

City Of Gardner Massachusetts



Annual Report
2018

2018 CITY GOVERNMENT

MAYOR

MARK P. HAWKE

COUNCILLORS AT LARGE

James S. Boone
Craig R. Cormier
Ronald F. Cormier
Edward A. Gravel
Scott J. Graves, Council President
Christine A. Johnson

WARD COUNCILLORS

James M. Walsh, Ward 1
Elizabeth J. Kazinskas, Ward 2
Nathan R. Boudreau, Ward 3
Karen G. Hardern, Ward 4
James D. Johnson, Ward 5

2018 CITY OF GARDNER ANNUAL REPORT

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City of Gardner
2018 ANNUAL REPORT OF THE BOARD OF ASSESSORS
FISCAL YEAR 2018
(July 1, 2017 through June 30, 2018)

TAX RATE FY2018 - \$20.27

<u>REAL ESTATE</u>	<u>NUMBER OF PARCELS</u>	<u>ASSESSED VALUES</u>
Single Family Residences	3,985	\$713,318,700.
Condominiums	542	\$ 42,076,900.
Mobile Homes/Multiple House on One Lot	82	\$ 12,546,600.
Two Family Residences	563	\$ 77,236,900.
Three Family Residences	254	\$ 36,671,000.
Four to Eight Family Residences	179	\$ 71,172,600.
Mixed Use Property	74	\$ 22,572,400.
Vacant Land	665	\$ 18,340,100.
Chapter Lands		
Forestry (61)	2	\$ 5,700.
Agricultural (61A)	7	\$ 24,300.
Recreational (61B)	15	\$ 504,000.
Commercial	291	\$116,646,800.
Industrial	<u>143</u>	<u>\$ 63,909,680.</u>
TOTALS	6,813	\$1,175,025,680.
Real Estate - Exempt	379	\$ 309,970,500.
Personal Property – Taxable	288	\$ 70,854,847.

<u>CLASS</u>	<u>VALUATION</u>	<u>TAXES</u>
Residential	\$984,275,930.	\$19,951,273.10
Commercial	\$126,760,670.	\$ 2,569,438.78
Industrial	\$ 63,989,080.	\$ 1,297,058.65
Personal Property	<u>\$ 70,854,847.</u>	<u>\$ 1,436,227.75</u>
LEVY TOTALS	\$1,245,880,527.	\$25,253,998.28

MOTOR VEHICLE EXCISE COMMITMENTS PROCESSED FY2018

2018 - \$2,018,691.61
 2017 - \$ 239,326.09

PERSONAL EXEMPTIONS -Veterans, Blind, Surviving Spouse, Elderly & Senior Work off

Number of Exemptions Granted - 224
 Total Taxes Abated \$128,532.89
 Total Reimbursed by the State \$ 79,900.00

TAX SUMMARY**Revenues:**

Cherry Sheet Receipts	\$25,375,837.00
Mass School Building Authority	\$ 807,992.00
Cherry Sheet Offset Receipts	\$ 0.00
Local Receipts	\$ 4,164,270.00
Enterprise Funds	\$ 8,830,249.00
Free Cash	\$ 2,413,342.13
Other Available Funds	\$ 381,328.00
Real & Personal Property Levy	<u>\$25,253,998.28</u>

Total Revenues **\$67,227,016.41**

Expenditures:

Cherry Sheet Charges	\$ 2,200,267.00
Cherry Sheet Offset	\$ 672,615.00
Overlay Deficit	\$ 0.00
Snow & Ice Deficit	\$ 0.00
Overlay	\$ 228,309.28
Budget Appropriations	<u>\$64,125,825.13</u>

Total Expenditures **\$67,227,016.41**

ABATEMENTS PROCESSED FY2018

Fiscal Year	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Real Estate	\$ 89,450.87	\$33,802.24	\$ 5,397.96	\$ 5,268.73
Personal Property	\$ 13,708.71	\$ NONE	NONE	NONE
Motor Vehicle	\$ 51,532.21	\$28,160.07	\$ 5,182.00	\$ 323.33

DEPARTMENT EXPENSES

City Assessor	\$ 70,297.77
Board Members	\$ 4,000.08
Assessors' Clerk	\$ 16,807.66
Temp. Project Salary	\$ 9,986.24
Overtime	\$ 0
Prof Services	\$ 3,435.00
Office Supplies & Expenses	\$ 453.66
Professional Development & Travel	\$ 4,332.72
Valuation Expenses	<u>\$ 61,147.38</u>
Total	\$170,460.51

Respectfully Submitted,
 BOARD OF ASSESSORS
 Charles R. Leblanc, Chairman
 Paulette A. Burns, Member
 Susan M. Byrne, MAA, City Assessor
 February 8, 2019

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

CASH FLOW SUMMARY

	FY2017 ACTUALS	FY2018 ACTUALS
Cash on Hand, All Funds, July 1,	\$ 26,203,173	\$ 27,283,786
Receipt, All Funds,	\$ 99,471,354	\$ 98,046,170
Expenditures, All Funds	\$ (98,390,741)	\$ (96,192,447)
Cash on Hand, All Funds, June 30,	\$ 27,283,786	\$ 29,137,509

The following is a list of all receipts and expenditures as per warrants for all funds for the period beginning July 1, 2017 and ending June 30, 2018.

Gardner City Auditor



John Richard

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
10400	CASH	-1,686,154.07	35,360,331.90
10402	CASH-WIRE TRANSFER	-1,324,184.59	-8,219,019.86
10403	CASH - COMMERCE BANK	-15,282.22	-58,034.22
10409	PETTY CASH ADVANCES	.00	36,640.00
12105	PERSONAL PROP REC - 2005	.00	181.22
12106	PERSONAL PROP REC - 2006	.00	169.43
12107	PERSONAL PROP REC - 2007	.00	155.28
12108	PERSONAL PROP REC - 2008	.00	158.60
12109	PERSONAL PROP REC - 2009	.00	368.23
12110	PERSONAL PROP REC - 2010	.00	141.05
12111	PERSONAL PROP REC - 2011	.00	196.73
12112	PERSONAL PROP REC - 2012	.00	11,646.37
12113	PERSONAL PROP REC - 2013	.00	9,869.11
12114	PERSONAL PROP REC - 2014	.00	9,809.91
12115	PERSONAL PROP REC - 2015	.00	9,151.76
12116	PERSONAL PROP REC - 2016	-259.93	7,111.53
12117	PERSONAL PROP REC - 2017	-130.62	5,491.78
12118	PERSONAL PROP REC - 2018	-80.76	57,677.97
12119	PERSONAL PROP REC - 2019	-194.01	42,769.81
12213	REAL ESTATE REC - 2013	.00	1,152.36
12216	REAL ESTATE REC - 2016	.00	45.56
12217	REAL ESTATE REC - 2017	-5,010.84	107,143.16
12218	REAL ESTATE REC - 2018	-24,601.98	280,481.35
12219	REAL ESTATE REC - 2019	-262,697.12	374,990.29
12400	TAX LIEN RECEIVABLE	-11,327.07	1,580,668.47
12450	DEFERRED R.E. TAX REC	.00	1,266.88
12600	MOTOR VEH EXCISE - 2000	.00	8,695.84
12601	MOTOR VEH EXCISE - 2001	.00	10,098.62
12602	MOTOR VEH EXCISE - 2002	.00	10,623.67
12603	MOTOR VEH EXCISE - 2003	.00	15,173.46
12604	MOTOR VEH EXCISE - 2004	.00	14,392.44
12605	MOTOR VEH EXCISE - 2005	.00	18,228.16
12606	MOTOR VEH EXCISE - 2006	.00	15,748.56
12607	MOTOR VEH EXCISE - 2007	.00	12,124.67
12608	MOTOR VEH EXCISE - 2008	-22.92	10,936.71
12609	MOTOR VEH EXCISE - 2009	.00	10,969.66
12610	MOTOR VEH EXCISE - 2010	.00	12,667.13
12611	MOTOR VEH EXCISE - 2011	.00	11,853.36
12612	MOTOR VEH EXCISE - 2012	.00	12,827.58
12613	MOTOR VEH EXCISE - 2013	.00	11,381.22
12614	MOTOR VEH EXCISE - 2014	-184.38	13,287.00
12615	MOTOR VEH EXCISE - 2015	158.76	15,458.08
12616	MOTOR VEH EXCISE - 2016	-82.19	24,656.28
12617	MOTOR VEH EXCISE - 2017	-357.19	55,707.26
12618	MOTOR VEH EXCISE - 2018	-2,736.67	168,922.47
12618	MOTOR VEH EXCISE - 2018	-43,117.88	168,922.47
12654	MOTOR VEH EXCISE - 1994	-16.25	.00
12655	MOTOR VEH EXCISE - 1995	-16.25	.00
13100	DEPT REC - VETERANS BENEF	13,561.70	1,152,779.45

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
13110	DEPT REC - MART	-40,221.06	529,924.32
13120	SEWER L & M RECEIVABLE	-174.33	1,174.85
13130	WATER BACKFLOW RECEIVABLE	-300.13	201.17
13140	POLICE DETAIL RECEIVABLE	.00	34,858.06
13141	FIRE DETAIL RECEIVABLE	.00	1,594.71
13317	WATER LIENS REC - 2017	.00	2,438.98
13318	WATER LIENS REC - 2018	.00	3,415.46
13417	SEWER LIENS REC - 2017	.00	1,879.27
13418	SEWER LIENS REC - 2018	.00	2,769.65
13515	WATER L&M LIENS REC - 2015	.00	315.21
13516	WATER L&M LIENS REC - 2016	.00	8,998.23
13517	WATER L&M LIENS REC - 2017	.00	710.55
13800	UNIT TRASH FEES RECEIVABLE	-28,514.87	303,246.90
13817	TRASH LIENS REC - 2017	.00	2,008.59
13818	TRASH LIENS REC - 2018	.00	2,176.51
13960	MUNICIPAL AMB RECEIVABLE	-13,069.99	449,260.99
13990	OLD ENG VILLAGE RECEIVABLE	.00	78,366.40
14000	MISCELLANEOUS RECEIVABLES	-200.50	258.50
14010	RESIDENTIAL RECYCLING FEES REC	138.19	457.63
14020	CORPORATE RECYCLING FEES REC	-54.00	115.27
16100	DUE FROM GENERAL FUND	1,192,928.70	10,680,634.22
16210	DUE FROM REVOLVING FUNDS	2,531.29	37,992.52
16218	DUE FROM SCHOOL REVOLV FD	135,529.42	631,186.29
16220	DUE FROM RES FOR APPRO FD	1,075.30	9,930.47
16245	DUE FROM GIFT FUNDS	547.52	20,870.67
16270	DUE FROM FED GRANT FUND	4,202.75	12,554.49
16275	DUE FROM SCH FED GRANTS FUND	147,376.49	929,652.66
16280	DUE FROM STATE GRANT FUND	27,723.64	353,286.32
16285	DUE FROM SCH STATE GRANTS	93,383.47	479,300.78
16290	DUE FROM COMM DEV BLK GRT	43,476.73	186,886.33
16300	DUE FROM HWY IMPROVE	.00	244.60
16350	DUE FROM WATER/SEWER CAP	366,960.60	428,629.23
16370	DUE FROM SCHOOL IMPROVE	28,850.00	206,856.50
16380	DUE FROM CITY MIS CAP PRO	474,571.45	1,613,578.34
16510	DUE FROM WATER FUND	287,038.71	1,204,908.35
16520	DUE FROM WATER FUND	300,041.32	1,717,047.57
16530	DUE FROM GOLF COURSE FUND	36,656.28	318,209.27
16540	DUE FROM LANDFILL CLOSURE FUND	4,282.98	30,570.51
16550	DUE FROM SOLID WASTE FUND	24,912.97	507,137.16
16701	DUE FROM EXP TRUST FUNDS	1,252,236.54	1,675,304.83
16702	DUE FROM EXP TRUST FUNDS	.00	2,875.75
16710	DUE FROM NON-EXPEND SCHOLARSHIP	250.00	8,877.00
16711	DUE FROM EXPEND SCHOLARSHIPS	125.00	12,248.00
16800	DUE FROM AGENCY FUNDS	6,005.82	44,317.12
16810	DUE FROM OFF DUTY DETAIL FUND	17,829.21	164,407.17
18800	TAX FORECLOSURES/POSSESS	.00	604,523.93
19200	REVENUE CONTROL	-3,888,697.70	-37,637,446.22
19900	BONDS AUTHORIZED	.00	741,825.66

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
19910	BONDS AUTH & UNISSUED	.00	-741,825.66
	TOTAL ASSETS	-2,885,612.20	16,895,851.40
LIABILITIES			
20200	ACCOUNTS PAYABLE	.00	519.70
20500	CONT PAY-RETAINED PERCENT	-26,625.48	-81,676.06
20501	REHAB ESCROW	.00	-19,230.95
20521	PLAN ESCR - MILL ST SOLAR	-23.65	-35,422.61
20560	ESCROW - EARTH TECH	-67.45	-101,014.69
20571	PLAN ESC/106 LENNON ST	-.37	-5,000.37
20572	PLANN ESC/43 RIDGEWOOD LN	-.23	-5,000.23
20573	PLAN ESC/V&A 243 PLEAS ST	-5,000.00	-5,000.00
20574	PLAN ESC/V&A 44 JACKSON HILL	-5,000.00	-5,000.00
20581	PLANN ESC/TIMPANY CROSSROADS	4,846.11	.00
20587	PLAN ESC/WEST ST SOLAR	-50.61	-75,792.53
20589	PLAN ESC/959 WEST ST SOLAR	-168.31	-253,336.92
20592	PLAN ESC/R&D HOMES	-33.88	-50,735.90
20593	PLAN ESC/REGAN ST.	-3.34	-5,009.31
20595	ZONING ESC--D. CARPT CRICK FAC	-.17	-251.52
20596	ZONING ESC--ROBERT DRIVE	-6.92	-10,359.73
20597	ZONING ESC--95 WEST ST	-.34	-511.50
20598	ZONING ESC--632 PARKER ST	-.14	-203.50
20599	ZONING ESC-SAPPHIRE PARK PROJ	-.31	-460.05
20610	HIGHWAY ESCROW - DAVID RICHARD	-1.18	-5,719.45
20622	HIGHWAY ESCROW - RJ PELCHAT EX	-1.08	-5,254.36
20625	HIGHWAY ESCROW-NU DRAIN SOL.	-1.03	-5,020.08
20627	HIGHWAY ESCROW - T&M EQUIPMENT	-1.04	-5,039.15
20630	HIGHWAY ESCROW - M. MOSCHETTI	-1.03	-5,020.57
20632	HIGH ESCROW - RA POWELL	-.58	-5,000.58
20640	HIGHWAY ESCROW - ENRIGHT CONST	-1.16	-5,657.30
20655	HIGHWAY ESCROW - FINISH GRADE	-1.07	-5,187.87
20660	HIGHWAY ESCROW - BANYAN CONST.	-1.16	-5,624.33
20665	HIGHWAY ESCROW - STARZYNSKI	-.58	-5,000.58
20670	HIGHWAY ESCROW - GLENN HINES	-1.03	-5,036.68
20680	HIGHWAY ESCROW - DYMEK CUSTOM	-1.14	-5,538.61
20685	HIGHWAY ESCROW - R. BOURGEOIS	-1.12	-5,455.69
20690	HIGHWAY ESCROW - SWEENEY & SON	-1.10	-5,371.99
20695	HIGHWAY ESCROW - UEL CONTRACTO	-1.03	-5,013.78
21200	FEDERAL TAX WITHHOLDING	-42,572.75	-42,572.75
21500	BC/BS WITHHOLDING	.00	241.20
21520	LIFE-GROUP-VOL WITHHOLD	-1,481.72	-5,273.83
21550	OPTIONAL INSURANCE WITHHOLDING	.00	-1,07.96
21560	FLEXIBLE SPENDING WITHHOLDING	.00	-10,524.38
21900	GARNISHMENTS	84.23	84.23
22010	ACCRUED COMPENSATORY TIME	-1,111.19	-168,657.16
22104	RES FOR ABTS/EXEMP - 2004	.00	500.00

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
LIABILITIES			
22111	RES FOR ABTS/EXEMP - 2011	.00	15,697.90
22112	RES FOR ABTS/EXEMP - 2012	.00	1,440.86
22115	REC OF ABTS/EXEMP - 2015	.00	-65,311.91
22116	RES FOR ABTS/EXEMPT - 2016	.00	-27,778.13
22117	RES FOR ABTS/EXEMP - 2017	.00	-9,652.47
22118	RES FOR ABTS/EXEMP - 2018	.00	14,276.19
22119	RES FOR ABTS/EXEMP - 2019	.00	137,956.49
23100	DUE TO GENERAL FUND	-3,252,942.17	-10,577,782.36
23210	DUE TO REVOLVING FUNDS	-3,573.82	-36,210.08
23218	DUE TO SCHOOL REVOLV FUND	-244,843.15	-717,137.78
23220	DUE TO RES FOR APPROP FD	-6,662.84	-153,574.54
23245	DUE TO GIFT FUNDS	-623.00	-268,659.54
23270	DUE TO FED GRANT FUND	-119,106.44	-145,605.64
23275	DUE TO SCH FED GRANT FUND	-2,300.00	-1,657,207.99
23280	DUE TO STATE GRANT FUND	-68,882.45	-1,235,326.92
23285	DUE TO SCH STATE GRANIS	-45,545.00	-692,284.24
23290	DUE TO COMM DEV BLK GRANT	-29,030.49	-168,977.46
23295	DUE TO HUD FED GRANT FUND	-2.49	-12.71
23370	DUE TO SCHOOL IMPROVE BON	-97,084.00	-132,615.00
23610	DUE TO SEWER FUND	-185,716.20	-1,608,853.31
23620	DUE TO WATER FUND	-212,843.48	-1,697,134.98
23630	DUE TO GOLF COURSE FUND	-29,893.05	-324,816.52
23640	DUE TO LANDFILL CLOSURE FUND	.00	-1,000.00
23650	DUE TO SOLID WASTE FUND	-108,694.01	-707,289.05
23701	DUE TO EXP TRUST FUNDS	-84,670.59	-666,403.03
23702	DUE TO EXP TRUST FUNDS	84,502.26	20,926.99
23710	DUE TO NON-EXP SCHOLARSHIPS	.00	-5,385.00
23711	DUE TO EXPEND SCHOLARSHIPS	-7,880.54	-7,880.54
23800	DUE TO AGENCY FUNDS	-22,448.73	-357,145.11
23810	DUE TO OFF DUTY DETAIL FUND	-10,296.00	-147,469.28
25505	GOLF COURSE RESTAURANT DEPOSIT	-21.50	-1,138.00
25510	ANIMAL ADOPTION DEPOSITS	.00	-3,590.77
25750	DUE TO COMM-FIRERMS FUND	-2,487.50	-8,268.75
25800	DUE TO TRUST FUNDS -PCTIF	.00	333.33
25830	MIDDLE SCH STUDENT ACT AGENCY	-7,415.08	-44,558.80
25840	HIGH SCH STUDENT ACT AGENCY	-993.89	-69,037.57
25850	ELM ST SCH STUDENT ACT AGENCY	.00	-4,969.80
25860	WATERFORD ST SCH STUD ACT AGEN	.00	-3,411.06
26100	DEFERRED REV - REAL & PER	155,018.77	-985,840.43
26220	DEFERRED REV-TAX TITLE	11,327.07	-1,580,668.47
26225	DEFERRED REV-TAX DEF	.00	-1,266.88
26250	DEFERRED REV-TAX POSSESS	.00	-604,523.93
26300	DEFERRED REV - MOTOR VEH	46,692.49	-453,752.17
26420	DEFERRED REV - OLD ENG VILLAG	.00	-78,366.40
26540	DEFERRED REV - DEPART	55,765.00	-2,020,677.46
26545	DEFERRED REV-LIENS	.00	-28,645.85
26550	DEFERRED REV- MUNICIPAL AMB	13,069.99	-449,260.99
27200	BOND ANTICIP NOTES PAY	.00	-4,360,000.00

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
LIABILITIES			
29200	EXPENDITURE CONTROL	5,757,905.73	37,224,143.12
29250	ENCUMBRANCES - BUDGETARY	4,293,709.37	28,129,769.84
29260	RES FOR ENCUMB-BUDGETARY	-4,293,709.37	-28,129,769.84
29270	PRIOR YEAR ENCUMBRANCE	.00	1,971,219.77
		1,641,049.53	6,317,765.89
TOTAL LIABILITIES			
FUND BALANCE			
31500	UNRESERVED FUND BALANCE	.00	-10,677,612.43
32110	E/B RES FOR ENCUM/CONT AP	.00	-2,477,236.20
32910	E&A TUHKUNEN FLOWER FUND	-9.60	-1,395.97
32911	SHELL-ARCHIBALD FLOWER FU	-9.45	-1,431.99
32912	LUCY VAN BENTHEYSO FLOWE	-14.31	-2,171.23
32913	H&H TAYLOR FLOWER FUND	-11.10	-1,684.84
32914	ALLEN-SAWIN FLOWER FUND	-2.87	-436.48
32915	A G GIBSON FLOWER FUND	-14.09	-2,137.17
32916	SELMA ROTH FLOWER FUND	-2.75	-417.05
32917	WILLIAM THOMAS FLOWER FUN	-1.00	-151.58
32918	E L KNOWLTON FLOWER FUND	-13.81	-2,095.78
32919	AGNES BOURNE FLOWER FUND	-21.45	-3,254.84
32920	M ST.GERMAINE FLOWER FUND	-5.51	-835.04
32921	ALICE M GOFF FLOWER FUND	-5.51	-835.01
32922	CEMETERY PERP CARE FUNDS	-3,159.64	-476,091.45
32923	TODD LIND SCHOLAR FUND	-107.92	-16,337.57
32924	H&M GATES SCHOLAR FUND	-1,720.00	-259,918.85
32925	A KAUPPINEN SCHOLAR FUND	-67.49	-10,196.04
32926	A E DELL SCHOLAR FUND	-37.82	-5,713.03
32927	B MINOTT SCHOLAR FUND	-49.92	-7,540.28
32928	GHS FACULTY SCHOLAR FUND	-53.66	-8,108.78
32929	SCHOOL SCHOLAR FUND	-8.46	-20,038.62
32930	WEIGHILL MATH TRUST	-566.80	-85,657.70
32931	F I DANFORTH SCHOLAR FUND	-14.29	-2,169.93
32932	H F PARKER MEM SCHOLAR FU	-21.96	-3,318.56
32933	J E MILLER SCHOLAR FUND	235.15	-1,816.09
32934	KUNIHOLM SCHOLAR FUND	49.97	-7,550.62
32937	BLUE CROSS/BLUE SHIELD TR	1,186,084.41	-3,952,285.55
32938	CONSERVATION TRUST FUND	327.10	-3,470.03
32941	LEBANESE AMER CLUB SCHOLA	-26.56	-4,026.83
32942	SAM ATTER SCHOLARSHIP	-55.06	-8,197.30
32943	VAITO K ELORANTA SCHOLARS	-837.91	-126,849.82
32944	F/B STABILIZATION TRUST	-15,082.27	-2,034,965.70
32946	SARA SPRING SCHOLARSHIP	-40.86	-6,197.22
32948	CONGREGATION OHAVE SHALOM	-67.50	-10,196.32
32949	H LAVALLEE FINE ARTS SCHO	-529.90	-80,219.51
32951	H. WILLIAM SNELL SCHOLARS	-2.82	-429.05
32952	HOWARD F. LASHUA SCHOLARS	-4.17	-474.51
32954	COL. T GARDNER STATUE FUND	-3.55	-538.04

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE			
32955	PETER S. MOUTSOS JR. SCHOLARSH	-6.08	-764.90
32957	D.G.FARRAGUT SCHOLARSHIP	-311.55	-47,100.26
32958	ROBERT F SADOWSKI II SCHOLARSH	-10.16	-1,540.06
32959	WILLIAMS-ROCKWELL EDUC STAB	84,502.26	-2,186,349.79
32960	ADAM GALLANT SCHOLARSHIP	-7.23	-1,056.85
32963	MATTHEW SMITH SCHOLARSHIP	-13.46	-2,008.80
32964	H W FERGUSON FAMILY FUND SCHOL	-1,260.39	-190,422.99
32965	MAUDE COBLEIGH SCHOLARSHIP	-17.11	-2,587.25
32966	DOROTHY E LEBLANC SCHOLARSHIP	-39.12	-5,934.24
32967	KENNETH ARSENAULT SCHOLARSHIP	-88.49	-13,264.81
32969	NEIL CHAMPNEY SCHOLARSHIP	-125.95	-18,947.54
32970	KEN AHO SCHOLARSHIP	-25.75	-3,889.20
32971	GHS ALUMNI SCHOLARSHIP	-126.57	-24,346.16
32972	MICHAEL CARLSON SCHOLARSHIP	-118.62	-16,430.64
32973	JEAN E. BRITTON SCHOLARSHIP	-101.91	-15,402.67
32974	GIRLS ATHLETIC BOOSTER SCHOLAR	-62.85	-9,376.04
32975	JOS. & STEPH. JASINSKI SCHOLAR	-37.43	-5,597.78
32976	MAYOR & CECILIA MCKEAN SCHSHIP	-122.41	-18,379.37
32977	OVILA & ALICE BREAU SCHLRSHIP	-134.26	-20,363.01
32978	ROGER ANTAYA SCHOLARSHIP	-255.49	-99,061.48
32979	JAD. & MICH. ZEMAK SCHOLARSHIP	-333.72	-50,429.85
32980	SHEVIS JOURNALISM SCHOLARSHIP	-172.97	-26,234.22
32981	KYLE DESOSIERS SCHOLARSHIP	-18.37	-2,629.05
32982	CHESTER PEARSON SCHOLARSHIP	-172.92	-26,197.69
32983	MARIE J HEBERT CLASS OF '43 SC	-56.87	-8,627.17
32984	PATRICIA CUTTING SCHOLARSHIP	-29.67	-4,468.17
32985	OPEB STABILIZATION TRUST	-316.92	-48,071.29
35200	F/B RESERVE FOR EXPENDIT	.00	-60,133.00
TOTAL FUND BALANCE		1,244,562.67	-23,213,617.29
TOTAL LIABILITIES + FUND BALANCE		2,885,612.20	-16,895,851.40

** END OF REPORT - Generated by John Richard **

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
TAXES & EXCISE			
	PERSONAL PROP TAXES	\$ 1,369,169	\$ 1,367,250
	REAL ESTATE TAXES	\$ 22,672,143	\$ 23,331,479
	TAX LIENS	\$ 200,762	\$ 250,244
	MOTOR VEHICLE EXCISE	\$ 2,079,175	\$ 2,148,094
	BOAT EXCISE REVENUE	\$ -	\$ -
	URBAN REDEVELOP EXCISE	\$ -	\$ -
	PENALTIES & INT ON TAXES	\$ 330,406	\$ 353,834
	TAX TITLE COSTS & INTERES	\$ 74,285	\$ 109,065
	IN LIEU OF TAXES	\$ 49,572	\$ 49,433
TOTAL	TAXES & EXCISE	\$ 26,775,512	\$ 27,609,398
FEEES			
	AIRPORT FEES	\$ 20,550	\$ 24,650
	ASSESSOR'S FEES	\$ 10	\$ 60
	MOBILE HOME - FEES	\$ 25,452	\$ 26,460
	DOG OFFICER FEES	\$ 27,801	\$ 30,414
	TREASURER'S FEES	\$ 778	\$ 957
	FORESTRY FEES	\$ 2,000	\$ 23,276
	POLICE FEES	\$ 7,230	\$ 11,020
	POOL FEES	\$ 14,097	\$ 13,852
	CITY CLERK FEES	\$ 84,743	\$ 106,098
	CERT OF MUN LIENS - FEES	\$ 39,203	\$ 33,750
	WEIGHTS & MEASURES - FEES	\$ 5,093	\$ 6,445
	10% OVERHEAD	\$ 34,092	\$ 16,838
	SURVEY FEES	\$ 293	\$ 314
	ELECTRICAL FEES	\$ 74,698	\$ 62,067
	PUBLIC WORKS FEES	\$ 11,205	\$ 10,427
	VACANT/ABANDONED BLDG FEES	\$ 37,700	\$ 30,750
	AMBULANCE DISPATCH FEES	\$ 39,775	\$ 23,160
	MUNICIPAL AMBULANCE FEES	\$ 91,955	\$ 572,574
TOTAL	FEEES	\$ 516,676	\$ 993,112
STATE REVENUE			
	E-RATE REVENUE FUNDING	\$ 108,396	\$ 167,443
	CS CHAPTER 70 SCHOOL AID	\$ 19,225,095	\$ 19,521,864

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
CS CHARTER SCHOOL REIMBURSEMNT	\$ 62,755	\$ 72,225
CS LOTTERY	\$ 4,074,379	\$ 4,233,280
CS SCHOOL BUILDING ASSIST	\$ 807,991	\$ 807,992
CS EXEMPT-SP BL VE ELD	\$ 30,804	\$ 81,085
CS STATE OWNED LAND	\$ 50,684	\$ 50,851
MISC - OTHER STATE REV	\$ 179,985	\$ 269,992
ROOM OCCUPANCY TAX	\$ 143,131	\$ 155,819
VETERANS REIMBURSMNT REV	\$ 737,127	\$ 711,695
MEDICARE PART D SUBSIDY	\$ 79,095	\$ -
MEDICAID REIMBURSEMENT REV	\$ 326,915	\$ 376,760
INSURANCE FROM OTHER TOWNS	\$ 309	\$ -
TOTAL STATE REVENUE	\$ 25,826,665	\$ 26,449,006
LICENSES & PERMITS		
ALCOHOL BEVERAGE LICENSES	\$ 36,625	\$ 37,565
OTHER LICENSES	\$ 8,860	\$ 7,995
FIRE PERMITS	\$ 8,220	\$ 2,842
BUILDING PERMITS	\$ 166,216	\$ 125,665
HEALTH PERMITS	\$ 35,593	\$ 35,098
GAS & PLUMBING PERMITS	\$ 38,890	\$ 36,070
TOTAL LICENSES & PERMITS	\$ 294,404	\$ 245,235
RENTAL REVENUE		
WEST ST. SOLAR REVENUE	\$ 62,500	\$ 62,500
BUILDING RENTAL FEE	\$ 5,400	\$ 5,800
TOTAL RENTAL REVENUE	\$ 67,900	\$ 68,300
DEPARTMENTAL REVENUE		
VET'S REIMB-INDIV-DEPT'L	\$ -	\$ -
CEM ANN/MISC - DEPT'L	\$ 34,350	\$ 30,225
CONTRIB RETIREMENT REVENU	\$ 94,623	\$ 69,183
ANIMAL CONTROL AGREEMENT REV	\$ 83,474	\$ 77,350
TOTAL DEPARTMENTAL REVENUE	\$ 212,447	\$ 176,758

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	FINES & FORFEITS		
	COURT FINES	\$ 52,192	\$ 63,919
	PARKING FINES	\$ 76,261	\$ 76,671
	BUILDING FINES	\$ 1,300	\$ 825
	HEALTH FINES	\$ -	\$ 400
	DOG FINES	\$ 225	\$ 900
	FIRE FINES	\$ 400	\$ 475
	POLICE FINES	\$ -	\$ 50
TOTAL	FINES & FORFEITS	\$ 130,378	\$ 143,240
	MISCELLANEOUS REVENUE		
	SALE OF SURPLUS EQUIPMENT	\$ -	\$ 1,000
	EARNING ON INVESTMENTS	\$ 52,502	\$ 39,558
	LEASE OF CITY PROPERTY	\$ 4,995	\$ 8,745
	MISCELLANEOUS REVENUE	\$ 9,219	\$ 4,748
	PREM FROM SALE OF BONDS	\$ -	\$ -
	REBATES MISC REVENUE	\$ -	\$ 81,394
	SALE OF FORECLOSED PROP-R	\$ 61,835	\$ 450
TOTAL	MISCELLANEOUS REVENUE	\$ 128,551	\$ 135,896
	OTHER FINANCING SOURCES		
	TRANS FROM CAP PROJ FUNDS	\$ -	
	TRANS FROM ENTERPRISE FUNDS	\$ 497,000	\$ 592,000
	TRANS FROM SPEC REV FUNDS	\$ 446,191	\$ 326,321
TOTAL	OTHER FINANCING SOURCES	\$ 943,191	\$ 918,321
	TOTAL GF REVENUE	\$ 54,895,723	\$ 56,739,266
	TOTAL OTHER RECEIPTS	\$ 44,575,631	\$ 41,306,903
	TOTAL REVENUE/RECEIPTS	\$ 99,471,354	\$ 98,046,170
	TOTAL EXPENDITURES/WITHD	\$ 98,390,741	\$ 96,192,447

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
CITY COUNCIL			
	COUNCILORS SALARIES	\$ 80,304	\$ 80,304
	CLERK/ASST SAL & WAGES	\$ 3,805	\$ 3,793
	MINOR EQUIPMENT	\$ 802	\$ -
	COMMUNICATIONS	\$ 5,761	\$ 9,598
	PROFESSIONAL SERVICES	\$ -	\$ 125
	OFFICE SUPPLIES	\$ 1,611	\$ 940
	GOVERNMENT PICTURE	\$ -	\$ -
	ENCUMB PROFESSIONAL SERV	\$ 3,150	\$ 3,000
TOTAL	CITY COUNCIL	\$ 95,433	\$ 97,760
MAYOR			
	MAYOR SALARY & WAGES	\$ 88,991	\$ 90,408
	ADMIN ASSISTANT SALARY & WAGES	\$ 11,931	\$ 48,613
	SECRETARY SALARY & WAGES	\$ 44,984	\$ 45,707
	TEMP SALARY & WAGES	\$ 1,249	\$ -
	TERMINATION LEAVE	\$ -	\$ -
	REPAIRS & MAINTENANCE	\$ 425	\$ 75
	MINOR EQUIPMENT	\$ 13	\$ 37
	COMMUNICATIONS	\$ 1,597	\$ 1,368
	TELECOMMUNICATIONS	\$ 1,900	\$ 2,648
	PROFESSIONAL DEV & TRAVEL	\$ 1,984	\$ 2,069
	PROFESSIONAL SERVICES	\$ 11,593	\$ 12,181
	OFFICE SUPPLIES	\$ 1,360	\$ 985
	VEHICLE SUPPLIES	\$ 100	\$ 523
TOTAL	MAYOR	\$ 166,128	\$ 204,614
CITY AUDITOR			
	DEPT HEAD SALARY & WAGES	\$ 76,881	\$ 78,120
	ASSISTANT SALARY & WAGES	\$ 33,540	\$ 32,420
	OVERTIME	\$ 645	\$ -
	TERMINATION LEAVE	\$ -	\$ -
	REPAIRS & MAINTENANCE	\$ -	\$ -
	MINOR EQUIPMENT	\$ -	\$ -
	PROFESSIONAL DEV & TRAVEL	\$ 608	\$ 1,600
	PROFESSIONAL SERVICES	\$ 43,745	\$ 45,000

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	OFFICE SUPPLIES	\$ 1,263	\$ 175
	ENCUMB PROFESSIONAL SERV	\$ 2,922	\$ 8,900
TOTAL	CITY AUDITOR	\$ 159,602	\$ 166,214
	PURCHASING		
	DEPT HEAD SALARY & WAGES	\$ 72,844	\$ 74,018
	SENIOR ACCOUNT CLERK SAL & WAG	\$ 39,700	\$ 26,307
	ACCOUNT CLERK SALARY & WAGES	\$ -	\$ -
	LONGEVITY	\$ 420	\$ 450
	TERMINATION LEAVE	\$ -	\$ 3,216
	COMMUNICATIONS	\$ 187	\$ 187
	TELECOMMUNICATIONS	\$ 882	\$ 598
	PROFESSIONAL DEV & TRAVEL	\$ 1,851	\$ 1,439
	OFFICE SUPPLIES	\$ 1,056	\$ 1,429
TOTAL	PURCHASING	\$ 116,940	\$ 107,645
	ASSESSORS		
	CHAIRMAN ASSESS SAL&WAGES	\$ 69,183	\$ 70,298
	CLERK/ASST SAL & WAGES	\$ 13,886	\$ 16,808
	ASSESSORS PART TIME SAL&W	\$ 4,000	\$ 4,000
	TEMP PROJ SALARY & WAGES	\$ 10,527	\$ 10,150
	OVERTIME	\$ 275	\$ -
	LONGEVITY	\$ -	\$ -
	TERMINATION LEAVE	\$ -	\$ -
	COMMUNICATIONS	\$ -	\$ -
	PROFESSIONAL DEV & TRAVEL	\$ 2,324	\$ 4,333
	PROFESSIONAL SERVICES	\$ 128	\$ 435
	OFFICE SUPPLIES	\$ 920	\$ 454
	VALUATION UPDATE	\$ 6,510	\$ 21,446
	ENCUMB PROF DEVELOPMENT & TRAV	\$ 863	\$ -
	ENCUMB PROFESSIONAL SERV	\$ 2,300	\$ 3,000
	ENCUMB UPDATE PROGRAM	\$ 42,193	\$ 39,701
TOTAL	ASSESSORS	\$ 153,108	\$ 170,624
	CITY TREASURER		
	DEPT HEAD SALARY & WAGES	\$ 79,570	\$ 80,852

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	ASSISTANT SALARY & WAGES	\$ 24,603	\$ 48,339
	SENIOR ACCT CLERK SAL & WAGES	\$ 38,403	\$ 39,808
	COMP PROG/OP SAL & WAGES	\$ 60,359	\$ 61,331
	PARKING METER CLERK	\$ 8,556	\$ 10,296
	OVERTIME	\$ 5,499	\$ 3,919
	LONGEVITY	\$ 1,710	\$ 1,770
	TERMINATION LEAVE	\$ -	\$ 1,813
	REPAIRS & MAINTENANCE	\$ 228	\$ 400
	PARKING METER MAINTENANCE	\$ 6,723	\$ 15,000
	INFORMATION TECHNOLOGY	\$ -	\$ -
	MINOR EQUIPMENT	\$ 430	\$ 84
	PROFESSIONAL DEV & TRAVEL	\$ 125	\$ 641
	PROFESSIONAL SERVICES	\$ 21,111	\$ 33,783
	OFFICE SUPPLIES	\$ 7,061	\$ 4,880
	POSTAGE	\$ 67,260	\$ 59,771
	ENC PARKING METER MAINTENANCE	\$ -	\$ -
	ENCUMB MINOR EQUIPMENT	\$ 11,190	\$ -
	ENCUMB PROFESSIONAL SERV	\$ 3,825	\$ 1,283
TOTAL	CITY TREASURER	\$ 336,654	\$ 363,971
	LAW		
	DEPT HEAD SALARY & WAGES	\$ 76,272	\$ 77,501
	ASSISTANT SALARY & WAGES	\$ 42,159	\$ 42,839
	LONGEVITY	\$ 540	\$ 600
	PROFESSIONAL DEV & TRAVEL	\$ 3,004	\$ 5,857
	OUTSIDE COUNSEL	\$ -	\$ 13,794
	ARBITRATION	\$ 1,508	\$ -
	OFFICE SUPPLIES	\$ 3,083	\$ 3,444
	DEPOSITION & DISCOVERY	\$ 712	\$ 1,170
	LEGAL FEES/CLOSING COST	\$ -	\$ 400
TOTAL	LAW	\$ 127,276	\$ 145,604
	PERSONNEL		
	DEPT HEAD SALARY & WAGES	\$ 82,181	\$ 83,506
	CLERK/ASST SAL & WAGES	\$ 34,822	\$ 35,735
	PART-TIME CLERK	\$ -	\$ -
	LONGEVITY	\$ 450	\$ 630
	MINOR EQUIPMENT	\$ 1,000	\$ 250

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	COMMUNICATIONS	\$ 2,524	\$ 5,030
	PROFESSIONAL DEV & TRAVEL	\$ 259	\$ 1,118
	PROFESSIONAL SERVICES	\$ 300	\$ 350
	V.I.P.S. PROGRAM	\$ 2,120	\$ 1,368
	MEDICAL EXAMS	\$ 25,230	\$ 17,106
	OFFICE SUPPLIES	\$ 589	\$ 388
	ENCUMB PROFESSIONAL SERV	\$ -	\$ -
TOTAL	PERSONNEL	\$ 149,475	\$ 145,481
	INFORMATION TECHNOLOGY		
	DEPT HEAD SALARY & WAGES	\$ 45,363	\$ 46,094
	TEMP SALARY & WAGES	\$ -	\$ -
	LONGEVITY	\$ 150	\$ 180
	INFORMATION TECHNOLOGY	\$ 37,119	\$ 29,106
	SOFTWARE/SERVICE/LISC RENEWALS	\$ 111,362	\$ 99,901
	TELECOMMUNICATIONS	\$ 7,716	\$ 7,519
	PROFESSIONAL DEV & TRAVEL	\$ 1,441	\$ 1,166
	OFFICE SUPPLIES	\$ 411	\$ -
	PRINTER/COPIER SUPPLIES	\$ 9,425	\$ 7,606
	ENC INFORMATION TECH	\$ -	\$ 3,917
TOTAL	INFORMATION TECHNOLOGY	\$ 212,987	\$ 195,490
	CITY CLERK		
	DEPT HEAD SALARY & WAGES	\$ 75,404	\$ 76,619
	ASSISTANT SALARY & WAGES	\$ 41,258	\$ 82,533
	CLERK SAL & WAGES	\$ 36,044	\$ -
	OVERTIME	\$ -	\$ 289
	LONGEVITY	\$ 450	\$ 660
	TERMINATION LEAVE	\$ -	\$ 5,097
	MINOR EQUIPMENT	\$ -	\$ 395
	PROFESSIONAL DEV & TRAVEL	\$ 340	\$ 275
	PROFESSIONAL SERVICES	\$ 3,056	\$ 4,128
	OFFICE SUPPLIES	\$ 1,507	\$ 971
	ENCUMB PROFESSIONAL SERV	\$ 3,046	\$ 1,823
	ENCUMB OFFICE SUPPLIES	\$ -	\$ 2,440
TOTAL	CITY CLERK	\$ 161,106	\$ 175,229

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
ELECTION & REGISTRATION			
	BD OF REGISTRATION SAL&WA	\$ 2,250	\$ 2,650
	ELECTION OFFICERS SAL&WGS	\$ 8,805	\$ 14,332
	MINOR EQUIPMENT	\$ 19,875	\$ 5,974
	COMMUNICATIONS	\$ 3,482	\$ 901
	PROFESSIONAL SERVICES	\$ 13,906	\$ 17,894
	OFFICE SUPPLIES	\$ 3,018	\$ 2,427
	ENCUMB COMMUNICATIONS	\$ 502	\$ -
	ENCUMB VOTING EQUIPMENT	\$ 4,470	\$ -
TOTAL	ELECTION & REGISTRATION	\$ 56,309	\$ 44,180
LICENSE COMMISSION			
	LICENSE BD SALARY & WAGES	\$ 1,700	\$ 1,975
	OVERTIME	\$ -	\$ -
	COMMUNICATIONS	\$ -	\$ -
	PROFESSIONAL DEV & TRAVEL	\$ -	\$ -
	PROFESSIONAL SERVICES	\$ 615	\$ -
	OFFICE SUPPLIES	\$ 194	\$ -
TOTAL	LICENSE COMMISSION	\$ 2,509	\$ 1,975
CONSERVATION COMMISSION			
	CONSERVATION AGENT SAL&WGS	\$ 53,739	\$ 34,105
	BOARD & COMM SAL & WAGES	\$ 3,700	\$ 4,538
	PROFESSIONAL DEV & TRAVEL	\$ 545	\$ 175
	OFFICE SUPPLIES	\$ 97	\$ 91
	ENCUMB OFFICE SUPPLIES	\$ 295	\$ -
TOTAL	CONSERVATION COMMISSION	\$ 58,375	\$ 38,909
PLANNING BOARD			
	PLANNING AGENT SALARY & WAGES	\$ -	\$ 22,614
	BOARD & COMM SAL & WAGES	\$ 3,200	\$ 3,600
	REPAIRS & MAINTENANCE	\$ 141	\$ 128
	COMMUNICATIONS	\$ 194	\$ 202
	PROFESSIONAL DEV & TRAVEL	\$ 195	\$ 125
	OFFICE SUPPLIES	\$ 10	\$ 23

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
TOTAL	PLANNING BOARD	\$ 3,739	\$ 26,692
	ZONING BOARD OF APPEALS		
	BOARD & COMM SAL & WAGES	\$ 2,200	\$ 2,550
	COMMUNICATIONS	\$ 4,807	\$ 3,806
	OFFICE SUPPLIES	\$ -	\$ 126
TOTAL	ZONING BOARD OF APPEALS	\$ 7,007	\$ 6,482
	COMMUNITY DEVELOPMENT		
	DEPT HEAD SALARY & WAGES	\$ 62,070	\$ 65,489
	ASST DIR/GRANTS ADMINISTRATOR	\$ 2,899	\$ 3,213
	CLERK/ASST SAL & WAGES	\$ 29,552	\$ 30,901
	PROJ MNGR/FINANCIAL ADMIN	\$ 2,006	\$ 2,090
	ECON DEV COORD SALARY	\$ 30,935	\$ 49,221
	LONGEVITY	\$ 240	\$ 420
	TERMINATION LEAVE	\$ 3,001	\$ -
	REPAIRS & MAINTENANCE	\$ 141	\$ 128
	COMMUNICATIONS	\$ -	\$ 374
	TELECOMMUNICATIONS	\$ 1,811	\$ 1,676
	PROFESSIONAL DEV & TRAVEL	\$ 3,500	\$ 3,500
	OFFICE SUPPLIES	\$ 360	\$ 360
	ENCUMB TELECOMMUNICATIONS	\$ -	\$ -
	ENCUMB PROFESSIONAL SERV	\$ -	\$ 36,826
TOTAL	COMMUNITY DEVELOPMENT	\$ 136,515	\$ 194,198
	CITY HALL MAINTENANCE		
	CUSTODIAN SALARY & WAGES	\$ 100,905	\$ 69,567
	OVERTIME	\$ 4,945	\$ 5,752
	CLOTH/UNIFORM ALLOWANCE	\$ 700	\$ 700
	SHIFT DIFFERENTIAL	\$ 747	\$ 613
	LONGEVITY	\$ -	\$ -
	TERMINATION LEAVE	\$ -	\$ 11,674
	REPAIRS & MAINTENANCE	\$ 22,375	\$ 10,599

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	MINOR EQUIPMENT	\$ 391	\$ 496
	ENERGY & UTILITIES	\$ 35,997	\$ 34,895
	COMMUNICATIONS	\$ -	\$ -
	TELECOMMUNICATIONS	\$ 843	\$ 864
	ENCUMB REPAIRS & MAINTEN	\$ 30,749	\$ -
TOTAL	CITY HALL MAINTENANCE	\$ 197,651	\$ 135,159
 CABLE COMMISSION			
	DEPT HEAD SALARY & WAGES	\$ 60,392	\$ 61,364
	ASSISTANT SALARY & WAGES	\$ 45,770	\$ 46,507
	PART TIME PRODUCTION ASST	\$ 11,952	\$ 11,568
	LONGEVITY	\$ 930	\$ 990
	REPAIRS & MAINTENANCE	\$ 922	\$ 239
	INFORMATION TECHNOLOGY	\$ 2,700	\$ 2,700
	MINOR EQUIPMENT	\$ 837	\$ 56
	COMMUNICATIONS	\$ -	\$ -
	TELECOMMUNICATIONS	\$ 1,957	\$ 1,925
	PROFESSIONAL DEV & TRAVEL	\$ -	\$ -
	PROFESSIONAL SERVICES	\$ -	\$ -
	OFFICE SUPPLIES	\$ 694	\$ 621
	INDIRECT COSTS REIMBURSE	\$ -	\$ -
	NEW EQUIPMENT	\$ 5,289	\$ 14,560
TOTAL	CABLE COMMISSION	\$ 131,444	\$ 140,529
 MAYOR'S UNCLASSIFIED			
	TELEPHONE	\$ 39,210	\$ 41,580
	MASS MUNICIPAL DUES	\$ 2,669	\$ 2,736
	MONT REG PLANN COMMISSION	\$ 6,162	\$ 6,316
	TAXES OTHER TOWNS	\$ 1,767	\$ 1,825
	WATER	\$ 18,602	\$ 14,317
	DAMAGES PERS & PROPERTY	\$ 3,444	\$ 2,724
	CAPITAL IMPROVEMENT PLAN	\$ 30,843	\$ 70,123
	CUMBERLAND FARM PURCHASE	\$ -	\$ -
	MAKI BUILDING PURCHASE	\$ 99,444	\$ -
	ENCUMB CAPITAL PROJECTS	\$ 4,194	\$ 44,157
	ENCUMB CUMBERLAND FARM PURCH	\$ 61,238	\$ -
	ENCUMB CAP PROJ-CITY HALL	\$ -	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
TOTAL	MAYOR'S UNCLASSIFIED	\$ 267,572	\$ 183,779
	POLICE		
	DEPT HEAD SALARY & WAGES	\$ 97,638	\$ 99,211
	SENIOR CLERKS SAL & WGS	\$ 98,351	\$ 104,162
	POLICE OFFICERS SAL & WGS	\$ 1,034,115	\$ 1,137,062
	POLICE SERGEANTS SAL&WGS	\$ 311,637	\$ 310,765
	COMP PROG/OP SAL & WAGES	\$ 65,104	\$ 71,400
	CUSTODIAN SALARY & WAGES	\$ 35,993	\$ 38,134
	POL LIEUTENANTS SAL & WGS	\$ 137,216	\$ 141,970
	DEPUTY CHIEF SAL & WGS	\$ 82,181	\$ 83,506
	OVERTIME	\$ 334,293	\$ 352,230
	COMPENSATORY TIME	\$ (1,082)	\$ (13,323)
	HOLIDAY PAY	\$ 122,751	\$ 128,807
	CLOTH/UNIFORM ALLOWANCE	\$ 35,165	\$ 37,865
	SHIFT DIFFERENTIAL	\$ 122,441	\$ 136,517
	COLLEGE CREDITS	\$ 88,116	\$ 88,093
	WORKING OUT OF GRADE	\$ 955	\$ 847
	LONGEVITY	\$ 2,610	\$ 2,700
	TERMINATION LEAVE	\$ 5,053	\$ 1,072
	REPAIRS & MAINTENANCE	\$ 25,136	\$ 27,271
	PARKING METER MAINTENANCE	\$ 2,976	\$ 2,346
	INFORMATION TECHNOLOGY	\$ 47,644	\$ 41,420
	MINOR EQUIPMENT	\$ 2,139	\$ 4,387
	ENERGY & UTILITIES	\$ 26,077	\$ 30,904
	COMMUNICATIONS	\$ -	\$ 1,686
	TELECOMMUNICATIONS	\$ 23,442	\$ 24,454
	PROFESSIONAL DEV & TRAVEL	\$ 19,342	\$ 29,070
	PROFESSIONAL SERVICES	\$ 8,889	\$ 18,011
	OFFICE SUPPLIES	\$ 15,285	\$ 12,869
	VEHICLE SUPPLIES	\$ 18,783	\$ 10,517
	ARMORY EQUIPMENT	\$ 11,974	\$ 9,383
	PORTABLE RADIOS	\$ -	\$ 4,593
	NEW POLICE VEHICLES	\$ 99,111	\$ 115,066
	RADIO SYSTEM UPGRADE	\$ 7,294	\$ 1,783
	CLOTH/UNIFORM ALLOWANCE	\$ 1,201	\$ 7,901
	ENC INFORMATION TECH	\$ 2,228	\$ -
	ENCUMB PORTABLE RADIOS	\$ -	\$ 11,130
	ENC NEW VEHICLES	\$ 40,000	\$ 6,742
TOTAL	POLICE	\$ 2,924,059	\$ 3,080,551

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
FIRE		
DEPT HEAD SALARY & WAGES	\$ 89,584	\$ 91,021
CAPTAINS SALARY & WAGES	\$ 72,942	\$ 73,427
SENIOR CLERK SAL & WAGES	\$ 37,225	\$ 45,381
PRIVATES SALARY & WAGES	\$ 1,215,650	\$ 1,091,401
LIEUTENANTS SALARY&WAGES	\$ 383,795	\$ 367,416
OVERTIME	\$ 374,501	\$ 398,196
HOLIDAY PAY	\$ 188,144	\$ 164,520
CLOTH/UNIFORM ALLOWANCE	\$ 50,175	\$ 41,175
COLLEGE CREDITS	\$ 28,000	\$ 32,000
COLLATERAL JOBS	\$ 62,839	\$ 54,022
EDUCATIONAL INCENTIVE	\$ 8,214	\$ 3,656
SICK LEAVE INCENTIVE	\$ 6,187	\$ 2,609
PHYSICAL FITNESS	\$ 11,800	\$ 12,600
LONGEVITY	\$ 1,290	\$ 1,320
TERMINATION LEAVE	\$ 134,815	\$ 103,301
REPAIRS & MAINTENANCE	\$ 67,393	\$ 68,786
AMBULANCE EXPENSES	\$ 44,485	\$ -
INFORMATION TECHNOLOGY	\$ 8,276	\$ 8,505
MINOR EQUIPMENT	\$ 8,894	\$ 15,341
ENERGY & UTILITIES	\$ 25,913	\$ 32,403
COMMUNICATIONS	\$ 117	\$ 24
TELECOMMUNICATIONS	\$ 3,760	\$ 3,306
PROFESSIONAL DEV & TRAVEL	\$ 16,450	\$ 14,800
PROFESSIONAL SERVICES	\$ 925	\$ -
OFFICE SUPPLIES	\$ 6,170	\$ 3,516
FIRE PREVENT/TRAINING SUPPLIES	\$ 1,894	\$ 2,160
VEHICLE SUPPLIES	\$ 19,392	\$ 21,309
PHYSICAL FITNESS	\$ 234	\$ 160
NEW FIRE VEHICLES	\$ 51,567	\$ 40,000
PROTECTIVE FF CLOTHING	\$ 26,523	\$ 27,919
STUDENT AWARE OF FIRE EDU	\$ 1,925	\$ -
PUMP FOR ENGINE #1	\$ -	\$ 40,993
ENCUMB REPAIRS & MAINTEN	\$ 12,251	\$ -
ENCUMB MINOR EQUIPMENT	\$ 3,340	\$ -
ENC NEW VEHICLES	\$ 144,545	\$ -
TOTAL	\$ 3,109,215	\$ 2,761,265

AMBULANCE

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	PRIVATE AMBULANCE SAL&WAGES	\$ 97,586	\$ 311,674
	OVERTIME	\$ 20,698	\$ 83,848
	HOLIDAY PAY	\$ -	\$ 29,435
	CLOTH/UNIFORM ALLOWANCE	\$ -	\$ 9,000
	COLLATERAL JOBS	\$ -	\$ 23,722
	AMBULANCE SERV STIPEND	\$ 5,832	\$ 16,929
	REPAIRS & MAINTENANCE	\$ 891	\$ 9,607
	AMBULANCE SUPP/EXPENSES	\$ 4,086	\$ 11,547
	LISC RENEWALS/FEES/ INSPECTION	\$ 560	\$ 5,730
	MINOR EQUIPMENT	\$ -	\$ 1,683
	TELECOMMUNICATIONS	\$ -	\$ 979
	PROFESSIONAL DEV & TRAVEL	\$ -	\$ 320
	PROFESSIONAL SERVICES	\$ 3,422	\$ 54,375
	VEHICLE SUPPLIES	\$ 117	\$ 742
	NEW VEHICLES	\$ -	\$ 254,998
TOTAL	AMBULANCE	\$ 133,193	\$ 814,588
 DISPATCHERS			
	DISPATCH SUPERV SALARY & WAGES	\$ (43)	\$ 21,071
	FULL TIME DISPATCHERS SAL	\$ 266,509	\$ 305,323
	PART TIME DISPATCHERS SAL	\$ 43,298	\$ 56,049
	OVERTIME	\$ 67,200	\$ 121,112
	COMPENSATORY TIME	\$ 6,656	\$ 6,323
	HOLIDAY PAY	\$ 22,114	\$ 31,863
	CLOTH/UNIFORM ALLOWANCE	\$ 5,038	\$ 5,844
	SHIFT DIFFERENTIAL	\$ 22,640	\$ 25,206
	TERMINATION LEAVE	\$ 2,924	\$ 411
	PROFESSIONAL DEV & TRAVEL	\$ 3,288	\$ 2,360
TOTAL	DISPATCHERS	\$ 439,624	\$ 575,561
 BUILDING INSPECTOR			
	DEPT HEAD SALARY & WAGES	\$ 75,404	\$ 69,719
	ASST BLDG INSP SAL & WGS	\$ 57,067	\$ 40,386
	CLERK/ASST SAL & WAGES	\$ 38,603	\$ 40,404
	P/T CLERK/ASST SAL & WGS	\$ 19,676	\$ 32,369
	PLUMBING & GAS INSP SAL & WAGE	\$ 25,307	\$ 14,176

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
WIRE INSPECTOR SAL & WAGES	\$ 57,071	\$ 57,989
ALTERNATE INSPECTOR SALARY	\$ 3,229	\$ 4,008
OVERTIME	\$ (127)	\$ 2,179
CLOTH/UNIFORM ALLOWANCE	\$ 1,700	\$ 1,350
LONGEVITY	\$ 360	\$ 210
TERMINATION LEAVE	\$ 11,564	\$ 17,888
ABANDONED BUILDING MAINT	\$ 2,159	\$ 100
REPAIRS & MAINTENANCE	\$ 37	\$ 24
REPAIRS TO POLES & LIGHTS	\$ 5,152	\$ 5,183
MINOR EQUIPMENT	\$ 1,544	\$ 525
ENERGY & UTILITIES	\$ 8,184	\$ 8,293
COMMUNICATIONS	\$ 144	\$ -
TELECOMMUNICATIONS	\$ 2,094	\$ 2,364
PROFESSIONAL DEV & TRAVEL	\$ 3,382	\$ 564
OFFICE SUPPLIES	\$ 2,136	\$ 2,351
VEHICLE SUPPLIES	\$ 3,993	\$ 2,090
COPIER EXPENSES	\$ 321	\$ 271
ENC REPAIRS TO POLES & LIGHTS	\$ 4,330	\$ 1,829
TOTAL BUILDING INSPECTOR	\$ 323,330	\$ 304,273
WEIGHTS & MEASURES		
DEPT HEAD SALARY & WAGES	\$ 8,630	\$ 9,110
OFFICE SUPPLIES	\$ 60	\$ 65
TOTAL WEIGHTS & MEASURES	\$ 8,690	\$ 9,175
ANIMAL CONTROL OFFICER		
SENIOR ANIMAL OFFICER SAL & WA	\$ 34,477	\$ 30,556
ANIMAL CONT OFF SAL & WAGES	\$ 66,670	\$ 72,178
OVERTIME	\$ 1,568	\$ 2,189
CLOTH/UNIFORM ALLOWANCE	\$ 1,050	\$ 1,050
LONGEVITY	\$ 150	\$ 150
TERMINATION LEAVE	\$ 1,711	\$ 901
REPAIRS & MAINTENANCE	\$ 751	\$ 2,757
TELECOMMUNICATIONS	\$ 2,487	\$ 2,061
PROFESSIONAL DEV & TRAVEL	\$ -	\$ 500
VEHICLE SUPPLIES	\$ 1,908	\$ 2,153
ENCUMB VEHICLE SUPPLIES	\$ 5,807	\$ -

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
TOTAL	ANIMAL CONTROL OFFICER	\$ 116,580	\$ 114,494
	CIVIL DEFENSE		
	DEPT HEAD SALARY & WAGES	\$ 8,473	\$ 8,985
	OFFICE SUPPLIES	\$ -	\$ 87
TOTAL	CIVIL DEFENSE	\$ 8,473	\$ 9,072
	ANIMAL SHELTER		
	ALT ANIMAL CONT OFF SAL&W	\$ 29,967	\$ 23,041
	OVERTIME	\$ -	\$ -
	REPAIRS & MAINTENANCE	\$ 2,645	\$ 1,875
	INFORMATION TECHNOLOGY	\$ 1,309	\$ 900
	MINOR EQUIPMENT	\$ 1,228	\$ 399
	ENERGY & UTILITIES	\$ 9,082	\$ 8,027
	OFFICE SUPPLIES	\$ 1,194	\$ 514
	ANIMAL CARE & DISPOSAL	\$ 31,641	\$ 27,083
TOTAL	ANIMAL SHELTER	\$ 77,065	\$ 61,840
	CIVIL ENFORCEMENT		
	DEPT HEAD SALARY & WAGES	\$ 2,500	\$ 2,500
	PROFESSIONAL SERVICES	\$ 8,460	\$ 6,920
TOTAL	CIVIL ENFORCEMENT	\$ 10,960	\$ 9,420
	GARDNER HIGH SCHOOL		
	2210-PRINCIPAL GHS	\$ 272,176	\$ 280,227
	2210-SECRETARY GHS	\$ 55,894	\$ 76,353
	2305-TEACHERS GHS	\$ 2,753,876	\$ 2,317,954
	2325-SUBSTITUTE SPED TEACHER	\$ 5,023	\$ 7,055
	2325-SUBSTITUTE TEACHER GHS	\$ 27,085	\$ 20,495
	2324-LONG TERM SUB TEACH SAL	\$ -	\$ 69,952
	2710-GUIDANCE COUNSEL SAL & WA	\$ 244,915	\$ 232,807
	2710-GUIDANCE CLERICAL PARAP	\$ 39,133	\$ 39,512
	3510-COACHES GHS	\$ 204,238	\$ 210,111
	3520-EXTRA-CURRICULAR GHS	\$ 33,760	\$ 35,600
	3200-SCHOOL NURSE SAL & WAGES	\$ 53,535	\$ 54,338

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
2325-SUBSTITUTE NURS SAL&WAGES	\$ -	\$ -
3510-POLICE DETAIL	\$ 6,040	\$ 7,130
2305-SPED TEACHERS SAL & WAGES	\$ 792,125	\$ 823,564
2330-SPED PARAPROFESSIONAL SAL	\$ 147,928	\$ 158,631
2330-SUBSTITUTE SPED PARAP SAL	\$ 235	\$ 3,867
2440-HOME INSTRUCTION GHS	\$ 14,701	\$ 11,160
2210-POSTAGE	\$ 6,000	\$ 6,000
2210-OFFICE SUPPLIES	\$ 5,749	\$ 4,045
2210-COPIER SUPPLIES	\$ 3,150	\$ 10,870
5300-COPIER/POSTAGE - OTHER	\$ 25,444	\$ 26,200
TEXTBOOKS-ENGLISH/LANGUAGE ART	\$ 2,652	\$ -
2410-TEXTBOOKS-FOREIGN LANG	\$ 6,375	\$ 5,267
2410-TEXTBOOKS-HISTORY	\$ 1,638	\$ 3,150
2410-TEXTBOOKS-SCIENCE	\$ -	\$ 2,535
2410-TEXTBOOKS-SPED	\$ 200	\$ 438
2410-CURRICULUM MATERIALS	\$ -	\$ 3,000
2415-CURRICULUM MATLS-ART	\$ 4,310	\$ 4,393
2410-CURR MATLS-FOREIGN LANG	\$ 45	\$ 923
2710-CURRICULUM MATLS-GUIDANCE	\$ 3,650	\$ 2,786
2415-CURRICULUM MATLS-HEALTH	\$ 599	\$ 796
CURRICULUM MATLS-MATH	\$ 13,622	\$ -
2415-CURRICULUM MATLS-MUSIC	\$ 1,626	\$ 3,242
2415-CURRICULUM MATLS-PHYS EDU	\$ 84	\$ 1,921
2410-CURRICULUM MATLS-SCIENCE	\$ 10,530	\$ 8,527
2410-CURRICULUM MATLS-SPED	\$ 988	\$ 189
2455-CURRICULUM MATLS-TECH/ENG	\$ 28,052	\$ 21,426
2415-1BOOKS & PERIODICALS-LIBR	\$ 613	\$ 530
2720-ASSESSMENT MATERIALS	\$ 23,764	\$ 11,599
2430-GENERAL SUPPLIES	\$ 6,772	\$ 10,160
2455-COMPUTER HARDWARE	\$ -	\$ 13,964
2455-COMPUTER SOFTWARE	\$ 519	\$ 619
2455-COMPUTER SOFTWARE-MATH	\$ -	\$ 1,541
3200-SCHOOL NURSING	\$ 1,581	\$ 1,218
3510-ATHLETICS-TRANSPORTATION	\$ 46,506	\$ 44,895
3510-ATHLETICS - DUES & MEMBER	\$ 11,951	\$ 12,339
3510-ATHLETICS - MISCELLANEOUS	\$ 12,393	\$ 31,803
3520-EXTRA-CURRICULAR EXPENSES	\$ -	\$ 4,260
2440-STUDENT ACT/FIELD TRIPS	\$ 8,030	\$ 7,924
1210-ADMIN TRAVEL	\$ 181	\$ 15,181
2356-DUES & MEMBERSHIPS	\$ 6,152	\$ 6,418
2356-PROFESSIONAL DEVELOPMENT	\$ 8,610	\$ 4,620
4110-CUSTODIAL SUPPLIES	\$ 7,554	\$ 7,576

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
4110-CLEANING CONTRACT	\$ 201,941	\$ 205,686
4130-GAS	\$ 69,065	\$ 82,061
4130-ELECTRIC	\$ 69,315	\$ 65,837
4130-WATER	\$ 2,335	\$ 1,006
OIL HEAT	\$ 25,930	\$ -
4230-EQUIPMENT	\$ -	\$ 695
4210-GROUNDS MAINTENANCE	\$ 11,440	\$ 1,209
4220-ELECTRICAL REPAIRS	\$ 1,112	\$ 4,125
4220-PLUMBING REPAIRS	\$ 4,572	\$ 2,987
4220-HVAC REPAIRS	\$ 3,444	\$ 12,192
4220-GLASS REPAIRS	\$ 1,300	\$ 2,319
4220-OTHER REPAIRS	\$ 36	\$ 17,092
4220-SOLID WASTE REMOVAL	\$ 18,107	\$ 17,669
4220-BUILDING MAINT CONTRACTS	\$ 4,285	\$ 4,813
TOTAL		
GARDNER HIGH SCHOOL	\$ 5,312,883	\$ 5,046,802
MIDDLE SCHOOL		
2210-PRINCIPAL GMS	\$ 240,028	\$ 255,500
2210-SECRETARY MID SCH	\$ 55,394	\$ 55,722
2305-TEACHERS MID SCH	\$ 2,018,508	\$ 2,021,199
2325-SUBSTITUTE SPED TEACHER	\$ 11,358	\$ 6,868
2325-SUBSTITUTE TEACHER GMS	\$ 43,572	\$ 22,680
2324-LONG TERM SUB TEACH SAL	\$ -	\$ 8,206
2710-GUIDANCE COUNSEL SAL & WA	\$ 160,057	\$ 207,778
2710-GUIDAN CLERICAL PARAP SAL	\$ 32,888	\$ 33,135
3510-COACHES MID SCH	\$ 42,411	\$ 44,548
3520-EXTRA-CURRICULAR MID SCH	\$ 7,180	\$ 8,530
3200-SCHOOL NURSE SAL & WAGES	\$ 53,535	\$ 53,157
2325-SUBSTITUTE NURSE SAL&WAG	\$ -	\$ 210
2305-SPED TEACHERS SAL & WAGES	\$ 552,668	\$ 637,885
2330-ISS TUTORS SALARY & WAGES	\$ 24,253	\$ 29,760
2330-SPED PARAPROFESSIONAL SAL	\$ 248,090	\$ 289,218
2330-SUBSTITUTE SPED PARAP SAL	\$ 6,000	\$ 9,647
2440-HOME INSTRUCTION MID SCH	\$ 3,005	\$ 3,221
2210-POSTAGE	\$ 3,000	\$ 3,000
2210-OFFICE SUPPLIES	\$ 9,026	\$ 4,093
4230-PHOTOCOPY MAINTENANCE	\$ 443	\$ -
2420-COPIER SUPPLIES	\$ 1,867	\$ 4,727
5300-COPIER/POSTAGE - OTHER	\$ 14,359	\$ 17,206
TEXTBOOKS-SCIENCE	\$ 2,801	\$ -

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
2415-CURRICULUM MATLS-ART	\$ 1,849	\$ 905
2410-CURRICULUM MATLS-ENGL/LA	\$ -	\$ 1,086
2410-CURRICULUM MATERIALS-ELL	\$ 324	\$ 605
2710-CURRICULUM MATLS-GUIDANCE	\$ -	\$ 372
2415-CURRICULUM MATLS-HEALTH	\$ 872	\$ -
2410-CURRICULUM MATLS-HISTORY	\$ 819	\$ 891
2415-CURRICULUM MATLS-MUSIC	\$ 1,857	\$ 456
2415-CURRICULUM MATLS-PHY EDUC	\$ 1,269	\$ 767
2410-CURRICULUM MATLS-SCIENCE	\$ 926	\$ 419
2410-CURRICULUM MATLS-SPED	\$ -	\$ 71
2451-CURRICULUM MATLS-TECH/ENG	\$ 2,005	\$ 590
2430-GENERAL SUPPLIES	\$ 7,667	\$ 6,390
2455-COMPUTER SOFTWARE	\$ 3,231	\$ 9,993
3200-SCHOOL NURSING	\$ 1,600	\$ 1,600
3510-ATHLETIC - TRANSPORTATION	\$ 6,529	\$ 3,177
2440-STUDENT ACT/FIELD TRIPS	\$ -	\$ 190
1210-ADMIN TRAVEL	\$ 139	\$ 201
2356-DUES & MEMBERSHIPS	\$ 520	\$ 509
4110-CUSTODIAL SUPPLIES	\$ 6,029	\$ 5,726
4110-CLEANING CONTRACT	\$ 172,837	\$ 176,352
4130-GAS	\$ 53,395	\$ 50,565
4130-ELECTRIC	\$ 57,707	\$ 54,693
4130-WATER	\$ 8,373	\$ 3,565
4230-EQUIPMENT	\$ -	\$ 695
4230-EQUIPMENT MAINTENANCE	\$ 344	\$ -
4210-GROUNDS MAINTENANCE	\$ 3,676	\$ 979
4220-ELECTRICAL REPAIRS	\$ 3,676	\$ 4,027
4220-PLUMBING REPAIRS	\$ 7,903	\$ 6,726
4220-HVAC REPAIRS	\$ 1,715	\$ 5,311
4220-GLASS REPAIRS	\$ 585	\$ 1,760
4220-OTHER REPAIRS	\$ 3,097	\$ 26,425
4220-SOLID WASTE REMOVAL	\$ 8,155	\$ 7,814
4220-BUILDING MAINT CONTRACTS	\$ 5,350	\$ 5,537
TOTAL	\$ 3,892,893	\$ 4,094,686
ELM STREET SCHOOL		
2210-PRINCIPAL ESS	\$ 182,407	\$ 176,707
2210-SECRETARY SALARY & WAGES	\$ 78,266	\$ 68,363

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
2305-TEACHERS ESS	\$ 1,814,370	\$ 1,805,396
2325-SUBSTITUTE SPED TEACHER	\$ 25,320	\$ 6,718
2325-SUBSTITUTE TEACHER ELEM	\$ 54,036	\$ 17,484
2324-LG TERM SUB SE TEACH SAL	\$ -	\$ 10,616
2324-LONG TERM SUB TEACH SAL	\$ -	\$ 16,742
2710-GUIDANCE COUNSEL SAL & WA	\$ 138,758	\$ 142,612
3520-EXTRA-CURRICULAR ELEM	\$ 8,160	\$ 8,160
3200-SCHOOL NURSE SAL & WAGES	\$ 52,485	\$ 53,095
2305-SPED TEACHERS SAL & WAGES	\$ 598,795	\$ 544,403
2330-SPED PARAPROFESSIONAL SAL	\$ 275,535	\$ 303,823
2330-SUBSTITUTE SPED PARAP SAL	\$ 28,946	\$ 28,413
2440-HOME INSTRUCTION ELEM	\$ 250	\$ -
2210-POSTAGE	\$ 2,000	\$ 2,200
2210-OFFICE SUPPLIES	\$ 33	\$ 281
2420-COPIER SUPPLIES	\$ 1,748	\$ 4,306
5300-COPIER/POSTAGE - OTHER	\$ 11,022	\$ 11,239
2415-CURRICULUM MATLS-ART	\$ 1,538	\$ 1,619
2410-CURRICULUM MATLS-ENG/LA	\$ -	\$ 1,429
CURRICULUM MATLS-MUSIC	\$ 539	\$ -
2410-CURRICULUM MATLS-SPED	\$ -	\$ 349
2430-GENERAL SUPPLIES	\$ 7,274	\$ 9,541
2455-COMPUTER SOFTWARE	\$ 2,600	\$ 460
3200-SCHOOL NURSING	\$ 2,102	\$ 2,214
2440-STUDENT ACT/FIELD TRIPS	\$ 190	\$ 810
1210-ADMIN TRAVEL	\$ -	\$ 43
2356-DUES & MEMBERSHIPS	\$ 1,068	\$ 1,070
2356-PROFESSIONAL DEVELOPMENT	\$ 190	\$ 1,500
4110-CUSTODIAL SUPPLIES	\$ 9,588	\$ 9,504
4110-CLEANING CONTRACT	\$ 163,744	\$ 167,498
4130-GAS	\$ 34,149	\$ 37,065
4130-ELECTRIC	\$ 17,474	\$ 24,960
4130-WATER	\$ 6,899	\$ 5,997
4230-EQUIPMENT	\$ -	\$ 806
4210-GROUNDS MAINTENANCE	\$ 1,690	\$ 2,007
4220-ELECTRICAL REPAIRS	\$ 960	\$ 166
4220-PLUMBING REPAIRS	\$ 3,456	\$ 508
4220-HVAC REPAIRS	\$ 1,081	\$ 3,575
4220-GLASS REPAIRS	\$ -	\$ 165
4220-OTHER REPAIRS	\$ -	\$ 12,476
4220-SOLID WASTE REMOVAL	\$ 11,834	\$ 12,524
4220-BUILDING MAINT CONTRACTS	\$ 4,170	\$ 4,308

