Proponent shall submit all of the following in writing, at a level of detail sufficient to enable a peer review:

- a. A narrative that describes:
 - 1. Social, economic, or community needs which are served by the proposed development proposal
 - 2. Traffic flow and safety, including parking and loading
 - 3. Adequacy of utilities and other public services
 - 4. Neighborhood character and social structures
 - 5. Impacts on the natural environment, and
 - 6. Potential fiscal impact, including impact on town services, tax base, and employment.
- b. Uses permitted by special permit: The requested uses will be listed with a description of the type and character of uses requested. The plan use table will consist of primary and secondary uses and include the expected ratios of the project for each use. Refer to Article IV Sections 4.2.0, 4.3.0 and 4.4.0 for allowed uses. An example use table is provided as an appendix to the *Planned Development District Rules and Regulations*.
- c. A table showing:
 - 1. Total land area
 - 2. Developable site area
 - 3. Common or usable open space, if any
 - 4. Site coverage of buildings
 - 5. Impervious surface area
 - 6. Impervious surface ratio
 - 7. Gross floor area of all nonresidential buildings
 - 8. Floor area ratio if applicable
 - 9. Density of dwelling units, or their equivalent, if applicable, and
 - 10. Number of off-street parking spaces and, if applicable, loading bays.
- d. A traffic analysis conducted by a traffic engineer who will certify that he/she qualifies for the position of member of the Institute of Transportation Engineers (ITE). The analysis will include:
 - 1. Traffic counts on arterial streets that provide access to the development site showing data on Average Daily Traffic (ADT) and a.m. and p.m. peak periods (conducted for two hours divided into fifteen-minute segments)
 - 2. Intersection turning movement counts at intersections likely to be affected by the proposed development (conducted for two hours divided into fifteen-minute segments)
 - 3. An inventory of roadway characteristics showing the width of the principal approach streets and the presence or absence of sidewalks and their conditions
 - 4. Estimated trip generation showing the projected inbound and outbound vehicular trips for the a.m. and p.m. peak periods and a typical one hour off-peak trip generation
 - 5. The estimated distribution of new trips by approach streets
 - 6. The effect of additional traffic generated by the development on traffic "levels of service" on each approach street, and
 - 7. Estimated off-street parking and loading requirements and time of peak accumulation.

4. Development Agreement Requirements: The Development Agreement is a contract between the Proponent and the Town of Burlington. It is also a covenant that will run with the land. The Proponent, its assignees, tenants, and other successors-in-interest will also be bound by the Development Agreement. Once executed, it will be recorded at the Registry of Deeds to give prospective buyers notice of the covenant. The Development Agreement shall be executed with the Board of Selectmen 21 days prior to the Town Meeting at which it will be considered. The purpose and process for the Development Agreement are defined in the *PDD Rules and Regulations*.

5. Administrative Requirements

- a. All documents must be submitted to the Planning Department no later than five (5) business days prior to meetings at which the warrant article will be considered.

1. Copies of documents will be submitted for:

- a. Planning Board members
- b. Planning Department staff
- c. Land Use Committee

2. Proponents will submit documents electronically for access by the general public.

3. Please consult the PDD Rules and Regulations for specific information concerning the number of hard copy documents required.

6. In addition to the submission requirements outlined in this section, the Planning Board may impose additional submission requirements.

12.1.5 PDD Special Permit Requirements

Development pursuant to a PDD rezoning is subject to the approval of a PDD Special Permit as outlined in this section. An application for a PDD Special Permit will be made to the Town Clerk by submitting 12 copies of all submission materials. The materials will include a Final Site Development and Use Plan, as described in this section, together with the required submission fee. The PDD Special Permit application to Town departments will be distributed as outlined in Article IX Section 9.2.2.1. All documents related to the Special Permit application will be submitted to the Planning Board and staff no later than five (5) business days prior to meetings at which the Special Permit will be considered.

1. Submission Fee Requirements: The Planning Board shall specify a submission fee for a PDD Special Permit in its Rules and Regulations. The required submission fee shall be submitted with the Final Development and Use Plan.

2. Final Site Development and Use Plan Requirements: The Final Site Development and Use Plan shall include all of the material and information contained in the approved PDD Rezoning Amendment with all modifications, including but not limited to:

- a. Information typically required on a site plan in accordance with Planning Board Site Plan Rules and Regulations
- b. A utilities plan showing the location, size, materials and connections to the Town's utilities
- c. A property rights plan based on an instrument survey identifying parcels, if any, to be conveyed to the Town by deed or easement

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- d. A site grading plan showing changes in contours and identifying landscaping materials, species of plants and sizes and specific plans for any open space
- e. A traffic analysis including proposed mitigating measures, if any, to maintain an acceptable traffic level of service
- f. Preliminary drafts of any deed, easement, offer or agreement to carry out any special condition, and
- g. Such information as the Planning Board may specify in its Rules and Regulations or in response to questions which may arise in the course of public hearings.

12.1.6 Public Hearing

The Public Hearing shall be held in accordance with the provisions of Article IX Section 9.6.0. Additionally, notice of the public hearing shall be mailed, by the Proponent, post prepaid, to all current Town Meeting Members, based on the active list of Town Meeting Members as maintained by the Town Clerk at the time of submission of the Petition.

12.1.7 Criteria for Approval

The Planning Board may approve the PD Special Permit if the Board finds that all the following conditions are met:

1. The Final Site Development and Use Plan is substantially in conformance with the PDD Rezoning Amendment approved by Town Meeting. The Planning Board may permit insubstantial changes in view of the more detailed survey and engineering design provided that they do not conflict with the intent of the PDD Rezoning Amendment. The Planning Board may not approve any of the following changes as "insubstantial."
 - a. Any change by five (5) percent or more in the composition or number of uses specified in the PDD Rezoning Amendment that results in an increase in traffic generation above the vehicle trips for the morning and evening peak hours as identified in the record documents after reference to the Institute of Traffic Engineers Trip Generation Manual, current edition;
 - b. A proposal that is inconsistent with the PDD Rezoning Amendment as approved by Town Meeting.
 - c. Changes to the architectural character of the buildings shown in the PDD Rezoning Amendment;
 - d. Change from a "yes" to a "no" of an item so specified in the Sustainable Design Matrix attached to the PDD Special Permit (if LEEDS performance required).
2. The PDD Rezoning Amendment approved by Town Meeting and the Site Development and Use Plan are incorporated into the PD Special Permit by reference.
3. Methods satisfactory to the Planning Board of ensuring the performance of the Development Agreement included in the PDD Rezoning Amendment have been submitted by the developer.
4. Any land designated as common open space on the PDD Rezoning Amendment shall, at the Town's discretion, be either conveyed to the Town or protected by an easement granted to the Town.
5. The Planning Board reserves the right to require that up to 30% of all new housing units be made affordable to persons of low and

SEPTEMBER 2011 TOWN MEETING MINUTES

moderate income, according to the standards of the State and/or Town of Burlington, as determined by the Planning Board.

6. The project meets the evaluation criteria specified in this article and the Planning Board's Rules and Regulations and the Planned Development District Rules and Regulations.

The Planning Board in granting a PDD Special Permit may impose such additional conditions as the Planning Board finds will serve the public interest and are consistent with the intent of the PDD Rezoning Amendment approved by Town Meeting. The Planning Board may deny an application for PDD Special Permit and base its denial on the finding that the development proposed in the Final Site Development and Use Plan did not meet one or more of the above listed six (6) criteria for approval.

In the event the Planning Board determines that the Final Site Development and Use Plan is not in substantial conformance with the PDD Rezoning Amendment approved by Town Meeting, the application for a PDD Special Permit shall be denied. The Proponent shall be required to submit a new PDD Rezoning Warrant Article and zoning amendment to Town Meeting in order to proceed.

No changes to the obligations contained in the special conditions or to the specifications contained in the Zoning Table, or changes in uses as reflected on the Development Proposal, shall be permitted except by a vote of Town Meeting.

12.1.8 Changes in a Final Site Development and Use Plan

Changes in uses or substantial changes in the site development from that shown on the Final Site Development and Use Plan, referenced in the PD Special Permit, are not permitted without the approval of Town Meeting. A new PDD Rezoning Warrant Article must be submitted in accordance with the procedures outlined in Section 12.1.3 followed by the issuance, by the Planning Board, of a new PDD Special Permit.

12.1.9 Use Allowed by Special Permit in the Planned Development District

Application for a special permit for a particular use within a PD District shall be made concurrent with a PDD Special Permit or subsequent to its approval. The approval criteria for the special permit for a particular use shall be those set out in Article IX Section 9.2.0.

12.1.10 Lapse

The development and uses approved in a rezoning to PDD must be commenced by obtaining a PD Special Permit as required in Section 12.1.6 within two (2) years. Until such time as the required PD Special Permit is granted and recorded by the property owner, or if a PD Special Permit is not obtained within two (2) years, the development of the property shall be governed by the provisions presently in effect in the zoning district for which the land was zoned immediately prior to its inclusion in the PDD. The foregoing two (2) year time period shall not be applicable to any Planned Development District which involves land owned by the Town on January 1, 2003 as part of the original PDD rezoning proposal. For any such Planned Development District involving such Town owned land as part of the original PD rezoning proposal, the zoning established by the Planned Development District shall be effective upon the date of approval by Town Meeting. If the PDD lapses, then any covenants that

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were tied to the PDD will also lapse; or to act in any other manner in relation thereto.

MOTION WAS MADE TO POSTPONED INDEFINITELY

ACTION: POSTPONED INDEFINITELY at 9:14 PM

RETURNED TO ARTICLE 2 TO RESUME HANDLING THE REMAINING ARTICLES.

RESUMED WITH ARTICLE 2 AT 9:20 PM

Moderator Phil Gallagher made a recommendation to the Meeting that the upcoming election would involve the 7th Precinct and an email should go out and inform members of their status.

Point of personal privilege was asked for by Pat Angelo to congratulate Bob Hogan for the fine remembrance on 911. The members agreed and he was given a round of applause.

ARTICLE 2 RE: 2012 Annual Town Election Date

To see if Town Meeting will vote to set the date of the 2012 Annual Town Election as Saturday, April 14, 2012; or to act in any manner in relation thereto.

