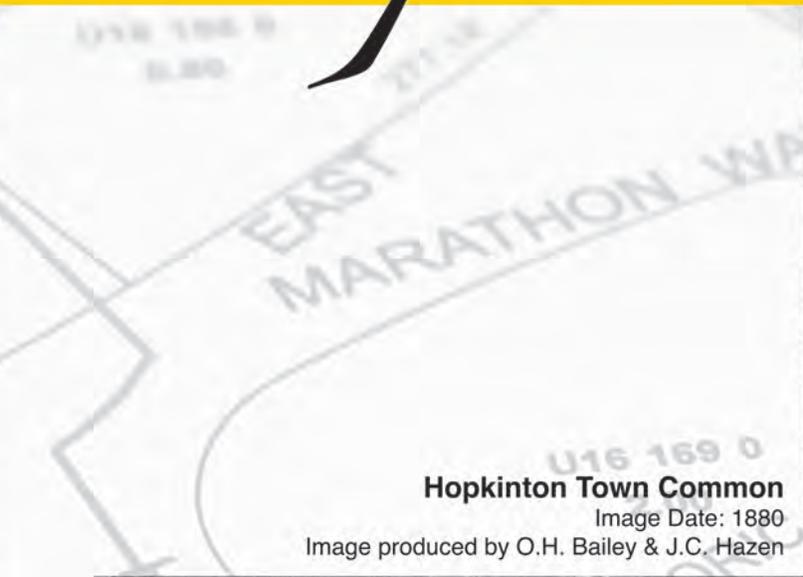


Hopkinton

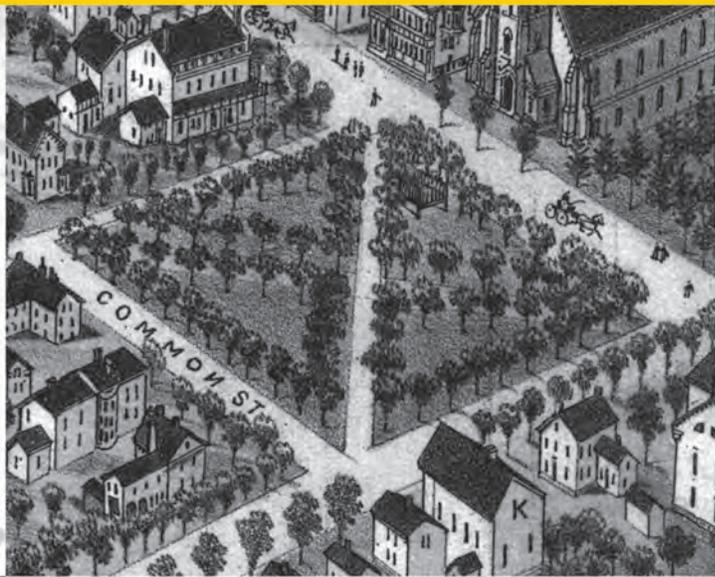
MASSACHUSETTS



Hopkinton Town Common

Image Date: 1880

Image produced by O.H. Bailey & J.C. Hazen



Hopkinton Town Common

Image Date: 8/24/2013

Image produced by Google earth

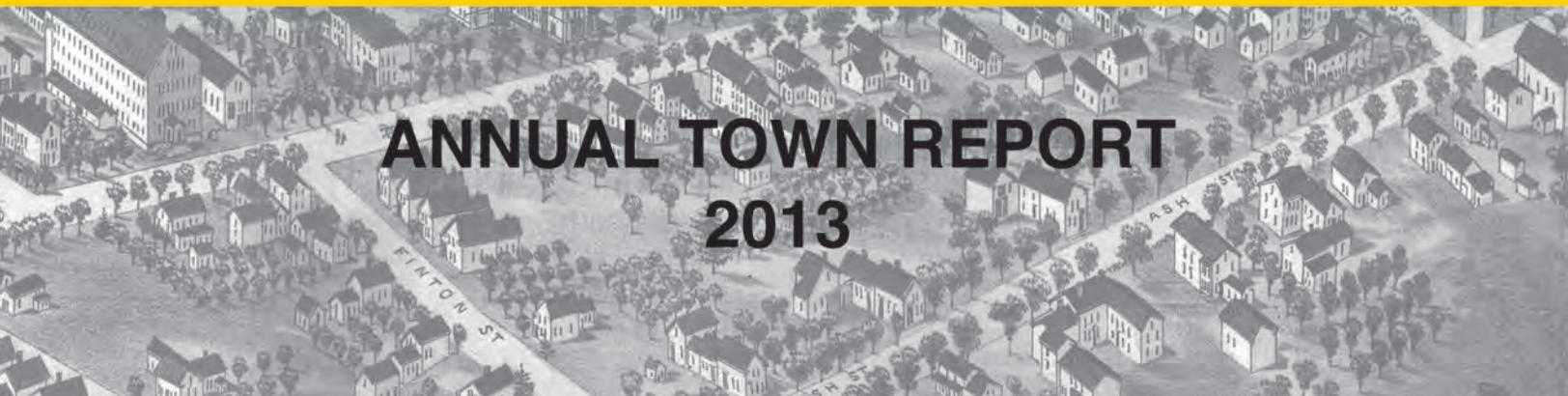
42° 13' 44.66" N

71° 31' 05.46" W

elev 479 ft

eye alt 922 ft

**ANNUAL TOWN REPORT
2013**





About our cover

Our cover this year offers surprisingly similar views of Town Common. The first image, shown in its entirety above, was published in 1880, by O.H. Bailey and J.C. Hazen. This engraving is on display at the Hopkinton Public Library. The second view of Town Common is a photograph captured by Google earth last summer. While their creation is separated by 133 years of historical and technological change, both images offer a bird's eye view of an essentially unchanged Town Common.

Beyond Town Common, however, much has changed. Modern routes and zoning maps attest to Hopkinton's continued growth—and its reliance on technology, not only within Town Hall but also within our school system. At different times in its history, Hopkinton has used technology to develop agriculture, farming and manufacturing, all while maintaining its resources and its pride of community.

Nowhere is that pride more evident than in Hopkinton's spirit of volunteerism, and every year our Annual Town Report honors our volunteers. Our residents give generously of their time, and we thank them for their contributions to our town.

In the year 2015, the Town of Hopkinton will celebrate its 300th Anniversary for all of our citizens. We are excited to celebrate our history, and we look forward to marking the success of the many volunteers in our community.

2013

Annual Report of the Town Offices



Town of Hopkinton

Massachusetts

To the Citizens of Hopkinton:

The Board of Selectmen respectfully submit the 2013 annual reports of the Town of Hopkinton's offices, boards, and committees for the calendar year ending December 31, 2013.

The financial data presented in this year's Town report covers fiscal year 2013 that is the period from July 1, 2012 to June 30, 2013.

Please bring this report to Town Meeting on May 5, 2014.

We encourage interested residents to join us online at www.hopkintonma.gov for all town announcements, the town calendar, board & committee agendas, email notice lists, online archives & records, emergency management webpage and so much more!

If you have a smart phone or tablet, please download Hopkinton's Citizen's Connect app online at <http://www.hopkintonma.gov/home/about/mobile/connect>

Also, please follow us on Twitter and Facebook!

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Town Officers & Committees 2013

SELECTMEN - E

John M. Mosher, Chairman 2016
 Benjamin L. Palleiko, Vice Chairman 2016
 Brian J. Herr 2014
 Todd A. Cestari 2015
 Michelle A. Gates 2015