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
TOTAL	ELM STREET SCHOOL	\$ 3,542,675	\$ 3,501,152
	HELEN MAE SAUTER SCHOOL		
	4130-GAS	\$ 16,981	\$ 20,403
	4130-ELECTRIC	\$ 10,457	\$ 11,891
	4130-WATER	\$ 1,303	\$ 544
	4220-ELECTRICAL REPAIRS	\$ 11	\$ 28
	4220-PLUMBING REPAIRS	\$ 854	\$ 13
	4220-HVAC REPAIRS	\$ 2,213	\$ 1,906
	4220-OTHER REPAIRS	\$ -	\$ 5,520
	4220-SOLID WASTE REMOVAL	\$ 3,854	\$ 3,846
	4220-BUILDING MAINT CONTRACTS	\$ 4,485	\$ 4,605
TOTAL	HELEN MAE SAUTER SCHOOL	\$ 40,157	\$ 48,757
	PROSPECT STREET SCHOOL		
	2210-PRINCIPAL PSS	\$ 92,016	\$ 101,500
	2210-SECRETARY SALARY & WAGES	\$ 9,112	\$ 18,881
	2305-TEACHERS PSS	\$ 313,855	\$ 294,389
	2325-SUBSTITUTE TEACHER-PSS	\$ -	\$ 5,033
	2710-GUIDANCE COUNSEL SAL & WA	\$ 78,159	\$ 79,820
	3200-SCHOOL NURSE SAL & WAGES	\$ 9,958	\$ 10,107
	2305-SPED TEACHERS SAL & WAGES	\$ 72,803	\$ 61,321
	2440-HOME INSTRUCTION	\$ 1,050	\$ 2,975
	2210-POSTAGE	\$ 500	\$ 500
	2210-OFFICE SUPPLIES	\$ 985	\$ 1,549
	4230-PHOTOCOPY MAINTENANCE	\$ 1,370	\$ -
	2420-COPIER SUPPLIES	\$ 339	\$ -
	2410-CURRICULUM MATERIALS	\$ -	\$ 6,000
	2430-GENERAL SUPPLIES	\$ 2,555	\$ 1,161
	3200-SCHOOL NURSING	\$ 181	\$ 308
	2356-PROFESSIONAL DEVELOPMENT	\$ 90	\$ 250
	4110-CUSTODIAL SUPPLIES	\$ -	\$ 496
	4110-CLEANING CONTRACT	\$ 5,363	\$ 5,250
	4130-GAS	\$ 700	\$ 20,432
	4130-ELECTRIC	\$ 6,469	\$ 6,130
	4130-WATER	\$ 14,228	\$ 7,900
	OIL HEAT	\$ 22,179	\$ -
	4210-ELECTRICAL REPAIRS	\$ 834	\$ 153

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	4210-PLUMBING REPAIRS	\$ 417	\$ 187
	4210-HVAC REPAIRS	\$ 205	\$ 180
	4210-GLASS REPAIRS	\$ 388	\$ 222
	4210-OTHER REPAIRS	\$ -	\$ 4,178
	4210-SOLID WASTE REMOVAL	\$ 1,962	\$ 1,896
	4210-BUILDING MAINT CONTRACTS	\$ 1,345	\$ 1,432
TOTAL	PROSPECT STREET SCHOOL	\$ 637,062	\$ 632,249
	WATERFORD STREET SCHOOL		
	2210-PRINCIPAL WSS	\$ 171,224	\$ 177,370
	2210-SECRETARY SALARY & WAGES	\$ 71,469	\$ 80,126
	2305-TEACHERS WSS	\$ 1,109,057	\$ 1,167,224
	2330-REGULAR PARAPROF SAL	\$ 59,382	\$ 62,477
	2325-SUBSTITUTE SPED TEACHER	\$ 5,485	\$ 5,648
	2325-SUBSTITUTE TEACHER-WSS	\$ 68,677	\$ 8,335
	2324-LG TERM SUB SE TEACH SAL	\$ -	\$ 3,583
	2324-LONG TERM SUB TEACH SAL	\$ -	\$ 35,354
	2710-GUIDANCE COUNSEL SAL & WA	\$ 77,246	\$ 128,320
	3200-SCHOOL NURSE SAL & WAGES	\$ 47,430	\$ 54,389
	3200-SPECIAL ED-LPN	\$ 25,481	\$ 30,658
	2305-SPED TEACHERS SAL & WAGES	\$ 506,466	\$ 503,161
	2330-SPED PARAPROFESSIONAL SAL	\$ 291,407	\$ 325,773
	2330-SUBSTIT SPED PARAPROF SAL	\$ 26,283	\$ 21,266
	2440-HOME INSTRUCTION	\$ 1,650	\$ -
	2210-POSTAGE	\$ 3,000	\$ 3,000
	2210-OFFICE SUPPLIES	\$ 2,129	\$ 244
	2420-COPIER SUPPLIES	\$ 1,100	\$ 4,721
	5300-COPIER/POSTAGE - OTHER	\$ 15,266	\$ 17,376
	2410-TEXTBOOK-ENG/LANGUAGE ART	\$ -	\$ 1,955
	2430-GENERAL SUPPLIES	\$ 8,317	\$ 7,509
	2415-GENERAL SUPPLIES-ART	\$ 1,152	\$ 1,105
	3200-SCHOOL NURSING	\$ 1,316	\$ 1,473
	2320-PROFESSIONAL SERVICE-INST	\$ 620	\$ 300
	2356-DUES & MEMBERSHIPS	\$ 885	\$ -
	4110-CUSTODIAL SUPPLIES	\$ 4,839	\$ 5,538
	4110-CLEANING CONTRACT	\$ 145,201	\$ 147,640
	4130-GAS	\$ 35,092	\$ 59,619
	4130-ELECTRIC	\$ 25,067	\$ 22,550
	4130-WATER	\$ 4,219	\$ 5,001
	OIL HEAT	\$ 23,578	\$ -

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
4230-EQUIPMENT	\$ -	\$ 160
4210-GROUNDS MAINTENANCE	\$ 490	\$ -
4220-ELECTRICAL REPAIRS	\$ 855	\$ 1,428
4220-PLUMBING REPAIRS	\$ 926	\$ 742
4220-HVAC REPAIRS	\$ 1,993	\$ 1,825
4220-GLASS REPAIRS	\$ 870	\$ 95
4220-OTHER REPAIRS	\$ -	\$ 15,676
4210-SOLID WASTE REMOVAL	\$ 8,252	\$ 6,754
4220-BUILDING MAINT CONTRACTS	\$ 1,000	\$ 1,311
TOTAL	\$ 2,747,422	\$ 2,909,705
EDUCATION UNDISTRIBUTED		
1210-SUPERINTENDENT SAL & WGS	\$ 163,201	\$ 150,000
1210-SECRETARY SUPT OFFICE SAL	\$ 50,695	\$ 60,621
1110-SCHOOL COMMITTEE	\$ 30,000	\$ 30,000
1220-CHIEF ACADEM OFF SAL& WGS	\$ 95,094	\$ 96,519
1110-RECORDING SECRETA SAL & W	\$ 1,500	\$ 1,500
1410-BUSINESS ADMIN SAL & WGS	\$ 100,000	\$ 105,000
1410-SR ACCOUNT CLERKS SAL&WGS	\$ 147,463	\$ 113,939
1450-INFORMATION TECHNOL SAL	\$ 44,694	\$ 47,424
2305-TEACHERS	\$ 514,067	\$ 634,291
2324-SPEECH/OCCUPATI THERAPIST	\$ 372,179	\$ 443,452
2110-ESL TRANSLATION SALARY	\$ -	\$ 2,423
EXTRA-CURRICULAR ADVISORS SALA	\$ 36,143	\$ -
5550-CROSSING GUARDS	\$ 56,275	\$ 60,860
1450-COMPUTER TECHNICIAN SAL	\$ 154,457	\$ 155,938
3200-SCHOOL NURSE SAL & WAGE	\$ 116,715	\$ 118,466
2110-PUPIL PERSONI SERVICE DIR	\$ 100,000	\$ 102,500
2110-PPS SECRETARY SAL & WAGE	\$ 79,790	\$ 81,045
2320-DIRECT SERVICE SAL & WAGE	\$ 53,570	\$ 55,745
2320-SUMMER SPEECH THERAPY SAL	\$ 9,075	\$ 8,250
2351-SCHL PSYCHOLOGIST SAL & W	\$ 171,625	\$ 177,393
2800-ADJUSTMENT COUNSEL SAL	\$ 132,845	\$ 137,195
2330-SPED PARAPROFESSIONAL SAL	\$ 31,049	\$ 31,442
3300-SPED BUS MONITOR SALARY	\$ 41,577	\$ 47,736
4220-FACILITIES DIRECT SAL&WGS	\$ 77,870	\$ 84,488
4210-GROUNDSKEEPERS	\$ 55,432	\$ 55,767
4220-BUILDING MAINT CRAFTSMAN	\$ 50,332	\$ 60,000
4220-OVERTIME	\$ 6,552	\$ 5,266
4220-VACATION WORKCREW	\$ -	\$ 5,184

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
2305-STAY WELL BUYBACK	\$ 170,105	\$ 162,831
2305-SICK LEAVE BUYBACK	\$ 56,378	\$ 101,221
1210-ITINERANT TRAVEL	\$ 9,609	\$ 8,775
2356-PROFESSIONAL DEV SAL & WG	\$ 3,216	\$ 11,375
1210-POSTAGE	\$ 5,023	\$ 4,000
1210-OFFICE SUPPLIES	\$ 4,993	\$ 3,942
2420-COPIER SUPPLIES	\$ 1,195	\$ 25,715
5300-COPIER/POSTAGE - OTHER	\$ 11,277	\$ 12,437
1450-OFFICE SUPPLIES-INFO TECH	\$ 21,176	\$ 15,696
2250-PROFESSIONAL SERVICES	\$ 8,518	\$ 17,845
1450-MANAGEMENT & INFO SYSTM	\$ 55,998	\$ 75,788
SCHOOL LUNCH EXPENSES	\$ 4,999	\$ -
3300-REGULAR TRANSPORTATION	\$ 668,940	\$ 663,426
3300-MCKINNEY-VENTO TRANSPORT	\$ 196,513	\$ 193,745
2415-CURRICULUM MATERIALS	\$ 31,838	\$ -
2410-CURRICULUM MATERIALS-ELL	\$ 23,880	\$ 4,180
2410-CURRICULUM MATLS-SPED	\$ -	\$ 7,024
2420-INSTRUCT EQUIP-SPED	\$ 1,646	\$ 1,048
2720-ASSESSMENT MATLS-SPED	\$ 15,007	\$ 15,151
2430-GENERAL SUPPLIES	\$ 441	\$ -
2455-COMPUTER HARDWARE	\$ 14,485	\$ 35,034
2455-COMPUTER SOFTWARE	\$ 197,554	\$ 164,014
3200-SCHOOL NURSING	\$ 727	\$ 936
3200-SCHOOL PHYSICIAN	\$ -	\$ 5,000
9000-OUT OF DIST TUITION-PRIVA	\$ 380,492	\$ 578,111
9000-TUITION - COLLABORATIVE	\$ 134,243	\$ 154,816
3300-SPED TRANSPORTATION	\$ 398,506	\$ 601,752
HOME INSTRUCTION EXPENSES	\$ 514	\$ -
2110-POSTAGE-INSTRUCTION	\$ 4,000	\$ 4,000
2110-OFFICE SUPPLIES-INSTRUCT	\$ 1,160	\$ 629
5300-COPY PAPER-INSTRUCTION	\$ 1,036	\$ -
2320-PROFESSIONAL SERVICE-INST	\$ 132,596	\$ 108,469
1210-ADMIN TRAVEL	\$ 3,424	\$ 984
1210-TRAVEL EXP-INSTRUCTION	\$ 783	\$ 878
1210-ADVERTISING	\$ 5,830	\$ 6,599
5200-INSURANCE	\$ 15,100	\$ 17,605
1430-LEGAL	\$ 3,883	\$ 945
1430-LEGAL EXPENSE-INSTRUCTION	\$ 2,000	\$ 7,958
1230-DUES & MEMBERSHIPS	\$ 16,238	\$ 13,413
2356-PROFESSIONAL DEVEL EXPEN	\$ 30,019	\$ 22,781
4400-E-RATE EXPENSES	\$ -	\$ 84,988
1110-SCHOOL COMMITTEE EXPENSES	\$ 6,667	\$ 6,447

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

	FY2017 ACTUALS	FY2018 ACTUALS
4400-TECHNOLOGY	\$ -	\$ -
E-RATE EXPENSES	\$ 123,481	\$ 5,914
4110-CUSTODIAL SUPPLIES	\$ -	\$ 457
4110-CLEANING CONTRACT	\$ 4,865	\$ 5,214
4130-GAS	\$ 8,105	\$ 3,839
4130-ELECTRIC	\$ 792	\$ 1,369
4130-WATER	\$ 423	\$ 400
4130-TELEPHONE	\$ 27,328	\$ 29,200
4210-GASOLINE	\$ 3,429	\$ 6,616
4230-EQUIPMENT	\$ -	\$ 24,898
4230-EQUIPMENT MAINTENANCE	\$ 6,532	\$ 8,354
4450-EQUIP REPAIRS-INFO TECH	\$ 14,922	\$ 13,944
4210-GROUNDS MAINTENANCE	\$ 10,656	\$ 12,764
4210-PLOWING & SANDING	\$ -	\$ 91,115
4220-ELECTRICAL REPAIRS	\$ 93	\$ 952
4220-PLUMBING REPAIRS	\$ 598	\$ 306
4220-OTHER REPAIRS	\$ 1,036	\$ 2,511
4400-BUILDING MAINT CONTRACTS	\$ 235	\$ -
REPLACEMENT OF EQUIPMENT	\$ 97,600	\$ 48,711
ENCUMB SCHEDULE 1 SCHOOL EXP	\$ 625,184	\$ 107,043
ENCUMB SCHEDULE 3 SCHOOL EXP	\$ 202,168	\$ 20,957
TOTAL	\$ 6,459,656	\$ 6,396,564
REGIONAL SCHOOL DISTRICTS		
MONT VOC TEC SCH ASSESS	\$ 825,333	\$ 909,344
TOTAL	\$ 825,333	\$ 909,344
SURVEY		
DEPT HEAD SALARY & WAGES	\$ 44,276	\$ 40,933
ASSISTANT SALARY & WAGES	\$ 34,292	\$ -
CLERK/ASST SAL & WAGES	\$ 13,885	\$ -
GIS / AUTOCAD TECHNICIAN	\$ 49,388	\$ 50,181
GIS TEMP CL SALARY & WAGES	\$ 825	\$ 5,335
LONGEVITY	\$ 470	\$ 300
TERMINATION LEAVE	\$ 16,717	\$ -
REPAIRS & MAINTENANCE	\$ 87	\$ -
INFORMATION TECHNOLOGY	\$ 5,695	\$ 5,695

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	MINOR EQUIPMENT	\$ 144	\$ 5,501
	COMMUNICATIONS	\$ 495	\$ 14
	TELECOMMUNICATIONS	\$ 776	\$ 993
	PROFESSIONAL DEV & TRAVEL	\$ 340	\$ 479
	PROFESSIONAL SERVICES	\$ 11,950	\$ 262
	OFFICE SUPPLIES	\$ 953	\$ 7,774
	VEHICLE SUPPLIES	\$ -	\$ 14,404
	ENCUMB PROFESSIONAL SERV	\$ -	\$ 16,843
TOTAL	SURVEY	\$ 180,293	\$ 148,714
 PUBLIC WORKS			
	DEPT HEAD SALARY & WAGES	\$ 47,343	\$ 48,104
	CLERK/ASST SAL & WAGES	\$ 20,567	\$ 22,691
	MAINTENANCE CREW SAL & WAGES	\$ 997,478	\$ 952,923
	BOARD & COMM SAL & WAGES	\$ 1,700	\$ 2,100
	TEMP PROJ SALARY & WAGES	\$ -	\$ 1,553
	OVERTIME	\$ 46,861	\$ 91,005
	WEEK-END STANDBY	\$ 17,340	\$ 17,450
	CLOTH/UNIFORM ALLOWANCE	\$ 15,880	\$ 16,230
	SHIFT DIFFERENTIAL	\$ 255	\$ 312
	WORKING OUT OF GRADE	\$ 5,070	\$ 9,902
	SICK LEAVE INCENTIVE	\$ 3,173	\$ 5,249
	LONGEVITY	\$ 480	\$ 510
	TERMINATION LEAVE	\$ 2,226	\$ 21,830
	REPAIRS & MAINTENANCE	\$ 239,347	\$ 186,794
	TRAFFIC MAINTENANCE	\$ 43,864	\$ 33,004
	PARKING METER MAINTENANCE	\$ 8,916	\$ 7,516
	CRUSHER MAINTENANCE	\$ 326	\$ 1,028
	CEMETERY MAINTENANCE	\$ 9,000	\$ 4,325
	UNACCEPTED ROAD MAINTENAN	\$ 1,385	\$ -
	INFORMATION TECHNOLOGY	\$ 1,955	\$ 5,451
	MINOR EQUIPMENT	\$ 21,121	\$ 19,698
	EQUIPMENT RENTAL	\$ 1,000	\$ -
	ENERGY & UTILITIES	\$ 28,793	\$ 33,540
	STREET LIGHTING	\$ 100,065	\$ 108,061
	COMMUNICATIONS	\$ 1,192	\$ 270
	TELECOMMUNICATIONS	\$ 8,259	\$ 10,870
	PROFESSIONAL DEV & TRAVEL	\$ 5,684	\$ 2,903
	PROFESSIONAL SERVICES	\$ 12,711	\$ 12,217
	TREE PLANTING	\$ 9,144	\$ 3,324

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	SNOW & ICE	\$ 706,572	\$ 714,350
	OFFICE SUPPLIES	\$ 1,553	\$ 2,239
	VEHICLE FUEL	\$ 173,175	\$ 178,080
	ROAD MAINTENANCE	\$ 58,751	\$ 78,717
	BUILDING REHAB	\$ 13,160	\$ 32,929
	ROAD RESURFACING EXPENSES	\$ 22,167	\$ 215,562
	ENCUMB REPAIRS & MAINTEN	\$ -	\$ 1,520
	ENCUMB TRAFFIC MAINTENANCE	\$ 4,170	\$ 7,109
	ENC PARKING METER MAINTENANCE	\$ 73,311	\$ 13,021
	ENC CEMETERY MAINTENANCE	\$ 693	\$ -
	ENCUMB ROAD MAINTENANCE	\$ 3,513	\$ 17,238
	ENCUMB NEW EQUIPMENT	\$ 175,742	\$ 37,517
	ENC ROAD RESURFACE EXP	\$ 96,724	\$ 953,839
	ENCUMB MATTHEW STREET DESIGN	\$ 4,918	\$ 5,890
TOTAL	PUBLIC WORKS	\$ 2,985,583	\$ 3,876,870
	AIRPORT		
	REPAIRS & MAINTENANCE	\$ 4,787	\$ 1,828
	MINOR EQUIPMENT	\$ 46	\$ 95
	ENERGY & UTILITIES	\$ 4,862	\$ 4,016
	COMMUNICATIONS	\$ 59	\$ -
	TELECOMMUNICATIONS	\$ 574	\$ 713
	PROFESSIONAL SERVICES	\$ -	\$ 69
	SNOW & ICE	\$ -	\$ 15
	VEHICLE SUPPLIES	\$ 643	\$ 588
	ENCUMB REPAIRS & MAINTEN	\$ 2,338	\$ -
	ENCUMB PROFESSIONAL SERV	\$ 6,812	\$ 1,645
TOTAL	AIRPORT	\$ 20,122	\$ 8,968
	HEALTH		
	DEPT HEAD SALARY & WAGES	\$ 49,913	\$ 50,719
	P/T AST SANI INSPE SAL&WG	\$ 45,800	\$ 38,474
	CLERK/ASST SAL & WAGES	\$ 15,373	\$ 18,461
	BOARD & COMM SAL & WAGES	\$ 3,125	\$ 3,625
	OVERTIME	\$ -	\$ -
	CLOTH/UNIFORM ALLOWANCE	\$ 350	\$ 700
	LONGEVITY	\$ 255	\$ 285
	REPAIRS & MAINTENANCE	\$ 227	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	MINOR EQUIPMENT	\$ 102	\$ 56
	COMMUNICATIONS	\$ 359	\$ -
	TELECOMMUNICATIONS	\$ 2,686	\$ 3,769
	PROFESSIONAL DEV & TRAVEL	\$ 1,361	\$ 2,154
	PROFESSIONAL SERVICES	\$ 1,443	\$ 2,340
	OFFICE SUPPLIES	\$ 3,931	\$ 1,436
	VEHICLE SUPPLIES	\$ 509	\$ 35
	NURSING SERVICES	\$ 7,696	\$ 7,133
	EMERGENCY TENANT RELOC/CLEANIN	\$ 3,080	\$ 13,127
	MUNICIPAL DUMPSTER COLLECTION	\$ 13,286	\$ 12,914
TOTAL	HEALTH	\$ 149,494	\$ 155,230
	COUNCIL ON AGING		
	DEPT HEAD SALARY & WAGES	\$ 53,426	\$ 54,287
	CLERKS/DISPATCHER SAL&WAG	\$ 33,968	\$ 34,536
	CUSTODIAN SALARY & WAGES	\$ 24,303	\$ 38,134
	OVERTIME	\$ -	\$ 104
	CLOTH/UNIFORM ALLOWANCE	\$ 350	\$ 350
	COA MEAL SITE MGR	\$ 7,749	\$ 8,017
	REPAIRS & MAINTENANCE	\$ 12,355	\$ 11,042
	INFORMATION TECHNOLOGY	\$ 1,154	\$ 2,269
	MINOR EQUIPMENT	\$ 491	\$ 478
	ENERGY & UTILITIES	\$ 16,817	\$ 15,675
	PROFESSIONAL DEV & TRAVEL	\$ 531	\$ 518
	OFFICE SUPPLIES	\$ 1,851	\$ 2,184
TOTAL	COUNCIL ON AGING	\$ 152,996	\$ 167,593
	YOUTH COMMISSION		
	OFFICE SUPPLIES	\$ -	\$ -
	YOUTH ACTIVITIES	\$ 600	\$ 300
TOTAL	YOUTH COMMISSION	\$ 600	\$ 300
	VETERANS		
	DEPT HEAD SALARY & WAGES	\$ 54,872	\$ 55,756
	LONGEVITY	\$ 750	\$ 780
	PROFESSIONAL DEV & TRAVEL	\$ 35	\$ 35

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	OFFICE SUPPLIES	\$ 1,050	\$ 1,187
	VETERANS BENEFITS	\$ 897,307	\$ 769,398
	ENCUMB VETERANS BENEFITS	\$ 1,746	\$ 2,140
TOTAL	VETERANS	\$ 955,759	\$ 829,295
DISABILITIES COMMISSION			
	PROFESSIONAL DEV & TRAVEL	\$ 201	\$ -
	OFFICE SUPPLIES	\$ -	\$ 23
TOTAL	DISABILITIES COMMISSION	\$ 201	\$ 23
LIBRARY			
	DEPT HEAD SALARY & WAGES	\$ 71,335	\$ 72,478
	ASST LIBRARY DIRECTOR SAL&WAG	\$ 55,885	\$ 57,521
	LIBRARY TECHNICIAN SAL&WAG	\$ 103,644	\$ 116,554
	SENIOR LIBRARY TECH SAL&WA	\$ 82,075	\$ 74,646
	STAFF LIBRARIAN SALARY & WAG	\$ 134,419	\$ 136,579
	LIBRARY CLERICAL STAFF SAL&WAG	\$ 4,542	\$ 4,521
	CUSTODIAN SALARY & WAGES	\$ 40,824	\$ 55,306
	OVERTIME	\$ 962	\$ 500
	LONGEVITY	\$ 3,825	\$ 3,795
	TERMINATION LEAVE	\$ 31,134	\$ -
	REPAIRS & MAINTENANCE	\$ 10,099	\$ 100
	INFORMATION TECHNOLOGY	\$ 9,857	\$ 16,187
	ENERGY & UTILITIES	\$ 38,136	\$ 38,792
	COMMUNICATIONS	\$ 770	\$ 739
	TELECOMMUNICATIONS	\$ 4,978	\$ 5,197
	PROFESSIONAL SERVICES	\$ 35,550	\$ 36,407
	OFFICE SUPPLIES	\$ 11,869	\$ 11,744
	LIBRARY SUPPLIES	\$ 3,757	\$ 4,577
	BOOKS & PERIODICALS	\$ 74,573	\$ 72,856
	LIBRARY DRAW IN TRANSIT	\$ -	\$ (0)
	GENERAL LIABILITY	\$ 11,510	\$ 10,401
TOTAL	LIBRARY	\$ 729,744	\$ 718,899
RECREATION			
	HOLIDAY LIGHT & DECORAT	\$ 10,000	\$ 12,500

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	PROFESSIONAL SERVICES	\$ 12,500	\$ 3,069
	CELEBRATIONS&SPEC EVENTS	\$ 1,000	\$ -
	PLAYGROUND IMPROVEMENTS	\$ 13,837	\$ 15,154
	ENCUMB PLAYGROUND IMPROVMENTS	\$ 790	\$ 16,163
TOTAL	RECREATION	\$ 38,127	\$ 46,886
 GREENWOOD MEMORIAL POOL			
	P/T LIFE GUARDS SAL&WGS	\$ 39,448	\$ 35,345
	OVERTIME	\$ 112	\$ -
	REPAIRS & MAINTENANCE	\$ 2,389	\$ -
	MINOR EQUIPMENT	\$ 637	\$ 359
	ENERGY & UTILITIES	\$ 10,558	\$ 7,877
	COMMUNICATIONS	\$ 167	\$ -
	POOL SUPPLIES	\$ 12,918	\$ 11,520
	ENCUMB PROFESSIONAL SERV	\$ -	\$ 30,000
	ENCUMB POOL SUPPLIES	\$ 211	\$ -
TOTAL	GREENWOOD MEMORIAL POOL	\$ 66,441	\$ 85,101
 PARKS			
	ENCUMB PLAYGROUND IMPROVMENTS	\$ -	\$ -
TOTAL	PARKS	\$ -	\$ -
 HISTORICAL COMMISSION			
	CEMETERY RESTORATION	\$ -	\$ -
	ENCUMB CEMETERY RESTORATION	\$ -	\$ -
	OFFICE SUPPLIES	\$ -	\$ -
TOTAL	HISTORICAL COMMISSION	\$ -	\$ -
 DEBT SERVICE			
	PRINCIPAL - INSIDE DEBT	\$ 430,000	\$ 455,000
	PRINCIPAL - OUTSIDE DEBT	\$ 1,332,509	\$ 726,000
	LEASE PURCH AGREEMENT	\$ -	\$ 420,000
	INTEREST - INSIDE DEBT	\$ 435,163	\$ 413,663
	INTEREST - OUTSIDE DEBT	\$ 55,213	\$ 18,150

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	INTEREST TEMPORARY LOANS	\$ 7,500	\$ -
TOTAL	DEBT SERVICE	\$ 2,260,384	\$ 2,032,813
 STATE & COUNTY ASSESSMENT			
	COUNTY ASSESS-COUNTY TAX	\$ 58,699	\$ 60,839
	RMV NON-RENEWAL SURCHARGE	\$ 39,620	\$ 39,620
	AIR POLLUTION ASSESSMENT	\$ 4,665	\$ 4,566
	MONT RTA ASSESSMENT	\$ 237,868	\$ 233,279
	SPECIAL EDUCATION ASSESS	\$ 30,641	\$ -
	CHARTER SCHOOL TUITION ASSESSM	\$ 189,138	\$ 273,301
	SCHOOL CHOICE ASSESSMENT	\$ 1,581,046	\$ 1,769,986
TOTAL	STATE & COUNTY ASSESMEN	\$ 2,141,677	\$ 2,381,591
 CONTRIBUTORY RETIREMENT			
	BOARD ADMINISTR SAL & WAGES	\$ 77,915	\$ 53,687
	BOARD & COMM SAL & WAGES	\$ 15,300	\$ 15,300
	TEMP SALARY & WAGES	\$ 1,474	\$ 483
	LONGEVITY	\$ 600	\$ -
	VACATION BUYBACK	\$ 1,308	\$ -
	TERMINATION LEAVE	\$ -	\$ 21,000
	CONTRIB RETIRE ASSESSMENT	\$ 3,484,937	\$ 3,686,232
TOTAL	CONTRIBUTORY RETIREMENT	\$ 3,581,534	\$ 3,776,702
 EMPLOYEE BENEFITS			
	111F CLAIMS REVIEW	\$ 6,100	\$ 6,100
	WORKER'S COMPENSATION	\$ 185,225	\$ 200,150
	UNEMPLOYMENT COMP REVIEW	\$ 730	\$ -
	UNEMPLOYMENT COMPENSATION	\$ 39,609	\$ 58,564
	UNEMPLOYMENT COMPENSATION-SCHL	\$ 67,316	\$ 100,820
	MEDICARE	\$ 144,893	\$ 156,144
	MEDICARE-SCHOOL	\$ 250,489	\$ 264,257
	LIFE INSURANCE	\$ 24,927	\$ 25,841
	LIFE INSURANCE-SCHOOL	\$ 31,084	\$ 32,806
	HEALTH INSURANCE	\$ 2,805,459	\$ 3,334,499
	HEALTH INSURANCE-SCHOOL	\$ 4,164,410	\$ 4,186,095

**Report of the City Auditor
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EXPENDITURES-GENERAL FUND

		FY2017 ACTUALS	FY2018 ACTUALS
	CHAP 41 MEDICAL ALLOWANCE	\$ 66,101	\$ 53,202
TOTAL	EMPLOYEE BENEFITS	\$ 7,786,343	\$ 8,418,479
	PROPERTY INSURANCES		
	PROP & GEN LIABILITY INS	\$ 366,459	\$ 390,758
	PUBLIC OFFIC LIABILITY	\$ 65,501	\$ 69,281
	MOTOR VEHICLE FLOATER	\$ 76,241	\$ 75,389
TOTAL	PROPERTY INSURANCES	\$ 508,201	\$ 535,428
	OTHER EXPENDITURES		
	TRANSFER TO STABILIZATION	\$ 146,190	\$ 236,448
	TRANSFER TO CAPITAL FUND	\$ 100,118	\$ 776,375
	TRANSFER TO STATE GRANT FUND	\$ -	\$ 5,697
TOTAL	OTHER EXPENDITURES	\$ 246,308	\$ 1,018,520
TOTAL	GENERAL FUND TOTAL EXPENSES	\$ 54,952,908	\$ 58,025,442

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
REVOLVING REVENUE		
SAPPHIRE PARK REVENUE	\$ 3	\$ 2
SUMMER CELEBRATION REVENUE	\$ -	\$ 1,228
WETLAND REVOLVING FEES	\$ 3,910	\$ 5,474
INMATE CELL USAGE REV	\$ 55	\$ 27
LAW ENFORCEMENT REVENUE	\$ 31,913	\$ 16,436
SCHOOL LUNCH-FEDERAL REVE	\$ 943,276	\$ 754,207
SCHOOL LUNCH-STATE REVENUE	\$ 21,079	\$ 16,962
SCHOOL LUNCH SALES REVENU	\$ 198,539	\$ 205,112
ATHLETIC ACTIV REVENUE	\$ 87,022	\$ 62,867
TUITION REVOLVING REVENUE	\$ 21,832	\$ 48,790
SCHOOL USE REVOLV REVENUE	\$ 11,395	\$ 10,550
SCHOOL GIFT REVENUE	\$ 70,194	\$ 21,101
MUSIC REVOLVING REVENUE	\$ 5,944	\$ 6,793
SUMMER FOOTBALL CAMP REV	\$ 2,210	\$ 90
TRANSPORTATION REVENUE	\$ 1,900	\$ 3,200
LOST BOOKS/LATE FEES REVENUE	\$ 297	\$ 40
GHS SUMMER SCHOOL REVENUE	\$ 1,200	\$ 5,855
EXTENDED DAY PROG REVENUE	\$ 44,869	\$ 106,993
ESS MORNING REV	\$ 43,874	\$ 456
AIRPORT FUEL REVENUE	\$ 11,811	\$ 14,096
CEM PCIA - BANK INT REV	\$ 13,093	\$ 10,267
MISCELLANEOUS REVENUE	\$ 1,250	\$ -
COA REVOLVING FUND REVENUE	\$ 16,972	\$ 5,979
INS REC UNDER \$150	\$ 8,085	\$ 70,841
TOTAL REVOLVING REV	\$ 1,540,725	\$ 1,367,365
SPECIAL RESERVED REVENUES		
SALE OF CITY PROPERTY	\$ 16,220	\$ 575
RESERVED FOR CAP PROJ REV	\$ -	\$ 23,034
PARKING METER FEES	\$ 67,138	\$ 71,447
TRANSP INFR FEES	\$ -	\$ 169
WETLAND FEES	\$ 3,590	\$ 4,974
CABLE COMMISSION FEES	\$ 228,290	\$ 231,390
SALE OF LOTS - FEES	\$ 1,333	\$ 2,433
TOTAL SRF REV	\$ 316,571	\$ 334,022

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
GIFT REVENUES		
GARDNER SCHOOL SAFETY PROG REV	\$ 720	\$ 3,700
OLD ENGLISH VILLAGE REVENUE	\$ 68,495	\$ 100,917
FIRE GIFT	\$ 2,100	\$ 3,100
ANIMAL SHELTER GIFT REVOLV REV	\$ 7,390	\$ 7,344
HIGHWAY GIFT REVENUE	\$ 55,000	\$ 60,000
AIRPORT GIFTS	\$ 1,300	\$ 1,000
POLICE REWARD	\$ 1,000	\$ -
COUNCIL ON AGING GIFT	\$ -	\$ 9,747
PLAYGROUND GIFT	\$ 2,500	\$ -
DOG PARK GIFT REVENUE	\$ 22,193	\$ -
PARK BANDSTAND GIFT	\$ 9,550	\$ 10,195
TOTAL GIFT REV	\$ 170,248	\$ 196,003

FED GRANT REVENUE

FY2011 BROWNFIELDS REVENUE EPA	\$ 239,022	\$ 722,986
GRANT PROG INCOME REVENUE	\$ 3,001	\$ 0
MOVIE THEATER MASS DEV REVENUE	\$ 356,300	\$ 17,237
BULLET PROOF GRANT REV	\$ 10,143	\$ 1,602
FY15 TITLE I REVENUE #305	\$ 15,915	\$ -
FY16 TITLE I REVENUE #305	\$ 261,223	\$ -
FY17 TITLE I REVENUE #305	\$ 338,218	\$ 479,135
FY18 TITLE I REVENUE #305	\$ -	\$ 374,401
FY2015 TITLE IIA REVENUE #140	\$ 7,110	\$ -
FY2016 TITLE IIA REVENUE #140	\$ 32,117	\$ -
FY2017 TITLE IIA REVENUE #140	\$ 50,019	\$ 59,204
FY2018 TITLE IIA REVENUE #140	\$ -	\$ 51,099
FY2017 TITLE IIA REVENUE #144	\$ 3,333	\$ 6,667
FY2016 SPED REVENUE #243	\$ 6,750	\$ -
FY2015 SPED REVENUE #240	\$ 5,768	\$ -
FY2016 SPED REVENUE #240	\$ 4,844	\$ -
FY2017 SPED REVENUE #240	\$ 516,427	\$ 246,365
FY2018 SPED REVENUE #240	\$ -	\$ 138,126
FY2016 EARLY CHILD REV (262)	\$ 998	\$ -
FY2017 EARLY CHILD REV #262	\$ 16,739	\$ 29,213
FY2018 EARLY CHILD REV #262	\$ -	\$ 38,199

**Report of the City Auditor
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RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
FY2016 TITLE III-REV#180	\$ 607	\$ -
FY2017 TITLE III- REV #180	\$ 11,822	\$ 15,982
FY2018 TITLE III-REV #180	\$ -	\$ 9,071
FY2017 INTERVENTIONS REV #220E	\$ 1,250	\$ -
FY2018 INTERVENTIONS REV #220E	\$ -	\$ 14,896
FY2016 SPED PROG IMPR REV #274	\$ (89,917)	\$ -
FY2017 SPED PROG IMPR REV #274	\$ 6,438	\$ 13,461
FY2018 SPED PROG IMPR REV #274	\$ -	\$ 8,884
FY16 TITLE I AT RISK REV #320	\$ 15,914	\$ -
FY2017 TITLE I AT RISK REV#320	\$ 11,464	\$ 14,510
FY2018 TITLE I AT RISK REV#320	\$ -	\$ 17,490
FY2016 TITLE I SUPPORT REV#323	\$ 22,243	\$ -
FY2017 TITLE I SUPPORT REV#323	\$ 31,112	\$ 46,668
FY2018 TITLE I SUPPORT REV#323	\$ -	\$ 15,728
FY2018 SPED PROG IMPR REV #298	\$ -	\$ 376
FY2018 TITLE IV PART A #309 RV	\$ -	\$ 9,681
FY2018 EMERG IMP AID #312 REV	\$ -	\$ -
FY2018 SCH NUTRITION EQ #722	\$ -	\$ 1,686
AIRPORT SNOW REMOVAL EQ REV	\$ 155,229	\$ 14,390
TOTAL FED GRANT REV	\$ 2,034,090	\$ 2,347,056

STATE GRANT REVENUE

BIOTERRORISM PREPAREDNESS REV	\$ 2,000	\$ -
TRANSFER FROM GENERAL FUND	\$ -	\$ 5,697
REGIONAL BUILDING GRANT REV	\$ -	\$ 30,000
EXTEND POLL HOURS REVENUE	\$ 7,096	\$ 13,791
COMMUNITY COMPACT IT GRANT REV	\$ 9,750	\$ -
FY17 GRA GRANT REVENUE	\$ 46,100	\$ -
FY18 GRA GRANT REVENUE	\$ -	\$ 47,500
FY2016 MASSWORKS GRANT REV	\$ 50,904	\$ 558,537
FY2017 MASSWORKS-GARBOSE REV	\$ 385,948	\$ 1,064,052
FY16 MASS CEC GRANT REVENUE	\$ 56,000	\$ 23,871
GREEN COMMUNITIES REVENUE	\$ 54,638	\$ -
CRYSTAL LAKE FOREST GRANT REV	\$ -	\$ 7,524
LANDSCAPE PARTNERSHIP REV	\$ -	\$ 357,060
DCR URBAN FOREST GRANT REV	\$ -	\$ 4,000
FY17 SAFE GRANT REVENUE	\$ 7,336	\$ -
FY18 SAFE GRANT REVENUE	\$ -	\$ 6,923
FY16 RECCD GRANT REVENUE	\$ 34,101	\$ 752,091
FY17 RECCD GRANT REVENUE	\$ -	\$ 30,676

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
GRANT REVENUE	\$ 32,631	\$ -
EFFECIENTCY & REGIONAL REVENUE	\$ 103,279	\$ -
GRANT REVENUE	\$ 13,359	\$ -
FY17 GRANT REVENUE	\$ -	\$ 32,086
FY18 911 GRANT REVENUE	\$ -	\$ 36,607
FY18 EMPG REVENUE	\$ -	\$ 7,482
SCHOOL CHOICE REVENUE	\$ 632,310	\$ 670,961
SCH PUERTO RICO RELIEF REVENUE	\$ -	\$ 38,436
SPED REIMB REV (CIR BEAKER)	\$ 386,345	\$ 336,499
CLC ADDTL LEARNING TIME 647-B	\$ 87,460	\$ -
FY2018 SCHOOL ENH NURS 647-B	\$ -	\$ 85,033
STATE SUPP SVC - SUMMER	\$ 15,550	\$ -
LEARNING SUPPORT - 625	\$ 15,000	\$ -
LEARNING SUPPORT - 625	\$ 4,989	\$ (4,989)
FY2015 QLTY FD KINDERGAR#701	\$ -	\$ -
FY2015 K-12 LITERACY #738	\$ (151)	\$ -
STATE HEALTH/NUTR- 544	\$ (910)	\$ -
ALT EDUC-AT RISK #720	\$ 12,300	\$ -
DAM GRANT REV	\$ -	\$ 52,806
AIRPORT SNOW REMOVAL EQ REV	\$ 8,624	\$ 799
ELECTRIC CH STATION GR REVENUE	\$ -	\$ 25,000
COMM COMPACT CAB EFF® REV	\$ -	\$ 82,952
GRANT REVENUE	\$ -	\$ -
RECYCLING GRANT REVENUE	\$ 9,250	\$ 9,900
MPHN SAPC WEST GRANT-REV #4941	\$ 115,650	\$ 76,809
FY17 FORMULA GRANT REVENUE	\$ 41,062	\$ -
FY18 FORMULA GRANT REVENUE	\$ -	\$ 39,983
STATE AID TO LIBRARIES REVENUE	\$ 19,392	\$ 25,463
EARNING ON INVESTMENTS	\$ 510	\$ 895
CULTURAL COUNCIL REVENUE	\$ 13,200	\$ 13,200
TOTAL STATE GRANT REV	\$ 2,163,724	\$ 4,431,646

COMMUNITY DEV GRANT REVENUES

EARNING ON INVESTMENTS	\$ 16	\$ 61
PROGRAM INCOME REVENUE	\$ 110	\$ 281
GRANT REVENUE	\$ 4,795	\$ -
FY2015 BG15 GRANT	\$ 549,900	\$ 182,100
FY2016 BG16 GRANT	\$ 83,000	\$ 587,118
FY2017 BG17 GRANT	\$ -	\$ 293,000
PROGRAM INCOME REVENUE	\$ 41,294	\$ 45,132

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
HUD-EARN ON INVEST REVENU	\$ 6	\$ 29
TOTAL COMM DEV GRANT REV	\$ 679,121	\$ 1,107,721
CH90 & CAPITAL PROJECTS REV		
HIGHWAY CONST-STATE REV	\$ 841,943	\$ 495,303
COMPLETE ST GRT REVENUE	\$ -	\$ 49,797
PRIN FROM SALE OF BONDS	\$ 3,056,245	\$ 1,131,732
TRANSFER FROM SEWER FUND	\$ -	\$ 946,880
SCHOOL BUILDING ASSIST MSBA	\$ 1,372,748	\$ -
PRIN FROM SALE OF BONDS	\$ 600,000	\$ 4,349,985
TRANSFER FROM GEN FUND-SCHOOL	\$ -	\$ 457,875
TRANSFER FROM GENERAL FUND	\$ 100,118	\$ 318,500
TOTAL CH90 & CAP REV	\$ 5,971,054	\$ 7,750,072
SEWER REVENUE		
SEWER RATE REVENUE	\$ 3,067,958	\$ 3,167,613
INTEREST ON SEWER RATES	\$ 37,042	\$ 30,927
SEWER LIEN REV-TAX COLL	\$ 42,198	\$ 30,319
SEWER LIEN REV-TREAS T.T.	\$ 10,079	\$ 3,580
PAID IN ADVANCE	\$ 41,140	\$ 40,480
INSPECTION FEES	\$ 945	\$ 6,570
EARNINGS ON INVESTMENTS	\$ -	\$ 35,584
SEWER MISCELLANEOUS REV	\$ 9,270	\$ 6,600
MISC - WPAT SUBSIDY	\$ 10,256	\$ 9,645
TOTAL SEWER REV	\$ 3,218,889	\$ 3,331,318
WATER REVENUE		
WATER CHARGES - REVENUE	\$ 3,237,250	\$ 3,169,522
INTEREST ON WATER RATES	\$ 42,608	\$ 33,901
WATER LIEN REV-TAX COLL	\$ 61,826	\$ 38,875
WATER LIEN REV-TREAS T.T.	\$ 12,760	\$ 6,304
CONNECTION FEES REVENUE	\$ 70,000	\$ 60,000
LABOR & MACHINERY	\$ 18,274	\$ 12,187
WATER BACKFLOW REVENUE	\$ 21,203	\$ 19,155
EARNINGS ON INVESTMENTS	\$ -	\$ 10,338
MISC - WPAT SUBSIDY	\$ 254,016	\$ 240,512

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

RECEIPTS-OTHER

		FY2017 ACTUALS	FY2018 ACTUALS
TOTAL	WATER REV	\$ 3,717,937	\$ 3,590,794
GOLF REVENUE			
	GOLF COURSE MEMBERSHIP	\$ 279,132	\$ 258,793
	GOLF COURSE GREEN FEES	\$ 211,597	\$ 257,993
	DRIVING RANGE TOKENS	\$ 37,559	\$ 47,964
	GOLF CART RENTAL REVENUE	\$ 178,644	\$ 193,953
	EARNINGS ON INVESTMENTS	\$ -	\$ 546
	GOLF COURSE MISC REVENUE	\$ 24,069	\$ 22,006
	GOLF REV	\$ 731,001	\$ 781,256
LAND-FILL & SOLID WASTE REVENUE			
	EARNINGS ON INVESTMENTS	\$ -	\$ 522
	MISCELLANEOUS REVENUE	\$ 10,197	\$ 9,402
	UNIT TRASH FEES	\$ 1,279,986	\$ 1,292,058
	TRASH BAG FEES	\$ 3,356	\$ 9,906
	TRASH LIEN REV-TAX COLL	\$ 30,445	\$ 19,949
	TRASH LIEN REV-TREA T.T.	\$ 2,937	\$ 5,354
	LANDFILL STICKER FEES	\$ 21,298	\$ 22,710
	BULK ITEM/VOLUME LOAD FEES	\$ 46,542	\$ 53,937
	INTEREST ON UNIT TRASH FEES	\$ 21,331	\$ 20,068
	RESIDENTIAL RECYCLING FEES	\$ 2,337	\$ 1,497
	CORPORATE RECYCLING FEES	\$ 2,474	\$ 2,286
	RECYCLING REBATE	\$ -	\$ 28
	RAIN BARREL FEES	\$ 300	\$ -
	EARNINGS ON INVESTMENTS	\$ -	\$ 2,643
	MISCELLANEOUS REVENUE	\$ 13,497	\$ 20,365
TOTAL	LAND-FILL & SW REV	\$ 1,434,700	\$ 1,460,724
DETAIL REVENUE			
	POLICE DETAIL - REVENUE	\$ 234,726	\$ 157,754
	FIRE DETAIL - REVENUE	\$ 574	\$ -
TOTAL	DETAIL REV	\$ 235,300	\$ 157,754

**Report of the City Auditor
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RECEIPTS-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
TRUST/AGENCY FUND RECEIPTS	\$ 22,362,272	\$ 14,451,173
TOTAL OTHER RECEIPTS	\$ 44,575,631	\$ 41,306,903

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
REVOLVING EXPENDITURES		
SUMMER CELEBRATION EXPENS	\$ -	\$ 1,000
WETLAND REVOLVING EXPENSE	\$ 123	\$ (71)
SAPPHIRE PARK EXPENSE	\$ 3,142	\$ -
LAW ENFORCEMENT EXPENSES	\$ 12,924	\$ 15,851
SCHOOL LUNCH EXPENSES	\$ 966,067	\$ 1,073,449
ATHLETIC REVOLV SAL & WAGES	\$ 813	\$ 704
ATHLETIC REVOLVING EXP	\$ 73,380	\$ 56,966
TUITION REVOLV SAL & WAGES	\$ 53,251	\$ 54,114
SCHOOL BLDG USE EXPENSES	\$ 14,542	\$ 15,729
SCHOOL GIFT SAL & WAGES	\$ 2,250	\$ -
SCHOOL GIFT EXPENSES	\$ 56,933	\$ 27,022
MUSIC REVOLVING EXPENSES	\$ 4,235	\$ 9,836
FOOTBALL CAMP SAL & WAGES	\$ 1,855	\$ -
SUMMER FOOTBALL CAMP EXP	\$ 1,000	\$ -
SUMMER BASKETBALL CAMP EXPENSE	\$ -	\$ 876
TRANSPORTATION EXPENSES	\$ -	\$ 24,030
GHS SUMMER SCHOOL SALARY	\$ -	\$ 2,600
EXTENDED DAY PROG SALARY	\$ -	\$ 68,961
EXTENDED DAY PROG EXPENSE	\$ 1,443	\$ 9,291
ESS MORNING PROG SALARY	\$ 25,441	\$ -
ESS MORNING EXPENSES	\$ 1,358	\$ -
AIRPORT FUEL EXPENSES	\$ 16,139	\$ 13,692
CEM PCIA INT EXPENSES	\$ 8,709	\$ 4,806
COA RECREATL ACTIVITIES EXP	\$ 10,159	\$ 13,531
INS REC UNDER \$150K REP & MAIN	\$ 15,398	\$ 58,082
TOTAL REVOLVING EXP	\$ 1,269,161	\$ 1,450,468
SPECIAL RESERVED EXPENDITURES		
SALE OF CITY PROPERTY EXP	\$ -	\$ 28,762
PARKING METER FEES TRANSF	\$ 70,690	\$ 77,076
WETLAND FEES TRANSFERRED	\$ 2,128	\$ 1,741
CABLE COMMISSION FEES TRANSFRD	\$ 176,504	\$ 179,252
TOTAL SRF EXP	\$ 249,322	\$ 286,832

GIFT EXPENDITURES

**Report of the City Auditor
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EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
CDBG BIKE TRAIL GIFT EXP	\$ 7,192	\$ -
OEV OFFICER SALARY & WAGES	\$ 65,381	\$ 68,188
OEV OFFICER EXPENSES	\$ 9,322	\$ 9,451
GARDNER SCHOOL SAFETY PROG EXP	\$ 2,232	\$ 2,457
FIRE GIFT EXPENSES	\$ 2,204	\$ 2,493
ROAD RESURFACING EXPENSES	\$ -	\$ 55,000
AIRPORT GIFT EXPENSES	\$ 4,451	\$ 5,088
CEMETERY GIFT EXPENSES	\$ -	\$ 600
COUNCIL ON AGING GIFT EXP	\$ 1,236	\$ -
DOG PARK GIFT EXPENSE	\$ 12,566	\$ 9,624
PLAYGROUND GIFT EXPENSE	\$ 1,795	\$ -
SKATEBOARD PARK GIFT EXPENSES	\$ -	\$ 4,850
PARK BANDSTAND GIFT EXP	\$ 9,237	\$ 7,354
TOTAL GIFT EXP	\$ 115,615	\$ 165,105

FED GRANT EXPENDITURES

BROWNFIELDS SALARY	\$ 14,149	\$ 7,689
MOVIE THEATER MASS DEV EXP	\$ 373,537	\$ -
BROWNFIELDS GRANT EXPENSES	\$ 3,212	\$ 103
BROWNFIELDS GRANT LOAN	\$ 213,355	\$ 712,893
BROWNFIELDS PROG INCOM EXP EPA	\$ 1,575	\$ 1,424
BULLETPROOF VESTS EXPENSE	\$ 19,659	\$ 6,408
ADMINISTRATOR SALARY	\$ 7,897	\$ -
ADMINISTRATOR SALARY	\$ (1,421)	\$ -
ADMINISTRATOR SALARY	\$ 16,100	\$ -
ADMINISTRATOR SALARY	\$ 60,932	\$ 15,771
ADMINISTRATOR SALARY	\$ -	\$ 66,792
ADMINISTRATOR SALARY	\$ 292	\$ -
ADMINISTRATOR SALARY	\$ 2,859	\$ -
ADMINISTRATOR SALARY	\$ 13,538	\$ -
ADMINISTRATOR SALARY	\$ -	\$ 14,464
ADMINISTRATOR SALARY	\$ -	\$ 4,000
ADMINISTRATOR SALARY	\$ 3,231	\$ -
ADMINISTRATOR SALARY	\$ 61	\$ 7,096
PROFESSIONAL STAFF SALARY	\$ (944)	\$ -
PROFESSIONAL STAFF SALARY	\$ (4,531)	\$ -
PROFESSIONAL STAFF SALARY	\$ 28,699	\$ -
PROFESSIONAL STAFF SALARY	\$ 260,784	\$ 26,575
PROFESSIONAL STAFF SALARY	\$ -	\$ 264,915
PROFESSIONAL STAFF SALARY	\$ 307	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
PROFESSIONAL STAFF SALARY	\$ (2,024)	\$ -
PROFESSIONAL STAFF SALARY	\$ (11,710)	\$ -
PROFESSIONAL STAFF SALARY	\$ 85,289	\$ -
PROFESSIONAL STAFF SALARY	\$ -	\$ 87,389
PROFESSIONAL STAFF SALARY	\$ -	\$ 6,000
PROFESSIONAL STAFF SALARY	\$ 7,425	\$ -
PROFESSIONAL STAFF SALARY	\$ (2,453)	\$ -
PROFESSIONAL STAFF SALARY	\$ 54,813	\$ -
PROFESSIONAL STAFF SALARY	\$ -	\$ 57,144
PROFESSIONAL STAFF SALARY	\$ 829	\$ -
PROFESSIONAL STAFF SALARY	\$ 16,776	\$ 1,413
PROFESSIONAL STAFF SALARY	\$ -	\$ 19,865
PROFESSIONAL STAFF SALARY	\$ 13,778	\$ -
PROFESSIONAL STAFF SALARY	\$ 8,688	\$ 3,568
PROFESSIONAL STAFF SALARY	\$ 1,250	\$ -
PROFESSIONAL STAFF SALARY	\$ -	\$ 8,500
PROFESSIONAL STAFF SALARY	\$ (2,605)	\$ -
PROFESSIONAL STAFF SALARY	\$ 3,750	\$ -
PROFESSIONAL STAFF SALARY	\$ 1,801	\$ 1,375
PROFESSIONAL STAFF SALARY	\$ 14,100	\$ -
PROFESSIONAL STAFF SALARY	\$ 15,600	\$ 7,400
PROFESSIONAL STAFF SALARY	\$ -	\$ 25,100
PROFESSIONAL STAFF SALARY	\$ 3,308	\$ -
PROFESSIONAL STAFF SALARY	\$ 1,250	\$ -
PROFESSIONAL STAFF SALARY	\$ (342)	\$ 20,294
PROFESSIONAL STAFF SALARY	\$ 2,000	\$ -
SUPPORT STAFF SALARY	\$ (1,294)	\$ -
SUPPORT STAFF SALARY	\$ 28,240	\$ -
SUPPORT STAFF SALARY	\$ 266,603	\$ 29,880
SUPPORT STAFF SALARY	\$ -	\$ 316,077
SUPPORT STAFF SALARY	\$ 8,500	\$ -
SUPPORT STAFF SALARY	\$ 59,269	\$ -
SUPPORT STAFF SALARY	\$ 286	\$ -
SUPPORT STAFF SALARY	\$ 3,978	\$ -
SUPPORT STAFF SALARY	\$ 17,383	\$ 7,160
SUPPORT STAFF SALARY	\$ -	\$ 17,109
SUPPORT STAFF SALARY	\$ -	\$ 12,151
SUPPORT STAFF SALARY	\$ (2,605)	\$ -
STIPEND	\$ -	\$ 900
STIPEND	\$ 8,251	\$ -
STIPEND	\$ -	\$ 14,000
STIPEND	\$ -	\$ 15,705

**Report of the City Auditor
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EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
STIPEND	\$ -	\$ 4,726
STIPEND	\$ 1,450	\$ 5,646
STIPEND	\$ -	\$ 400
STIPEND	\$ -	\$ 3,250
STIPEND	\$ 500	\$ -
STIPEND	\$ -	\$ (3,488)
STIPEND	\$ -	\$ 2,250
CONTRACT SERVICES SALARY	\$ 5,000	\$ -
CONTRACT SERVICES SALARY	\$ 17,100	\$ -
CONTRACT SERVICES SALARY	\$ -	\$ 250
CONTRACT SERVICES SALARY	\$ 490	\$ -
OTHER COSTS	\$ (662)	\$ -
OTHER COSTS	\$ 7,000	\$ -
OTHER COSTS	\$ -	\$ 6,840
OTHER COSTS	\$ 1,575	\$ -
OTHER COSTS	\$ 1,007	\$ -
OTHER COSTS	\$ 2,944	\$ 742
OTHER COSTS	\$ -	\$ 2,227
OTHER COSTS	\$ 1,540	\$ -
OTHER COSTS	\$ 200	\$ 37
OTHER COSTS	\$ -	\$ 200
OTHER COSTS	\$ 165	\$ -
OTHER COSTS	\$ -	\$ 684
OTHER COSTS	\$ 1,600	\$ -
OTHER COSTS	\$ 1,233	\$ (494)
OTHER COSTS	\$ 256	\$ 100
SUPPLIES & MATERIALS	\$ (2,552)	\$ -
SUPPLIES & MATERIALS	\$ 25,339	\$ -
SUPPLIES & MATERIALS	\$ 79,439	\$ 7,881
SUPPLIES & MATERIALS	\$ -	\$ 63,669
SUPPLIES & MATERIALS	\$ 142	\$ -
SUPPLIES & MATERIALS	\$ 1,047	\$ -
SUPPLIES & MATERIALS	\$ -	\$ 169
SUPPLIES & MATERIALS	\$ -	\$ 2,696
SUPPLIES & MATERIALS	\$ 1,479	\$ -
SUPPLIES & MATERIALS	\$ 9	\$ -
SUPPLIES & MATERIALS	\$ 7,338	\$ -
SUPPLIES & MATERIALS	\$ -	\$ 7,450
SUPPLIES & MATERIALS	\$ 76	\$ -
SUPPLIES & MATERIALS	\$ 244	\$ -
SUPPLIES & MATERIALS	\$ 671	\$ -
SUPPLIES & MATERIALS	\$ 883	\$ 777

**Report of the City Auditor
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EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
SUPPLIES & MATERIALS	\$ -	\$ 784
SUPPLIES & MATERIALS	\$ (312)	\$ -
SUPPLIES & MATERIALS	\$ 1,123	\$ -
SUPPLIES & MATERIALS	\$ -	\$ 1,412
SUPPLIES & MATERIALS	\$ 7,633	\$ -
SUPPLIES & MATERIALS	\$ 1,195	\$ 400
SUPPLIES & MATERIALS	\$ (361)	\$ -
SUPPLIES & MATERIALS	\$ 1,780	\$ -
SUPPLIES & MATERIALS	\$ 807	\$ 787
SUPPLIES & MATERIALS	\$ -	\$ 2,423
SUPPLIES & MATERIALS	\$ -	\$ 10,481
EMERGENCY IMPACT AID EXPENSES	\$ -	\$ 89,348
SUPPLIES & MATERIALS	\$ -	\$ 5,712
TRAVEL EXPENSE	\$ 861	\$ -
TRAVEL EXPENSE	\$ 442	\$ -
TRAVEL EXPENSE	\$ 875	\$ -
TRAVEL EXPENSE	\$ -	\$ 2,572
TRAVEL EXPENSE	\$ 1,742	\$ -
TRAVEL EXPENSE	\$ 2,114	\$ -
TRAVEL EXPENSE	\$ 784	\$ (747)
TRAVEL EXPENSE	\$ -	\$ 2,020
TRAVEL EXPENSE	\$ 261	\$ -
TRAVEL EXPENSE	\$ 111	\$ -
TRAVEL EXPENSE	\$ 2,567	\$ 19
TRAVEL EXPENSE	\$ -	\$ 2,531
TRAVEL EXPENSE	\$ 347	\$ -
TRAVEL EXPENSE	\$ 73	\$ 855
TRAVEL EXPENSE	\$ 3,728	\$ -
TRAVEL EXPENSE	\$ 10,082	\$ 778
TRAVEL EXPENSE	\$ -	\$ 5,739
TRAVEL EXPENSE	\$ 284	\$ -
TRAVEL EXPENSE	\$ (284)	\$ 675
TRAVEL EXPENSE	\$ 447	\$ -
TRAVEL EXPENSE	\$ -	\$ 683
TRAVEL EXPENSE	\$ 37	\$ -
TRAVEL EXPENSE	\$ 700	\$ -
CONTRACT SERVICES EXPENSE	\$ (1,800)	\$ -
CONTRACT SERVICES EXPENSE	\$ 4,058	\$ -
CONTRACT SERVICES EXPENSE	\$ 8,600	\$ -
CONTRACT SERVICES EXPENSE	\$ -	\$ 14,766
CONTRACT SERVICES EXPENSE	\$ 735	\$ (39)
CONTRACT SERVICES EXPENSE	\$ -	\$ 825

**Report of the City Auditor
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EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
CONTRACT SERVICES EXPENSE	\$ (59,414)	\$ -
CONTRACT SERVICES EXPENSE	\$ 67,759	\$ -
CONTRACT SERVICES EXPENSE	\$ 525,262	\$ 111,326
CONTRACT SERVICES EXPENSE	\$ -	\$ 498,293
CONTRACT SERVICES EXPENSE	\$ (21)	\$ -
CONTRACT SERVICES EXPENSE	\$ 1,450	\$ 4,177
CONTRACT SERVICES EXPENSE	\$ (771)	\$ -
CONTRACT SERVICES EXPENSE	\$ 3,037	\$ 1,038
CONTRACT SERVICES EXPENSE	\$ 12,000	\$ -
CONTRACT SERVICES EXPENSE	\$ (62)	\$ -
CONTRACT SERVICES EXPENSE	\$ 16,800	\$ 37,359
CONTRACT SERVICES EXPENSE	\$ -	\$ 13,799
CONTRACT SERVICES EXPENSE	\$ 2,215	\$ -
CONTRACT SERVICES EXPENSE	\$ -	\$ 540
CONTRACT SERVICES EXPENSE	\$ -	\$ 7,651
MTRS EXPENSE	\$ 19,658	\$ -
MTRS EXPENSE	\$ 29,272	\$ -
MTRS EXPENSE	\$ -	\$ 6,160
MTRS EXPENSE	\$ -	\$ 6,786
MTRS EXPENSE	\$ 7,110	\$ -
MTRS EXPENSE	\$ 8,920	\$ -
MTRS EXPENSE	\$ 1,244	\$ -
MTRS EXPENSE	\$ -	\$ 1,830
MTRS EXPENSE	\$ 11,690	\$ -
MTRS EXPENSE	\$ 6,055	\$ -
MTRS EXPENSE	\$ -	\$ 987
MTRS EXPENSE	\$ -	\$ 1,022
MTRS EXPENSE	\$ -	\$ 327
OTHER FRINGE BENEFITS	\$ 58,564	\$ -
OTHER FRINGE BENEFITS	\$ 23,151	\$ -
OTHER FRINGE BENEFITS	\$ 25,000	\$ 22,013
OTHER FRINGE BENEFITS	\$ -	\$ 25,000
OTHER FRINGE BENEFITS	\$ 34,366	\$ -
OTHER FRINGE BENEFITS	\$ 9,728	\$ -
OTHER FRINGE BENEFITS	\$ 17,066	\$ -
OTHER FRINGE BENEFITS	\$ -	\$ 17,685
OTHER FRINGE BENEFITS	\$ 550	\$ -
OTHER FRINGE BENEFITS	\$ 1,760	\$ -
OTHER FRINGE BENEFITS	\$ -	\$ 311
SNOW REMOVAL EQUIPMENT	\$ 151,968	\$ 17,651
TOTAL FED GRANT EXP	\$ 2,791,922	\$ 2,801,153

**Report of the City Auditor
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EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
STATE GRANT EXPENDITURES		
ELECTION OFFICERS SALARY	\$ 26,203	\$ 17,587
COMMUNITY COMPACT IT GRANT EXP	\$ 4,875	\$ -
DEPT HEAD SALARY & WAGES	\$ 9,973	\$ -
FY17 GRA GRANT SALARIES	\$ 15,908	\$ 8,576
GRA GRANT SALARY & WAGES	\$ -	\$ 17,633
N CENTRAL MASS EXPENSE	\$ -	\$ 4,500
GRA GRANT EXPENSES	\$ 6,079	\$ -
GRA GRANT EXPENSES	\$ 13,665	\$ -
FY17 OFFICE SUPPLIES	\$ 18,722	\$ 5,438
OFFICE SUPPLIES	\$ -	\$ 14,031
LAND AQUIS EXPENSE	\$ -	\$ 2,500
MASS CEC EXPENSE	\$ 72,606	\$ (204)
FY2016 MASSWORKS EXP	\$ 44,733	\$ 869,329
FY2017 MASSWORKS GARBOSE EXP	\$ 1,450,000	\$ -
GREEN COMMUNITY EXPENSE	\$ 6,760	\$ -
GREEN COMMUNITY EXPENSE	\$ 72,850	\$ -
CRYSTAL LAKE FOREST EXPENSE	\$ 7,309	\$ 216
LANDSCAPE PARTNERSHIP EXPENSE	\$ 357,525	\$ (465)
DCR URBAN FOREST EXPENSE	\$ -	\$ 937
OMEALIA PROPERTY EXP	\$ -	\$ 214,058
SAFE OVERTIME	\$ 4,561	\$ -
SAFE OVERTIME	\$ 2,742	\$ 4,535
SAFE OVERTIME	\$ -	\$ 3,010
BIOTERRORISM PREP SALARY	\$ 1,849	\$ 1,712
HAZ-MAT TECH SAL	\$ -	\$ 1,312
BIOTERRORISM PREPAREDNESS EXP	\$ 2,997	\$ 2,406
FY16 RECCD PROG MANAGER EXP	\$ 68,202	\$ -
FY17 RECCD PROG MANAGER EXP	\$ 14,411	\$ -
FY16 RECCD 911 EQUIP/IT EXP	\$ 700,939	\$ -
FY17 RECCD 911 EQUIP/IT EXP	\$ 15,355	\$ -
FY18 911 TRAINING GR EXPENSE	\$ -	\$ 5,038
FY16 911 DISPATCH EXPENSE	\$ 13,734	\$ -
FY17 911 DISPATCH EXPENSES	\$ 2,603	\$ -
FY18 911 DISPATCH EXPENSE	\$ -	\$ 227,073
FY18 EMPG PROT FF CLOTH EXP	\$ -	\$ 2,522
ADMINISTRATOR SALARY	\$ 2,250	\$ -
PROF STAFF SALARY	\$ 238,473	\$ 622,848
PROFESSIONAL STAFF SALARY	\$ 14,000	\$ -
PROFESSIONAL STAFF SALARY	\$ 18	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
PROFESSIONAL STAFF SALARY	\$ 39,831	\$ -
PROFESSIONAL STAFF SALARY	\$ -	\$ 40,429
PROFESSIONAL STAFF SALARY	\$ 5,035	\$ -
PROFESSIONAL STAFF SALARY	\$ 11,200	\$ -
PROFESSIONAL STAFF SALARY	\$ 1,050	\$ -
SUPPORT STAFF SALARY	\$ 1,079	\$ -
SUPPORT STAFF SALARY	\$ 16,774	\$ (725)
SUPPORT STAFF SALARY	\$ -	\$ 11,245
OTHER COSTS	\$ 361	\$ -
SUPPLIES & MATERIALS	\$ 239	\$ -
SUPPLIES & MATERIALS	\$ (253)	\$ -
SUPPLIES & MATERIALS	\$ 23	\$ -
SUPPLIES & MATERIALS	\$ 1,550	\$ -
SUPPLIES & MATERIALS	\$ 984	\$ -
SUPPLIES & MATERIALS	\$ (255)	\$ -
SUPPLIES & MATERIALS	\$ 98	\$ -
SUPPLIES & MATERIALS	\$ (2,117)	\$ -
SUPPLIES & MATERIALS	\$ (362)	\$ -
SUPPLIES & MATERIALS	\$ 1,966	\$ -
SPEC ED/OUT OF DIST PLACE	\$ 315,135	\$ 386,345
TRAVEL EXPENSE	\$ 1,910	\$ 29
TRAVEL EXPENSE	\$ -	\$ 2,856
TRAVEL EXPENSE	\$ 258	\$ -
CONTRACT SERVICES EXPENSE	\$ 6,523	\$ -
CONTRACT SERVICES EXPENSE	\$ 1,768	\$ -
CONTRACT SERVICES EXPENSE	\$ 1,019	\$ -
CONTRACT SERVICES EXPENSE	\$ 12,973	\$ 385
CONTRACT SERVICES EXPENSE	\$ -	\$ 13,309
CONTRACT SERVICES EXPENSE	\$ 1,800	\$ -
CONTRACT SERVICES EXPENSE	\$ 0	\$ -
CONTRACT SERVICES EXPENSE	\$ 1,500	\$ -
EQUIPMENT	\$ 3	\$ -
EQUIPMENT	\$ 288	\$ 48
EQUIPMENT	\$ -	\$ 407
OTHER FRINGE BENEFITS	\$ 15,707	\$ -
OTHER FRINGE BENEFITS	\$ -	\$ 15,707
DAM REPAIRS EXPENSE	\$ -	\$ 52,806
SNOW REMOVAL EQUIP	\$ 8,624	\$ 799
DISPATCH EXPENSE	\$ -	\$ 82,952
RECYCLING INCENTIVE EXP	\$ 9,652	\$ 3,536
MPHN SAPC WEST GRANT-EXP #4941	\$ 46,387	\$ 134,308
FORMULA GRANT EXPENSE	\$ 41,062	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
COA FORMULA GRANT EXP	\$ -	\$ 39,983
LIBRARIAN SALARIES	\$ -	\$ 3,212
STATE AID TO LIB EXPENSES	\$ 18,900	\$ 28,000
CULTURAL COUNCIL EXPENSES	\$ 15,791	\$ 9,437
TOTAL STATE GRANT EXP	\$ 3,765,843	\$ 2,849,659

COMMUNITY DEV GRANT EXPENDITURES

PROGRAM INCOME EXPENSES	\$ 15,433	\$ 66,593
7 PLANNING	\$ 35,332	\$ 70,246
DEMO	\$ 364,450	\$ 41,050
DEMOLITION	\$ -	\$ 452,510
DEMOLITION	\$ -	\$ 189,150
4A HOUSING ADMIN	\$ 1,000	\$ -
4C HOUSING REHAB	\$ 3,720	\$ -
6C PARKS & RECREATION	\$ 155,409	\$ 97,491
6E PARKING	\$ -	\$ 18,627
6K PUBLIC FACILITIES DESIGN	\$ -	\$ -
6K PUBLIC FACILITIES DESIGN	\$ -	\$ 12,440
8B SOCIAL SERVICES PRG COSTS	\$ 25,707	\$ -
8B SOCIAL SERVICES PRO COST	\$ 4,639	\$ 12,198
8B PROGRAM COST	\$ -	\$ 5,000
9 GENERAL ADMINISTRATION	\$ 123	\$ -
9 GENERAL ADMINISTRATION	\$ 64,747	\$ -
9 GENERAL ADMINISTRATION	\$ 61,848	\$ 59,246
9 GENERAL ADMINISTRATION	\$ -	\$ 51,987
TOTAL COMM DEV GRANT EXP	\$ 732,408	\$ 1,076,538

CH90 & CAPITAL PROJECTS EXPENDITURES

COMPLETE ST GRT EXPENSE	\$ 49,797	\$ -
CHAPTER 90 EXPENSES	\$ 723,890	\$ 420,042
WWTF - PLAN/HEADWORK DESIGN	\$ 16,207	\$ 5,697
WWTF-DEWAT/CONST/WINSTON	\$ 130,579	\$ 270,320
WWTF-CONSTRUCTION	\$ 429,989	\$ 264,603
WWTF PROJ EXPENSES	\$ 2,618,870	\$ 1,061,859
BUILDING IMPROVMENTS	\$ 9,408	\$ 144,910
ESS - MSBA PROJECT	\$ 1,619,927	\$ (93,654)
PROJECT MANAGEMENT	\$ -	\$ 45,005
OTHER COSTS	\$ -	\$ 201

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
BOND PREMIUM EXPENSES	\$ -	\$ 10,015
DESIGN & ENG NEW DPW BUILDING	\$ 58,291	\$ -
CONSTRUCTION NEW DPW BUILDING	\$ 25,098	\$ 2,365,159
LAND AQUIS BAILEY BROOK LAND	\$ 50,412	\$ 24,588
CITY HALL HEATING SYSTEM	\$ -	\$ 847,075
NEW VEHICLE-BUILDING DEPT	\$ -	\$ 103,530
CAPITAL PROJ-STREET LIGHTING	\$ -	\$ 28,088
NEW VEHICLE-DPW	\$ -	\$ 245,168
WATKINS FIELD EXPENSE	\$ -	\$ 125,780
NEW PARKING METERS	\$ -	\$ 125,000
WATER TANK LAND CAP PROJECT	\$ -	\$ 40,000
CONSTRUCTION	\$ -	\$ 340
FURNITURE & EQUIPMENT	\$ 41,766	\$ 4,405
TOTAL CH90 & CAP PROJ EXP	\$ 5,774,233	\$ 6,038,130