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 3 RE: Discontinuance for 2nd & 3rd Avenue

To see if the Town will vote pursuant to General Laws Chapter 82, Section 21 to discontinue as a public way the portion of Second Avenue and Third Avenue shown as located between "Future Line of Discontinuance" and "Existing Town Layout" on a plan entitled "Permanent and Temporary Easement Plan of Middlesex Turnpike Second Avenue and Third Avenue in the Town of Burlington, Middlesex County," prepared by Vanasse Hagen Brustlin, Inc., dated August 25, 2010, revised through January 25, 2011, and recorded with the Middlesex South District Registry of Deeds as Plan No. 57 of 2011 (Sheet 6 of 7), which portion to be discontinued lies outside the layouts of Second Avenue and Third Avenue as altered by the vote taken under Article 6 of the September 27, 2010 Special Town Meeting, and to authorize the Board of Selectmen to release all right, title and interest held by the Town in said discontinued portion on such terms and conditions, and for such consideration, which may be nominal consideration, as the Board of Selectmen deems appropriate; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning voted 7-0-0 in favor
Land Use voted 6-0-0 in favor
Selectmen voted 5-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 4 RE: Acceptance of Public Ways

To see if the Town will vote to accept the layouts(s) as a public Town way(s) of Benson Way, Dublin Circle, Erin Lane, Thornton Drive, and Kingsdale Street, as laid out by the Board of Selectmen, copies of which order and plan were filed with the Town Clerk not later than seven days prior to this vote, and to authorize the Board of Selectmen to acquire easements for all purposes for which public ways are used in the Town of Burlington, within such layout(s), by gift, purchase or eminent domain, or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning voted 7-0-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 5 RE: Acceptance of Real Estate Exemption Provisions/Chapter 73, Acts of 1986

To see if the Town will vote, pursuant to Chapter 73 of the Acts of 1986, as amended, to grant an additional exemption to taxpayers who otherwise qualify for an exemption under G.L. Chapter 59, Section 5, Clauses 17D, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41C, 42 or 43, of 100% of said exemptions, provided however, that in no instance shall the taxable valuation of such property, after all applicable exemptions, be reduced below ten percent of its full and fair cash valuation or result in any taxpayer paying less than taxes paid in the preceding fiscal year, except through the application of G.L. Chapter 58, Section 8A, or G.L. Chapter 59, Section 5, Clause 18; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 9-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 6 RE: Adjustment of Real Estate Exemption Factors

To see if the Town will vote, pursuant to G.L. Chapter 59, Section 5, Clause 41C, as amended by Chapter 184, Section 51 of the Acts of 2002, to decrease from 70 to 65 the age at which seniors become eligible to be granted a tax exemption under said Clause 41C and to increase the amount of income allowed for said exemption from \$13,000 to \$20,000 annually for single and from \$15,000 to \$30,000 annually for married couple and to increase gross assets from \$28,000 to \$40,000 for a single applicant and from \$30,000 in gross assets to \$55,000 for a married couple; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 9-0-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

TOWN OF BURLINGTON, MA

SEPTEMBER 2011 TOWN MEETING MINUTES

ARTICLE 7 RE: Sewer I/I Fund

To see if the Town will vote to transfer from the Sewer Inflow/Infiltration fund the sum of \$16,335 for the purpose of paying the FY 2012 debt service on the Town's May 2011 0% MWRA loan, or to act in any manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 8-0-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 8 RE: Will of Marshall Simonds

To see if the Town will vote to accept from the trustees under the will of Marshall Simonds the sum of \$80,000, for the improvement of Simonds Park, same to be expended under the direction of the Recreation Commissioners; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 9-0-0 in favor.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 9 RE: Purchase of Conservation Land on Sawmill Road

To see if the Town will vote to:

a) raise, appropriate, transfer from available funds, accept gifts and grants or borrow the sum of up to \$195,100.00 (One hundred ninety-five thousand and one hundred dollars) for the purpose of acquiring, for conservation and passive recreation purposes, the fee ownership interest in properties, or in a portion of properties, located on Sawmill Road, Burlington, Middlesex County, shown as Assessor's Parcels 98, 99 & 100 on Map 13, and consisting of approximately 3.2 acres, said property now or formerly owned by the Sawmill Farm Realty Trust, William Galvin, trustee.
b) authorize the Conservation Commission to acquire the fee ownership interest in said property, or in a portion of said property, for conservation and passive recreation purposes subject to the protections of Article 97 of the Amendments of the Massachusetts Constitution, upon such terms and conditions as the Conservation Commission, with the approval of the Board of Selectmen, shall determine to be appropriate, and that said interests in said property be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, section 8C, as it may hereafter be amended, and other Massachusetts statutes relating to conservation, to be managed and controlled by the Conservation Commission; and
c) authorize the Conservation Commission to submit on behalf of the Town a grant application under the "Local Acquisitions for Natural Diversity (LAND) grant program, M.G.L. c. 132A sec. 11" from the Executive Office of Energy and Environmental Affairs and under any state and/or federal programs including those in aid of conservation land acquisition and to receive and accept such grants or reimbursement for this purpose, and/or any others in any way connected with the scope of this Article, and that the Board of Selectmen and/or the Conservation Commission be authorized to enter into all agreements and execute any and all instruments, as may be necessary on behalf of the Town to effect said purchase or obtain such grant; and

instruments, as may be necessary on behalf of the Town to effect said purchase or obtain such grant; and

d) authorize the Conservation Commission, the Board of Selectmen, and Town officers to take all related actions necessary or appropriate to carry out this acquisition, or act or transact anything in relation thereto; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from the stabilization fund the sum of \$195,100.00 (One hundred ninety-five thousand and one hundred dollars) for the purpose of acquiring, for conservation and passive recreation purposes, the fee ownership interest in properties, or in a portion of properties, located on Sawmill Road, Burlington, Middlesex County, shown as Assessor's Parcels 98, 99 & 100 on Map 13, and consisting of approximately 3.2 acres, said property now or formerly owned by the Sawmill Farm Realty Trust, William Galvin, trustee.

b) authorize the Conservation Commission to acquire the fee ownership interest in said property, or in a portion of said property, for conservation and passive recreation purposes subject to the protections of Article 97 of the Amendments of the Massachusetts Constitution, upon such terms and conditions as the Conservation Commission, with the approval of the Board of Selectmen, shall determine to be appropriate, and that said interests in said property be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, section 8C, as it may hereafter be amended, and other Massachusetts statutes relating to conservation, to be managed and controlled by the Conservation Commission; and

c) authorize the Conservation Commission to submit on behalf of the Town a grant application under the "Local Acquisitions for Natural Diversity (LAND) grant program, M.G.L. c. 132A sec. 11" from the Executive Office of Energy and Environmental Affairs and under any state and/or federal programs including those in aid of conservation land acquisition and to receive and accept such grants or reimbursement for this purpose, and/or any others in any way connected with the scope of this Article, and that the Board of Selectmen and/or the Conservation Commission be authorized to enter into all agreements and execute any and all instruments, as may be necessary on behalf of the Town to effect said purchase or obtain such grant; and

d) authorize the Conservation Commission, the Board of Selectmen, and Town officers to take all related actions necessary or appropriate to carry out this acquisition, or act or transact anything in relation thereto; or to act in any other manner in relation thereto.

Recommendations: Ways & Means voted 9-0-0 in favor.

Land Use voted 7-0-0 in favor

Conservation voted 7-0-0 in favor

Capital Budget voted 6-0 in favor

Selectmen voted 5-0 in favor

ACTION: STANDING 2/3RD VOTE, 73 -2 IN FAVOR
Time 10:14 PM

Town of Burlington

TOWN OF BURLINGTON, MA

SEPTEMBER 2011 TOWN MEETING MINUTES

ARTICLE 10 RE: DPW Operations Facility

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$77,000 or any other sum for the purpose of funding the due diligence activities related to the purchase of property for the facility including but not limited to title research, appraisals, engineering and structural analysis, to determine the suitability of the property and plan the construction of the improvements; or to act in any other manner in relation thereto.

ACTION: POSTPONED INDEFINITELY

ARTICLE 11 RE: Cross Connection Revolving Fund Amendment

To see if the Town will vote to amend article 2 of the May 2011 Town Meeting, Cross Connection Revolving Fund, to allow expenses related to Cross Connection surveys and Cross Connection testing salary expenses; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 9-0-0 in favor.

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 12 RE: Phase 5 Inflow/Infiltration Construction

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$200,000 or any other sum for the purpose of supplementing MWRA Grant/Loan Funds for the completion of the Phase 5 Inflow/Infiltration; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer the sum of \$200,000 from the Sewer Inflow/Infiltration fund for the purpose of supplementing MWRA Grant/Loan Funds for the completion of the Phase 5 Inflow/Infiltration; or to act in any other manner in relation thereto.

Recommendations: Ways & Means voted 9-0-0 in favor.
Capital Budget voted 6-0-0
Selectmen voted in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 13 RE: Center Street Water Tank Repairs

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$50,000 or any other sum for the purpose of repairing the Center Street Water Tank; or to act in any other manner in relation thereto.

ACTION: POSTPONED INDEFINITELY

ARTICLE 14 RE: Disposition of Carpenter House

To see if the Town will vote to authorize the Board of Selectmen to sell or otherwise dispose of a single family residential parcel located at 1 Dearborn Rd (Map 29, Parcel 108) containing 23,600+/- sq ft and to do; or act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 3-2-6 against
Land Use vote 5-1-0 in favor
Selectmen 5-0 voted in favor

**ACTION: MAJORITY APPROVED MAIN MOTION,
STANDING VOTE TAKEN 43 – 26 IN FAVOR**

ARTICLE 15 RE: Burlington Ice Palace Revolving Fund

To see if the Town will vote to authorize a revolving fund for the maintenance and improvement of the Burlington Ice Palace under Massachusetts General Laws Chapter 44, Section 53E1/2 for the fiscal year beginning July 1, 2011; or to act in any other manner in relation thereto:

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Ice Palace Improvement & Maintenance	Board Of Selectmen	Rent from Lease	Improvements & Maintenance	\$32,000	Available For Expenditure Next year

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 8-0-0 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 16 RE: Municipal Relief Fund

To see if the Town will vote to appropriate the sum of \$47,890.35 from the Municipal Relief Fund payment pursuant to a Consent Judgment entered into between the Commonwealth of Massachusetts and Wheelabrator Saugus, Inc. and to use said funds for repairs and enhancements to the Town owned median within the Mall Road corridor and to do; or act in any other manner in relation thereto

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means voted 6-3-0 in favor.
Capital Budget voted 5-0 favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

2011 Annual Report

TOWN OF BURLINGTON, MA

SEPTEMBER 2011 TOWN MEETING MINUT

**ARTICLE 17 RE: Amend General By-Law 1.24.6
(handicapped fines)**

To see if the Town will vote to authorize the Board of Selectmen to change the wording in the Handicapped Parking ByLaw 1.24.6.

From:

Bylaw as written:

1.24.6 Penalty for violation of this ByLaw shall be \$100.00.

To:

1.24.6 Penalty for violation of this ByLaw shall be \$200.00.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways and Means voted 7-1-1 in favor
Selectmen voted in favor

ACTION: MAJORITY APPROVED MAIN MOTION

App. A.G. 1/25/2012 . Posted 2/1/2012 – 2/14/2012

At 11:12 P.M., a motion to adjourn was moved, seconded and so voted.

Attested:



Amy E. Warfield
Town Clerk

TOWN ACCOUNTANT

The Town of Burlington Accounting Office is responsible for all financial record keeping pertaining to the receipts and expenditures of the Town of Burlington. The Accounting office uses Massachusetts General Laws, the Town of Burlington by-laws, the Massachusetts Department of Revenue Uniform Municipal Accounting System, and the Governmental Accounting Standards Board regulations to ensure that all of its accounting entries to the financial records of the Town are made in accordance with generally accepted accounting principles.

As required, the Town Accountant shall examine the books and accounts of all officers and committees entrusted with the receipt, custody or expenditure of funds, and all original bills and vouchers on which funds have been or may be paid from the Town Treasury.

The following pages are a copy of the Town's audited financial statements for the fiscal year ended June 30, 2011 as prepared by our independent auditors.

Respectfully submitted,

Paul F. Sagarino Jr.
Town Accountant

TOWN OF BURLINGTON, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

FISCAL YEAR ENDED JUNE 30, 2011

Town of Burlington

TOWN OF BURLINGTON, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2011

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Powers & Sullivan, LLC

Certified Public Accountants



Independent Auditors' Report

To the Honorable Board of Selectmen
Town of Burlington, Massachusetts

100 Quannapowitt Parkway
Suite 101
Wakefield, MA 01880
T. 781-914-1700
F. 781-914-1701
www.powersandsullivan.com

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

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of June 30, 2011, and the respective changes in financial position and cash flows, where applicable, thereof for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 1, 2012, on our consideration of the Town of Burlington, Massachusetts' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's discussion and analysis, located on the following pages, and schedule of revenues, expenditures and changes in fund balance – general fund – budgetary basis, retirement system schedule of funding progress, retirement system schedule of employer contributions, other postemployment benefits schedule of funding progress, and other postemployment benefits actuarial methods and assumptions, located after the notes to the basic financial statements, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink that reads "Powers & Sullivan - LLC".