FIRE CHIEF A-S

Paul K. Clark

POLICE CHIEF A-S

Charles Wallace, Acting Police Chief

Finance Director A-TM

Christopher Ketchen

TOWN CLERK - E

Geri Holland 2016

TOWN MODERATOR - E

Bruce Karlin, M.D. 2016

TOWN COUNSEL A-S

Miyares and Harrington LLP 2014

TOWN TREASURER & COLLECTOR A-TM

Maureen L. Dwinnell 2016

TOWN ENGINEER/FACILITIES COORDINATOR TM

David T. Daltorio

AFFORDABLE HOUSING TRUST

FUND BOARD A-S

Thomas Nealon 2014
 Todd Cestari, Board of Selectmen 2014
 Maryanne Chambers 2014
 Amman Haidri 2015
 Beth Malloy 2015

AMERICANS WITH DISABILITIES (ADA)

COORDINATOR A-S

Charles Kadlik, Corresponds w/position of Dir
 Municipal Inspections

AMERICANS WITH DISABILITIES ACT

OVERSIGHT COMMITTEE A-S

Michael DiMascio,
 At Large Member, Chairman 2014
 Jonathan E. Graziano,
 School Committee 2014
 Pamela Loch, At Large Member 2015
 Dave Daltorio, Facilities Director

ANIMAL CONTROL OFFICER A-TM

William J. Proctor 2014

APPROPRIATION COMMITTEE A-S/M/TC

Michael Manning, Chairman 2015
 Pamela Waxlax 2014
 Wayne Pacheco 2014
 Frank Sivo 2016
 Christopher Ketchen,
 Ex-Officio, CFO Permanent

BOARD OF APPEALS A-S

Rory Warren, Chairman 2018
 Tina Rose 2014
 G. Michael Peirce 2016
 Michael DiMascio 2016
 June Correia Clark 2017

BOARD OF APPEALS ASSOCIATE

MEMBERS A-S

John Savignano 2014
 Kelly Knight 2015

BOARD OF ASSESSORS - E

John L. Palmer, Chairman 2014
 John H. Duffy 2015
 Mary Jo LaFreniere 2016

BOARD OF HEALTH - E

Mark H. Gates 2014
 Paul R. Winshman 2015
 Deborah AP Holbrook 2016

BOARD OF LIBRARY TRUSTEES - E

Marie Eldridge, Chairman 2014
 June A. Harris 2014
 John G. Belger 2015
 Michael J. McNamara 2016
 Susan E. Porter 2016

BOARD OF REGISTRARS A-S

Geri Holland, Clerk
Antoinette Kunicki 2014
Christine Dietz 2015
Joyce Brousseau..... 2016

300th Anniversary Celebration Committee A-S

Stephen Kellett, Chairman..... Life of Project
Anne Mattina Life of Project
Megan McSkimming Life of Project
Alicia Shambo Life of Project
Jean Bertschmann Life of Project

CABLE ADVISORY COMMITTEE A-S

Robert Hamilton..... 2014
Maureen K. Bumiller 2015
Kurt Fliegau..... 2016

CAPITAL IMPROVEMENT COMMITTEE A-S/

David L. Fine 2014
Christian Franklin 2015
Ronald Eldridge 2016
Alton Chen 2018

CEMETERY COMMISSIONERS - E

Claire B. Wright..... 2014
Thomas F. Pratt 2015
Lynn M. Fournier..... 2016

COMMISSIONERS OF TRUST FUND - E

Mary Arnaut 2014
Thomas J. Garabedian..... 2015
Maureen K. Bumiller..... 2016

COMMUNITY PRESERVATION COMMITTEE A

Various Committees

Henry R. Kunicki, Selectmen Appointment,
Chairman 2014
Jeffrey J. Doherty, Open Space
Preservation 2014
Vacancy, Historical Commission 2014
F. Eric Sonnett, Parks & Recreation..... 2014
Vacancy, Housing Authority 2014
Andre Griben, Conservation Commission 2014
Kenneth Weismantel, Planning Board 2014
Ronald Clark, Selectmen Appointment 2014
Al Rogers, Selectmen Appointment..... 2015

CONSERVATION COMMISSION A-S

Jeffrey S. Barnes, Chairman..... 2014
Marcus C. Waldron 2014
Craig Nation 2015
Kerry Reed 2015