SEWER EXPENDITURES

DEPT HEAD SALARY & WAGES	\$ 23,669	\$ 24,052
CITY ENGINEER SALARY & WAGES	\$ 22,138	\$ 20,467
CLERK/ASST SAL & WAGES	\$ 39,295	\$ 42,248
PT/CLERK/GIS	\$ 35,125	\$ 37,133
DPW CLERK SALARY & WAGES	\$ 10,284	\$ 11,345
ASSISTANT DIR SALARY & WAGES	\$ -	\$ 16,807
ENGINEERS SALARY & WAGES	\$ 5,222	\$ 5,455
TERMINATION LEAVE	\$ 8,358	\$ -
REPAIRS & MAINTENANCE	\$ 1,947	\$ -
REPAIRS TO MAINS	\$ 5,839	\$ 27,525
INFORMATION TECHNOLOGY	\$ 354	\$ -
NEW EQUIPMENT	\$ 3,735	\$ 237,254
COMMUNICATIONS	\$ 742	\$ 57
TELECOMMUNICATIONS	\$ 934	\$ 1,631
PROFESSIONAL DEV & TRAVEL	\$ 40	\$ 75
PROFESSIONAL SERVICES	\$ 18,990	\$ 14,242
OFFICE SUPPLIES	\$ 3,487	\$ 9,097
AWWTP CONTRACT OPERATIONS	\$ 1,446,001	\$ 1,458,570
COPPER OPTIMIZATION STUDY	\$ 3,890	\$ 490
FACILITY ASSET INVENTORY	\$ 95,305	\$ -
NPDES REPORT/WWTF STUDY	\$ 9,582	\$ 6,000
TAXES OTHER TOWNS	\$ -	\$ 1
PRINCIPAL - OUTSIDE DEBT	\$ 58,423	\$ 260,383
INTEREST - OUTSIDE DEBT	\$ 22,018	\$ 86,045

Report of the City Auditor
For the Fiscal Year Ending June 30, 2018

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
FACIL PLANN & DESIGN EXP	\$ -	\$ 341,218
ENCUMB REPAIRS TO MAINS	\$ 50,000	\$ 59,900
ENCUMB NEW EQUIPMENT	\$ 71,065	\$ 68,629
ENCUMB PROFESSIONAL SERV	\$ -	\$ 2,400
ENC FACILITY PLANNING	\$ -	\$ 231,640
ENC SLUDGE LANDFILL	\$ 66,485	\$ 850
TRANSFER TO CAPITAL FUND	\$ -	\$ 946,880
TRANSFER TO GENERAL FUND	\$ 150,000	\$ 150,000
TOTAL SEWER EXP	\$ 2,152,926	\$ 4,060,394

WATER EXPENDITURES

DEPT HEAD SALARY & WAGES	\$ 23,669	\$ 24,052
CITY ENGINEER SALARY & WAGES	\$ 22,138	\$ 20,467
CLERK/ASST SAL & WAGES	\$ 38,879	\$ 41,416
MAINTENANCE CREW SAL&WGS	\$ 56,752	\$ 57,658
DPW CLERK SALARY & WAGES	\$ 10,283	\$ 11,345
ASSISTANT DIR SALARY & WAGES	\$ -	\$ 16,807
ENGINEERS SALARY & WAGES	\$ 3,090	\$ 5,455
OVERTIME	\$ 1,961	\$ -
CLOTH/UNIFORM ALLOWANCE	\$ 900	\$ 900
TERMINATION LEAVE	\$ 8,358	\$ -
REPAIRS & MAINTENANCE	\$ 1,681	\$ 731
REPAIRS TO MAINS	\$ 68,749	\$ 62,417
INFORMATION TECHNOLOGY	\$ 354	\$ -
NEW EQUIPMENT	\$ -	\$ 1,584
COMMUNICATIONS	\$ 1,093	\$ 57
TELECOMMUNICATIONS	\$ 490	\$ 1,389
PROFESSIONAL DEV & TRAVEL	\$ 600	\$ 1,888
PROFESSIONAL SERVICES	\$ 14,773	\$ 19,537
WPAT ADMINISTRATIVE FEES	\$ 15,015	\$ -
DAM INSPECTIONS	\$ -	\$ 7,500
OFFICE SUPPLIES	\$ 3,602	\$ 11,997
VEHICLE SUPPLIES	\$ 5,500	\$ -
CONTRACT OPERATIONS	\$ 1,474,265	\$ 1,486,602
PRINCIPAL - OUTSIDE DEBT	\$ 1,048,574	\$ 1,053,731
INTEREST - OUTSIDE DEBT	\$ 211,239	\$ 164,330
DESIGN & CONSTRUCTION BLD SVCS	\$ 26,352	\$ -
FACIL PLANN & DESIGN EXP	\$ -	\$ 424,009
ENCUMB REPAIRS TO MAINS	\$ -	\$ 84,858
ENCUMB NEW EQUIPMENT	\$ -	\$ (1,584)

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
ENCUMB PROFESSIONAL SERV	\$ 12,713	\$ -
ENCUMB WATER TANK EXP	\$ -	\$ 239,800
ENCUMB TAXES OTHER TOWNS	\$ 3,000	\$ -
ENCUMB DESIGN & ENGINEERING	\$ -	\$ 68,050
TRANSFER TO GENERAL FUND	\$ 160,000	\$ 200,000
TOTAL WATER EXP	\$ 3,214,029	\$ 4,004,997

GOLF EXPENDITURES

DEPT HEAD SALARY & WAGES	\$ 72,433	\$ 73,599
GOLF PRO SALARY & WAGES	\$ 41,808	\$ 42,448
CLERK/ASST SAL & WAGES	\$ 9,964	\$ 16,808
LABORERS SALARY & WAGES	\$ 189,491	\$ 188,899
PRO SHOP STAFF SALARY & WAGES	\$ 10,654	\$ 8,695
OVERTIME	\$ 9,389	\$ 9,968
CLOTH/UNIFORM ALLOWANCE	\$ 2,800	\$ 2,800
LONGEVITY	\$ 3,540	\$ 3,630
TERMINATION LEAVE	\$ 14,476	\$ 3,394
REPAIRS & MAINTENANCE	\$ 19,654	\$ 28,062
GOLF CART RENT & MAINTENANCE	\$ 45,124	\$ 59,234
EQUIPMENT	\$ 673	\$ 1,767
ENERGY & UTILITIES	\$ 31,019	\$ 35,473
COMMUNICATIONS	\$ 664	\$ -
TELECOMMUNICATIONS	\$ 4,551	\$ 4,863
PROFESSIONAL DEV & TRAVEL	\$ 1,570	\$ 1,941
PROFESSIONAL SERVICES	\$ 13,076	\$ 16,102
OFFICE SUPPLIES	\$ 1,937	\$ 1,585
GOLF COURSE SUPPLIES	\$ 85,851	\$ 71,378
VEHICLE SUPPLIES	\$ 9,883	\$ 9,884
WATER	\$ 15,725	\$ 7,606
ENCUMB CART RENT & MAINT	\$ -	\$ 3,131
ENCUMB GOLF SUPPLIES	\$ 240	\$ -
TRANSFER TO GENERAL FUND	\$ 130,000	\$ 150,000
TOTAL GOLF EXP	\$ 714,523	\$ 741,267

LAND-FILL & SOLID WASTE EXPENDITURES

ENERGY & UTILITIES	\$ 5,071	\$ 7,360
TELECOMMUNICATIONS	\$ 2,376	\$ 2,180

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

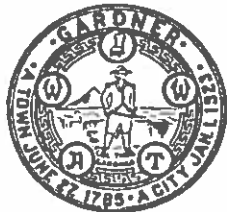
EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
PROFESSIONAL SERVICES	\$ 8,657	\$ 16,438
AIR POLLUTION CONTROL MAINTENA	\$ 3,950	\$ 8,850
GROUNDWATER MONITORING	\$ 4,294	\$ 1,100
ENCUMB GROUND WATER MONITRNG	\$ -	\$ 8,815
TRANSFER TO GENERAL FUND	\$ 2,000	\$ 2,000
DEPT HEAD SALARY & WAGES	\$ 16,638	\$ 16,907
TRANSFER STATN SUPER SALARY	\$ 43,618	\$ 57,152
ACCOUNT CLERK SALARY & WAGES	\$ 31,010	\$ 32,023
TRANSFER STATN MONITOR SAL	\$ 14,927	\$ 15,279
OVERTIME	\$ 187	\$ 200
CLOTH/UNIFORM ALLOWANCE	\$ 700	\$ 700
LONGEVITY	\$ 450	\$ 360
REPAIRS & MAINTENANCE	\$ 2,326	\$ 4,695
MINOR EQUIPMENT	\$ 471	\$ 145
ENERGY & UTILITIES	\$ 636	\$ 530
PROFESSIONAL DEV & TRAVEL	\$ 330	\$ 780
PROFESSIONAL SERVICES	\$ 10,727	\$ 10,226
OFFICE SUPPLIES	\$ 3,106	\$ 3,043
TRASH BAGS	\$ 2,100	\$ -
VEHICLE SUPPLIES	\$ 1,351	\$ 1,240
TRASH DISPOSAL	\$ 347,672	\$ 362,673
RECYCLING PROCESSING EXP	\$ 24,541	\$ 61,952
NEW VEHICLE	\$ 279	\$ 46,455
NEW EQUIPMENT	\$ 19,227	\$ 48
CURBSIDE RECYCLING	\$ 167,936	\$ 169,359
CURBSIDE RUBBISH COLLECT	\$ 341,097	\$ 356,959
CURBSIDE YARD WASTE COLLECTION	\$ 39,714	\$ 45,007
HOUSEHOLD HAZARDOUS WASTE	\$ 16,125	\$ 17,419
ENCUMB TRASH DISPOSAL	\$ 23,000	\$ 25,797
ENCUMB RECYCLING PROCESSING	\$ 3,200	\$ 3,069
ENCUMB CURBSIDE RECYCLING	\$ 15,100	\$ 15,229
ENCUMB CURBSIDE RUBBISH C	\$ 32,107	\$ 31,455
ENC CURBSIDE YARD WASTE COLLEC	\$ -	\$ 5,972
TRANSFER TO GENERAL FUND	\$ 55,000	\$ 90,000
TOTAL LAND-FILL & SW EXP	\$ 1,239,925	\$ 1,421,415
 DETAIL EXPENDITURES		
POLICE DETAIL SALARY & WAGES	\$ 225,221	\$ 161,503
CITY POLICE DETAIL SAL & WAGES	\$ 2,837	\$ -

**Report of the City Auditor
For the Fiscal Year Ending June 30, 2018**

EXPENDITURES-OTHER

	FY2017 ACTUALS	FY2018 ACTUALS
TOTAL DETAIL EXP	\$ 228,057	\$ 161,503
TRUST/AGENCY FUND WITHDRAWALS	\$ 21,093,173	\$ 13,109,546
TOTAL OTHER EXP/WITHDRAWALS	\$ 43,341,138	\$ 38,167,006



City of Gardner
Department of Inspectional Services
 115 Pleasant Street, Gardner, MA 01440
 Tel. (978) 630-4007 Fax: (978) 632-3313
 www.gardner-ma.gov

To: Honorable Mark Hawke, Mayor, City of Gardner and Members of City Council

Fr: Roland Jean Jr., C.B.O. Building Commissioner/Zoning Enforcement Officer

Re: Calendar year 2018 Annual Report from the Gardner Building/Inspectional Services Department

Major notable projects within the City include the following:

Derby Drive, GFA Bank Addition, Watkins Field

Estimated cost of construction value: \$ 15,175,274.00

- New residential \$ 2,584,367.00
- New commercial \$ 383,000.00
- Additions/renovation \$ 12,207,907.00

Building Permits:

- | | |
|--|---|
| <ul style="list-style-type: none"> ➤ 22 ... Single Family Dwellings ➤ 15... pools (9 AG pools, 4 in ground pool) ➤ 16... accessory Structures ➤ 4 ... commercial new(1)/additions(3) ➤ 4 ... residential additions ➤ 43... decks ➤ 37... commercial renovations ➤ 120...residential renovations ➤ 148... roofs ➤ 7 ... sheet metal | <ul style="list-style-type: none"> ➤ 17... signs ➤ 23... solid Fuel Stoves ➤ 115... windows/doors/siding ➤ 1... large ground mounted Photovoltaic ➤ 58... misc. ➤ 19... demolition ➤ 4 ... foundations ➤ 45... solar PV/wind ❖ 22... stretch code projects |
|--|---|

Permit Fees Waived:

Fees waived Bldg. \$ 12,250.00 Electrical \$6,801.00 Plumbing/Gas \$1,036.00 Total \$20,087.00
 Estimate cost of construction \$2,430,000.00

Revenues

707 Building Permits/# of inspections - 846	\$253,615.00
649 Electrical Permits/ # of Inspections- 758	\$143,551.00
441 Plumbing / Gas Permits / # of Inspections – 375	\$36,045.00
130 Vacant & Abandoned Bldgs.	\$29,750.00
77 Requests for annual inspections	\$ 6,205.00

Inspectional Department Revenues TOTAL .. \$ 469,166.00

Respectfully Submitted,

Roland Jean Jr., C.B.O., Building Commissioner/Zoning Enforcement Officer

Mission Statement

To promote the safe and compatible development of the community through fair and consistent enforcement of building codes and zoning ordinances



2018 CITY GOVERNMENT

Seated: Alan L. Agnelli City Clerk
 Scott Joseph Graves, Esq. Councillor at Large Council President
 Mark P. Hawke Mayor
 John M. Flick, Esq. City Solicitor
 Ronald F. Cormier Councillor at Large Dean of the City Council

Standing: Craig R. Cormier Councillor at Large
 Christine A. Johnson Councillor at Large
 Elizabeth J. Kazinskas Ward 2 Councillor
 Edward A. Gravel Councillor at Large
 James D. Johnson Ward 5 Councillor
 Nathan R. Boudreau Ward 3 Councillor
 James M. Walsh, Esq. Ward 1 Councillor
 James S. Boone Councillor at Large
 Karen G. Hardern Ward 4 Councillor

The City Council is pleased to present this report to the Citizens of Gardner.

The City Council, the legislative branch, derives its authority from the City Charter, City Code, and the Constitution and laws of the Commonwealth of Massachusetts. Comprised of eleven members elected every two years in odd-numbered years, six are elected at-large by the voters of all five wards, while the remaining five are elected by voters of the individual wards.

In 2018, the City Council was served by Councillors at-Large James S. Boone, Craig R. Cormier, Ronald F. Cormier, Edward A. Gravel, Scott Joseph Graves, Esq., and Christine A. Johnson. Ward Councillors were James M. Walsh, Esq., Ward 1; Elizabeth J. Kazinskas, Ward 2; Nathan R. Boudreau, Ward 3; Karen G. Hardern, Ward 4; and, James D. Johnson, Ward 5.

In 2018, Atty. Scott Joseph Graves was elected Council President and appointed Councillors to the four Standing Committees – Finance, Service, Safety and Welfare. In addition, he named Councillor James M. Walsh to the Board of Trustees of the Williams-Rockwell Educational Gift Fund; Councillor Ronald F. Cormier to the Cable Advisory Committee; President Graves and Councillor Ronald F. Cormier to the Capital Improvement Planning Committee; Councillor James D. Johnson to the Traffic Commission; and, Councillor Edward A. Gravel to the Youth Commission.

Finally, of local historic note, Councillor Ronald F. Cormier, unofficially the “Dean of the City Council,” is not only the longest continuously serving member of the present City Council, but has the distinction of being the longest serving City Councillor in the City’s history, having completed 31 years on the Council at the close of 2018.

STANDING COMMITTEES OF THE CITY COUNCIL
--

Scott Joseph Graves, Esq., Chair
Ronald F. Cormier
James M. Walsh, Esq.

The COMMITTEE ON FINANCE is charged with evaluating and reporting to the Council on matters referred to them by the full Council or on their own initiative concerning municipal functions defined generally as administrative and financial. The Committee serves as liaison to the Assessor, Auditor, Tax Collector & Treasurer, Information Technology, City Clerk, Registrars of Voters, Civil Code Enforcement, Purchasing, Contributory Retirement Board, Law Department, Human Resources, and Community Development & Planning. In addition, budgetary matters, salaries and compensation, appointments, position vacancies, Council Rules, and City Hall building fall within the Committee's purview.

The COMMITTEE ON PUBLIC SERVICE is charged with evaluating and reporting on matters referred to them by the full Council or on their own initiative concerning municipal functions relating to the Public Works Department and its divisions (Highway, Sewer, Water, Parks, Cemeteries, and Forestry), the Conservation Commission, Municipal Grounds Commission, Engineering and Survey Department, and the Flood Plain.

Nathan R. Boudreau, Chair
Craig R. Cormier
James S. Boone

Christine A. Johnson, Chair
Nathan R. Boudreau
Elizabeth J. Kazinskas

The COMMITTEE ON PUBLIC WELFARE is charged with evaluating and reporting to the Council on matters referred to them by the full Council or on their own initiative concerning municipal functions relating to the Gardner Municipal Airport, Council on Aging, Cultural Council, the Commission on Disability, Golf Course, the Greenwood Memorial Pool, Historical Commission, the Levi Heywood Memorial Library, Recreation, the Veterans Agent, Weights & Measures, the Youth Commission, Planning Board, Zoning Board of Appeals, the Gardner School Department, and the Montachusett Regional Vocational Technical School District.

The COMMITTEE ON PUBLIC SAFETY is charged with evaluating and reporting on matters referred to them by the full Council or on their own initiative concerning municipal functions relating to the Police and Fire Departments, Building and Health Departments, Animal Control and the licensing of automobile dealers, automobile junkyards, bowling alleys and pool halls, and dealers in second hand articles.

James D. Johnson, Chair
Karen G. Hardern
Edward A. Gravel

CITY COUNCIL MEETINGS

The City Council meets regularly on the first and third Mondays of each month, except for July and August, when it meets only on the first Monday. Other meetings and hearings are scheduled as necessary. Meetings are open to the public and recorded live for broadcast on GETV. The Agenda and Minutes of every meeting are posted on the City's website.

DATE	TYPE	Time	Meeting Description/Purpose
1/1/2018	Inaugural	10:00 a.m.	Official Inaugural
1/2/2018	Inaugural	10:00 a.m.	Ceremonial Inaugural Exercises
1/2/2018	Regular	7:30 p.m.	Regular
1/16/2018	Regular	7:30 p.m.	Regular
2/5/2018	Informal	6:00 p.m.	#9873, Ambulance Order; #9893, CDBG Plan.
2/5/2018	Joint Convention	7:00 p.m.	Monty Tech School Committee Representative
2/5/2018	Regular	7:30 p.m.	Regular
2/20/2018	Regular	7:30 p.m.	Regular
3/5/2018	Informal	6:45 p.m.	iPad Training
3/5/2018	Regular	7:30 p.m.	Regular
3/19/2018	Regular	7:30 p.m.	Regular
4/2/2018	Regular	7:30 p.m.	Regular
4/9/2018	Hearing	7:00 p.m.	#9898, Zoning, Solar Overlay Lovewell Street
4/9/2018	Hearing	7:45 p.m.	#9899, Zoning, Comprehensive Zoning Update.
4/17/2018	Regular	7:30 p.m.	Regular
4/23/2018	Informal	7:00 p.m.	FY2019 School Budget; #9912, Override Election
5/2/2018	Informal	6:00 p.m.	FY19 Budget-Receipts/#9912 Override Election
5/7/2018	Regular	7:30 p.m.	Regular
5/15/2018	Informal	6:00 p.m.	#9921, Watkins Field Loan Order
5/15/2018	Special	6:30 p.m.	#9921, Watkins Field Loan Order
5/21/2018	Informal	6:00 p.m.	#9898, Lovewell SOD; #9899, Zoning Code Update
5/21/2018	Regular	7:30 p.m.	Regular
6/4/2018	Hearing	6:00 p.m.	#9909, West Street Solar Overlay Zoning
6/4/2018	Regular	7:30 p.m.	Regular
6/18/2018	Regular	7:30 p.m.	Regular
6/25/2018	Informal	6:00 p.m.	FY2019 Budget Review.
6/25/2018	Special	7:00 p.m.	FY2018 Budget Orders.
6/26/2018	Informal	6:00 p.m.	#9899, Zoning Code Update
6/26/2018	Special	7:00 p.m.	FY2019 Budget Orders.
6/27/2018	Informal	6:00 p.m.	#9898, Lovewell SOD Zoning; #9909, West Street SOD Zoning.
7/2/2018	Regular	7:30 p.m.	Regular
8/6/2018	Hearing	6:00 p.m.	#9899, Zoning Code Update
8/6/2018	Regular	7:30 p.m.	Regular
9/5/2018	Regular	7:30 p.m.	Regular

CITY COUNCIL MEETINGS

DATE	TYPE	Time	Meeting Description/Purpose
9/17/2018	Hearing	6:30 p.m.	Liabilities to Assets Project/NewVue
9/17/2018	Regular	7:30 p.m.	Regular
10/1/2018	Regular	7:30 p.m.	Regular
10/15/2018	Hearing	6:30 p.m.	#9899, Zoning Code Update
10/15/2018	Informal	6:45 p.m.	#9899, Zoning Code Update
10/15/2018	Regular	7:30 p.m.	Regular
11/5/2018	Regular	7:30 p.m.	Regular
11/19/2018	Hearing	7:15 p.m.	FY2019 Property Tax Classification
11/19/2018	Regular	7:30 p.m.	Regular
12/3/2018	Regular	7:30 p.m.	Regular
12/17/2018	Informal	7:00 p.m.	#10016, Traffic Ordinance (Lafayette Square)
12/17/2018	Regular	7:30 p.m.	Regular

THE COUNCIL'S DUTIES AND RESPONSIBILITIES

Summary

The City Council appoints four department heads, the City Clerk, City Treasurer, City Auditor and City Collector of Taxes. While the Mayor appoints all other department heads and members of municipal boards (except School Committee), the City Council is required to confirm the Mayor's appointments. The positions of City Solicitor and Constable are also appointed by the Mayor; however, City Council confirmation is not required.

The City Council authorizes public improvements and expenditures through the Annual Budget and through short and long-term borrowings; determines the proportion of the annual tax levy borne by the four classes of property (residential, commercial, industrial, personal); adopts regulations, ordinances, and local acceptance provisions of Massachusetts General Law for the administration of the city government; adopts orders for the location of utility poles and the layout of public ways. The City Council also adopts resolutions for the pursuit of State and Federal Grants, the scheduling of elections and issuing election orders.

By State Law and City Code, the Council is empowered to issue Licenses for Bowling Alleys and Billiard Tables; First and Second Class Motor Vehicle Dealers; Class 3 Motor Vehicle Junkyard Dealers; Dealers in Second Hand Articles; and, storage of flammable and explosive products.

Finally, City Councillors interact with many State and local authorities, agencies, businesses, and individuals, in their pursuit of fair and effective representation of the people that they serve.



CITY OF GARDNER MASSACHUSETTS

ALAN L. AGNELLI
CITY CLERK

2018 ANNUAL REPORT OF THE CITY CLERK

To the Honorable Mark P. Hawke, Mayor of the City of Gardner, the Honorable Scott Joseph Graves, President of the City Council, and Honorable City Councillors:

I am pleased to submit the 2018 Annual Report of the City Clerk.

From January until May, the City Clerk was capably supported by Assistant City Clerk Titi Siriphan and Assistant City Clerk John Olivari. In May, Ms. Siriphan resigned to accept the position of Assistant City Clerk for the City of Leominster. Immediately following her departure, Faith Glover joined the City Clerk's Office as the second Assistant City Clerk.

The function of the City Clerk is to not only administer vital records and provide the public and municipal officers with a host of essential services, but to provide administrative support to the City Council, its standing committees, and to the Board of Registrars of Voters.

The Clerk's Office wishes to acknowledge the invaluable support of the Mayor, the City Council, the Board of Registrars of Voters – Registrar Patricia Darby, Registrar Darlene Morrilly, Registrar Mario Guay, Assistant Registrar Calvin Brooks and Assistant Registrar Neil Janssens – and the many dedicated Election Officers who efficiently administer the voting process at the City's ten polling precincts.

In summary, the entire team contributed to a very productive year for all three divisions; and fittingly, I express my grateful appreciation.

Respectfully,

City Clerk

2018 ANNUAL REPORT OF THE CITY CLERK

VITAL RECORDS

The process of creating, registering, reporting, issuing, amending and maintaining vital records forms an important part of the City Clerk's responsibilities.

BIRTHS

In 2018, the City Clerk's Office recorded 524 births. Of these, 135 babies were born in Gardner to residents of Gardner; 100 babies were born elsewhere in Massachusetts to Gardner residents; and, 289 babies were born in Gardner to non-Gardner residents. In addition, 3,324 certified birth certificates were issued, representing an increase of 931 over 2017, or 39%.

DEATHS

In 2018, the City Clerk's Office recorded 381 deaths. Of these, 164 were Gardner residents who died in Gardner; 58 were Gardner residents who died elsewhere in Massachusetts; and, 159 were non-residents who died in Gardner. In addition, 1,856 certified death certificates were issued, an increase of 244 over 2017, or 15%.

MARRIAGES

In 2018, Marriage Intentions were filed by 125 couples and 118 Marriage Licenses were recorded. Of these, 38 couples residing in Gardner were married in Gardner; 43 couples residing in Gardner were married elsewhere in Massachusetts; and, 37 couples not residing in Gardner were married in Gardner. In addition, 476 certified marriage certificates were issued, an increase of 109 over 2017, or 30%.

CITY COUNCIL

Elected by the City Council, the City Clerk also serves as Clerk of the Council. In this capacity, the City Clerk provided information and research assistance to enable the City Council to fulfill its legislative responsibilities. The Clerk prepared and distributed the Council Calendar for each meeting, attended and transcribed the proceedings of 2 Inaugural Ceremonies; 22 Regular meetings, 11 Informal meetings, 3 Special meetings, 7 Public Hearings; 1 Joint Convention with the Gardner School Committee; and, 22 Finance Committee meetings. Assistant City Clerks Titi Siriphan, John Olivari, and Faith Glover provided meeting transcription support to the Public Safety and Public Welfare Committees, while Ms. Denise Merriam, Administrative Assistant to the Director of Public Works, provided transcription services to the Public Service Committee.

2018 ANNUAL REPORT OF THE CITY CLERK

ELECTIONS

As Chief Election Official, the City Clerk is responsible for directing all elections conducted in the City of Gardner. The City Clerk contracts for polling facilities; supervises the arrangement of each polling site for election day; oversees the printing of municipal election ballots; tests voting equipment; procures election supplies; and, certifies election results.

In 2018, the City’s voters cast their ballots at the following polling sites:

WARD 1, PRECINCTS A & B..... Elk’s Home, 31 Park Street
 WARD 2, PRECINCTS A & B..... Levi Heywood Memorial Library, 55 W. Lynde Street
 WARD 3, PRECINCT A Acadien Social Club, 193 Parker Street
 WARD 3, PRECINCT B High Rise Community Room, 104 Church Street
 WARD 4, PRECINCTS A & B Gardner Police Headquarters, 200 Main Street
 WARD 5, PRECINCTS A & B Knights of Columbus, 110 South Main Street

In 2018, the City Clerk’s Office certified the signatures of 1,418 registered voters on the nomination papers of 42 candidates for County, State, and Federal Offices, as well as the signatures of 1,735 registered voters on 10 statewide initiative petitions for State laws and State Constitutional amendments.

In 2018, the City Clerk supervised the September 4, 2018 State Primary; the September 17, 2018 recount of the ballots cast in the Third Congressional District race; Early Voting for eleven days preceding the State Election; and, the November 6, 2018 State Election. In addition to planning and supervising elections, the City Clerk provides year-round election and voter information to media, political parties, candidates, and residents.

The City Clerk’s Office disseminated voter lists and voter history data to candidates, political parties and others, and provided candidates and political party organizations with campaign finance reporting materials. The Clerk administered all Office of Campaign and Political Finance filings for candidates for the City Council and School Committee.

The Clerk’s responsibilities also include hiring, training and supervising poll officials comprising Wardens, Clerks, and Inspectors for ten voting precincts. In 2018, 109 Officers were appointed to serve the City in various election capacities. Election day typically begins as early as 5:00 a.m. for many poll workers and may end late into the evening; accordingly, the City is extremely grateful to them for their tireless dedication and commitment to the fair and impartial administration of our elections.

2018 ANNUAL REPORT OF THE CITY CLERK**2018 ELECTION OFFICERS**

Alice	P.	Anderson	Inspector	Charles	R.	LeBlanc	Inspector
Joseph	R.	Andrews	Inspector	Dianne	M.	LeBlanc	Inspector
Brad		Arnold	Inspector	Donald	A.	LeBlanc	Inspector
Trine		Aschim	Inspector	Patricia	A.	LeBlanc	Inspector
Adeline	M.	Aukstikalnis	Inspector	Roger	R.	LeBlanc	Inspector
Sandra	J.	Barton	Inspector	Cathy	T.	Leger	Inspector
Carole	A.	Baublis	Inspector	Dorothy	E.	Leger-Lore	Inspector
Norman	H.	Beauregard	Warden	Donna	M.	Lehtinen	Clerk
Rachel	I.	Blais	Inspector	Patricia	A.	Lewis	Inspector
Nancy	A.	Boucher	Inspector	Janice		Magliacane	Clerk
Anita	M.	Boudreau	Inspector	Roland	D.	Mailloux, Jr.	Clerk
Louise	C.	Boudreau	Inspector	Lorraine	A.	Manca	Inspector
Gloria	C.	Bourgeois	Inspector	Linda	M.	Martel	Inspector
Shirley	B.	Bunarowski	Inspector	Marcel		Martin	Inspector
Paulette	A.	Burns	Clerk	Deborah	F.	Mathieu	Inspector
Ann		Chandler	Inspector	Annette	M.	Melanson	Inspector
Judith	T.	Collette	Inspector	Clifton	J.	Melatti	Warden
Barbara	M.	Cormier	Inspector	Kathleen		O'Brien	Clerk
Carol	A.	Cormier	Inspector	Gloria	M.	O'Malley	Inspector
David	J.	Cormier	Inspector	Robert	L.	Owens	Inspector
Marcelle	S.	Cormier	Warden	Thomas	H.	Patterson	Warden
Patricia	L.	Cormier	Inspector	Melissa	A.	Paulhus	Inspector
Robert	J.	Cormier	Inspector	Priscilla	J.	Proulx	Inspector
Stephen	E.	Cormier	Inspector	Odette	R.	Racette	Inspector
Val	J.	Cormier	Inspector	Ernie	J.	Richard	Inspector
Aline		Cosentino	Inspector	Juliette	L.	Richard	Inspector
Donald	J.	Cosentino	Warden	Bonnie	G.	Romanson	Clerk
Brian	J.	Dickens	Inspector	Dorothy	M.	Ronn	Inspector
Laurie		Drake	Inspector	Paul	W.	Ronn	Inspector
William		Edwards	Inspector	Glenice	M.	Rossignol	Clerk/Inspector
Audrey	A.	Faucher	Inspector	Lynn	M.	Roux	Warden
Carolyn		Fournier	Inspector	Judith		Roy	Inspector
Donald	R.	Girouard	Warden	Leonette	M.	Roy	Inspector
Nancy	M.	Girouard	Clerk	Ronald	J.	Roy	Inspector
Susan		Greninger	Inspector	Stephanie	S.	Samsia-Nji	Inspector
Sally	Q.	Hartshorn	Inspector	Carol	L.	Saulnier	Clerk
Paula		Hassam	Inspector	Paul	A.	Spano	Warden
Theresa	H.	Hillman	Inspector	Valerie	D.	Spar	Inspector
Dianne	A.	Hunt	Inspector	Gerald	E.	St. Hilaire	Inspector
Gayle	M.	Jaillet	Inspector	Sheila	B.	St. Hilaire	Inspector
Diane	R.	Jasiewicz	Inspector	Doris	H.	St. John	Inspector
Gina	M.	Kelley	Inspector	Marcia	A.	Stone	Inspector
Carlene		Kemp	Inspector	Mary	Ann	Suchocki	Inspector
Judith	A.	King	Inspector	Hope	B.	Swaney	Inspector
Christoph	A.	Knoll	Inspector	Robert	J.	Swartz	Warden
Jacqueline	M.	Kraskouskas	Inspector	Sherry		Szoc	Inspector
Ellen	T.	Kudravetz	Inspector	David	E.	Tetzloff	Clerk
Michael	L.	Kudravetz	Inspector	Marjorie	F.	Tetzloff	Warden
Carolyn	A.	LaBonte	Inspector	Scott		Varney	Inspector
Claire	M.	Lagasse	Inspector	Norman	G.	Webb	Inspector
Erana	E.	Landry	Inspector	Marcia	J.	White	Inspector
Jacqueline	M.	LaPrade	Inspector	Marjorie	J.	Whittemore	Inspector
Toby	B.	Laroche	Inspector	Charlene	A.	Wilson	Inspector
Barbara	D.	LeBlanc	Clerk	Barbara	A.	Yablonski	Clerk
				Edward	S.	Yablonski	Inspector

2018 ANNUAL REPORT OF THE CITY CLERK

VOTER REGISTRATION

The City Clerk's Office serves as the administrative office for the Board of Registrars of Voters to assist them in meeting their responsibilities to register new voters and to maintain the resident, voter, and street list. The City Clerk serves as a full voting member and Clerk of the Board of Registrars of Voters, overseeing the day-to-day registration of voters.

In 2018, the Clerk's Office processed voter registration transactions affecting 4,994 voters. Voter registration transactions included registering new voters, changes of address, names, party affiliations, voter status, and voter history. The Commonwealth provides numerous options for citizens to register to vote, including registering to vote in person at the City Clerk's Office, by mail, at the Registry of Motor Vehicles, at various State agencies, or online through the Secretary of the Commonwealth's website.

ANNUAL STREET LISTING

Massachusetts General Law and Federal laws require each city and town to gather certain information and maintain certain lists. This includes street listings, numbered resident files, the annual register, and voter lists. The street listing process is the foundation for the State's compliance with the *National Voter Registration Act of 1993* (NVRA). The NVRA requires states to conduct a "general program" which makes a reasonable effort to remove ineligible voters from the lists of registered voters. 42 U.S.C. 1973gg *et seq.*

Massachusetts General Law requires that cities and towns conduct an annual census of its residents as of January 1 of each year.

The Street List is the primary tool used by all municipalities to:

- ✓ Respond to requests for information from the Jury Commissioner. The information is used to establish the annual Prospective Juror List.
- ✓ Make changes to address information and inactive voters and thereafter delete such voters.
- ✓ Aid in school enrollment projections and notify parents or guardians of educational requirements for children under age 16.
- ✓ Provide data to officials in order to assess public safety and senior citizens' needs and for certain privileges such as veterans' benefits (e.g. Welcome Home Bonus) and proof of residency for colleges and universities.
- ✓ The census information does not register anyone to vote, but failure to answer the census may result in a voter's name being removed from the voter's list.

2018 ANNUAL REPORT OF THE CITY CLERK

In 2018, the City Clerk's Office mailed over 10,500 street list forms to heads of households or current residents. One product of the Street Listing process is the publication of the Annual Street List, which is available for purchase in the Clerk's Office or free from the City's website.

In June, in compliance with the *National Voter Registration Act of 1993* ("NVRA") and State Law, 2,913 Voter Confirmation Notices were mailed to registered voters whose status was changed to "inactive" due to the failure of the "Head of Household" to return the 2018 Annual Street List form. Voters were requested to return the Confirmation card to verify their address for voting purposes.

In December, in compliance with the *National Voter Registration Act of 1993* ("NVRA") and State Law, 313 voters "eligible to be deleted due to inactivity" were deleted from the Voter Registration rolls and were mailed letters notifying them of this action. Any voter removed as a result of the Board of Registrar's compliance with the law may re-register at any time and be returned to the Voter List.

LICENSING AND PERMITTING

In 2018, the City Clerk's Office issued 20 Bazaar and Raffle Permits; 67 Business Certificates (new and renewal); 1,943 Dog Licenses; and, 19 Flammable & Explosive Storage Annual Registrations.

As City Council administrator, the Clerk received and processed license applications for 2 bowling alleys; 23 new and used motor vehicle dealers (Classes 1 and 2); 2 motor vehicle junkyard (Class 3); 4 second-hand article dealers (1 charitable, fee-exempt) and 10 public utility orders (National Grid and Verizon).

The City Clerk serves as the City's Administrator for the Department of Revenue's Annual License Information filing. Annually, the City furnishes DOR with a report of all licenses issued or renewed by the City during the preceding calendar year. All licenses issued by the City Council, the Chief of Police, License Commission, and Board of Health are filed by the City Clerk.

PUBLIC MEETINGS

The City Clerk's Office receives and posts all public hearing and meeting notices from municipal, education, and regional government agencies on the official "notice board," as well as on the City's website. In 2018, the City Clerk's Office processed 475 public meeting notices.

2018 ANNUAL REPORT OF THE CITY CLERK

PUBLIC OFFICIAL

The City Clerk, as Clerk of the City of Gardner, a Municipal Corporation, is charged with custody and maintenance of the Charter of the City of Gardner, the Code of the City of Gardner, and the City Seal.

In 2018, the fifth annual supplement of the Code of the City of Gardner was introduced, integrating every Ordinance adopted by the City Council during the period July 1, 2017 through June 30, 2018. Incorporated into the Code were Ordinance Nos. 1604 through 1611; Chapter 155 of the Acts of 2015, the Williams-Rockwell Educational Gift Fund; and, acceptance of the the provisions of General Law Chapter 64N, § 3. The Code is available for viewing on the City's web site and the Official Version is maintained in the City Clerk's Office.

The City Clerk, as Keeper of the City Seal, certifies hundreds of official documents, including Appointments, Easements, Land Takings, Loan Orders, Resolutions, and other acts by the City Council or the Mayor.

The City Clerk received all *Certificates of Appointment* from the Mayor for presentment to the City Council and are recorded and indexed.

The City Clerk and Assistant City Clerks administer oaths of office to officials upon election or appointment, including the Mayor, City Councillors, School Committee members, department heads, members of boards and committees, as well as Police Officers and Constables. The Office maintains permanent records of these actions.

The City Clerk and Assistant City Clerks are commissioned Notaries Public who provide notarial services for official City purposes and to the general public. In 2018, the Clerk's Office staff notarized documents for 332 persons, 110 of which were non-Gardner residents.

City Clerk Alan Agnelli and Assistant City Clerks Titi Siriphan and John Olivari are commissioned *Commissioners to Qualify Public Officers*. In December, Assistant City Clerk Faith Glover was appointed a Commissioner to Qualify Public Officers. The Commissioners administer oaths of office that are required by the Massachusetts Constitution to public officers appointed by the Governor. Upon administering oaths, the Commissioners make returns to the Secretary of the Commonwealth. In 2018, the Commissioners administered oaths to 33 persons appointed as Notaries Public; 2 persons appointed as Commissioners to Qualify Public Officers; and, one person appointed by the Commonwealth to the Gardner Housing Authority.

The City Clerk serves as the City's System Administrator for the Department of Revenue's Division of Local Services Gateway Portal.

2018 ANNUAL REPORT OF THE CITY CLERK

Filings, Recordings & Registrations

Under State Law, the City Clerk is responsible for filing, recording, and registering the following:

Architect Certificate of Registration (if suspended/revoked/annulled (c.112,§60H))	Recording
Assignment for Benefit of Creditors (c.203, §41)	Recording
Assignment of Wages (c.154, §§1,2,3,5,6)	Recording
Beverage Vessel "Registered Brand" Registration (c.110,§17)	Registration
Blasting Bond (c.148, §19)	Filing
Campaign Finance Reports for Local Candidates & Local Ballot Questions (c.55, §24)	Filing
Certificate of Need by Department Head, Special Municipal Employ. (c.268A, §§17,18)	Filing
Claims and Actions Against the City (c.223, §37)	Filing
Claims for Injury Due to Defects in Public Ways (c.84, §§15,18,19,20)	Filing
Conflict of Interest Disclosure Statement (c.268A)	Filing
Conflict of Interest Legal Opinions Rendered for Public employees/officials (c.268A)	Filing
Constable Bond (c. 41, §§ 92, 93)	Filing
Corporate Merger Articles of Amendment (c.156, §46A)	Filing
Dairy Product Cans (Milk/Cream) "Registered Brand" Registration (c.110,§21)	Registration
Declaration of Trust (c.182, §2)	Filing
Electrologist License (c.112,§87HHH)	Recording
Financial Interest Disclosure Statement (c.268A, §§19,20,24)	Filing
Fireworks Bond (c.148, §42)	Filing
Flammables & Explosives Storage (AST/UST) Registrations (c.148,§13)	Registration
Garments/Linens Laundered for Rent/Lease Under "Registered Brand" (c.110,§25a)	Registration
Homestead Declarations for Manufactured Homes only (c.188, §2)	Recording
Legal Counsel Opinions Relating to Conduct of Public Officials and Employees (c.268A).	Filing
Local Boards of Conciliation Decisions (Labor Disputes) (c.150, §5)	Filing
Notice of Suspension of Official/Employee for Misconduct in Office (c.268A,§25)	Filing
Optometrist Certificate of Registration (c.112, §§70,71)	Recording
Physician Certificate of Registration (c.112,§8)	Recording
Planning Board Decisions (c.41,§81U)	Filing
Podiatrist Certificate of Registration (c.112,§21)	Recording
Political Committee Organization (c.52, §§2,4,5,6)	Filing
Pond Measurement Determination by DEP (c.131, §46)	Recording
Public Meeting Notices (c.39, §23B)	Filing
Public Official Bonds (c.41, §§13A,46; c.60,§13)	Filing
Public Official Resignations (c.41, §109)	Filing
Shooting Gallery Bond (c.140, §56A)	Filing
Stallion for Breeding Purposes Certificate of Registration (c.140, §176)	Filing
Wildlife Sanctuary, Div. of Fisheries & Wildlife Order of Establishment (c.131,§9)	Filing
Zoning Board of Appeals Decisions (c.40A)	Filing

2018 ANNUAL REPORT OF THE CITY CLERK

QTY	2018 CITY CLERK DEPARTMENTAL RECEIPTS	TOTAL
3	Approval Not Required (“ANR”) Filing (Subdivision)	250.00
3,324	Birth Certificates, certified	33,240.00
2	Book – “Gardner: A Portrait of Its Past”	20.00
2	Bowling Alley Licenses	600.00
67	Business Certificates (new and renewal)	2,680.00
3	Dealers in Second Hand Articles Licenses (“Junk Dealers”)	300.00
1,856	Death Certificates, certified	18,560.00
1,943	Dog Licenses	22,142.00
332	Dog Licenses Late Fees	3,320.00
1	Election Expense (Treasurer) Reimbursement (2017 State Senate)	3,474.89
544	Mailing Fees (Vital record online orders)	544.00
476	Marriage Certificates, certified	4,760.00
125	Marriage Intentions Filed	3,125.00
--	Miscellaneous (photocopies, non-certified vital records)	86.00
25	Motor Vehicle Dealer & Junkyard Licenses, Classes 1, 2, 3	5,000.00
19	Petroleum Storage Annual Registration Fees	265.00
20	Raffle & Bazaar Permits	400.00
27	Site Plan Review	15,158.60
4	Special Permits (ZBA)	1,400.00
24	Street Lists	360.00
5	Utility Pole Location Hearing & Recording Fees	439.92
19	Vital Record Corrections (Births, Deaths, Marriages)	475.00
26	Zoning Variance Application Fees	9,850.00
	TOTAL	\$ 126,450.41

CITY OF GARDNER
CIVIL VIOLATIONS DEPARTMENT



Room 217 - City Hall
 95 Pleasant Street
 Gardner, MA 01440-2687

Telephone (978) 632-3810

Fax (978) 632-9320

To His Honor the Mayor and Members of the City Council of Gardner, Massachusetts:

I respectfully submit this annual report for the Department of Civil Enforcement for the year ending December 31, 2018.

The Civil Enforcement Department is responsible for the supervision, processing and collection of parking, animal control, health, trash, fire code, building code, and other civil violations issued by various enforcement entities of the City.

The Civil Enforcement Department is staffed by Director Jennifer Dymek, and Administrative Assistant, Stephanie West-Poirier. The Director also serves as the City's Parking Clerk and Municipal Hearings Officer. The firm of Kelley & Ryan serves as the City's violation processing company and Registry of Motor Vehicles liaison.

Parking violations committed for the City of Gardner and Mount Wachusett Community College:

	Number Committed
City	2155
College	25

Parking violations committed for the City of Gardner (detail):

Category	Number Issued
Meter violation	1325
Meter overtime (feeding meter)	0
Parking on sidewalk or crosswalk	58
Parking in front of driveway or private way	5
Wrong direction parking	60
Not parked within marked spaces	26
Overtime parking (except at meters)	21
Parking not within 12 inches of curb	15
Parking between 2 am and 6 am in fire zone	0
Violation of 2 hour parking restriction in metered zone	6
Parking between 11:00 PM and 7:00 AM - parking ban	465
Parking in restricted area	82
Parking within 20 feet of intersection	2
Parking or stopping in bus stop	0
Interfering with free flow of traffic	7
Obstructing/interfering with snow removal	50
Unauthorized parking in handicap zone	12
Blocking wheelchair ramp	0

Parking within 10 feet of hydrant	10
Parking in designated fire lane	9

Parking violations collected for the City of Gardner and Mount Wachusett Community College:

	Number of Tickets Collected	Parking Fines with Penalties
City	2,148	\$ 57,695.00
College	27	\$ 650.00

Other fees or violations collected for the City of Gardner:

	Fines with Penalties
Animal Control Violations	\$ 6,075.00
Building Department Fines	\$ 1,300.00
Health Department Fines	\$ 1,450.00
Fire Department Fines	\$ 200.00
Motor Vehicle Lessor Surcharge	\$3,076.80
Miscellaneous Police Fines	\$ 0.00
Miscellaneous Violations	\$ 0.00

Respectfully submitted,

Jennifer Dymek
Director of Civil Enforcement

COMMUNITY DEVELOPMENT
2018 ANNUAL REPORT
January 1, 2018 to December 31, 2018

This report highlights the activities generated by the Assistant Director, Joshua Cormier, during the 2018 calendar year.

Maki Building Abatement and Demolition

In January, a contract was executed with Associated Building Wreckers, Inc. for the abatement and demolition of the Maki Building located at 57-67 Parker Street. The demolition commenced on March 20th, 2018 and was slated to be a three day active demolition followed by weeks of debris removal and site reconstruction. The building was in such a state of disrepair that the building began to crumble during demolition and the active demolition was completed on the first day. The alternative of leaving a portion of the building still erected posed a hazard to public health and safety. The site was cleared of materials and reconstructed by the end of June. The site, which now consists of a grass field and the remaining rear retaining wall.

Since the demolition was completed, the site has been used for a number of community-based activities including the Annual Oktoberfest, Chair Luge, and Fabulous Fall Festival events in the fall of 2018. Currently, the site is being marketed for repurpose and reuse.

CDBG 2016 and CDBG 2017 monies were used to fund this project.



Gardner Travel Façade

Our CDBG16 monies also funded the rehabilitation of the façade of the building at 287 Central Street commonly referred to as the Gardner Travel Agency. Local construction company, ICC Enterprises, Inc., conducted the work which included the replacement of fourteen (14) windows in front and side of the building, painting and cornice work, repointing of bricks and roof replacement. The building is more than a hundred years old and much of the needed work was a result of the attempted steps taken to prevent a historic decline in conditions. The preservation



Theater Park/Parking Lot

Following the demolition of the Former Orpheum Theater Block in 2017, the area was left as a temporary parking lot with an area of grass at the Parker Street side of the parcel. The intent was to design and construct a more permanent area to service the needs of the surrounding businesses and visitors to the area. On call engineers from Tighe & Bond completed the design and the project was placed out to bid in the late summer/early fall of 2018. In October, Sunshine Paving Corporation executed a contract for the construction of a smaller park adjacent to Parker Street with a public parking area off of Connors Street. Ultimately, a portion of the area will be left unfinished as ongoing negotiations continue with a potential private developer of the adjacent buildings on Parker Street. The construction project was paused in December given the winter climate and frozen land which caused issues with the work proposed. The finished project area will provide two dozen public parking spots for employees, visitors, and shoppers within the downtown commercial district. An estimated project completion is June of 2019.



Housing Rehab

Using Emergency Housing Rehab funds, an emergency hot water heater replacement was undertaken on a single family home with female LMI head of households. Additional applications were discussed and/or received but, for various reasons, could not be completed using the appropriate funds.

Sign & Façade Grants

Block Grant funding was used to provide Sign & Façade grants to the following businesses: Parker Smoke Shop, Anne's Bridal & Tux, Game Knights, The Yoga Tree and Cup of HOPE.



Additional Block Grant Activities

- Other demolition projects funded included 216-218 Mill Street (\$34,650) and 53 Greenwood Street (\$55,820).

- Using \$90,000 in block grants funds, the Rear Main Street Phase II moved into the design portion of the project. Using the plans that were finalized in 2017, on-call engineers at Fuss & O'Neill began the process of taking the conceptual and turning it into a bid ready plan with specifications for construction. The design process was delayed a bit due to the need for additional construction easements and then subsequent weather delays. The project should complete within the early months of 2019.
- A Feasibility Study to determine the condition and possible future uses of Waterford Street School was completed using Block Grant funding.
- NewVue Communities received \$7,500 in block grant funds to initiate a Small Business Assistance Program for Low-to-Moderate Income Gardner residents who either own a business or are looking to start a business.
- The Boys & Girls Club Gardner Clubhouse received \$5,000 in grant funds for its Project STEAM project. The program assisted approximately 30 LMI Gardner residents.

Community Development Block Grant FY18

In September of 2018, DHCD awarded the Department an \$825,000 Community Development Block Grant. The Department will undertake a demolition project, the design and construction of the Downtown Phase I Infrastructure Project, offer support for the small business assistance program through NewVue Communities, aid in the delivery of services by Voices of Truth, establish a program of Veterans Services and Integration with the Montachusett Veterans Outreach Center, Inc., and to support Low-to-Moderate Income students with user fees through the Gardner Athletic Program.

Pulaski Playground Dog Park

At the end of 2017, the City was awarded a Dog Park construction grant by the Stanton Foundation. Given the time of year, the Dog Park project was delayed until 2018. The City presented the project for bids in the spring of 2018, however, the costs came back higher than expected so a second bid process was initiated over the summer. In September, a contract was executed with Green Acres Landscape & Construction Co. Inc. to construct a Dog Park at Pulaski Park. The contractor worked diligently until the end of the year when the early snow and winter cold required them to pause the project. At this time, the Dog Park is scheduled to be completed in June of 2019. Much of the work has been completed including the water pipe installation, the creation of bench pads and rest areas, the erection of some fence, and the installation of the agility area. This project was a direct result of a community request, subsequent input and involvement by the City's residents, and the continuation of the rehabilitation of the City's parks and playgrounds.

Massachusetts Film Liaison

The City of Gardner remains a desired setting for those involved with the film economy. As the City of Gardner's Film Liaison to the Massachusetts Film Office, this past year was extremely active with many scouts visiting the City. We continued to discuss multiple areas with Location Scouts, Producers, and Directors. In the summer, the City was used as a setting for two films: "Proof of Concept" (West Lynde Street/Downtown) and "Volly" (Gardner High School). Later

project was approved by the Massachusetts Historic Commission based on a review of the ultimate impact on the characteristics that have existed with regards to the building.

The project's completion resulted in a preserved and improved façade to the commercial building as well as an increased availability of commercial space in the area.



Abatement and Demolition of 20 Rock Street

Following the acquisition of 20 Rock Street via the tax title process, in 2017, the City needed to evaluate the condition of the building. In 2018, a site visit revealed areas of deterioration as well as a variety of drums filled with lacquer, thinner, and unknown contaminants. Of immediate concern was the barrels and other fire hazards present within the building, however, the acute risks of the building included the close proximity it sits to residential homes surrounding it. To the former point, New England Disposals Technologies, Inc. was contracted to remove and dispose of fifteen barrels from the site. Fuss & O'Neill continued to assess the property and provided an Opinion of Probable Cost for the abatement and demolition of the property which includes the main factory, a concrete silo, and a residential house. The project will be included within the CDBG 2019 application that is due in March of next year. The goal is to have the project completed by June of 2020.

in the year, the SK Pierce Mansion was used to film a project related to Netflix and LG involving the Netflix show “Haunting on Hill House”. The resulting effects with each of these projects include a static increase in the local economy, potential tourism opportunities, and the ability for our community to be showcased to those who may never have visited without the option. The City continues to grow as a partner within this industry and future projects are all but certain.

Memberships/Board Affiliations

Greater Gardner Chamber of Commerce Ambassador Committee, Member

Association of Film Commissioners International Certified Film Liaison, MA Film Office

**ECONOMIC DEVELOPMENT
2018 ANNUAL REPORT
January 1, 2018 to December 31, 2018**

This report highlights the activities generated by the Economic Development Coordinator (EDC) Maribel Cruz from January 1, 2018 to December 31, 2018.

155 Mill Street - Former Garbose Site

Keller Williams Commercial continues to market the former Garbose property for highest and best use sale. The EDC monitored the site on a bi-monthly basis and provided reports to Tighe & Bond, the City's Licensed Site Professional (LSP) overseeing the project. This project is funded through a \$500,000 MassDevelopment grant, \$600,000 in EPA Clean-up funding, \$1.45 million in MassWorks funds, and \$340,750 in Brownfields Revolving Loan Funds. A Phase IV Cleanup Report is expected to be completed and submitted to the Mass DEP in mid-2019.

140 South Main Street

Montachusett Regional Planning Commission (MRPC) awarded the City of Gardner a Brownfields Assessment Grant of \$40,000 which was used to complete a Phase II Environmental Site Assessment. MRPC's engineer, TRC Solutions, reported petroleum on site and recommended additional cleanup. Funds are being sought for additional cleanup at the site through the EPA and MassDevelopment. Plans for continued testing and site preparation are in process. 140 South Main is actively being marketed by Keller Williams Commercial.

42-50 and 52 Parker Street

The Gardner Redevelopment Authority is collaborating with an interested local developer who plans to buy the building, make renovations and create residential rental units. In the meantime the GRA has hired a local real estate management company to maintain and make necessary improvements to the properties. Additionally a portion of the Old Theatre site is being used to assist with parking for the 42-50 properties. The purchase of the properties was funded by a \$400,000 grant from MassDevelopment awarded in 2017.

Downtown Banners

The Gardner Square II manages the banner program for the Downtown Business District. The objective of the Downtown Banner Program is to add color and excitement to the Central Business District of Gardner as well as create a sense of place. Banners were designed by Maribel Cruz (EDC) and Rachael Catlow (City GIS/ DPW). The banner program will be used to accentuate the aesthetic appeal of downtown. Banners will be produced in four different categories, Work, Live, Eat and Play. Each category will have two designs. Local businesses will be able to sponsor a banner to be highlighted annually.

The EDC has undertaken local oversight of two economic development programs for potential use by local companies or investors in local projects respectively.

1. PACE Property Assessed Clean Energy

Property Assessed Clean Energy (PACE) for commercial buildings is a new mechanism to finance energy improvements, such as energy-efficiency projects, renewables, and gas line extensions, on commercial and industrial properties in Massachusetts. To finance improvements, a property owner agrees to a betterment assessment on their property, which repays the financing. This approach enables owners to undertake more comprehensive energy upgrades with longer payback periods of up to 20 years. At property sale, the lien stays with the property and is transferred to subsequent property owners.

2. Opportunity Zones

The recently passed U.S. Tax Cut and Jobs Act of 2017 created the Opportunity Zone Program to provide incentives for investment in low income communities throughout the country. An Opportunity Zone is a designated geographic area, in which individuals can gain favorable tax treatment on their capital gains, by investing those funds (through a privately-created Opportunity Fund) into economic activities in the area. The Opportunity Zone program presents an opportunity for private, tax-advantaged investment into areas of economic need, benefiting both residents living in the zones and private investors. On May 18, 2018, the Commonwealth designated two (2) Opportunity Zones in Gardner, census tracts 25027707200, 25027707300. The Downtown Urban Renewal Plan Area is located within these zones.

Downtown Gardner

The EDC is active board member of Gardner Square II. As a member of this organization the EDC participates in all event planning such as, The Experience Gardner/ Sidewalk Sale, Shop Local, Holiday Lighting Campaign, Food Truck Festival.

Montachusett Regional Planning Commission

MRPC's mission is to deliver superior planning services to its municipal clients within the boundaries of its community member base in North Central Massachusetts, consistent with sound planning principles, and in cooperation with its partnering communities. The EDC is the Mayoral appointee representing the City on the Montachusett Regional Planning Commission (MRPC) and participates in monthly meeting. The Commission participates in the review of brownfields, community and economic development, environment, health, housing, transit and transportation planning activities benefitting the City of Gardner and the region.

North Central MA Workforce Investment Board

The EDC is a board member of The Workforce of MA Investment Board (WIB). The EDC promotes, develops and advances the economic and social welfare of the North Central Region. Through support of education, employment, and training program services that increase the employability of young people, adults and expanding opportunities for employment for Gardner

residents. As a WIB member the EDC develops and fosters relationships with key stakeholders to implement WIB policies, programs, and initiatives. The EDC works closely and effectively with funding sources and with North Central WIB employers, career centers, education / training providers, community-based organizations, and other stakeholders as appropriate in order to match these resources to local company needs.

Affiliations

- Greater Gardner Chamber of Commerce
- Gardner Square Two, Inc. Board of Directors
- Massachusetts Economic Development Council
- Montachusett Regional Planning Commission, Member
- North Central MA Workforce Investment Board, Board of Directors
- North Central Chamber of Commerce
- Women Leadership Connection



EDIP/TIF

The Economic Development Coordinator collected the annual report documentation from existing recipients ACT (Advanced Cable Ties) and NEP (New England Peptide).

ACT – Founded in 1994, Advanced Cable Ties is America’s leading manufacturer of nylon cable ties and wiring accessories. As a result of steady success that has led to capacity challenges, the company invested \$11.3 million to construct and equip a 50,000 square foot expansion to its existing facility. The Expansion Project has nearly doubled the company’s real estate footprint, and more than doubled its employment base. Advanced Cable Ties has an existing workforce of 98 full-time employees in Gardner. Total calendar year investment for 2018 is \$3,224,141. The City of Gardner is supporting the project with a 10-Year Tax Increment Financing Agreement in 2014. The EACC approved \$352,000 in EDIP Investment Tax Credits for this project.

NEP – Founded in Gardner in 1998, New England Peptide is a privately-held manufacturer of research-grade peptide and polyclonal antibodies for research laboratories all over the world. The company had invested almost \$2.2 million to construct a 12,500 square foot addition located adjacent to their existing facility. NEP has 41 Full-time employees. Total investment for 2018 \$48,000. The City of Gardner and the EACC approved 10-Year Tax Increment Financing Agreement in 2014. The EACC approved \$127,037 in EDIP Investment Tax Credits.

GARDNER FIRE DEPARTMENT

Incidents - Primary Type Only

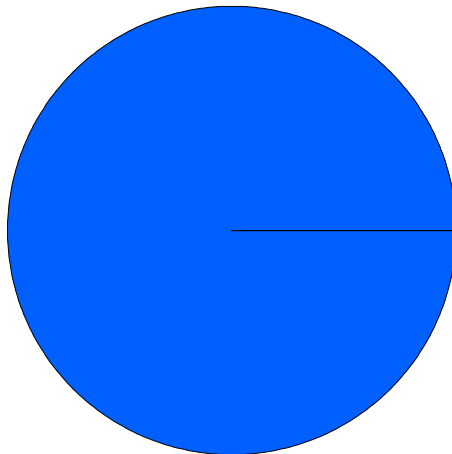
88

Printed: 8/26/2019 8:43 am

From Date:07/01/2017 to:06/30/2018

Jurisdiction: N/A

Primary Type Incidents



■ Rescue & Emergency Medical Service	100.0%
Total:	100.0%

Rescue & Emergency Medical Service

- 1 EMS call, excluding vehicle accident with injury
- 1 Sub-Total, Rescue & Emergency Medical Service
- 1 Total Number of Incident Types

Total Count of Unique Incident Numbers for this Period: 1

GARDNER FIRE DEPARTMENT

89

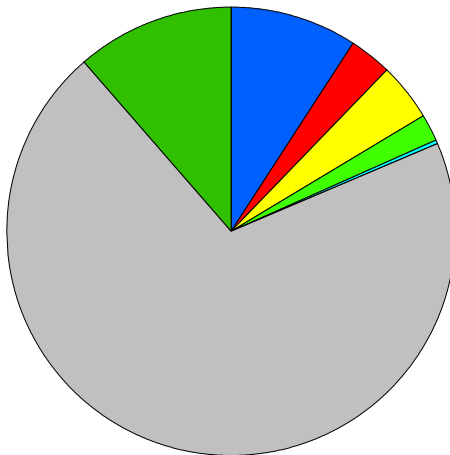
Incidents - Primary Type Only

Printed: 8/26/2019 8:43 am

From Date:07/01/2017 to:06/30/2018

Jurisdiction: Gardner

Primary Type Incidents



False Alarms & False Calls	9.2%
Fire	2.9%
Good Intent Calls	4.3%
Hazardous Conditions (No Fire)	1.9%
Other Incidents (codes w/ no rollup values)	0.1%
Overpressure, Ruptures, Explosion, Overheat (no ensuing fire)	0.1%
Rescue & Emergency Medical Service	70.1%
Service Calls	11.3%
Severe Weather & Natural Disasters	0.0%
Total:	100.0%

Fire

- 24 Building fire
- 92 Cooking fire, confined to container
- 4 Chimney or flue fire, confined to chimney or flue
- 9 Fuel burner/boiler malfunction, fire confined
- 3 Trash or rubbish fire, contained
- 6 Passenger vehicle fire
- 1 Off-road vehicle or heavy equipment fire
- 2 Forest, woods or wildland fire
- 5 Brush, or brush and grass mixture fire
- 4 Natural vegetation fire, other
- 3 Outside rubbish, trash or waste fire
- 1 Dumpster or other outside trash receptacle fire
- 2 Outside equipment fire
- 2 Special outside fire, other
- 158 Sub-Total, Fire

Overpressure, Ruptures, Explosion, Overheat (no ensuing fire)

- 1 Fireworks explosion (no fire)
- 3 Excessive heat, scorch burns with no ignition
- 4 Sub-Total, Overpressure, Ruptures, Explosion, Overheat (no ensuing fire)

GARDNER FIRE DEPARTMENT

90

Incidents - Primary Type Only

Printed: 8/26/2019 8:43 am

From Date:07/01/2017 to:06/30/2018

Jurisdiction: Gardner

Rescue & Emergency Medical Service

- 3 Medical assist, assist EMS crew
- 3,597 EMS call, excluding vehicle accident with injury
- 111 Vehicle accident with injuries
- 6 Motor vehicle/pedestrian accident (MV Ped)
- 111 Motor vehicle accident with no injuries
- 1 Lock-in (if lock out , use 511)
- 2 Search for person on land
- 1 Extrication of victim(s) from building/structure
- 8 Removal of victim(s) from stalled elevator
- 1 Rescue or EMS standby
- 5 Rescue, emergency medical call (EMS) call, other
- 3,846 Sub-Total, Rescue & Emergency Medical Service

Hazardous Conditions(No Fire)

- 16 Gasoline or other flammable liquid spill
- 15 Gas leak (natural gas or LPG)
- 8 Oil or other combustible liquid spill
- 1 Chemical hazard (no spill or leak)
- 1 Chemical spill or leak
- 5 Carbon monoxide incident
- 2 Heat from short circuit (wiring), defective/worn
- 10 Overheated motor
- 1 Light ballast breakdown
- 7 Power line down
- 6 Arcing, shorted electrical equipment
- 4 Building or structure weakened or collapsed
- 2 Aircraft standby
- 4 Vehicle accident, general cleanup
- 25 Hazardous condition, other
- 107 Sub-Total, Hazardous Conditions(No Fire)

Service Calls

- 278 Lock-out
- 2 Water evacuation
- 10 Water or steam leak
- 3 Smoke or odor removal
- 4 Animal rescue
- 29 Assist police or other governmental agency
- 3 Police matter
- 77 Public service
- 119 Assist invalid
- 15 Defective elevator, no occupants
- 42 Unauthorized burning
- 4 Cover assignment, standby, moveup
- 36 Service Call, other

GARDNER FIRE DEPARTMENT

91

Incidents - Primary Type Only

Printed: 8/26/2019 8:43 am

From Date:07/01/2017 to:06/30/2018

Jurisdiction: Gardner

622 Sub-Total, Service Calls

Good Intent Calls

- 85 Dispatched & canceled en route
- 3 Wrong Location
- 30 No incident found on arrival at dispatch address
- 25 Authorized controlled burning
- 25 Smoke scare, odor of smoke
- 3 Steam, vapor, fog or dust thought to be smoke
- 1 EMS call, party transported by non-fire agency
- 17 Hazmat release investigation w/ no hazmat
- 47 Good intent call, other

236 Sub-Total, Good Intent Calls

False Alarms & False Calls

- 6 Municipal alarm system, malicious false alarm
- 1 Direct tie to FD, malicious/false alarm
- 3 Local alarm system, malicious false alarm
- 1 Bomb scare - no bomb
- 8 Sprinkler activation due to malfunction
- 60 Smoke detector activation due to malfunction
- 2 Heat detector activation due to malfunction
- 45 Alarm system sounded due to malfunction
- 14 CO detector activation due to malfunction
- 12 Sprinkler activation, no fire - unintentional
- 121 Smoke detector activation, no fire - unintentional
- 101 Detector activation, no fire - unintentional
- 86 Alarm system sounded, no fire - unintentional
- 36 Carbon monoxide detector activation, no CO
- 11 False alarm or false call, other

507 Sub-Total, False Alarms & False Calls

Severe Weather & Natural Disasters

- 1 Wind storm, tornado/hurricane assessment
- 1 Sub-Total, Severe Weather & Natural Disasters

Other Incidents (codes w/ no rollup values)

- 8 Emergency Medical
- 8 Sub-Total, Other Incidents (codes w/ no rollup values)

5,489 Total Number of Incident Types

Total Count of Unique Incident Numbers for this Period: 5,489

GARDNER FIRE DEPARTMENT

Incidents - Primary Type Only

92

Printed: 8/26/2019 8:43 am

From Date:07/01/2017 to:06/30/2018

Jurisdiction: Gardner

Grand Total Count of Unique Incident Numbers for this Period: 5,490

Gardner Fire Department
Annual Report
Fiscal Year July 1, 2017 through June 30, 2018

Honorable Mark P Hawke, Mayor
Members of the City Council
Citizens of Gardner

I, Richard P. Ares, Fire Chief of the City of Gardner, submit the Annual Report for the Gardner Fire Department.

MISSION

The mission of the Gardner Fire Department is to protect the city's residents and visitors from fires, medical emergencies, hazardous materials incidents, rescue situations and other natural and man-made disasters. We strive to provide this service by having well trained, highly motivated firefighters combined with public education and fire prevention programs. Our goal is to make a safer community for all who came here.

PERSONNEL

The backbone of any fire department is the personnel who serve our community. Currently we have forty active firefighters, consisting of one Chief, one Captain, four Lieutenants who work as Shift Commanders, one Lieutenant Training/Fire Prevention Officer, one Lieutenant who works fire prevention and rotates to Shift Commander when needed and thirty- two Firefighters assigned to four rotating platoons. The Department has one full time clerk. Three Firefighters work collateral jobs as department mechanics. Two Firefighters work collateral jobs as fire investigators; One Firefighter works a collateral job as a computer systems manager and one works as EMS coordinator. Two Lieutenants and two Firefighters are members of the Fire District 8 Technical Rescue Team.

FIRE APPARATUS, VEHICLES and TRAILERS

The Department operates a fleet of 18 vehicles. Three Engines, one Combination Engine/Ladder Truck, one Tower/Pumper Truck, one Heavy Rescue, one Ambulance, one small Brush Truck, four Support Vehicles, a Decontamination Trailer, a Hazardous Materials Trailer, a Lighting Trailer and two Utility Trailers. We also keep and maintain one of the Fire District 8 Technical Rescue Team equipment trailers.

The Fire Department still needs to replace aging and unreliable apparatus. Engine 3 is twenty-nine years old and needs to be replaced. It no longer meets National Fire Protection Association safety standards. It is more than seven years beyond its expected life cycle and cannot be relied upon for emergency response.

GRANTS

The Gardner Fire Department applied for a federal Assistance to Firefighters Grant to replace Engine 3. We are hopeful that this grant application will be successful.

The Department applied for and received a SAFE (Student Awareness of Fire Education) grant and a Senior SAFE grant amounting to a total of \$6423.00

INJURIES

There were seven reported injuries to firefighters during this fiscal period. Three of these injuries occurred during emergency operations. None of the injuries resulted in lost time.

FIRE DEPARTMENT INCIDENTS

The Department responded to 5490 emergencies or calls for assistance during this fiscal year. A complete breakdown of all calls or incidents is included with this report. Additionally, 670 fire inspections were conducted.

AMBULANCE

The Fire Department started a Basic Life Support transport ambulance service on March 1, 2017.

In FY18 the ambulance responded to 2190 calls resulting in 1459 patients transported to the hospital.

This service allows us to have two additional firefighters per shift, at little to no taxpayer cost.

In January of 2018 the City ordered a new Horton/Ford 4X4 ambulance. It is expected to be delivered in late summer 2018. When the new ambulance goes in service the 2007 ambulance will be kept in reserve.

MONETARY LOSS

The City of Gardner experienced an estimated dollar loss due to fire of \$256,280.00. Of this amount \$211,600.00 was structure or building related and \$44,680.00 auto or vehicle related. The two largest dollar loss fires were at 90 Ridgewood Lane on October 13, 2017 and at 131 Pine Street on January 12, 2018. Both fires originated in the kitchen. A breakdown of dollar loss fires is attached to this report.

RECOMMENDATIONS

The City should this year replace Engine 3. As stated earlier, Engine 3 is twenty- nine years old. This vehicle has given good service to the City but because of its age and condition can't be relied on for emergency service.

Consideration should be given to building an addition to the current fire headquarters. The station was built in 1979 when we had two other fire stations as well. Space is limited for our apparatus. Several of our smaller pieces of equipment must be stored outdoors. Our office and storage space is inadequate. We do not have proper facilities for our female employees.

The roof of the nearly 40 year old Headquarters should be replaced. This roof has leaked nearly from day one. Many thousands of dollars have been spent over the years trying to repair it, to no avail. I feel the replacement should be done as part of an expansion project, however attention needs to be paid to this problem sooner rather than later.

RETIREMENTS

Fire Lieutenant/EMT Guy Sharron, Jr. retired January 6, 2018. He had thirty-four years and four months of service.

Firefighter Paul Cormier retired January 27, 2018. He had thirty years and ten months of service.

I want to thank both of these men for their many years of service and dedication to the City of Gardner.

I wish to acknowledge the courage and commitment of the members of the Gardner Fire Department. Their dedication to serving the citizens of Gardner is a testament to their profession. It is a privilege and honor to lead and serve with them.

In conclusion, I wish to thank Mayor Hawke and the City Council for the support and cooperation they have given to the Fire Department during the last fiscal year.

Respectfully Submitted

Richard P. Ares
Fire Chief

FIRE LOSS FY 18						
DATE	LOCATION	CAUSE	LOSS	Inc. #	CIV. INJ.	FF INJ.
7/8/2017	19 City Hall Ave. Couch fire	Undetermined	\$ 6,000.00	17-3174	1	
7/8/2017	Coburn Ave. and Second Street Car fire	Incendiary	\$ 15,000.00	17-3178		
7/30/2017	Jackson Playground Trash can fire	Incendiary	\$ 200.00	17-3560		
8/4/2017	90 Ridgewood Ln. 9 Kitchen fire	Unattended cooking	\$ 10,000.00	17-3628		
8/31/2017	102 Sherman St. RC model car fire	Battery failure	\$ 680.00	17-4114		
9/23/2017	91 Regan St. Porch fire	Careless disposal of smoking material	\$ 8,000.00	17-4529		
10/13/2017	90 Ridgewood Ln. 1 Kitchen fire	Undetermined	\$ 55,000.00	17-4869		
11/2/2017	22 Pearson Blvd. Trash fire in hallway	Arson	\$ 2,000.00	17-5206		
11/27/2017	160 Elm St. Car fire	Fluid leak	\$ 500.00	17-5576		
12/7/2017	320 Pleasant St. Fire on top of gas heater	Undetermined	\$ 2,000.00	17-5742		
12/20/2017	35 Cedar St. Fire in bathroom	Careless disposal of smoking material	\$ 17,000.00	17-5946		
12/29/2017	402 Parker St. Partition fire -thawing pipes	Heat source too close to combustibles	\$ 2,000.00	17-6102		
1/12/2018	131 Pine St. Kitchen fire	Undetermined	\$ 55,000.00	18-0255		
1/13/2018	95 Pearson Blvd., Car fire	Fuel leak	\$ 7,000.00	18-0266		
1/20/2018	23 West Broadway Porch fire	Careless disposal of smoking material	\$ 2,000.00	18-0379		
1/30/2018	79 Oak St. Mattress fire	Careless disposal of smoking material	\$ 100.00	18-0560	1	
2/7/2018	57 City Hall Ave. Truck fire	Undetermined	\$ 13,000.00	18-0700		
3/30/2018	174 Lovewell St. Bedroom fire	Incendiary	\$ 50,000.00	18-1559		
4/11/2018	157 Woodland Ave. Mattress fire.	Careless disposal of smoking material	\$ 1,000.00	18-1744		
5/17/2018	22 Lincoln St. Car fire.	Fluid leak	\$ 8,500.00	18-2370		
5/21/2018	620 Whitney St. Lawnmower fire.	Electrical fault	\$ 550.00	18-2423		
6/5/2018	108 Sherman St. Electrical fire	Electric fireplace	\$ 350.00	18-2670		
6/12/2018	125 Pearl St. Wall heater fire.	Plastic item on heater	\$ 400.00	18-2794		
		TOTAL	\$ 256,280.00		2	0

FIRE INVESTIGATION 7/1/17 – 6/30/18

16 Incidents Investigated

12 Structure Fires
2 Motor Vehicle Fires
2 Other

Origin & Cause

4 Intentionally Set Fires
7 Accidental Fires
5 Undetermined Fires

Disposition

9 Investigation Closed
7 Investigation Open
0 Investigation Closed with Arrest



**City of Gardner
Greenwood Memorial Pool
69 Park Street
Gardner, MA 01440
(978) 632-0678**

Debra A. Pond, Director of Human Resources

2018 Annual Report
(Annual Year)
Greenwood Memorial Pool

In 2018, the Human Resources Director continued managing the oversight responsibility of the Greenwood Pool. The Greenwood Pool opened in late June the weekend that school closed for the summer.