February 1, 2012

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Burlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2011. We encourage readers to consider the information presented in this report in conjunction with the Town's financial statements. All amounts unless, otherwise noted, are presented in whole dollars.

The Governmental Accounting Standards Board (GASB) is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

Financial Highlights

- The assets of the Town of Burlington's exceeded it's liabilities at the close of the most recent fiscal year by \$98.7 million (net assets).
- Of this amount, 13.9% or \$13.7 million (unrestricted net assets) may be used to meet the government's on-going obligations to citizens and creditors.
- At the close of the current fiscal year, the Town's general fund reported an ending fund balance of \$20.4 million. Total fund balance represents 17.9% of total general fund expenditures.
- The Town's total debt (short-term and long-term combined) was \$47.5 million at year end, a net increase of \$12.1 million during the current fiscal year.
- The Town's postemployment (OPEB) liability increased by \$3.9 million.
- The Town received \$6.9 million in Massachusetts School Building Authority (MSBA) reimbursements for the Memorial School.
- The Ice Palace is no longer reported as an enterprise fund. The remaining assets are now reported in governmental net assets.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town of Burlington's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

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

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

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

Both of the government-wide financial statements distinguish functions that are primarily supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, education, public works, water and sewer, human services, culture and recreation, and interest.

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

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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

The Town of Burlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison statement is presented as Required Supplementary Information after the notes to the financial statements.

Proprietary funds. The Town of Burlington maintains two types of proprietary funds.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for health insurance activities and worker's compensation benefits. Because these services primarily benefit governmental rather than business-type activities, they have been included within governmental activities in the government-wide financial statements.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses an enterprise fund to account for its ice skating rink operations.

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

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

Financial Highlights. The following pages provide financial highlights of the government-wide financial statements for Fiscal Year 2011 in comparison to Fiscal Year 2010.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The Town of Burlington's assets exceeded liabilities by \$98.7 million at the close of Fiscal 2011.

Net assets of \$82.5 million (83.5%) reflects its investment in capital assets (e.g., land, buildings, infrastructure, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net assets totaling \$2.5 million (2.5%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets, \$13.7 million (14%), may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year the Town of Burlington is able to report positive balances in all three categories of net assets, both for the Town as a whole, as well as for its separate governmental and business-type activities. The same situation held true in the prior year.

The financial analysis of the Town's governmental and business-type activities is presented on the following pages.

Governmental Activities

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by \$99.4 million at the close of FY2011.

	Governmental Activities	
	2011	2010
Assets:		
Current assets	\$ 49,630,672	\$ 41,372,770
Noncurrent assets (excluding capital)	1,490,000	1,712,000
Capital assets	<u>124,085,997</u>	<u>102,304,834</u>
Total assets	<u>175,206,669</u>	<u>145,389,604</u>
Liabilities:		
Current liabilities (excluding debt)	16,622,080	14,362,032
Noncurrent liabilities (excluding debt)	13,080,105	9,051,826
Current debt	3,165,380	3,290,482
Noncurrent debt	<u>43,603,851</u>	<u>31,967,556</u>
Total liabilities	<u>76,471,416</u>	<u>58,671,896</u>
Net Assets:		
Capital assets net of related debt	82,470,226	73,581,193
Restricted	2,515,660	1,963,823
Unrestricted	<u>13,749,367</u>	<u>11,172,692</u>
Total net assets	<u>\$ 98,735,253</u>	<u>\$ 86,717,708</u>

The governmental activities net assets increased by \$12 million during the current fiscal year. The increase in net assets is primarily due to the receipt of capital grants (\$8.1 million), a \$605,000 gain on the sale of town owned land, a residual equity transfer from the Ice Palace of \$1.2 million, better than anticipated revenue collections (\$3.5 million), an increase in encumbrances (\$1.0 million) and the turn back of unexpended appropriation balances (\$1.4 million).

These positives were offset by an increase in the liability relating to GASB Statement #45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. This requires the recognition of other postemployment benefits (OPEB) cost over a period that approximates employees' years of service and providing information about actuarial accrued liabilities associated with OPEB and whether and to what extent progress is being made in funding the plan. In fiscal 2011 the Town, based on its actuarial valuation, increased its liability by \$3.9 million over the prior fiscal year.

Town of Burlington

	Governmental Activities	
	2011	2010
Program revenues:		
Charges for services	\$ 17,664,888	\$ 12,777,040
Operating grants and contributions	17,694,926	18,700,912
Capital grants and contributions	8,551,819	3,318,410
General Revenues:		
Real estate and personal property taxes	81,198,186	78,024,335
Motor vehicle excise taxes	3,166,382	2,886,060
Nonrestricted grants	2,331,313	2,424,372
Unrestricted investment income	.. 239,593	252,090
Gain/(loss) on the sale of capital assets	605,316	-
Residual equity transfer	1,197,942	-
Other revenues	4,280,798	3,115,005
Total revenues	<u>136,931,163</u>	<u>121,498,224</u>
Expenses:		
General government	8,385,657	7,813,766
Public safety	19,983,723	19,775,102
Education	70,186,700	66,909,094
Public works	9,708,911	10,134,929
Water and sewer	8,405,199	8,327,213
Human services	2,075,523	1,851,921
Culture and recreation	4,889,380	4,793,427
Interest	1,285,155	959,569
Total expenses	<u>124,920,248</u>	<u>120,565,021</u>
Transfers, net	<u>6,630</u>	<u>-</u>
Change in net assets	<u>\$ 12,017,545</u>	<u>\$ 933,203</u>

Governmental expenses totaled \$124.9 million of which \$43.9 million was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled \$93.0 million, primarily coming from property taxes, excise taxes, and grants not restricted to specific programs.

Charges for services represent about 40% of governmental program revenues. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered that are set by Town Meeting, the Board of Selectmen, Town boards and commissions and the Town Administrator are included in this category.

Operating and capital grants and contributions account for 60% of the governmental program revenues. Most of these resources apply to education operations. These resources offset costs of the school department over and above the general fund operating budget.

Property taxes are the most significant revenue source for the Town's governmental activities. They comprise 59% of all revenues.

Other taxes comprise 2% of the governmental activity's revenues.

Education is the largest governmental activity of the Town. A total of \$70.2 million was expended for education, of which \$26.6 million was funded by program revenues. The remaining \$43.6 million was funded by taxes and other revenue.

Public safety and public works are the second and third largest activities of the Town as \$19.9 million and \$9.7 million were needed, from program and other revenue sources, to cover their FY11 operating expenses, respectively.

Business-type Activities

During the fiscal year, the operations of the Ice Palace Enterprise reverted to a private company and the net assets were transferred to the Governmental Net Assets. Accordingly, there were zero net assets at year end.

	Business-type Activities	
	2011	2010
Assets:		
Current assets	\$ -	\$ 21,740
Capital assets	- -	1,240,106
Total assets	-	1,261,846
Liabilities:		
Current liabilities (excluding debt)	- -	1,958
Current debt	- -	131,421
Total liabilities	-	133,379
Net Assets:		
Capital assets net of related debt	- -	1,108,685
Unrestricted	- -	19,782
Total net assets	\$ -	\$ 1,128,467

Town of Burlington

The decrease of \$1,128,467 in net assets reported in connection with the Ice Palace Skating Rink business-type activities is attributable to the Town's agreement to transfer the Ice Palace to an independent manager.

	Business-type Activities	
	2011	2010
Program revenues:		
Charges for services	\$ 135,693	\$ 190,158
Expenses:		
Cost of services and administration	59,588	64,543
Residual equity transfer	1,197,942	-
Total expenses	1,257,530	64,543
Transfers, net	(6,630)	-
Change in net assets	\$ (1,128,467)	\$ 125,615

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

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

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$27.6 million, of which \$20.4 million is related to the general fund, \$1.8 million relating to the memorial school, \$861 thousand relating to the public works capital projects, and \$4.4 million is related to nonmajor governmental funds.

Fiscal year 2011 was the Town's initial year of implementation of GASB #54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The implementation of this standard has changed the fund balance components into nonspendable, restricted, committed, assigned and unassigned. Additionally, under the new standard, the Town's stabilization fund (\$3.8 million) is reported within the general funds as unassigned.

The general fund is the chief operating fund of the Town of Burlington. At the end of the current fiscal year, unassigned fund balance of the general fund was \$16.2 million while total fund balance was \$20.4 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and the total fund balance to total fund expenditures. Unassigned fund balance represents 14.5% of the total general fund expenditures, while total fund balance represents 17.9% of that same amount.

The general fund balance increased by \$5.1 million during the current fiscal year. This was due to better than anticipated revenue collections, an increase in encumbrances, and the turn back of unexpended appropriation balances.

The public works capital projects fund is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, sidewalks, drainage, and other infrastructure. At the end of the current fiscal year the fund has a fund balance of \$861 thousand.

General Fund Budgetary Highlights

The \$1.3 million increase from the original budget of \$105.4 million to the final budget of \$106.7 million primarily consists of an \$840 thousand transfer to the stabilization fund.

Capital Asset and Debt Administration

Major capital additions during the period included the Memorial and Middle School projects, the High School field, water and sewer projects, the school technology network, and various infrastructure improvements.

In conjunction with the annual operating budget the Town of Burlington annually prepares a capital budget for the upcoming fiscal year and a five year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town has an "AA+" bond rating from Moody's Investors Service. The Town continues to maintain strong market access for both note and bond sales. At the end of the fiscal year the Town had total bonded debt outstanding of \$46.8 million of which \$21.5 million is related to school projects, \$8.9 million is related to the water treatment facility, \$1.4 million relates to the Town Hall remodeling, \$3.1 million relates to road construction, and the balance of \$11.9 million relates to other capital projects. The entire amount is classified as general obligation debt and is backed by the full faith and credit of the Town.

The Commonwealth of Massachusetts is obligated to provide school construction assistance for previously approved school projects. The assistance is paid annually to support the debt service payments over time. At June 30, 2011 the Town is scheduled to receive approximately \$2.7 million of future reimbursements for approved construction costs.

Under a new reimbursement program, the MSBA offers a construction grant which pays the Town the State's share of approved school construction costs and therefore eliminates the need for the Town to fund the State's share through long-term debt. The Memorial School project is being funded by this grant program. During the fiscal year the Town received \$6,085,000 and recorded a receivable for \$873,000 for amounts that were received subsequent to year end.

Please refer to notes 4, 7, and 8 to the financial statements for further discussion of the major capital and debt activity.

Requests for Information

This financial report is designed to provide a general overview of the Town of Burlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town Accountant, 29 Center Street, Burlington, MA 01803.