CONSERVATION COMMISSION A-S

Andre M. Griben 2016
Frank D'Urso 2016
Melissa Recos 2016

CONSTABLES - E

Patrick K. O'Brien 2016
Don S. Creswell, Sr..... 2016
Michael P. Umina, Sr. 2016

SPECIAL CONSTABLE A-S

William E. Pickett, Jr..... 2014

COUNCIL ON AGING A-S

David W. Holly, Chairman 2014
Donna J. Deneen 2014
John T. McInerney..... 2015
David Nelson 2015
Pasquale Baratta 2016
John A. Palitsch..... 2016
Carol Walsh..... 2016

COUNCIL ON AGING ASSOCIATE MEMBER A-S

Pasquale Baratta 2016
Eunice Inman 2014
Kathleen Kearns..... 2014

DESIGN REVIEW BOARD A-Planning Board

Jeanette Thomson 2016
Sue-Ellen Stoddard..... 2016
Claire B. Wright 2016
Gail A. Fallon 2016
Jeffrey Doherty..... 2016

**DESIGN REVIEW BOARD ALTERNATES A
Planning Board**

Ria McNamara 2016

DIRECTOR OF MUNICIPAL INSPECTIONS A-TM

Charles Kadlik

DPW DIRECTOR A-TM

John K. Westerling

**DOWNTOWN INITIATIVE STEERING
COMMITTEE A-TM**

Thomas Nealon Life of Project
Kenneth Driscoll Life of Project
Ria McNamara Life of Project
Joseph Strazzulla..... Life of Project
Brian Herr..... Life of Project
Harold Schmidt Life of Project

EARTH REMOVAL AGENT A - Planning Board
Don MacAdam 2014

ELEMENTARY SCHOOL BUILDING COMMITTEE
John Mosher,
Board of Selectmen..... Life of Project
Norman Khumalo,
Town Manager..... Life of Project
Jon Graziano,
School Committee Member Life of Project
Scott Aghababian, Alternate
School Committee Member Life of Project
Dr. Cathy MacLeod,
School Superintendent Life of Project
David Daltorio, Town Engineer Life of Project
Lauren DeBeau, Center School
Principal Life of Project
Michael Shepard,
Community Member Life of Project
Joseph Markey,
Community Member Life of Project
Pam Waxlax, Appropriations Life of Project
John Weaver,
Community Member Life of Project
Robert Nickerson,
Community Member Life of Project
Ralph Dumas, School
Director of Finance Life of Project

EMERGENCY MANAGEMENT OFFICER A-S
Fire Chief 2014

FENCE VIEWER A-TM
Gary R. Haines 2014

FIELD DRIVER A-TM
Gary R. Haines 2014

FINANCIAL DIRECTOR A-TM
Christopher Ketchen 2015

FOREST FIRE WARDEN
Performed by Fire Chief

HOPKINTON COMMUNITY ACCESS & MEDIA BOARD OF DIRECTORS
George T. Joseph, Board of Selectmen
appointment 2015

HOPKINTON CULTURAL COUNCIL A-S
Barb Timko, Chairman 2014
Laima Whitty 2014
Jean Bertschmann 2014
Nancy Legasse 2014

HOPKINTON CULTURAL COUNCIL A-S
David Roberts 2015
Thomas Phelan 2015
John Savignano 2015
Mary-Anne Guild 2016
Mary Weinstein 2016
Mary Ansell 2016
Steven Spector 2016

HOPKINTON HISTORIC DISTRICT COMMISSION A-S
Michael Girardi, Chairman 2014
Claire B. Wright 2014
Austin Spang 2014
Beth B. Kelly 2015
Jeanette M. Thomson 2015
Melanie A. Smith 2015

HOPKINTON HISTORICAL COMMISSION A-S
Michaelyn Holmes, Chairman 2016
Nancy Stevenson 2014
Robert J. Ionta 2014
Claire B. Wright 2016
Ronald A. Yankee, M.D. 2016
Michael Roughan 2016