Staffing:

Donald Lemieux, Certified Pool Operator, and Diana Ringer, Head Lifeguard, returned for the season. Mr. Lemieux has been instrumental in maintaining the pool to ensure that it meets all applicable health codes and that the water is crystal clear. Ms. Ringer with the assistance of two “seasoned” lifeguards, continues to work with the staff to provide the very popular swim lesson program. Several seasonal lifeguards returned for the summer and six (6) new seasonal lifeguards were hired. In addition, the City’s Building Maintenance and the Public Works staff assist with the general repairs, grounds and upkeep of the pool facilities.

Total income for the Greenwood Memorial Pool for 2018 was \$13,852.17, this included swim lessons (\$4,100.00), pool rentals and public swim admissions. There were seventy-six (76) swim lesson registrations for the 2018 summer season.

**Greenwood Memorial Pool
2018 Wages**

Employee	Position	Regular Wages	Overtime	Total Wages
Donald W. Lemieux	Certified Pool Operator	\$10,179.73	\$0.00	\$10,179.73
Diana Ringer	Head Lifeguard	\$9,507.12	\$0.00	\$9,507.12
Rebecca Brandeberry	Lifeguard	\$638.03	\$0.00	\$638.03
Vittoria Colautti	Lifeguard	\$492.00	\$0.00	\$492.00
Brooke Couture	Lifeguard	\$923.39	\$0.00	\$923.39
Gabriel Davila	Lifeguard	\$1,554.76	\$0.00	\$1,554.76

Kasja Dymek	Lifeguard	\$967.64	\$0.00	\$967.64
Jessica Francis	Lifeguard	\$2,628.01	\$0.00	\$2,628.01
Thomas LaFrance	Lifeguard	\$1,305.01	\$0.00	\$1,305.01
Christopher Lottig	Lifeguard	\$2,606.00	\$0.00	\$2,606.00
Matthew Michalik	Lifeguard	\$1,051.14	\$0.00	\$1,051.14
Emily Parillo	Lifeguard	\$2,740.90	\$0.00	\$2,740.90
Nathan Ruth	Lifeguard	\$1,065.52	\$0.00	\$1,065.52
Sarah Ruth	Lifeguard	\$421.69	\$0.00	\$421.69
Audra Theberge	Lifeguard	\$989.06	\$0.00	\$989.06
Nadine Theberge	Lifeguard	\$534.13	\$0.00	\$534.13
Kiley Young	Lifeguard	\$718.50	\$0.00	\$718.50
		<hr/>		
		\$38,322.63	\$0.00	\$38,322.63

Total Wages:	\$38,322.63
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CITY OF GARDNER

OFFICE OF THE
BOARD OF HEALTH
ROOM 29, CITY HALL
 GARDNER, MASSACHUSETTS 01440
 (978) 630-4013
 FAX (978) 632-4682



To: *The Honorable Mark A. Hawke, Mayor*
The Honorable Members of the Gardner City Council

The Board of Health submits this 62nd. Annual Report for the Calendar Year 2018, ending December 31, 2018. The following notable events occurred over the past year:

- The Gardner Board of Health, through its participation in the Montachusett Public Health Network [MPHN] participated in a variety of community health initiatives throughout the year.
- The Board of Health, through the MPHNN utilized a variety of strategies to address substance abuse issues. The Gardner Board of Health continues to support, maintain, and fund the sharps kiosk in the Gardner Police Department. The kiosk is provided at no cost to the public to encourage proper disposal of sharps.
- The Board of Health is a member of the Gardner Community Action Team [GCAT] that addresses substance issues in youth, and is an active participant in the Massachusetts Opioid Abuse Prevention Collaborative [MOAPC]. The Board continues to maintain the sharps collection kiosk located in the lobby of Community Health Connections on Connors St. to continue to enforce and encourage the proper disposal of sharps.
- The Leominster Tobacco Control Alliance provided tobacco enforcement and merchant education under the Board's guidance to all merchants that sell tobacco products.
- The city continues to join in the Central Massachusetts Mosquito Control Project. This past year Mosquito Control took 98 tires from the transfer station to properly dispose of them.
- Gardner continues as the host community for the MPHNN for the (SAPC) grant otherwise known as, Substance Abuse Prevention Collaborative. This grant, in the amount of \$100,000 per year for five years and was just extended another two years, will help address alcohol awareness issues in the communities served.
- The Board held hearings on a variety of topics, including hearings on two housing code issues, one plumbing code variance request, and requests from the local tattoo parlor to develop a tattoo apprenticeship program.
- The license commission which is housed under the Board of Health continued to license and oversee all liquor licenses, common victuallar licenses, boarding houses, entertainment and amusement device licenses. The commission held its normal 12 meetings in 2018 and held an additional 15 meetings to discuss possible license suspensions. The Board held three suspension hearings and suspended one liquor license on two occasions for arrests made by the GPD for OUI's.

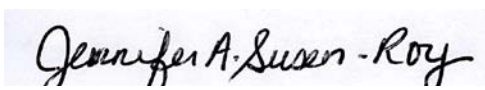
- In December the Board of Health hosted the quarterly state recycling coordinators meeting at the GPD. We toured our transfer and recycling center and explained and answered questions from those across the state how we operate and operate efficiently.
- Curbside trash collections totaled 3,856.23 tons for 2018; curbside recycling collections were 2,306.17 tons. Curbside yard waste collection was 327.17 tons and from 8/2018-12/2018 waste management collected 39.17 tons of contaminated recycling. The residents of Gardner still continue to be among the top recyclers in the state, and our thanks go out to them for making our recycling program a success. We will continue to work with residents and educate them on how to properly recycle so as to meet all DEP guidelines.
- The Transfer Station at 744 West St. operated throughout the year, allowing residents an opportunity to dispose of bulk items, excess trash, recycling, yard waste, oil based paints, hazardous materials and other items. The Transfer Station handled 487.45 tons of trash and 262 upholstered items. The transfer station also held its annual Household Hazardous Waste day in June and in October.
- The Board received a grant for mattress and box spring disposal of up to \$30,000 over the FY 2016 and FY 2017 and extended through FY 2019 from the Department of Environmental Protection. [DEP] Raw Materials took 193 mattresses and 117 box springs from our transfer station under this grant.
- Through DEP the City was awarded Recycling Dividends Funds and Small Scale Initiative funds under the Sustainable Materials Recovery Program. The city was awarded \$8,800. The Board of Health will continue to use the recycling funds to purchase recyclable containers, rain barrels and other materials and equipment that can be used across the city. The Board of Health be using part of these funds to pay for a part-time person to help educate the public on how to recycle correctly.
- The Board continues to work with the Attorney General's Office with the Housing Initiative program in addressing vacant and abandoned properties.
- The Board of Health worked very hard and closely with Waste Management to ensure that all residents comply with the regulations set forth for curbside recycling and trash disposal. All residents were reminded that all totes must be in compliance, and lids must be closed to ensure curbside disposal.
- The Board of Health continued with providing communicable disease investigation, reporting, and follow up, including required Public Health Nursing Services. Nursing services are provided from the Montachusett Public Health Network district nurse.
- The Department continued to provide inspectional services under the State Sanitary Code for Housing, Food Sanitation, Swimming Pools, Tanning Facilities, Body Art (Piercing and Tattoo) Establishments, Septic Systems, Wells, Perc Tests, and Nuisances. License information follows:

Licenses/Permits issued:

137	Food Licenses
6	Septic Haulers/
5	Septic Installers Licenses
1 / 3	Body Art/Tattoo License- Establishment/Practitioner
0	Day Camps
2	Hotel/Motel/Bed & Breakfast Licenses
15	Solid Waste Hauler Licenses
4	Funeral Director Licenses
314	Burial Permits Note Calendar Year 2017
5	Pool/Spa Licenses
6	Tanning Salon Licenses
2	Manufactured Home Parks
24	Tobacco Sales Permits and Smoke Shop Permits
6	Septic System Permits
2	Well Permits
16	Beaver Trapping/Breaching Permits
1	Movie Theater

The Board of Health meets monthly at 5:00 pm on a Monday as the member's schedules allow, and as needed.

The Board would like to thank all of the City Departments and personnel who assisted the Board of Health in their duty to protect the health, safety, and welfare of the residents.



Jennifer A. Susen-Roy, BA
Director of Public Health

**Report of the Trustees
of the
Levi Heywood Memorial Library Association
To the Honorable Mayor and Members of the
Council of the City of Gardner**

We are pleased to present this, the report of the Trustees of the Levi Heywood Memorial Library Association for the fiscal year 2017-2018, our one hundred and thirty second annual report.

This report by our Director, as official spokesperson for our Trustees, reveals continued growth in our collections and increased use of our Library programs and services.

We sincerely appreciate your loyalty, encouragement, and understanding of the Library's importance and function in the Gardner community.

Respectfully submitted,

Ronald F. Cormier
Clerk of and for
Board of Trustees
October 24, 2018

**LEVI HEYWOOD MEMORIAL LIBRARY ASSOCIATION
TRUSTEES AND STAFF
2017-2018**

BOARD OF TRUSTEES

Karen Anderson, *President*
Calvin Brooks, *Vice-President*
Sally Hartshorn, *Treasurer*
Ronald F. Cormier, *Clerk*
Susan Goldstein
Sheila Heglin

Michael Horrigan
Neil Janssens
Ambrose Marean
Doris Pierce
Arthur Young

EX-OFFICIO TRUSTEES

Mayor Mark P. Hawke
Mark Pellegrino, Superintendent of Schools
Atty. Scott Graves, City Council President

HONORARY TRUSTEE

Atty. Henri L. Sans

TRUSTEE EMERITUS

Richard H. Greenwood

STAFF

Kathleen D. Leslie, Director
Tammy M. Caissie, Assistant Director
Celeste M. Burdett, Bookkeeper/Technical Services Librarian
Shelby Carney, Youth Services Assistant
Richard Cochran, Custodian
Elizabeth Covington, Circulation Assistant
Lois Dishmon, Circulation Aide
Jay Janell, Local History Librarian
David LaPrade, Custodian
Janet Percy, Circulation Assistant
India Robles, Youth Services Assistant
Samantha Skinner, Reference/Circulation Assistant
Patricia Urato, Circulation Assistant
Judith Vacarelo, Reference/Circulation Assistant
Gina Verrelli, Reference/Network Transfer Librarian
Melissa Walker, Coordinator of Youth Services
Judith Vacarelo, Reference/Circulation Assistant
Gina Verrelli, Reference/Network Transfer Librarian
Melissa Walker, Coordinator of Youth Services

**Report of the Treasurer
Levi Heywood Memorial Library FY 2017-2018**

	Unrestricted Funds	Restricted Funds	All Funds
REVENUES			
Municipal		\$718,899	\$718,899
State		\$25,463	\$25,463
Gifts/grants	\$8,870	\$1,265	\$10,135
Circulation	\$12,207		\$12,207
Photocopies/Printouts	\$2,990		\$2,990
Endowment	\$256,422		\$256,422
Meeting Room rental	\$50		\$50
Other	\$2,474		\$2,474
Carryover (Previous Year)	\$11,788	\$53,429	\$65,217
TOTAL	\$294,801	\$799,056	\$1,093,857
EXPENDITURES			
Compensation		\$522,093	\$522,093
Books	\$17,554	\$72,856	\$90,410
Electricity	\$0	\$26,700	\$26,700
Heat		\$12,194	\$12,194
Telecommunications		\$5,197	\$5,197
Printing/Supplies	\$138	\$11,869	\$12,007
Postage		\$739	\$739
Repairs and Maintenance	\$12,153	\$34,802	\$46,955
Information Technology	\$116	\$16,798	\$16,914
Insurance		\$10,401	\$10,401
Professional Services	\$10,655		\$10,655
Staff Travel	\$72		\$72
Furniture/Equipment	\$604		\$604
C/W MARS Membership		\$36,407	\$36,407
Programming	\$2,441	\$1,265	\$3,706
Other (Roof Replacement)	\$234,665		\$234,665
Carryover	\$16,403	\$47,735	\$64,138
TOTAL	\$294,801	\$799,056	\$1,093,857

Sally Q. Hartshorn, Treasurer

Note: The financial statements of the Levi Heywood Memorial Library Association are audited by the independent auditing firm of McKenna & Company, CPA's. These financial statements are prepared on an accrual basis and report on current funds, land, building and equipment, including depreciation; investments, including realized and unrealized gains and losses; fund balances; and accrued liabilities. These statements are on file at the LHML and are reviewed by the Trustees, and filed with the Internal Revenue Service and the State Attorney General. This Treasurer's Report is designed to show only actual revenues and expenditures for FY2018.

**LEVI HEYWOOD MEMORIAL LIBRARY
STATISTICAL REPORT
FY2018**

POPULATION SERVED: 20,333

NUMBER OF GARDNER REGISTERED BORROWERS: 7,766

NUMBER OF NON-RESIDENT REGISTERED BORROWERS: 5,616

NUMBER OF DAYS OPEN: 282

HOURS OPEN PER WEEK: JUNE – AUGUST: 37; SEPTEMBER – MAY: 41

7/01/17 - 6/30/18

CIRCULATION	ADULT/YA	CHILDREN	TOTAL
Books	56,258	32,335	88,593
Periodicals	2,656	60	2,716
Audio	6,050	1,169	7,219
Video	34,963	749	35,712
Electronic Resources	5,385	397	5,782
Miscellaneous	66	208	274
	105,378	34,918	140,296

Non-Resident Circulation	49,469
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ILL Received	19,905
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ILL Sent	16,347
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Total Items in Collection	190,876
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SERVICES	
Reference Transactions	17,072
Public Internet Use	7,020
Program Attendance	2,373
Storyhour Attendance	788
Meeting Room Use	465
Wireless Sessions	5,615

DIRECTOR'S REPORT FY2018

The Library's municipal budget met the eligibility requirement for participation in the State Aid to Libraries program without the need for a waiver application in fiscal year 2018. The Municipal Appropriation requirement for the current year has also been met. Certification in the State Aid Program generated an award of \$25,463 and, more importantly, allowed the Library to borrow nearly 20,000 interlibrary loan items from our regional network of participating libraries.

Additional funding for Library operations was provided by longstanding benefactors, including the Knowlton Foundation for the Elderly, whose partnership funded the purchase of \$2000 worth of large print and audio book materials. The Library Christmas Card Fund, with last year's donation of \$1500, realized a total of over \$50,000 in contributions to the Library over the past 54 years. A special thanks to Marge Delay for handling the logistics of the Library Christmas Card for more years than I have a record of and to Doris Pierce who has generously agreed to take over the project. A donation from the local chapter of AARP, together with individual gifts and memorial donations, also increased the budget. The Gardner Cultural Council funded 3 summer reading programs and the MOC Community Partnership for Children sponsored a hands-on science program for young dinosaur enthusiasts. The Library was also selected for the second time to be the recipient of the Hannaford Helps Reusable Bag Program.

The Friends of the Library sponsored 15 museum passes, which had a total of 245 uses last year, and a subscription to Book Page, a monthly book review publication. They purchased a color printer for the Children's Room, new art easels for Library display materials, and sponsored a puppet program for the Summer Reading Club closing event. In total, the Friends contributed over \$7,000 toward library operations in the last fiscal year. Their generosity was funded by two annual book sales which totaled \$12,000 in proceeds and by the dues of the friends 500+ members. The Friends' membership includes dozens of volunteers who sort, clean, and shelve our books, run the book club, deliver to shut-ins, and help with landscaping, programming and fund-raising.

The children's room continued its programs of pre-school storytimes, Lego club, a junior book club for students in grades 4 through 6, and a knitting club for 5th through 8th graders. They also introduced an infant storytime which was well-received and have increased attendance overall by offering drop-in rather than registered sessions. Dolce the Goldendoodle was joined by Rosie the French Mastiff in holding confidence-building reading sessions for children aged 5 and older. An anonymous donor funded an early literacy station for children ages 2 through 8 which is programmed with over 4,000 curriculum-based activities in science, math, reading, arts and music. Special programming included the annual pumpkin decorating event and January's "PJs and a Movie" series.

335 children registered for the Summer Reading Club and collectively read for a total of 1,950 hours. "Libraries Rock" was the theme of 24 programs which had a total attendance of 530 participants. Thank you to Mayor Hawke for kicking off the first family night and to local prize sponsors Priscilla Candy Shop and Café Edesia.

In adult programming, the Library hosted an event at which 4 local authors shared their recently published works as well as their writing inspiration and literary influences.

A drop-in knitting club was started with the help of volunteers and has become a popular weekly program.

The Friends Board, in conjunction with their annual meeting in October, sponsored a presentation in which actor Ted Zalewski related Vincent van Gogh's personal and artistic journey from the perspective of his friend and painting subject, the Postman Roulin.

Also in October, the Library collaborated with Mount Wachusett Community College to present a lecture on the Most Memorable Home Runs in Baseball History as part of their annual Humanities Project Series.

The Library repeated a food for fines drive in June to benefit the Gardner CAC food pantry. For the second year in a row, we took part in a pajama drive co-sponsored by the Boston Bruins and the Massachusetts Board of Library Commissioners and collected 144 pairs of pajamas which were distributed by the Department of Children and Families to shelter residents in the Gardner community.

We participated in the City's Volunteer Incentive Program for the 5th consecutive year with the return of a previously trained clerical assistant.

The art gallery held monthly individual and group shows that featured travel and nature photography, a poster exhibit, group shows by the School Street Art Studios and Greater Gardner Area Artists, a traveling exhibit from the Commonwealth Museum on Acadian history, and the art of students from the Gardner Public Schools.

Study rooms were booked for academic tutoring and literacy volunteers a total of 465 times last year. The Greenwood Meeting Room served as the venue for H.O.P.E. house graduations and programming, for Community Forums, for the Greater Gardner Chamber of Commerce women2women lunch program, and for the monthly meetings of the Gardner Disability Commission. The room also serves as a City voting location.

New services of public faxing and mobile printing were added in FY18 and wireless service was upgraded.

Several improvements were made to the Library facility in the past year, the most notable being the roof replacement. We enjoyed a leak-free winter. Carbon monoxide detectors were installed throughout the library, the hot water heater and outdated pressure gauges were replaced, and the parking lot was resealed. New landscapers overhauled the property, thinned the beds and replaced dead plants with new specimens.

There were no staffing changes in FY18 and I thank each of you for your continued dedication. Thank you to the Trustees, Mayor, City Council, Friends, and Volunteers who also make up the team. We are grateful for your many contributions.



**18ty of Gardner
Human Resources Department
95 Pleasant Street, Rm. 14
Gardner, MA 01440
(978) 630-4001 • Fax (978) 630-4025**

Debra A. Pond, Director of Human Resources
Brenda Smith, Administrative Coordinator

The Human Resources (the “HR”) Department handles a variety of responsibilities relating to all aspects of employee and benefit management for City of Gardner (the “City”) employees. Included in the daily operations for the HR Department are the drafting and implementation of applicable policies, management of the hiring and termination/retirement processes, worker’s compensation and 111F claims, unemployment claims, benefits administration, contract negotiations, working with the Mayor, Superintendent of Schools, City Solicitor and Department Heads on grievance and other complaint resolutions and the processing all personnel transactions, as well as the maintenance of all personnel related files. The Administrative Coordinator is responsible for the City employee benefit time record keeping, including accrual reports, the initial employee document orientation process, communicating benefit change notices to all employees and other functions including filing, answering the telephone, communicating with employees and members of the public requiring assistance, scheduling and other general clerical support functions.

Department Salaries for FY 2018:	Department Head:	\$83,954.28
	FT Administrative Coordinator	\$35,858.33

During FY 2018, thirty (30) full time employees, seven (7) part time employees and fifty (50) intermittent/temporary/seasonal employees were hired by the City. The School Department hired fifty (50) full time and thirty-eight 38 intermittent/temporary/seasonal employees.

Over the course of FY 2018, the City experienced forty-three (43) resignations (of which twenty-seven (27) were intermittent or seasonal employees) and five (5) terminations.

There were also seven (7) City retirements during FY 2018. The individuals retiring had long careers with the City and included the following positions:

<u>Position</u>	<u>Years of Service</u>
Fire Fighter	31 Years, 5 Month
Police Officer	30 Years, 6 Months
DPW Working Foreman	29 Years, 4 Months
Fire Lieutenant	24 Years, 5 Months
Retirement Board Administrator	20 Years
Assistant City Solicitor	10Years
City Hall Maintenance Foreman	9 Years, 5 Months

The School Department experienced fifty-two (52) resignations (of which 26 were intermittent employees), six (6) terminations, seventeen (17) retirements and the passing of one employee.

Work Related Injury Statistics

The City is self-insured for 111F claims (these are police and/or fire personnel work related accidents/injuries). The City is fully insured with the Massachusetts Education and Government Association (MEGA) for worker's compensation claims (these are non-public safety personnel work related accidents/injuries, including the School Department personnel).

During FY 2018 the City had the following number of accident/injuries reported:

	<u>111F Claims</u>	<u>Number of Injuries Requiring Time out of Work</u>
Police	8	2
Fire	8	1
Totals:	16	3

(There was an approximate 59% decrease in reported claims/incidents. Of the claims reported, 18% of the injuries/accidents were of a nature that required serious medical attention and time off from work. This was the same as noted in FY 2016.)

	<u>Worker's Compensation Claims</u>	<u>Number of Injuries Requiring Time out of Work</u>
City (Non-public Safety)	13	3
School	29	3
Totals:	42	6

(There was an approximate 14.25% decrease in reported claims/incidents. Of the claims reported, 14.25% of the injuries/accidents were of a nature that required serious medical attention and time off from work. This was a slight decrease (.25%) decrease from FY 2016.)

The HR Director continues in the role as the designated Ethics Liaison and ADA Coordinator, sitting on the City's Disability Commission, for the City and School Department.

Three (3) of the City union contracts were set to expire on June 30, 2018. The HR Director assisted the Mayor with the contract negotiations and drafted all contract changes.

The overall mission of the HR Department, as it has been since the creation of the department, is to work with and provide advice to the Mayor, Superintendent of Schools, City Councilors and Department Heads to ensure that the laws, rules and regulations pertaining to all aspects of personnel management are adhered to. In addition, the HR Department is a resource for all City employees regarding their work environment needs, benefits and other related matters.



**City of Gardner
Disability Commission
95 Pleasant Street, Rm. 14
Gardner, MA 01440
(978) 630-4001 • Fax (978) 630-4025**

**FY 2018 Annual Report
City Gardner Disability Commission**

Members of the Disability Commission (the “Commission”) include:

Chairman:	Eric Knudsen
Vice Chairman:	Tommy Davis
Clerk/Secretary:	Anne Hurst
Treasurer:	David Hackett
Members:	Sabazius Athame Aimee Ouellet
Appointed City Official & ADA Coordinator:	Debra Pond (Clerk/Secretary as of 05/09/18)

Members of the Commission have attended a number of community based events, such as the Gardner Sidewalk Sale, and set-up an informational table. In addition, the Commission continues to explore various methods of enhancing the information available to the community regarding our disabled population and the provision of resources. Members have also actively participated in outreach opportunities to connect with organizations outside of Gardner for additional resources and information.

Action items and events over the course of the year included the following:

- Attendance at the Heywood Hospital GAIT meeting.
- Represented the Commission by attending and manning a table at the Heywood Hospital GAIT Community Resource Fair.
- Reviewing and sharing concerns about downtown sidewalk renovation project.
- Reporting monthly on the Massachusetts Commission on Disabilities conference call discussions.
- Review and sharing concerns about the Timpany Boulevard new development project.
- Seeking to establish a social media presence.

The Commission is continuing efforts to work collaboratively with City of Gardner officials on matters related to the disabled members of the City community.



CITY OF GARDNER POLICE DEPARTMENT



Richard A. Braks
Chief of Police

200 Main Street
Gardner, Massachusetts 01440

Phone (978) 632-5600
Fax (978) 630-4027

Mayor Mark P. Hawke
115 Pleasant Street
Gardner, MA 01440

Dear Mayor Hawke,

It is a distinct honor to serve as Chief of Police alongside the men and women of the Gardner Police Department. I would like to commend all the sworn and civilian staff who have served with honor and distinction in an effort to provide exceptional services to the residents and guests of the City of Gardner. The men and women Officers, Clerks, Dispatchers, Animal Control Officers, Custodial Staff, and Command Staff have ensured a job well done and I am proud of their efforts. Together, we wish to thank you, Mr. Mayor, the members of City Council and the Citizens of Gardner for their continued support. Attached are the FY2018 Annual Reports for the City of Gardner Police Department.

Sincerely,

Richard A. Braks
Chief of Police

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Accident Statistics By Time of Day

	<u>SUN</u>	<u>MON</u>	<u>TUE</u>	<u>WED</u>	<u>THR</u>	<u>FRI</u>	<u>SAT</u>	<u>TOTALS</u>
1 AM	0	1	0	0	0	2	2	5
2 AM	0	0	0	0	0	2	1	3
3 AM	2	0	0	0	0	2	0	4
4 AM	0	0	1	0	0	0	1	2
5 AM	0	0	2	1	0	1	0	4
6 AM	0	6	0	0	1	1	0	8
7 AM	3	7	1	2	7	4	2	26
8 AM	5	2	7	3	6	6	10	39
9 AM	0	5	4	3	6	6	8	32
10 AM	5	7	7	4	5	2	8	38
11 AM	2	5	5	5	6	5	9	37
12 PM	5	3	4	5	6	12	3	38
1 PM	5	2	11	6	13	9	6	52
2 PM	6	3	3	12	8	13	10	55
3 PM	3	11	8	17	12	10	4	65
4 PM	3	2	4	6	12	7	8	42
5 PM	6	5	7	7	6	5	5	41
6 PM	1	5	2	6	0	12	2	28
7 PM	4	2	2	8	1	2	7	26
8 PM	0	3	5	2	3	2	3	18
9 PM	3	1	0	2	1	3	7	17
10 PM	0	4	1	0	1	1	0	7
11 PM	4	0	3	1	1	3	1	13
12 AM	2	1	1	0	2	2	0	8
TOTALS	59	75	78	90	97	112	97	608

Accident Particulars

	<u>Occurrence (s)</u>	<u>Percentage</u>
Average posted speed at the accident scene		27 MPH
Occurred at On-ramps	0	0.0
Occurred at Off-ramps	1	0.2
Occurred at an intersection	152	25.0
Occurred at a rotary	6	1.0
Occurred on a one lane road/highway	5	0.8
Occurred on a two lane road/highway	42	6.9
Occurred on a three lane road/highway	1	0.2
Occurred on a four lane road/highway	0	0.0
Occurred on other number of lanes	560	92.1
Involved OUI violation(s)	3	0.5
Photos were taken	21	3.5
Measurements were taken	0	0.0
Investigation took place	8	1.3
Involved Injuries	100	16.4
Involved Fatalities	1	0.2

Gardner Police Department
 From: 07/01/2017 Thru: 06/30/2018

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Age and Sex Breakdown of Operators

	<u>< 19</u>	<u>19-21</u>	<u>22-25</u>	<u>26-35</u>	<u>36-45</u>	<u>46-60</u>	<u>≥ 60</u>	<u>TOTALS</u>
Male	25	35	47	107	66	107	99	486
Female	23	23	42	76	65	111	88	428
Unknown	0	0	0	0	0	0	0	0
TOTALS	<u>48</u>	<u>58</u>	<u>89</u>	<u>183</u>	<u>131</u>	<u>218</u>	<u>187</u>	<u>914</u>

	<u>Occurrence (s)</u>	<u>Percentage</u>
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Number of out of state operators	245	21.8
Number of operators who were cited	0	0.0

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

Page: 3

Manner Of Collision

	Occurrence(s)	Percentage
Single vehicle crash	111	18.3
Rear-end	159	26.2
Angle	224	36.8
Sideswipe, same direction	44	7.2
Sideswipe, opposite direction	25	4.1
Head-on	13	2.1
Rear-to-rear	17	2.8
Unknown	15	2.5
Total Occurrences	608	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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First Harmful Event Location

	Occurrence (s)	Percentage
Roadway	472	77.6
Roadside	23	3.8
Shoulder -paved	2	0.3
Shoulder -unpaved	7	1.2
Shoulder - travel lane	1	0.2
Outside roadway	93	15.3
Unknown	10	1.6
Total Occurrences	608	100.0 %

Gardner Police Department
 From: 07/01/2017 Thru: 06/30/2018

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First Harmful Event

	Occurrence(s)	Percentage
Coll. w/motor veh. in transp.	335	55.1
Coll. w/other movable object	5	0.8
Coll. w/parked motor vehicle	143	23.5
Collision with curb	1	0.2
Collision with tree	10	1.6
Collision with utility pole	25	4.1
Coll. w/light pole or support	4	0.7
Collision with guardrail	6	1.0
Collision with ditch	3	0.5
Collision with embankment	6	1.0
Collision with pedestrian	13	2.1
Coll. w/ unknown/fixed object	32	5.3
Coll. with cyclist	3	0.5
Overturn/rollover	3	0.5
Other non-collision	2	0.3
Collision with animal - deer	6	1.0
Collision with animal - other	2	0.3
Other	8	1.3
Unknown	1	0.2
<hr/> Total Occurrences	<hr/> 608	<hr/> 100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Non Motorist Type

	Occurrence (s)	Percentage
Pedestrian	10	66.7
Cyclist	4	26.7
Other non - motorist	1	6.7
Total Occurrences	15	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Non Motorist Action

	Occurrence(s)	Percentage
Enter or cross specified loc	3	20.0
Walking , running Or cycling	9	60.0
Working	2	13.3
Other	1	6.7
Total Occurrences	15	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Non Motorist Location

	Occurrence(s)	Percentage
Marked crosswalk intersection	5	33.3
In roadway	6	40.0
Not in roadway	3	20.0
Sidewalk	1	6.7
Total Occurrences	15	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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License Class

	Occurrence (s)	Percentage
Unknown	41	4.5
Class A vehicles	12	1.3
Class B vehicles	12	1.3
Class C vehicles	1	0.1
Class D vehicles	838	92.4
Class M vehicles	3	0.3
Total Occurrences	907	100.0 %

Gardner Police Department
 From: 07/01/2017 Thru: 06/30/2018

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Vehicle Configuration Code

	Occurrence(s)	Percentage
Passenger car	939	88.1
Tractor / semi - Trailer	3	0.3
Unknown heavy truck	2	0.2
Motor home/recreational vehicl	1	0.1
Moped	1	0.1
Oth. light trks-less 10001 lbs	7	0.7
Light truck with only 4 tires	67	6.3
Motorcycle	11	1.0
Bus seat for more than 15 peop	3	0.3
Bus seat for 9-15 people	4	0.4
Single-unit truck 2-axle,6-tir	4	0.4
Single-unit truck 3or-more axl	1	0.1
Truck/trailer	7	0.7
truck Tractor(bobtail)	3	0.3
Other	11	1.0
Unknown	2	0.2
Total Occurrences	1066	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Vehicle Action Prior to Crash

	Occurrence (s)	Percentage
Travelling Straight ahead	443	41.2
Backing	123	11.4
Parked	164	15.3
Slowing or stopped in traffic	161	15.0
Turning Right	40	3.7
Turning Left	87	8.1
Changing lanes	4	0.4
Entering traffic lane	26	2.4
Leaving traffic lane	2	0.2
Making U - turn	5	0.5
Overtaking/passing	3	0.3
Other	15	1.4
Unknown	2	0.2
Total Occurrences	1075	100.0 %

Gardner Police Department
 From: 07/01/2017 Thru: 06/30/2018

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Sequence of Events

	Occurrence (s)	Percentage
Coll w/Motor veh. in transport	789	68.4
Coll w/Other movable object	4	0.3
Coll w/Parked motor veh	163	14.1
Collision with curb	5	0.4
Collision with tree	13	1.1
Collision with utility pole	28	2.4
Coll w/Light pole or support	2	0.2
Collision with guardrail	6	0.5
Collision with ditch	5	0.4
Collision with embankment	11	1.0
Coll w/Highway traffic sign	5	0.4
Collision with pedestrian	15	1.3
Collision with fence	11	1.0
Collision with mailbox	3	0.3
Coll w/Other fixed object	31	2.7
Coll w/Unknown fixed object	1	0.1
Coll w/Cyclist	3	0.3
Ran off road - right	9	0.8
Ran off road - left	10	0.9
Cross median Or centerline	2	0.2
Overturn/rollover	5	0.4
Equipment failure	3	0.3
Separation of units	3	0.3
Collision with animal - deer	6	0.5
Other non - Collision	3	0.3
Collision with animal - other	1	0.1
Other	12	1.0
Unknown	5	0.4
Total Occurrences	1154	100.0 %

Gardner Police Department
 From: 07/01/2017 Thru: 06/30/2018

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Driver Contributing Code

	Occurrence (s)	Percentage
No improper driving	516	44.4
Oper veh negligently etc.	26	2.2
Swerving or avoiding	5	0.4
Overcorrecting/Oversteering	8	0.7
Glare	3	0.3
Physical impairment	2	0.2
Emotional	2	0.2
Illness	1	0.1
History heart/Epilepsy/Faint	1	0.1
Visibility obstructed	18	1.5
Inattention	244	21.0
Exceeded author. speed limit	7	0.6
Distracted	15	1.3
Fatigued/asleep	3	0.3
Operating defective equipment	4	0.3
Disregarded signs, signals, mark	22	1.9
Failed to yield right of way	69	5.9
Followed too closely	55	4.7
Made an improper turn	8	0.7
Driving too fast for cond	29	2.5
Wrong side or wrong way	5	0.4
Failure to keep in proper lane	26	2.2
Other improper action	20	1.7
Unknown	73	6.3
<hr/> Total Occurrences	<hr/> 1162	<hr/> 100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Seating Position

	Occurrence (s)	Percentage
Front Left (or Mcycle driver)	1163	81.7
Enclosed passenger area	10	0.7
Unenclosed passenger area	1	0.1
Front seat - middle	1	0.1
Front seat - right side	141	9.9
Second Left (or Mcycle passgr)	36	2.5
Second seat - middle	7	0.5
Second seat - right side	57	4.0
Third Left (or Mcycle passgr)	1	0.1
Third row - middle	1	0.1
Other	3	0.2
Unknown	3	0.2
Total Occurrences	1424	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Safety System Used

	Occurrence(s)	Percentage
None used - vehicle occupant	50	4.1
Shoulder and lap belt used	731	60.4
Other (Non-Motorist)	9	0.7
Lap belt only used	1	0.1
Shoulder belt only used	5	0.4
Child safety seat used	52	4.3
Helmet (Mcycle only)	9	0.7
Unknown	353	29.2
Total Occurrences	1210	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Air Bag Status Code

	Occurrence(s)	Percentage
Deployed -front	50	4.2
Deployed -side	6	0.5
Deployed-both front/side	27	2.3
Not-deployed	1062	88.7
Not applicable	39	3.3
Unknown	13	1.1
Total Occurrences	1197	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Ejection Code

	Occurrence (s)	Percentage
Not ejected	1177	98.3
Totally ejected	8	0.7
Partially ejected	1	0.1
Not applicable	6	0.5
Unknown	5	0.4
Total Occurrences	1197	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Weather Condition

	Occurrence (s)	Percentage
Clear	380	56.9
Cloudy	136	20.4
Rain	68	10.2
Snow	42	6.3
Sleet, hail (freezing rain)	19	2.8
Fog , Smog, Smoke	1	0.1
Blowing , Sand, Snow	8	1.2
Other	2	0.3
Unknown	12	1.8
<hr/> Total Occurrences	<hr/> 668	<hr/> 100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Trapped Code

	Occurrence(s)	Percentage
Not trapped	1183	98.8
Freed by mechanical means	2	0.2
Freed by nonmechanical means	6	0.5
Unknown	6	0.5
Total Occurrences	1197	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Injury Status

	Occurrence(s)	Percentage
fatal injury	1	0.1
Non-fatal injury-Incapacitati	5	0.4
Non-fatal injury-Non-incapaci	38	3.1
Non-fatal injury - Possible	88	7.3
No injury	1063	87.8
Unknown	16	1.3
<hr/> Total Occurrences	<hr/> 1211	<hr/> 100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Transported by Code

	Occurrence(s)	Percentage
Not transported	1120	92.5
EMS (Emergency Medical Service)	85	7.0
Other	4	0.3
Unknown	2	0.2
Total Occurrences	1211	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Traffic Control Device Type

	Occurrence (s)	Percentage
No Controls	414	68.1
Stop signs	82	13.5
Traffic control signal	38	6.3
Flashing traffic cont. signal	3	0.5
Yield signs	70	11.5
Unknown	1	0.2
Total Occurrences	608	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Responding to Emergency

	Occurrence (s)	Percentage
Yes	8	0.8
No	1002	98.9
Unknown	3	0.3
Total Occurrences	1013	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Road Contributing Circumstances (01/13)

	Occurrence(s)	Percentage
None	504	83.2
Obstruction in roadway	1	0.2
Traffic congestion related	9	1.5
Road surface cond. wet/icy/etc.	69	11.4
Work zone	2	0.3
Other	1	0.2
Unknown	20	3.3
Total Occurrences	606	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Driver Distracted By (01/13)

	Occurrence(s)	Percentage
Not Distracted	690	67.2
Manually oper. an elec. device	4	0.4
Talking on hand-held device	2	0.2
Other activity, electronic device	3	0.3
Other activity	25	2.4
Passenger	4	0.4
External distraction	15	1.5
Unknown	284	27.7
Total Occurrences	1027	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Damaged Area Code (01/13)

	Occurrence(s)	Percentage
None	69	4.9
Center front	263	18.7
Undercarriage	11	0.8
Total (all areas)	16	1.1
Right front	194	13.8
Right side	137	9.8
Right rear	102	7.3
Center rear	138	9.8
Left rear	128	9.1
Left side	153	10.9
Left front	173	12.3
Top and window	4	0.3
Other	3	0.2
Unknown	13	0.9
Total Occurrences	1404	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Road Surface

	Occurrence(s)	Percentage
Dry	418	68.8
Wet	97	16.0
Snow	50	8.2
Ice	28	4.6
Slush	4	0.7
Other	1	0.2
Unknown	10	1.6
Total Occurrences	608	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Law Enforcement Suspects Alcohol Use (01/13)

	Occurrence(s)	Percentage
Yes, alcohol used	14	2.9
No, alcohol not used	455	95.4
Unknown	8	1.7
Total Occurrences	477	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Law Enforcement Suspects Drug Use (01/13)

	Occurrence(s)	Percentage
Yes, drug used	3	0.6
No, drug not used	453	95.8
Unknown	17	3.6
Total Occurrences	473	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Roadway Intersection Type

	Occurrence(s)	Percentage
Not at intersection	328	53.9
Railway grade crossing	1	0.2
Four-way intersection	77	12.7
T -Intersection	93	15.3
Y -Intersection	18	3.0
On ramp	1	0.2
Off ramp	9	1.5
Traffic circle	50	8.2
Five-point, or more	3	0.5
Driveway	20	3.3
Unknown	8	1.3
Total Occurrences	608	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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Trafficway Description

	Occurrence(s)	Percentage
Two-way, Not divided	441	72.5
2way div unprotected median	48	7.9
2way div pos. median barrier	4	0.7
One -way, Not divided	75	12.3
Unknown	40	6.6
Total Occurrences	608	100.0 %

Gardner Police Department
From: 07/01/2017 Thru: 06/30/2018

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School Bus Related

	Occurrence(s)	Percentage
Yes, school bus involved	7	1.2
No	599	98.8
<hr/> Total Occurrences	<hr/> 606	<hr/> 100.0 %

BUREAU OF CRIMINAL INVESTIGATIONS	OFFENSES
CRIMES AGAINST THE PERSON	FY2018
ACCESSORY AFTER THE FACT	0
ACCIDENTAL DEATH	0
AGGRAVATED RAPE	1
ARMED ROBBERY	1
ARMED BANK ROBBERY	0
BANK ROBBERY	0
ARMED KIDNAPPING	0
ASSAULT	1
ASSAULT WITH A DANGEROUS WEAPON	3
ASSAULT AND BATTERY	3
ASSAULT AND BATTERY ON PERSON +60	0
ASSAULT AND BATTERY WITH DANGEROUS WEAPON	1
ASSAULT AND BATTERY ON CHILD WITH INJURY	3
ASSAULT WITH INTENT TO RAPE	0
ASSAULT TO MAIM	0
ATTEMPT TO COMMIT A CRIME	2
ATTEMPTED MURDER	2
ATTEMPTED SUICIDE	1
CHILD NEGLECT/JUVENILE INVESTIGATIONS	1
CRIMINAL HARASSMENT	7
DRUGGING A PERSON FOR SEXUAL INTERCOURSE	0
FUGITIVE FROM JUSTICE	0
HOME INVASION	3
INDECENT ASSAULT AND BATTERY ON CHILD	1
INDECENT ASSAULT AND BATTERY ON CHILD OVER 14	15
INDECENT EXPOSURE	3
INDUCING A MINOR FOR SEX	0
INTIMIDATION OF A WITNESS	0
ILLEGAL WIRETAPPING	0
LARCENY FROM A PERSON	1
MAYHEM	0
MISSING PERSON	1
OPEN AND GROSS LEWDNESS	0
KIDNAPPING	0
KIDNAPPING BY RELATIVE	0
MURDER	1
NATURAL DEATH	0
OVERDOSE(NON PATROL)	9
PERSON UNDER 21 IN POSSESSION OF ALCOHOL	0
POSSESSION OF CHILD PORNOGRAPHY	1
RAPE	13
RAPE OF A CHILD	2
STALKING	1
STATUTORY RAPE OF A CHILD	0
THREAT TO COMMIT A CRIME	2
UNATTENDED DEATH	18
UNARMED BURGLARY	0
UNARMED ROBBERY	0
VIOLATION OF 209A ORDER (NON PATROL)	0
TOTAL CRIMES AGAINST THE PERSON	97

MISC. BCI INVESTIGATIONS (ASSIST CITIZEN, OTHER PD, ETC.	17
TOTAL B.C.I. CRIMES INVESTIGATED	276



**DEPARTMENT OF PUBLIC WORKS
CITY OF GARDNER**

Dane E. Arnold, Director
50 Manca Drive
Gardner, MA 01440
978-630-8195

TO HIS HONOR THE MAYOR AND MEMBERS OF THE CITY COUNCIL

Dear Mayor Mark Hawke and City Council Members:

I respectfully submit the Annual Report for the Department of Public Works. The following pages contain information pertaining to the various Public Works Divisions for Fiscal Year 2018.

Sincerely,

Dane E. Arnold, Director
Department of Public Works

DEPARTMENT OF PUBLIC WORKS				
SALARY & LABOR July 1, 2017 Thru June 30, 2018				
NAME	REGULAR	OVERTIME	OTHER	TOTAL WAGE
Akers, Eugene R.	42,118.16	14,729.82	1,034.87	57,882.85
Arnold, Dane E.	94,356.61	0	962.87	95,319.48
Bango, Chrisscheyl M.	620.40	0	0	620.40
Benedict, Christopher	88.00	0	0	88.00
Bridge, Aaron	32,829.00	7,879.07	500.00	41,208.07
Caron, Gregory A	1,589.50	0	0	1,589.50
Dorais, Andrew W	32,750.70	8,397.69	500.00	41,648.39
Frades, Carmelito F Jr.	16,363.06	3,891.21	0	20,254.27
Gravel, Adam W	32,043.01	12,330.82	500.00	44,873.83
Gravel, Gilbert	52,651.59	39,756.82	1,627.87	94,036.28
Guertin, Gary	57,768.48	19,249.30	1,530.87	78,548.65
Hagan, Brian	40,096.98	0	1,093.62	41,190.60
Hallock, Adam	34,195.30	6,375.41	672.44	41,243.15
Herr, Paul A.	40,290.00	10,999.23	500.00	51,789.23
Kendall, Scott	38,509.30	17,137.85	500.00	56,147.15
King, Chad	38,046.01	18,000.53	500.00	56,546.54
Kliskey, Joshua D.	29,467.56	5,682.10	500.00	35,649.66
Kolodka, Nicholas A.	335.50	0	0	335.50
Kumas, Christine M.		19.30	0	19.30
LaChance, Jacob A.	32,350.25	369.58	500.00	33,219.83
LaHair, Wayne	39,138.80	10,766.84	500.00	50,405.64
LeBlanc, Michael	54,394.61	21,290.52	1,170.00	76,855.13
MacAllister, Carl	23,537.96	17.73	1,170.00	24,725.69
Mahan, Justin P	2,046.00	119.63	0	2,165.63
Mass, Karl S.	1,067.20	0	0	1,067.20
Meagher, Kevin P.	121.62	0	0	121.62
Merriam, Denise M.	43,668.64	9,255.56	3,000.00	55,924.20
Meunier, Andre M	17,991.60	7,252.42	0	25,244.02
Meunier, Dean R.	57,651.04	20,649.00	1,572.87	79,872.91
Morin, Izik	31,625.04	8,302.04	500.00	40,427.08
Moulton, Alec P.	1,600.80	0	0	1,600.80
Munroe, Douglas Jr.	12,071.87	1,623.15	672.44	14,367.46
Munroe, Douglas Sr.	43,412.34	15,358.89	1,280.87	60,052.10

Munroe, Kamerin P	7,933.19	0	0	7,933.19
Perron, Nicholas	3,396.49	0	0	3,396.49
Roy, Jeffrey A.	2,576.98	0	0	2,576.98
Stark, Todd S.	38,524.03	4,018.61	1,170.00	43,712.64
Vaillancourt, Scott M.	1,439.20	80.96	0	1,520.16
Yelle, Ryan	38,286.68	3,379.42	500.00	42,166.10
Zarozinski, Dylan M.	21,699.36	2,928.47	500.00	25,127.83
TOTAL	\$1,058,652.86	\$269,861.97	\$22,958.72	\$1,351,473.55

PUBLIC WORKS EXPENDITURES
July 1, 2017 through June 30, 2018

Department Head	\$ 48,103.63
Clerk	22,690.59
Maintenance Crew	952,923.17
Board & Commission Salary & Wage	2,100.00
Temporary Salary & Wage	1,552.50
Overtime	91,005.28
Week-end Standby	17,470.00
Clothing	16,230.00
Shift Differential	312.00
Working Out of Grade	9,901.87
Sick Leave Incentive	5,249.40
Longevity	510.00
Termination Leave	21,830.38
Repairs & Maintenance	186,794.17
Traffic Maintenance	33,003.98
Parking Meter Maintenance	7,516.16
Crusher Maintenance	1,027.57
Cemetery Maintenance	4,324.95
Information Technology	5,451.03
Unaccepted Road Maintenance	0
Minor Equipment	19,697.96
Energy & Utilities	33,540.39
Equipment Rental	0
Street Lighting	108,060.90
Communications	269.65
Telecommunications	10,870.48
Professional Development & Travel	2,903.00
Professional Services	12,217.05
Tree Planting	3,323.50
Snow & Ice	714,350.24
Office Supplies	2,239.43
Vehicle Fuel	178,079.59
Road Maintenance	78,716.71

Building Rehab	32,929.22
Road Resurfacing Expense	215,561.64
Enc. Road Resurfacing	953,838.50
Chapter 90	420,041.55
Encumbered Matthew Street	5,889.90
Encumbered Traffic Maintenance	7,108.99
Encumbered Parking Meter Maintenance	13,020.62
Encumbered Road maintenance	17,237.52
Encumbered New Equipment	37,517.38
Encumbered Repairs & Maintenance	1,520.38
Holiday Lights & Decorations	12,500.00
Professional Services	3,068.75
Playground Improvements	15,153.84
Encumbered Playground Improvements	16,163.35
Cemetery Perpetual Care	4,805.88
Dog Park Gift Expense	9,624.25
Playground Gift Expenses	0
Park Bandstand Gift Expense	7,354.41
Skateboard Gift Account	4,850.00
TOTAL PUBLIC WORKS EXPENSES	\$ 4,370,451.73

CATCH BASIN AND DRAIN MANHOLES

14 Catch Basins Repaired or Replaced

DRAINAGE PROJECTS		
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STREET	LENGTH & WIDTH	LOCATION
Century Way	240' 6" ADS Pipe	House #67 to #107
Chestnut Street	30' 10" ADS Pipe	At Walnut St.
Harvard Street	60' 8" ADS Pipe	At Baker St.
Otter River Road	40' 12" ADS Pipe	At Eli Drive
West Broadway	20' 21" Galvanized Pipe	At 53 across road

CRACK SEALING		
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STREET	LENGTH	LOCATION
Nothing this year		

BERM		
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STREET	LENGTH	LOCATION
Baker Street	1213'	Nichols St. to Marquette St. and Marquette St. to Waterford St.

SIDEWALKS		
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STREET	LENGTH	LOCATION
Baker Street	780'	Nichols to Marquette
Winter Street	1,000'	W. Broadway to Mill St.

RESURFACING		
STREET	LENGTH & WIDTH & DEPTH	LOCATION
Baker Street	1495' x 35' x 3"	Nichols St. to Waterford St.
Betty Spring Road	5950' X 30' X 3"	Teaberry Lane to Town Line
Clark Street	5000' X 28' X 3"	Brookside Dr. to Otter River Rd
Minott Street	2945.6 X 28' X 3"	E. Broadway to End
Myles Circle	700' x 28' x 3"	Pearly Lane to Dead end
Olde Colonial Drive	2230' x 28' x 3"	Betty Spring to Dead end
Pearly Lane	1610' x 28' x 3"	Pearl St. to end

SEWER DEPARTMENT EXPENDITURES	
July 1, 2017 Through June 30, 2018	
Dept. Head	24,051.56
Dept. Head Engineer	20,467.17
Clerk	42,248.49
Account Clerk	37,133.24
DPW Clerk	11,345.34
Engineer's Salary	16,807.15
Termination Leave	5,455.17
Repairs & Maintenance	0
Repairs To Mains	27,525.38
Taxes Other Towns	.73
New Equipment	237,253.56
Communications	57.00
Telecommunications	1,631.37
Professional Dev & Travel	75.00
Professional Service	14,241.51
Office Supplies	9,096.95
AWWTP Contract Operations	1,458,569.88
Copper Opt.	490.00
Facility Planning & Design Exp.	34,217.68
NPDES Report/WWTF Study	6,000.00
Principal – Outside Debt	260,382.67
Interest Outside	86,044.73
Encumbered Repairs to Mains	59,899.91
Encumbered New Equipment	68,629.47
Encumbered Professional Services	2,400.00
Encumbered Facility Planning	231,640.00
Encumbered Sludge Landfill	850.00
Capital Projects	
WWTF-Plan/Headworks Design	5,696.71
WWTF-Dewatering Pilot	270,320.47
WWTF-Construction	264,603.09
STP Upgrades	1,061,858.50
TOTAL EXPENSES	\$4,258,992.73

SEWER DEPARTMENT SALARY & LABOR JULY 1, 2017 TO JUNE 30, 2018				
NAME	REGULAR	OVERTIME	OTHER	TOTAL WAGE
Kumar, Christine	16,475.84	0	0	16,475.84
Oliva, Robert	16,131.22	0	0	16,131.22
Strout, Donna	36,419.14	0	0	36,419.14
TOTAL	\$69,026.20	0	0	\$69,026.20

SEWER MAINS REPLACED			
STREET	LOCATION	SIZE	APPROXIMATE LENGTH
NONE			

WASTEWATER TREATMENT FACILITY: FLOW REPORT

MONTH	TOTAL FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	PRECIP
July 2017	69.2	2.2	5.8	1.0	2.86
August 2017	69.7	2.2	4.1	1.0	2.47
September 2017	73.4	2.4	5.0	1.0	3.44
October 2017	90.4	2.9	13.8	1.0	8.15
November 2017	95.6	3.2	7.2	1.7	1.42
December 2017	83.0	2.7	4.4	1.0	2.33
January 2018	113.5	3.7	10.8	1.8	5.01
February 2018	116.5	4.2	8.2	2.2	3.95
March 2018	128.8	4.2	8.1	2.4	3.5
April 2018	130.7	4.4	7.1	1.1	3.71
May 2018	89.4	2.9	5.9	0.6	1.66
June 2018	64.0	2.1	6.4	0.6	6.46

NEW SEWER & WATER CONNECTIONS
Residential Services: 22 Sewer; 20 Water Commercial: 2 Sewer; 4 Water

WATER DEPARTMENT SALARY & LABOR JULY 1, 2017 TO JUNE 30, 2018				
NAME	REGULAR	OVERTIME	OTHER	TOTAL WAGE
Harty, Christine	39,853.31	0	0	39,853.31
Kumar, Christine	16,475.83	0	0	16,475.83
Oliva, Robert	16,131.21	0	0	16,131.21
Suchocki, David	56,548.80	3,898.14	900.00	61,346.94
TOTAL	\$129,009.15	\$3,898.14	\$900.00	\$133,807.29

**WATER TREATMENT FACILITY
FLOW REPORT (In Million Gallons)**

FINISHED WATER	CRYSTAL LAKE	SNAKE POND	PERLEY BROOK
MONTH	Water Pumped	Water Pumped	Water Pumped
July 2017	50.496	7.148	3.128
August 2017	27.04	29.226	3.507
September 2017	20.844	29.869	2.687
October 2017	33.193	19.71	0.000
November 2017	49.176	0	0.000
December 2017	50.007	0	0.000
January 2018	55.484	0	0.000
February 2018	48.953	0	0.000
March 2018	61.603	0	0.000
April 2018	60.938	0	0.000
May 2017	56.635	0	1.994
June 2017	54.053	0	3.018

**WATER DEPARTMENT EXPENDITURES
July 1, 2017 through June 30, 2018**

Dept. Head Salary	24,051.55
Dept. Head Engineer Salary	20,467.16
Clerk	41,416.29
Maintenance Crew	57,657.60
DPW Clerk Salary	11,345.34
Assistant Director	16,807.16
GIS Assistant	5,455.29
Clothing Allowance	900.00
Repairs & Maintenance	730.59
Repairs to Mains	62,417.24
New Equipment	1,584.00
Communications	57.00
Telecommunications	1,389.02
Professional Development & Travel	1,888.00
Professional Services	19,537.10
Dam Inspections	7,500.00
Office Supplies	11,996.84
Contract Operations	1,486,602.00
Principal Outside Debt	1,053,731.34
Interest Outside Debt	164,329.92
Facility Plan & Design Expense	424,009.00
Encumbered Repairs & Maintenance	84,857.98
Encumbered Water Tank	239,800.00
Encumbered Design & Engineering	68,050.25
Water Tank Land Cap Project	40,000.00
TOTAL WATER EXPENDITURES	\$3,846,580.67

CEMETERY COMMISSION				
SALARY & LABOR JULY 1, 2017 TO JUNE 30, 2018				
NAME	REGULAR	OVERTIME	OTHER	TOTAL WAGE
Awdycki, John T.	700.00			700.00
LaRoche, Brian R.	500.00			500.00
Robichaud, Ludger A.	500.00			500.00
TOTAL	\$ 1,700.00			\$ 1,700.00

BURIALS:

CRYSTAL LAKE CEMETERY 9

GREENBOWER CEMETERY 11

WILDWOOD CEMETERY 25

MONUMENT PARK		
July 1, 2017 through June 30, 2018		
BEGINNING BALANCE	EXPENSES	ENDING BALANCE
\$32,752.77	\$7,354.41	\$25,398.36

Monument Park: We continue to have the concerts and movies in the park.**PLAYGROUNDS**

Continued maintenance on the playgrounds.

FORESTRY DIVISION

Fiscal year 2018 we continued with the aggressive tree trimming and removal of diseased or dead trees, in doing this we have seen a decline in power outages during severe weather.

Tree Planting: Several trees were planted throughout the City replacing diseased trees that had to come down.

CITY OF GARDNER
PURCHASING DEPARTMENT

Room 217 - City Hall
95 Pleasant Street
Gardner, MA 01440-2687



Telephone (978) 632-0426

Fax (978) 632-9320

To His Honor the Mayor and Members of the City Council of Gardner, Massachusetts:

I hereby submit this annual report for the Purchasing Department for the year ending December 31, 2018.

The Purchasing Department is responsible for the procurement of supplies, contractual services, construction contracts, real property transactions, and all sales of personal property for the City and its School Department. It is our role to ensure the highest quality while incurring the least expense to the City, while complying with Massachusetts General Law and local ordinances. This department strives to obtain as full and open competition as possible on all purchases and sales.

The Purchasing Department is staffed by Chief Procurement Officer Jennifer Dymek, and Administrative Assistant, Stephanie West-Poirier. The Chief Procurement Officer is also certified as a Massachusetts Certified Public Purchasing Official, is a member of the Massachusetts Association of Public Purchasing Officials and performs the duties of Affirmative Marketing Construction Officer for the City.

Major contracts procured during 2018 included:

- Streetlight Retrofit – DPW/Engineering
- Food Service Agreement – School
- Watkins Field Renovation Project – School
- Wastewater Treatment Facility-Sludge Dewatering Upgrade – DPW
- Pump Optimization Project – DPW
- Dog Park Construction Project – DCDP
- Theater Park and Parking Lot – DCDP
- Sutphen Fire Apparatus – Fire
- Snow and Ice Control – DPW
- On-Call Tradesperson – City/School

The Purchasing Department issued 1,999 Purchase Orders in 2018, for \$29,545,231.31.

The above mentioned procurements were conducted using best business practices, quotes, bids and proposals in accordance with Massachusetts General Law. Purchasing Department staff, in cooperation with the requesting departments, developed specifications, researched potential vendors/suppliers/contractors, and evaluated and awarded the appropriate contracts.

The Chief Procurement Officer also manages general contracts, monitors contract performance, and works with all departments to keep abreast of current developments in pricing, market conditions and the availability of new products.

In 2018, the Purchasing Department continued its use of the CommBuys program instituted by the State Operational Services Division to post bids online and utilize the resources of the State Purchasing Office to increase competition and receive the benefit of cooperative pricing.

In closing, it should be noted that Gardner continues to be a lead community in collaborative purchasing agreements with surrounding communities to increase buying power and reduce costs for our municipality and those of our neighbors.

Respectfully submitted,

Jennifer Dymek
Director of Purchasing

Annual Report of the Gardner School Committee Gardner, Massachusetts 2018

School Committee Members

Mayor Mark Hawke, Chairman	985 West Broadway
Robert Swartz, Vice Chairman & Finance Officer	58 Racette Avenue
John Lafreniere, Alternate Finance Officer	72 Kendall Street
Jennifer Pelavin, Alternate Finance Officer	19 Jackson Street
Anne Hurst, Secretary	24 Hillside Place
James Abare, Member	29 Nelson Street
Melody Phelps, Member	500 Park Street

School Committee Meetings

The regular meeting of the School Committee is held on the second Monday of every school month at 7:00 p.m. in Council Chambers, City Hall. When Monday is a legal holiday, the meeting takes place the following day, and in January, the organizational meeting takes place after the first City Council meeting of the New Year.

Standing Subcommittees of the School Committee

In addition to several Negotiations Subcommittees, the following are subcommittees of the School Committee:

Policy Subcommittee
Finance Subcommittee
Facilities Subcommittee

Membership in the various subcommittees is determined annually.

Central Administration

Mark Pellegrino	Superintendent of Schools
Dr. Catherine Goguen	Chief Academic Officer
April Yu	Business Administrator
Joyce West	Director of Special Education
Robert O'Keefe	Director of Technology
Meredith Pugh	Grants Administrator

The Administrative Offices of the Gardner Public Schools are located at 70 Waterford Street, next door to the Waterford Street School.

The Gardner Public Schools website, www.gardnerk12.org, provides the best possible communication between the schools, students and parents.

Mission Statement

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community; have adults consistently interact in ways that foster positive, supportive relationships; and be engaged in relevant, academically rigorous instruction, informed by data.

The Students and the Schools

The Gardner Public School District includes five schools: Gardner High School, Gardner Academy, Gardner Middle School, Elm Street School and Waterford Street School. A total of 2,304 students were enrolled in the Gardner Public Schools as of January 1, 2019.

Gardner Public Schools continues to be one of the most sought-after school districts in the area, accepting students from all surrounding towns under the Massachusetts Inter-District School Choice program.

Major Highlights of the Year

The District underwent a complete branding transformation including a new logo, new website and social media pages at the District and school levels. The goal was to create a logo to signify harmony and collaboration between families and schools while using our District motto, “Community, Appreciation, Responsibility and Excellence”, to help unite our community.

The District was accepted by the Massachusetts School Building Authority (MSBA) to move forward in the planning of a new elementary school. The building committee met monthly throughout the school year with the Owner’s Project Management firm (Colliers International) and the Architect/Engineering firm (Jones-Whitsett Architects) to gather information and create a project scope. Planning for public hearings and dissemination of information began, and focus group meetings were held to determine instructional, facilities, technology, and space needs for the architects and engineers to begin preliminary building designs.

Professional Development News

During the 2017-2018 School Year the Gardner Public Schools’ administration and staff attended numerous professional development sessions provided through a grant from the Department of Elementary and Secondary Education including Positive Behaviors Intervention Systems (PBIS), Universal Design for Learning (UDL) and Massachusetts Tiered System of Supports (MTSS) Literacy. Below is an outline of various professional development training sessions that were held in the district during the summer of 2018:

June & July:

- Inclusive Practices Training for Paraprofessionals
- Curriculum/Assessment Review and Revision (All Grades)
- Mentor Curriculum Planning
- Positive Behavior Interventions & Supports (PBIS) Planning
- Universal Design for Learning (UDL) Planning
- Guidance Curriculum Planning
- Instructional Leadership Team Planning (All Schools)

August:

- Sheltered English Immersion (SEI) Training for Classroom Teachers
- Small Group Instructional Strategies Training for Teachers
- Planning for and Implementing Higher Order Thinking and Increased Rigor in the Classroom

In addition to the many professional development activities for staff members, administrators met for two days in June and three full days in August to prepare for the new school year. Using information from educational research and best practices literature, along with District academic, social emotional, and survey data, administrators reviewed and updated District and School Improvement Plans. Administrators reviewed and updated short term and long term goals in alignment with updated improvement plans. Corresponding professional development was mapped out to assist in accomplishing those goals. Professional development will take place during teacher common planning time; staff, department, and grade level meetings; designated professional development days, and also at administrative council meetings. Each District goal focuses on the success of all children through tiered instruction, social/emotional growth of students, and transparent communication to all stakeholders.

Massachusetts Comprehensive Assessment System (MCAS)

The DESE administered an updated/revised MCAS assessment for the second year in the Spring of 2018 for grades 3 through 8. As this was the second testing year of the Next Generation MCAS exam, all school Districts received an accountability designation under the new accountability guidelines. Gardner was determined to not be in need of assistance at any of the tested schools. This is the first time the District has not been in need of assistance since accountability guidelines were originally developed in 2011. Grade 10 students were assessed using the traditional MCAS assessment as the DESE.

MCAS scores in the All Students category were as follows:

Grade 10 (Traditional MCAS Assessment)

78% of our high school students scored proficient or advanced in the English Language Arts portion of the assessment, which is a 15% decrease from 2017.

51% of our high school students scored proficient or advanced in the Math portion of the assessment, which is a 34% decrease from 2017.

Grade 3 – 8 (Next Generation MCAS Assessment % Meeting/Exceeding)

Grade	ELA District	ELA State	Math District	Math State
3	34%	52%	28%	50%
4	26%	53%	24%	48%
5	25%	54%	25%	46%
6	24%	51%	30%	47%
7	24%	46%	27%	46%
8	19%	51%	15%	50%

2017-2018 Grants

Grant	Amount	Purpose
IDEA	\$755,024	Special Education
Title I	\$1,013,513	Supplemental Support to WSS, ESS and GMS
Title IIA	\$150,088	Class size reduction and mentor program
Title III	\$17,076	Supports to English Language Learners
Title IV	\$21,529	Professional Development/Technology Advancement
Total received	\$1,957,230	

Gardner High School, Grades 8-12

Paula Bolger, Principal
Sherry Gelinis, Assistant Principal
Scott Connery, Assistant Principal

Gardner High School has an impressive history of providing a broad and deep educational program. Course offerings, school wide expectations, educational goals and objectives, graduation requirements, as well as the policies and procedures that guide the school's daily life, are grounded in the Mission Statement:

At Gardner High School, we strive to prepare all students to become educated, productive, and responsible citizens.

Below, please find the attendance data for the 2018 calendar year, by grade.

	All Students	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
January	92.41%	90.95%	93.17%	92.01%	93.89%	92.03%
February	89.97%	89.02%	90.04%	90.55%	92.00%	88.12%
March	89.62%	89.89%	89.63%	89.27%	91.79%	87.52%
April	92.78%	91.58%	93.99%	92.73%	93.51%	92.09%
May	92.38%	92.54%	91.87%	92.04%	91.52%	93.92%
September	95.02%	96.24%	95%	93.56%	94.04%	96.28%
October	93.78%	95.51%	93.20%	91.85%	93.84%	94.48%
November	92.47%	93.79%	92.17%	90.62%	93.22%	92.53%
December	92.03%	92.67%	92.76%	91.75%	92.03%	90.96%

January

The month of January proved to be very busy. We put the finishing touches on the Early College Pathways Grant application in conjunction with Mount Wachusett Community College, Fitchburg State College, Leominster High School and Fitchburg High School. This is a great opportunity for additional funding for incorporating college level courses into the school day at the high school. Regardless of this funding, we are moving forward with running more MWCC computer classes (Excel, and CAD) at the high school next year. We are currently running a pilot Excel class through MWCC which is going very well.

Additionally during January, a GHS senior, Heather Malloy, was honored at the Worcester County's Superintendent's Luncheon for her high academic standing and strong school and community involvement. We also held our National Honor Society Induction and inducted 14 new members. This was one of the largest number of inductees in many years. We also had 8 students participate in a robotics competition in North Andover, with one group making it to the

quarter finals. Finally, we are pleased to announce that Scott Connery will be joining the GHS administrative team as the new Assistant Principal. Scott will be joining us on February 20th.

Five 12th grade students were recognized for being positive GHS community members and were selected by their teachers to have Pizza With The Principal. Congratulations to Zack Leger, Preston Warren, Olivia Laliberte, Brent Priestly, and Eliex Torres Vazquez.

Discipline/suspension data for the month of January as compared to last two years:

January Suspensions 2017-2018

Student Group	Total Number	Number Disciplined	Percentage
All Students	690	5	0.72%
ELL	19	1	5.26%
Economically Dis.	400	3	0.75%
Students w/disabilities	134	0	0.00%
High needs	553	3	0.54%
Afr. Amer./Black	23	0	0.00%
Hispanic/Latino	100	1	1.00%
Multi-race/Non-Hisp.	45	1	2.22%

January Suspensions 2016-2017

Student Group	Total Number	Number Disciplined	Percentage
All Students	710	2	0.28%
ELL	19	0	0.00%
Economically Dis.	383	2	0.52%
Students w/disabilities	129	0	0.00%
High needs	531	2	0.38%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	0	0.00%
Multi-race/Non-Hisp.	50	0	0.00%

January Suspensions 2015-2016

Student Group	Total Number	Number Disciplined	Percentage
All Students	801	13	1.62%
ELL	26	0	0.00%
Economically Dis.	367	10	2.72%
Students w/disabilities	151	3	1.99%

High needs	430	10	2.33%
Afr. Amer./Black	30	1	3.33%
Hispanic/Latino	93	4	4.30%
Multi-race/Non-Hisp.	35	0	0.00%

February

During the month of February most of our winter sports seasons came to an end. As always, all our athletic teams represented the GHS community well. Of note was our boy's basketball team who went to the district playoffs, winning their first round game at home until ultimately losing their second round game on the road. We held a pep rally for the team before the home play-off game to show the school's support for their ongoing efforts. If you were fortunate enough to attend that game you would have seen our gymnasium at full capacity, as attendance was outstanding. This was a great accomplishment for this team and the coaching staff. On another note, our cheerleaders continue winning competitions with no end in sight. We are very proud of their accomplishments as well.

Other happenings during the month of February at GHS include the MCAS science retakes that occurred early in the month, and the All-City Choral Concert that brought in great crowds from the community. The week before February vacation was spirit week at GHS, which ended with class competitions. As always, GHS spirit showed brightly all week long.

At the end of the month, we held two safety assemblies for our students, one for grades 8 and 9 and the other for grades 10 - 12. These assemblies were facilitated by our school resource officers in conjunction with the GHS administration. The day ended with a refresher for our faculty on safety protocol. All assemblies and trainings went well and will be followed by a safety drill with feedback opportunities for students, faculty and parents.

And finally, congratulations to Rob McNamara who was nominated as February's Teacher of the Month!

Discipline/suspension data for the month of February as compared to last two years:

February Suspensions 2017-2018			
Student Group	Total Number	Number Disciplined	Percentage
All Students	690	12	1.74%
ELL	24	3	12.50%
Economically Dis.	400	10	2.50%
Students w/disabilities	134	5	3.73%
High needs	553	11	1.99%
Afr. Amer./Black	23	0	0.00%
Hispanic/Latino	100	5	5.00%
Multi-race/Non-Hisp.	45	1	2.22%

February Suspensions 2016-2017			
Student Group	Total Number	Number Disciplined	Percentage

All Students	710	7	0.99%
ELL	19	1	5.26%
Economically Dis.	383	7	1.83%
Students w/disabilities	129	0	0.00%
High needs	531	7	1.32%
Afr. Amer./Black	21	1	4.76%
Hispanic/Latino	84	1	1.19%
Multi-race/Non-Hisp.	50	0	0.00%

February Suspensions 2015-2016

Student Group	Total Number	Number Discipline	Percentage
All Students	801	10	1.25%
ELL	26	0	0.00%
Economically Dis.	367	7	1.91%
Students w/disabilities	151	2	1.32%
High needs	430	8	1.86%
Afr. Amer./Black	30	1	3.33%
Hispanic/Latino	93	1	1.08%
Multi-race/Non-Hisp.	35	0	0.00%

March

On March 14th, the GHS Student Council organized a walk-out to show solidarity with the students from the Marjory Stoneman Douglas High School in Florida. Our students respectfully acknowledged those students who lost their lives in that school shooting, and as always, they were wonderful representatives for GHS and the Gardner community.

The month of March closed out our winter athletic season with end-of-the-year banquets for our teams. All banquets were well attended and our athletes were rewarded for their hard work and good sportsmanship throughout the season. As March rolled along, our spring sports started, despite the snow on the ground, with strong participation numbers across all teams. We are looking forward to a successful spring season.

A weekend ski trip to Stowe, Vermont went well with a number of our students attending. Our theater group also put on a wonderful Spring Musical, Godspell. All three nights were performed in front of a full auditorium, and many agreed that this was one of the best GHS musicals in years. Also in March our guidance department, led by guidance counselor, Monique LeBlanc, organized an information night for parents of 8th grade students to prepare them for high school next year. Parents appreciated the information that was shared as their children make this important transition into 9th grade.

Students who were recognized for achievements this month include Hanna Leveque and Monique Merillat who won the Original Art Category for the Newspapers in Education Contest. Also Hannah Sadowski and Clara Pavlosky were chosen to represent GHS at RYLA this year. Congratulations to all these students for their accomplishments.

The following students were chosen for Pizza with the Principal during the month of March and were recognized by their teachers as being great GHS citizens: Buddy Coral, Tyler Pratt, Yanelis Ortiz, Evan Scanlon and Mistyrose Fischett.

Discipline/suspension data for the month of March as compared to last two years:

March Suspensions 2017-2018			
Student Group	Total Number	Number Disciplined	Percentage
All Students	690	16	2.32%
ELL	24	0	0.00%
Economically Dis.	400	9	2.25%
Students w/disabilities	134	9	6.72%
High needs	553	13	2.35%
Afr. Amer./Black	23	1	4.35%
Hispanic/Latino	100	3	3.00%
Multi-race/Non-Hisp.	45	1	2.22%

March Suspensions 2016-2017			
Student Group	Total Number	Number Disciplined	Percentage
All Students	710	17	2.39%
ELL	19	0	0.00%
Economically Dis.	383	15	3.92%
Students w/disabilities	129	5	3.88%
High needs	531	17	3.20%
Afr. Amer./Black	21	2	9.52%
Hispanic/Latino	84	4	4.76%
Multi-race/Non-Hisp.	50	1	2.00%

March Suspensions 2015-2016			
Student Group	Total Number	Number Disciplined	Percentage
All Students	801	37	4.62%
ELL	26	0	0.00%

Economically Dis.	367	28	7.63%
Students w/disabilities	151	10	6.62%
High needs	430	29	6.74%
Afr. Amer./Black	30	3	10.00%
Hispanic/Latino	93	5	5.38%
Multi-race/Non-Hisp.	35	1	2.86%

April

April was another busy month at Gardner High School. The guidance department sponsored an AP Fair on April 4th followed by its annual Junior Parent Information Night that same night, and on April 11th they also held a 7th Grade Parent Information Night. As usual, our guidance department did an excellent job disseminating important information and all events were well received by both students and parents.