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Basic Financial Statements

Town of Burlington

JUNE 30, 2011

<u>Primary Government</u>		
	Governmental Activities	
ASSETS		
CURRENT:		
Cash and cash equivalents ..	\$ 38,054,151	
Investments ..	2,189,749	
Receivables, net of allowance for uncollectibles:		
Real estate and personal property taxes ..	1,130,224	
Real estate tax deferrals ..	103,184	
Tax liens ..	1,108,782	
Motor vehicle excise taxes ..	288,309	
Water and sewer fees ..	2,930,990	
Departmental and other ..	252,579	
Intergovernmental ..	2,628,168	
Working capital deposit ..	850,400	
Other assets ..	2,294	
Tax foreclosures ..	91,842	
NONCURRENT:		
Receivables, net of allowance for uncollectibles:		
Intergovernmental ..	1,490,000	
Capital assets:		
Nondepreciable ..	47,845,087	
Depreciable (net of accumulated depreciation). ..	<u>76,240,910</u>	
TOTAL ASSETS	<u>175,206,669</u>	
LIABILITIES		
CURRENT:		
Warrants payable ..	5,721,596	
Accrued payroll ..	3,138,519	
Health claims payable ..	2,100,000	
Tax refunds payable ..	893,000	
Accrued interest ..	629,843	
Other liabilities ..	292,449	
Deferred revenue ..	31,676	
Capital lease obligations ..	300,000	
Compensated absences ..	1,666,000	
Workers' compensation ..	17,000	
Unamortized premiums on bonds payable ..	43,527	
Notes payable ..	773,518	
Bonds payable ..	3,165,380	
NONCURRENT:		
Capital lease obligations ..	600,000	
Compensated absences ..	2,335,000	
Postretirement benefits ..	10,745,105	
Unamortized premiums on bonds payable ..	414,952	
Bonds payable ..	<u>43,603,851</u>	
TOTAL LIABILITIES	<u>76,471,416</u>	
NET ASSETS		
Invested in capital assets, net of related debt ..	82,470,226	
Restricted for:		
Permanent funds:		
Expendable ..	523,923	
Nonexpendable ..	12,950	
Other purposes ..	1,978,787	
Unrestricted ..	<u>13,749,367</u>	
TOTAL NET ASSETS	<u>\$ 98,735,253</u>	

See notes to basic financial statements.

Town of Burlington

FISCAL YEAR ENDED JUNE 30, 2011

Functions/Programs	Program Revenues					Net (Expense) Revenue
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions		
Primary Government:						
<i>Governmental Activities:</i>						
General government	\$ 8,385,657	\$ 1,598,175	\$ -	\$ -	\$ -	(6,787,482)
Public safety	19,983,723	2,020,420	154,704	-	-	(17,808,599)
Education	70,186,700	2,500,576	17,177,750	6,957,415	-	(43,550,959)
Public works	9,708,911	533,612	149,526	1,429,108	-	(7,596,665)
Water and sewer	8,405,199	9,879,275	-	-	-	1,474,076
Human services	2,075,523	113,464	134,103	-	-	(1,827,956)
Culture and recreation	4,889,380	1,019,366	33,962	165,296	-	(3,670,756)
Interest	1,285,155	-	44,881	-	-	(1,240,274)
Total Governmental Activities	<u>124,920,248</u>	<u>17,664,888</u>	<u>17,694,926</u>	<u>8,551,819</u>		<u>(81,008,615)</u>
<i>Business-Type Activities:</i>						
Ice Palace	<u>59,588</u>	<u>135,693</u>	<u>-</u>	<u>-</u>		<u>76,105</u>
Total Primary Government	<u>\$ 124,979,836</u>	<u>\$ 17,800,581</u>	<u>\$ 17,694,926</u>	<u>\$ 8,551,819</u>		<u>\$ (80,932,510)</u>

See notes to basic financial statements.

(Continued)

Town of Burlington

FISCAL YEAR ENDED JUNE 30, 2011

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
	\$	\$	\$
Changes in net assets:			
Net (expense) revenue from previous page	\$ (81,008,615)	\$ 76,105	\$ (80,932,510)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable	81,198,186	-	81,198,186
Tax liens	210,130	-	210,130
Motor vehicle excise taxes	3,166,382	-	3,166,382
Hotel/motel tax	1,871,735	-	1,871,735
Penalties and interest on taxes	334,113	-	334,113
Payments in lieu of taxes	521,092	-	521,092
Grants and contributions not restricted to specific programs	2,331,313	-	2,331,313
Unrestricted investment income	239,593	-	239,593
Gain on sale of capital assets	605,316	-	605,316
Residual equity transfer	1,197,942	(1,197,942)	-
Miscellaneous	1,343,728	-	1,343,728
<i>Transfers, net</i>	<u>6,630</u>	<u>(6,630)</u>	<u>-</u>
Total general revenues and transfers	<u>93,026,160</u>	<u>(1,204,572)</u>	<u>91,821,588</u>
Change in net assets	12,017,545	(1,128,467)	10,889,078
<i>Net Assets:</i>			
Beginning of year	<u>86,717,708</u>	<u>1,128,467</u>	<u>87,846,175</u>
End of year	<u>\$ 98,735,253</u>	<u>\$ -</u>	<u>\$ 98,735,253</u>

(Concluded)

Town of Burlington

JUNE 30, 2011

ASSETS	General	Memorial School	Public Works Capital Projects	Nonmajor Governmental Funds	Total
					Governmental Funds
Cash and cash equivalents	\$ 23,767,020	\$ 3,116,989	\$ 3,392,308	\$ 4,829,378	\$ 35,105,695
Investments	2,189,749	-	-	-	2,189,749
Receivables, net of uncollectibles:					
Real estate and personal property taxes	1,130,224	-	-	-	1,130,224
Real estate tax deferrals	103,184	-	-	-	103,184
Tax liens	1,108,782	-	-	-	1,108,782
Motor vehicle excise taxes	288,309	-	-	-	288,309
Water fees	1,000,259	-	-	-	1,000,259
Sewer fees	1,930,731	-	-	-	1,930,731
Departmental and other	252,579	-	-	-	252,579
Intergovernmental	1,712,000	872,811	-	1,533,357	4,118,168
Other assets	2,294	-	-	-	2,294
Tax foreclosures	91,842	-	-	-	91,842
TOTAL ASSETS	\$ 33,576,973	\$ 3,989,800	\$ 3,392,308	\$ 6,362,735	\$ 47,321,816
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Warrants payable	\$ 1,245,943	\$ 2,147,700	\$ 1,781,725	\$ 372,428	\$ 5,547,796
Accrued payroll	3,138,519	-	-	-	3,138,519
Tax refunds payable	893,000	-	-	-	893,000
Accrued interest on short-term debt	102,000	-	-	-	102,000
Other liabilities	292,449	-	-	-	292,449
Deferred revenues	7,469,517	-	-	1,533,357	9,002,874
Notes payable	-	-	750,000	23,518	773,518
TOTAL LIABILITIES	13,141,428	2,147,700	2,531,725	1,929,303	19,750,156
FUND BALANCES:					
Nonspendable	-	-	-	413,880	413,880
Restricted	-	1,842,100	860,583	4,280,291	6,982,974
Committed	1,197,206	-	-	-	1,197,206
Assigned	3,002,537	-	-	-	3,002,537
Unassigned	16,235,802	-	-	(260,739)	15,975,063
TOTAL FUND BALANCES	20,435,545	1,842,100	860,583	4,433,432	27,571,660
TOTAL LIABILITIES AND FUND BALANCES	\$ 33,576,973	\$ 3,989,800	\$ 3,392,308	\$ 6,362,735	\$ 47,321,816

See notes to basic financial statements.

Town of Burlington

TOTAL FUND BALANCES TO THE STATEMENT OF NET ASSETS

JUNE 30, 2011

Total governmental fund balances	\$ 27,571,660
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds	124,085,997
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds	8,971,198
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.	
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net assets	1,525,056
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due	(527,843)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Bonds and notes payable	(46,769,231)
Unamortized premiums on bonds payable	(458,479)
Capital lease obligations	(900,000)
Workers compensation	(17,000)
Compensated absences	(4,001,000)
Other postemployment benefits	<u>(10,745,105)</u>
Net effect of reporting long-term liabilities	<u>(62,890,815)</u>
Net assets of governmental activities	<u>\$ 98,735,253</u>

See notes to basic financial statements.

Town of Burlington

FISCAL YEAR ENDED JUNE 30, 2011

	General	Memorial School	Public Works Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds	\$ 81,079,532	\$ -	\$ -	\$ -	\$ 81,079,532
Tax liens	213,009	-	-	-	213,009
Motor vehicle excise taxes	3,026,761	-	-	-	3,026,761
Hotel/motel tax	1,871,735	-	-	-	1,871,735
Ambulance	475,101	-	-	-	475,101
Water and sewer charges	9,310,898	-	-	-	9,310,898
Penalties and interest on taxes	334,113	-	-	-	334,113
Fees and rentals	441,306	-	-	-	441,306
Payments in lieu of taxes	521,092	-	-	-	521,092
Licenses and permits	1,411,288	-	-	-	1,411,288
Intergovernmental	18,595,971	6,957,415	105,971	3,441,670	29,101,027
Departmental and other	587,701	-	200,000	4,535,144	5,322,845
Contributions	-	-	-	15,709	15,709
Investment income	221,386	-	-	12,183	233,569
Miscellaneous	230,394	-	-	644,414	874,808
TOTAL REVENUES	118,320,287	6,957,415	305,971	8,649,120	134,232,793
EXPENDITURES:					
Current:					
General government	4,889,610	-	-	1,261,561	6,151,171
Public safety	13,335,287	-	-	136,878	13,472,165
Education	45,644,570	15,394,173	-	6,630,778	67,669,521
Public works	6,605,457	-	4,758,658	615,659	11,979,774
Water and sewer	3,205,804	-	-	-	3,205,804
MWRA assessment	4,468,551	-	-	-	4,468,551
Human services	1,344,795	-	-	94,746	1,439,541
Culture and recreation	2,673,359	-	-	1,863,097	4,536,456
Pension benefits	16,495,297	-	-	-	16,495,297
Employee benefits and insurance	10,277,959	-	-	-	10,277,959
State and county charges	578,764	-	-	-	578,764
Debt service:					
Principal	2,735,482	-	-	55,000	2,790,482
Interest	1,252,796	-	-	31,508	1,284,304
TOTAL EXPENDITURES	113,507,731	15,394,173	4,758,658	10,689,227	144,349,789
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	4,812,556	(8,436,758)	(4,452,687)	(2,040,107)	(10,116,996)
OTHER FINANCING SOURCES (USES):					
Proceeds from bonds and notes	-	10,720,000	3,000,000	1,081,675	14,801,675
Premium from issuance of bonds	567,177	-	-	-	567,177
Transfers in	449,655	35,000	500,000	155,000	1,139,655
Transfers out	(690,000)	-	-	(443,025)	(1,133,025)
TOTAL OTHER FINANCING SOURCES (USES)	326,832	10,755,000	3,500,000	793,650	15,375,482
NET CHANGE IN FUND BALANCES	5,139,388	2,318,242	(952,687)	(1,246,457)	5,258,486
FUND BALANCES AT BEGINNING OF YEAR (REVISED)	15,296,157	(476,142)	1,813,270	5,679,889	22,313,174
FUND BALANCES AT END OF YEAR	\$ 20,435,545	\$ 1,842,100	\$ 860,583	\$ 4,433,432	\$ 27,571,660

See notes to basic financial statements.