HOPKINTON HOUSING AUTHORITY - E
Renee Gilson, Chairman 2017
Warren Johnson 2014
Marilyn K. Stearman 2015
Nancy E. Kelleigh 2016
Marilyn J. Palmer, State Appointee 2016

HOPKINTON TAX RELIEF FUND COMMITTEE A-S
John Palmer, Board of Assessors 2014
Maureen L. Dwinell, Treasurer/Collector 2014
Patricia Kuehne, Member-at-Large 2014
Nancy L. Haines, Member-at-Large 2014
Mary Jo LaFreniere, Member-at-Large 2014

HOUSING COMMITTEE A-S

INSPECTOR OF ANIMALS A-TM
William Proctor 2014
Cynthia M. Proctor, Assistant 2014

LAKE MASPENOCK DAM ADVISORY GROUP
Michael Riley, Lake
Maspenock Resident Life of Project
Frank Holland, Lake
Maspenock Resident Life of Project
Evan Lowell, At-Large
Hopkinton Resident Life of Project

LAKE MASPENOCK DAM ADVISORY GROUP

David Gibbs, Associate Member Life of Project
Melissa Recos,
Conservation Commission 2014
Robert Dobinski, Parks and
Recreation Commission 2014

**MAPC METROPOLITAN AREA PLANNING COUNCIL
A-S**

John Westerling 2014

**MAPC METROPOLITAN AREA PLANNING COUNCIL
ALTERNATE A-S**

Elaine Lazarus 2014

MARATHON COMMITTEE A-S

Dorothy Ferriter Wallace, Chairman 2017
Charles Wallace, Police Dept. 2014
P. Kenneth Clark, Fire Dept. 2014
Vacancy, Board of Health Appointment 2014
Tim Kilduff, Parks and Recreation 2014
Michael Mansir, DPW 2014
Alfred W. Rogers, Jr.,
School Committee Appointment 2014
Robert A. Levenson 2014
Tom Coburn 2014
Jane Marie Goodman 2015
Judith Pitasi 2015
Mary Jo LaFreniere 2017
Jacques LeDuc 2017
Craig Gormley 2017
Jean Cann 2017
Adam Munroe 2017

MARATHON FUND COMMITTEE A-S

Carole Nathan, Chairman 2014
Robert Dobinski, Parks & Recreation 2014
Mary Jo LaFreniere,
Marathon Committee 2014
Scott Aghababian, School
Committee Representative 2014
Colleen D. Charleston 2014

METROWEST REGIONAL TRANSIT AUTHORITY BOARD

Brian Herr 2014
Pamela Loch 2014

**MUNICIPAL COORDINATOR UNDER THE RIGHT TO
KNOW LAW A-S**

Paul K. Clark, term coincides with Fire Chief Term

MUTUAL AID BUILDING INSPECTOR A-MID

Dave Gusmini 2014

OPEN SPACE PRESERVATION COMMISSION A-S

John Ferrari, Planning Board 2014
Andre Griben,
Conservation Commission 2015
Ben Palleiko, Board of Selectmen 2016
Nancy J. Peters,
Member-at-Large 2017
Jeffrey J. Doherty,
Member-at-Large 2018

PARKING CLERK A-TM

Geri F. Holland 2014

PARKS AND RECREATION COMMISSION - E

Robert T. Dobinski, Chairman 2015
Timothy Kilduff 2014
Amy Markovich 2014
Daniel F. Terry 2015
F. Eric Sonnett 2016

PERMANENT BUILDING COMMITTEE

Daniel McIntyre 2014
Holly Morand 2014
David Godfray 2015
Vaib Dabade 2016
Michael DiMascio 2016

PERSONS TO CUT WIRES IN CASE OF FIRE A-MID

Edward V. Hicks 2014

PERSONNEL COMMITTEE A-S

Kathleen A. LaFlash, Chairman 2015
Owen Mangan 2014
Katherine Dlugolecki 2014
Patricia D. Duarte 2015
Robert Levenson 2016