Our GFA Student Advisory Board presented at the GFA Annual Meeting on April 25th and, as always, they did a great job representing Gardner High School. Also, our French teachers sponsored a 3-day trip to Montreal and Quebec from April 27th through April 29th. Twenty-one students were able to experience French culture in two different cities, and everyone enjoyed the trip.

Luke Fenner won third place for seniors at the Fitchburg State Math Contest in April, which was quite a feat as Gardner High School students competed against hundreds of students from many central Massachusetts high schools. Finally, congratulations to Mr. Jackman for being voted as the Teacher of the Month by our Students Council.



Montreal, Canada

Discipline/suspension data for the month of April as compared to last two years:

April Suspensions 2017-2018

Student Group	Total Number	Number Disciplined	Percentage
All Students	690	17	2.46%
ELL	690	0	0.00%
Economically Dis.	400	10	2.50%
Students w/disabilities	134	8	5.97%
High needs	553	12	2.17%
Afr. Amer./Black	23	1	4.35%
Hispanic/Latino	100	2	2.00%
Multi-race/Non-Hisp.	45	2	4.44%

April Suspensions 2016-2017

Student Group	Total Number	Number Disciplined	Percentage
All Students	710	6	0.85%
ELL	19	1	5.26%
Economically Dis.	383	5	1.31%
Students w/disabilities	129	1	0.78%
High needs	531	5	0.94%
Afr. Amer./Black	21	2	9.52%
Hispanic/Latino	84	2	2.38%
Multi-race/Non-Hisp.	50	0	0.00%

April Suspensions 2015-2016

Student Group	Total Number	Number Disciplined	Percentage
All Students	801	12	1.50%
ELL	26	0	0.00%
Economically Dis.	367	5	1.36%
Students w/disabilities	151	5	3.31%
High needs	430	8	1.86%
Afr. Amer./Black	30	1	3.33%
Hispanic/Latino	93	0	0.00%
Multi-race/Non-Hisp.	35	0	0.00%

May/June

As the school year winds down, the month of May and the start of June were very active at GHS. Here is a list of the many events that occurred:

Women in Technology had their Final Presentation. Two students from GHS represented the school for this event. Thank you to Becky Anderson and Thuy Bui for advising these young ladies.

May was a busy testing month with several days of testing for MCAS, AP Exams and also Senior Final Exams. Thank you to our Guidance Department for organizing MCAS and the AP Exams. Keeping all that organized was no small feat.

Our NEASC visit occurred from May 6th to May 9th. By all accounts this visit went very well. Initial reports are that the visiting committee found many different aspects as commendable. The final report is expected in October. Thank you to Tammi Malloy and Jack Jackman for their hard work over the past two years helping get the school prepared for this visit.

GHS held its annual Senior Citizens Prom, which was very well attended. Gardner Community residents and our students had a wonderful time. Thank you to Judy Mack and Margaret Poulin for organizing this event.

The GHS Student Talent Show went off without a hitch and many of our students were able to showcase their wonderful talents. Thank you to Francie Lemieux for organizing the show.

The mandatory Pre-Prom meeting for all our juniors and seniors along with their parents and guardians was held the week of the prom. As always, attendance was excellent. Thank you to Sherry Gelinis for organizing this important event.

The GHS Prom was held at the Colonial Hotel and was an excellent time for all. Besides looking amazing and having lots of fun, our students behaved responsibly, as always. Thank you to the junior and senior class advisors for organizing the prom - Jess Currier, Jessie Flaherty, Allison Karpeichik-Hill and Mike Gransewicz.

Our excellent band and chorus held the annual Spring Concert, which was well attended. Many thanks to Doug Lepisto and Joanne Landry for leading our amazing music program.

The senior class trip went off to Boston for the day. Despite the heat, the students had a great time at the aquarium and walking around Boston.

The parent-sponsored Baccalaureate was held at Holy Rosary Church and was a wonderful event for all. Thank you to the parents who worked hard organizing this event for our seniors.

Our Senior Awards Night was held and dozens of seniors were awarded many different scholarships and awards. This is always an amazing night. Thank you to the many different community members and organizations who sponsor scholarships for our students, and thank you to Deb Leblanc and our entire guidance department for organizing this important event.

Our senior Bagel Breakfast and School Walk-throughs were also held during the week of graduation. The walk down memory lane for our students is always a wonderful experience for them. Thank you to the parents of the seniors who organized the food for the breakfast.

And of course, our graduation was held on June 2nd and went wonderfully. Many thanks to Margaret Poulin, Doug Lepisto, Wayne Anderson and many others for making this a memorable event for our seniors and their families.

Some significant awards were also handed out during the month of May. First, the spring musical GODSPELL was nominated for 7 TAMY awards in the follow categories:

Best Overall Production (Small School Division)

Best Supporting Actress, Brooklyn McDonald

Best Chorus (Small School Division)

Best Dance Ensemble (Small School Division)

Best Production Number (Small School Division) We Beseech Thee

Best Stage Crew (Small School Division)

Not-Your-Average Chorus Member: Olivia Boudreau

Also, congratulations to Cameron Davis for receiving the Christian A. Herter Memorial Scholarship, which was awarded at the Statehouse. Cameron was one of 800 applicants who made it to the semi-final review and was chosen one of 25 in the state to receive this award.

Finally, congratulations to Mr. Jackman for being recognized as Teacher of the Month by our student council. A very well deserved award.

Discipline/suspension data for the month of May as compared to last two years:

May Suspensions 2017-2018			
Student Group	Total Number	Number Disciplined	Percentage
All Students	690	15	2.17%
ELL	24	0	0.00%
Economically Dis.	400	11	2.75%
Students w/disabilities	134	6	4.48%
High needs	553	11	1.99%
Afr. Amer./Black	23	0	0.00%
Hispanic/Latino	100	4	4.00%
Multi-race/Non-Hisp.	45	0	0.00%

May Suspensions 2016-2017			
Student Group	Total Number	Number Disciplined	Percentage
All Students	710	13	1.83%
ELL	19	2	10.53%
Economically Dis.	383	11	2.87%
Students w/disabilities	129	5	3.88%
High needs	531	11	2.07%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	3	3.57%
Multi-race/Non-Hisp.	50	1	2.00%

May Suspensions 2015-2016			
Student Group	Total Number	Number Disciplined	Percentage
All Students	801	12	1.50%
ELL	26	0	0.00%
Economically Dis.	367	8	2.18%
Students w/disabilities	151	5	3.31%

High needs	430	9	2.09%
Afr. Amer./Black	30	0	0.00%
Hispanic/Latino	93	4	4.30%
Multi-race/Non-Hisp.	35	0	0.00%

Summer

We are very excited to be back to school at GHS! The three professional development days before the start of school for our staff went very well. We spent a good amount of time on logistical preparations in order to get ready for our students, but we also dove right into trainings on Social Emotional Learning, Higher Order Thinking Skills, and Data Driven Instruction, which again are our three focus areas for the year.

During the summer, administration and staff spent time painting and ‘sprucing up’ our main entry-way to the building in order to make it more welcoming. Thank you to Tammi Malloy who came in to help us paint and also to our friends at the DPW for making new signs. Upon returning to school all our staff jumped right in and spent an afternoon painting, weeding, cleaning, etc. They all worked hard and did an outstanding job. I am very proud of all of them for their contributions to the clean-up and for being such great role models for our students. Also, a big ‘thank you’ to Sherry Gelinias, who has spent countless hours working in the building and getting donations from our community partners (plants, supplies, etc.). She truly works tirelessly to get these things done. Finally, we can’t forget about all the new paving around the school. It looks amazing!



We will continue tracking our monthly attendance by grade again for the 2018-2019 school year. Here is a recap of the yearly attendance percentages by grade for last year:

We will also continue tracking our monthly discipline by subgroups. Here is our end-of-the-year data for the 2017-2018 school year as compared to the previous year:

Totals Suspensions GHS 2017-2018

Student Group	Total Number	Number Disciplined	Percentage
All Students	690	60	8.70%
ELL	24	5	20.83%
Economically Dis.	400	42	10.50%
Students w/disabilities	134	21	15.67%
High needs	553	45	8.14%
Afr. Amer./Black	23	2	8.70%
Hispanic/Latino	100	16	16.00%
Multi-race/Non-Hisp.	45	4	8.89%

Totals Suspensions GHS 2016-2017

Student Group	Total Number	Number Disciplined	Percentage
All Students	710	45	6.34%
ELL	19	3	15.79%
Economically Dis.	383	33	8.62%
Students w/disabilities	129	10	7.75%
High needs	531	36	6.78%
Afr. Amer./Black	21	2	9.52%
Hispanic/Latino	84	10	11.90%
Multi-race/Non-Hisp.	50	2	4.00%

September

The month of September went very smoothly at GHS and it's hard to believe it's already October. As the fall season rolls along, our athletic teams are representing our school community well. For most of our teams, our number of athletes is higher than it's been in years, which is wonderful to see. As you already know, our football team is playing the season on Stone Field, which has been working out very well. The crowds have been great and the community really seems to like the nostalgia of playing at such an iconic location. Watkins Field renovations are well underway, which is very exciting to see. A big thank you to our new Athletic Director, Dan Forte, for all his efforts with recruiting athletes and overseeing all the athletic happenings this past month.

Other events from September include our Guidance Department's annual Senior Parents Night. Thank you to Judy Mack and Melissa Chisholm for organizing that night and disseminating such important information to our seniors and their parents and guardians. Also, Student Council members held their annual Student Council Lock-In the night of September 28th. Lots of fun was had by all. Thank you to Francie Lemieux and Dan Forte for supervising that fun-filled night.

Something else to note for the start of the school year is our new Student Internship Program. As of now, we have 78 students, juniors and seniors, who are interning throughout the district including 59 who are assisting teachers at GHS and another 19 who are interning with middle and elementary school teachers and staff. We are very excited to get this program up and running and are currently exploring options for internship placements in local community organizations

and businesses. Thank you to Addy Bianco and Becky Anderson who have organized this program for us and helped get everything up and running. That has been no small endeavor!

This year we are also pleased to note that we have four different college level classes that are running at GHS during the school day. These classes include both English 101 and 102, as well as an Advanced Excel Spreadsheets class and a CAD class. College professors from Mount Wachusett Community College come in to teach three of the classes and one of our very own teachers, Sue Sheridan, has become an adjunct at MWCC so she can teach the fourth class right here at school. This means that after this year alone, several of our students will have between three and twelve college credits, before they even graduate from high school. The best part is it's all free! Thank you to MWCC for being such a great partner and helping us get all our students college and career ready. More exciting information of some upcoming grants for college pathways will be coming soon and include healthcare, manufacturing, STEM and liberal arts options. Stay tuned!

One last thing to note is the implementation of our new Vaping Education Program. We have created this program in an effort to curb incidents of vaping in school. We are being mindful of educating our students on the harmfulness of vaping while still holding our students accountable for this behavior, yet also attempting to keep our suspensions down. Other schools have resorted to going straight to suspensions for any students caught vaping at school. While we fully understand that suspensions might ultimately be a consequence for this infraction, our primary goal is to stop the behavior and keep our students in school. This intensive 5-week program is in its early stages of implementation, but we are very interested in seeing how it works and plan to track the data throughout the year. We'll keep you updated.

Monthly Discipline Comparisons:

August/September Suspensions 2018-2019			
Student Group	Total	Suspensions	Percentage
All Students	660	1	0.002
ELL	32	0	0
Economically Dis.	397	0	0
Students w/ Disabilities	127	0	0
High Needs	560	0	0
Afr. American/Black	17	0	0
Hispanic/Latino	115	0	0
Multi-race/Non-Hisp	76	0	0

August/September Suspensions 2017-2018			
Student Group	Total	Suspensions	Percentage
All Students	690	4	0.58%
ELL	19	0	0.00%
Economically Dis.	400	4	1.00%
Students w/disabilities	134	0	0.00%
High needs	553	4	0.72%
Afr. Amer./Black	23	1	4.35%
Hispanic/Latino	100	2	2.00%
Multi-race/Non-Hisp.	45	0	0.00%

August/September Suspensions 2016-2017

Student Group	Total	Suspended	Percentage
All Students	710	2	0.28%
ELL	19	0	0.00%
Economically Dis.	383	2	0.52%
Students w/disabilities	129	0	0.00%
High needs	531	2	0.38%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	1	1.19%
Multi-race/Non-Hisp.	50	0	0.00%

October

The month of October was busy, busy, busy at Gardner High School. Here are some highlights:

Congratulations to Christine Belitsky who attended the Harvard Book Award Breakfast in recognition of outstanding academic achievement. Top ranking students along with their principals attended the breakfast from all over the nation. The GHS Internship Program is still going strong with 85 GHS students placed at the high school and other district schools helping teachers, staff and most importantly, helping other students. We continue to explore options for external internships in the community as well.

On October 10th all GHS students in grades 8 through 11 took some form of the PSAT, and all 12th grade students took the SATs, all free of charge. This is an ongoing initiative at GHS, and data has shown that exposure to this test has increased applications and attendance of our students to four-year colleges.

Our awesome band won silver at the MICCA finals. They did an outstanding job as usual.

We held our Pep Rally prior to our homecoming football game. Our Student Council did a great job organizing and running it, which turned out to be one of the best rallies in years.

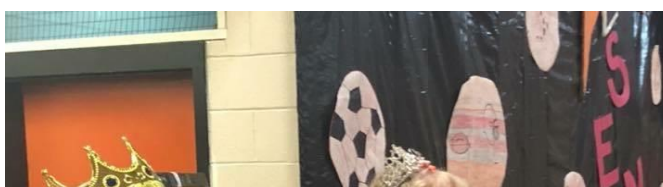
Our athletic teams continue to represent GHS and the community well. Of special note is the girls soccer team who qualified for playoffs, and several of our boys cross country runners placed very well at the league championship (Cam Davis - 2nd; Hunter Graves - 6th; and Jack McDermott - 10th).

Our Haunted House and Pumpkin Palooza were smashing hits. The junior and senior classes did an outstanding job organizing and running both those events. They are great school fundraisers and a wonderful community events for our families.

We continue to work on our College and Career Pathways, and are incorporating more college level classes into the school day in conjunction with internships in various areas of study (Healthcare, Computer Science and Liberal Arts). GHS along with Athol High School and Mahar High School received a 5-year grant through Mount Wachusett Community College to begin the Health Pathways starting in January. We are very excited about this opportunity. More details to follow!

Our Vaping Education Program is going strong as we continue to combat this new issue. In fact, we have shared this program with multiple high schools in the area who have asked for it and who are battling this same issue.

We have received our preliminary NEASC Report. We are currently reviewing the information enclosed and will be able to share the full report with the community very soon. Initial indications are very positive in most areas and confirm a strong school culture and education for our staff and students.



GHS Monthly Discipline Comparisons:

October Suspensions 2018-2019			
Student Group	Total	Suspensions	Percentage
All Students	660	6	0.90%
ELL	32	0	0.00%
Economically Dis.	397	6	1.50%
Students w/ Disabilities	127	1	0.78%
High Needs	560	6	1.07%
Afr. American/Black	17	0	0.00%
Hispanic/Latino	115	1	0.86%
Multi-race/Non-Hisp	76	1	1.30%

October Suspensions 2017-2018			
Student Group	Total Number	Number Disciplined	Percentage
All Students	690	13	1.88%
ELL	19	1	5.26%
Economically Dis.	400	12	3.00%
Students w/disabilities	134	5	3.73%

High needs	553	8	1.45%
Afr. Amer./Black	23	2	8.70%
Hispanic/Latino	100	7	7.00%
Multi-race/Non-Hisp.	45	1	2.22%

October Suspensions 2016-2017			
Student Group	Total Number	Number Disciplined	Percentage
All Students	710	10	1.41%
ELL	19	1	5.26%
Economically Dis.	383	6	1.57%
Students w/disabilities	129	2	1.55%
High needs	531	7	1.32%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	2	2.38%
Multi-race/Non-Hisp.	50	0	0.00%

November

Here are some highlights from the month of November at Gardner High School:

Congratulations to our five Students of the Month for November. Grade 8 - Kaylynn Gray; Grade 9 - Gino DiVito; Grade 10 - Devon Raymond; Grade 11 - Michael Douangdara; and Grade 12 - Rebecca Lashua. These students were recognized for being good GHS citizens and representing our Core Values (Community, Appreciation, Responsibility, and Excellence)

Congratulations to senior Emily Fluet who was chosen by the faculty as this year's D.A.R. (Daughters of the American Revolution) Good Citizenship Award recipient.

Congratulations also to sophomores Abbey Fluet and Brent Coxall who were chosen to represent Gardner High School at the HOBY Program (Hugh O'Brien Youth Leadership Program) at Bentley College in June 2019.

Another congratulations to 8th grader Kaitlyn Amero who was selected for the Project 351 Leadership Program. This award goes to a student who is considered an "unsung hero" and involves community service leadership opportunities. November 6th was a productive professional development day at Gardner High School. All staff and faculty worked diligently throughout the day with the focus on developing strategies to use when teaching a classroom of diverse learners and meeting all of our students' needs. We also had a wonderful potluck lunch organized by one of our teachers, Lynn Berthiaume.

Our fall sports athletic season ended in November and the winter sports season began. We are very proud of all our fall athletes on all teams as they represented Gardner High School and the Gardner community very well with their hard work and great sportsmanship.

We held our annual pep rally to support our football team before their Thanksgiving game against Oakmont. All fall teams were recognized, the marching band played, our cheerleaders performed, and all staff and students had a great time.

This pep rally followed our Awards Program during which dozens of students were given awards by their teachers for their strong academic performance, hard work, and for being positive members of the GHS community. Congratulations to all recipients.

A big 'thank you' to the Rotary Club for organizing the annual luncheon for the captains of our football team along with the captains of the Oakmont football team, coaches and administrators. This is a wonderful tradition which allows

both teams to be recognized by the community and enables them to come together in good spirits before a competitive football game.

A new tradition this year was a friendly canned food drive competition between GHS and Oakmont. Both schools collected as many cans as possible to be donated to a food pantry. The competition was very close with Oakmont winning. Over 1,000 cans of food were collected, all for a great cause. Oakmont was awarded a trophy at half-time of the football game. Thank you to Francie Lemieux for organizing this event.

The Fall Concert was held in November along with a wonderful performance of the play "Murder in the Knife Room." As always, our band members and the actors in the play did a great job. Thank you to Doug Lepisto and Joanne Landry for their ongoing expertise and support of our fine arts programs.

On November 28th we held our annual Reality Fair for all 11th grade students. This event was organized by Sherry Gelinis along with members of the GFA. Students worked during several advisories to prepare for this event and gained some great awareness of financial reality and responsibility. Thank you to the GFA for continuing to be a great partner with GHS.

Starting second semester in January, we will begin our new Healthcare Opportunities Program at GHS. In this program, GHS students will be taking college level courses specific to the healthcare field through MWCC at the high school. We are very excited about this multi-year grant through MWCC. We anticipate having many students take advantage of this opportunity when it is rolled out in its entirety in the fall.

Our awesome football team at the pep rally being supported by all GHS students!



Football coaches presented GHS administration with new sweatshirts!



GHS Monthly Discipline Comparisons:

November Suspensions 2018-2019

Student Group	Total	Suspensions	Percentage
All Students	660	3	0.45%
ELL	32	0	0%
Economically Dis.	397	3	0.75%
Students w/ Disabilities	127	1	0.78%
High Needs	560	3	0.53%
Afr. American/Black	17	0	0.00%
Hispanic/Latino	115	0	0%
Multi-race/Non-Hisp	76	0	0.00%

November Suspensions 2017-2018

Student Group	Total Number	Number Disciplined	Percentage
All Students	690	14	2.03%
ELL	19	1	5.26%
Economically Dis.	400	11	2.75%
Students w/disabilities	134	7	5.22%
High needs	553	11	1.99%
Afr. Amer./Black	23	1	4.35%
Hispanic/Latino	100	4	4.00%
Multi-race/Non-Hisp.	45	0	0.00%

November Suspensions 2016-2017

Student Group	Total Number	Number Disciplined	Percentage
All Students	710	2	0.28%
ELL	19	0	0.00%
Economically Dis.	383	2	0.52%
Students w/disabilities	129	0	0.00%
High needs	531	2	0.38%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	0	0.00%
Multi-race/Non-Hisp.	50	0	0.00%

December

Here are some highlights from the month of December at Gardner High School:

Congratulations to our five Students of the Month for December. Grade 8 - Ava Robles; Grade 9 - Kevin Toro; Grade 10 - Julie Richard; Grade 11 - Alex Lopez; and Grade 12 - Julia Jaillet. These students were recognized for being good GHS citizens and representing our Core Values (Community, Appreciation, Responsibility, and Excellence)

Congratulations to Rick Prouty for being selected as the Teacher of the Month by our Student Council and Government. The GHS winter sports season is in full swing with our hockey, indoor track, cheering and basketball teams all working hard and representing Gardner High School well, as usual. School and community support at our sporting events continues to be strong and is much appreciated.

We received a grant from Growing Places and will be using that money to purchase a Hydroponic Growing Unit and to support a new Gardening Program at GHS. Students in our Botany classes as well students in the Gardening Club after school will be involved in growing various plants as well as restructuring our inner courtyard. Thank you to science teacher, Steve Tata, along with support from Renee Eldredge and Sherry Gelinis for getting this program up and running.

On December 19th our band and chorus performed at the annual Holiday Concert to a very full auditorium of students, families, faculty and community members. As always, students did a wonderful job under the direction of Joanne Landry and Doug Lepisto.

On December 20th GHS students from Janey Medero, Tammi Malloy and MaryPat Devine's classes volunteered at the Gardner Community Action Council and unloaded thousands of pounds of food. This is a monthly happening for our students as they are able to give back to the community and support this worthy cause. Thank you to Theresa Thompson for helping organize this every month.

The Caring Place again donated presents to GHS families in need of some additional support this holiday season. Their contributions are always greatly appreciated and truly made a difference in the lives of many of our students and families.

City Hall collected and donated food to the GHS Food Pantry. Boxes and boxes of food were delivered and distributed to many of our families in need. Another big 'Thank You' to everyone who donated and thought of our families during this time of year.

GHS Monthly Discipline Comparisons:

December Suspensions 2018-2019

Student Group	Total	Suspensions	Percentage
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All Students	660	7	1.06%
ELL	32	0	0%
Economically Dis.	397	5	1.25%
Students w/ Disabilities	127	1	0.78%
High Needs	560	5	0.89%
Afr. American/Black	17	0	0%
Hispanic/Latino	115	1	0.86%
Multi-race/Non-Hisp	76	0	0%

December Suspensions 2017-2018

Student Group	Total Number	Number Disciplined	Percentage
All Students	690	9	1.30%
ELL	19	0	0.00%
Economically Dis.	400	8	2.00%
Students w/disabilities	134	4	2.99%
High needs	553	8	1.45%
Afr. Amer./Black	23	0	0.00%
Hispanic/Latino	100	2	2.00%
Multi-race/Non-Hisp.	45	1	2.22%

December Suspensions 2016-2017

Student Group	Total Number	Number Disciplined	Percentage
All Students	710	9	1.27%
ELL	19	1	5.26%
Economically Dis.	383	7	1.83%
Students w/disabilities	129	1	0.78%
High needs	531	7	1.32%
Afr. Amer./Black	21	0	0.00%
Hispanic/Latino	84	2	2.38%
Multi-race/Non-Hisp.	50	1	2.00%

Gardner Academy for Learning and Technology, Grades 9-12

Peter McMorrow, Principal

School Mission

As an alternative to traditional schools, the Gardner Academy for Learning and Technology seeks to provide a challenging and safe environment where students develop their analytical, critical thinking and communication skills for the 21st century to become productive, responsible members of our community.

January

Community/Family engagement:

The biggest event that took place in January is that we changed our school schedule to an earlier start and release time. The impetus for this was two-fold. Due to the busing schedule we had significant attendance loss in our last period. Since the decision was made, that loss has subsided. We had over a 50% rise in last period attendance. In addition, our first and second period attendance did not see much of a flux. There were several students and families that needed to specialize their schedule due to external issues. We have made accommodation for this. We will continue to track the data for to measure improvement.

At the end of the second semester, we held our awards night. This event was a huge success. There were over 80 people in attendance. Over forty students were recognized for their achievements and 20 students were on hand to receive their awards in person. The best part of the night was the sense of accomplishment felt by students and parents as a whole. For many of these students it was the first time having success in school. Parents beamed with pride. It was an event that captured the spirit of the Gardner community as a whole.

This past month saw a great amount of progress in our school to career program. Our jobs coach has been in contact with over 35 students for coaching and counseling for success in obtaining jobs. In addition, he has made several contacts in the community with over 30 openings for employment for our students. As you know, these jobs will lead to credit for the students.

As reported last month, we have pursued application for a Barr grant. This application process was long and detailed. We are pleased that the application went in for the 15th of January. With this grant we can open up opportunities for professional development and restructuring. We feel very confident about this grant.

Assessment Data:

We continue to utilize our performance data to measure the efficiency of our students. Daily, weekly, and unit data are the focal points of this approach.

Attendance rates:

As mentioned before, we changed our schedule so as to decrease absences. We have recently implemented this program and will continue to assess its effectiveness. At the start it has shown improvement.

Suspensions/ Bullying/ and Discipline referrals:

The month of January saw no suspensions or bullying reports. Referrals are down and much of the discipline is handled at a tier one or two level.

February

Community/Family engagement:

This past month we held several informal surveys about our new schedule with Parents and students. The feedback was positive and the schedule has become more routine. The weather this past month had brought many challenges to continued contact with our parents. We look forward to March to not only have more direct time on task but to be able to get out into the community for some service learning activities. Stay tuned.

We are still waiting to hear on the results of our Barr grant. We remain confident that we are good candidates for the grant and that we will receive it.

Our jobs program is in full-swing. We have many new positions that have come open and our coach is reaching out to at-risk students both at GALT and GHS. This time of the year will shift the focus to organizing the information for students to receive credit.

We have also begun to focus on the students in line to graduate. Our seniors are reviewed weekly, as well as, the juniors who are within reach of graduation. There are many little aspects that need to be monitored and fine-tuned for these students.

Assessment Data:

We have taken a look at our assessments data and our state testing data. Although we are proud of our record, we realize that there is still work to be done on the MCAS testing. This will be a major focus as we prepare students for both the actual testing and retesting.

Attendance rates:

As mentioned before, we changed our schedule so as to decrease absences. Since doing so we saw a rapid increase in the last period attendance in our school. Towards the end of February we also noticed that first period attendance has remained strong.

March will begin the process of “buy back” for attendance and setting up attendance contracts for those students in jeopardy of not receiving credit due to absence.

Suspensions/ Bullying/ and Discipline referrals:

Unfortunately, February saw a sharp increase in suspensions. It all stems from a single incident that involved several students. This incident was serious and was treated as such. These students received swift and harsh penalties but are still being educated by the GPS.

March

Community/Family engagement:

This past month we held our parent council. The focus was on the issues involving the school shooting and our emergency planning and procedures for such an event. We held several breakout groups with the students to get feedback on the issues focusing on “See something say something”, “Self-advocacy”, “Community”, and “Empathy and inclusion”. Students chose from these strands to represent their motivation for participating in the national walkout on March 14th. We combined the feedback from students, staff, and parents to revise our emergency management plans. We worked with the fire dept. and the police dept. to review a solid plan for whatever emergencies we encounter. We will still hold a student informational meeting and a drill this Spring. In addition, we will hold an open house for the community to hear our efforts on this approach.

We are still waiting to hear on the results of our Barr grant. We remain confident that we are good candidates for the grant and that we will receive it.

Our jobs program is in full swing. We have many new positions that have come open and our coach is reaching out to at-risk students both at GALT and GHS. This time of the year will shift the focus to organizing the information for students to receive credit.

We have also begun to focus on the students in line to graduate. Our seniors are reviewed weekly, as well as, the juniors who are within reach of graduation. There are many little aspects that need to be monitored and fine-tuned for these students.

Assessment Data:

On the full Professional Development day, we utilized the time to go over every single student and focus on Their needs for success. We broke the identifiers to students who have academic needs, social emotional/ systemic needs, and student with behavioral/emotional needs. We are planning follow up sessions in Apr. and May to devise specific action plans for all students to have them succeed.

Attendance rates:

As we expected, our attendance rates have steadied after changing the schedule. Students have been contacted as to participating in our buy-back program. The program is scheduled to begin in April and we are getting several sponsors for community service.

Suspensions/ Bullying/ and Discipline referrals:

Several students returned from long term suspensions and were placed on discipline contracts. We are happy to say the Mar. did not see a single suspension.

April

Community/Family engagement:

This past month we held our parent council. We discussed the current planning for our emergency evacuation plan. We also discussed the upcoming events for fundraising. On April 27th we held our annual comedy night fundraiser. There was a solid turnout and a great time was had by all. We contacted over 31 families for potential enrollment here at GALT. Many of the students were identified from the high school. We will hold the open house for the event in the first week of May.

Our jobs programming is in full swing. We began the final push for completion of the work based portfolios beginning with our seniors. Some 35 kids will receive credit for working and contributing to our local economy and tax base.

Assessment Data:

We have been doing student reviews for the upcoming seniors on a weekly basis. We have been compiling the data based in formative assessments and attendance. We are also fine tuning a data point system for next year that matches more closely with district goals and parameters.

Attendance rates:

We have begun our “buy back” program utilizing community service and attendance recovery. !2 students have already participated in the program. Our first assignment in the community was helping “The Hopeful Boutique” move from their current location to their new location. Already some 60+ days have been earned back for our students. This program takes place on Saturdays and helps around the school and the community as a whole.

Suspensions/ Bullying/ and Discipline referrals:

April saw a limited number of discipline issues.

May

Community/Family engagement:

Our parent advisory council met for the last time this year. Several new members came on board to help us discuss our routine and policies. Progress was made on our emergency plan and our labeling for emergency exists. In addition, we did have to cancel our “Teacher appreciation spaghetti dinner due to a lack of resources. We held our senior luncheon on 5/30th. There was not a dry eye in the place. Special thanks to committee member John LaFreniere and the Carriage House Restaurant for sponsoring the event.

Our jobs program can boast of finding over 200 job opportunities for students in both GALT and the GHS. Over 30 students took advantage of the program. At GALT, 17 of the 21 graduates received credit for working in the program earning credits for them to graduate this year. We continue to use weekly data to identify students in need for SEL practices and supports.

Assessment Data:

For the month of May we focused on seniors holding a weekly data session to identify timelines and specific mapping for success for our seniors. Although several were cutting it close, all were able to finish their work and meet district policies for graduation.

Attendance rates:

Our buy-back program was a large success. We had a total of 17 students, all in the graduation pipeline, attend and do community service to buy back the hours owed. Without this program, several students would not have been eligible to graduate. On the other hand attendance continues to be an issue and will be a focal point of our School improvement plan.

Suspensions/ Bullying/ and Discipline referrals:

We continued to have 0 suspensions and referrals in the month of May.

September

Here at Gardner Academy we have been busy implementing several initiatives and improving on our success. Over the summer the staff held a school retreat to review policies and procedures for their accuracy and efficiency. We developed a Core Values Agreement that outlined several of our expectations. We looked at the present protocols for success and were able to streamline our policies.

For opening day we brought in new students to the academy to help focus our SEL efforts for rapport building. We were able to meet them on a far more personal level and understand their needs as learners and people. At night we held our annual opening day orientation cookout. Turnout was lower than usual, however, it was a success. Many parents are excited to partner with us for their students school year to have the most success their student can achieve.

DATA:

We focused on our attendance and MCAS passing rates. We were listed as having a 50% attendance rate for 2017-2018. Several factors went into this number. First, we had a major change in scheduling that led to a serious disruption in routine. Many students were unable to fit the schedule due to the nature of their conflicts. The scheduling was changed in January and has been stable ever since. Also, several students who were high risk had poor attendance and coding issues. These have been rectified and stabilized. Procedurally, we have come up with protocols for parent contact and home visits that will help us achieve our attendance records.

We also looked at a way for us to best measure our effectiveness for SEL. We are going to use a measure of accuracy and independence to determine growth for our students.

Culture:

We have added two components to the use of our culture for student involvement and relationships. We have looked to a “culture of Yes”, for our students. It is a way to mentor them in implementing their dreams and ideas for the greater global community of the school and city. In addition we are looking to use the idea of having students “Find your Purpose” as a compass to achievement. To identify the means to which they can focus themselves to achieve the highest standard they can.

October

The month of September saw a very exciting time at Gardner Academy. We were able to begin our breakout groups by focusing on community and changes in community. Our jobs coach was able to reconnect with students who were working over the summer. We were able to add 14 students into our numbers for school to career. Three of our students began to utilize our “Culture of Yes” program. They have identified advisors for their projects and are in the planning stages now.

DATA:

Our attendance rate for September was up to 72%. We attribute this to the maintenance of our schedule from last year. Also, we created a series of scheduling to support our core classes for MCAS that have seemed to jumpstart our students.

Our discipline rate is 2 suspensions in September. These were for computer violations and smoking materials.

November

The month of October saw a very exciting time at Gardner Academy. We were able to continue our breakout groups by focusing on community and changes in community. We have been exploring the idea of compassion towards difference while our world changes every day. We started a new course in Civics in our history dept. The focus is on basic law and the roles of citizenry in America. It also encompasses personal finance and the roles we play in our economy as workers and contributors through taxes. The students are enjoying very lively discussions about themselves and how they see themselves as citizens in America. There is still some fine tuning; however, it has been one of our most popular classes. Our tech lab is finishing off the little free library boxes. We have made templates to be able to build more without purchasing the projects. Our students have been tasked with where to place these and how do we ensure that proper reading materials make their way into them. So far we are thinking about our before and after school programs and possibly in the Village rec center. In addition, we are thinking about placing them in covered bus stops as well. We have applied for renewal for our school to career grant and are confident in receiving funding. We are also working in conjunction with GHS in building a system of pathways including manufacturing. We were able to tour several facilities as a district team to see the possibilities in the north county area.

DATA:

Our attendance rate for October remains at 72%. We are still maneuvering schedules based on students completing courses through credit recovery. Our discipline rate is 2 suspensions in October. These were for various violations of school policy.

December

The months of November and December saw some very exciting times at Gardner Academy. In keeping with our values of community, we were able to reach out to help 10 families for both Thanksgiving and Christmas. This involved gaining several supports from outside our building. Also, we were able to reach out to the community through social media and replenish our food bank. Through all of these efforts, our neediest children were able to have hopeful and happy holidays.

We also, received funding for a “Gardner grows” grant. This grant is in conjunction with GHS. We also received the 320 grant from Massgrad to refund our jobs coach position. We have reached out to make several partnerships with MXCC and RFK corp. to help get our students aligned to have career oriented jobs that can sustain them through college and beyond. This is a very exciting time for us.

We held a successful November MCAS retest period. We are also excited to announce that we held a very productive professional development with the “Children’s’ Friends Network” out of Worcester around the norms of creating safe spaces for our LBGQT population. Although GALT was somewhat out in front on this already, it was a very informative training on how to incorporate policy to serve this population. From this training came our new support group for the LBGQT community in our school. This is actually student run and lead.

DATA:

Our attendance rate has dropped and is a high priority. What we are finding is that many students in our population are running into issues around addiction, mental illness, and the criminal justice system. In looking at the data, it is clear that we will need to explore support systems based on these entities. We will reach out to recovery high schools, counseling support groups, and interment transitional programs for teens in order to do this.

The months of November and December saw a rise in suspensions as well. There were 12 overall between the two months.

On a personal note:

I wanted to thank everyone for their support and empathies for my family's loss. It was overwhelming to see the response from my staff, this committee, and the community. It truly shows the character of Gardner. Thank you.

Gardner Middle School, Grades 5-7

Arthur Murphy, Principal
Traci Podrazik, Assistant Principal
Andrew Bloch, Dean of Students

The mission of the Gardner Middle School is to develop the child's potential to become a responsible citizen by providing quality curricular and co-curricular opportunities, encouraging self-discipline, developing self-esteem, and providing for opportunities for individual development.

January**Community/Family Engagement:**

On January 2nd, the GMS Chorus performed at Mayor Hawke's inauguration. After much debate, it was decided they would sing "Don't Stop Believing" by Journey. They only were able to practice a few times before the performance, but still pulled off an amazing rendition complete with some choreography. Mayor Hawke was nice enough to invite the entire 7th grade to witness him being sworn in and the students were happy to be included in this special day.

Our basketball teams continue on their season and January had three home games. We have had a great atmosphere at our games. The players are improving every day, the cheerleaders are loud and proud, our snack table is well run and has many options, and our fans have been respectful and positive. The last home game is February 5th at 4:00pm.

On January 12th, the guidance department organized a dance at GMS. We had over 200 students come to the dance and enjoy another Friday night at GMS. We are having one dance a month and this has been a lot to ask of our teachers, but they have continued to volunteer their time to provide a positive experience for their students.

2017-2018 Gardner Public School District Vision/Mission:

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community; have adults consistently interact in ways that foster positive, supportive relationships; and be engaged in relevant, academically rigorous instruction, informed by data.

2017-2018 Gardner Middle School goals:

Gardner Middle School's goals align with the district goals. Everything we do at GMS follows the district vision. Our Turnaround Plan and School Improvement Plan have been developed with the vision in mind.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

SEL- 6th grade is finishing their first book for our Social Emotional Learning book study. They will be finishing "One for the Murphys" as we approach February break. They will be starting their second book study when we return from break. 7th grade continues to read "Dear Bully" for their SEL book study.

PBIS- Our PBIS team is working with our students to learn about Community and Responsibility. Students will be earning raffle tickets over the next two weeks when they demonstrate acts of positive community members and/or acts showing responsibility. Raffle tickets will be pulled at the pep rally Friday the 16th to win prized and participate in games.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

During the month of January Gardner Middle School has been focused on preparing our students to perform well on the MCAS tests they will be taking this spring. A list of the terms commonly found in the MCAS questions has been shared with all staff. Games and activities have been created to help the students to learn the terms and what is expected of them when the terms are used in a question.

We are also helping to improve our students' confidence levels in math by having them compete in Wittzle Wednesdays, where they use the order of operations to create equations. As students complete these vocabulary and math challenges, they are given tickets. Each grade level is having a Fun Friday where Minute to Win It style games are played and contestants are drawn from the tickets students have earned.

In March we will continue to think about MCAS testing with a focus on student motivation and effort. Students will be asked to set goals for themselves and school wide activities will take place that will help to create a sense of anticipation and excitement while at the same time encouraging students to give their best efforts on the test.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

Our ELL Department tested 24 students on the ACCESS test in the month of January.

Purpose and Use of ACCESS for ELLs 2.0

Helps students and families understand students' current level of English language proficiency along the developmental continuum.

Serves as one of multiple measures used to determine whether students are prepared to exit English language support programs.

Generates information that assists in determining whether ELLs have attained the language proficiency needed to participate meaningfully in content area classrooms without program support.

Provides teachers with information they can subsequently use to enhance instruction and learning in programs for their English language learners.

Provides districts with information that will help them evaluate the effectiveness of their ESL/bilingual programs.

Meets, and exceeds, federal requirements for the monitoring and reporting of ELLs' progress toward English language proficiency.

Attendance rate compared to last year:

December 2017-18: 94.5% 2016: 94.2%

Suspensions as compared to last year for December:

4 incidents for 11 days as of 12/26/17

9 incidents for 17 days as of 12/26/16

of bullying allegations and findings for December 2017:

2 allegations of bullying- 1 substantiated as of 12/26/17

February

Community/Family Engagement:

On Friday, February 9th, Grade 7 sponsored a Valentine's Dance at the middle school open to grades 5-7. Over 220 students attended and over \$1300.00 was raised. All proceeds from the dance will be used to help fund the Grade 7 field trip to Canobie Lake Park in June. The dance featured music and dancing in the cafeteria, and a photo booth and concessions stand in the lobby. Special thanks to Papa Gino's for the generous discount on pizza--their support of our schools is ongoing and very much appreciated.

The Gardner Middle School will be presenting the annual Middle School Musical on April 6th & April 7th at 7:00PM. This year's show is the Disney classic musical "High School Musical, Jr." and it will be presented at Gardner Middle School. The cast and crew have been working extremely hard afterschool on their singing, dancing, lines and set design. We are very proud of how far they have come in such a little time.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

Officer Lawrence has begun his work on educating the students on the safety evacuation protocol. He is meeting with 5th grade classes individually and will hold a 6th grade meeting and a 7th grade meeting. When his discussions are complete, drills will be held.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

On Friday, February 16th, GMS held their second end of the quarter Pep Rally. Students were recognized, the staff-student basketball game was competitive (Staff won!), games were played by students who were drawn from the MCAS Prep bucket, and fun was had by all.

On February 27, Thirty-one seventh graders participated in the New England Math Contest. It is a written test with 35 questions that they have 30 minutes to complete. Students were selected by their math teachers based upon their class performance as well as their enthusiasm for the subject. Earning top scores were: Kaylee Bettez, Justin Chipman, Lydia LeBlanc, Clayton Clark and Maggie Campbell. Scores this year were higher than last year. Students who scored well on the test might be invited to Math Camps this summer.

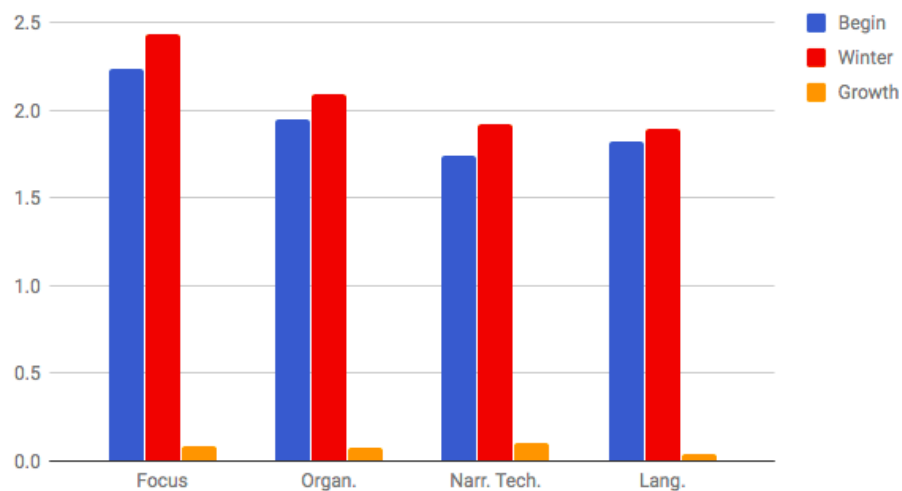
Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

This month at GMS students and teachers have been focused on preparing for the MCAS tests which will be administered in April and May. All students were exposed to a list of vocabulary terms which are commonly found on standardized assessments. A new word was introduced each day and activities such as hot seat cards and a dice game were used to reinforce the vocabulary terms. Students earned tickets which then enabled them to be chosen as contestants for "Fun Fridays" where Minute-to-Win-it type games were played. All of the students really enjoyed the activities and became more familiar with the vocabulary at the same time. We also had students participate in "Wittle Wednesdays" where they had to use the order of operations to create equations and arrive at the targeted number and a weekly writing assignments where they were asked to make inferences using a common picture and had to support these inferences with evidence from the picture or their own experiences. During the month of March we will be continuing to prepare and motivate our students with weekly activities including: Mystery word, Mystery Number Name that Tune.

Listed below are two growth charts for 7th grade writing prompts and then a quick view of the 6th grade growth that has been scored on their analytical writing prompt.

Gr. 7 Analytical Writing

Gr. 7 Narrative Writing



Qtr. 2	2.39	2.25	2.18	2.49
Qtr. 1	1.48	1.51	1.34	1.75

Attendance rate compared to last year:

February 2018: 94.08% 2017: 94.69%

Suspensions as compared to last year for February:

1 incidents for 3 days
3 incidents for 10 days

of bullying allegations and findings for February 2017:

0 ended investigations in February

March

Community/Family Engagement:

GMS hosted its annual Family Literacy Night on March 22nd from 6-7:30pm. Around 150 students and their families filled GMS with various activities to celebrate reading. The PTO had a selfie station, the Boys and Girls Club had an informational booth about their after school program and the rest of the booths were all about reading. A room off of the cafeteria was transformed into a “Book Tasting Room” where people were given a menu of books by student chefs and they rated them on their “taste”. Other stations included Dr. Seuss musical chairs, reading bingo, create a bookmark and many more. Pizza and refreshments were sponsored by the PTO and the night ended with a great reading of a children’s book by Mr. Pellegrino.

The GMS musical opens on April 6th at 7pm, with other performances on April 7th at 1pm and 7pm. Many GMS students are in the musical and there are also some students from Elm St. who have been invited to be a part of the performance. Mr. Zuaro, Ms. Heffner and the performers have put in countless hours of practicing and set design and this is set to be an amazing year on the stage.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

Officer Lawrence and Lieutenant Braks met with each grade to discuss safety protocol and ALICE. The students asked tough questions and were active listeners throughout the presentation. We will be having a drill in the weeks to come.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

The teachers at GMS have continually come up with ways to foster positive and supportive relationships with students. In various classrooms there have been friendly competitions between Advisories with students trying to use the least number of clues possible to figure out the mystery word and number. Each Advisory works together to solve the clues and the leaderboards are displayed in the Lobby. These competitions have helped to improve the students; relationships with their Advisors.

Outside of the classroom our teachers have continually supported our students by encouraging them to participate on our sports teams and in other clubs and activities. Teachers are not only encouraging participation, but are helping to ensure that our students have the necessary paperwork filled out and anything else they need to ensure their participation. It is great to see so many students staying after school and being a part of our school community.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

Recently, SchoolWorks returned for a follow up with both schools, one year later. The Schoolworks team was very impressed with Gardner Middle School and the positive movement we've made. There were many compliments including one person who stated that they have never seen such improvement in one calendar year from one school! The SchoolWorks team specifically noted that both schools have many strengths including:

1. How all staff recognize the need for students to be socially and emotionally supported and our many efforts to do so
2. Our functional Instructional Leadership Teams with multiple stakeholders and teaming structure that allows for communication throughout the building.
3. Students follow behavioral expectations, and teachers provide a warm, responsive environment by addressing student needs in the moment.
4. The strong roll-out of WONDERS with professional development and necessary resources to implement a brand new curriculum.
5. Common Planning time for grade levels/departments
6. A clearly identified instructional focus - curriculum alignment, student engagement, rigor
7. Dedicated time and space for intervention

Attendance rate compared to last year:

March 2018: 92.15% 2017: 94.35%

Suspensions as compared to last year for March:

13 suspensions for 20 days

of bullying allegations and findings for March 2018:

1 report taken and substantiated

April

Community/Family Engagement:

GMS hosted their annual Autism Awareness Dance on Friday, 4-27-18. For the first time this school year, we had a professional DJ and the dance floor was filled from 6-8pm. The cafeteria was filled with blue lights and there were different contests that included who wore the most blue, dance contests and a prize wheel. There was also a blue photo booth and free snacks.

The GMS production of High School Musical Jr. took place on April 6th and 7th. This year was the first time we did three showings and each one was a packed house. GMS also had a showing put on for residents of the nursing home

in Gardner. Mr. Zuaro, Ms. Heffner and various parent volunteers guided over 60 students to the magical experience of a theatrical performance. Can't wait until the choice for next years musical is revealed.

The GMS annual Dodgeball Tournament was held on Thursday, 4-12-18 from 6-7:30pm. Twenty student and teacher teams entered and only came out the victor. Congrats to the Ninja Dodgers for their underdog win. Over 100 students got to participate and the gym was filled with energy and sportsmanship.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

GMS's ALICE evacuation drill was done in April with the collaboration of the Gardner Fire Department and the Gardner Police Department. The entire building was evacuated in a safe manner in under 3 minutes to the waiting arms of our local public service members. Thank you to Officer Lawrence and Lieutenant Braks for their dedication to the safety of our students.

GMS finished there drilling season with their last fire drill. Each time we improved our time and the fire department had nothing but positive comments about the way we exited the building in a safe and organized way.

Our 5th grade finished their DARE classes with Officer Lawrence in the beginning of May. Officer Lawrence and the students went through the curriculum and had great conversations around personal health and safety when it comes to alcohol and drug abuse.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

7th Grade Level Dodgeball- ELA MCAS Celebration

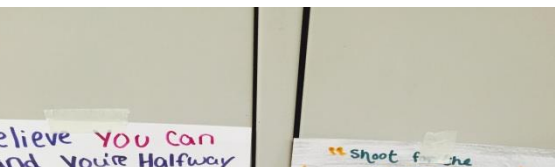
The GMS Guidance Department attended the Massachusetts School Counselor Association's annual conference centered around dealing with how to support teachers in the classroom. The counselors came back with various ideas that they are bringing to floor and team meetings.

Gardner High School has selected a new group of mentors for our mentoring program here at GMS. Having high schoolers in our building being positive role models for our students has been a cherished addition to our SEL programs this year and we will be looking to continue this program in the future.

GMS has also selected new students to send to Elm St. for our Positive Peer Relations Team. Our team goes to Elm St. on Tuesday's to help support recess. The students come back to the school feeling great for this civic duty and are learning how to solve Tier 1 conflicts between our younger students.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

With MCAS season among us, we started a tradition of the Monday back from April vacation being a MCAS Pep Day. Each content area was given a MCAS specific task and then each grade level attended a grade level pep rally in the gym. ELA and Math classes took the individual scores from last year and had a goal setting session with the score they wanted this year and how they were going to improve. Social Studies took index cards and wrote words of encouragement to a different grade and those were posted on their lockers, and science worked on focus techniques during testing. The day was a success and the students have been working hard during testing.



Attendance rate compared to last year:

April 2018: 94.65% 2017: 94.43%

Suspensions as compared to last year for April:

5 suspensions for 8 days

of bullying allegations and findings for April 2018:

3 report taken and 2 substantiated

May**Community/Family Engagement:**

GMS hosted its annual Spring Concert for GMS Band and GMS Chorus. It was held in the GMS cafeteria/auditorium for the first time and was well received. The room was filled with great music including the band playing the Star Wars theme and a song from The Muppets, the chorus performed songs by John Legend and popular Disney movies. This concert was a lead in to their Great East Performance. The band and chorus performed at GMS for outside judges from Great East. They did an excellent job and earned 4 Gold and 1 Silver Medal before heading to Six Flags with teachers and over 20 parent chaperones.

Penny Wars against the 5th, 6th and 7th grades finished up the first week of June. The grades competed against each other to raise money for the Relay for Life and a donation was made.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

Officer Lawrence finished his Dare class with the 5th grade. Their graduation from the program will be a 1pm on June 14th with the celebratory movie trip happening the following Monday.

On May 31st, Drug Story Theater came to GMS to perform for the 7th grade. The powerful performance group was created in 2014 by Dr. Shrand. He is a nationally recognized expert in the treatment of addiction, especially amongst adolescents, and is frequently called upon news, radio and the press as a subject matter specialist. He is Chief of Child and Adolescent Psychiatry for High Point Treatment Centers and the Medical Director of CASTLE (Clean and Sober Teens Living Empowered). The students were an amazing audience and their attention and poignant questions were complemented by our guests.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

The 7th grade did their annual tour of GHS on June 5th. Each team was brought to the high school with their teachers. They received information on course and culture and also given a tour. Thank you to GHS for being amazing hosts!

The GMS Softball and Track teams finished up their seasons and had their celebrations on June 5th. Parent volunteers and students had space in the gym and the cafeteria after school where they handed out awards and had refreshments. It was a successful year for both programs with an increase in the win total for softball and 16 students qualifying for the State Meet for track.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

The MCAS testing finished up at GMS in May. We had 100% participation with only one student receiving a medical exemption. The teachers and students feel confident in improving scores.

Students have been goal setting this year for their District Determined Measure. The Spring MAPS test showed each grade growing in their scores for both Math and ELA.

Attendance rate compared to last year:

May 2018: 94.43% 2017: 94.39%

Suspensions as compared to last year for May:

5 suspensions for 7.5 days

of bullying allegations and findings for May 2018:

1 report taken and not substantiated

September

Community/Family Engagement:

Gardner Middle School has continued its hard work on developing relationships with the community and families.

We have listened to the community and added a GMS Football Team that is run through the high school program and currently has 26 7th and 8th graders participating. During the Beginning of School Celebration we had a booth with activities and information. Our “Panty hose Bowling” game made it on the front page of The Gardner News and we had over 25 parents write a letter to their student which we put in their locker on the first day of school.

We are finishing up our planning for our Open House on 9-13 from 6-7:30pm and every year we are trying to add something to enhance the family experience in our school.

Calendar:

September 13th - Gardner Middle School Open House 6:00-7:30

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

Every day at Gardner Middle School starts with administration outside to greet every student with a smile and an affective statement. We try not to just say hi or good morning, we try and make a compliment, learn something about the student or ask them a question.

We have changed our Unified Arts model in our building. In the past, students received their UA’s and they were all a singular class. This year we gathered student input at the end of the previous year and gave students choice on what they are interested in. For example, instead of Art Class we had specific classes that students could sign-up for, including Comic Book Drawing, Photography, Pottery and Ancient Art History. Instead of Physical Education we offered Leisure Activities or Competitive Games.

We have implemented a responsive classroom model to our first 6 weeks of school. Teachers, administration and the guidance department have taken the model for responsive classroom and wrote a school specific plan that has given us an overall school model of rituals and routines that allows students to have the same expectations from class to class.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

Through our first three days of professional development this summer, administration and teachers continued their work on developing trusting relationships with each other and for our students. We did fun energizers, had a staff barbeque and started a system of Pluses/Deltas and Shout Outs at the end of all of our meetings to take in the teachers thoughts and feelings and celebrate the great things going on in our building.

On the first day of school, we welcomed students with our mascot, music, signs and posters to let them know how special they are. We also had pep rallies for each grade that showed them that we work hard and play hard here at GMS.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

One of our initiatives this year is “What are you reading?” and “What is begging to be taught?” We developed a protocol for chooses text which has a teacher read what they are giving to students, pull what is begging to be taught from it, create text dependent questions and make sure we are choosing rigorous text from diverse authors. We did a great job last year at having students read and use reading strategies and so to build off of it we need to focus on what we are reading.

Interim Assessment Data:

Gardner Middle School will be continuing to use MAPS testing to isolate where students are and finding out the skills that are needed to get them to where they need to be. The first round of testing will be in October.

Attendance rate compared to last year:

Will continue to collect this data and report when enough days have occurred to become relevant.

Suspensions as compared to last year:

Will continue to collect this data and report when enough days have occurred to become relevant.

of bullying allegations and findings for 2018-2019:

Will continue to collect this data and report when enough days have occurred to become relevant.

October

Community/Family Engagement:

Gardner Middle School has continued its hard work on developing relationships with the community and families.

GMS had its Open House Night and it was a huge success! We had families parked all the way at the high school. We estimated around 300 families came to the event. The classrooms all had interactive things for the parents to do, the chorus and band performed and we had the police and fire department represented as well. We also sent a school bus to five locations in the community to pick up any families that did not have transportation to the school. Two families came to the school on the bus.

On September 30th, we had our welcome back dance. We had around 300 students come to the dance. Parent volunteers manned the concession stands and Mr. Zuaro and a student DJ'd. It was a great night that ended with our PBIS team collecting close to \$700 for their program.

Calendar:

October 26th - Gardner Middle School Halloween Dance

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

We had our first fire drill of the year and got everyone out of the school and accounted for in under 4 minutes. As a part of the first 6 weeks curriculum, we practiced the fire drill several times both in and out of the classroom. This shows that practice makes perfect!

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

Cares cash has been a big hit with GMS students this year. We are developing a school store for items to be purchased with Cares cash, but for now we have experiences around the school to buy. We offer fast passes at lunch, VIP table at lunch, basketball with Mr. Murphy, etc...

We will have our first student of the month surprise breakfast on 10-12-18 at 8:30 am. Staff choose students from every team and then we invite their families in without telling the student. It is a great time for all!

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

Interim Assessment Data:

We have just finished our MAPS testing and have received our MCAS data. Teachers are already hard at work uses this data to develop interventions and groupings that will help guide their planning to meet the students where they are at.

Attendance rate compared to last year:

9-2017 96.6%

9-2018 96.8%

Suspensions as compared to last year:

9-2017 0

9-2018 6 incidents, 10 days

of bullying allegations and findings for 2018-2019:

2 Investigations - None substantiated

November

Community/Family Engagement:

Gardner Middle School has continued its hard work on developing relationships with the community and families.

GMS hosted its “GMS Sticks Together Summer Reading Celebration” in October. We had over 100 families join us for a night focused on the book “The Insignificant Life of a Cactus.” We had drawings for free books and a cactus lamp. There were many stations to play games and draw. And for those with a sweet tooth, we had free ice cream sundaes! It was a great night.

GMS had its annual Halloween Dance put on by our PTO. Around 300 students were dressed up in everything from inflatable dinosaurs to Darth Vader. The PTO set up stations with “Guess the Candy Corn”, “Mystery Boxes”, and “Costume Contests”! Students had a blast and our building was bursting at the seams with smiles.

Our Facebook Page is alive with great pictures and reminders of things going on here in our building.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

We are continuing to focus our mornings on adults sitting with students and setting them up to be successful for the day. Greeting and active listening to the students in our building first thing in the morning sets the tone for the day.

Currently, we have over 10 teacher run clubs after school. We have Art Club, Drama Club, and many more. Our staff goes out of their way to make sure students have more choices in what they do after school.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

Larry Zuaro and the GMS Music Tech class invited Mayor Hawke and other stakeholders in the community to learn about what the Music Tech class is doing with the technology in their room. Students are creating music and commercial with software online. They are so proud of their creations and are looking to continue their work after the quarter is over.

Our Power-Up Class invited in members of the Gardner Police Department to compare real life detectives vs. the ones in the stories they have been reading in class. They were prepared with questions and observations for the detectives who were great during the session.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

The Social Studies Department is using our Protocol for Using Text Form and amping up the readings that they are giving to their students. They are using NewsELA Pro and other online resources to find challenging and relevant articles that challenge our students thinking.

The 7th Grade Math Department just finished their modeling project. Student had choice on some local building or even their classroom to make a scale model. The finished products were precise and they learned a skill that is used in many jobs.

Attendance rate compared to last year:

10-2017 95%
10-2018 95%

Suspensions as compared to last year:

10-2017 0
10-2018 2 Students, 3 Days

of bullying allegations and findings for 2018-2019:

2 Investigations - None substantiated

December

Community/Family Engagement:

Gardner Middle School has continued its hard work on developing relationships with the community and families.

GMS had its annual Winter Concert which had performances by the chorus and the band. The GMS cafeteria was packed with families, teachers, and fans of music. For the first time at GMS, the performance was filmed by the local access TV station. Thank you for the hard work of Mr. Zuaro and Ms. Heffner for all they did to put this amazing show together.

GMS held its second annual Ugly Sweater Dance which was a fundraiser for our 5th grade. It was attended by over 250 students and raised money for their activities this year. The cafeteria was decorated with snowflakes, there was a photo booth for pictures, and a contest for the ugliest sweater.

Our Facebook Page is alive with great pictures and reminders of things going on here in our building.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships:

GMS had its annual Staff vs. Student Basketball Game on December 21st. Coach Charters refereed the game and Mr. Francoeur and Mr. Kotowski did the play by play announcing. The game was close throughout until a late surge by the teachers game them an 6 point victory. The students in the stands for the first time got to participate in GMS's Best Fan Contest where staff in the stands each had two GMS T-Shirts and handed them out to the fans who showed the best school spirit. Over 60 students got T-Shirts and the day was filled with positive energy!

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

GMS hosted its first District Learning Walk on December, 12th 2018. The results were positive and were used in the the last PD of 2018. Some of the quotes by the members of the walk were:

"I always think when I am in a school if I would send my grandson here. I would send him to GMS."

"The change here is palpable."

"It was so nice to have students stop in the hallway to say 'hello, how are you?'"

Some of our numbers showed:

Fall 2017 to Fall 2018

Alignment of objective and task to the state standard - +84%

Higher Order Thinking Tasks - +39%

Student Engagement - No Change

Attendance rate compared to last year:

12-2017 94%

12-2018 93%

Suspensions as compared to last year:

12-2017 4 Students, 11 Days

12-2018 5 Students, 9 Days

of bullying allegations and findings for 2018-2019:

1 Investigation Pending

Elm Street School, Grades 2-4

David Fredette, Principal
Paul Guerin, Assistant Principal

Vision Statement

All students will leave Elm Street School with the skills required in literacy and math to enter the next level of schooling. They will have gained the appropriate social skills to cooperate with others and form positive relationships.

January

Community/Family Engagement - Elm Street students and their families took part in our Family Game Night on Thursday, January 18th. Elm Street staff loaned board games and others purchased them for donation, but we had 10 tables FILLED with different games for students and their families to play. Everything from Checkers and Mousetrap on the tables to a bean bag toss and a life-size Jenga in our PT room were available for families to enjoy. We had over 120 participants and fun was had by all!



PTO - Our amazing PTO hosted the Mother-Son event Friday, January 26th. We were joined by Animal Adventures out of Bolton and many of their rescue animals. The audience was treated to stories and facts about each of the animals including a Fennic Fox, an Alligator, Skunk, Lemur, and a rather large Boa Constrictor. We had a good turn out and the response was incredibly positive.

Spirit Week - Elm Street celebrated a Spirit Week, January 16th-19th. On the 16th, students enjoyed MisMatch/Clashing Day, followed by Orange and Black Day of the 17th, Career Dress Up Day on the 18th, and Color Wars on the 19th. The Color Wars were a close battle, but the 2nd grade pulled out a victory of the 3rd and 4th grade.

Character Education - The 3rd and 4th graders, as a part of our Character Education program, were treated to a visit from Mr. Ron Burton. His message of resilience, grit, and believing in yourself was profound!

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ACCESS testing for our ELL students concluded on February 1st. ACCESS for ELLs is an English language proficiency assessment administered to Kindergarten through 12th grade students who have been identified as English language learners (ELLs). It is given annually in WIDA Consortium member states to monitor students' progress in acquiring academic English. The testing is done entirely online. Our students worked hard and did their best.

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Suspensions as compared to last year:

	2016-2017	2017-2018
September	1	2
October	7	3
November	1	1
December	1	1
January	0	0
February	0	
March	1	
April	0	
May	1	
June	3	

Totals	15	
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of bullying allegations and findings for 2017-2018:

	Allegations	Confirmation/Findings
September	0	0
October	1	0
November	2	1 - in house restorative justice protocols instituted
December	0	0
January 2018	0	0

Office Referrals 2017/2018 compared to 2016/2017:

	Grade 2	Grade 3	Grade 4
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	15 // 13	7 // 2	10 // 4
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Totals	75 //	37 //	76 //

Elm Street has seen a lot of changes over the last few years but none so positive as the ones we implement this year.

February

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March

SchoolWorks/INSTILL Turnaround School Visit - In the fall of 2017, Elm Street Elementary entered into a voluntary exercise of School Turnaround Practices with the Department of Elementary and Secondary Education (DESE). The goal of this work is to provide targeted support, resources, and training to staff to help boost student learning. Each school met with a consultancy group coordinated and funded by the DESE to gather baseline data on specific practices that support student learning and are the hallmarks of high achieving school districts including: Strong Leadership, Shared Responsibility, and Professional Collaboration; Intentional Practices for Improving Instruction; Providing Student-Specific Supports and Instruction to All Students; and a positive School Culture and Climate. Elm Street School chose to partner with SchoolWorks, an educational consultancy group out of Beverly, MA. SchoolWorks conducted teacher and staff interviews and observations throughout the school day. They compiled their data and provided each school with a prioritization list of strengths and needs. This list was analyzed and formed into our Turnaround Plan. This plan was implemented with fidelity at the start of the 2017-2018 school year.

Recently, SchoolWorks returned for a follow up, one year later. The Schoolworks team was very impressed with Elm Street and the positive movement we made. There were many compliments including a member of the DESE who stated that they have never seen such improvement in one calendar year from one school. The SchoolWorks team specifically noted our strengths including:

1. How all staff recognize the need for students to be socially and emotionally supported and our many efforts to do so
2. The functional Instructional Leadership Team with multiple stakeholders and teaming structure that allows for communication throughout the building.
3. Students follow behavioral expectations, and teachers provide a warm, responsive environment by addressing student needs in the moment.
4. The strong roll-out of a new, rigorous reading program (Wonders) with professional development and necessary resources to implement a brand new curriculum.
5. Common Planning time for grade levels/departments
6. A clearly identified instructional focus - curriculum alignment, student engagement, rigor
7. Dedicated time and space for intervention

The District couldn't be happier to hear affirmation of all the staff's hard work, though we recognize our work is not done. We spent the day with the SchoolWorks team developing an action plan to address the next steps of the Turnaround Plan, including how Elm Street will continue the great work that has started and how we can move ahead to provide the education that the students and families of Gardner deserve.

Family Engagement Activities:

Read Across America - Our community reading day occurred on March 2nd on Dr. Seuss's birthday. Members of our community joined us to read in each of our classrooms. The student body then met in the Auditorium where Mayor Hawke reprised his role as Community Reader Extraordinaire and regaled the crowd with a reading of "Hooray for Diffendoofer Day."

Afterwards, students who participated in the February Vacation Reading Challenge received a piece of duct tape. They used that piece of duct tape to tape the principal to the wall. We had $\frac{1}{3}$ of our school participate, and it was totally worth it.



Father-Daughter Dance - Once again, the PTO organized and put on an amazing event. This year's theme was Disney Princess, and it did not disappoint. Our building was filled with little princesses accompanied by some Gastons and a few Prince Charmings. Students and their chaperone's were able to get their pictures taken by Lifetouch photography, were treated to snacks and juice, and were able to dance the night away in our gym. A good time was had by all on this magical evening.

Return of the Glass Slipper - Not even snow days can keep our amazing play director, Mrs. Kathy MacKay, from putting on an amazing show. Mrs. MacKay, along with Mrs. Beaudoin, worked hard with our students to put on 3 showings of "Return of the Glass Slipper." It was an amazing show, our students worked very hard, and there were many positive compliments. Thanks to all the hard work Mrs. MacKay put in during and after school with a large group of students, running lines, singing songs, and gathering all the costumes, they put on a show not to be forgotten.

Bren Bataclan - we are so profoundly lucky to have Mr. Bren Bataclan join us again to paint a mural for Elm Street School with the help of our students. Mr. Bataclan met with our student body to come up with some ideas for characters and pictures based off of the ideas of Mrs. Curtis and Mrs. Ulrich's theme of STEM. Mrs. Curtis and Mrs. Ulrich, in conjunction with the Williams-Rockwell grant committee, were the reason Mr. Bataclan was able to join us.



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Teachers and students have run infrastructure tests to test the integrity of our Chromebooks and computer labs with few issues. We are ready to go!

MCAS “PREP” Rally - We are ready to kick off the MCAS testing the week of April 9th with a whole school Prep Rally on Monday, April 2nd. Students watched a few Youtube videos on grit and sang along with some great kid-friendly test prep songs as well. Students were reminded of our RAFT strategy to help them frame their writing. Our very generous PTO purchased Keep Calm and Believe in Yourself Pencil Pouches that contained a pencil, eraser, rubber bracelet, and bookmark with test-taking strategies. Not to be left out, the 2nd graders received a SWAG (Students with Academic Goals) bracelet and all our staff (teachers, support staff, cafeteria workers, custodians) received a T-shirt to wear.



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December	0	0
January 2018	0	0
February	0	0
March	1	0 - Incident Report filed and investigated. Found to NOT be bullying

Office Referrals 2017/2018 compared to 2016/2017:

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Totals	75 //	37 //	76 //

April

The Little Mermaid - Our entire student body was treated to a performance of “The Little Mermaid” at The Mount on April 10th and 12th. The performance was spectacular and the students truly enjoyed themselves.

Math Night - Thursday, April 27th, our wonderful staff put on a Math Night for students and their families. They worked hard to make creative displays of math problems for students to solve, along with guesstimation jars filled with jelly beans.



Reading Incentive - After being duct-taped to the wall in February, Mr. Fredette decided to up the stakes and challenge the Elm Street Students to another vacation reading challenge. 20 minutes/night was the challenge. Over 200 students met that challenge, so as a “reward,” Gardner’s own Prestige Barbershop came to Elm Street and gave Mr. Fredette a new hairdo. Richy and his crew actually closed down their shop and brought clippers, a mirror with stand, and a barber’s chair.



MCAS 2.0 - Our 3rd graders and 4th graders recently took part in the ELA MCAS. The entire assessment is now computer-based. Students used Chromebooks and Desktop computers to answer both multiple choice questions and open-response type questions. Students and staff alike have worked hard all year and were anxious to show off what they knew. We couldn’t be prouder of how hard our students worked. They took the test seriously and took their time working and doing the best they could. Next up is the Math MCAS for both grades. With the introduction of the new

WONDERS Reading Program as well as one more year of Eureka Math, we anticipate seeing marked improvement in our state scores.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community: Every day at Elm Street starts the same way - - with music over the PA system and breakfast in the classrooms. Students are welcomed personally into the building by their teachers and faculty.

Morning Meeting: We have restructured our day to include a Morning Meeting time in the classroom where after breakfast, students and the teachers will engage in relationship building and social skill development in a small community setting. So far, this has been an amazing time for our students as data has shown that the morning is a very difficult time for our students as they transition from home to school. Observations of MM have been positive and students as well as staff seem to be enjoying this time together.

WINN (What I Need Now) blocks: With the introduction of the new Reading curriculum (WONDERS), the WINN blocks have been slow to get moving. With any new curriculum, there is the learning curve and needs time to take root. As we delve deeper into WONDERS as well as the Eureka Math curriculum and we see results from assessments, WINN time will take on a more important role as a time where students will receive proper intervention in small groups.

PBIS: Elm Street is now in its 4th year of implementation of the PBIS (Positive Behavior Intervention and Support) system. We look to highlight the positive behavior and continuously recognize the “expected” behavior in our students throughout the day in the classroom, hallways, bathrooms, cafeteria, recess, and bus. New to us this year is the use of ‘Cat Cash. Students have the opportunity to earn ‘Cat Cash for expected behavior to use for incentives in the classroom as well as in our PBIS school store. The use of “money” ties into our math curriculum. Along with this, Worker’s Credit Union on Main Street has generously donated 600 bank registers so students can keep track of and balance their ‘Cat Cash bank books.

Elm Street continues to employ two guidance counselors and a shared adjustment counselor (with Waterford). Our counselors offer small groups that address prosocial behavior and address more specific needs of our students including but not limited to a Boys’ group, a Grief and Loss Group, as well as some Anger Management groups. They also teach some sections of Character Education (Respect, Responsibility, Integrity, etc) to all grade levels throughout the school year. We have a very laser-like focus on the Social Emotional Learning of our students as we continue to provide Tiered Levels of support for our students through PBIS and our SST process.

WONDERS Reading Program: The district has purchased a new Reading program for grades K-5 called WONDERS. A major focus will be on early literacy and The WONDERS literacy program is “uniquely designed to move students ahead seamlessly—whether in the core classroom, participating in English Language Development instruction, or benefiting from intervention support. Through research-tested strategies, purposeful technology, and powerful data that informs instruction, WONDERS supports <our> efforts to guide <our> students to success.” Having a uniformed, consistent program for all our students is key to moving the school forward.

Assessment Data (Nov/Dec , Feb/March , End of year):

	ELA-Fall	ELA-Winter	Math
Grade 2	Fall <u>DIBELS</u> scores- Intensive(below grade level) = 18% Strategic (approaching grade level)= 11% Core (at or above grade level) = 71%	<u>DIBELS</u> scores- Intensive = 28% Strategic =12% Core = 59%	Fall <u>MAPS</u> scores = 40% meeting benchmark Winter MAPS = N/A

Grade 3	Fall <u>DIBELS</u> scores- Intensive(below grade level) = 28% Strategic (approaching grade level)= 11% Core (at or above grade level)= 61%	<u>DIBELS</u> scores- Intensive =34% Strategic =9% Core = 57%	Fall <u>MAPS</u> scores = 41% meeting benchmark Winter MAPS = N/A
Grade 4	Fall <u>DIBELS</u> scores- Intensive(below grade level) = 34% Strategic (approaching grade level)= 10% Core (at or above grade level = 56%	<u>DIBELS</u> scores- Intensive = 37% Strategic = 12% Core = 51%	Fall <u>MAPS</u> scores = 41% meeting benchmark Winter MAPS = N/A

*Composite cut scores increased as difficulty and expectations increased. The data can be interpreted to mean that we saw very little growth for our students in the area of Reading. This may be attributed to a new Reading Program and implementation issues. Rigor has been increased and it takes time for scores to reflect true growth. Proper interventions will be implemented to address need on a classroom level, including the redistribution of Title 1 staff to provide specific interventions in the classrooms that show the largest need.