Town of Burlington

AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2011

Net change in fund balances - total governmental funds	\$ 5,258,486
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Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	25,856,866
Depreciation expense	(5,273,645)
Residual equity transfer	<u>1,197,942</u>

Net effect of reporting capital assets	21,781,163
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Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue

	1,494,404
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The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Proceeds from bonds and notes	(14,801,675)
Debt service principal payments	<u>2,790,482</u>

Net effect of reporting long-term debt	(12,011,193)
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Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Net change in compensated absences accrual	(226,000)
Net change in accrued interest on long-term debt	(109,549)
Net change in workers compensation	107,000
Net change in capital lease obligations	300,000
Amortization of bond premiums	(458,479)
Net change in other postemployment benefit accrual	<u>(3,907,279)</u>

Net effect of recording long-term liabilities and amortizing deferred losses	(4,294,307)
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Internal service funds are used by management to account for health insurance and workers' compensation activities.

The net activity of internal service funds is reported with Governmental Activities	<u>(211,008)</u>
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Change in net assets of governmental activities	<u>\$ 12,017,545</u>
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See notes to basic financial statements.

Town of Burlington

STATEMENT OF NET ASSETS

JUNE 30, 2011

	Governmental Activities - Internal Service Funds
ASSETS	
CURRENT:	
Cash and cash equivalents	\$ 2,948,456
Working capital deposit	<u>850,400</u>
 TOTAL ASSETS	 <u>3,798,856</u>
LIABILITIES	
CURRENT:	
Warrants payable	173,800
Health claims payable	<u>2,100,000</u>
 TOTAL LIABILITIES	 <u>2,273,800</u>
NET ASSETS	
Unrestricted	\$ <u>1,525,056</u>

See notes to basic financial statements.

Town of Burlington

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<u>OPERATING REVENUES:</u>		
Employee contributions	\$ -	\$ 3,105,647
Employer contributions	- -	7,174,244
Charges for services	<u>135,693</u>	-
TOTAL OPERATING REVENUES	<u>135,693</u>	<u>10,279,891</u>
<u>OPERATING EXPENSES:</u>		
Cost of services and administration	15,111	-
Depreciation	42,164	-
Employee benefits	<u>-</u>	<u>10,496,923</u>
TOTAL OPERATING EXPENSES	<u>57,275</u>	<u>10,496,923</u>
OPERATING INCOME (LOSS)	<u>78,418</u>	<u>(217,032)</u>
<u>NONOPERATING REVENUES (EXPENSES):</u>		
Investment income	(2,313)	6,024
Residual equity transfer	<u>(1,197,942)</u>	-
TOTAL NONOPERATING REVENUES (EXPENSES), NET	<u>(1,200,255)</u>	<u>6,024</u>
INCOME (LOSS) BEFORE OPERATING TRANSFERS	<u>(1,121,837)</u>	<u>(211,008)</u>
<u>TRANSFERS:</u>		
Transfers out	<u>(6,630)</u>	-
CHANGE IN NET ASSETS	<u>(1,128,467)</u>	<u>(211,008)</u>
NET ASSETS AT BEGINNING OF YEAR	<u>1,128,467</u>	<u>1,736,064</u>
NET ASSETS AT END OF YEAR	<u>\$ -</u>	<u>\$ 1,525,056</u>

See notes to basic financial statements.

Town of Burlington

STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2011

	Business-type Activities - Ice Palace Enterprise	Governmental Activities - Internal Service Funds
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>		
Receipts from customers and users	\$ 135,693	\$ -
Receipts from interfund services provided	-	10,279,891
Payments to vendors	(15,111)	-
Payments for interfund services used	-	(10,724,684)
NET CASH FROM OPERATING ACTIVITIES	<u>120,582</u>	<u>(444,793)</u>
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>		
Principal payments on bonds and notes	(131,421)	-
Interest expense	<u>(4,271)</u>	<u>-</u>
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(135,692)</u>	<u>-</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>		
Investment income	<u>-</u>	6,024
NET CHANGE IN CASH AND CASH EQUIVALENTS	(21,740)	(438,769)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>21,740</u>	<u>3,387,225</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ -</u>	<u>\$ 2,948,456</u>
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u>		
Operating income (loss)	\$ 78,418	\$ (217,032)
Adjustments to reconcile operating income (loss) to net cash from operating activities:		
Depreciation	<u>42,164</u>	<u>-</u>
Changes in assets and liabilities:		
Warrants payable	-	(278,337)
Health claims payable	<u>-</u>	<u>50,576</u>
Total adjustments	<u>42,164</u>	<u>(227,761)</u>
NET CASH FROM OPERATING ACTIVITIES	<u>\$ 120,582</u>	<u>\$ (444,793)</u>

See notes to basic financial statements.

Town of Burlington

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2011

	Private Purpose Trust Funds	Agency Funds
ASSETS		
CURRENT:		
Cash and cash equivalents	\$ 523,044	\$ 317,632
Investments	875,696	-
Receivables, net of allowance for uncollectibles:		
Departmental and other	-	51,060
TOTAL ASSETS	1,398,740	368,692
LIABILITIES		
Warrants payable	6,764	28,272
Liabilities due depositors	-	340,420
TOTAL LIABILITIES	6,764	368,692
NET ASSETS		
Held in trust for other purposes	<u>\$ 1,391,976</u>	<u>\$ -</u>

See notes to basic financial statements.

Town of Burlington

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FISCAL YEAR ENDED JUNE 30, 2011

	Private Purpose Trust Funds
<u>ADDITIONS:</u>	
Contributions	\$ 233,806
Net investment income (loss):	
Interest	<u>135,822</u>
TOTAL ADDITIONS	<u>369,628</u>
<u>DEDUCTIONS:</u>	
Educational scholarships	<u>290,449</u>
CHANGE IN NET ASSETS	79,179
NET ASSETS AT BEGINNING OF YEAR	<u>1,312,797</u>
NET ASSETS AT END OF YEAR	<u>\$ 1,391,976</u>

See notes to basic financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Burlington, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

A. Reporting Entity

The Town of Burlington, Massachusetts is a municipal corporation that is governed by an elected Board of Selectmen. As required by GAAP, these basic financial statements present the government and its component units, entities for which the Town is considered to be financially accountable.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no Component Units that require inclusion in these basic financial statements.

Joint Ventures

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The Town participates in the following joint venture:

Name	Purpose	Address	Fiscal 2011 Assessment
Shawsheen Valley Technical High School	To provide vocational education	100 Cook Street Billerica, MA 01821	\$ 1,283,245

The Shawsheen Valley Technical High School is governed by a nine member school committee consisting of two voting appointed representatives from the Town of Burlington. The Town is indirectly liable for debt and other expenditures of the School and is assessed annually for its share of the operating and capital costs. Separate financial statements may be obtained by writing the Business Manager of the School District at the above address.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

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

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues. For the most part, the effect of interfund activity has been removed from the government-wide financial statements. Exceptions are charges between the general fund and Ice Palace Enterprise Fund. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *memorial school fund* is a capital project fund used to account for financial resources for the construction of the Memorial School.

The *public works capital projects fund* is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, sidewalks, and other infrastructure.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital project.

The *capital projects fund* is used to account for financial and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* and *perpetual permanent fund* are used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The *Ice Palace enterprise fund*, which is used to account for the Town's skating rink activities, is reported as a major proprietary fund.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. The Town accounts for its risk financing activities related to health insurance in the internal service fund.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For enterprise fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Real Estate Tax Deferrals, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate tax liens are processed by the last day in September following the last billing cycle on delinquent properties. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the fiscal year they are processed. Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise Taxes

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water and Sewer Fees

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist primarily of police and fire details and are recorded as receivables in the fiscal year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

F. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

G. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation.

Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements	20
Buildings	40
Building improvements	20-40
Equipment	5-10
Vehicles	5-20
Infrastructure	20-50

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

H. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net assets as "internal balances."

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

I. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net assets. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net."

Fund Financial Statements

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

J. Deferred Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

K. Net Assets and Fund Equity

Government-Wide Financial Statements (Net Assets)

Net assets are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net assets have been "restricted for" the following:

"Permanent funds – nonexpendable" represents the endowment portion of donor restricted trusts that support governmental programs.

"Permanent funds – expendable" represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

“Other purposes” represents restrictions placed on assets from outside parties such as state and federal grants.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

L. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net assets. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

N. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

O. Use of Estimates

Government-Wide and Fund Financial Statements

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

P. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

Q. Revision

In accordance with GASB Statement No. 54, the stabilization fund has been reported in the general fund, and accordingly, the general fund beginning balance increased by \$3,281,706 and the restated balance totals \$15,296,157.

NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and cash equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Town of Burlington

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At fiscal year-end, the carrying amount of deposits totaled \$35,865,899 and the bank balance totaled \$38,232,297. Of the bank balance, \$1,758,623 was covered by Federal Depository Insurance, \$284,672 was covered by SIF insurance, and \$36,189,002 was exposed to custodial credit risk because it was uninsured and uncollateralized. The Town has not adopted a formal investment policy related to custodial credit risk of deposits.

Investments

As of June 30, 2011, the Town of Burlington had the following investments:

Investment Type	Maturity				
	Fair Value	Under 1 Year	1-5 Years	6-10 Years	Rating
Debt Securities					
Government Sponsored Entities	\$ 952,645	\$ 126,121	\$ 826,524	\$ -	AAA
Corporate Bonds.....	131,505	-	131,505	-	A2
Corporate Bonds.....	408,256	408,256	-	-	AA2
Corporate Bonds.....	199,468	-	199,468	-	A3
Corporate Bonds.....	200,314	-	-	200,314	AA3
Corporate Bonds.....	297,561	297,561	-	-	BAA1
Total Debt Securities.....	2,189,749	\$ 831,938	\$ 1,157,497	\$ 200,314	
Other Investments					
Equity Securities.....	37,673				
Equity Mutual Funds.....	256,075				
Fixed Income Mutual Funds	581,948				
MMDT	3,028,928				
Total Investments.....	\$ 6,094,373				

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town's total custodial credit risk exposure for investments totals \$1,274,777 which consists of investments of \$1,237,104 in corporate bonds and \$37,673 in equity securities, because the related securities are uninsured, unregistered and held by the counterparty.

The Town has not adopted a formal investment policy related to custodial credit risk for investments.

Interest Rate Risk

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates for most investment types.

The Town's investment policy regarding repurchase agreements is as follows; utilize repurchase agreements only on a limited basis and then only with major Massachusetts financial institutions when no other more favorable action is possible and then only of a duration of no more than three days.

Credit Risk

The Town's formal investment policy regarding credit risk states the Treasurer shall subscribe to information reports from a recognized bank rating company. Direct investment in an institution shall be restricted to those ranked in the upper half of rating categories utilized by said company unless the Treasurer obtains additional adequate security for the investment or otherwise determines and documents in writing that the rating provided does not properly reflect the strength of the institution. Maintenance of disbursement or other types of accounts at institutions below a mid-range rating shall be limited, to the maximum extend possible, to a balance below \$100,000. When the rating falls to a "warning stage" or when more than one-half of an institution's capital and surplus has been listed in a 12-month period, any accounts shall be closed forthwith.