PLANNING BOARD - E

Kenneth R. Weismantel, Chairman 2017
John M. Coutinho, Vice Chairman 2015
Richard A. MacDonald 2014
Deborah A. Thomas 2015
Claire B. Wright 2016
Brian J. Karp 2016
Matthew P. Wade 2017
Todd S. Holbrook 2018
John R. Ferrari 2018

PLUMBING & GAS INSPECTOR A-MID

Charles A. Dabritz 2014

ASS'T PLUMBING & GAS INSPECTOR A-MID

Peter K. Zereski 2014

PUBLIC WEIGHERS A-MID

- Thomas McIntyre, Sr. 2014
- John Palmer 2014
- Jayne Adams 2014
- Kathleen M. McIntyre..... 2014
- Jaime Wright..... 2014
- Kelli McIntyre..... 2014
- Stephen Nedoroscik 2014

REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE A-S

- Frank D’Urso 2015
- Ruth Knowles..... 2016

SCHOOL COMMITTEE – E

- Nancy Alvarez Burdick, Chairman..... 2014
- Scott Aghababian 2014
- Jonathan E. Graziano 2015
- Jean B. Bertschmann..... 2015
- Ellen A. Scordino 2016

SEALER OF WEIGHTS & MEASURES A-MID

- Louis H. Sakin..... 2014

SUPERINTENDENT OF SCHOOLS

Dr. Cathy MacLeod

SMOC REPRESENTATIVE A-S

SURVEYOR OF WOOD, LUMBER AND BARK A-TM

- Gary R. Haines 2014

SUSTAINABLE GREEN COMMITTEE A-S

- Andrew Boyce, Chairman..... 2015
- Aubrey Doyle 2014
- Francis J. D’Urso 2014
- John Keane 2014
- Laura Connolly 2015
- John Mosher, Board of Selectmen 2014

SUSTAINABLE GREEN COMMITTEE

A-S – Associate Members

- Kenneth Parker..... 2014
- Christiane Y. Perrin..... 2014
- Margo R. Roman 2014
- Gino Spinelli 2014
- John Carroll 2014

TOWN MANAGER A-S

- Norman Khumalo 2015

TOWN BUILDINGS STUDY COMMITTEE A-S (Inactive)

TREE WARDEN A-DPW Dir

- Paul Gleason 2015

TRUANT OFFICER

Charles Wallace, Acting Chief of Police

TRUSTEES OF SCHOOL FUND - E BY TOWN MEETING

- Anthony G. Rizzo, Jr.
- Philip J. Guarino
- Deborah Finnerty
- Jennifer Blake
- Maura McNamara
- Kathleen Denaro
- Nancy Legasse

UPPER CHARLES TRAIL COMMITTEE

- Robert Snyder 2014
- F. Eric Sonnett 2014
- Kenneth Parker..... 2015
- Michael Resteghini 2015
- Jeffrey Barnes,
- Conservation Commission 2015
- Jane Moran 2016
- Gary Trendel 2016
- John Mosher, Board of Selectmen 2016

UPPER CHARLES TRAIL COMMITTEE ALTERNATE

- Barry Rosenbloom..... 2016

VETERANS’ GRAVE OFFICER A-S

- Michael Whalen..... 2014

VETERANS’ AGENT A-Board of Directors Metro West Veteran Services

- John Givner 2014

VETERANS’ CELEBRATION COMMITTEE A-S

- Michael Whalen, Chairman..... 2014
- Cynthia Chesmore,
- Council on Aging Liaison 2014
- Nancy Drawe..... 2014
- Judith A. Regan 2015
- Colleen D. Charleston 2015
- Eric Rogers 2015
- Sarah Whalen 2015
- James A. Mirabile 2016

WIRING INSPECTOR A-MID

- Edward V. Hicks..... 2014

ASSISTANT WIRING INSPECTOR A-MID

- Louis Travaglini 2014

WOODVILLE HISTORIC DISTRICT

COMMISSION A-S

George Reimann, Historic Commission Representative..... 2015
Scott Richardson, Boston Society of Architects Rep. 2014
Kenneth Johnson..... 2015