Attendance rate compared to last year:

Month	Grade 2	Grade 3	Grade 4	Whole School
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	97.46% // 96.2%	96.4% // 96.2%	97.1% // 96.7%	97% // 96.6%
October	95.9% // 95.5%	95.1% // 96.1%	96 % // 95.3%	95.6% // 95.6%
November	93.4% // 92.5%	92.3% // 93.8%	95.1% // 92.2%	92.6% // 92.8%
December	92.6% // 93.2%	92.7% // 95.6%	93.2% // 93.9%	92.8% // 94.3%
January	95.48% // 92.9%	94.35% // 94.3%	95.32% // 92.1%	95.05% // 93.1%
February	95.9% // 93.4%	95.6% // 93%	96.4% // 93%	95.97% // 93.2%
March	92.56% // 92.7%	92.16% // 93.2%	93.41% // 93.3%	92.56% // 93%
April	95.15% // 94.6%	94.85% // 95%	95.76% // 94%	95.27% // 94.7%
May	94.76%	95.07%	95.43%	95.14%
June	94.68%	94.48%	94.8%	94.66%

Suspensions as compared to last year:

	2016-2017	2017-2018
September	1	2
October	7	3
November	1	1

December	1	1
January	0	0
February	0	1
March	1	0
April	0	0
May	1	
June	3	
Totals	15	

of bullying allegations and findings for 2017-2018:

	Allegations	Confirmation/Findings
September	0	0
October	1	0
November	2	1 - in house restorative justice protocols instituted
December	0	0
January 2018	0	0
February	0	0
March	1	0 - Incident Report filed and investigated. Found to NOT be bullying
April	1	0 - Incident Report filed and investigated. Found to NOT be bullying

Office Referrals 2017/2018 compared to 2016/2017:

	Grade 2			Grade 3			Grade 4		
	2016-2017 // 2017-2018			2016-2017 // 2017-2018			2016-2017 // 2017-2018		
September	15	//	13	7	//	2	10	//	4
October	10	//	16	3	//	4	14	//	3
November	8	//	13	5	//	4	11	//	6
December	8	//	10	5	//	3	5	//	6
January	6	//	7	0	//	1	10	//	3
February	3	//	6	2	//	8	1	//	3
March	3	//	9	2	//	3	6	//	2

April	2 / / 11	1 / / 0	1 / / 1
May	13	8	11
June	7	4	7
Totals	75 //	37 //	76 //

May

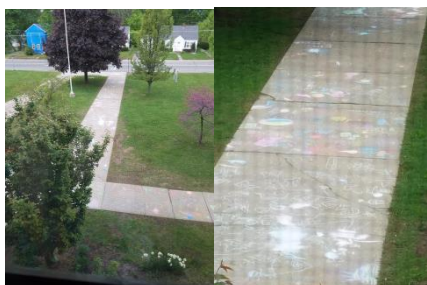
Relay Recess - After April vacation, Elm Street started our own Relay Recess. Using curriculum and lessons designed by Relay for Life, our students learned about healthy habits, proper sun protection, and other preventative measures. The lessons helped to enrich the students knowledge of cancer.

Laps of Love - Our culminating activity in Relay Recess was our Laps of Love. Many of our students and families gathered at Elm Street on May 16th at 6:00pm to walk laps around Elm Street. Students received a paper shoe, to be worn around their necks, and for each lap they completed, they received a hole punch in their shoe. Student's shoes were collected at the end and entered into a raffle for many prizes graciously donated by Relay for Life.



2nd Grade Memorial Day Concert - Once again, Mrs. MacKay put together an amazing program for our 2nd graders, their families, and our community. On May 25th, the 2nd graders put on two shows for our student body as well as family members, the student sang patriotic songs and dance. Their hard work was evident.

PBIS Incentive - On May 31st, students at Elm Street, whom had been recognized as having good behavior for the month, took part in our PBIS Incentive - Bubbles and Chalk Art. Thankfully, we had nice weather, so students were able to go outside, blow some bubbles, and decorate a square on the walkway with sidewalk chalk.



MCAS 2.0 - Our 3rd graders and 4th graders recently took part in the ELA and Math MCAS. The entire assessment is now computer-based. Students used Chromebooks and Desktop computers to answer both multiple choice questions and open-response type questions. Students and staff alike have worked hard all year and were anxious to show off what they knew. We couldn't be prouder of how hard our students worked. They took the test seriously and took their time working and doing the best they could.

Ahead of testing, students honed their computer typing skills. We wished for students to be familiar with the computer functionality, since for the 3rd grade, this was their first time taking the MCAS.

We look forward to seeing the outcomes.

Professional Development - SWOT Analysis - During our May 8th PD day, staff members had a chance to analyze further the SchoolWorks report on Elm Street and our current Turnaround Action Plan. We conducted a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis in small groups and using a jigsaw format, reconvened at the end of our break-out sessions to report on each Turnaround practice. This analysis helped us to drill down even more to root cause and determine the levers for Year 2 of our Turnaround Plan.

Turnaround Action Plan - Year 2 - Brief background:

Elm Street Elementary School in Gardner, MA serves students in grades 2-4. The 2018-2019 school year will be the principal's third year as a principal. In the first year, the focus was on developing trust, identifying teacher leaders, key needs, and continuing to develop a positive school culture and climate. There has been work done towards the Turnaround Plan before the actual development of the formal plan. The formal plan was implemented with fidelity in September 2017 based upon findings of The SchoolWorks/INSTILL educational consultancy groups observations and scoring indicators through the use of their rubric. The Turnaround Plan utilized many data points gleaned through their observations that were of large need for Elm Street School to move forward and close the achievement gap. The focus on rigorous classroom instruction through a shared set of instructional practices was direly needed and is also a focus at a district level. This plan was implemented at the outset of the 2017-2018 school year and through the end of the school year in June 2018. Along the way, benchmarks for student and staff behavior that were developed for the plan, were analyzed for proper implementation and whether goals were approaching, met, or exceeded.

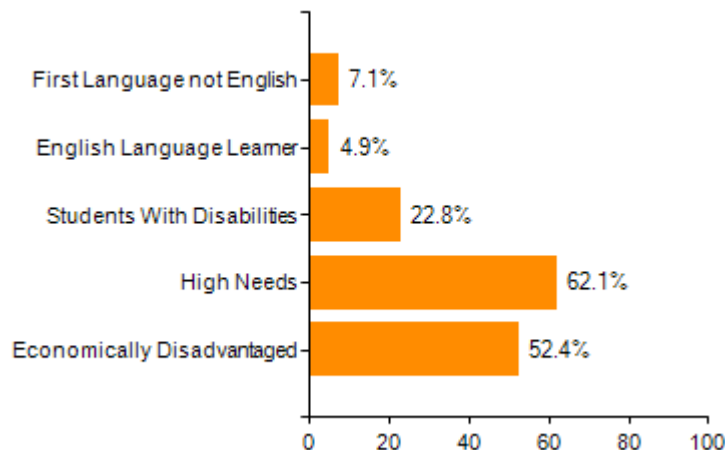
In March 2018, the SchoolWorks/INSTILL educational consultancy group returned to Elm Street to conduct a second round of observations and interviews with teachers and staff. Using the same rubric as the previous year, they conducted 24 observations in various classrooms at all three levels (grades 2, 3, 4). Their rubric utilizes a 1-4 scoring system with 1 being ineffective and 4 being effective. A score of a 2 means that the practice was not wholly ineffective and a 3 was not completely effective. For the purpose of reporting, we will report scores of 3 and 4 together. The percentages reflect observable practices in the classrooms. These findings will be reported out later in this document.

Gardner:

Level 3 since 2012

High-needs population, school is in 6th percentile (based on 2015-2016 data/classification)

2017-2018:



For our 2018-2019 (Year 2) Plan, the school leadership team determined that the initial Theory of Action and Throughline are still applicable and appropriate. However the essential questions we asked ourselves will be our drivers of this plan What are the changes we wish to see in our faculty? What are the changes we wish to see in our students? The following data is the findings of Schoolworks 2018 observation compared to their 2017 observation. The percentages show the observed effectiveness within the classrooms they observed. Their findings are as follows based on their rubric:

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Classroom Climate			
2. Behavioral Expectations	75%	96%	+21%
Student behavior			
Clear expectations			
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3. Structured Learning Environment	32%	59%	+27%
Teacher preparation			
Clear agenda			
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Teacher responsiveness to students' needs			
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Student choice and leadership			
7. Cognitive Engagement Active Student participation Perseverance	67%	59%	-8%*
8. Higher-Order Thinking Challenging Tasks Application to new problems and situations Student questions and metacognition	17%	18%	+1%**
In-class Assessment & Adjustment			
9. Assessment Strategies Use of formative assessments	16%	27%	+11%
10. Feedback Feedback to Students Student Use of Feedback	0%	9%	+9%***

* While there was an overall decrease in effectiveness out of the 3 & 4 scoring categories, there appears to have been a settling towards the mean. Total of 1s (17% decreased to 9%), Total of 2s (17% increased to 32%), Total of 3s (50% decreased to 32%), Total of 4s (17% increased to 27%)

** small increase is reflected in movement from 1s (50% decrease to 23%) and 2s (33% increase to 59%), 3s and 4s were static.

*** -39% change in the 1s, +30% in 2s, +9% in 3s, resulting in zero 4s

For year two, the major lever will fall under the category of purposeful teaching and we will focus on the implementation of a rigorous curriculum and higher-order thinking. We have already taken steps to address these foci with teacher professional development and teacher professional practice. Students will also be provided with more opportunities to become more self-aware of their learning and the critical thinking required in today's world.

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May	94.76% // 94.8%	95.07% // 95%	95.43% // 93.9%	95.14% // 94.6%
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Suspensions as compared to last year:

	2016-2017	2017-2018
September	1	2
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December	1	1
January	0	0
February	0	1
March	1	0
April	0	0
May	1	0
June	3	
Totals	15	

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May	13 // 9	8 // 5	11 // 1
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Totals	75 //	37 //	76 //

Summer

Summer Work/PD - This summer has been incredibly busy for Elm Street staff. On June 26th, many of Elm Street's paraprofessionals attended an in district professional development entitled, "Inclusive Practices for Paraprofessionals," where paraprofessionals gained knowledge and

skills for working with teachers in an inclusive environment using strategies that accommodate learner variability of all students.

In August, many of staff, including teachers, paraprofessionals, and Title 1 tutors attended, “Creating Rigorous Learning Stations for Small Group Instruction,” where they learned about and create systems, structures, procedures, and protocols for rigorous small group learning experiences (stations/centers).

Also, in August, many Elm staff attended, “Higher Order Thinking: Train the Trainer” professional development. This PD utilized Teach Like a Champion 2.0 as its anchor text and was taught by Karen Martin, educational consultant. We will continue to work with Karen on this topic in addition to working with her regarding or Co-Taught Inclusion classrooms.

All of these PDs have helped move us towards providing more rigorous lessons and creating a culture of achievement in our school that has been lacking. All of these courses help to reinforce the goals of of Turnaround Plan as well.

Lynch Leadership Academy- I am happy to announce that I have been accepted as a Fellow in Boston College’s Lynch Leadership Academy. This is a yearlong intensive professional development designed to “develop a powerful and sustainable network of highly effective leaders at schools, within systems, and in communities, who will disrupt inequity and dramatically increase the opportunities and outcomes for all students.” I attended a two week summer institute held at ABCD University High School in Roxbury. Many of our topics included Race and Equity, Family Engagement, Adaptive Leadership, Facilitative Leadership, Literacy and the Common Core, Math and the Common Core K8, Data-Driven Instruction / Excellent Instruction, and Equity-Driven Culture. This PD was intense and jam packed, it was like taking 8 different courses that all connected, with phenomenal information that will continue to help move our school forward and create a culture of achievement. I will continue to meet with my cohort once a month and meet with my mentor once a month as well.

Open House

This year, Elm Street will have two Open Houses - one designed for our new 2nd graders and their families, and the other designed for our 3rd and 4th graders and their families. The 2nd grade Open House will be held of September 12th and the Grade 3/4 Open House will be held the following week on the 20th. Both are scheduled for 6:00-7:30 pm. We will have representatives from the Boys and Girls Scouts, as well as many of our Community groups to provide helpful information to families.

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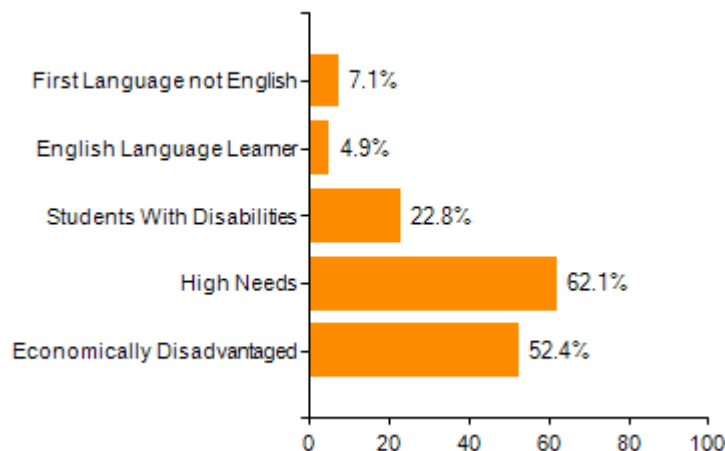
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Teacher preparation			
Clear agenda			
Learning time maximized			
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Caring relationships
Teacher responsiveness to students' needs

Purposeful Teaching

5. Focused Instruction	33%	46%	+13%
Learning Objectives			
High expectations			
Effective communication of academic content			
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Multi-Sensory modalities and materials			
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Active Student participation			
Perseverance			
8. Higher-Order Thinking	17%	18%	+1%**
Challenging Tasks			
Application to new problems and situations			
Student questions and metacognition			

In-class Assessment & Adjustment

9. Assessment Strategies	16%	27%	+11%
Use of formative assessments			
10. Feedback	0%	9%	+9%***
Feedback to Students			
Student Use of Feedback			

* While there was an overall decrease in effectiveness out of the 3 & 4 scoring categories, there appears to have been a settling towards the mean. Total of 1s (17% decreased to 9%), Total of 2s (17% increased to 32%), Total of 3s (50% decreased to 32%), Total of 4s (17% increased to 27%)

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District Learning Walk Data for Elm Street (2017-2018) and focus for the new year

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Date: 5/15/2018

<u>Indicator</u>	<u># At or Above 3</u>	<u># At or Below 2</u>
------------------	------------------------	------------------------

	Fall 2017	Spring 2018	% Change	Fall 2017	Spring 2018	% Change
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Learning Walk data shows movement along the rubric in a positive trend compared to last year. The goal is to have more scores in the “At or Above 3” range. We made great gains in the areas of higher-order thinking and student engagement - two key indicators of Academic Rigor.

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The First 6 Weeks: A tremendous amount of work has been done this spring and summer around bringing The First 6 Weeks to Elm Street. Thanks, in part, to the hard work of Elm Street’s Corey Tawczynski, Katie Gullatt, Mandy Blackbird, and Stephanie Curtis, Elm Street will be implementing a version of Responsive Classroom this year. Responsive Classroom is “an evidence-based approach to teaching that focuses on the strong link between academic success and social-emotional learning.” The First 6 Weeks of School outlines the structures, systems, protocols, and culture that helps to make a school more inclusive and responsive to students’ many needs. In essence, we slow down, to go fast. We will frontload many routines and protocols to help students find early success and extend it throughout the school year. We have made many changes to our daily schedule to accommodate:

Morning Meeting: We have restructured our day to include a Morning Meeting time in the classroom where after breakfast, students and the teachers will engage in relationship building and social skill development in a small community setting. So far, this has been an amazing time for our students as data has shown that the morning is a very difficult time for our students as they transition from home to school. Observations of MM have been positive and students as well as staff seem to be enjoying this time together.

WINN (What I Need Now) blocks: As we delve deeper into WONDERS Reading as well as the Eureka Math curriculum and we see results from assessments, WINN time will take on a more important role as a time where students will receive proper intervention in small groups.

PBIS: Elm Street is now in its 5th year of implementation of the PBIS (Positive Behavior Intervention and Support) system. We look to highlight the positive behavior and continuously recognize the “expected” behavior in our students throughout the day in the classroom, hallways, bathrooms, cafeteria, recess, and bus. New to us this year is the use of ‘Cat Cash. Students have the opportunity to earn ‘Cat Cash for expected behavior to use for incentives in the classroom as well as in our PBIS school store. The use of “money” ties into our math curriculum.

Elm Street continues to employ two guidance counselors and a shared adjustment counselor (with Waterford). Our counselors offer small groups that address prosocial behavior and address more specific needs of our students including but not limited to a Boys’ group, a Grief and Loss Group, as well as some Anger Management groups. They also teach some sections of Character Education (Respect, Responsibility, Integrity, etc) to all grade levels throughout the school year. We have a very laser-like focus on the Social Emotional Learning of our students as we continue to provide Tiered Levels of support for our students through PBIS and our SST process.

PATHS - Each grade level has 2 dedicated blocks per week to teach the Social-Emotional curriculum PATHS. “The PATHS program is grounded in social and emotional learning (SEL). SEL helps children resolve conflicts peacefully, handle emotions positively, empathize, and make responsible decisions. When students learn and use SEL skills, behavior improves and disruptions lessen. Instead of wasting valuable classroom time managing misbehavior and providing discipline, teachers can teach and students can learn.” This curriculum goes hand-in-hand with our focus on

Responsive

Classrooms.

Academics:

WONDERS Reading Program: The district has purchased a new Reading program for grades K-5 called WONDERS. A major focus will be on early literacy and The WONDERS literacy program is “uniquely designed to move students ahead seamlessly—whether in the core classroom, participating in English Language Development instruction, or benefiting from intervention support. Through research-tested strategies, purposeful technology, and powerful data that informs instruction, WONDERS supports <our> efforts to guide <our> students to success.” Having a uniformed, consistent program for all our students is key to moving the school forward.

Eureka Math: We continue to use Eureka math in all grade levels. Eureka is the most widely used math curriculum in the United States and challenges our students to think critically.

FOSS Science: The district has purchased new FOSS Science kits for each grade level. This is brand new for us, and we will roll out the curriculum slowly.

September

First Days of School

We had a tremendous start to the school year at Elm Street! We have made some positive changes to our school day for all students including changing the drop-off time to 8:45am to coincide with our staff meeting students at the doors and welcoming them into the building and their individual classrooms each morning. We start our day with breakfast and Morning Meeting to help ease students into the school environment and to help build community in the classroom. We have also added in time for Mindfulness and Movement to make up for the lack of a morning recess. We end the day with a Closing Circle in the classrooms to again move the students mindset from school to going home.

We have seen amazing work in regards to utilizing the Responsive Classroom First 6 Weeks program. That can be seen in our early data.

Open House

This year, Elm Street had two Open Houses - one designed for our new 2nd graders and their families, and the other designed for our 3rd and 4th graders and their families.

The 2nd grade Open House was held on September 12th. It was well attended by our Elm Street families who first visited their student’s teacher and then join the administration in the Auditorium for a brief presentation on curriculum and Title 1. The Elm Street staff were also joined by The Boy Scouts, The Girl Scouts, the CAC, and Hope House.

The 3rd and 4th grade Open House followed a similar format.

Open House attendance

Grade	% Families represented by grade
2	56%
3	52%
4	61%

Our attendance numbers at Open Houses were surprisingly and disappointingly low. We were competing with sports practices on both days, which pulled quite a few families away who otherwise would have attended. We will work with our School Advisory and family/community members to revisit our format and timing to determine ways to bring more families into Elm Street.

Elm Street’s “Does Barry Manilow Know You Raid His Wardrobe?”/Star Staff Award

Every two months (or so), Elm Street wishes to recognize staff members that go above and beyond the call of duty. This staff member is recognized by their peers through an anonymous vote to the school’s front office staff. The winning staff member receives a certificate of appreciation, preferred parking in the Star Staff parking space, as well as a gift card. All other nominees receive a wonderful certificate with all the positive comments made by their nominating peer(s).

The first recipient of the Elm Street Star Staff Award for the 2018-2019 school year is:

Michele Lattanzio (Grade 4 teacher)

Spring 2018 MCAS Data

Thanks to the hard work of Elm Street Staff, Students, and Families, I am happy to share with you the results of the 2018 Spring MCAS:

- 2014 Accountability Percentile = 8
- 2015 Accountability Percentile = 6
- 2016 Accountability Percentile = 6
- 2017 Accountability Percentile = No Designation
- 2018 Accountability Percentile =

Overall Classification	Not requiring assistance or intervention
-------------------------------	--

Reason for classification	Meeting targets
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Progress toward improvement targets	Accountability percentile
80% - Meeting targets	12

Accountability percentile:

An accountability percentile between 1 and 99 is reported for most schools. This number is an indication of the school's overall performance relative to other schools that serve similar grades, and is calculated using data for all accountability indicators. School percentiles are not calculated for districts. Elm Street doubled it’s Accountability Percentile in the State!

Detailed data for each indicator

English language arts achievement - Next-Generation MCAS average composite scaled score - Non-high school

HYPERLINK "<http://www.doe.mass.edu/accountability/glossary-reporting-terms.docx>"

Group	2017 Achievement	2018 Achievement	Change	2018 Target	N	Points	Reason
Students	488.6	491.6	3.0	490.6	353	4	Exceeded Target
Best Performing	468.4	473.9	5.5	473.7	37	3	Met Target
Low needs	484.1	486.9	2.8	486.1	224	4	Exceeded Target
Low Income/Disadvantaged	484.6	486.9	2.3	486.2	185	4	Exceeded Target
Former EL	480.2	485.9	5.7	481.8	24	4	Exceeded Target
Students w/disabilities	473.0	475.0	2.0	474.8	89	3	Met Target
Alaska	-	-	-	-	1	-	-
Alaska	-	-	-	-	4	-	-
Amer./Black	-	-	-	-	5	-	-
Hispanic/Latino	484.9	484.5	-0.4	486.6	57	1	No Change
Multi-race, Non-Hispanic/Lat.	484.7	494.7	10.0	486.3	40	4	Exceeded Target
Haw. or Pacif. Isl.	-	-	-	-	-	-	-
White	490.6	492.9	2.3	492.7	246	3	Met Target

HYPERLINK "<http://www.doe.mass.edu/accountability/glossary-reporting-terms.docx>"

<u>Group</u>	<u>2018 Mean SGP</u>	<u>2018 Target</u>	<u>N</u>	<u>Points</u>	<u>Reason</u>
<u>All Students</u>	<u>38.6</u>	<u>50.0</u>	<u>168</u>	<u>1</u>	<u>Below Target</u>
<u>Lowest Performing</u>	<u>42.8</u>	<u>50.0</u>	<u>37</u>	<u>2</u>	<u>Below Target</u>
<u>High needs</u>	<u>39.1</u>	<u>50.0</u>	<u>109</u>	<u>1</u>	<u>Below Target</u>
<u>Econ. Disadvantaged</u>	<u>37.0</u>	<u>50.0</u>	<u>91</u>	<u>1</u>	<u>Below Target</u>
<u>EL and Former EL</u>	<u>:</u>	<u>:</u>	<u>14</u>	<u>:</u>	<u>:</u>
<u>Students w/disabilities</u>	<u>38.8</u>	<u>50.0</u>	<u>39</u>	<u>1</u>	<u>Below Target</u>
<u>Amer. Ind. or Alaska Nat.</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>
<u>Asian</u>	<u>:</u>	<u>:</u>	<u>4</u>	<u>:</u>	<u>:</u>
<u>Afr. Amer./Black</u>	<u>:</u>	<u>:</u>	<u>2</u>	<u>:</u>	<u>:</u>
<u>Hispanic/Latino</u>	<u>33.9</u>	<u>50.0</u>	<u>31</u>	<u>1</u>	<u>Below Target</u>
<u>Multi-race, Non-Hisp./Lat.</u>	<u>:</u>	<u>:</u>	<u>14</u>	<u>:</u>	<u>:</u>
<u>Nat. Haw. or Pacif. Isl.</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>
<u>White</u>	<u>40.0</u>	<u>50.0</u>	<u>117</u>	<u>2</u>	<u>Below Target</u>

Mathematics growth - Non-high school

 HYPERLINK "<http://www.doe.mass.edu/accountability/glossary-reporting-terms.docx>" [About the Data](#)

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<u>Lowest Performing</u>	<u>51.1</u>	<u>50.0</u>	<u>37</u>	<u>3</u>	<u>Met Target</u>
<u>High needs</u>	<u>50.3</u>	<u>50.0</u>	<u>109</u>	<u>3</u>	<u>Met Target</u>
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<u>EL and Former EL</u>	<u>:</u>	<u>:</u>	<u>14</u>	<u>:</u>	<u>:</u>
<u>Students w/disabilities</u>	<u>45.3</u>	<u>50.0</u>	<u>39</u>	<u>2</u>	<u>Below Target</u>
<u>Amer. Ind. or Alaska Nat.</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>	<u>:</u>
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We clearly have a lot more work to do, specifically with a few of our sub-groups. We had higher achievement, but the Student Growth Percentile (SGP) was below the State's benchmarks. All groups (districts, schools, and subgroups) are

expected to demonstrate annual growth in student performance. Massachusetts uses Student Growth Percentiles (SGP) to measure how a group of students' achievement has grown or changed over time.

Elm Street will continue to implement the Turnaround Plan/School Improvement Plan and continue to analyze data to determine what's working, what needs changing, and what needs to go!

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Assessment Calendar/Data

	ELA-Fall DIBELS	ELA-Winter DIBELS	ELA - Spring DIBELS	Math Modules	Writing prompts
Grade 2	CORE = 103 Strategic = 20 Intensive = 55				
Grade 3	CORE = 104 Strategic = 19 Intensive = 55				
Grade 4	CORE = 97 Strategic = 24 Intensive = 67				

Attendance rate compared to last year:

Month	Grade 2	Grade 3	Grade 4	Whole School
	2017-2018 // 2018-2019	2017-2018 // 2018-2019	2017-2018 // 2018-2019	2017-2018 // 2018-2019
September	96.2% // 96.1%	96.8% / 95.3%	96.7% // 96.7%	96.6% // 96.1%
October				
November				
December				
January				

February				
March				
April				
May				
June				

of bullying allegations and findings for 2018-2019:

	Allegations	Confirmation/Findings
September 2017	0	0
October		
November		
December		
January 2018		
February		
March		
April		
May		
June		

Office Referrals

SY 2018-2019	Grade 2	Grade 3	Grade 4	Whole School Comparison Data (3 yrs.)
September	4	3	1	2016-2017 = 33 2017-2018 = 19 2018-2019 = 8
October				
November				
December				
January				
February				
March				
April				
May				
June				

Totals				
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Suspension data for Aug-Sept 2018:

Student Group	#	Suspension	%	Gap
All Students	0	0	0	0
ELL	0			
Economically Disadvantaged	0			
Students w/ Disabilities	0			
High Needs	0			
African-Amer/ Black	0			
Latino(a)	0			
Multi-Race/ Non-Hisp	0			

Suspension Comparison Data

	2016-2017	2017-2018	2018-2019
September	1	2	0
October	7	3	
November	1	1	
December	1	1	
January	0	0	
February	0	1	
March	1	0	
April	0	0	
May	1	0	
June	3	1	
Totals	15	9	

October

Family Engagement Events

October - Family Movie Nite - Our Family Movie Night was a rousing success. We had 209 visitors including students and family. As visitors entered, they received a raffle ticket, popcorn, and water. We showed "Monsters University," and the movie was raffled off at the end of the night.

November - Our ESS Turkey Trot is scheduled for Thursday, November 8th from 6:00-7:00pm
 Family/Teacher Conferences - Monday, November 19th starting at 12:30pm / Tuesday, November 20th starting at 5:00pm

Elm Street's "Spirit Week"

We held a "Spirit Week" the last week of October. Monday was "Crazy Hair Day," Tuesday was "Sports Day," Wednesday was "Dress Up Day," Thursday was "Pajama Day," and Friday was "School Pride Day."



Turnaround Action Plan - Year 2 -

Brief background:

Elm Street Elementary School in Gardner, MA serves students in grades 2-4. The 2018-2019 school year will be the principal's third year as a principal. In the first year, the focus was on developing trust, identifying teacher leaders, key needs, and continuing to develop a positive school culture and climate. There has been work done towards the Turnaround Plan before the actual development of the formal plan. The formal plan was implemented with fidelity in September 2017 based upon findings of The SchoolWorks/INSTILL educational consultancy groups observations and scoring indicators through the use of their rubric. The Turnaround Plan utilized many data points gleaned through their observations that were of large need for Elm Street School to move forward and close the achievement gap. The focus on rigorous classroom instruction through a shared set of instructional practices was direly needed and is also a focus at a district level. Along the way, benchmarks for student and staff behavior that were developed

for the plan, were analyzed for proper implementation and whether goals were approaching, met, or exceeded.

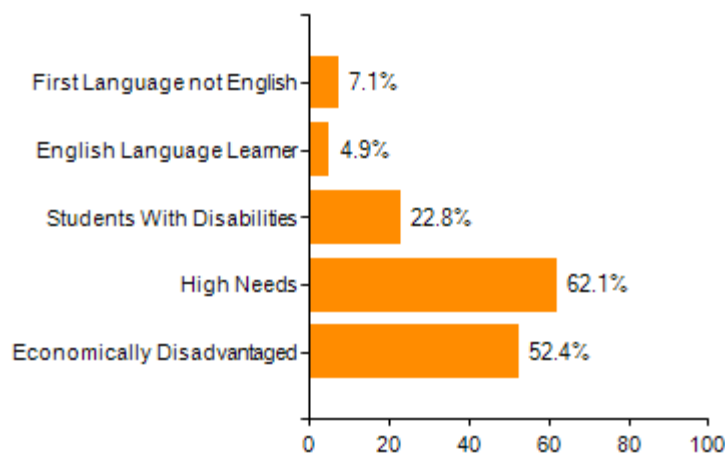
In March 2018, the SchoolWorks/INSTILL educational consultancy group returned to Elm Street to conduct a second round of observations and interviews with teachers and staff. Using the same rubric as the previous year, they conducted 24 observations in various classrooms at all three levels (grades 2, 3, 4). Their rubric utilizes a 1-4 scoring system with 1 being ineffective and 4 being effective. A score of a 2 means that the practice was not wholly ineffective and a 3 was not completely effective. For the purpose of reporting, we will report scores of 3 and 4 together. The percentages reflect observable practices in the classrooms. These findings will be reported out later in this document.

Gardner:

Level 3 since 2012

High-needs population, school is in 12th percentile (based on 2017-2018 data/classification)

2017-2018:



For our 2018-2019 (Year 2) Plan, the school leadership team determined that the initial Theory of Action and Throughline are still applicable and appropriate. However the essential questions we asked ourselves will be our drivers of this plan: What are the changes we wish to see in our faculty? What are the changes we wish to see in our students? The following data is the findings of Schoolworks 2018 observation compared to their 2017 observation. The percentages show the observed effectiveness within the classrooms they observed. Their findings are as follows based on their rubric:

	2017	2018	Change +/-
Common Core Alignment			
1a. Common Core Literacy Alignment (for all non-Math classes)	11%	42%	+31%
Alignment to content standards			
Alignment to instructional shifts			
1b. Common Core Math Alignment (for Math classes only)	67%	70%	+3%
Alignment to content standards			
Alignment to instructional shifts			
Alignment to standards for mathematical practice			
Classroom Climate			
2. Behavioral Expectations	75%	96%	+21%
Student behavior			
Clear expectations			
Consistent rewards and/or consequences			
3. Structured Learning Environment	32%	59%	+27%

Teacher preparation Clear agenda Learning time maximized			
4. Supportive Learning Environment Caring relationships Teacher responsiveness to students' needs	84%	95%	+11%

Purposeful Teaching

5. Focused Instruction Learning Objectives High expectations Effective communication of academic content	33%	46%	+13%
6. Instructional Strategies Multi-Sensory modalities and materials Varied groupings Student choice and leadership	42%	55%	+13%
7. Cognitive Engagement Active Student participation Perseverance	67%	59%	-8%*
8. Higher-Order Thinking Challenging Tasks Application to new problems and situations Student questions and metacognition	17%	18%	+1%**

In-class Assessment & Adjustment

9. Assessment Strategies Use of formative assessments	16%	27%	+11%
10. Feedback Feedback to Students Student Use of Feedback	0%	9%	+9%***

* While there was an overall decrease in effectiveness out of the 3 & 4 scoring categories, there appears to have been a settling towards the mean. Total of 1s (17% decreased to 9%), Total of 2s (17% increased to 32%), Total of 3s (50% decreased to 32%), Total of 4s (17% increased to 27%)

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Using the Spring 2018 MCAS Data

At Elm Street, our Instructional Leadership Team (ILT) did a deep dive into our ELA and Math MCAS data and determine an initial Action Plan to address our deficits. Overall, in ELA, we determined that *Writing* was a deficit that was across the board. Our students struggled with developing a topic, creating cohesive sentences, as well as structure and grammar. Our Action Plan addressed this issue at multiple levels:

Grade 2 ELA=

Use Readworks to supplement inferring using paired texts -weakness

Incorporating grammar into writing- high standards for all writing assignments (rigor), even if takes longer now

Grade 3 ELA=

Using Online Wonders Resources

Adding to a story

Use Scholastic News to determine where to place information in an article

Utilize open response prompts from Wonders

Develop a response in writing and type it

Grade 4 ELA=

Writing, writing, and writing seem to be the biggest issues.

Possible solutions-Writing journals

Write to two sources- pretend you're a character in the story.

Roadblock, How do you change the ending? What would the next day be like based on how his first day of school went. They have a hard time with it. A mixture of narratives and using text evidence. They have a hard time mixing those two things, separate things.

Focus on just one piece of the writing process each week, instead of trying to correct evidence.

Topic Sentence

Capitals/punctuation

Details from the story

We also continue to look at how we can improve our achievement in Math:

Grade 2 Math =

Weaknesses- fractions, decimals, multiplication/division, word problems

Have grade 3 do rockets from grade 2 from brown to fireball and then do mad minutes for multiplication (folder made in drive "Math Rockets")

Teach RUCED for word problems across all 3 grades (folder made in Drive)

Grade 2 will continue to work on math fact fluency to 20

Monday- money & multiplication /Tuesday -Time / Wednesday -word problems / Thurs- throw back a topic / Friday- Fractions/facts.

mini lesson or practice weekly to help improve these areas across all grades

Grade 3 Math =

Continue area and geometry/offer students more practice with real life examples/irregular shapes

Fine tune implementation of Eureka lessons/continuing PD

Connecting arrays to what equal groups would look like

Connecting rounding and estimation

Additional PD for honing Eureka math lessons

Multiplication and Division Fact Fluency (see Drive Folder-Math Rockets)

R U ICED (see Drive Folder)

Grade 4 Math =

Deficiencies were mostly skills based and also topics we hadn't got to yet.

Decimals was a deficiency mainly because we were just starting the module.

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SY 2018-2019	Grade 2	Grade 3	Grade 4	Whole School Comparison Data (3 yrs.) Monthly Cumulative
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November				
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Totals				

Suspension data for Aug-Oct 2018:

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Students w/ Disabilities	0			
High Needs	0			
African-Amer/ Black	0			
Latino(a)	0			
Multi-Race/ Non-Hisp	0			

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October	7	3	0
November	1	1	
December	1	1	
January	0	0	
February	0	1	

March	1	0	
April	0	0	
May	1	0	
June	3	1	
Totals	15	9	

November

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October - Family Movie Nite - Our Family Movie Night was a rousing success. We had 209 visitors including students and family. As visitors entered, they received a raffle ticket, popcorn, and water. We showed “Monsters University,” and the movie was raffled off at the end of the night.

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Turnaround Action Plan - Year 2 -

Brief background:

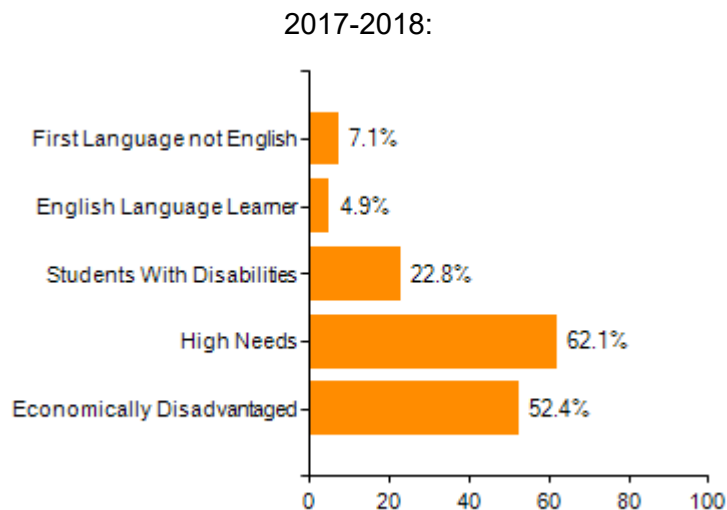
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The First 6 Weeks:

A tremendous amount of work has been done this spring and summer around bringing The First 6 Weeks to Elm Street. Thanks, in part, to the hard work of Elm Street's Corey Tawczynski, Katie Gullatt, Mandy Blackbird, and Stephanie Curtis, Elm Street will be implementing a version of Responsive Classroom this year. Responsive Classroom is "an evidence-based approach to teaching that focuses on the strong link between academic success and social-emotional learning." The First 6 Weeks of School outlines the structures, systems, protocols, and culture that helps to make a school more inclusive and responsive to students' many needs. In essence, we slow down, to go fast. We will frontload many routines and protocols to help students find early success and extend it throughout the school year. We have made many changes to our daily schedule to accommodate:

Morning Meeting: We have restructured our day to include a Morning Meeting time in the classroom where after breakfast, students and the teachers will engage in relationship building and social skill development in a small community setting. So far, this has been an amazing time for our students as data has shown that the morning is a very difficult time for our students as they transition from home to school. Observations of MM have been positive and students as well as staff seem to be enjoying this time together.

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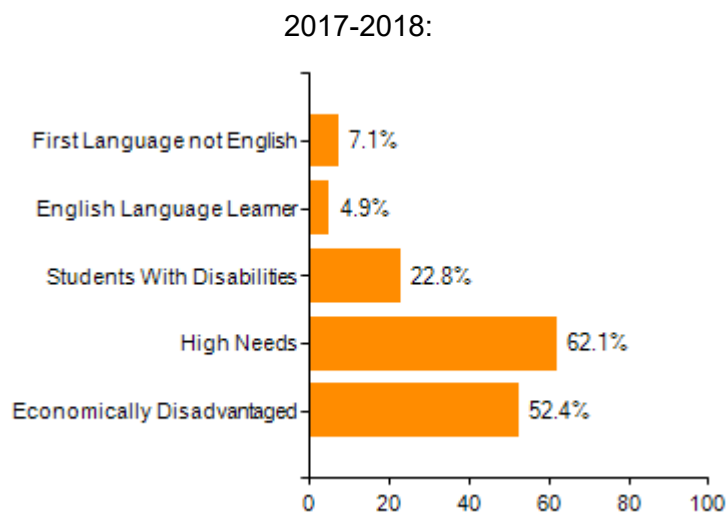
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Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community: Every day at Elm Street starts the same way - - with music over the PA system and breakfast in the classrooms. Students are welcomed personally into the building by their teachers and faculty.

The First 6 Weeks:

A tremendous amount of work has been done this spring and summer around bringing The First 6 Weeks to Elm Street. Thanks, in part, to the hard work of Elm Street's Corey Tawczynski, Katie Gullatt, Mandy Blackbird, and Stephanie Curtis, Elm Street will be implementing a version of Responsive Classroom this year. Responsive Classroom is "an evidence-based approach to teaching that focuses on the strong link between academic success and social-emotional learning." The First 6 Weeks of School outlines the structures, systems, protocols, and culture that helps to make a school more inclusive and responsive to students' many needs. In essence, we slow down, to go fast. We will frontload many routines and protocols to help students find early success and extend it throughout the school year. We have made many changes to our daily schedule to accommodate:

Morning Meeting: We have restructured our day to include a Morning Meeting time in the classroom where after breakfast, students and the teachers will engage in relationship building and social skill development in a small community setting. So far, this has been an amazing time for our students as data has shown that the morning is a very difficult time for our students as they transition from home to school. Observations of MM have been positive and students as well as staff seem to be enjoying this time together.

WINN (What I Need Now) blocks: As we delve deeper into WONDERS Reading as well as the Eureka Math curriculum and we see results from assessments, WINN time will take on a more important role as a time where students will receive proper intervention in small groups.

PBIS: Elm Street is now in its 5th year of implementation of the PBIS (Positive Behavior Intervention and Support) system. We look to highlight the positive behavior and continuously recognize the "expected" behavior in our students throughout the day in the classroom, hallways, bathrooms, cafeteria, recess, and bus. New to us this year is the use of 'Cat Cash. Students have the opportunity to earn 'Cat Cash for expected behavior to use for incentives in the classroom as well as in our PBIS school store. The use of "money" ties into our math curriculum.

Elm Street continues to employ two guidance counselors and a shared adjustment counselor (with Waterford). Our counselors offer small groups that address prosocial behavior and address more specific needs of our students including but not limited to a Boys' group, a Grief and Loss Group, as well as some Anger Management groups. They also teach some sections of Character Education (Respect, Responsibility, Integrity, etc) to all grade levels throughout the school year. We have a very laser-like focus on the Social Emotional Learning of our students as we continue to provide Tiered Levels of support for our students through PBIS and our SST process.

PATHS - Each grade level has 2 dedicated blocks per week to teach the Social-Emotional curriculum PATHS. "The PATHS program is grounded in social and emotional learning (SEL). SEL helps children resolve conflicts peacefully, handle emotions positively, empathize, and make responsible decisions. When students learn and use SEL skills, behavior improves and disruptions lessen. Instead of wasting valuable classroom time managing misbehavior and providing discipline, teachers can teach and students can learn." This curriculum goes hand-in-hand with our focus on Responsive Classrooms.

Academics:

WONDERS Reading Program: The district has purchased a new Reading program for grades K-5 called WONDERS. A major focus will be on early literacy and The WONDERS literacy program is "uniquely designed to move students ahead seamlessly—whether in the core classroom, participating in English Language Development instruction, or benefiting from intervention support. Through research-tested strategies, purposeful technology, and powerful data that informs instruction, WONDERS supports <our> efforts to guide <our> students to success." Having a uniformed, consistent program for all our students is key to moving the school forward.

Eureka Math:

We continue to use Eureka math in all grade levels. Eureka is the most widely used math curriculum in the United States and challenges our students to think critically.

FOSS Science:

The district has purchased new FOSS Science kits for each grade level. This is brand new for us, and we will roll out the curriculum slowly. Our November professional development day will focus on this new curriculum.

Assessment Calendar/Data

	ELA-Fall DIBELS	Math MAPS Data	ELA-Winter DIBELS	ELA - Spring DIBELS	Math Module s	Writing prompts
Grade 2	CORE = 103 Strategic = 20 Intensive = 55					
Grade 3	CORE = 104 Strategic = 19 Intensive = 55					
Grade 4	CORE = 97 Strategic = 24 Intensive = 67					

Attendance rate compared to last year:

Month	Grade 2	Grade 3	Grade 4	Whole School
	2017-2018 // 2018-2019	2017-2018 // 2018-2019	2017-2018 // 2018-2019	2017-2018 // 2018-2019

September	96.2% // 96.1%	96.8% / 95.3%	96.7% // 96.7%	96.6% // 96.1%
October	95.5% // 95.3%	96.1% // 95.8%	95.3% // 96.2%	95.6% // 95.8%
November				
December				
January				
February				
March				
April				
May				
June				

of bullying allegations and findings for 2018-2019:

	Allegations	Confirmation/Findings
September 2017	0	0
October	1	0
November		
December		
January 2018		
February		
March		
April		
May		
June		

Office Referrals

SY 2018-2019	Grade 2	Grade 3	Grade 4	Whole School Comparison Data (3 yrs.) Monthly Cumulative
September	4	3	1	2016-2017 = 33 2017-2018 = 19 2018-2019 = 8
October	9	9	8	2016-2017 = 61 2017-2018 = 46 2018-2019 = 34
November				

December				
January				
February				
March				
April				
May				
June				
Totals				

Suspension data for Aug-Oct 2018:

Student Group	#	Suspension	%	Gap
All Students	0	0	0	0
ELL	0			
Economically Disadvantaged	0			
Students w/ Disabilities	0			
High Needs	0			
African-Amer/ Black	0			
Latino(a)	0			
Multi-Race/ Non-Hisp	0			

Suspension Comparison Data

	2016-2017	2017-2018	2018-2019
September	1	2	0
October	7	3	0
November	1	1	
December	1	1	
January	0	0	
February	0	1	
March	1	0	
April	0	0	

May	1	0	
June	3	1	
Totals	15	9	

Waterford Street School, Grades Pre-Kindergarten-1

Earl Martin, Principal
Melissa A. McDonald, Assistant Principal

The mission of Waterford Street School is to work collaboratively with families to develop strong foundational reading, writing and math skills that will prepare students to be successful lifelong learners. This will be done in a supportive and caring environment where safe, respectful and responsible daily choices are the core values of our students.

February

The week of Monday-January 29th to Monday-February 5th, we had school spirit week and school wide pajama day the day after the Super Bowl.

Monday 1/29 - Hat Day Tuesday 1/30 - Mismatch Day
Wednesday 1/31 - Backwards Day Thursday 2/1 - Crazy Hair Day
Friday 2/2 - Patriots Day or Red White and Blue Day!
Monday 2/5 - School Wide Pajama Day

This month all students in kindergarten will create and complete their own personal 100th Day project to commemorate the hundredth day of school. On Tuesday, February 13th from 6:00 to 7:00 PM the kindergarten students and teachers will be sharing their projects in the Waterford Street School Cafeteria and gym with kindergarten families and friends.

Preschool students and teachers will be hosting Preschool Number Museum Project Night on Wednesday, February 28th from 5:00-6:30 PM. This event will run concurrently with their Open House for next year's preschool families. On Wednesday, February 28th from 5:00-6:30 PM and Monday, March 12th from 9:30-11:00 AM we will be holding our annual Preschool Open House at Waterford Street School.

Waterford Street School will be holding 2018 – 2019 Kindergarten Registration next month.

Day time Registration Dates and Times: March 13th, March 14th and March 15th from 9:30 AM-2:30 PM.

Night time Registration Date and Time: March 14th from 5:00 PM to 7:00PM.

WSS Kindergarteners and First Graders will be continuing the annual tradition of visiting Elm Street School during one of their dress rehearsals on Tuesday, March 6th @ 10 AM. This year's show will be "Return of the Glass Slipper". WSS students always enjoy watching their brothers, sisters, cousins or friends performing on stage.

The Winter/Spring Sessions of Off Our Rockers began Wednesday February 7th and concludes Wednesday, April 4th. This program promotes physical fitness and healthy eating habits. The students begin the session with doing fitness activities and end it with a healthy snack. All eight sessions are being held in the morning from 8:00 AM-8:45 AM.

I will be working with Waterford Street School Physical Education Teacher-Brian Burpee and Grade One Teacher-Pam Whiting, American Cancer Society Community Development Manager Anna Sarcinelli to plan how WSS students and staff can participate in the 25th Anniversary Relay For Life held at Mount Wachusett Community College. We will be setting up a booth at upcoming events to educate Waterford families on our intent to participate later this spring when the weather is more conducive to walking outside.

We will also have a Dr. Seuss themed spirit week "Dr. Seuss Days". Spirit week will be Feb. 26th-March 2nd. We will be celebrating Dr. Seuss' birthday March 1st with National Read Across America. All classes will have a guest reader from the community on this day. WSS students and their families will wear pajamas to hear a well known Dr. Seuss story read aloud in one of the classrooms at Waterford Street

School. After the story we will watch a 30 minute Dr. Seuss video in the cafeteria with a small bedtime snack.

Every family will leave with a new book!

Dr. Seuss Days at WSS February 26-March 2, 2018

Monday-February 26th: "Fox in Socks" Have your child roll up his/her pants to show off cool and crazy socks!

Tuesday-February 27th: "Green Eggs and Ham" Wear green

Wednesday-February 28th: "Wacky Wednesday" Have your child wear wacky clothes. (Ex. mismatched socks, mismatched shoes, mismatched clothes or wear your shirt backwards or inside out)

Thursday-March 1st: "Oh, the Places You'll Go!" Wear a shirt or hat with your favorite place written on it

Friday-March 2nd: "The Cat in the Hat" Have your child wear a hat to school today.

Upcoming Calendar for WSS

February 7	Off Our Rockers 8:00 – 8:45 AM WSS Gym
February 8	Early Dismissal @ 11:45 (No preschool) Half Day Professional Development

February 13	Kindergarten 100 th Day Project Night (6-7 PM)
February 14	Off Our Rockers 8:00 – 8:45 AM WSS Gym
February 19-23	February Vacation
February 26	Classes resume and Day One of Dr. Seuss Week: “Fox in Sox” wear Crazy/Cool Socks
February 27	Day Two of Dr. Seuss Week: “Green Eggs and Ham” wear green Snow Date Kindergarten 100 th Day Project Night (6-7 PM)
February 28	Day Three of Dr. Seuss Week: “Wacky Wednesday” wear wacky clothes. Preschool Number Museum and Open House 5:00 PM-6:30 PM
March 1	Day Four of Dr. Seuss Week: “Oh, The Places We Go” wear shirt from favorite place Family Jammie Night (Preschool-4 th Grade families) 6-7 PM
March 2	Day Five of Dr. Seuss Week: “Cat in the Hat” wear hat
March 3	Elementary Art Show @ Levi Heywood Memorial Library Opens
March 6	Kindergarten and Grade One field trip to Elm Street School 10 AM
March 7	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 10	Elementary Art Show reception @ Levi Heywood Memorial Library from 9:30 AM – 11:30 AM
March 12	Preschool Open House 9:30 AM – 11:00 AM
March 13	Kindergarten Registration 9:30 AM to 2:30 PM
March 14	Off Our Rockers 8:00 – 8:45 AM WSS Gym Kindergarten Registration 9:30 AM to 2:30 PM Kindergarten Registration 5:00 PM to 7:00 PM
March 15	Kindergarten Registration 9:30 AM to 2:30 PM
March 21	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 23	WSS Mother and Son Night 6-7 PM
March 28	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 30	No School – Good Friday
March 31	Elementary Art Show @ Levi Heywood Memorial Library Closes

April 4	Off Our Rockers 8:00 – 8:45 AM WSS Gym
April 6	WSS Father/Daughter Dance 6-7:30 PM
April 16-20	April Vacation
April 23	Classes resume
May 10 th	Grade One Geometry Project Night 6:00 – 7:00 PM

2017-2018 Gardner Public School District Vision/Mission:

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community; have adults consistently interact in ways that foster positive, supportive relationships; and be engaged in relevant, academically rigorous instruction, informed by data.

2017- 2018 Waterford Street School goals:

Waterford Street's goals align with the district goals and the School Improvement Plan also mirrors those of the district. WSS School Council, Grade level teams and WSS Instructional Leadership Team continue to refine the 18-20 Waterford Street School Improvement Plan that I will be presenting at the February School Committee meeting.

This past month we created mixed grade level teams that would focus on how center activities are used by the preschool, kindergarten and grade one teacher. During December or January team members visited each other team members' classrooms during their center times. Below are the teams that were created.

Team One : Ms. Sposato, Mrs. Doherty, Ms. Pineo and Mr. Pianka, Mrs. Jarvis, Mrs. Rice, Mrs. Istvan.

Team Two: Mrs. Triolo, Mrs. Whitcomb, Mrs. Sicard, Mr. Muse and Mrs. Gallant, Mrs. Theriault, Mrs. Elwell, Mrs. Ecklund.

Team Three: Ms. Laserte, Mrs. Thomas, Preschool teachers and Mrs. Bastien, Mrs. Rouisse, Mrs. Whiting.

Specialist focus on ways to increase ELA and Math opportunities during art, gym and music.

At February grade level meetings teams will share out their thoughts on their peer observations and how center based learning will be used to improve student learning. The February 8th half day of professional development will also focus on center based learning. All staff will receive training from Educational Consultant-Karen Martin. She will focus on improving staff's understanding of the relationship between co-teaching, center activities and student achievement.

At the February 6th staff meeting we will continue with the book study of "UDL NOW!" by Kim Novak. This book discussion will be led by grade one teacher-Kara Gallant and kindergarten teacher-Julie Triolo. After this book discussion staff will have a better understanding of how to utilize UDL strategies to minimize barriers and optimize learning opportunities.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community: The WSS PBIS motto focuses on students being Safe, Respectful and Responsible. We ended the year off focusing on the "responsible" expectation. Students caught following that expectation were entered into a school-wide drawing to "Pie the Principal/Assistant Principal" at our holiday concert assembly. A surprise staff division allowed two staff members to get in on the action, as they were awarded for consistently handing out PAW tickets. All students and staff had a jolly time.

January was the first month for rewarding ALL expected behaviors. School-Wide, staff have been instructed to initial the back of any PAW ticket they hand out for a chance at a staff monthly reward. The top three staff handing out the most PAW tickets each week are entered into a drawing for a prize at the end of the month. Class-Wide, students continue to work towards 100 PAW tickets for a classroom reward chosen by the class. School-Wide, ten students are being recognized weekly for following our expected behaviors throughout the week. Come in and check out our PAWsome VIP “Wall of Fame” pictures complete with photo props.

Sneak peek to February... we are involving families in our photo booth, and going to have a special raffle for all families that attend our after school events!

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships: The PBIS approach is the foundation of Waterford Street School. By stressing different character traits each month we enhance student self regulation by developing strong positive relationships with WSS staff. October, November and December focused on individual expectations and January we tied it all together! Waterford staff continue to model and teach what Safe, Respectful and Responsible looks like in all areas of the school. PAW tickets are located throughout our school's common areas and a new “PBIS Corner” has been created in the teachers lounge to support all stakeholders. During the month of February the Guidance Department is promoting the character trait Kindness through an interactive bulletin board. Our Art Teacher Mrs. Torres is supporting this character trait through special kindness art projects on display at the entrance of the building. For the month of March Guidance will be promoting the character trait of Perseverance.

The Guidance Department has collaborated with the PBIS Team to increase referrals to the Check In Check Out Program. This program provides students with increased positive feedback on behavioral expectations. Small topic focused guidance groups are also running at this time and servicing tier II and tier III students.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

Waterford Street School Teachers are becoming comfortable inputting data into the district data spreadsheet. This month they are busily collecting Math and ELA data. Winter DIBELS and math data should be collected and inputted by mid-February. Below I have listed math data being collected and inputted by grade one and kindergarten teachers. Plus kindergarten and grade one DIBELS data overview.

Students in first grade have been working through Eureka Math Module 3 with tasks focusing on comparing lengths, measuring with standard and non standard units to find differences between objects, and collecting data while answering questions regarding that data and graphs. Teachers' assessment data is then collected and entered onto

grade level spreadsheets. They can then look at grade level data to see where strengths and challenges are and how they can best meet the needs of all students.

Kindergarten students recently completed their winter benchmark assessment. Students were expected to perform tasks such as counting numerals and objects as well as identifying and writing numbers. They were also asked to identify shapes, compare amounts and classify and sort items. Kindergarten teachers collect the data from these performance assessments and record them on grade level spreadsheets to see individual student and grade level growth from fall to winter.

DIBELS						
	Fall	Winter	Spring			
K						
Int.	37%	32%				
Strat.	18%	27%				
Core	45%	40%				
1						
Int.	31%	39%				
Strat.	15%	11%				
Core	55%	49%				

Grade Level Average					
Grade K					
	FSF	PSF	NWF-CLS	Comp	
Fall	11.2	NA	NA	27.7	
Winter	29.4	25.57	22.29	96.57	
Spring					
Grade 1					
	PSF	NWF-CLS	NWF-WWR	DORF	Comp
Fall	38.2	34.7	NA	NA	115.5
Winter	NA	53.1	10.51	32.86	145.28
Spring					

(FSF) = First Sound Fluency (Can they recognize and produce initial sound of orally presented word?)

(PSF) = Phoneme Segmentation Fluency (Do they know their sounds?) (NWF)

= Nonsense Word Fluency (Can they blend letter sounds into words?) (NWF-

CLS) = Nonsense Word Fluency Corresponding Letter Sounds

(NWF-WWR) = Nonsense Word Fluency Whole Word Read (DORF)

= DIBELS Oral Reading Fluency

(Comp) = Composite Score (All scores calculated together to give general overall picture)

Preschool team along with WSS Reading and Math coaches have completed and are

using Google spreadsheets that collect all ELA and Math data points for their preschool report cards. Kindergarten teachers are piloting ESGI, which stands for Educational Software for Guiding Instruction. It is a data collection tool that they are currently uploading existing common ELA and Math kindergarten assessments into and will continue to do so throughout the rest of the school. Cathy Goguen attended the January kindergarten grade level meeting so staff could share how user friendly this tool is and the variety of reports this program can generate. We will continue to use this program for the 2018-2019 school year.

Attendance rate compared to last year:

Month	Preschool	Kindergarten	Grade1	Whole School
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	96.44% // 95.93%	96.14% // 95.40%	97.03% // 95.46%	96.55% // 95.51%
October	94.88% // 92.45%	93.40% // 92.59%	94.73% // 94.75%	94.18% // 93.41%
November	94.78% // 92.54%	93.11% // 92.39%	93.02% // 91.69%	93.39% // 92.15%
December	89.85% // 89.71%	88.74% // 90.47%	90.15% // 91.80%	89.50% // 90.84%
January	93.42.% // 89.67%	96.11% // 90.63%	97.08% // 91.88%	96.02.% // 90.92%
February	86.59%	92.27%	94.29%	91.10%
March	93.98%	94.48%	93.82%	93.50%
April	93.181%	91.14%	92.65%	92.27%
May	92.26%	92.97%	92.31%	92.56.%
June	91.79%	93.44%	93.70%	93.20.%

Suspensions as compared to last year:

	2016-2017	2017-2018
September	0	1
October	2	1
November	0	1
December	0	0
January	1	1
February	0	

March	0	
April	2	
May	0	
June	0	
Totals	5	4

of bullying allegations and findings for 2017-2018:

	Accusations	Findings
September	0	0
October	1	1
November	0	0
December	0	0
January	0	0
February		
March		
April		
May		
June		

Office Referrals compared to last year:

	Preschool	Kindergarten	Grade 1
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	0 // 0	4 // 0	18 // 16
October	0 // 0	11 // 22	34 // 45
November	0 // 0	3 // 16	68 // 26
December	0 // 0	5 // 21	49 // 34

January	0 // 0	11 // 22	38 // 12
February	0	10	14
March	0	18	26
April	0	12	20
May	0	3	34
June	0	4	22
Totals	0/0	81/81	323/133

March

Community/Family Engagement:

The last week of February Waterford Street School celebrated Dr. Seuss's Birthday. Monday was "Fox in Socks Day" with students and staff wearing cool and crazy socks! We wore green on Tuesday "Green Eggs and Ham Day". Wednesday was "Wacky Wednesday" where staff and students wore mismatched clothing. Thursday was "Oh, the Places You'll Go Day!" and staff and students wore shirts or hats with their favorite place written on it. Thursday night we hosted Preschool thru 4th Grade-Family Jammie Night, we had a great turnout and I want to thank all families that attended. I would also like to thank Waterford and Elm Street School Reading Coaches, Virginia Jepson and Mandy Blackbird, for running and organizing this event and community reader day at both schools. Friday was Community Reader Day and "The Cat in the Hat Day", staff and students wore their favorite hats. We had a variety of community readers visit our school with major representation from City Hall, Heywood Hospital, Emergency Response Team, Gardner Police and Fire Departments. Thanks to all who read to Waterford students.

Tuesday, February 13th students in kindergarten created and shared their own personal 100th Day project to commemorate the hundredth day of school. Wednesday, February 28th preschool students hosted Preschool Number Museum Project Night. Both grade levels shared their projects in the Waterford Street School Cafeteria with families and friends. Both events were extremely well attended and I would like to thank the PTO for providing snacks for both events. We unveiled our family photo booth at these events and it was a huge success. Thanks to my PBIS coaches, Brooke Tenney and Jessica Cormier for coming up with the family photo booth idea. During their project night preschool staff also hosted an Open House with 8 families visiting our preschool program.

Waterford Street School will be holding 2018 – 2019 Kindergarten Registration next month.

Day time Registration Dates and Times: March 13th, March 14th and March 15th from 9:30 AM-2:30 PM.

Night time Registration Date and Time: March 14th from 5:00 PM to 7:00PM.

On Wednesday-March 7th, WSS Kindergarteners and First Graders enjoyed their fieldtrip to Elm Street School to see this year's musical "Return of the Glass Slipper". WSS students enjoyed watching their brothers, sisters, cousins and friends performing in this fun filled and lively show. April 4, 2018, Grade One students will be going on another fieldtrip to Gardner High School to see the GHS Concert Band perform.

The Winter/Spring Sessions of Off Our Rockers continues and the last session is Wednesday-April 4, 2018. Sessions are being held in the morning from 8:00 AM-8:45 AM and average attendance ranges from 25-30 students. This program promotes physical fitness and healthy eating habits. The students begin the session with doing fitness activities and end it with a healthy snack. I want to thank recently retired WSS paraprofessional for leading this program and current WSS paraprofessionals, Susan Keddy, Krystal Kaiser, Domenica DiMuccio and Dawn Stewart for volunteering their time assisting Mrs. Wallgren with running this program.

I continue to work with American Cancer Society Community Development Manager Anna Sarcinelli, Waterford Street School Physical Education Teacher-Brian Burpee, Grade One Teacher-Pam Whiting and Special Education Teacher-Susan Ecklund to plan how WSS students and staff will support the 25th Anniversary Relay For Life held at Mount Wachusett Community College. We are hoping to kickoff Gardner Public Schools participation in this event by coordinating with Gardner High School by holding a joint high school and Waterford students.

Upcoming Calendar for WSS

March 7	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 10	Elementary Art Show reception @ Levi Heywood Memorial Library from 9:30 AM – 11:30 AM
March 12	Preschool Open House 9:30 AM – 11:00 AM
March 13	Kindergarten and Grade One Fieldtrip to Elm Street School 10 AM Kindergarten Registration 9:30 AM to 2:30 PM
March 14	Off Our Rockers 8:00 – 8:45 AM WSS Gym Kindergarten Registration 9:30 AM to 2:30 PM Kindergarten Registration 5:00 PM to 7:00 PM WSS and ESS PTO Meeting at Elm Street School @ 6 PM
March 15	Kindergarten Registration 9:30 AM to 2:30 PM

March 21	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 23	WSS Mother and Son Night 6-7 PM
March 28	Off Our Rockers 8:00 – 8:45 AM WSS Gym
March 30	No School – Good Friday
March 31	Elementary Art Show @ Levi Heywood Memorial Library Closes
April 4	Off Our Rockers 8:00 – 8:45 AM WSS Gym Grade One Fieldtrip to Gardner High School to Concert Band 10AM
April 6	WSS Father/Daughter Dance 6-7:30 PM
April 16-20	April Vacation
April 23	Classes resume
May 10 th	Grade One Geometry Project Night 6:00 – 7:00 PM

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2017- 2018 Waterford Street School goals:

Waterford Street's goals align with the district goals and the School Improvement Plan also mirrors those of the district. WSS School Council, Grade level teams and WSS Instructional Leadership Team continue to refine the 18-20 Waterford Street School Improvement Plan. A key component of our plan is time for collaborative practices where teachers discuss the rigor of standards based learning centers and shared ELA and Math lessons. By focusing on collaboratively improving daily instructional practices by regularly scheduling grade level learning walks we will improve staff and student engagement. The grade one team has worked very hard to apply co-teaching strategies and center based learning activities in their classrooms. Moving forward we will continue to focus on developing and sharing rigorous standards based learning activities at all grade level.

To increase student achievement we must maximize student resources(staff) by revising the schedule to meet the social, emotional and educational needs of all students. Regularly reviewing and revising daily schedule to meet the needs of our students is a vital element of our plan. The priority of any schedule revision must be the needs of our high needs students who need Tier II and III interventions. Miss McDonald will be working with the Instruction Leadership Team, Guidance and Special Education staff to make revision with are current schedule

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community: Part of the March 8, 2018 full day of professional development will focus on more ALICE ([Alert, Lockdown, Inform, Counter, Evacuate](#)) training for WSS teachers and staff. Lt. Braks and Officer Lawrence will review previous training and conduct intruders drills with WSS staff. In an effort to get all support staff trained in ALICE, all GPS paraprofessionals and secretaries were invited to join this training. We scheduled AM or PM training sessions and support staff was given the option of selecting one of these ninety minute training session to attend. Most support staff was very eager to attend this training and any staff who were not able to attend will be required to watch a videotape of these training at a later date. I want to thank Superintendent Pellegrino and the Union leadership for collaborating on how and when this training was held. The PBIS team has been busying thinking of more ways to engage our families. As mentioned, at the K 100's Night as well as Pre-School's Number museum, we offered a family photo booth with exclusive "WSS Family Night" PAW tickets. Any family in attendance was invited to fill out a PAW ticket which entered them into a drawing for a \$25 Friendly's gift card (provided by PTO) and to snap a picture in our photo booth to be displayed on our "WSS Family Night" bulletin board in the cafe. Families also received a copy of the photo to take home. These events were both a huge success!

At the end of January, The PBIS team implemented a "Wall of Fame" located in our cafeteria. The Wall of Fame is a school-wide recognition of individual students who have made safe, respectful and responsible choices that week. Five names from each grade are pulled from that week's earned PAW tickets and those ten students have their picture taken to be displayed the whole next week on our Wall of Fame. February was a great month for our "Wall of Fame" and as we enter into March, it has been exciting to hear whole classes cheering for their peers whose names are being picked. This has been an amazing school community initiative and we are excited to continue it through the end of the year.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships: The PBIS approach is the foundation of Waterford Street School. By stressing different character traits each month we enhance student self-regulation by developing strong positive relationships with WSS staff. October, November and December focused on individual expectations and January we tied it all together! In February, the PBIS team discussed inviting new team member stakeholders for both Tier I and Tier II teams. Our goal is to keep PBIS in our school relevant and current by maintaining staff and student buy-in. The PBIS Team is excited to welcome new members (TBD) who we know will bring a fresh voice and outlook to the team.

In the months of February and March, Waterford staff continues to model and teach what Safe, Respectful and Responsible looks like in all areas of the school with a specific emphasis on re-teaching school expectations in all areas of the school after February

break. PAW tickets are located throughout our school's common areas and a new "PBIS Corner" has been created in the teachers' lounge to support all stakeholders.

During the month of February the Guidance Department is promoting the character trait Kindness through an interactive bulletin board. Our Art Teacher Mrs. Torres is supporting this character trait through special kindness art projects on display at the entrance of the building. For the month of March Guidance will be promoting the character trait of Perseverance.

The Guidance Department has collaborated with the PBIS Team to increase referrals to the Check In Check Out Program. This program provides students with increased positive feedback on behavioral expectations. Small topic focused guidance groups are also running at this time and servicing tier II and tier III students.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

After the DIBELS winter benchmark assessment, the Title 1 team and reading coach analyzed the data for kindergarten and grade 1. Based on the assessment data, Title 1 services were addressed to meet the Tier II needs of students in both kindergarten and grade one. The Title 1 team is now spreading their intervention time between working with kindergarten and first grade students throughout the school day. With more focus on kindergarten, the goal of the team is to improve DIBEL scores and the reading skills of kindergarten students with particular focus on phonemic awareness skills which is an earlier predictor of reading success. These students in kindergarten and grade one will be progress monitored on a regular basis in order to make sure their skills are progressing. The Title 1 team and reading coach meet weekly to discuss students and to look at data.

Attendance rate compared to last year:

Month	Preschool	Kindergarten	Grade1	Whole School
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	96.44% // 95.93%	96.14% // 95.40%	97.03% // 95.46%	96.55% // 95.51%
October	94.88% // 92.45%	93.40% // 92.59%	94.73% // 94.75%	94.18% // 93.41%
November	94.78% // 92.54%	93.11% // 92.39%	93.02% // 91.69%	93.39% // 92.15%
December	89.85% // 89.71%	88.74% // 90.47%	90.15% // 91.80%	89.50% // 90.84%
January	93.42.% // 89.67%	96.11% // 90.63%	97.08% // 91.88%	96.02.% // 90.92%
February	86.59%	92.27%	94.29%	91.10%

March	93.98%	94.48%	93.82%	93.50%
April	93.181%	91.14%	92.65%	92.27%
May	92.26%	92.97%	92.31%	92.56.%
June	91.79%	93.44%	93.70%	93.20.%

Suspensions as compared to last year:

	2016-2017	2017-2018
September	0	1
October	2	1
November	0	1
December	0	0
January	1	1
February	0	1
March	0	
April	2	
May	0	
June	0	
Totals	5	5

of bullying allegations and findings for 2017-2018:

	Accusations	Findings
September	0	0
October	1	1
November	0	0
December	0	0
January	0	0

February	1	0
March		
April		
May		
June		

Office Referrals compared to last year:

	Preschool	Kindergarten	Grade 1
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	0 // 0	4 // 0	18 // 16
October	0 // 0	11 // 22	34 // 45
November	0 // 0	3 // 16	68 // 26
December	0 // 0	5 // 21	49 // 34
January	0 // 0	11 // 22	38 // 12
February	0 //	10 // 19	14 // 15
March	0	18	26
April	0	12	20
May	0	3	34
June	0	4	22
Totals	0/0	81/100	323/148

April

Community/Family Engagement:

In April, we will be utilizing the Williams-Rockwell Educational Gift Fund to support two different events to promote student learning. I would like to thank Waterford Street School Reading Coach, Virginia Jepson for applying for two grants from the Williams – Rockwell Educational Gift Fund. Both her applications were approved. On Wednesday,

April 4, 2018, The Drawbridge Puppet Theater will visit Waterford to put on three different performances of Rumpelstiltskin. With a unique and humorous brand of puppetry the performers will provide an entertaining, as well as, educational experience using original scripts and songs. The stage, puppets, marionettes, scenery and props are constructed by the puppeteers themselves. Each performance will conclude with an art of puppetry demonstration, explaining the many different techniques used in manipulating marionettes and puppets. A question and answer session will be included. They also provide a puppet making workshop which allows for the perfect hands on activity for students. All preschool, kindergarten and grade one classrooms will see a performance.

The second event funded by the Williams-Rockwell Educational Gift Fund will be a visit from visiting author and storyteller, Norah Dooley. She is coming to Waterford on April 11th and 12th. Norah Dooley is a storyteller, educator and critically acclaimed children's author. She has written children picture books Everybody Cooks Rice, Everybody Bakes Bread, Everybody Serves Soup and Everybody Brings Noodles. Her presentation illustrates how a story idea becomes a finished work of literature by presenting the step-by-step editing and revision process involved in an age appropriate manner. She brings correspondence, manuscripts and other visuals to share with students. How she presents storytelling and writing by connecting it to classroom work will inspire students to improve their writing and storytelling skills.

The Father/ Daughter Dance is scheduled for Friday, April 6th from 6:00-7:30 PM and will feature a Hollywood theme. This event is for kindergarten and first grade students. First grade teachers and students will be having a Geometry Project Night on Thursday, May 10th from 6:00 to 7:00 PM in the cafeteria.

We will be scheduling our annual field days for late May or early June. As well as choosing dates for the annual kindergarten and preschool shows. We will supply dates for these events in the May report.

Upcoming Calendar for WSS

April 4	Last Session of Off Our Rockers 8:00 – 8:45 AM WSS Gym The Drawbridge Puppet Theater performs @ Waterford Street School
April 6	WSS Father/Daughter Dance 6-7:30 PM
April 11	Visiting Author and Storyteller Norah Dooley comes to Waterford
April 12	Visiting Author and Storyteller Norah Dooley comes to Waterford
April 16-20	April Vacation
April 23	Classes resume
May 10 th	Grade One Geometry Project Night 6:00 – 7:00 PM

2017-2018 Gardner Public School District Vision/Mission:

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community; have adults consistently interact in ways that foster positive, supportive relationships; and be engaged in relevant, academically rigorous instruction, informed by data.

2017- 2018 Waterford Street School goals:

Waterford Street's goals align with the district goals and the School Improvement Plan also mirrors those of the district. A key component of our plan is to mirror all instructional practices utilized in Elm Street School's plan. When we compared the Waterford plan to the Elm Street plan, we realized we needed to realign our instructional leadership to match the Elm's model. Elm has one teacher from each teaching Pod with a representative on their Instructional Leadership Team. By following this same practice with the WSS ILT it will ensure that we clearly communicate to all staff how we will create a consistent, clear system of structures and teaming practices. More efficient communication across all grade levels with teachers and administrators focused on deliberately working together should increase student achievement. The WSS ILT will actively monitor the implementation and use of improved communication strategies and practices by monitoring common grade level assessment data reflects greater student achievement.

Another example of how we align daily instructional practice with Elm Street School and the Middle School is the Implementation of the Wonders Reading Series, kindergarten through fifth grade. The March 30th professional day included training for all grade levels that focused on the writing component of Wonders.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community:

In an effort to get all GPS staff trained in ALICE, all GPS paraprofessionals, Title I Tutors and secretaries were invited to join this training. The March 30, 2018 full day of professional development included both a morning and afternoon, ALICE ([Alert, Lockdown, Inform, Counter, Evacuate](#)) training sessions. For the morning sessions, Lt. Braks and Officer Lawrence shared their presentation with the WSS Faculty and GPS technology department, secretaries, paraprofessional and Title I Tutors. WSS guidance, GPS nurses, and GPS secretaries, paraprofessional and Title I Tutors unable to attend the morning session came to the afternoon one.