Concentration of Credit Risk

The Town has adopted a policy on the amount that may be invested in any one issuer. The policy is as follows; investment in a single institution may not exceed 10% of the institution's capital and surplus position as of the most recent quarterly data available to the Treasurer, nor may any investment in a single institution (other than MMDT) exceed 5% of the Treasurer's cash balance at any time. Up to 100% of available cash may be invested in the State's Treasurer's pooled fund. As of June 30, 2011, the Town had more than 5% of its investments in the following securities:

Issuer	Percentage of Total Investments
Federal National Mortgage Association	8%
General Electric Corporate Bonds	7%

Town of Burlington

NOTE 3 - RECEIVABLES

At June 30, 2011, receivables for the individual major governmental funds and nonmajor, internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes	\$ 1,211,006	\$ (80,782)	\$ 1,130,224
Real estate tax deferrals	103,184	-	103,184
Tax liens	1,108,782	-	1,108,782
Motor vehicle excise taxes	537,443	(249,134)	288,309
Water fees	1,000,259	-	1,000,259
Sewer fees	1,930,731	-	1,930,731
Departmental and other	451,034	(198,455)	252,579
Intergovernmental	4,118,168	-	4,118,168
Other assets	2,294	-	2,294
Tax foreclosures	91,842	-	91,842
Total	\$ 10,554,743	\$ (528,371)	\$ 10,026,372

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<u>Receivables and other asset types:</u>			
Real estate and personal property taxes	\$ 981,831	\$ -	\$ 981,831
Real estate tax deferrals	103,184	-	103,184
Tax liens	1,108,782	-	1,108,782
Motor vehicle excise taxes	288,309	-	288,309
Water and sewer fees	2,930,990	-	2,930,990
Departmental and other	252,579	-	252,579
Intergovernmental	1,712,000	1,533,357	3,245,357
Tax foreclosures	91,842	-	91,842
Total	\$ 7,469,517	\$ 1,533,357	\$ 9,002,874

Town of Burlington

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2011, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land	\$ 16,143,810	\$ 505,000	\$ -	\$ 16,648,810
Construction in progress	<u>14,055,275</u>	<u>22,974,769</u>	<u>(5,833,767)</u>	<u>31,196,277</u>
Total capital assets not being depreciated	<u>30,199,085</u>	<u>23,479,769</u>	<u>(5,833,767)</u>	<u>47,845,087</u>
<u>Capital assets being depreciated:</u>				
Land improvements	3,188,643	3,003,085	(8,013)	6,183,715
Buildings	37,836,278	745,000	(475,920)	38,105,358
Building improvements	29,073,938	3,132,885	(85,000)	32,121,823
Equipment	6,073,457	2,051,521	(401,049)	7,723,929
Vehicles	6,273,717	272,309	(212,428)	6,333,598
Infrastructure	<u>90,855,160</u>	<u>1,197,635</u>	<u>-</u>	<u>92,052,795</u>
Total capital assets being depreciated	<u>173,301,193</u>	<u>10,402,435</u>	<u>(1,182,410)</u>	<u>182,521,218</u>
<u>Less accumulated depreciation for:</u>				
Land improvements	(1,613,182)	(168,161)	8,013	(1,773,330)
Buildings	(27,566,541)	(1,339,381)	475,920	(28,430,002)
Building improvements	(9,830,648)	(1,062,254)	85,000	(10,807,902)
Equipment	(3,812,294)	(1,132,881)	401,049	(4,544,126)
Vehicles	(3,409,849)	(346,965)	212,428	(3,544,386)
Infrastructure	<u>(54,962,930)</u>	<u>(2,217,632)</u>	<u>-</u>	<u>(57,180,562)</u>
Total accumulated depreciation	<u>(101,195,444)</u>	<u>(6,267,274)</u>	<u>1,182,410</u>	<u>(106,280,308)</u>
Total capital assets being depreciated, net	<u>72,105,749</u>	<u>4,135,161</u>	<u>-</u>	<u>76,240,910</u>
Total governmental activities capital assets, net	<u>\$ 102,304,834</u>	<u>\$ 27,614,930</u>	<u>\$ (5,833,767)</u>	<u>\$ 124,085,997</u>

Town of Burlington

Business-Type Activities

	Beginning Balance	Increases	Decreases	Ending Balance
Ice Palace Activities:				
<u>Capital assets not being depreciated:</u>				
Land	\$ 505,000	\$ -	\$ (505,000)	\$ -
<u>Capital assets being depreciated:</u>				
Buildings	745,000	-	(745,000)	-
Building improvements	941,571	-	(941,571)	-
Total capital assets being depreciated	1,686,571	-	(1,686,571)	-
<u>Less accumulated depreciation for:</u>				
Buildings	(633,250)	(18,625)	651,875	-
Building improvements	(318,215)	(23,539)	341,754	-
Total accumulated depreciation	(951,465)	(42,164)	993,629	-
Total capital assets being depreciated, net	735,106	(42,164)	(692,942)	-
Total capital assets, net	.. \$ 1,240,106	\$ (42,164)	\$ (1,197,942)	\$ -

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:

General government	\$ 297,634
Public safety	406,996
Education	1,657,131
Public works	2,573,451
Human services	8,770
Culture and recreation	329,663
 Total depreciation expense - governmental activities	 5,273,645
 Accumulated depreciation transfer from the Ice Palace	 993,629
 Total increases to accumulated depreciation - governmental activities	 \$ 6,267,274

Business-Type Activities:

Ice Palace	\$ 42,164
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Town of Burlington

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2011, are summarized as follows:

Transfers Out:	Transfers In:				
	General Fund	Memorial School Fund	Public Works Capital Projects	Nonmajor Governmental Funds	Total
General Fund	\$ -	\$ 35,000	\$ 500,000	\$ 155,000	\$ 690,000 (1)
Nonmajor Governmental Funds	443,025	-	-	-	443,025 (2)
Ice Palace Enterprise Fund	6,630	-	-	-	6,630 (3)
Total	\$ 449,655	\$ 35,000	\$ 500,000	\$ 155,000	\$ 1,139,655

- (1) Represents budgeted transfers to various capital project and special revenue accounts.
- (2) Represents budgeted transfers from various receipts reserved for appropriation accounts to the general fund.
- (3) Represents transfer from the ice palace to the general fund to close out the operations of the enterprise fund.

NOTE 6 – CAPITAL AND OPERATING LEASES

The Town has entered into lease agreements as lessee for a new computer network for the school department. This lease agreement qualifies as a capital lease for accounting purposes and therefore has been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

Asset:	Governmental Activities	
Equipment	\$	<u>1,500,000</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2011, were as follows:

<u>Fiscal Years Ending June 30</u>	<u>Governmental Activities</u>
2012	\$ 300,000
2013	300,000
2014	<u>300,000</u>
Present value of minimum lease payments	\$ <u>900,000</u>

Town of Burlington

NOTE 7 - SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund respectively. Details related to the short-term debt activity for the fiscal year ended June 30, 2011, are as follows:

Type	Purpose	Interest Rate (%)	Due Date	Balance at June 30, 2010	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2011
BAN	School Design	2.00	07/30/10	\$ 1,280,000	\$ -	\$ 1,280,000	\$ -
BAN	Automated Meter Reader Equipment	2.00	07/30/10	1,500,000	-	1,500,000	-
BAN	Recreational Facilities	2.00	07/30/10	1,000,000	-	1,000,000	-
BAN	School Design	1.25	07/30/10	3,000,000	-	3,000,000	-
BAN	School Construction	1.50	07/27/11	-	5,200,000	-	5,200,000
BAN	Water Treatment Plant	1.50	07/27/11	-	23,518	-	23,518
BAN	Road Construction	1.50	07/27/11	-	1,000,000	-	1,000,000
BAN	School Construction	1.50	07/27/11	-	4,000,000	-	4,000,000
BAN	Water Tank	1.50	07/27/11	-	750,000	-	750,000
BAN	Water Lines	1.50	07/27/11	-	500,000	-	500,000
BAN	Sewer Construction	1.50	07/27/11	<u>-</u>	<u>1,500,000</u>	<u>-</u>	<u>1,500,000</u>
Total				\$ <u>6,780,000</u>	\$ <u>12,973,518</u>	\$ <u>6,780,000</u>	\$ <u>12,973,518</u>
Less amounts permanently bonded subsequent to year end							
<u>(12,200,000)</u>							
Total							
\$ <u>773,518</u>							

On July 26, 2011, the Town issued \$12,200,000 of long-term debt to pay off BAN's due July 27, 2011. Accordingly, those notes have been classified as long-term debt. Also, on July 27, 2011, the Town renewed the \$750,000 of outstanding short-term debt at a rate of 1.5% payable on July 27, 2012.

NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Town of Burlington

Details related to the outstanding indebtedness at June 30, 2011, and the debt service requirements are as follows:

Bonds and Notes Payable Schedule – Governmental Funds

Project	Interest Rate (%)	Outstanding at June 30, 2010		Issued	Redeemed	Outstanding at June 30, 2011	
Water Treatment Facility	4.70	\$ 2,400,000	\$	-	\$ 300,000	\$ 2,100,000	
Town Hall Remodeling	4.70	1,600,000		-	200,000	1,400,000	
Wyman School	5.90	1,635,000		-	290,000	1,345,000	
School Remodeling	5.43	995,000		-	115,000	880,000	
Water Tank	3.19	240,000		-	60,000	180,000	
Police Station Repairs	3.19	140,000		-	35,000	105,000	
School	3.19	160,000		-	40,000	120,000	
Roads	3.19	280,000		-	70,000	210,000	
Water Mains	3.19	120,000		-	30,000	90,000	
Remodeling	3.18	220,000		-	55,000	165,000	
Police Station Refunding	2.69	105,330		-	105,330		-
Library Refunding	2.94	558,249		-	153,249	405,000	
School Remodeling	4.23	3,825,000		-	255,000	3,570,000	
Water	4-5	554,000		-	33,000	521,000	
High School Roof	4-5	1,160,000		-	70,000	1,090,000	
Museum Police Station Remodeling	4-5	128,000		-	11,000	117,000	
DPW Road Construction	4-5	580,000		-	85,000	495,000	
Recreation Facility	4-5	428,000		-	36,000	392,000	
Water Treatment - MWPAT - Pool 12	2.00	6,828,744		-	340,659	6,488,085	
Water Treatment-MWPAT	2.00	275,515		-	12,844	262,671	
MWRA Inflow/Infiltration	0.00	49,500		-	16,500	33,000	
MWRA Inflow/Infiltration	0.00	95,700		-	31,900	63,800	
High School Roof	1.5-4.1	1,600,000		-	85,000	1,515,000	
Water Meters	1.5-3.5	1,500,000		-	150,000	1,350,000	
Drainage	1.5-4.1	1,000,000		-	50,000	950,000	
Road Construction	1.5-4.1	1,000,000		-	105,000	895,000	
Remodeling - Grandview	1.5-4.1	1,000,000		-	55,000	945,000	
Memorial School	3-5	4,280,000	1,520,000		-	5,800,000	
High School Field	3-5	1,000,000	1,000,000		-	2,000,000	
Water Meters	3-5	1,000,000		-	-	1,000,000	
Memorial School Design and Construction (I)	2-5		5,200,000		-	5,200,000	
Streets (I)	2-5		1,500,000		-	1,500,000	
Water Lines (O)	2-5		1,000,000		-	1,000,000	
Sewer-Terrace Hall (I)	2-5		4,500,000		-	4,500,000	
MWRA Inflow/Infiltration	0.00		81,675		-	81,675	
Total		\$ 34,758,038	\$ 14,801,675	\$ 2,790,482	\$ 46,769,231		

Town of Burlington

Debt service requirements for principal and interest for Governmental bonds payable in future fiscal years are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	\$ 3,165,380	\$ 1,432,985	\$ 4,598,365
2013	3,767,665	1,559,066	5,326,731
2014	3,706,698	1,427,049	5,133,747
2015	3,284,281	1,289,736	4,574,017
2016	3,277,018	1,163,463	4,440,481
2017	2,993,575	1,045,847	4,039,422
2018	2,916,627	939,978	3,856,605
2019	2,424,842	831,346	3,256,188
2020	2,308,222	741,272	3,049,494
2021	1,976,772	657,980	2,634,752
2022	1,870,495	584,682	2,455,177
2023	1,784,394	523,098	2,307,492
2024	1,793,473	464,014	2,257,487
2025	1,802,735	404,157	2,206,892
2026	1,457,184	350,384	1,807,568
2027	1,426,824	303,276	1,730,100
2028	858,046	265,475	1,123,521
2029	840,000	232,397	1,072,397
2030	805,000	200,068	1,005,068
2031	660,000	171,282	831,282
2032	635,000	145,426	780,426
2033	605,000	119,451	724,451
2034	605,000	93,401	698,401
2035	605,000	67,351	672,351
2036	350,000	46,726	396,726
2037	150,000	35,751	185,751
2038	150,000	28,907	178,907
2039	150,000	21,969	171,969
2040	150,000	15,031	165,031
2041	150,000	8,094	158,094
2042	<u>100,000</u>	<u>2,313</u>	<u>102,313</u>
Total	\$ 46,769,231	\$ 15,171,975	\$ 61,941,206

Bonds and Notes Payable Schedule – Ice Palace Enterprise Fund

Project	Interest Rate (%)	Outstanding at June 30, 2010	Issued	Redeemed	Outstanding at June 30, 2011
Ice Palace Refunding	2.77	\$ 131,421	\$ -	\$ 131,421	\$ -
Total	...	\$ 131,421	\$ -	\$ 131,421	\$ -

The Massachusetts Water Resource Authority (MWRA) operates an Infiltration/Inflow Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. The loan portion is payable in five equal annual installments. At June 30, 2011, the outstanding principal amount of these loans totaled \$178,475.