YOUTH COMMISSION A-S

Margie Wiggins, Chairman 2014
Allison Murphy 2014
Michelle Dineen Jerrett 2014
Kenneth J. Johnson 2015
Suzanne Harris..... 2015
Julie Hamm 2015
Sharon Mastrangelo 2016
Renee Dean 2016

YOUTH COMMISSION

ASSOCIATE MEMBER A-S

Daniel Terry 2014
Phil Powers 2014
Ellen Scordino 2014

ZONING ADVISORY COMMITTEE A-PB

Mavis O’Leary, Member at Large..... 2014
Carol DeVeuve, Member at Large 2014
Scott Richardson, Member at Large 2014
Fran DeYoung, Member at Large 2014
Sandy Altamura, Member at Large 2014
Ria McNamara, Member at Large 2014
Matthew Tighe, Member at Large 2014
David Hamacher,
Chamber of Commerce 2014
Michael Peirce, Board of Appeals 2014
John Coutinho, Planning Board 2014

- E** **Elected**
- A-M** **Appointed by Moderator**
- A-S** **Appointed by Board of Selectmen**
- A-SMTC** **Appointed by Board of Selectmen Moderator and Town Clerk**
- A-DPWD** **Appointed by DPW Director**
- A-PB** **Appointed by Planning Board**
- A-MID** **Appointed by Municipal Inspections Director**
- A-TM** **Appointed by Town Manager**

Board of Selectmen

We respectfully submit the Annual Report of the Board of Selectmen of the Town of Hopkinton, for the year ending December 31, 2013.

The Board wishes to recognize the loss of those Hopkinton citizens who willingly served the community:

James Gosselin, Appropriation Committee
Patricia Helmuth, Treasurer/Collector Office employee
Penny Manchester, Board of Selectmen member
Lawrence "Butch" Phipps, Town Hall employee

We offer our condolences to their families and our appreciation for their many contributions in making Hopkinton the town it is today.

The Board of Selectmen, in accordance with the provisions of the M.G.L. and the Town Charter of the Town, is the chief elected board of the community. As such, the Board sets policy and determines the general goals and priorities of the Town. The Board of Selectmen typically meet on the first and third Tuesday evenings of each month in Room 215 at Town Hall. The meetings are televised via the local cable channel (HCAM). Please visit www.hopkintonma.gov for specific dates, times, agendas, Selectmen meeting packets, minutes and much more. You may also visit the Town's website to sign up for email subscription lists that will go directly to your inbox to keep you up to date on Selectmen meeting agendas and topics, public works project announcements, traffic alerts, trash and recycling schedules, town announcements, employment opportunities, and much more!

The Board of Selectmen is the chief elected board of the community. Its many responsibilities and duties include:

- Establish policies and practices for all facets of local government;
Appoint individuals to boards and committees under their jurisdiction;

- Serve as the local licensing authority;
- Represent the Town of Hopkinton in all legal affairs; and
- Serves as the liaison to all committee and Town Departments.

2013 was a fun and exciting year with many unique challenges that faced our community and many accomplishments. Most notably, the Board of Selectmen has maintained its commitment to fiscal discipline on behalf of all members of the community, while maintaining a strong competitive regional advantage through its investment in strategic initiatives. Town investments continue to improve the quality of life and the overall return on investment. Overall, the Town has:

1. Maintained its bond rating to AA+;
2. Built a strong stabilization fund in excess of \$1.9 million and approximately \$231,000 in its capital reserve;
3. Maintain a levy in excess of \$2.1 million for the current fiscal year; and
4. Created an Other Post-Employment Benefits (OPEB) Trust account with a down payment in the amount of \$500,000.

The Town has strived to maintain a balance between delivering the high level of service and investment strategy that residents have come to expect, while keeping costs manageable for every family's personal budget. As we begin 2014, the Town is in one of the most competitive positions financially that we have been in years.