Staff was very attentive for both sessions as the presentation empowered staff to think and react proactively when it come to personal and student safety. They asked great questions specific to Waterford and we practiced an intruder drill after the morning presentation. After the drill we debriefed on how ALICE strategies can help us react to a multitude of intruder scenarios. We came up with a list on how we can collectively improve security here at Waterford and how to incorporate them as we move forward. We also specifically discussed how we need to improve dismissal procedures during pick-up times. Teachers will now remain with their own classes in the cafeteria for parent pick-up, while all other available support staff will assist in the gym for those students riding home by bus. In addition, some bus lines have been moved to improve supervision and flow of

foot traffic as busses are dismissed. At the April staff and grade level meetings we will continue to discuss how to refine and modify dismissal procedures. We will share these changes with WSS families and implement changes after April vacation. Will share any further dismissal changes in the May report.

The PBIS team will be help us implement these changes by creating a dismissal matrix and adding dismissal lesson to our school wide list of lessons.(along with bathroom, hallway, recess etc.).

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships: The PBIS approach is the foundation of Waterford Street School. By stressing different character traits each month we enhance student self regulation by developing strong positive relationships with WSS staff. October, November and December focused on individual expectations and January we tied it all together! In February, the PBIS team discussed inviting new team member stakeholders for both Tier I and Tier II teams. The re-established PBIS Tier 2 team held a meeting on March 28th to discuss how to best support students in the SST process, streamline the Check-In/Check-Out program and offer other interventions to support students exhibiting tier 2 and 3 behaviors. We are excited to welcome our new team members! Our re-established team is well-rounded with members from Administration, guidance, special education and kindergarten and first grades. PBIS Tier 2 Members Include: Dan Hill (Principal), Melissa McDonald (Assistant Principal), Brooke Tenney (Coach), Colleen Coyle (Guidance), Susan Ecklund (Special Education Teacher), Shelley Rice & Lauren Bastien (1st Grade Teachers) and Hilary Pineo (Kindergarten Teacher). Our goal is to keep PBIS in our school relevant and current by maintaining staff and student buy-in. The PBIS Team is excited to welcome new members who we know will bring a fresh voice and outlook to the team.

In the month of April, Waterford staff continue to model and teach what Safe, Respectful and Responsible looks like in all areas of the school. PAW tickets are located throughout our school's common areas and a new "PBIS Corner" has been created in the teachers lounge to support all stakeholders.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

In March the Title 1 staff conducted DIBELS progress monitoring for kindergarten and grade one students receiving Tier II instruction. Data from these assessments were analyzed and swarm groups were adjusted accordingly based on current grade level assessments. The spring DIBELS benchmark assessment will take place in late May.

Preschool teacher continue to use the data collection format designed collaboratively with DSAC Data Specialist, Sarah Jordan. They use this tool to gather information about their students' math progress and make informed teaching decisions. Kindergarten teachers administered the winter math benchmark which showed 97% of their students

meeting/exceeding that benchmark. This is a 10% increase of the fall math benchmark results. They will administer the third benchmark in May. Grade One is moving into their last two Eureka Math modules this spring and will wrap up the year with a Post-assessment so data can be compared to the Pre-assessment taken in September. Teachers, Title I Tutors and coaches continually use and discuss their daily assessments and observations, benchmark assessments and common interim assessments to gather/analyze data to follow progress and direct the instruction of students.

Attendance rate compared to last year:

Month	Preschool	Kindergarten	Grade1	Whole School
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	96.44% // 95.93%	96.14% // 95.40%	97.03% // 95.46%	96.55% // 95.51%
October	94.88% // 92.45%	93.40% // 92.59%	94.73% // 94.75%	94.18% // 93.41%
November	94.78% // 92.54%	93.11% // 92.39%	93.02% // 91.69%	93.39% // 92.15%
December	89.85% // 89.71%	88.74% // 90.47%	90.15% //91.80%	89.50% // 90.84%
January	93.42.% // 89.67%	96.11% // 90.63%	97.08% // 91.88%	96.02.% // 90.92%
February	86.59%	92.27%	94.29%	91.10%
March	93.98% // 90.42%	94.48% // 89.83%	93.82% // 91.65%	93.50% // 90.65
April	93.18%	91.14%	92.65%	92.27%
May	92.26%	92.97%	92.31%	92.56.%
June	91.79%	93.44%	93.70%	93.20.%

Suspensions as compared to last year:

	2016-2017	2017-2018
September	0	1
October	2	1
November	0	1
December	0	0
January	1	1
February	0	1
March	0	2

April	2	
May	0	
June	0	
Totals	5	7

of bullying allegations and findings for **2017-2018**:

	Accusations	Findings
September	0	0
October	1	1
November	0	0
December	0	0
January	0	0
February	1	0
March	0	0
April		
May		
June		

Office Referrals compared to last year:

	Preschool	Kindergarten	Grade 1
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	0 // 0	4 // 0	18 // 16
October	0 // 0	11 // 22	34 // 45

November	0 // 0	3 // 16	68 // 26
December	0 // 0	5 // 21	49 // 34
January	0 // 0	11 // 22	38 // 12
February	0 // 0	10 // 19	14 // 15
March	0 // 0	18 // 23	26 // 5
April	0	12	20
May	0	3	34
June	0	4	22
Totals	0/0	81/123	323/153

June

Community/Family Engagement:

The guidance department and preschool staff have been very busy registering and screening our incoming kindergarten students. We currently have 126 students registered for kindergarten for the 18-19 school year, with 56 unregistered students that we know of from either our preschool program and from community programs like MOC and The Guild. That, in addition to new registrations that we anticipate over the summer and some numbers from our census puts us at a projected overall class size of 196-213.

Together, with the PTO we are planning our annual “Step Up to Kindergarten Day”, for Monday June 25th. Our incoming Kindergarten families can come and spend time meeting some of the kindergarten staff, experience various parts of the kindergarten program and curriculum and tour various areas of the school building. The day will end with a puppet show performed by The Drawbridge Puppet Theater. This has been historically well attended and we are looking forward to partnering with our PTO for this important introduction to our school.

Our Memorial Day Show was held on May 24th. First grade students shared songs and poems and we heard musical pieces performed by the GMS band. Our Music Man, Mr. McGann is very committed to ensuring that this performance involves different members of the community and our students work very hard all year to prepare for this special day.

Upcoming Calendar for WSS

June 12th	Field Day for PreK, K and Options (rain date June 13th)
June 13th	First Grade visit to Elm Street School
June 14th	First Grade Field Day (rain date June 15th)
June 19th	PreK End of Year Show

June 20th	K Show Group 1
June 21st	K Show Group 2
June 22nd	Last Day- Early Dismissal

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2017- 2018 Waterford Street School goals:

Waterford Street's goals align with the district goals and the School Improvement Plan also mirrors those of the district. A key component of our plan is to mirror all instructional practices utilized in Elm Street School's plan. When we compared the Waterford plan to the Elm Street plan, we realized we needed to realign our instructional leadership to match the Elm's model. Elm has one teacher from each teaching Pod with a representative on their Instructional Leadership Team. By following this same practice with the WSS ILT it will ensure that we clearly communicate to all staff how we will create a consistent, clear system of structures and teaming practices. More efficient communication across all grade levels with teachers and administrators focused on deliberately working together should increase student achievement. The WSS ILT will actively monitor the implementation and use of improved communication strategies and practices by monitoring common grade level assessment data reflects greater student achievement.

Our Title 1 staff have been very busy completing the last round of DIBLES testing. Nearly all of our students have been assessed and we are in the process of compiling results. They will be available to review in the coming days. In addition our K and 1 staff are completing their last round of writing prompts, wonders assessments and math assessments to wrap up the year. We are looking forward to analyzing this data over the summer months in order to plan and set our goals for the 2018-2019 school year. We are very pleased with growth we have seen in our kindergarten students after refocusing some of our title one efforts on our tier 2 and 3 K students.

Every Child, In Every Classroom, Every Day will feel welcomed, safe, and included in our community: WSS continues its efforts to refine and reevaluate its dismissal and drop off procedure. WSS administration is partnering with ESS administration to refine our drop off procedures for the 2018-2019 school year. For starters, we are looking at eliminating the morning recess in order to get students into the building quicker and have a more successful transition to start their school day. Both the ESS and WSS staff feel as though this will ensure an easier transition into school for our young students that will also maximize learning time.

Every Child, In Every Classroom, Every Day will have adults consistently interact in ways that foster positive, supportive relationships: The PBIS approach is the foundation of Waterford Street School. The PBIS Tier 1 and Tier 2 teams recently met with their external coach to look at fidelity ratings so that we could determine areas of focus as we wind down this school year and look forward to ensuring all systems and structures are in place for the upcoming school year. As always our goal is to keep PBIS in our school relevant and current by maintaining staff and student buy-in and we welcome opportunities to keep our practices fresh and exciting for our young students.

In the months of May and June, Waterford staff continue to model and teach what Safe, Respectful and Responsible looks like in all areas of the school. PAW tickets are located throughout our school's common areas and a new "PBIS Corner" has been created in the teachers lounge to support all stakeholders.

Additionally the school wide PBIS teams have been working to merge with the preschool PBS team to streamline our practices across grade levels.

Every Child, In Every Classroom, Every Day will be engaged in relevant, academically rigorous instruction, informed by data:

We look forward to seeing what gains our students have made throughout the course of the school year. Once information is scored it will be shared.

Attendance rate compared to last year:

Month	Preschool	Kindergarten	Grade 1	Whole School
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	96.44% // 95.93%	96.14% // 95.40%	97.03% // 95.46%	96.55% // 95.51%
October	94.88% // 92.45%	93.40% // 92.59%	94.73% // 94.75%	94.18% // 93.41%
November	94.78% // 92.54%	93.11% // 92.39%	93.02% // 91.69%	93.39% // 92.15%
December	89.85% // 89.71%	88.74% // 90.47%	90.15% // 91.80%	89.50% // 90.84%
January	93.42% // 89.67%	96.11% // 90.63%	97.08% // 91.88%	96.02% // 90.92%
February	86.59%	92.27%	94.29%	91.10%
March	93.98% // 90.42%	94.48% // 89.83%	93.82% // 91.65%	93.50% // 90.65
April	93.18% // 89.44	91.14% // 91.34%	92.65% // 93.12%	92.27% // 91.62%
May	92.26% // 91.03%	92.97% // 92.44%	92.31% // 93.82%	92.56% // 92.82%
June	91.79%	93.44%	93.70%	93.20%

Suspensions as compared to last year:

	2016-2017	2017-2018
September	0	1
October	2	1
November	0	1
December	0	0
January	1	1
February	0	1
March	0	2
April	2	0
May	0	1
June	0	
Totals	5	8

of bullying allegations and findings for 2017-2018:

	Accusations	Findings
September	0	0
October	1	1
November	0	0
December	0	0
January	0	0
February	1	0
March	0	0
April	0	0

May	0	0
June		

Office Referrals compared to last year:

	Preschool	Kindergarten	Grade 1
	2016-2017 // 2017-2018	2016-2017 // 2017-2018	2016-2017 // 2017-2018
September	0 // 0	4 // 0	18 // 16
October	0 // 0	11 // 22	34 // 45
November	0 // 0	3 // 16	68 // 26
December	0 // 0	5 // 21	49 // 34
January	0 // 0	11 // 22	38 // 12
February	0 // 0	10 // 19	14 // 15
March	0 // 0	18 // 23	26 // 5
April	0	12 // 37	20 // 5
May	0	3 // 37	34 // 24
June	0	4	22
Totals	0/0	81/197	323/182

September

New Principal:

It is with great excitement that I introduce myself as Waterford Street School's new principal. The role this school plays in building the foundation for student success in Gardner is impressive and important. To be a part of this community's positive impact is an honor.

I am no stranger to this wonderful school community as I served as a teacher and then an instructional coach in the district for the past 18 years. I can assure you that I share in Waterford's commitment to caring for our children each and every day while providing them a world-class learning environment. We strive to accomplish this by:

- Learning and practicing what it means to be a **safe, respectful, and responsible**

Waterford Street School citizen - these three words make up our school mantra and we'll live them daily

- Providing a rigorous, enriching, and enjoyable academic experience - we want Waterford children to come home every day with knowledge to share, skills to demonstrate, and a smile on their face!
- Fostering positive relationships between the staff, students, and their families
- Infusing our children with a sense of belonging and pride in their school. Go Waterford Wildcats!
- Incorporating every child's family as part of the school community. See the Community and Family Engagement Goals section for more details.

Although much of my experience is at the secondary level, I am no stranger to the early childhood realm. In addition to having five children myself, I was a camp counselor and camp manager for years, have coached this age group, and currently serve, with my wife, as the Children's Liturgy/Sunday School coordinator at Holy Rosary Church.

Goals and New Curriculum:

Improve the School Climate through:

- Continued emphasis on Positive Behavior Intervention and Support (P.B.I.S.) Systems - for students and staff. This entails setting clear behavior expectations that are communicated, through various mediums (posted, verbally, etc.) and rewarding students for meeting these expectations. When students do not meet these expectations, staff work to re-teach them to students so they can meet with success moving forward.
- Instituting the new Social and Emotional Learning Curriculum (PATHs and Zones of Regulation).
- Greater staff input on decisions through various committees (ILT, PBIS, etc.).

Improve Student Academic Success through:

- A focus on a rigorous classroom environment through professional development, peer observations, and administrative “walkthroughs”.
- Use of student and teacher data to improve feedback and instruction.
- An emphasis on responsive classroom techniques such as establishing routines that are taught and practiced. This is also part of a new curriculum all schools are instituting based on a book titled, *The First 6 Weeks*. In addition to teaching and practicing basic classroom routines such as using a call and response technique (“1, 2, 3 Eyes on Me”), skills such as how to greet your neighbor and how to open a milk carton will also be addressed by all staff.
- Re-establishing an Instructional Leadership Team (ILT). We had our first meeting last week and already began discussing how we can effectively improve instruction at the school.

Improve Family and Community Relationships through:

- Holding more frequent community events.
- Increasing our presence on Social Media (Waterford just recently created a Facebook page).
- Instituting a Family and Community Engagement Committee. I’ve already received tremendous interest from staff willing to participate this committee and have appointed co-chairs as well.

*These goals align with the district’s and also our school improvement plan.

Upcoming Calendar for WSS

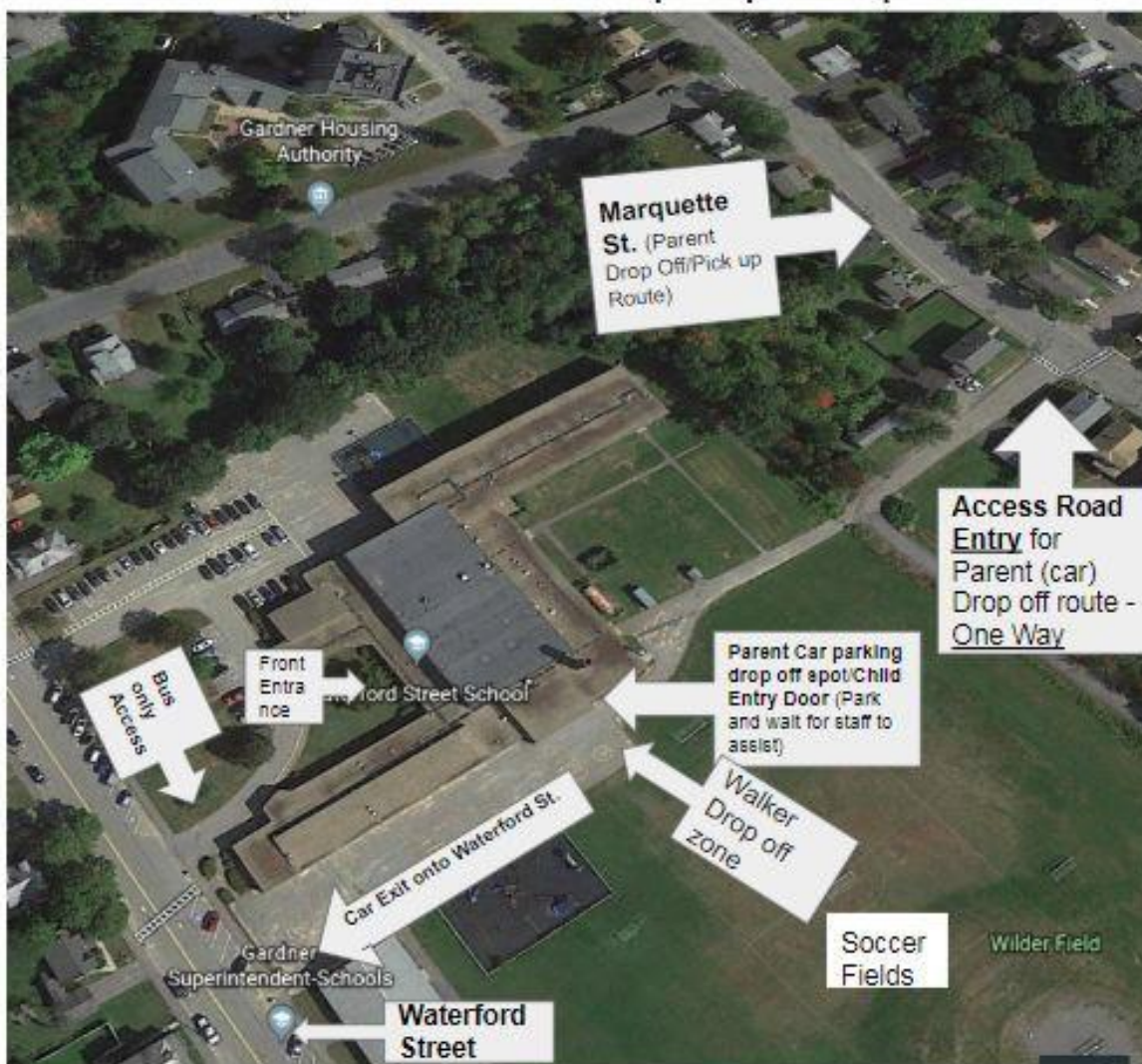
<p>September 11th</p>	<p style="text-align: center;">Open House</p> <p style="text-align: center;">The Family Community and Engagement Committee is working to see the feasibility of turning this into an “Open House/Welcome Back Party” (previously called a picnic);</p>
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Drop off and Pick up Change:

Although much of my leadership training cautions against making major changes in your first year as principal, when safety is a concern, I believe exceptions are warranted. The old system caused me several safety concerns and I did, therefore, make a change prior to starting the school year. These changes were posted to our web-site and uploaded to the districts facebook account (see graphic at the end of this report. Parents were also notified through a robo-call.

In the old system, parents would pour into the building at the end of the day to take their child home. Although the staff took pains to ensure safety and the process went as smoothly as it could, having this many adults in a building at the time when students are leaving caused me concern. To better control this process and the number of adults in the building, we will have only three exit areas - all First Grade and Kindergarten students will be picked up on the side entrance. Staff will be there to usher in students from their parents' car or from a "walker area". This system is adopted by many area schools and many parents have already expressed their happiness with the greater safety and efficiency this system creates. I suspect satisfaction will only increase as we continue to refine the process and parents are not required to get out of their car in inclement weather. All bus students will be brought to the front of the building and ushered onto their bus. The third controlled area of egress and entry will be the end of the Preschool wing where families will pick up their students. Pre-Kindergarten students will be brought to their parents at the end of the wing.

Waterford Street School Pick-up/Drop-off Map - 2018-19



Changes for the 2018-19 School year:

- No morning recess; Parent drop-off will be from 9-9:15 (students will go right into the building).
- **ALL** parent drop-off/pick-up cars will use the access road off Marquette St. (One Way)
- **ALL** parents will drop-off/pick-up their children on the side of the building in-between the school and the soccer fields (on the paved playground where morning recess used to be); This includes parents walking their children to school. The Only EXCEPTION is if you are late (after 9:15) or early (before 3:15 - must notify office before 1:00 if there is a change in the pick-up). After that time, you will have to park on Waterford St. and enter the front of the building.
- Parents CANNOT park in the front on Waterford St. and drop-off their child through the front prior to 9:15 (must use access road route and side door).
- All buses and staff will enter through the front horseshoe paved route;
- At pick-up, please have your ID ready, and your child's last name sign visible (this will be distributed) so staff can usher your child into your car in a safe and efficient manner (Parents SHOULD NOT leave their car unless their child needs help unbuckling, etc.);

October

Goals and New Curriculum

Improve the School Climate:

- Continued emphasis on Positive Behavior Intervention and Support (P.B.I.S.) Systems - for students and staff.

- The program is going well as staff have been distributing “PAW Tickets” to students who expertly display our school values - Safety, Responsibility, and Respect. We did draw our “PAWsome Students of the Month” and displayed their picture on our Wall of Fame (see picture below).



- We began instituting the new Social and Emotional Learning Curriculums (S.E.L.) - PATHs and Zones of Regulation).
 - Our School Adjustment Counselor, Christine Raynor, has been teaching our 1st grade staff the Zones of Regulation Program. The program involves teaching kids how to regulate themselves, i.e. move from the red (angry) zone to the “ready-to-learn” green zone using various techniques. It was so well-received, that the Kindergarten staff has also asked to be introduced to it as well.
 - Staff has also already begun introducing elements of the PATHs S.E.L. curriculum. Time will be devoted during the Oct. 4th Professional Development to unpack the remainder of the curriculum and develop a plan for common implementation.
- Greater staff input on decisions through various committees (ILT, PBIS, etc.).
 - The PBIS team has been meeting to brainstorm additional ways to positively reinforce behaviors through the Paw Ticket System such as “lunch with the principal/vice principal”. The team is also working to establish systems in classrooms to address how best to cope with undesirable behaviors.
 - The ILT team has been working hard to establish a new school vision. The vision centers around the following question: What would an ideal Waterford Street School look like in 3-5 years? The criteria for this vision is that it is...
 - Specific/clear
 - Measurable
 - Aspirational (challenging, but inspirational and purpose driven...something bigger than ourselves);
 - Shared - not just created together, but involves shared values/beliefs
 - Directional (Helps us decide our goals, strategies, who we hire, how we use resources, etc.);
 The team also felt the vision should be...
 - Vivid & unique
 -

Improve Student Academic Success through:

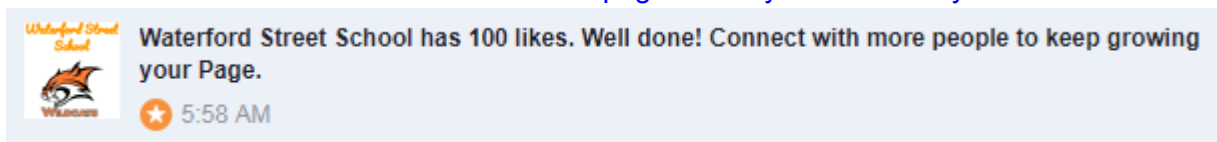
- WSS celebrated students who thoroughly participated in their summer reading assignment by announcing their names over the intercom and awarding them a T-shirt. The following picture was also submitted to the Gardner News:



- A focus on a rigorous classroom environment through professional development, peer observations, and administrative “walkthroughs”.
 - The Staff participated in a professional development session on creating and maintaining a rigorous early childhood classroom. Teachers were given a copy of the district’s classroom rigor rubric and asked to evaluate a videotaped lesson provided by the state. Teachers also made rigor an essential component of their yearly goals.
- Use of student and teacher data to improve feedback and instruction.
 - Baseline reading scores were established for our students using the DIBELS (Dynamic Indicators of Basic Early Literacy Skills). The assessment is administered by our Title I Tutors and the scores are then compiled and distributed to our teachers by our reading specialist, Virginia Jepson. Teachers then analyze the strengths and weaknesses and will now work with students to remedy student-specific deficiencies. Teachers made improving these reading scores their student learning goals for the year.
 - Teachers also developed baseline math scores using the ESGI testing software. Students are called up to their teacher’s desk and are asked to point to correct answers on the ipad or the computer. Similar to DIBELS, teachers then work to remedy deficiencies during the course of the year. They’ll be similarly assessed throughout the year to check on their progress.
- Re-establishing an Instructional Leadership Team (ILT). See notes on ILT in “School Climate” section.

Improve Family and Community Relationships through:

- Holding more frequent community events.
 - The Family and Community Engagement Committee has met several times to brainstorm ideas for events. They have identified at least one event every month. October’s events are listed in our school’s October newsletter (see next page).
- Increasing our presence on Social Media (Waterford just recently created a Facebook page).
 - Waterford has established a facebook page recently which already has over 100 likes.



- Waterford held it's open house in September. Some new fun elements were added to the night such as a dance party in the gym with the principal serving as the DJ and a "Selfie Scavenger Hunt" where kids and parents were asked to find and take selfies by the paw sign with various school personnel (e.g. the principal - see picture below) and by certain locations (cafeteria, art room, etc.).



*These goals align with the district's and also our school improvement plan.

WSS' Newsletter with upcoming events:

Waterford Wildcat Newsletter

OCTOBER 2018

COMING UP IN OCTOBER...

- October 3rd - PTO Meeting
- October 4th - 1/2 Day for professional development; the school day ends at 11:45 (No school for pre-K students)
- October 8th - No school for Columbus Day
- October 10th - Apple Fest (see below)
- October 12th - Grade 1 Progress Reports issued
- October 12th - School Council Meeting (4-5 p.m.) - please email the principal if you're a parent or caregiver interested in joining the council.
- October 25th - Horribles Parade (see below)
- October 29th - School Pictures
- October 30th - School Pictures

Name: _____

Grade: K/1st Teacher: _____

Referring Staff: _____



WSS APPLE FEST

The first annual "Apple Fest" will be held on October 10th at Waterford Street School. This free event will include treats, crafts, games, and a professional DJ - Mike Rutkowski - courtesy of the PTO. Don't forget to return your RSVP (or write a note) to let us know how many children and family members to expect.

THE HORRIBLES PARADE

Barring rain, or snow which has happened in the past, the annual "Horribles Parade" will take place this year on October 25th beginning at 5:30 p.m. in the WSS parking lot. Students are encouraged to wear their Halloween costumes as they parade around the Waterford Street School block. The police and fire departments, as well as the GHS band, will serve as escorts. Second, third and fourth grade students from Elm Street School have also been invited to join us for this year's parade.

Parents/caregivers and siblings should feel free to join in the fun by dressing up in their Halloween costumes too.

PAW TICKETS

If your child tells you they've earned a "Paw Ticket" - congratulate them! It means they've been expertly demonstrating **SAFE**, **RESPECTFUL**, and **RESPONSIBLE** behavior (our school values) in the common areas at WSS (bathroom, hallways, bus, cafe, etc.). These tickets are part of our Positive Behavioral Intervention and Support program (PBIS). All kindergarten and first grade classes have had brief lessons to set behavior expectations for common areas. These expectations are constantly being reinforced by all WSS staff members and we are off to a great start with students developing their self regulation skills for these common areas. These tickets are collected by their classroom teacher and when the class accumulates 100 tickets collectively they select from a menu of classroom rewards such as: Pajama Day, Hat, Day, Super Hero Day, Extra Recess, Game Day, Dance Party, Movie Day, Favorite Stuffed Animal Day, Beach Day, Eat Lunch With Special Staff Member, Character Day, King and Queen Day, Backwards Day, Outside Snow Day, Beach Party or Crazy Hair Day.

Drop off and Pick up Change:

- The new system has been working very well as the kinks have been ironed out and streamlining suggestions have been implemented. The morning drop off takes no longer than 15 minutes. The afternoon pick-up system is also going well. A poll of parents reported that the process from when they arrive in the car pick up line on the access road (or from when they start moving if they arrived early) to when they pick up their child, takes an average of 9 minutes. We used cones to assist with the process but we are now confident enough in the permanency of the process to have the DPW paint lines and put up more permanent signs.

November

Goals:

Celebrate Success:

- It was great to celebrate one of our students at an assembly last Friday. First grader, Lilliana Reppucci, won a United Way award - which also included a Kindle Fire tablet - for all the

reading she did this summer through the Footsteps2Brilliance program. This was quite an accomplishment as there were only 3 winners and the program is run throughout North Central Mass! Here's a picture from the event:



Improve Family and Community Engagement/Relationships:

- WSS continued a fun-filled school tradition - The Horribles Parade. The event has not been held the past three years due to weather but we were fortunate this year with a brisk but clear night. Families dressed up in their Halloween garb and paraded around the Waterford Street School block. The parade was led by fire and police trucks, as well as the high school marching band.

Pictures from the parade:



- The Family and Community Engagement Committee scheduled another fun night on November 15th - The Harvest Festival (6-7) p.m.
- Mr. McGann - our music teacher is having a Veteran's Day Assembly at WSS where students will be performing and parents are invited to join.

Improve Curriculum and Instruction:

- Waterford Street and Elm Street are working to unpack and implement a newly purchased science curriculum that aligns with the Next Generation Massachusetts Science Standards. The company providing the curriculum is named FOSS and they sent trainers to our schools on November 6th to help teachers with this process. The curriculum is exciting in that it's very discovery-oriented and hands on - something early childhood children love!.

WSS' Newsletter with upcoming events:

**Waterford Wildcat
Newsletter**

NOVEMBER 2018

COMING UP IN NOVEMBER...

November 6th

- No School for students (Teacher Professional Development Day)

November 7th

- Off Our Rockers -8:00 a.m. - 9:00 a.m.
- Veteran's Day Assembly - 10:00 a.m. in the gym (see below)

November 9th

- School Council Meeting - 4-5 p.m. in the conference room

November 12th

- No School - Veteran's Day

November 14th

- Off Our Rockers -8:00 a.m. - 9:00 a.m.

November 15th

- Harvest Festival - 6-7 p.m. at Waterford (see below)

November 16th

- PreK-K Progress Reports Issued

November 19th

- 11:45 a.m. Early Release (If you are switching how your child is being sent home - example: parent pick up, not bus - please notify the office by 10:00 a.m.)
- Parent/Teacher Conferences - 5-8 p.m. (Please send in the preferred time sign up sheet to your child's teacher - you should receive this soon)

- NO PRESCHOOL

November 20th

- 11:45 a.m. Early Release
- Parent/Teacher Conferences - 12:30-3:30 p.m.
- NO PRESCHOOL

November 21st

- 11:45 Early Release
- NO PRESCHOOL

November 22nd

- No School - Thanksgiving

November 23rd

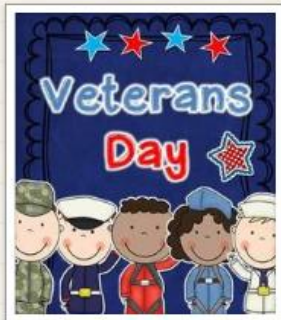
- No School - Thanksgiving

November 28th

- Off Our Rockers -8:00 a.m. - 9:00 a.m.

November 30th

- Gr. 1 Trimester Ends





WSS HARVEST FESTIVAL

Come join us on **November 15** from **6-7 p.m.** for our fun fall event at WSS!

Fun games, great music and dancing, yummy snacks, holiday raffles, and **LOTS of PRIZES!!**

3 tickets for \$1

20 tickets for \$5

If you bring a can to be donated to the CAC, you will receive 3 free tickets!

VETERAN'S DAY ASSEMBLY

Mr. McGann The Music Man is up to his usual awesomeness by helping our students celebrate veterans through music at our annual Veteran's Day assembly. The program starts at 10:00 a.m. and will include several songs performed by children in some first grade classes (Mr. Pianka, Mrs. Gallant, Mrs. Rice, Mrs. Jarvis, Mrs. Elwell). Parents/caregivers of performing students are welcome to come. We're encouraging all students to wear red, white, and blue as a show of patriotic support for our vets on this day.

PARENT/CAREGIVER TEACHER CONFERENCES

It's that time of year again! The staff at WSS firmly believe that parents/caregivers and the school are a partnership with the common goal of helping our children succeed. This is a great opportunity for us to share ideas to ensure this success. They will be held during the early release days on November 19th (5-8 p.m.) and November 20th (12:30-3:30 p.m.). Forms will be coming home explaining the process further. The forms will also ask parents to sign up for a preferred day and time. Please fill them out, and return them to your child's teacher. We'll do our best to accommodate these scheduling preferences.



December

Goals:

Celebrate Success:

- We continue to celebrate individual and school-wide behavioral and social success - a huge point of emphasis in early childhood education - through our Positive Behavior Intervention Systems (P.B.I.S.). We celebrated students who earned "paw tickets" (given for positive behavior) with individual awards every week (see "Wall of Fame" picture below), but also through school-wide events. One of these school-wide celebrations occurred last month in the form of a school-wide dance party for those who did not have a major discipline referral (see a picture below). Classes are also rewarding their students when they earn 100 "paw tickets" by having a pajama day, costume day, and/or enjoying a puppet show with the principal. These PBIS incentives seem to be helping our students make good choices as the number of office referrals dramatically decreased in November (see the graph under the "Improve Student Behavior" category).



Improve Family and Community Engagement/Relationships:

- Our Family and Community Engagement Committee organized, planned, and ran another fun event this past month - our first annual Harvest Fest. This carnival-like event featured games, a photobooth, popcorn, warm apple-cider and a turkey raffle. Two lucky families left with a Thanksgiving turkey donated by Hannaford's. Here are some pictures from the event:





Improve Curriculum and Instruction:

- All of our educators and staff have made reading growth a focus for the year. As our school does not administer the MCAS exam, we're using another assessment called D.I.B.E.L.s (Dynamic Indicators of Basic Early Literacy Skills) to measure how well we're achieving student growth. Our reading specialist, Virginia Jepson, and our Title I staff administered the first assessment in September. Specifically, it assessed early reading skills referred to as Phoneme Segmentation Fluency (PSF) and Nonsense Word Fluency-Correct Letter Sounds (NWF-CLS). The staff then grouped students based on these scores during a certain block everyday that we refer to as our W.I.N.N. (What I Need Now) block. Students who were more advanced in these skills might be given a more challenging reading task during this time while those who struggle with these skills are in groups that have extra support.

After being in WINN groupings since Oct.1, 2018, these same students were given another DIBELS assessment to monitor their progress. The data from this second assessment suggests these groupings and extra support have been paying dividends as there was a **37.12% growth with the PSF reading skills** and a **62.27% growth with NWF-CLS reading skills**.

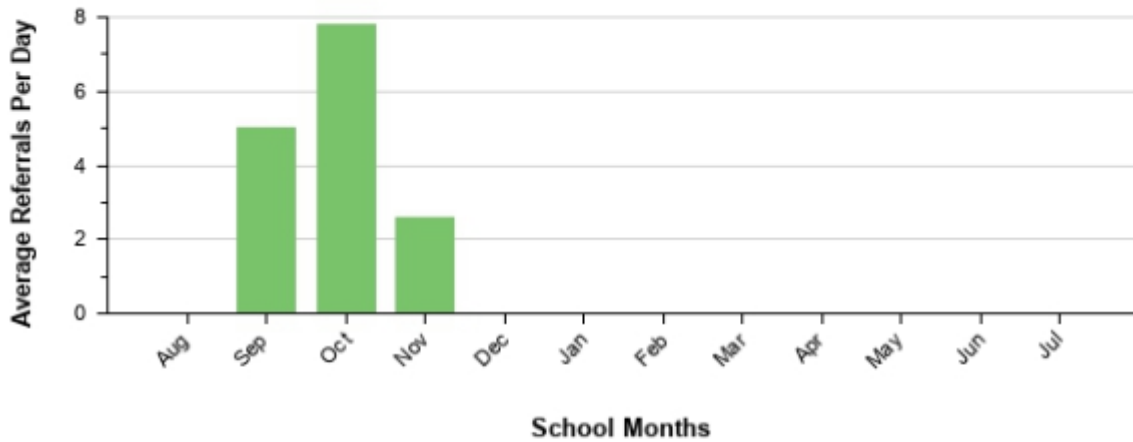
All students in grade 1 and Kindergarten will be given the winter DIBELS assessment in January. Data will be analyzed and new WINN groups will be made accordingly.

Improve Student Behavior:

As stated earlier in the report, our discipline referral data suggests that many of our behavioral interventions are helping decrease unwanted student behaviors. The following graph indicates the number of referrals for discipline infractions went down dramatically during the month of November:

Average Referrals Per Day Per Month

All, 2018-19



Data Table

Year ▲	Month	Days Count	Referral Count	ODR/School Day
2018	August	0	0	0.00
2018	September	19	95	5.00
2018	October	22	171	7.77
2018	November	18	46	2.56

Although November is a slightly shorter month in terms of school days (three days shorter than October and one day shorter than September), this slight decrease in days is disproportional with the significant decrease in referrals: A **52% decrease** when comparing September to November and a **73% decrease** when comparing October to November.

WSS' Newsletter with upcoming events:

Waterford Wildcat Newsletter

DECEMBER 2018

COMING UP IN DECEMBER...

December 1st

- "Shop Til You Drop" Vendor Fair at WSS (8:30-1:00)

December 3rd

- Gr. 1 Trimester 2 Begins

December 5th

- Off Our Rockers Program (8:00 a.m. - 9:00 a.m.)

December 7th

- Gr. 1 Trimester 1 Report Cards Issued

December 11th

- **1/2 Day Early Release (11:45) - Rescheduled Conferences (12:30-3:30)** (If you are switching how your child is being sent home - example: parent pick up, not bus - please notify the office by 10:00 a.m.)
- **NO PRESCHOOL**

December 12th

- Off Our Rockers (8:00 a.m. - 9:00 a.m.)

December 14th

- WSS Picture Retake Day

December 19th

- Holiday Assembly (1:15 p.m. - 1:45 p.m. - Snow Date - 12/20)

December 20th

- Gingerbread Movie (Mrs. Scipione's and Mrs. Thomas' classes) - 2:00 p.m.

December 21st

- Half Day of School Early Release (11:45)

December 25th

- Christmas Day - No School

December 26th - January 1st

NO SCHOOL - December Vacation

**SHOP 'TIL YOU DROP****Shop Til You Drop – Vendor Fair**

This annual fundraiser, scheduled for Saturday, December 1, 2018, 8:30-1:00 will be held in the WSS cafeteria and is open to the public. Come and get a start on your holiday shopping with vendors such as Younique, LuLa Roe, Tastefully Simple and more! The proceeds from the raffle directly benefit the students at Waterford Street & Elm Street School, so you can be assured that you will be participating in a great cause!

HOLIDAY ASSEMBLY

Mr. McGann The Music Man has developed another great program this year to help our students sing in the holiday season. The program starts at **1:15 p.m. - 1:45** and will include several songs performed by children in some first grade classes (Mrs. Bastien, Mrs. Whiting, Mrs. Cormier/Therault, Mrs. Rouisse, Mrs. Gallant). Parents/caregivers of performing students are welcome to come.

RESCHEDULED PARENT/CAREGIVER TEACHER CONFERENCE

As you know, our scheduled afternoon conferences were canceled last month due to the snow. We have rescheduled them for December 11th from 12:30 - 3:30. Our hope is that you can keep the same conference time you scheduled with your child's teacher in November. If there is a problem with your previously scheduled time slot, please reach out to your child's teacher and they'll do their best to accommodate.

As a team, the entire school district has moved forward to improve and deepen student learning and understanding, and support their social emotional needs. We will continue our efforts in these two major areas and will strive to make students', families', and our community's experiences with Gardner Public Schools exceptional.

Respectfully Submitted,

*Mark J. Pellegrino
Superintendent of Schools*

ANNUAL REPORT

SURVEY DEPARTMENT – FY2018

To His Honor the Mayor & Members of the City Council:

I respectfully submit the Annual Report of the Survey / Engineering Department for the period from July 1, 2017 through June 30, 2018. The Survey / Engineering Department staff consists of: City Engineer Chris Coughlin, GIS Administrator Rachael Catlow and Clerk Typist Christine Kumar.

A brief review of the Survey Department's activities follows:

NEW RESIDENTIAL DEVELOPMENT AND CONSTRUCTION - Single family home construction continues slowly; condominium construction remains flat. 13 new street addresses were issued during this fiscal year compared to 23 in FY 2017.

COMMERCIAL DEVELOPMENT - There has been increased interest from individuals looking into available property within the City as well as new construction on varied projects.

SUBDIVISION ACTIVITY – Subdivision activity has been active with the majority of new homes being built in the following two projects;

Sapphire Park – mobile home park along Pearl Street – Active, Approved with construction under way;
Wilder Brook single family home development – Active, Approved with construction under way;

CRYSTAL LAKE WATER TREATMENT FACILITY – The Crystal Lake water treatment facility has operated reliably and efficiently. Water quality meets or exceeds all regulatory requirements.

SNAKE POND WELL TREATMENT FACILITY – The Snake Pond well treatment facility has operated reliably and efficiently. Water quality meets or exceeds all regulatory requirements.

WASTEWATER TREATMENT FACILITY – The WWTF Headworks renovation was completed during FY18 on budget. Phase II “Dewatering Upgrade” is set to finalize design and bid in FY19 with a construction timeline of approximately 18 months.

BRIDGE RECONSTRUCTION - Pleasant Street Bridge has been closed to traffic and is on a priority list with the Massachusetts Department of Transportation which is responsible for its design and replacement. Construction has been delayed again with an anticipated start date of Summer 2019.

GEOGRAPHIC INFORMATION SYSTEMS – Rachael Catlow, our GIS professional is involved in assisting many departments in the City with mapping updates and analysis. FY18 Projects included:

- Assessing
 - ArcGIS Online – continued enhancements to the mapping application portal
 - Parcel Map Updates – continuously update and improve the parcel layer to Level 3 MassGIS standard, produced tax map pdfs and linked them to the ArcGIS Online application for citizens to query and print.
 - Maintained searchable online Property Record Card lookup application for the Assessor.

- Building - Update vacant and abandoned property listing, assist with technical support for the ViewPermit software with regards to CAMA system extracts
- City Clerk – Served as LUCA liaison providing Census mapping updates.
- Community Development – Various project including zoning updates, trail mapping, sign development, census mapping, Food Truck Festival Support, Downtown Banner Graphics, Complete Streets prioritization, CBDG mapping, . Support various Conservation mapping efforts including updates to the Open Space Layer.
- Fire Department – Hydrant mapping updates.
- Health Department – Created Trash routes map.
- Police – Assistance with IMC address data.
- Public Works
 - Utility Mapping – Completed Sewer System mapping and water system network mapping.
 - Cemetery Mapping – continued to map cemetery plots, assign unique id's to link the mapping to the Access database.
- Planimetric updates including building footprints, streets, street light poles.
- Assisted Google with community mapping – responsible for edits in Gardner MA.
- Responded to 44 abutters requests in FY 18.
- Served as point of contact for all City website assistance.
- Green Communities
 - Complete the Green Communities Annual report by entering in all energy consumption for municipal facilities.
 - Applied for and received a competitive grant in the amount of \$95,000 for an Electric Vehicle, Electric Vehicle Charging Station, and a pump upgrade project at the Water Treatment Facility.
 - Applied for a \$55,000 incentive from National Grid for the pump upgrade project at the Water Treatment Facility.
- Served as the Municipal Aggregation project point of contact
- Attended the 2018 ESRI International GIS Users Conference.

Respectfully submitted,



Chris Coughlin
City Engineer



CITY OF GARDNER

TREASURER/COLLECTOR'S DEPARTMENT

Charline M. Daigle, Treasurer / Collector
 95 Pleasant Street, Room 116
 Gardner, MA 01440
 Tel: 978-630-4016 * Fax: 978-630-2520

To: His Honor, Mark P. Hawke, Mayor
 Members of the City Council

I herewith submit the Annual Report of the Treasurer of the City of Gardner for the Fiscal Year ending June 30, 2018.

Cash on Hand, July 1, 2017	\$27,283,786.23	
Total Receipts		
July 1, 2017-June 30, 2018	\$91,064,201.94	
		\$118,347,988.17
Total Disbursements		
July 1, 2017-June 30, 2018	\$89,210,479.57	
Cash on Hand, June 30, 2018		\$ 29,137,508.60

Respectfully Submitted,

Charline M. Daigle
 Treasurer/Collector

FISCAL YEAR 2018**CASH RECONCILIATION****CITY OF GARDNER**

	BALANCE GEN LEDGER First of Month	RECEIPTS	TRANSFERS		WARRANTS	BALANCE GEN. LEDGER End of Month
			DEBIT	CREDIT		
July	\$27,283,786.23	\$10,661,857.74	\$9,285,387.52	\$9,285,387.52	\$5,851,094.61	\$32,094,549.36
August	\$32,094,549.36	\$5,586,447.28	\$13,709,419.50	\$13,709,419.50	\$9,690,780.60	\$27,990,216.04
September	\$27,990,216.04	\$6,037,430.81	\$8,230,208.44	\$8,230,208.44	\$5,236,845.22	\$28,790,801.63
October	\$28,790,801.63	\$10,350,756.54	\$11,233,624.43	\$11,233,624.43	\$7,590,630.81	\$31,550,927.36
November	\$31,550,927.36	\$6,504,212.02	\$11,548,715.48	\$11,548,715.48	\$8,409,792.62	\$29,645,346.76
December	\$29,645,346.76	\$4,612,707.15	\$13,980,597.08	\$13,980,597.08	\$8,287,080.25	\$25,970,973.66
January	\$25,970,973.66	\$10,457,404.97	\$6,671,913.06	\$6,671,913.06	\$4,832,177.07	\$31,596,201.56
February	\$31,596,201.56	\$6,224,794.22	\$8,667,943.86	\$8,667,943.86	\$7,352,350.50	\$30,468,645.28
March	\$30,468,645.28	\$4,825,333.15	\$9,269,717.87	\$9,269,717.87	\$7,432,006.83	\$27,861,971.60
April	\$27,861,971.60	\$9,456,421.82	\$8,473,472.37	\$8,473,472.37	\$6,100,188.56	\$31,218,204.86
May	\$31,218,204.86	\$6,636,772.77	\$17,821,513.67	\$17,821,513.67	\$9,756,478.29	\$28,098,499.34
June	\$28,098,499.34	\$9,710,063.47	\$13,214,443.48	\$13,214,443.48	\$8,671,054.21	\$29,137,508.60
TOTAL	\$27,283,786.23	\$91,064,201.94	\$132,106,956.76	\$132,106,956.76	\$89,210,479.57	\$29,137,508.60

**CITY TREASURER
BONDED DEBT - FISCAL 2018**

ISSUE DATE	PURPOSE OF LOAN	KIND	PERCENT	MATURITY DATE	FY18 PAYMENT	OUTSTANDING 30-Jun-18
*****	*****	*****	*****	*****	*****	*****
10/1/1999	Water Pollution Abat. Trust	Bonds	4.25-5.75%	8/1/2019	\$ 554,856	\$ 1,162,977
11/15/2003	Water Pollution Abat. Trust	Bonds	3.00-5.25%	8/1/2019	\$ 37	\$ 75
11/24/2004	Water Pollution Abat. Trust DW-03-10	Bonds	2.00%	8/1/2024	\$ 211,511	\$ 1,739,089
6/1/2005	Municipal/School Refinance 1995/1997	Bonds	3.00-5.00%	11/1/2017	\$ 750,000	\$ -
12/6/2012	Water Project 04/05/02 Refinance	Bonds	2.00%	1/1/2022	\$ 320,000	\$ 1,155,000
6/25/2013	Police Station - Brownfield	EPA	1.50%	7/31/2033	\$ -	\$ 200,000
3/7/2014	Police Station	Bonds	3.00-5.00%	3/1/2034	\$ 455,000	\$ 10,305,000
4/13/2017	Water Pollution Abat. Trust CWP-15-21	Bonds	2.00%	7/15/2037	\$ 179,328	\$ 4,253,914
Total Bonded Debt Payments					\$ 2,470,731	
Total Bonded Debt - June 30, 2018						\$ 18,816,056

COLLECTOR OF TAXES

To His Honor, The Mayor and Members of the City Council:

I Herewith submit the Annual Report of the Collector of Taxes of the City of Gardner for the Fiscal Year Ending June 30, 2018:

2018 MOTOR VEHICLE EXCISE

Committed:	1/31/18	1,631,058.75		
	3/21/18	234,597.26		
	5/22/18	147,964.35		
	5/22/18	<u>5,071.25</u>	2,018,691.61	
Cost Collected			28,380.00	
Interest Collected			2,371.89	
Refunds:			<u>20,527.75</u>	2,069,971.25
Paid to Treasurer		1,746,106.46		
Cost		28,380.00		
Interest		<u>2,371.89</u>	1,776,858.35	
Abatements			51,532.21	
Uncollected June 30, 2018:			<u>241,580.69</u>	2,069,971.25

2018 FISCAL TAXES

Committed:				
Personal		1,436,597.83		
Real Estate		23,854,329.10		
Water Liens		40,002.34		
Sewer User		30,229.05		
Trash Liens		21,867.85		
Backflow		0.00		
Water L & M		973.26		
Interest Collected		38,252.28		
Cost		8,190.00		
Misc. fees		9.45		
Community Health Connecti		7,500.00		
Gardner Housing Authority		7,262.56		
Binnal House		34,661.00		
Mobile Home Park Fees		26,460.00		
Municipal Liens		<u>76,804.00</u>	25,583,138.72	
Refunds:				
Personal		13,366.22		
Real Estate		<u>83,852.09</u>	<u>97,218.31</u>	25,680,357.03
Paid to Treasurer:				

Personal	1,373,946.04		
Real Estate	22,962,639.16		
Water Liens	31,936.20		
Water L & M	973.26		
Sewer User	24,018.12		
Backflow	0.00		
Trash Liens	14,625.35		
Cost	8,190.00		
Interest	38,252.28		
Certificates of Mun.Lien	76,804.00		
Community Health Connecti	7,500.00		
Binnall House	34,661.00		
Gardner Housing Authority	7,262.56		
Mobile Home Park Fees	26,460.00		
Misc. fees	9.45		
		24,607,277.42	
Abatements:			
Personal	13,708.71		
Real Estate	217,983.76		
Trash	0.00		
Water	0.00		
Sewer	<u>0.00</u>	231,692.47	
Tax Title			
Real Estate	2,894.15		
Water	240.00		
Sewer	89.12		
Trash Liens	<u>0.00</u>	3,223.27	
Uncollected June 30, 2018:			
Personal	62,309.30		
Real Estate	754,664.12		
Water Liens	7,826.14		
Backflow	0.00		
Water L & M	0.00		
Sewer User	6,121.81		
Trash Liens	<u>7,242.50</u>	<u>838,163.87</u>	25,680,357.03
<u>2017 MOTOR VEHICLE EXCISE</u>			
Uncollected July 1, 2017	232,947.53		
Committed:			
7/20/17	4,300.00		
7/20/17	96,760.01		
9/25/17	75,647.73		
11/24/18	45,270.86		
1/31/18	12,203.74		
3/21/18	72.50		
	0.00		
		467,202.37	
Cost Collected		81,935.00	

Interest Collected		11,728.91	
Registry Fees Collected		11,500.00	
Refunds:		<u>28,155.03</u>	600,521.31
Paid to Treasurer	378,978.37		
Cost	81,935.00		
Interest	11,728.91		
Registry Fees	<u>11,500.00</u>	484,142.28	
Abatements		28,160.07	
Uncollected June 30, 2018		<u>88,218.96</u>	600,521.31

2017 FISCAL TAXES

Uncollected July 1, 2017:			
Committed: Real Estate	3,608.02		
Personal	12,732.29		
Real Estate	793,092.54		
Water Liens	17,720.10		
Water L&M	547.51		
Sewer User	14,102.43		
Trash Liens	<u>13,288.38</u>	855,091.27	
Cost Collected	8,421.94		
Interest Collected	<u>43,815.62</u>	52,237.56	
Refunds			
Personal	0.00		
Real Estate	<u>8,237.06</u>	<u>8,237.06</u>	915,565.89
Paid to Treasurer			
Personal	5,373.07		
Real Estate	356,095.49		
Backflow	165.48		
Water Liens	5,846.16		
Sewer User	5,654.75		
Trash Liens	4,465.71		
Cost	8,421.94		
Interest	<u>43,815.62</u>	429,838.22	
Abatements:			
Personal	0.00		
Real Estate	33,802.24		
Sewer User	0.00		
Water Liens	0.00		
Trash Liens	<u>0.00</u>	33,802.24	
Tax Title:			
Real Estate	222,553.18		
Water Liens	8,207.66		
Backflow	0.00		
Sewer User	6,222.41		

Trash Liens	<u>5,482.73</u>	242,465.98	
Uncollected June 30, 2018:			
Personal	7,359.22		
Real Estate	192,486.71		
Water Liens	3,666.28		
Sewer User	2,225.27		
Water L&M	382.03		
Trash Liens	<u>3,339.94</u>	<u>209,459.45</u>	915,565.89

2016 MOTOR VEHICLE EXCISE

Uncollected July 1, 2017	80,067.00		
		80,067.00	
Cost Collected		25,640.00	
Interest Collected		8,782.84	
Registry Fees Collected		10,320.00	
Refunds		<u>3,433.48</u>	128,243.32
Paid to Treasurer:	47,221.31		
Cost	25,640.00		
Interest	8,782.84		
Registry Fees	<u>10,320.00</u>	91,964.15	
Abatements		5,182.00	
Uncollected June 30, 2018		<u>31,097.17</u>	128,243.32

2016 FISCAL TAXES

Uncollected July 1, 2017:			
Personal	9,004.09		
Real Estate	209,640.94		
Backflow	0.00		
Water Liens	2,889.39		
Sewer User	1,490.76		
Trash Liens	<u>1,887.46</u>	224,912.64	
Cost Collected	30.00		
Interest Collected	<u>1,442.12</u>	1,472.12	
Refunds			
Personal	0.00		
Real Estate	<u>5,397.96</u>	<u>5,397.96</u>	231,782.72
Paid to Treasurer			
Personal	1,218.11		
Real Estate	114,663.01		
Water Liens	1,092.96		
Sewer User	645.87		
Trash Liens	857.72		

Cost	30.00		
Interest	<u>1,442.12</u>	119,949.79	
Abatements:			
Personal	0.00		
Real Estate	5,397.96		
Sewer User	0.00		
Water Liens	0.00		
Trash Liens	<u>0.00</u>	5,397.96	
Tax Title:			
Real Estate	67,313.30		
Water Liens	1,624.20		
Backflow	0.00		
Sewer User	749.62		
Trash Liens	<u>969.36</u>	70,656.48	
Uncollected June 30, 2018:			
Personal	7,785.98		
Real Estate	27,664.63		
Water Liens	172.23		
Sewer User	95.27		
Trash Liens	<u>60.38</u>	<u>35,778.49</u>	231,782.72
<u>2015 MOTOR VEHICLE EXCISE</u>			
Uncollected July 1, 2017		30,228.92	
Cost Collected		7,409.38	
Interest Collected		3,927.41	
Registry Fees Collected		3,700.00	
Refunds		<u>296.77</u>	45,562.48
Paid to Treasurer:		13,308.44	
Cost	7,409.38		
Interest	3,927.41		
Registry Fees	<u>3,700.00</u>	28,345.23	
Abatements		323.33	
Uncollected June 30, 2018		<u>16,893.92</u>	45,562.48
<u>2015 FISCAL TAXES</u>			
Uncollected July, 1, 2017:			
Personal	9,595.36		
Real Estate	44,895.13		
Water Liens	376.10		
Backflow	0.00		
Sewer User	0.00		
Trash Liens	0.00		
Cost Collected	30.00		

Interest Collected	<u>581.08</u>	55,477.67	
Refunds:			
Real Estate		<u>5,268.73</u>	60,746.40
Paid to Treasurer:			
Personal	0.00		
Real Estate	1,361.54		
Water Liens	0.00		
Sewer User	0.00		
Trash	0.00		
Interest	581.08		
Cost	30.00		
Abatement	<u>5,268.73</u>	7,241.35	
Transferred to Tax Title:			
Real Estate	43,533.59		
Water	376.10		
Backflow	0.00		
Sewer User	0.00		
Trash	<u>0.00</u>	43,909.69	
Uncollected June 30, 2018:			
Personal	9,595.36		
Real Estate	0.00		
Water Liens	0.00		
Sewer User	0.00		
Trash	<u>0.00</u>	9,595.36	60,746.40
<u>2014 MOTOR VEHICLE EXCISE</u>			
Uncollected July 1, 2017	19,595.71		
Cost Collected	3,360.00		
Interest collected	2,243.29		
Registry Fees	<u>1,680.00</u>	26,879.00	
Refunds		<u>0.00</u>	26,879.00
Paid to Treasurer	5,353.68		
Cost	3,360.00		
Interest	2,243.29		
Registry Fees	<u>1,680.00</u>	12,636.97	
Abatements		0.00	
Uncollected June 30, 2018		<u>14,242.03</u>	26,879.00

2014 FISCAL TAXES

Uncollected July 1, 2017:		
Personal		10,141.42
Real Estate		0.00
Water Liens		0.00
Sewer User		0.00
Trash		0.00
Interest Collected		0.01
Cost Collected		<u>0.00</u>
		10,141.43
Paid to Treasurer:		
Cost	0.00	
Personal	0.00	
Real Estate	0.00	
Interest	<u>0.01</u>	0.01
Tax Title:		
Real Estate	0.00	
Water Liens	0.00	
Sewer User	0.00	
Trash Liens	<u>0.00</u>	0.00
Abatements: Personal Property		0.00
Uncollected June 30, 2018		
Real Estate		0.00
Personal		<u>10,141.42</u>
		10,141.43
<u>2013 MOTOR VEHICLE EXCISE</u>		
Uncollected July 1, 2017		
		15,092.74
Cost Collected	2,280.00	
Interest Collected	1,845.35	
Registry Fees Collected	<u>1,140.00</u>	5,265.35
Refunds		<u>99.27</u>
		20,457.36
Paid to Treasurer		
Cost	3,364.84	
Interest	2,280.00	
Registry Fees	1,845.35	
	<u>1,140.00</u>	8,630.19
Abatements		99.27
Uncollected June 30, 2018		
		<u>11,727.90</u>
		20,457.36
<u>2013 FISCAL TAXES</u>		
Uncollected July 1, 2017		
Real Estate		752.36
Personal		10,192.89
Costs Collected		60.00

Interest Collected		<u>0.00</u>	11,005.25
Paid to Treasurer:			
Real Estate	0.00		
Personal	0.00		
Costs	60.00		
Interest	<u>0.00</u>	60.00	
Abatements			
Real Estate		-400.00	
Uncollected June 30, 2018			
Personal		10,192.89	
Real Estate		<u>1,152.36</u>	11,005.25

2012 MOTOR VEHICLE EXCISE

Uncollected July 1, 2017		14,889.90	
Cost Collected		1,000.00	
Interest Collected		761.97	
Registry Fees Collected		500.00	
Refunds		<u>0.00</u>	17,151.87
Paid to Treasurer:			
Cost	1,109.82		
Interest	1,000.00		
Registry Fees	761.97		
	<u>500.00</u>	3,371.79	
Uncollected June 30, 2018		<u>13,780.08</u>	17,151.87

2012 FISCAL TAXES

Uncollected July 1, 2017			
Personal	11,971.77		
Costs Collected	0.00		
Refunds	0.00	11,971.77	
Paid to Treasurer:			
Personal Property	0.00		
Costs	0.00	0.00	11,971.77
Abatements		0.00	
Uncollected June 30, 2018			
Personal		11,971.77	11,971.77

2011 MOTOR VEHICLE EXCISE

Uncollected July 1, 2017		13,195.24	
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Cost Collected		480.00	
Interest Collected		466.54	
Registry Fees Collected		240.00	
Refunds		<u>0.00</u>	14,381.78
Paid to Treasurer:	597.61		
Cost	480.00		
Interest	466.54		
Registry Fees	<u>240.00</u>	1,784.15	
Uncollected June 30, 2018		<u>12,597.63</u>	14,381.78

2011 FISCAL TAXES

Uncollected July 1, 2017:			
Personal		249.62	
Interest Collected		0.00	249.62
Paid to Treasurer:			
Personal	0.00		
Interest	0.00		
Uncollected June 30, 2018:			
Personal	<u>249.62</u>		249.62

2010 MOTOR VEHICLE EXCISE

Uncollected July 1, 2017		13,561.20	
Cost		800.00	
Interest		767.07	
Registry Fees		400.00	
Refunds:		<u>0.00</u>	15,528.27
Paid to Treasurer:	835.32		
Cost	800.00		
Interest	767.07		
Registry Fees	400.00	2,802.39	
Uncollected June 30, 2018		<u>12,725.88</u>	15,528.27

2010 FISCAL TAXES

Uncollected July 1, 2017			
Personal	220.13		
Interest Collected	0.00		220.13
Paid to Treasurer:			
Personal	79.08		
Interest	0.00	79.08	
Uncollected June 30, 2018			

Personal		141.05	220.13
<u>2009 MOTOR VEHICLE EXCISE</u>			
Uncollected July 1, 2017		11,874.03	
Cost Collected	600.00		
Interest Collected	897.50		
Registry Fees	300.00		
Refunds	<u>0.00</u>	<u>1,797.50</u>	13,671.53
Paid to Treasurer	856.87		
Cost	600.00		
Interest	897.50		
Registry Fees	<u>300.00</u>	2,654.37	
Uncollected June 30, 2018		<u>11,017.16</u>	13,671.53
<u>2009 FISCAL TAXES</u>			
Uncollected July 1, 2017			
Personal		368.23	
Interest Collected		0.00	
Cost Collected		<u>0.00</u>	368.23
Paid to Treasurer:			
Personal	0.00		
Interest	0.00		
Cost	<u>0.00</u>	0.00	
Uncollected June 30, 2018			
Personal		<u>368.23</u>	368.23
<u>2008 MOTOR VEHICLE EXCISE TAXES</u>			
Uncollected July 1, 2017		11,389.77	
Cost collected	195.00		
Interest collected	427.57		
Registry fees collected	<u>160.00</u>	<u>782.57</u>	12,172.34
Paid to Treasurer	371.37		
Cost	195.00		
Interest	427.57		
Registry Fees	<u>160.00</u>	1,153.94	
Uncollected June 30, 2018		<u>11,018.38</u>	12,172.32
<u>2008 FISCAL TAXES</u>			

Uncollected July 1, 2017			
Personal		158.60	
Interest Collected		0.00	
Cost Collected		<u>0.00</u>	158.60

Paid to Treasurer:			
Personal	0.00		
Interest	0.00		
Cost	<u>0.00</u>	0.00	

Uncollected June 30, 2018			
Personal		<u>158.60</u>	158.60

2007 FISCAL TAXES

Uncollected July 1, 2017			
Personal Property		155.28	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	155.28

Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Registry Fees	<u>0.00</u>	0.00	

Uncollected June 30, 2017		<u>155.28</u>	155.28
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2007 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		12,359.98	
Cost collected		45.00	
Interest collected		221.88	
Registry Fees collected		<u>60.00</u>	12,686.86

Paid to Treasurer	176.56		
Cost	45.00		
Interest	221.88		
Registry Fees	<u>60.00</u>	503.44	

Uncollected June 30, 2018		<u>12,183.42</u>	12,686.86
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2006 FISCAL TAXES

Uncollected July 1, 2017			
Personal Property		169.43	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	169.43

Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Registry Fees	<u>0.00</u>	0.00	

Uncollected June 30, 2018		<u>169.43</u>	169.43
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2005 FISCAL TAXES

Uncollected July 1, 2017			
Personal Property		181.22	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	181.22
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Registry Fees	<u>0.00</u>	0.00	
Uncollected June 30, 2018		<u>181.22</u>	181.22

2006 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		16,142.93	
Cost Collected		105.00	
Interest Collected		458.16	
Registry fees collected		<u>120.00</u>	16,826.09
Paid to Treasurer	334.37		
Cost	105.00		
Interest	458.16		
Registry fees	<u>120.00</u>	1,017.53	
Abatement			
Uncollected June 30, 2018		<u>15,808.56</u>	16,826.09

2005 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		18,359.41	
Cost Collected		45.00	
Interest Collected		143.26	
Registry Fees		<u>60.00</u>	18,607.67
Paid to Treasurer	97.50		
Cost	45.00		
Interest	143.26		
Registry fees	<u>60.00</u>	345.76	
Abatement		33.75	
Uncollected June 30, 2018		<u>18,228.16</u>	18,607.67

2004 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		14,498.69	
Cost collected		45.00	
Interest collected		116.02	
Registry fees collected		<u>60.00</u>	14,719.71

Paid to Treasurer	72.50		
Cost	45.00		
Interest	116.02		
Registry Fees	<u>60.00</u>	293.52	
Abatement		33.75	
Uncollected June 30, 2018		<u>14,392.44</u>	14,719.71

2003 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		15,261.27	
Cost collected		50.00	
Interest collected		150.93	
Registry fees collected		<u>80.00</u>	15,542.20

Paid to Treasurer	87.81		
Cost	50.00		
Interest	150.93		
Registry fees	<u>80.00</u>	368.74	
Uncollected June 30, 2018		<u>15,173.46</u>	15,542.20

2002 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		11,123.67	
Cost collected		40.00	
Interest collected		941.20	
Registry fees collected		<u>80.00</u>	12,184.87

Paid to Treasurer	500.00		
Cost	40.00		
Interest	941.20		
Registry fees	<u>80.00</u>	1,561.20	
Uncollected June 30, 2018		<u>10,623.67</u>	12,184.87

2001 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		10,643.00	
Cost collected		30.00	
Interest collected		685.04	
Registry fees collected		<u>60.00</u>	11,418.04

Paid to Treasurer	340.63		
Cost	30.00		
Interest	685.04		
Registry fees	<u>60.00</u>	1,115.67	
Uncollected June 30, 2018		<u>10,302.37</u>	11,418.04

2000 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		8,762.72	
Cost collected		30.00	
Interest collected		136.91	
Registry fees collected		<u>40.00</u>	8,969.63
Paid to Treasurer	66.88		
Cost	30.00		
Interest	136.91		
Registry fees	<u>40.00</u>	273.79	
Uncollected June 30, 2018		<u>8,695.84</u>	8,969.63

1999 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		7,561.44	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	7,561.44
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>7,561.44</u>	7,561.44	
Uncollected June 30, 2018		<u>0.00</u>	7,561.44

1998 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		6,090.78	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	6,090.78
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>6,090.78</u>	6,090.78	
Uncollected June 30, 2018		<u>0.00</u>	6,090.78

1997 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		7,026.36	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	7,026.36

Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>7,026.36</u>	7,026.36	
Uncollected June 30, 2018		<u>0.00</u>	7,026.36

1996 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		6,757.97	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	6,757.97
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>6,757.97</u>	6,757.97	
Uncollected June 30, 2018		<u>0.00</u>	6,757.97

1995 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		6,727.42	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	6,727.42
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>6,727.42</u>	6,727.42	
Uncollected June 30, 2018		<u>0.00</u>	6,727.42

1994 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		5,944.80	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	5,944.80
Paid to Treasurer	90.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>5,854.80</u>	5,944.80	
Uncollected June 30, 2018		<u>0.00</u>	5,944.80

1993 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		6,046.79	
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Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	6,046.79
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>6,046.79</u>	6,046.79	
Uncollected June 30, 2018		<u>0.00</u>	6,046.79

1992 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		8,135.97	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	8,135.97
Paid to Treasurer	42.50		
Cost	0.00		
Interest	0.00		
Rescinded	<u>8,093.47</u>	8,135.97	
Uncollected June 30, 2018		<u>0.00</u>	8,135.97

1991 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		13,089.84	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	13,089.84
Paid to Treasurer	42.50		
Cost	0.00		
Interest	0.00		
Rescinded	<u>13,047.34</u>	13,089.84	
Uncollected June 30, 2018		<u>0.00</u>	13,089.84

1990 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		15,077.01	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	15,077.01
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		

Rescinded	<u>15,077.01</u>	15,077.01	
Uncollected June 30, 2018		<u>0.00</u>	15,077.01

1989 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		16,728.01	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	16,728.01
Paid to Treasurer	18.75		
Cost	0.00		
Interest	0.00		
Rescinded	<u>16,709.26</u>	16,728.01	
Uncollected June 30, 2018		<u>0.00</u>	16,728.01

1988 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		14,190.43	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	14,190.43
Paid to Treasurer	26.56		
Cost	0.00		
Interest	0.00		
Rescinded	<u>14,163.87</u>	14,190.43	
Uncollected June 30, 2018		<u>0.00</u>	14,190.43

1987 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		11,473.27	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	11,473.27
Paid to Treasurer	11.25		
Cost	0.00		
Interest	0.00		
Rescinded	<u>11,462.02</u>	11,473.27	
Uncollected June 30, 2018		<u>0.00</u>	11,473.27

1986 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		7,737.58	
Cost collected		0.00	
Interest collected		0.00	

Registry fees collected		<u>0.00</u>	7,737.58
Paid to Treasurer	10.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>7,727.58</u>	7,737.58	
Uncollected June 30, 2018		<u>0.00</u>	7,737.58

1985 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		5,232.24	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	5,232.24
Paid to Treasurer	5.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>5,227.24</u>	5,232.24	
Uncollected June 30, 2018		<u>0.00</u>	5,232.24

1984 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		4,347.14	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	4,347.14
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>4,347.14</u>	4,347.14	
Uncollected June 30, 2018		<u>0.00</u>	4,347.14

1983 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		4,604.33	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	4,604.33
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>4,604.33</u>	4,604.33	
Uncollected June 30, 2018		<u>0.00</u>	4,604.33

1982 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		3,943.39	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	3,943.39
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>3,943.39</u>	3,943.39	
Uncollected June 30, 2018		<u>0.00</u>	3,943.39

1981 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		2,904.64	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	2,904.64
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>2,904.64</u>	2,904.64	
Uncollected June 30, 2018		<u>0.00</u>	2,904.64

1980 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		8,785.67	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	8,785.67
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>8,785.67</u>	8,785.67	
Uncollected June 30, 2018		<u>0.00</u>	8,785.67

1979 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		6,611.22	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	6,611.22
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		

Rescinded	<u>6,611.22</u>	6,611.22	
Uncollected June 30, 2018		<u>0.00</u>	6,611.22

1978 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		2,011.88	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	2,011.88
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>2,011.88</u>	2,011.88	
Uncollected June 30, 2018		<u>0.00</u>	2,011.88

1977 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		1,445.14	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	1,445.14
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>1,445.14</u>	1,445.14	
Uncollected June 30, 2018	0.00	<u>0.00</u>	1,445.14

1976 MOTOR VEHICLE EXCISE TAXES

Uncollected July 1, 2017		189.20	
Cost collected		0.00	
Interest collected		0.00	
Registry fees collected		<u>0.00</u>	189.20
Paid to Treasurer	0.00		
Cost	0.00		
Interest	0.00		
Rescinded	<u>189.20</u>	189.20	
Uncollected June 30, 2018		<u>0.00</u>	189.20

Respectfully submitted,

Charline M. Daigle
Tax Collector



GARDNER VETERANS SERVICE DEPARTMENT

95 Pleasant Street
 Room 13, City Hall
 Gardner, Massachusetts 01440
 Telephone: 978-630-4017

PHILLIP D. BUSO
Veterans' Agent

August 26, 2019

To His Honor the Mayor, and
 Members of the City Council
 City Hall
 Gardner, Ma 01440

Dear Mayor and City Council members;

I respectfully submit the fiscal year 2019 Annual Report of the Veterans' Service Department for the period of July 1, 2018 through June 30, 2019.

During this reporting period, this department had a high of 98 cases being assisted with Veterans Benefits under Chapter 115 of the Massachusetts General Laws. I assisted Veterans and applicants in filing for other State and Federal benefits. Numerous applications for burial in the Veterans State Cemetery in Winchendon were filed through this office.

This department continues to assist those that had there benefits terminated or interrupted by the Department of Affairs and in many cases were able to assist in a solution to the problem.

The following is a breakdown of expenditures by this department:

	<u>SALARY</u>
Agents Salary	\$56,871.31
Longevity	810.00
TOTAL	<u>\$57,681.31</u>

DEPARTMENT EXPENSES

Office Supplies	\$1,262.83
Professional Development	\$ 35.00
TOTAL	<u>\$1,297.83</u>

ORDINARY BENEFITS

* Veterans Cash Benefits	\$496,220.82
* Heat and Fuel	\$101,939.23
* Doctors	\$ 1,083.41
* Medication	\$ 37,181.31
* Hospitals	\$ 2,869.50
* Dental	\$ 13,894.00
** Miscellaneous	<u>\$148,916.07</u>
TOTAL	<u>\$802,104.34</u>

* The Commonwealth of Massachusetts will reimburse the City of Gardner 75% for those expenditures marked by an asterisk.

** Miscellaneous includes Flags for Veterans Graves, Flag Holders, Health Insurance Premiums, Reimbursements to Veterans/Clients for Medicare Part "B", "C" and "D", Emergency Fuel Assistance not to exceed \$500.00 per client and Rental arrearages (one time basis).

Respectfully Submitted;



Phillip D. Buso
Veterans' Agent

**CONSERVATION COMMISSION
ANNUAL REPORT
January 1, 2018 to December 31, 2018**

Members:

The [City of Gardner Conservation Commission](#) (the Commission) is made up of seven (7) members and a Conservation Agent (the Agent). Commission members and their agent possess knowledge, experience, and skills related to: education, forestry, ecology, turf & landscape management, natural resources management, conservation, recreation, research, business, technology, construction oversight, customer service, and public relations.

Conservation Commission Members and Staff:

Greg Dumas, Chairman

David Beauregard, Member

Norman Beauregard, Member

Duncan Burns, Member

Michael Hermanson, Member

Donna Lehtinen, Member

David Orwig, Member

[Jeffrey Legros, Agent](#)

Christine Fucile, Administrative Coordinator

Wetlands Protection Act (WPA) and Wetlands Protection Ordinance Administration:

During 2018, the Commission actively worked to ensure the protection of wetland resources for the public benefit as mandated by the Wetlands Protection Act and City of Gardner Wetlands Protection Ordinance. As part of these efforts and others, the Commission issued several Determinations and Orders of Conditions to ensure that wetland resources were protected through actions, measures, performance standards, or special conditions. The Commission and their agent continued to work closely with the Department of Public Works, Engineering and Survey Department, Building and Zoning Department, and Community Development and Planning Department and participated in Public Service and Development Review Committee meetings to review several projects involving wetlands, open space, and conservation matters.