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2011, approximately \$259,000 of such assistance was received. Approximately 1,811,000 will be received in future fiscal years. Of this amount, \$100,000 represents reimbursement of long-term interest costs, and \$1,712,000 represents reimbursement of approved construction costs. Accordingly, a \$1,712,000 intergovernmental receivable and corresponding deferred revenue have been reported in governmental fund financial statements. The annual change in revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The MSBA offers a construction grant program which pays the Town the State's share of approved school construction costs and therefore eliminates the need for the Town to fund the State's share through long-term debt. The Memorial School project is being funded by this grant program. The Total grant received by the Town is expected to be \$14,051,000. During the fiscal year the Town received \$6,085,000 and recorded a receivable for \$873,000 for amounts that were received subsequent to year end.

Town of Burlington

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2011, the Town had the following authorized and unissued debt:

Purpose	Amount
Water (Mill Pond) MWPAT DW-05-09	\$ 23,518
Memorial School Design	12,779,152
Automated Water Meters	500,000
Sewer Pump Station - Terrance Hall	9,000,000
Water Main Upgrades	1,000,000
Water Storage Tank Repairs	1,200,000
Road Construction	1,500,000
Marshall Simonds Middle School	32,865,272
Sewer	307,500
Grandview Barn	300,000
Cemetery Expansion	<u>1,200,000</u>
	<u><u>\$ 60,675,442</u></u>

Changes in Long-term Liabilities

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

	Balance at June 30, 2010	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance at June 30, 2011	Current Portion
<i>Governmental Activities:</i>						
Capital lease obligations	\$ 1,200,000	\$ -	\$ -	\$ (300,000)	\$ 900,000	\$ 300,000
Compensated absences	3,755,000	-	-	246,000	4,001,000	1,666,000
Workers' compensation	124,000	-	-	(107,000)	17,000	17,000
Other postemployment benefits	6,837,826	-	-	3,907,279	10,745,105	-
Long-term bonds and notes	<u>34,758,038</u>	<u>14,801,675</u>	<u>(2,790,482)</u>	-	<u>46,769,231</u>	<u>3,165,380</u>
Total	\$ 46,674,864	\$ 14,801,675	\$ (2,790,482)	\$ 3,746,279	\$ 62,432,336	\$ 5,148,380
<i>Business-Type Activities:</i>						
Long-term bonds and notes	..	\$ 131,421	\$ -	\$ (131,421)	\$ -	\$ -

Town of Burlington

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

As of June 30, 2011, the governmental fund balances consisted of the following:

	<u>General</u>	<u>Memorial School</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
FUND BALANCES				
Nonspendable:				
Permanent fund principal	.. \$	- \$	- \$	413,880 \$
Restricted for:				
Memorial School	-	1,842,100	-	1,842,100
Town revolving funds	-	-	1,220,427	1,220,427
Town gift and grant funds	-	-	1,185,077	1,185,077
School lunch	-	-	46,494	46,494
School revolving funds	-	-	684,283	684,283
School gift and grant funds	-	-	165,422	165,422
Pension trust	-	-	15,317	15,317
Town capital projects	-	-	749,770	749,770
School capital projects	-	-	75,865	75,865
Street projects	-	-	873,018	873,018
Cemeteries and libraries	-	-	781	781
Cemetery perpetual care	-	-	124,420	124,420
Committed to:				
General government	276,815	-	-	276,815
Public safety	40,526	-	-	40,526
Education	178,362	-	-	178,362
Public works	170,166	-	-	170,166
Water and sewer	270,076	-	-	270,076
Human Services	11,261	-	-	11,261
Culture and recreation	.. 250,000	-	-	250,000
Assigned to:				
General government	504,418	-	-	504,418
Public safety	13,824	-	-	13,824
Education	402,891	-	-	402,891
Public works	171,456	-	-	171,456
Water and sewer	47,690	-	-	47,690
Human Services	30	-	-	30
Culture and recreation	.. 3,412	-	-	3,412
Free cash used to for capital expenditures	1,858,816	-	-	1,858,816
Unassigned	.. 16,235,802	-	(260,739)	15,975,063
TOTAL FUND BALANCES	\$ 20,435,545	\$ 1,842,100	\$ 5,294,015	\$ 27,571,660

Included in the general fund unassigned category is \$3.8 million of stabilization fund.

NOTE 10 - PENSION PLAN

Plan Description - The Town contributes to the Middlesex Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Middlesex Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled \$10,437,000 for the fiscal year ended June 30, 2011, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Middlesex Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 25 Linnell Circle, Billerica, Massachusetts, 01821.

Funding Policy - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's contributions to the System for the fiscal years ended June 30, 2011, 2010, and 2009 were \$6,094,297, \$5,993,783, and \$5,960,257, respectively, which equaled its required contribution for each fiscal year.

NOTE 11 - RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for approximately 10% of its health insurance and 100% of its workers' compensation activities. The self insured health insurance activities are accounted for in the Internal Service Fund. Workers' compensation activities are accounted for in the General Fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. The approximate 90% of health insurance coverage that is premium based is accounted for in the General Fund. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

(a) Health Insurance

Approximately 10% of the Town's health insurance activities are premium based plans. The remaining 90% of employee health insurance claims are administered by a third party administrator and were funded from the Town's Internal Service Fund. The Town purchases individual stop loss insurance for claims in excess of the \$100,000 coverage. The estimate of IBNR claims is based on a historical trend analysis and recent trends.

Town of Burlington

	Balance at Beginning of Fiscal Year	Current Year		Claims Payments	Balance at Fiscal Year-End
		Claims and Changes in Estimate			
Fiscal Year 2007	.. \$ 127,000	\$ 1,862,282	\$ (1,768,282)	\$ 221,000	
Fiscal Year 2008	.. 221,000	6,325,238	(5,869,238)	677,000	
Fiscal Year 2009	.. 677,000	10,776,921	(10,310,921)	1,143,000	
Fiscal Year 2010	.. 1,430,000	12,029,995	(11,410,571)	2,049,424	
Fiscal Year 2011	.. 2,049,424	10,955,483	(10,904,907)	2,100,000	

(b) Workers' Compensation

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town estimates its IBNR claims based on history and injury type. At June 30, 2011, the amount of the liability for workers' compensation claims totaled \$17,000. Changes in the reported liability since July 1, 2006 are as follows:

	Balance at Beginning of Fiscal Year	Current Year		Claims Payments	Balance at Fiscal Year-End
		Claims and Changes in Estimate			
Fiscal Year 2007	\$ 112,000	\$ 133,243	\$ (88,943)	\$ 156,300	
Fiscal Year 2008	156,300	179,572	(130,872)	205,000	
Fiscal Year 2009	205,000	119,392	(91,392)	233,000	
Fiscal Year 2010	233,000	120,188	(229,188)	124,000	
Fiscal Year 2011	124,000	87,029	(194,029)	17,000	

NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description – The Town of Burlington administers a single-employer defined benefit healthcare plan (“the Retiree Health Plan”). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 80 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 20 percent of their premium costs.

Annual OPEB Cost and Net OPEB Obligation – The Town's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation are summarized in the following table:

Annual required contribution	\$ 8,131,431
Interest on existing net OPEB obligation	358,986
Adjustments to annual required contribution	<u>(269,596)</u>
Annual OPEB cost (expense)	8,220,821
Contributions made	<u>(4,313,542)</u>
Increase/Decrease in net OPEB obligation	3,907,279
Net OPEB obligation - beginning of year	<u>6,837,826</u>
Net OPEB obligation - end of year	<u>\$ 10,745,105</u>

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

Fiscal Year Ended	Annual OPEB Cost	Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2011	\$ 8,220,821	52%	\$ 10,745,105
6/30/2010	8,702,660	62%	6,837,826
6/30/2009	8,307,770	58%	3,503,303

Funded Status and Funding Progress – As of December 31, 2010, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$128.1 million, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$59 million, and the ratio of the UAAL to the covered payroll was 46 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

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

In the December 31, 2010 actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 8% asset return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 9% initially, decreasing by 0.5% to an ultimate level of 5% and included a 4% inflation assumption. The UAAL is being amortized over a 30 year open period, with amortization payments increasing at 4% per year. The remaining amortization period at December 31, 2010 is 30 years.

NOTE 13 - COMMITMENTS

The Town has entered into, or is planning to enter into, contracts totaling approximately \$61 million for renovations to the schools, water and sewer infrastructure projects, and cemetery expansion.

NOTE 14 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2011, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2011, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2011.

NOTE 15 - RESIDUAL EQUITY TRANSFER

During the fiscal year, the operations of the Ice Palace were transferred to a private company. The Residual Equity of the Ice Palace reverted to the General Fund resulting in a transfer of \$1,197,942 from the Enterprise Fund net assets to the Governmental Net Assets.

NOTE 16 - IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During the year the following GASB pronouncements were implemented:

- GASB Statement #54, Fund Balance Reporting and Governmental Fund Type Definitions, was implemented in fiscal year 2011. Financial statements changes include new fund balance designations and the reclassification of stabilization funds from the special revenue fund to the general fund. Notes to the basic financial statements were changed to provide additional disclosure on the new designations of fund balance.

- The GASB issued Statement #59, Financial Statements Omnibus, which is required to be implemented in fiscal year 2011. This pronouncement did not impact the financial statements.

Future implementation of GASB pronouncements:

- The GASB issued Statement #60, Accounting and Financial Reporting for Service Concession Arrangements, which is required to be implemented in fiscal year 2013. Management expects that the implementation of this pronouncement will have an impact on the basic financial statements.
- The GASB issued Statement #61, The Financial Reporting Entity: Omnibus, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued Statement #62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will not have a significant impact on the basic financial statements.
- The GASB issued Statement #63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position, which is required to be implemented in fiscal year 2013. Management's current assessment is that this pronouncement will have a significant impact on the basic financial statements.
- The GASB issued Statement #64, Derivative Instruments: Application of Hedge Accounting Termination Provisions, an amendment of GASB Statement No. 53, which is required to be implemented in fiscal year 2012. Management does not believe that this pronouncement will require additional disclosure or impact the basic financial statements.