Commission Wetland Fees Collected (2018):

Wetland (WPA) Fees Collected:	\$5,472.50
Wetland (Local Ordinance) Fees Collected:	\$4,810.00

Public Meetings & Hearings:

The Conservation Commission held 17 public meetings during the calendar year 2018. These meetings included a combination of 55 different public hearings, requests, or meeting items related to the administration of the Massachusetts Wetlands Protection Act and City of [Gardner Wetlands Protection Ordinance](#).

Committee Membership and Participation:

As part of his duties to the Commission and [City of Gardner](#), Agent Legros participated as a member of several Committees, and provided technical review for other City Departments, and their related Boards, Commissions, and Committees.

Agent Legros participated regularly in Public Service Committee Meetings and provided the Committee with requested updates and information on Commission activities related to Wetlands Protection Administration and Conservation and Open Space matters. The Agent also participated in Development Review Committee Meetings to facilitate the pre-development planning process with regard to Conservation, Wetlands Protection, and the promotion of stormwater best management practices.

In general, the Commission continued to work closely with other City Departments and Boards such as Engineering Department, Building Department, Zoning Board, Community Development and Planning Department, Health Department, Department of Public Works, and Assessor's Office. Agent Legros provided support to various Departments and City Officials and acted in an advisory and technical review capacity regarding matters related to Conservation and Open Space and Recreation, Landuse Planning, and Natural Resources Management, and continued to play a leadership role in the Gardner [Forest Stewardship Program](#).

In addition, Agent Legros served as a member of the Local Cultural Council representing the Community Development and Planning Department.

Organizational Memberships & Participation:

In 2018, the Conservation Commission maintained active membership to the **Massachusetts Association of Conservation Commissions (MACC)**, the **Massachusetts Society of Municipal Conservation Professionals (MSMCP)**, and **Massachusetts Association of Tree Wardens and Foresters**. In addition, Agent Legros continued to represent the City of Gardner as a member of the **Montachusett Regional Trails Coalition**.

Professional Development, Training, Presentations, Workshops and Seminars:

Commission members and Agent Legros participated in several training workshops and seminars during 2018. The Agent attended several conferences and workshops related to trail planning & stewardship, urban & community forestry, conservation, and wetlands administration. Agent Legros, and Commission members D. Beauregard and D. Orwig attended the 2018 MACC Annual Environmental Conference at the College of the Holy Cross. Agent Legros gave a presentation as part of the conference agenda. His presentation focused on prioritization and ecological assessment of potential and existing conservation lands based recent experiences updating Gardner's Open Space and Recreation Plan and the Bailey Brook Landscape Conservation project, specifically the acquisition of the Alisaukas Conservation Area and Omealia property, now known as the Bailey Brook Conservation Area (see more below).

Community Forest Wellness and Nature Paths through continuation of the promotion and maintenance of enhancements and interpretive educational activities and opportunities completed as part of a Forest Stewardship Implementation Grant project in 2017, last year. The newly created Crystal Lake Community Forest, a native forested garden and nature trail with interpretive signage for teaching and learning opportunities, continues to provide visitors, patients and staff of Heywood Hospital, and local students with education, wellness, and recreation opportunities and experiences. The Commission and local volunteers continued to maintain habitat enhancements and native gardens which include plantings for wildlife forage and pollinator species and interpretive educational signage focused on forest stewardship, ecology, and watershed protection promoting outdoor recreation and wellness. The Wildlife Forage Shrub Garden, Forested Wetland Rain Garden, and Natural Pollinator Garden became well established in 2018 and were thriving and supporting an abundance of birds, bees, butterflies, beetles, and presumably other wildlife species. It has been exciting to watch them grow and literally buzz with activity!

Agent Legros also worked with the Mayor's Office, DPW Director, and City Engineer and in coordination with the Massachusetts Department of Conservation and Recreation (Mass DCR) Urban and Community Forestry division toward becoming a Tree City USA designated City, by the Arbor Day Foundation, to further develop achieve our City's urban and community forestry goals. In May of 2018, Gardner was designated and inducted as a "Tree City USA" community by the Arbor Day Foundation at a ceremony at Look Park in Northampton, sponsored by Mass DCR.

Open Space Plan Outreach and Implementation:

The Commission conducted many activities aimed at implementing the goals of the [Open Space and Recreation Plan](#). See descriptions of activities below related to Goals 1 – 5 of the Plan:

Goal 1. Protect and improve the quality of existing open spaces, parks and recreational opportunities:

The Commission continued to promote and implement the City's Forest Stewardship Outreach Program and manage, maintain, and promote the City's many trails and Conservation and Open Space lands. In particular, the Agent was involved in the City's designation as "Tree City USA" through the Arbor Day Foundation. The Agent routinely monitored the City's Conservation Areas, trails, and Open Space Lands and worked closely with the DPW and volunteers to address litter and dumping issues in an effort to reduce occurrences of such activities. Trail bridges and sign posts were installed at Perley Brook Reservoir and interpretive educational nature signs and bird, bee, and butterfly houses were installed at the Crystal Lake Community Forest. A canoe paddle-stop (riverside rest area) signs was installed along the Otter River Blue Trail by a local Boy Scout within the Cummings Conservation Areas in cooperation with the Miller's River Watershed Council and Conservation Commission. Trail mapping and maintenance was also

conducted at the Cummings Conservation Area, Otter River Conservation Area, Crystal Lake Community Forest, City Forest, Perley Brook Water Supply Protection Area, and the newly acquired Alisaukas and Bailey Brook Conservation Areas.

Goal 2. Selective expansion of open spaces, parks and recreational opportunities:

Between 2017 and 2018, the Commission acquired 224-acres of land now known as the Alisaukas Conservation Area, 84-acres of land, now known as the Bailey Brook Conservation Area, and an additional 36-acres of land to be known as the Bailey Brook Open Space Park. All of these properties will be protected in perpetuity under Article 97 of the Massachusetts Constitution and will serve to protect the Bailey Brook and provide unmeasurable public benefits. These lands were acquired through grant programs administered by the Executive Office of Energy and Environmental Affairs: Landscape Partnership grant; Land Acquisition for Natural Diversity (LAND) grant program, and Parkland Acquisition and Renovations for Communities (PARC) grant program.

These lands, located between Winchendon and Gardner since acquired now provide permanent protections and a contiguous connection between existing open space lands and adjacent parcels of forested lands within the headwaters of the Bailey Brook cold-water stream corridor, an area containing *BioMap 2 Critical Natural Landscape, Landscape Block, and Wetland Core* habitat.

Goal 3. Protect water resources and improve water quality:

In 2018, the Commission issued Orders of Conditions for multiple projects for which stormwater standards were strongly considered to ensure that water quality is protected within the City. Given the importance of water quality and future stormwater regulations (MS4 program), the Commission continues to make stormwater management a high priority when reviewing and approving projects under their jurisdiction and during the Development Review process.

Goal 5. Increase public awareness, use and stewardship of the City's water resources, forests, parks, conservation areas and recreational opportunities:

The Commission improved outreach and education efforts through the continued partnerships between the Commission and Mount Wachusett Community College, Gardner High School Environmental Science students, Boy Scouts of America Troop 9, Mount Grace Land Conservation Trust, North County Land Trust, and the Millers River Watershed Council to provide conservation volunteer opportunities and promote teaching and learning opportunities within Gardner's Open Space and Conservation Lands. Specifically, the Mount Wachusett Community College Hiking Club and Gardner High Environmental Science students, who were an integral part of the volunteer efforts to implement the Forest Stewardship Habitat Enhancements at the Crystal Lake Community Forest, continue to explore outdoor classroom opportunities for forestry and plant and animal identification related labs and course work.

Agent Legros also gave a presentation to the Central Mass Association of Realtors at the Gardner Alehouse as part of a meeting of the association and to inform realtors of the many conservation and recreation lands and opportunities which exist in Gardner. Agent Legros joined Mayor Hawke and Economic Development Coordinator, Maribel Cruz in presenting at the event. The presentation and information provided to local realtors was well received and will be beneficial in promoting the area to future potential or interested buyers.

Conservation and Open Space Outreach, Events, and Stewardship Activities:

The Conservation Commission directed many different outreach and stewardship activities throughout the year. In particular, the Commission conducted activities related to trails, boating, habitat protection and enhancement, land conservation and stewardship, and increased public awareness of the City's Open Space and Conservation Areas – all activities identified as goals and objectives of the [2015 Open Space and Recreation Plan](#).

Building on the success of last year's events, in 2018, the Commission hosted another volunteer Earth Day trail maintenance and stewardship event, co-sponsored another Owl Prowl with North County Land Trust, and continued to work with the local Boy Scouts on community trail projects. A highlight of this year's volunteer earth day event were the bird, bee, and butterfly houses created and installed by local Girl Scouts.

- Earth Day Volunteer Planting, Cleanup, and Girl Scout habitat houses event at Crystal Lake Community Forest and Wellness Path.
- Owl Prowl Hike with North County Land Trust at Alisauskus Conservation Area.
- Nature & Wildlife in Our Backyard – Photo Exhibit at the Gardner Alehouse highlighting local nature and wildlife here in Gardner and the nearby communities captured by local photographers and artists.
- Boy Scout Troop 9 Trail Maintenance & Stewardship Service Projects

In autumn of 2018, a local Boy Scout (Troop 9), Gabriel Baczewski, successfully achieved his Eagle Scout Rank by constructing two bog bridges along the trail between Rome Conservation Area and Perley Brook/City Forest off of Brookside Drive with Agent Legros acting as his project sponsor. The bridges provide improved access and sustainability through two seasonably (and often annually) wet areas along the trail. The community and environment will benefit from the project for years to come. Specifically, access for mountain bikers and hikers will be improved and erosion to the streams and wetlands flowing into Wilder Brook will reduced or eliminated at these two trail crossings.

Forest Stewardship Outreach and Implementation:

The Commission also continued to play an active role in Public Outreach of the [City's Forest Stewardship Program](#). The Commission continued to promote and manage the Crystal Lake

In 2018, the Agent also helped to apply for designation as a “Tree City USA” community to promote and enhance the City’s urban forestry efforts. Efforts aimed at developing a shade tree inventory and the planting and the construction of a public tree nursery have continued and will be a focus of 2019.

In addition, the Commission continued to identify important conservation, open space, and recreation resources and implement City-wide trail enhancements aimed at improving trail signage and parking areas, access to and along trails, and the development of trail maps, and wayfinding and interpretive signage.

Conservation and Open Space Land Acquisitions:

In June of 2018, the Commission acquired 84-acres of land, now known as the Bailey Brook Conservation Area, for conservation purposes under Article 97 through the Land Acquisition for Natural Diversity (LAND) grant program, and an additional 36-acres of land (also protected under Article 97) for an Open Space Park through the Parkland Acquisition and Renovations for Communities (PARC) grant program. A \$71,038 grant from the Land Acquisition for Natural Diversity (LAND) program, City funds, and Federal funds through the North American Wetlands Conservation Association were utilized to purchase an 84-acre portion of the former Omealia property, located north of Clark Street and off of Leo Drive, straddling both sides of Bailey Brook, north to the border of the Alisaukas Conservation Area, as conservation land under the care and custody of the Conservation Commission. A \$121,073 grant from the Parkland Acquisition and Renovations for Communities (PARC) grant program, and City funds were utilized to acquire an additional 36-acres of land, consisting of a portion of the former Omealia property and the RHO parcel on Leo Drive, as protected Open Space Parkland to be held under the care and custody of the Gardner Department of Public Works, Recreation Division. The acquisition of these lands accomplished specific targets of the Open Space and Recreation Plan to protect high priority conservation parcels and create a park in West Gardner to accommodate the needs associated with the residential growth and development of the area over the past few decades. Further, the acquisition served to further protect the Bailey Brook cold-water stream corridor and provided a contiguous and broad forested connection to the 224-acre Alisaukas Conservation Area land parcel acquired by the City in 2017. A PARC grant will be submitted in July of 2019 for the development of the park and playground within the Open Space parkland portion of the land.

The landscape-level protection of a majority of the watershed of Bailey Brook, a state-designated Cold-water Fish Resource Area is significant and unique. The land includes prime forest land with existing trails, prime farmland of statewide significance, core wetland habitat for rare & endangered species and those of conservation concern, and land on *both* sides of Bailey Brook. The area is adjacent to the Rome Conservation Area located north of Leo and Brookside Drive and was ranked as a high priority for Conservation within Gardner’s 2015 Open Space and

Recreation Plan. Further, it was ranked as the highest priority for protection within the City of Gardner by the Mass Audubon, Mapping & Prioritizing Parcels for Resilience (MAPPR) tool. These recent acquisitions and ongoing efforts to protect the Wetland Resource Areas and Flood Zones of the remaining corridor south to its confluence with the Otter River could result in complete protection of this important resource within the municipal boundaries of Gardner, creating a “greenway” along a critically important state-wide resource area and a one-of-a-kind landscape level conservation project. Such an effort, if successful could also be considered one of statewide, regional, and even national importance, and potentially a model for future conservation planning efforts.

The Commission would like to recognize and thank Janet M. Morrison, Esq., Land Conservation Consulting, for assisting the City and Commission by providing consultation services to the City in 2017 and 2018 to help secure and facilitate the Landscape Partnership grant, LAND grant, and PARC grant for the acquisition of the Alisaukas Conservation Area, Baily Brook Conservation Area, and Bailey Brook Open Space Park; without her guidance, dedication, diligence, and determination such a successful outcome would not have been guaranteed.

Transportation and Landuse Planning Activities:

- Complete Streets Prioritization Planning Project (Tier 2). City of Gardner. 2018. Massachusetts Department of Transportation, Complete Streets Planning Technical Assistance Grant. (\$49,991)
- Complete Streets Infrastructure Improvement Project (Tier 3). City of Gardner. 2018 - 2020. Massachusetts Department of Transportation, Complete Streets Infrastructure Improvement Grant. (\$327,949)

Respectfully Submitted,
On behalf of the Conservation Commission,

Jeffrey D. Legros, Conservation Agent

GARDNER CONTRIBUTORY RETIREMENT SYSTEM

ANNUAL REPORT

FOR YEAR ENDING DECEMBER 31, 2018

The Gardner Contributory Retirement Board herewith submits the following report for the year ended December 31, 2018.

The assets of the Gardner Contributory Retirement System as of December 31, 2018, totaled \$53,419,536.42

The total receipts for the year amounted to \$4,741,183.76. Of this amount the Annuity Savings Fund received \$1,561,688.52 from members' deductions, make-up payments and buybacks, transfers from other systems, and investment income credited to members' accounts. The Annuity Reserve Fund was increased by \$142,451.74 from investment income. The Pension Fund was increased by reimbursements from other systems, reimbursement from the Commonwealth of Massachusetts for COLA and Survivor Benefits, and Pension Fund appropriation, totaling \$4,188,631.06. The Expense fund was credited \$427,187.64 from investment income. The Military Service Fund was increased by \$6.48 from investment income. Federal Grant reimbursement and excess investment income in the amount of (\$1,578,781.68) was credited to the Pension Reserve Fund.

The total disbursement amounted to \$6,975,852.02. Of this figure, members' refunds and transfers to other systems totaled \$242,098.59. The total annuities paid, including Option B refunds, were \$948,004.70. The total pensions paid equaled \$5,154,805.53. Other systems were reimbursed \$203,755.56. The total expenses paid were \$427,187.64.

The total membership as of December 31, 2018, was 640. There were 301 active members, 87 inactive members, and 252 retirees.


Page 2
 Gardner Contributory Retirement System
 Signed on March 26, 2019
 Annual Report
 Year Ending December 31, 2018

The following is a December 31, 2018, Balance Sheet.

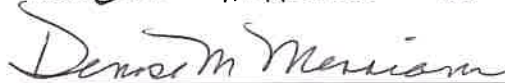
ASSETS	
Cash	\$ -
Pension Reserves Investment Trust (Cash)	\$ 82,405.23
Pension Reserves Investment Trust (CORE)	\$ 53,254,440.99
Accounts Receivable	\$ 307,658.66
Accounts Payable	\$ (224,968.46)
Total	<u>\$ 53,419,536.42</u>


LIABILITIES	
Annuity Savings Fund	\$ 12,214,905.68
Annuity Reserve Fund	\$ 5,147,442.91
Military Service Fund	\$ 6,482.69
Pension Fund	\$ 315,632.83
Pension Reserve Fund	\$ 35,735,072.31
Total	<u>\$ 53,419,536.42</u>

Respectfully submitted,
 GARDNER RETIREMENT BOARD


 John Richard, Ex-Officio Member


 Kevin McInerney, Appointed Member


 Denise M. Merriam, Elected Member &
 Chairperson


 Robert W. Newton, Elected Member


 Neil W. Janssens, Appointed Member

GARDNER COUNCIL ON AGING AND SENIOR CENTER

FISCAL YEAR 2019

Fiscal 2019 once again was a successful year for the Senior Center and the Council on Aging. The Senior Center continues to be a popular place for our area's aging population to come for fellowship, a meal, exercise, helpful resources, or one of our popular activities. It is our goal to continue providing all these things and more for the seniors of Gardner and the local area.

According to our "My Senior Center" data base there was an 8% increase in unduplicated sign in's for FY 2019. In FY 2019 we had 899 unduplicated sign in's compared to 827 in FY 2018. Unduplicated numbers is a count of different individuals signing in and using the center. The "My Senior Center" data base is not an exact count because not everyone signs in when using the center, however it is all that we have to go on and is also an accepted report to the state.

Some of our more popular programs continue to be our AARP tax program and S.H.I.N.E insurance program. The AARP tax program was once again filled to capacity, additional appointments were added to help with demand. Despite the additional appointments many people were shut out. Total amount of people served with our free tax program was 75. The S.H.I.N.E. program is also a very valuable resource at the Senior Center. S.H.I.N.E. is an acronym for: Serving Health Insurance Needs for Everyone. There were 133 unduplicated sign in's for that program alone.

Our Thanksgiving and Christmas meals were successful once again. The Thanksgiving meal is in partnership with The Elks and sponsored by The Gardner Rotary Club. Last year's Christmas dinner was held at the PACC as opposed to the American Legion, and was sponsored by The Gardner Lions Club. Volunteers delivered over 100 meals for each of the two dinners while there was over 50 people in attendance at both these locations for dinner.

The continual upgrades in our heating and air condition systems has made the center a more efficient building helping our budget every year. The work on the supplemental heating / ac project for the large main hall is finally complete. There would still be a need for an upgrade in the lower hall. I have not looked into that project at the time of this writing. I also have a concern with the CAC not being connected with our fire / smoke detection system as well as our parking issue. These two issues I continue to work on and monitor for solutions.

The overall attitude and morale of our members also appears to be at a high level. Of course there are always complaints / suggestions, the members are constantly comparing us highly against surrounding senior centers as far out as Fitchburg and Leominster. Even outside hired entertainers are commenting on how many people attend their shows.

In my opinion the center continues to be thriving and is headed in the right direction. My biggest concern would be outgrowing our facility, which we are almost at capacity now. We most definitely have outgrown the parking for the facility leaving many seniors parking off site or even illegally parking. Once again we are monitoring the parking situation to keep everyone and their vehicles safe.

The chart below will show you a comparison between FY 2018 and 2019. On the following five pages is a detailed event count processed by "My Senior Center". It will give you a count of unduplicated sign in's on every event we had at the Senior Center for FY2019.

Category	FY 2018	FY 2019	
	Unduplicated	Unduplicated	
Community Education	176	266	
Cultural Events	4	4	
Elder Law	27	27	
Fitness / Exercise	224	222	
Health Screening	79	121	
Information Sharing	171	240	
Insurance	145	135	
Nail Technician	21	22	
Nutritional	296	349	
Recreation	116	215	
Social Events	450	473	
Total Sign In's	827	899	8% Increase

Best Regards

Claude Leger
 Director
 Gardner Senior Center / COA



Summary Statistics from 07/01/2018 to 06/30/2019

Filters:

Age:>=0

Site(s):All

Activity Type	Duplicated	Unduplicated
Events	22478	899
Volunteers	718	28
Total People Served	23196	901



Event Occurrences from 07/01/2018 to 06/30/2019

Filters:

Site(s):All

Category	Event	# of Events	HoursUnduplicated Scheduled	
Community Education				
	AARP Driver Safety	1	6	7
	Breakfast With A Badge	10	10	59
	COA Meeting	10	10	22
	Computer Room	195	1365	59
	Dementia Session	1	1	8
	Drop-In	260	2080	187
	Falls Risk	1	1	8
	Fraud Squad	1	1	19
	Growing Places Session	1	1	7
	Total	480	3475	266
Cultural Event				
	AARP Travel	2	2	4
	Total	2	2	4
Elder Law				
	Elder Law	1	1	24
	Total	1	1	24
Fitness/Exercise				
	Beginner Line Dance	52	104	52
	Chair Yoga with Aveanna	1	1	11
	GO Movements	52	52	61
	Line Dance	52	104	63
	Mat Yoga	13	13	28
	Meditation	35	35	13
	Senior Zumba	52	52	44
	Serenity Yoga	52	52	37

	Tai Chi	52	104	18
	Wii	260	520	32
	Yoga	52	676	91
	YO-Movements	52	52	58
	Total	725	1765	222
Health Screening				
	BLOOD PRESSURE	2	2	12
	Brain Health Workshop	2	4	17
	CPR AED WORKSHOP	1	3	7
	FLU SHOT	1	3	5
	Hearing Screeing	1	2	9
	Miracle Ear Hearing	7	7	10
	Pedicure Services by Veronica	13	65	34
	Prescription Checkup	1	2	18
	TOPS	52	52	31
	Total	80	140	121
Information Sharing				
	Book Club	11	11	11
	Computer	27	27	28
	Computer Instruction	25	25	24
	Information & Referral	260	2080	148
	Taxes	12	60	74
	Total	335	2203	240
Insurance				
	SHINE	34	34	133
	Total	34	34	133
Nail technician				
	FootCare by Nurses	12	60	22
	Total	12	60	22

Nutritional

BBQ	1	1	83
BEAN BAG	12	36	4
Bread	104	0	153
DIABETIC EATING	1	13	20
Elks Thanksgiving	1	1	68
FALLON	10	10	21
Independence Day Picnic	1	1	23
Lunch	260	520	112
PACC Christmas	1	1	0
Pizza Lunch	1	1	19
Total	392	584	349

Recreation

Art session with Alice	2	2	14
Dan Kirouac Music	1	1	52
Haverston Mills Town Show	1	1	55
Jack Radcliffe	1	1	27
Killer Pool Tournament	1	1	15
Movies	12	24	42
Music Is Love	1	1	34
Origami Shirt	1	1	3
Paper Roses	1	1	9
Pool	260	2080	76
Songs of World War II	1	1	42
Water Bottle Holder	1	1	2
Total	283	2115	215

Social Event

AARP	10	20	87
Bingo	53	106	72
Bridge	52	104	12
Christmas Party	1	1	49

Cribbage	52	104	95
Gardner Rehab Luncheon	1	1	48
Golden Age	11	22	90
Golden Age Bingo	1	14	23
Halloween Party	1	2	55
ICE CREAM SOCIAL	1	1	22
Knitting	24	48	20
Lottery Ticket Bingo	1	1	19
Pitch	52	104	68
Quilt Guild	12	36	25
Quilters	52	156	38
Recipe Exchange	1	1	13
Robo list 2	1	1	21
Robo List for March 4	1	1	8
Saint Patricks Lunch	1	2	114
Strawberry Shortcake Social	1	1	10
Summer Breeze Fun	1	1	29
Tea Party	1	1	29
Tommy Rull	1	1	29
Volunteer Luncheon	1	1	0
WHIST	24	48	24
Total	357	778	466
Grand Total	2701	11157	899

**CITY OF GARDNER, MASSACHUSETTS
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<i>SENATOR IN CONGRESS</i>	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	16	10	12	17	9	20	14	12	13	17	140	2.007%
ELIZABETH A. WARREN	450	138	373	384	327	422	393	231	309	402	3,429	49.168%
GEOFF DIEHL	386	184	325	417	253	342	265	161	242	423	2,998	42.988%
SHIVA AYYADURAI	49	20	48	76	26	41	41	25	30	50	406	5.822%
ALL OTHERS	1	-	-	-	-	2	-	-	-	-	3	0.043%
GOVERNOR AND LT. GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	22	12	19	28	15	18	22	12	15	23	186	2.667%
BAKER and POLITO	691	282	591	699	453	644	483	287	442	704	5,276	75.652%
GONZALEZ and PALFREY	185	57	146	163	144	164	208	130	136	158	1,491	21.379%
Scott Lively (Write-in)	2	1	2	1	2	1	-	-	1	5	15	0.215%
ALL OTHERS	2	-	-	3	1	-	-	-	-	2	8	0.115%
ATTORNEY GENERAL	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	22	10	21	24	14	12	24	11	13	17	168	2.409%
MAURA HEALEY	546	190	430	512	390	533	471	276	375	491	4,214	60.424%
JAMES R. McMAHON, III	334	152	307	358	211	282	218	142	206	384	2,594	37.195%
ALL OTHERS	-	-	-	-	-	-	-	-	-	-	-	0.000%
SECRETARY OF STATE	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	28	11	29	33	15	20	29	15	19	21	220	3.155%
WILLIAM FRANCIS GALVIN	567	221	439	532	397	549	460	273	383	525	4,346	62.317%
ANTHONY M. AMORE	287	111	253	301	177	230	192	117	177	309	2,154	30.886%
JUAN G. SANCHEZ, JR.	20	9	37	27	26	28	32	24	15	37	255	3.656%
ALL OTHERS	-	-	-	1	-	-	-	-	-	-	1	0.014%
TREASURER	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	31	21	37	47	23	33	39	18	25	40	314	4.502%
DEBORAH B. GOLDBERG	519	188	428	483	364	492	427	253	361	462	3,977	57.026%
KEIKO M. ORRALL	318	131	260	324	193	261	198	124	186	344	2,339	33.539%
JAMIE M. GUERIN	32	12	33	40	35	41	49	34	22	46	344	4.933%
ALL OTHERS	2	-	-	-	-	-	-	-	-	-	2	0.029%
AUDITOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	43	18	40	52	24	41	37	18	28	45	346	4.961%
SUZANNE M. BUMP	451	164	366	419	329	425	380	223	313	403	3,473	49.799%
HELEN BRADY	360	149	305	367	208	301	235	143	208	384	2,660	38.142%
DANIEL FISHMAN	39	14	27	39	36	31	32	21	28	38	305	4.373%
EDWARD J. STAMAS	9	7	20	17	18	29	29	24	17	22	192	2.753%
ALL OTHERS	-	-	-	-	-	-	-	-	-	-	-	0.000%
REPRESENTATIVE IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	25	14	26	24	11	23	24	16	16	19	198	2.839%
RICK GREEN	350	156	311	401	230	303	247	150	214	403	2,765	39.647%
LORI LOUREIRO TRAHAN	476	169	378	420	338	465	402	231	331	416	3,626	51.993%
MICHAEL P. MULLEN	51	13	43	49	36	36	39	32	33	54	386	5.535%
ALL OTHERS	-	-	-	-	-	-	1	-	-	-	1	0.014%
COUNCILLOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	43	22	43	50	20	39	43	18	26	41	345	4.947%
JENNIE L. CAISSIE	448	196	379	487	282	383	307	192	267	478	3,419	49.025%
PAUL M. DePALO	411	134	336	356	313	405	363	219	301	373	3,211	46.042%
ALL OTHERS	-	-	-	1	-	-	-	-	-	-	1	0.014%

**CITY OF GARDNER, MASSACHUSETTS
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SENATOR IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	20	10	22	25	12	22	25	13	14	23	186	2.667%
DEAN A. TRAN	491	225	419	523	314	437	334	214	302	510	3,769	54.044%
SUSAN A. CHALIFOUX-ZEPHIR	391	117	317	346	289	367	354	202	278	359	3,020	43.304%
ALL OTHERS	-	-	-	-	-	1	-	-	-	-	1	0.014%
REPRESENTATIVE IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	24	14	19	20	11	17	23	17	12	18	175	2.509%
JONATHAN D. ZLOTNIK	541	194	412	465	358	480	419	254	366	475	3,964	56.840%
EDWARD A. GRAVEL	321	142	307	392	230	304	244	136	207	376	2,659	38.127%
YASMINE KHDEER	14	2	20	17	16	26	27	22	9	23	176	2.524%
ALL OTHERS	2	-	-	-	-	-	-	-	-	-	2	0.029%
DISTRICT ATTORNEY	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	42	18	54	51	31	36	36	21	29	49	367	5.262%
JOSEPH D. EARLY, JR.	608	237	489	562	414	568	466	292	393	546	4,575	65.601%
BLAKE J. RUBIN	251	97	215	281	170	222	211	116	172	296	2,031	29.122%
ALL OTHERS	1	-	-	-	-	1	-	-	-	1	3	0.043%
CLERK OF COURTS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	50	20	42	50	24	39	40	22	31	46	364	5.219%
DENNIS P. McMANUS	522	185	433	478	386	510	441	264	359	477	4,055	58.145%
JOANNE E. POWELL	330	147	283	366	205	278	231	143	204	369	2,556	36.650%
ALL OTHERS	-	-	-	-	-	-	1	-	-	-	1	0.014%
REGISTER OF DEEDS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	40	21	42	55	26	39	41	19	26	51	360	5.162%
KATE D. CAMPANALE	408	180	349	449	257	342	282	167	255	426	3,115	44.666%
KATHRYN A. TOOMEY	453	151	367	390	332	445	388	243	313	415	3,497	50.143%
ALL OTHERS	1	-	-	-	-	1	2	-	-	-	4	0.057%
QUESTION 1	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	42	2	33	30	30	44	44	18	26	47	316	4.531%
YES	227	68	147	174	116	168	170	95	118	193	1,476	21.164%
NO	633	282	578	690	469	615	499	316	450	652	5,184	74.333%
QUESTION 2	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	30	11	34	25	26	39	40	14	14	27	260	3.728%
YES	606	208	463	548	371	503	442	280	370	521	4,312	61.830%
NO	266	133	261	321	218	285	231	135	210	344	2,404	34.471%
QUESTION 3	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	23	8	28	22	20	28	32	14	5	24	204	2.925%
YES	551	186	428	504	366	482	451	262	352	504	4,086	58.589%
NO	328	158	302	368	229	317	230	153	237	364	2,686	38.514%
QUESTION 4	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL	%age
BALLOTS CAST	902	352	758	894	615	827	713	429	594	892	6,976	100.000%
BLANKS	28	3	28	19	23	35	42	13	14	19	224	3.212%
YES	413	147	327	358	277	345	359	198	222	328	2,974	42.644%
NO	461	202	403	517	315	447	312	218	358	545	3,778	54.173%
Total Ballots Cast	902	352	758	894	615	827	713	429	594	892	6,976	
Eligible Voters	1,369	594	1,345	1,399	1,150	1,334	1,305	991	1,078	1,353	11,918	
Percent of Eligible Voters Casting Ballots	65.89%	59.26%	56.36%	63.90%	53.48%	61.99%	54.64%	43.29%	55.10%	65.93%	58.53%	

CITY OF GARDNER, MASSACHUSETTS
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 Democratic Primary - Official Results

SENATOR IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	37	13	20	24	18	49	21	9	30	31	252
ELIZABETH A. WARREN	222	51	141	133	126	161	149	77	119	166	1,345
JAMES BRAUDE (WRITE-IN)	1	-	-	-	-	-	-	-	-	-	1
JOHN KINGSTON (WRITE-IN)	1	-	-	1	-	-	2	-	2	1	7
GEOFF DIEHL (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
SCOTT BROWN (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
JOE BLAY (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
DEAN TRAN (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
BETH LINDSTROM (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	73	20	47	38	22	59	42	15	42	51	409
JAY M. GONZALEZ	117	27	58	75	76	105	77	39	58	90	722
BOB MASSIE	69	16	55	44	43	45	46	29	41	49	437
CHARLIE BAKER (WRITE-IN)	2	1	1	3	1	2	7	2	8	9	36
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
TOM BAKER (WRITE-IN)	-	-	-	-	1	-	-	-	-	-	1
GASDER BAKER (WRITE-IN)	-	-	-	-	1	-	-	-	-	-	1
SCOTT LIVELY (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MIKE WIRZBICKI (WRITE-IN)	-	-	-	-	-	-	-	1	-	-	1
SCOTT LIVELY (WRITE-IN)	-	-	-	-	-	-	-	-	1	-	1
SCOTT BROWN (WRITE-IN)	-	-	-	-	-	-	-	-	1	-	1
LIEUTENANT GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	72	20	47	34	24	60	39	15	48	56	415
QUENTIN PALFREY	119	28	77	81	86	101	82	34	70	94	772
JIMMY TINGLE	69	16	37	44	34	49	50	36	32	48	415
MONTE FEE (WRITE-IN)	1	-	-	-	-	-	-	-	-	-	1
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
KARYN POLITO (WRITE-IN)	-	-	-	1	-	-	1	-	1	1	4
M. HEALY	-	-	-	-	-	1	-	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
FALLON PETERSON (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MIKE WIRZBICKI (WRITE-IN)	-	-	-	-	-	-	-	1	-	-	1

CITY OF GARDNER, MASSACHUSETTS
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ATTORNEY GENERAL	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	32	12	21	16	15	31	22	8	22	24	203
MAURA HEALEY	229	52	140	143	129	180	149	78	129	175	1,404
DANIEL SHORES (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
MAL HARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
JAMES McMAHON (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
KATHERINE MARGOLES (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
SECRETARY OF STATE	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	12	5	6	6	2	11	13	-	8	8	71
WILLIAM FRANCIS GALVIN	196	43	114	118	100	147	124	60	103	151	1,156
JOSH ZAKIM	53	16	41	35	42	53	36	26	40	40	382
ANTHONY AMORE (WRITE-IN)	-	-	-	1	-	-	1	-	-	-	2
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
TREASURER	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	59	14	30	29	27	51	34	11	36	40	331
DEBORAH B. GOLDBERG	202	50	131	130	117	160	139	75	115	159	1,278
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
KEIKO ORRALL (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
DONNA ZACHAREWICZ (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
AUDITOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	68	15	30	33	29	56	35	11	36	49	362
SUZANNE M. BUMP	193	49	131	126	115	155	138	75	114	150	1,246
HELEN BRADY (WRITE-IN)	-	-	-	1	-	-	1	-	1	-	3
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
REPRESENTATIVE IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	10	2	7	5	4	12	8	1	4	7	60
JEFFREY D. BALLINGER	4	2	-	5	4	9	8	3	4	4	43
ALEXANDRA E. CHANDLER	7	1	2	5	3	6	10	2	2	5	43
BEEJ DAS	-	-	-	-	3	-	2	1	1	1	8
RUFUS GIFFORD	50	13	38	40	25	42	18	17	23	35	301
LEONARD H. GOLDER	-	-	4	3	-	4	3	-	3	1	18
DANIEL ARRIGG KOH	117	17	70	52	53	65	71	27	56	82	610
BARBARA A. L'ITALIEN	35	7	19	28	29	29	18	10	23	27	225
BOPHA MALONE	5	-	2	-	2	1	1	2	-	1	14
JUANA B. MATIAS	5	1	5	1	4	10	9	10	6	8	59
LORI LOUREIRO TRAHAN	28	21	14	21	17	33	25	13	29	28	229
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
ED GRAVEL (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1

CITY OF GARDNER, MASSACHUSETTS
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Democratic Primary - Official Results

COUNCILLOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	75	17	39	34	30	55	35	13	41	56	395
PAUL M. DePALO	186	47	122	126	114	156	138	73	110	143	1,215
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
JENNIE CAISSIE (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
SENATOR IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	48	17	29	23	23	54	26	14	33	43	310
SUSAN A. CHALIFOUX-ZEPHIR	213	47	132	137	121	157	146	72	117	155	1,297
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
MARIANNE CASHMAN (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
DEAN MAZZARELLA (WRITE-IN)	-	-	-	-	-	-	-	-	1	-	1
DEAN TRAN (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
REPRESENTATIVE IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	35	8	18	14	18	37	18	8	23	14	193
JONATHAN D. ZLOTNIK	226	56	142	146	126	173	154	78	128	185	1,414
ED GRAVEL (WRITE-IN)	-	-	1	-	-	-	-	-	-	-	1
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
PATRICK BALLENTINE (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
DEAN TRAN (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
DISTRICT ATTORNEY	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	40	9	22	17	20	45	26	10	23	36	248
JOSEPH D. EARLY, JR.	221	55	139	143	124	165	147	76	128	163	1,361
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
TOM BODKIN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
BILL SUMMERING (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
CLERK OF COURTS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	59	17	29	25	25	51	29	12	30	39	316
DENNIS P. McMANUS	202	47	132	135	119	160	143	74	120	160	1,292
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
DEBRA WINGER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
JOANNE POWELL (WRITE-IN)	-	-	-	-	-	-	1	-	1	-	2
REGISTER OF DEEDS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
BLANKS	57	15	29	22	21	52	29	7	30	39	301
KATHRYN A. TOOMEY	204	49	131	138	123	159	144	79	121	160	1,308
ROBERT HAWKINS (WRITE-IN)	-	-	1	-	-	-	-	-	-	-	1
MAL PARVEY (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
KATE CAMPANALE (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1

CITY OF GARDNER, MASSACHUSETTS
SEPTEMBER 4, 2018 STATE PRIMARY
Republican Primary - Official Results

SENATOR IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	13	5	3	10	6	7	5	3	4	8	64
GEOFF DIEHL	45	23	32	41	35	45	26	17	19	45	328
JOHN KINGSTON	33	18	41	40	27	39	42	15	22	53	330
BETH JOYCE LINDSTROM	36	11	28	31	18	26	15	11	11	20	207
EDWARD A. GRAVEL (WRITE-IN)	-	-	1	-	-	-	-	-	-	-	1
JAMES PEPPARD (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	5	1	2	1	1	1	-	-	-	-	11
CHARLES D. BAKER	85	34	67	81	46	74	52	31	37	73	580
SCOTT D. LIVELY	37	22	36	40	39	42	36	15	19	54	340
LIEUTENANT GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	23	16	13	23	11	16	19	6	11	22	160
KARYN E. POLITO	103	40	92	98	75	100	67	40	44	101	760
JOSEPH BISOL (WRITE-IN)	-	1	-	-	-	-	-	-	-	-	1
DEAN A. TRAN (WRITE-IN)	-	-	-	1	-	-	-	-	-	1	2
MARK HAWKE (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
ELIZABETH REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MARK METZGER JR. (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MATT RIDLEY (WRITE-IN)	-	-	-	-	-	-	-	-	1	-	1
SCOTT D. LIVELY (WRITE-IN)	-	-	-	-	-	-	-	-	-	2	2
DONALD TRUMP (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
MONTE FEE (WRITE-IN)	1	-	-	-	-	-	-	-	-	-	1
ATTORNEY GENERAL	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	32	13	14	19	14	17	10	5	7	17	148
JAMES R. McMAHON, JR.	72	31	67	68	40	65	43	21	34	70	511
DANIEL L. SHORES	23	13	24	35	31	34	33	20	15	40	268
GREMLIN DUGAY (WRITE-IN)	-	-	-	-	1	-	-	-	-	-	1
SCOTT GRAVES (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
NICOLE REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
WILLIAM GALVIN (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
SECRETARY OF STATE	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	34	20	20	28	20	29	17	10	10	32	220
ANTHONY M. AMORE	93	37	85	94	66	86	71	36	46	94	708
KEVIN KUROS (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
WILLIAM GALVIN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
JAMES PEPPARD (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1

CITY OF GARDNER, MASSACHUSETTS

SEPTEMBER 4, 2018 STATE PRIMARY

Republican Primary - Official Results

TREASURER	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	38	22	24	28	23	32	17	10	14	33	241
KEIKO M. ORRALL	89	35	81	94	63	84	71	36	42	94	689
BARRY FINEGOLD (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
AUDITOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	39	21	22	30	22	35	19	9	16	33	246
HELEN BRADY	88	36	83	91	63	81	69	37	40	94	682
DANIEL FISHMAN (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
BURT SEGER (WRITE-IN)	-	-	-	-	1	-	-	-	-	-	1
KAREN HARDERN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
REPRESENTATIVE IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	34	20	20	29	22	33	12	8	12	24	214
RICK GREEN	92	36	85	93	64	83	76	38	44	103	714
KEVIN KENNDY (WRITE-IN)	-	1	-	-	-	-	-	-	-	-	1
DAN KOH (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
RUFUS GRIFFIN (WRITE-IN)	1	-	-	-	-	-	-	-	-	-	1
COUNCILLOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	36	23	27	28	19	34	20	8	12	31	238
JENNIE L. CAISSIE	91	34	78	94	67	82	67	38	44	96	691
MATT VANCE (WRITE-IN)	-	-	-	-	-	1	1	-	-	-	2
SENATOR IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	12	4	10	12	7	17	10	4	5	14	95
DEAN A. TRAN	115	53	94	110	79	100	78	42	51	113	835
JOHN ZLOTNIK (WRITE-IN)	-	-	1	-	-	-	-	-	-	-	1
REPRESENTATIVE IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	30	18	18	25	16	24	15	8	12	27	193
EDWARD A. GRAVEL	94	39	87	97	70	91	73	38	44	100	733
JOHN ZLOTNIK (WRITE-IN)	3	-	-	-	-	1	-	-	-	-	4
PAUL TASSONE (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1

CITY OF GARDNER, MASSACHUSETTS

SEPTEMBER 4, 2018 STATE PRIMARY

Republican Primary - Official Results

<i>DISTRICT ATTORNEY</i>	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	125	57	105	119	86	115	85	46	55	124	917
JOSEPH EARLY (WRITE-IN)	1	-	-	-	-	-	-	-	1	-	2
MIKE NICHOLSON (WRITE-IN)	1	-	-	-	-	-	-	-	-	-	1
SCOTT GRAVES (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
JOHN KAMENSKI (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
PAT LEWIS (WRITE-IN)	-	-	-	1	-	-	-	-	-	-	1
DEAN TRAN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
SEAN THIEME (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
MEGAN REISER (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
TOM BRADY (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
MARK METZGER, JR. (WRITE-IN)	-	-	-	-	-	-	1	-	-	-	1
JAMES PEPPARD (WRITE-IN)	-	-	-	-	-	-	-	-	-	2	2
DAVID WELTY (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
<i>CLERK OF COURTS</i>	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	39	23	20	33	22	40	20	9	15	37	258
JOANNE E. POWELL	88	34	85	89	64	77	68	37	41	90	673
<i>REGISTER OF DEEDS</i>	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
BLANKS	26	10	11	20	13	18	16	4	7	16	141
KATE D. CAMPANALE	70	28	62	85	51	66	47	32	39	77	557
KEVIN J. KUROS	31	19	32	17	22	33	25	10	10	34	233

CITY OF GARDNER, MASSACHUSETTS

SEPTEMBER 4, 2018 STATE PRIMARY

Libertarian Primary - Official Results

SENATOR IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
GEOFF DIEHL (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	2	5
SCOTT LIVELY (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
MATTHEW COHEN (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
LIEUTENANT GOVERNOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
KARYN POLITO (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
ATTORNEY GENERAL	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	2	5
ANTHONY AMORE (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
MATTHEW COHEN (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1
SECRETARY OF STATE	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
JAMES McMAHON (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
TREASURER	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
KEIKO ORRALL (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
AUDITOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	-	-	-	-	-	-	-
DANIEL FISHMAN	-	-	-	-	2	1	-	-	-	3	6
HELEN BRADY (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
REPRESENTATIVE IN CONGRESS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
RICK GREEN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
COUNCILLOR	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
JENNIE CAISSIE (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
SENATOR IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	2	5
DEAN TRAN (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
MATTHEW COHEN (WRITE-IN)	-	-	-	-	-	-	-	-	-	1	1

CITY OF GARDNER, MASSACHUSETTS

SEPTEMBER 4, 2018 STATE PRIMARY

Libertarian Primary - Official Results

REPRESENTATIVE IN GENERAL COURT	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
EDWARD GRAVEL (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
DISTRICT ATTORNEY	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	2	-	-	-	3	7
CLERK OF COURTS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
JOANNE POWELL (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1
REGISTER OF DEEDS	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
BLANKS	-	-	-	-	2	1	-	-	-	3	6
KEVIN KUROS (WRITE-IN)	-	-	-	-	-	1	-	-	-	-	1

CITY OF GARDNER, MASSACHUSETTS

SEPTEMBER 4, 2018 STATE PRIMARY

BALLOTS CAST BY PARTY	1A	1B	2A	2B	3A	3B	4A	4B	5A	5B	TOTAL
DEMOCRATIC BALLOTS CAST	261	64	161	161	144	211	174	86	151	199	1,612
REPUBLICAN BALLOTS CAST	127	57	105	122	86	117	88	46	56	127	931
LIBERTARIAN BALLOTS CAST	-	-	-	-	2	2	-	-	-	3	7
TOTAL BALLOTS CAST	388	121	266	283	232	330	262	132	207	329	2,550
NO. OF REGISTERED VOTERS	1,335	582	1,303	1,373	1,118	1,309	1,272	968	1,056	1,330	11,646
PERCENTAGE OF REGISTERED VOTERS CASTING BALLOTS	29.06%	20.79%	20.41%	20.61%	20.75%	25.21%	20.60%	13.64%	19.60%	24.74%	21.90%

A True Copy, Attest:



Alan L. Agnelli, City Clerk



CITY OF GARDNER



OFFICE OF THE
BOARD OF LICENSE COMMISSION
ROOM 29, CITY HALL
GARDNER, MASSACHUSETTS 01440
(978) 630-4013
FAX (978) 632-4682

RENEWAL FEES COLLECTED 2018

To His Honor the Mayor and Members of the City Council

The Board of License Commission herewith issues their Annual Report for 2018
Below are the licenses issued, and their respective fees collected.

<u>License Type</u>	<u>Total Amount</u>
Common Victualler	\$ 7450.00
Lodging House	\$ 50.00
One Day Liquor Licenses	\$ 450.00
Automatic Amusement/ Poker Licenses	\$ 4500.00
Annual All Alcohol Clubs	\$11,000.00
Annual All Alcohol Restaurant	\$ 6,000.00
Annual All Alcohol Package	\$ 8,000.00
Inn/Motel Annual All Alcohol	\$ 2,000.00
Annual Malt & Wine Package	\$ 3,000.00
Annual Malt & Wine Restaurant	\$ 2,100.00
Seasonal Alcohol	\$ 2,000.00
Urban Renewal	

TOTAL RENEWAL FEES COLLECTED 2018 \$46,550.00

(Calendar Year 2018)

Mike Fitzsimmons, Chairman

GARDNER REDEVELOPMENT AUTHORITY
2018 ANNUAL REPORT
January 1, 2018 to December 31, 2018

This report highlights the activities of the Gardner Redevelopment Authority (GRA) during calendar year 2018.

The GRA was established in 1966 under Massachusetts General Law Chapter 121B for the purpose of engaging in urban renewal projects or other work authorized under 121B and that is in the public interest. The GRA has been an ally with the City in matters ranging from implementing portions of the Downtown and Mill Street Corridor Urban Renewal Plans to the management of the Summit Industrial Park and work to establish a new Business Park within the City.

GRA Membership

The members of the GRA are:

Ronald F. Cormier, Chairman
Paul G. Tassone, Vice Chairman, State Appointed Member
Neil W. Janssens, Treasurer
M. Paul Carlberg, Assistant Treasurer
Timothy J. Horrigan, Clerk
Trevor M. Beauregard, Executive Director

Economic Development Coordinator

As a result of an eight year partnership between the GRA and City of Gardner to establish the Economic Development Coordinator position, the position continues to effectively represent the City and its partnership with the local businesses community. The position is now fully covered through City and grant funding. Ms. Maribel Cruz was hired in July 2017 as the new and current Coordinator and continues to work closely with the GRA providing a single point of contact for business support services including the Economic Development website - <http://www.gardner-ma.gov/468/Economic-Development> and to manage projects supporting job retention and creation through business retention and attraction efforts, and expansion of the City's tax base.

Mill Street Corridor

The Mill Street Corridor Urban Renewal Plan (MSCURP) was approved by the GRA in August 2012. The Plan was approved by the Gardner Planning Board in September and the City Council in October. The final Plan was submitted to the Department of Housing and Community Development in December 2012 and received approval in January of 2013. The overall goal of the Plan is to create a framework for the redevelopment of the Mill Street Corridor historically dominated by derelict mill buildings and contaminated, blighted open areas. The Plan is available at <http://www.gardner-ma.gov/230/Urban-Renewal-Plans> .

housing, and increased livability and amenities with additional open space and recreation options.

- **NGRID Park Street Substation** – Construction of the new substation was completed in early 2016. The City conducted a survey of the site in 2017 in order to delineate between uses. Discussions with NGRID on repurposing the old substation site for parking, and recreational purposes are ongoing.
- **Rear Main Street Corridor Revitalization Project** – This project received a \$1.2 million MassWorks Grant from the Commonwealth of Massachusetts in late 2015. The grant funded the project as outlined below. Demolition of the last remaining mill building at 158 Rear Main Street, which was completed in June of 2016. Design of the roadway was completed in August of 2016 and bids were received for construction in September. The apparent low bidder was substantially higher than the budget estimates for the project. A request for additional \$550,000 in funds for the project was submitted to MassWorks Program personnel in October and approved by the State in March 2017. The project was completed in July of 2018, with a ribbon cutting ceremony taking place in August of 2018.



- **57-67 Parker Street** – The former MAKI block was purchased by the GRA in partnership with the City in November of 2016. For health and safety reasons the plan to demolish the building was completed in March of 2018.
- **32 Parker Street** – Demolition of the former Orpheum Theatre building was completed in June of 2017. Construction of a new park along Parker Street and a 28-space municipal parking lot commenced in late 2018 and is expected to be completed in the summer of 2019.

- **Property Acquisitions** – The GRA acquired properties within the URA as follows:
 - 58 Main Street – The GRA acquired this 1.89 parcel of land as part of the land assemblage needed for phase II of the Rear Main Street Corridor Revitalization Project.
 - 42-50 and 52 Parker Street – The GRA purchased these contiguous mixed-use buildings in July. The GRA plans on issuing an RFP to identify a potential owner/developer to rehabilitate or redevelop the site.

140 South Main Street

Since the GRA assumed ownership of this property in 2010, it has proceeded with mitigation of contaminated soils and groundwater at the property. Using funds granted by MassDevelopment, in the amount of \$201,500, and the GBRLF, in the amount of \$158,500, the GRA completed cleanup in the spring of 2016 with the installation of monitoring wells at the site to ensure the mitigation is complete. Continued testing at the site has identified existing reportable levels of contamination and the GRA continues to investigate its options for closing the site out. The GRA received \$40,000 in assessment funding through MRPC's EPA Brownfields Assessment Program in 2017 to continue its efforts to bring closure to the site. The GRA in partnership with the City continues to pursue funding options to continue cleanup at the site.

Grow Gardner Fund (GGF)

Due to lack of activity over the course of over 10 years, this program was dissolved in September of 2018.

Summit Industrial Park

The GRA purchased Lot 6 from BioMedical Polymers, Inc. in August of 2018. BioMedical Polymers initially planned to build a new facility on this parcel. Unfortunately the company purchased an existing facility in a neighboring town that met their needs and they no longer needed to build new.

Industrial Park Study

The GRA in partnership with the City continues to research partnerships and potential funding sources to conduct a study for a new industrial park. In February of 2017, the GRA and City was awarded a \$40,000 Predevelopment Grant from MassDevelopment to conduct a feasibility study and market analysis for the creation of the new park. As a result of this planning process, the GRA and City were successful in obtaining a \$350,000 Site Readiness Grant through MassDevelopment in 2018. These funds are being used for site acquisition, master planning, and permitting for the project.

Johnny Appleseed Publication

The GRA continues to develop a marketing advertisement for the bi-annual Johnny Appleseed Publication promoting Gardner as a great place to live, work, shop and recreate. The magazine is published in the spring and fall, and lists the many seasonal activities taking place in North Worcester County communities located along Route 2.

Memberships:

Massachusetts Economic Development Council
Northeastern Economic Developers Association
Greater Gardner Chamber of Commerce
Gardner Square Two, Inc.

Boards and Committees

Trevor Beauregard serves as Treasurer of the MEDC (Massachusetts Economic Development Council). The MEDC is a statewide association of economic development professionals in Massachusetts.

Trevor Beauregard is a Board member of the Greater Gardner Chamber of Commerce, North Central Massachusetts Development Corporation, and NewVue Communities Liability to Assets, Inc.

The GRA's efforts on behalf of the City of Gardner would not have been possible without support from Mayor Mark Hawke; Maribel Cruz, Economic Development Coordinator; Christine Fucile, Administrative Coordinator; Joshua Cormier, Assistant Director; Katie Medina, Financial/Project Manager; Chris Coughlin, City Engineer; and Attorney John Barrett, Esq.

Respectfully Submitted,

Ronald F. Cormier, Chairman

Trevor M. Beauregard, Executive Director

- **Former S. Bent Site** –The twenty-seven (27) acre industrially zoned site, ten (10) of which is a mill pond (Bent Pond), has been cleared of all derelict buildings and contamination. Ten (10) acres on the north side of Mill Street was acquired by the GRA in November of 2016 from the City and is pad-ready for redevelopment, while seven (7) acres on the south side of Mill Street already owned by the GRA contains a four (4) acre solar array (1 MW) and three (3) acres of undeveloped land. The north site is currently being marketed by Keller Williams Commercial Realty.
- **Former Garbose Site** – With the use of over \$3 million in state and federal funding, the Gardner Redevelopment Authority, working with Tighe and Bond, Inc., and U.S. Ecology, Inc., successfully implemented the cleanup plan for the site. The site is currently being marketed by Keller Williams Commercial Realty.



- **Property Acquisitions and Dispositions in 2018:**
 - The GRA acquired a .39 acre parcel of land from along Timpany Boulevard from Eugene and Lee Butler. The property adds approximately 350 feet of frontage along Timpany Boulevard (Route 68) to the former Garbose site.

Downtown Urban Renewal Plan

The Urban Renewal Plan to promote revitalization opportunities within a significant portion of the greater downtown area was approved by the Department of Housing and Community Development on August 10, 2011. This plan continues the City's efforts to reestablish the downtown's historic vitality, and in doing so provide enhanced opportunities for urban economic development, improved quality and diversity of

PLANNING BOARD
2018 ANNUAL REPORT
January 1, 2018 to December 31, 2018

The Planning Board's primary responsibility is regulating the subdivision of land and the laying out and construction of ways in subdivisions. The Rules and Regulations Governing the Subdivision of Land guide the review and approval of applications to subdivide land and install public infrastructure. The Planning Board also has authority to prepare plans of resources, possibilities and needs of the City and to make recommendations to the City Council.

In addition, the Planning Board enforces the Site Plan Review section of the City's Zoning Ordinance and serves as the Special Permit Granting Authority under the Zoning Ordinance for Infill Development, Planned Unit Developments, Water Supply Protection District, Open Space Residential Developments and the Development Overlay District. The Planning Board has primary responsibility for keeping the Zoning Ordinance up to date subject to approval by the Mayor and City Council.

Rules and Regulations Governing the Subdivision of Land, Rules Governing Special Permits, and Rules Governing Site Plan Review are available on the City's web site – www.gardner-ma.gov, including all the relevant application forms and information on filing same.

The members of the Planning Board are appointed by the Mayor subject to confirmation by the City Council. They are:

- Allen L. Gross Chairman
- Robert J. Bettez, Sr. Vice Chairman
- Laura M. Casker
- Mark M. Schafron
- Robert J. Swartz

Mr. Swartz represents the Gardner Planning Board on the Montachusett Regional Planning Commission.

The Planning Board is assisted by Trevor M. Beauregard, Director of Community Development and Planning (CDP); Chris Coughlin, City Engineer; Jeffrey Legros, Conservation and Planning Agent; and Christine Fucile, Administrative Coordinator. Mr. Beauregard and Mr. Coughlin represent the Gardner Planning Board on the Montachusett Joint Transportation Committee (MJTC), and the Montachusett Metropolitan Planning Organization (MMPO).

The Planning Board generally meets on the second Tuesday of each month at 7 PM in the second floor of City Hall's Manca Annex. Meetings are recorded for later broadcast over the City's cable television station – WGET.

	Attn: Wm. Murray, Project Manager 256 Great Road, Suite 4 Littleton, MA 01460		
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>March 23, 2018</u></i> Fee: <u>\$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>July 27, 2018</u> Fee: <u>\$2,710.00</u></p>	<p><u>Applicant:</u> Timpany Crossroads, LLC c/o Amy Fantoni 422 West Broadway Gardner, MA 01440</p> <p><u>Engineer:</u> Hannigan Engineering, Inc. 8 Monument Square Leominster, MA 01453</p>	<p>At the south west intersection of Timpany Boulevard and West Broadway</p> <ul style="list-style-type: none"> ▪ Construction of new structures with a total of +5,000 sf of gross floor area ▪ Construction of 30+ parking spaces ▪ Change in use of structures 	<p>Site Plan Review Decision Planning Board Approval On 9-11-2018 By a Vote of <u>5 - 0</u></p> <p><i>Note: The Planning Board held a Public/Regular Meeting on August 14th but did not vote -- Suggested Peer Review.</i></p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>May 9, 2018</u></i> Fee: <u>\$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>May 29, 2018</u> Fee: <u>\$650.00</u></p>	<p><u>Applicant:</u> JEFE Solar II, LLC c/o William Jordan 165 Jordan Road Troy, NY 12180</p> <p><u>Owner:</u> Gardner Redevelopment Authority</p> <p><u>Engineer:</u> Hannigan Engineering, Inc. 8 Monument Square Leominster, MA 01453</p>	<p>Suffolk Lane Parcel: X32-2-1 <u>Deed Reference:</u> Book 14094 / Page 255</p>	<p>Site Plan Review Decision Planning Board Approval On June 12, 2108 By a Vote of <u>5 - 0</u></p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>June 25, 2018</u></i> Fee: <u>\$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>August 10, 2018</u> Fee: <u>\$1227.50</u></p>	<p>For Recreational Marijuana</p> <p><u>Applicant:</u> Sanctuary Medicinals, Inc. 234 Taylor Street Littleton, MA 01460</p> <p><u>Owner:</u> Hassan Corporation C/o Zone Three, Inc. 20 Eagle Road Winchendon, MA 01475</p> <p><u>Engineer/Surveyor:</u> Places Associates, Inc. Attn: Wm. Murray, Project Manager 256 Great Road, Suite 4 Littleton, MA 01460</p>	<p>16 Pearson Boulevard Parcel: R17-4-3 <u>Deed Reference:</u> Book 21902 / Page 178</p>	<p>Site Plan Review Decision & Special Permit Planning Board Approval On December 11, 2018 By a Vote of <u>5 - 0</u></p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>September 10, 2018</u></i> Fee: <u>\$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review</p>	<p><u>Applicant:</u> DeWitt Jones, Kinzer Drive solar, LLC 10 Malcom X Blvd. Boston, MA 02119</p> <p><u>Owner:</u> James Garrison, Greater Gardner Industrial Foundation</p>	<p>Kinzer Drive Deed Reference: Book 45517/Page 78</p>	<p>Site Plan Review Decision Planning Board Approval On December 11, 2018 By a Vote of <u>4 - 0</u></p>

<p>Received on <u>September 24, 2018</u> <u>Fee: \$1,150.00</u></p>	<p>c/o LeBlanc and Sans, 213 Schools St, Ste. 201, Gardner, MA <u>Engineer:</u> Chris Cumberland, PE – Berkshire Design Group 4 Allen Place Northampton, Ma 01060 (413) 358-3296</p>		
<p><i>Application for Approval of Preliminary Site Plan Review Received on October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>November 21, 2018</u> <u>Fee: \$1,150.00</u></p>	<p><u>Applicant:</u> Imperial Blue Systems, LLC 9 East Loockerman Street Suite 202 Dover, DE 19901 <u>Engineer:</u> Conti Solar 2045 Lincoln Highway Edison, NJ 08817</p>	<p><u>Princeton Street</u></p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of CONTINUED</p>
<p><i>Application for Approval of Preliminary Site Plan Review Received: October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>November 21, 2018</u> <u>Fee: \$1,150.00</u></p>	<p><u>Applicant:</u> Princeton Repower, LLC 30 North Gould Street Suite R Sheridan, WY 82801 <u>Engineer:</u> Conti Solar 2045 Lincoln Highway Edison, NJ 08817</p>	<p>Keyes Road and Princeton Street</p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of CONTINUED</p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>November 21, 2018</u> <u>Fee: \$1,150.00</u></p>	<p><u>Applicant:</u> Gardner Energy, LLC 330 West Grand Avenue Chicago, IL 60654 <u>Engineer:</u> Conti Solar 2045 Lincoln Highway Edison, NJ 08817</p>	<p><u>Keyes Road</u></p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of CONTINUED</p>

<p><i>Application for Approval of Preliminary Site Plan Review Received on October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>November 21, 2018</u> <u>Fee: \$1,150.00</u></p>	<p><u>Applicant:</u> Redzico Dev, LLC 1201 Orange Street Suite 600 Wilmington, DE 19801</p> <p><u>Engineer:</u> Conti Solar 2045 Lincoln Highway Edison, NJ 08817</p>	<p><u>Princeton Street</u></p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of</p> <p>CONTINUED</p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>November 21, 2018</u> <u>Fee: \$1,150.00</u></p>	<p><u>Applicant:</u> MasRed Solar, LLC 6 Liberty Square, #2322 Boston, MA 02109</p> <p><u>Engineer:</u> Conti Solar 2045 Lincoln Highway Edison, NJ 08817</p>	<p><u>Keyes Road</u></p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of</p> <p>CONTINUED</p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on October 1, 2018 with cover sheet September / 2nd set received on October 4, 2018 with cover sheet October</i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review ~ <u>DID NOT RECEIVE</u></p>	<p><u>Applicant:</u> Meadowbrook Village, LLC 176 Church Street Lowell, MA 01852</p> <p><u>Engineer:</u> Hannigan Engineering, Inc. 8 Monument Square Leominster, MA 01453</p>	<p>Off of Meadowbrook Lane <u>Map W32-5-7</u></p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of</p> <p>DID NOT COME BACK IN 2018</p>

Total Fees Collected in 2018 for Site Plan Approval submittals: \$14,185.60

Site Plan Review Applications

The purpose of Site Plan Review is to protect the health, safety, convenience and general welfare of the inhabitants of the City of Gardner by providing for a review of plans for uses and structures which may have significant impacts on traffic, municipal buildings and public services and utilities, environmental and design quality, community economics and community values in the City.

The following applications were approved in 2018:

DATE SUBMITTED and FEE PAID	APPLICANT	LOCATION and DESCRIPTION OF PROPERTY	APPROVAL DATE FROM PLANNING
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>January 11, 2018</u></i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on</p>	<p><u>Applicant:</u> Sanctuary Medicinals, Inc. 234 Taylor Street Littleton, MA 01460</p> <p><u>Owner:</u> Premier Healthcare Group, LLC 234 Taylor Street Littleton, MA 01460</p>	<p><u>Land on Timpany Boulevard</u></p> <p><u>Parcels:</u> M12-15-1 M12-15-4</p> <p><u>Deed Reference:</u> Book 58256 / Page 276</p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On By a Vote of</p> <p>LOCATION CHANGED TO 16 PEARSON BOULEVARD</p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>February 6, 2018</u></i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>June 25, 2018</u> <u>Fee: \$434.10</u></p>	<p><u>Applicant:</u> Shawn R. Foster 364 Timpany Boulevard Gardner, MA 01440</p> <p><u>Owner:</u> George Yiantsidis 100 Davis Road New Braintree, MA 01531</p> <p><u>Engineer/Surveyor:</u> Doonan Architects And Whitman & Bingham</p>	<p><u>5 East Broadway</u></p> <p><u>Parcel:</u> R17-24-11</p> <p><u>Deed Reference:</u> Book 36802 / Page 200</p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On July 10, 2018 By a Vote of <u>5 - 0</u></p>
<p><i>Application for Approval of Preliminary Site Plan Review Received on <u>February 9, 2018</u></i> <u>Fee: \$150.00</u></p> <p>Application for Approval of Definitive Site Plan Review Received on <u>March 2, 2018</u> <u>Fee: \$314.00</u></p>	<p><i>For Medicinal Marijuana</i></p> <p><u>Applicant:</u> Sanctuary Medicinals, Inc. 234 Taylor Street Littleton, MA 01460</p> <p><u>Owner:</u> Hassan Corporation C/o Zone Three, Inc. 20 Eagle Road Winchendon, MA 01475</p> <p><u>Engineer:</u> Places Associates, Inc.</p>	<p><u>16 Pearson Boulevard</u></p> <p><u>Parcel:</u> R17-4-3</p> <p><u>Deed Reference:</u> Book 21902 / Page 178</p>	<p><i>Site Plan Review Decision Planning Board Approval</i> On March 15, 2018 By a Vote of <u>5 - 0</u></p>

Approval Not Required Applications

The following Plans were submitted and approved in 2018:

DATE RECEIVED	APPLICANT and FEE	LOCATION and DESCRIPTION OF PROPERTY	APPROVAL DATE FROM AUTHORIZED AGENT
3/14/2018	BRIAN M. SZOC <i>RE: Raymond Jaillet</i> 32 Pleasant Street Gardner, MA 01440 Fee: \$75.00 <i>Paid check no. 11462</i> <i>(Szoc Surveyors)</i> <i>Received on March 14, 2018</i>	2.252 acre lot on southwest side of Betty Spring Road. Revised Lot "1" has the required frontage and lot area on a public road. <u>Deed Reference:</u> Book 47623 / Pg. 89	<i>Approved and Signed by Chris Coughlin On March 29, 2018</i> <u>Recorded at Registry of Deeds</u> <i>On September 6, 2018</i> <u>Plan Book 937 - Pg 18</u>
6/11/2018	JOSEPH COLLETTE 246 Conant Street Gardner, MA 01440 Fee: \$100.00 <i>Paid check no. 11519</i> <i>(Szoc Surveyors)</i> <i>Received June 13, 2018</i>	<u>Three Outlots at Stephanie Drive</u> <i>Outlots are NOT building lots.</i> <i>They were created to exchange parcels and create a parcel for future development having 150 feet of frontage and an area of 16,000 s.f.</i> <u>Deed Reference:</u> Book 4096 / Pg. 429 Book 19607 / 257	<i>Approved and Signed by Chris Coughlin On June 18, 2018</i> <u>Recorded at Registry of Deeds</u> <i>On August 20, 2018</i> <u>Plan Book 937 - Pg. 35</u>
8/27/2018	GARY & JOSEPH COLLETTE 246 Conant Street Gardner, MA 01440 Fee: \$75.00 <i>Paid check no. 1777</i> <i>(Gary Collette)</i> <i>Received August 27, 2018</i>	<u>Two Lots /West side of Stephanie Drive</u> Both lots 8,000 sf or 0.1837 acres Lots have regular area and frontage	<i>Approved and Signed by Chris Coughlin On September 10, 2018</i> <u>Recorded at Registry of Deeds</u> <i>On October 29, 2018</i> <u>Plan Book 938 - Pg. 88</u>
On 9/20/2018 <u>Not accepted</u> <u>Resubmitt</u> <u>ed on</u> 11/05/2018	WORKERS' CREDIT UNION 815 Main Street Fitchburg, MA 01420 Fee: \$75.00 <i>Paid check no. 6888</i> <i>(Law offices of Pall G. Kalmansson, P.C.)</i>	1 "Outlot" on East Side of Pleasant Street The Outlot is for conveyance purposes only. It is not a separate building lot.	<i>Approved and Signed by Chris Coughlin On November 19, 2018</i> <u>Recorded at Registry of Deeds</u> <i>On December 20, 2018</i> <u>Plan Book 939 - Pg. 90</u>

Total fees collected in 2018 for ANR submittals: \$325.00

North Central Pathway Bike Trail Planning Activities and Coordination Meetings

The DCDP continues to work with National Grid to discuss the recreational use of the former Crystal Lake Substation on Park Street and an easement along the old rail bed/power company right-of-way to provide a more direct connection of the North Central Pathway to the existing Route 140 section providing a more complete, direct, and safer connection between Winchendon and Gardner and their downtowns districts. The DCDP along with the City Engineer worked with MassDOT to identify funding to create design plans for a pedestrian/bicycle bridge over Route 140 connecting this proposed route to the existing Pathway. Design of the bridge began in 2018.

Open Space, Recreation and Trail Planning:

In 2018 the Department of Community Development and Planning worked in coordination with the Conservation Commission and the Department of Public works on multiple projects aimed at implementing goals of the Open Space and Recreation Plan. To this end the City applied for and received multiple grants which were administered and managed under the dual role of Conservation & Planning Agent.

Complete Streets Plan

The City received a \$327,949 Complete Streets Grant in 2018 to implement Complete Streets Prioritization Projects 1, 2, 3, 4, and 16 identified in the Complete Streets Prioritization Plan. These projects are located in and around the downtown, college, hospital, and High School and Middle School areas. The Plan also includes a focus on making connections to the North Central Pathway and the Downtown and Commercial Areas including a safe connection between North and South Gardner.

Trail Planning for Open Space and Recreation, Land Stewardship, Ecotourism and Economic Development:

The DCDP continued the implementation of planned connections of the Otter River Blue Trail (canoe and kayak water trail) to the Millers River (Templeton) in coordination with the Millers River Watershed Council with the assistance of local Boy Scouts of America, Troop 9, along with planning and implementation of Trail Connections between Perley Brook Reservoir/City Forest/Rome Conservation Area trail networks and Cowee Pond and Lake Wampanoag Areas. Personnel investigated potential for long-distance trail connections from Gardner to Mid-State Trail and Wachusett Station area for regional hiking and mountain biking opportunities for urban commuters and to promote economic development through local ecotourism opportunities, and potential for long-distance Mountain Bike Trail between Gardner and Orange to promote regional eco-tourism, economic development, and significant recreational opportunities.

The Conservation Planning Agent continues to be involved with planning and implementation of city-wide trail enhancements, mapping of trails in coordination with GIS Coordinator, and participation in the Montachusett Regional Trails Coalition meetings by providing updates of

Gardner's trail network for regional trail maps printed and distributed by the Montachusett Regional Planning Commission.

Zoning Recodification

In July of 2017 the City retained the services of BSC Group to recodify and update the existing Zoning Code. Working with the Zoning Advisory Group, BSC personnel produced a final draft of the revised Zoning Code for public distribution in mid-2018, and approved by the City Council in November of 2018.

Zoning Amendment Recommendations

- West Street Large Scale Ground Mounted Solar Photovoltaic Overlay District expansion – Recommended expanding this existing overlay by approximately 200 acres to encompass the Cedar Hill Residential Subdivision. Amendment was approved September 18, 2018.
- Large Scale Ground Mounted Solar Photovoltaic Overlay District – Recommended creating a new Large Scale Ground Mounted Solar Photovoltaic Overlay District in South Gardner off of Lovewell Street encompassing approximately 150 acres +/- . Amendment was not approved.

Memberships:

Massachusetts Association of Planning Directors
American Planning Association

The Planning Board's efforts on behalf of the City of Gardner would not have been possible without support from Mayor Mark Hawke; Chris Coughlin, City Engineer; and Christine Fucile, Administrative Coordinator, along with the members of the Development Review Committee.

Respectfully Submitted,

Trevor M. Beauregard
Director

GARDNER ZONING BOARD OF APPEALS

ANNUAL REPORT

TO: His Honor the Mayor and
Members of the City Council

Gentlemen:

The Gardner Zoning Board of Appeals herewith issues their annual report for the January 1, 2018 through December 31, 2018:

The Board schedules regular meetings every third Tuesday of the month at 7:00 p.m. in the City Hall Annex, Meeting Room 103. A total of twelve (12) public hearings/meetings, eight (5) decision meetings. The number of cases heard was twenty-four (26) and the decisions rendered were as follows:

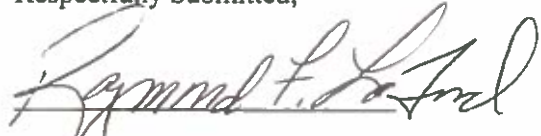
15	Variances Granted
3	Variances Denied
3	Special Permits Granted
2	Special Permits Denied
0	Finding
2	Amendment of Special Permits
1	Applications Withdrawn
0	Decisions Pending
3	Continued Application

Application forms for Variances/Special Permits, etc. may be obtained in the Building Department, City Hall Annex – Room 101, 115 Pleasant Street, Gardner, MA.

The application fees are Three-hundred Fifty-dollars (\$350.00) for a Variance, Special Permit, Finding or an Appeal of the Building Commissioner’s Interpretation of a Zoning Ordinance. There is an additional fee of One-hundred Fifty-dollars (\$150.00) for each continuance requested by the Applicant. Fees must be paid upon submission of the application to the City Clerk’s Office.

This report does not include the number of times a public hearing may be continued.

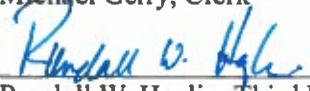
Respectfully Submitted,



Raymond F. LaFond, Chairman



Michael Gerry, Clerk



Randall W. Heglin, Third Member