Required Supplementary Information

Town of Burlington

BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2011

	Budgeted Amounts				
	Amounts Carried forward From Prior Year	Current Year		Original Budget	Final Budget
		Initial Budget	Original Budget		
<u>REVENUES:</u>					
Real estate and personal property taxes, net of tax refunds	\$ -	\$ 80,134,940	\$ 80,134,940	\$ 81,103,083	
Tax liens	- -	- -	- -	- -	
Motor vehicle excise taxes	- -	2,850,956	2,850,956	2,850,956	
Hotel/motel tax	- -	1,455,682	1,455,682	1,455,682	
Ambulance	- -	525,000	525,000	525,000	
Water and sewer charges	- -	2,500,000	2,500,000	2,500,000	
Penalties and interest on taxes	- -	300,000	300,000	300,000	
Fees and rentals	- -	400,000	400,000	400,000	
Payments in lieu of taxes	- -	540,000	540,000	540,000	
Licenses and permits	- -	800,000	800,000	800,000	
Intergovernmental	- -	7,795,582	7,795,582	7,795,582	
Departmental and other	- -	575,000	575,000	575,000	
Investment income	- -	125,000	125,000	125,000	
Miscellaneous	- -	200,000	200,000	200,000	
TOTAL REVENUES	- -	98,202,160	98,202,160	99,170,303	
<u>EXPENDITURES:</u>					
Current:					
General government	361,032	5,744,777	6,105,809	5,940,510	
Public safety	55,021	12,838,465	12,893,486	13,313,761	
Education	3,363,555	46,054,977	49,418,532	49,437,533	
Public works	479,354	6,043,182	6,522,536	6,372,702	
Water and sewer	- -	3,633,030	3,633,030	3,819,754	
Human services	11,843	1,387,044	1,398,887	1,399,882	
Culture and recreation	5,245	2,969,816	2,975,061	2,981,201	
Pension benefits	- -	6,094,297	6,094,297	6,094,297	
Employee benefits	183,485	10,959,250	11,142,735	11,264,735	
State and county charges	- -	616,235	616,235	616,235	
Debt service:					
Principal	- -	2,687,082	2,687,082	2,687,082	
Interest	- -	1,235,182	1,235,182	1,235,182	
TOTAL EXPENDITURES	4,459,535	100,263,337	104,722,872	105,162,874	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(4,459,535)	(2,061,177)	(6,520,712)	(5,992,571)	
<u>OTHER FINANCING SOURCES (USES):</u>					
Premium from issuance of bonds	- -	- -	- -	- -	
Transfers in	- -	1,044,000	1,044,000	1,074,000	
Transfers out	- -	(690,000)	(690,000)	(1,530,239)	
TOTAL OTHER FINANCING SOURCES (USES)	- -	354,000	354,000	(456,239)	
NET CHANGE IN FUND BALANCE	(4,459,535)	(1,707,177)	(6,166,712)	(6,448,810)	
BUDGETARY FUND BALANCE, Beginning of year	13,861,520	13,861,520	13,861,520	13,861,520	
BUDGETARY FUND BALANCE, End of year	\$ 9,401,985	\$ 12,154,343	\$ 7,694,808	\$ 7,412,710	

See notes to required supplementary information.

Town of Burlington

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$ 81,354,968	\$ -	251,885
213,009	-	213,009
3,026,761	-	175,805
1,871,735	-	416,053
475,101	-	(49,899)
3,198,221	-	698,221
334,113	-	34,113
441,306	-	41,306
521,092	-	(18,908)
1,411,288	-	611,288
8,901,971	-	1,106,389
587,701	-	12,701
119,150	-	(5,850)
<u>230,394</u>	<u>-</u>	<u>30,394</u>
<u>102,686,810</u>	<u>-</u>	<u>3,516,507</u>
 4,886,131	607,498	446,881
13,232,210	66,550	15,001
45,516,802	3,719,772	200,959
6,631,800	393,126	(652,224)
3,194,423	266,262	359,069
1,344,795	11,291	43,796
2,673,359	253,412	54,430
6,058,297	-	36,000
10,277,959	173,829	812,947
578,764	-	37,471
 2,687,082	-	-
<u>1,220,796</u>	<u>-</u>	<u>14,386</u>
 98,302,418	<u>5,491,740</u>	<u>1,368,716</u>
 4,384,392	<u>(5,491,740)</u>	<u>4,885,223</u>
 567,177	-	567,177
1,084,655	-	10,655
<u>(1,530,239)</u>	<u>-</u>	<u>-</u>
 121,593	<u>-</u>	<u>577,832</u>
 4,505,985	<u>(5,491,740)</u>	<u>5,463,055</u>
 13,861,520	<u>-</u>	<u>-</u>
 <u>18,367,505</u>	<u>\$ (5,491,740)</u>	<u>\$ 5,463,055</u>

Town of Burlington

SCHEDULE OF FUNDING PROGRESS

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
01/01/10	\$ 819,987,914	\$ 1,743,581,707	\$ 923,593,793	47.0%	\$ 384,933,571	239.9%
01/01/08	774,863,669	1,529,806,307	754,942,638	50.7%	360,206,302	209.6%
01/01/06	653,156,866	1,364,582,969	711,426,103	47.9%	330,999,861	214.9%
01/01/04	618,163,380	1,223,828,127	605,664,747	50.5%	306,025,949	197.9%
01/01/02	599,699,143	1,020,828,178	421,129,035	58.7%	280,740,439	150.0%
01/01/00	570,263,467	905,280,472	335,017,005	63.0%	253,228,818	132.3%
01/01/98	476,708,969	763,093,878	286,384,909	62.5%	215,380,186	133.0%
01/01/96	373,750,361	634,920,488	261,170,127	58.9%	218,345,024	119.6%

The Town's share of the UAAL, as of January 1, 2010, is approximately 8.15%.

See notes to required supplementary information.

Town of Burlington

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Plan Year Ended December 31	System Wide			Town of Burlington		
	Annual Required Contributions	(A) Actual Contributions	Percentage Contributed	(B) Actual Contributions	(B/A) District's Percentage of System Wide Actual Contributions	
2011	\$ 74,773,596	\$ 74,773,596	100%	\$ 6,094,297	8.15%	
2010	74,126,190	74,126,190	100%	5,993,783	8.09%	
2009	71,233,749	71,233,749	100%	5,960,257	8.37%	
2008	64,053,064	64,053,064	100%	5,347,677	8.35%	
2007	57,553,642	57,553,642	100%	4,892,218	8.50%	
2006	57,553,642	57,553,642	100%	4,361,931	7.58%	
2005	52,298,150	52,298,150	100%	3,616,102	6.91%	
2004	52,902,366	52,906,366	100%	2,750,499	5.20%	

The Town's Actual Contributions equaled 100% of its Required Contributions for each year presented.

See notes to required supplementary information.

Town of Burlington

SCHEDULE OF FUNDING PROGRESS

JUNE 30, 2011

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
12/31/2010	\$ -	\$ 128,054,188	\$ 128,054,188	0%	\$ 58,507,552	218.9%
12/31/2007	\$ -	\$ 137,797,088	\$ 137,797,088	0%	\$ 54,104,138	254.7%

The Town implemented GASB Statement No. 45 for the fiscal year ended June 30, 2009. Information for prior years is not available.

See notes to required supplementary information.

Town of Burlington

ACTUARIAL METHODS AND ASSUMPTIONS

FISCAL YEAR ENDED JUNE 30, 2011

Actuarial Methods:

Valuation date	December 31, 2010
Actuarial cost method	Project Unit Credit
Amortization method	Payment increasing at 4.0%
Remaining amortization period	30 years open
Asset valuation method	Market value

Actuarial Assumptions:

Discount rate	4.25%
Inflation rate	4.0%
Asset rate of return	8.0%
Medical/drug cost trend rate	9.0% decreasing by 0.50% to an ultimate level of 3.0%
Administrative expense increase rate	3.0%

Plan Membership:

Current retirees, beneficiaries, and dependents	730
Current active members	<u>596</u>
Total	<u>1,326</u>

See notes to required supplementary information.

NOTE A - BUDGETARY BASIS OF ACCOUNTING

1. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by Town Meeting. The Finance and Advisory Board presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Town Meeting approval via a supplemental appropriation.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2011 approved budget authorized approximately \$105,413,000 in appropriations and other amounts to be raised. During fiscal year 2011, Town Meeting also approved supplemental appropriations totaling approximately \$1,280,000.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

Notes to Required Supplementary Information

Fiscal Year Ended June 30, 2011

2. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2011, is presented below:

Net change in fund balance - budgetary basis	\$ 4,505,985
<u>Basis of accounting differences:</u>	
Net change in revenue accruals	(770,436)
Increase in revenue due to on-behalf payments	10,437,000
Increase in expenditures due to on-behalf payments	(10,437,000)
Net change in expenditure accruals	(590,100)
<u>Perspective difference:</u>	
Perspective differences in reporting of sewer fund activities	1,364,345
Activity of the stabilization fund recorded in the general fund for GAAP	<u>527,474</u>
Net change in fund balance - GAAP basis	\$ <u>5,037,268</u>

3. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2011, actual expenditures exceeded appropriations for snow and ice (public works). These over-expenditures will be raised and funded through available funds during fiscal year 2012.

NOTE B – PENSION PLAN

The Town contributes to the Middlesex Contributory Retirement System ("Retirement System"), a cost-sharing, multiple-employer defined benefit pension plan ("Plan") administered by the Middlesex Retirement Board. The Retirement System provides retirement, disability, and death benefits to members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the Plan. Plan members are required to contribute to the Retirement System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the Retirement System its share of the systemwide actuarially determined contribution which is apportioned among the employers based on active covered payroll.

The schedule of funding progress, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Additionally, the schedule of employer contributions, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions. This information is designed to be helpful for understanding the scale of the information presented relative to the Town.

Notes to Required Supplementary Information

Fiscal Year Ended June 30, 2011

The following actuarial methods and assumptions were used in the Retirement System's most recent actuarial valuation:

Valuation Date	January 1, 2010
Actuarial Cost Method	Entry Age Normal Cost Method
Amortization Method	Level dollar for the 2002 and 2003 ERIs and increasing for the remaining unfunded liability
Remaining Amortization Period	As of July 1, 2010, 9 years remaining for 2002 ERI liability; 10 year remaining for 2003 and 25 years remaining for unfunded liability
Asset Valuation Method	The difference between the expected return and the actual investment return on a market value basis is recognized over a 5 year period as described by Revenue Procedure 2000-40
Actuarial Assumptions:	
Investment rate of return	8.13%
Projected salary increases	4.75% for Group 1 and 5.25% for Group 4
Cost of living adjustments	3.00% on first \$12,000 increasing to \$13,000 on July 1, 2011 and increasing to \$14,000 on July 1, 2012
Plan Membership:	
Retired participants and beneficiaries receiving benefits	4,833
Terminated participants entitled to a return of their employee contributions	3,147
Terminated participants with a vested right to a deferred or immediate benefit	283
Active participants	<u>9,093</u>
Total	<u>17,356</u>

NOTE B – OTHER POST-RETIREMENT BENEFITS

The Town of Burlington administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town's health insurance plan, which covers both active and retired members, including teachers.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets. Since this is the Town's initial year of implementation of GASB Statement 45, information for prior years is not available.

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

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.