Second, the Board of Selectmen was heavily engaged in ensuring that a casino facility was not cited anywhere in the MetroWest region. The Board entered into a unique agreement with the Towns of Ashland, Holliston, Hopkinton and Medway to form the MetroWest Anti-Casino Coalition. Much of the coalition's focus was on the impacts of the proposed Casino in Milford on surrounding communities. The group was dedicated to making sure there was

objective information publicized throughout the region and why this was not the right place for a casino. Fortunately, the vast majority of Milford residents had the same feeling as the rest of the Metro-West region and sent a strong message to the gaming industry that this is a region that does not desire a casino.

Third, the Town engaged in its first full-length search for a Chief of the Hopkinton Police Department. The Board established a full five-member Police Chief Search Committee and extensively published the posting. The Committee comprised of Bob Levenson from the Town's Personnel Committee (who served as the Chair of the Committee), Town Manager Norman Khumalo, Director of Human Resources Debbie Hilton-Creek, Holliston Police Chief John J. Moore, and myself, as the Board of Selectmen's representative. The Town received twenty (20) applications overall; four of the applicants were recommended to the Board for their consideration.

The Police Chief Hiring Committee engaged the Hopkinton Police Department and made their recommendations with the best interests of the community in mind. The hiring process was transparent, accountable and professional. The Police Chief Search Committee was able to provide the Board of Selectmen with four highly qualified candidates with diverse backgrounds. At the time of this print, the Board of Selectmen voted unanimously to enter contract negotiations with Captain Edward Jeffrey Lee, Jr. of the Woonsocket Police Department and lifelong resident of Bellingham, MA.

Fourth, the Town, in partnership with Legacy Farms, developed a relationship with a new partner for the creation of a recreational hockey rink adjacent to the Legacy Farms development. While the details have not been finalized and the process is just beginning on the many aspects of the design and site planning, the agreement developed by the Board and the proponent represent a great opportunity for our community. At no cost to the town, residents will have access to this unique recreational experience. Stay tuned for exciting developments on this issue in the coming year.

Finally, the Town completed its first Citizen Satisfaction Survey. The survey highlighted many of the areas that residents feel the Town is performing well, such as public safety, emergency response, education and customer service satisfaction for many departments. The survey also highlighted many areas for improvement, such as reducing traffic congestion, enhanced sidewalks and improved recreational opportunities within the Town. The results from the survey will help the Board of Selectmen and Town Manager chart a path forward for the Town's strategic initiatives in the future, including some in Fiscal Year 2015. Residents may visit the town website to access the complete survey results or call the Town Manager's Office at 508-497-9700 for a copy.

Please let us know if you have any suggestions for improvements in the way that we are currently operating. We look forward to serving you.

In conclusion, the Board of Selectmen would like to extend its appreciation to all town volunteers, employees and department heads for their cooperation and assistance this past year. As we approach the 2014 Annual Town Meeting, a vast majority of the nearly 60 articles approved by Town Meeting in 2013 have been completed or are near completion. It is due to the expertise and dedication of our town volunteers and staff that has enabled the community to continue moving ahead. Their efforts have contributed greatly to our success. We thank them all and wish them a successful 2014!

Sincerely,

John M. Mosher, Chair
Board of Selectmen

Town Meetings/Warrants/Elections

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

MIDDLESEX SS.

To either of the Constables of the of Hopkinton

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Hopkinton who are qualified to vote in the Special State Primaries to vote at

Precincts 1, 2, 3 and 4
at the
Middle School Gymnasium

on **TUESDAY, THE THIRTIETH OF APRIL, 2013**, from
7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State
Primaries for the candidates of political parties
for the following office:

**SENATOR IN CONGRESS
FOR THE COMMONWEALTH**

Hereof fail not and make return of this warrant with
your doings thereon at the time and place of said
voting.

Given under our hands this 2nd day of April,
2013.

Benjamin L. Palleiko, Chairman
Brian J. Herr
Todd A. Cestari

Hopkinton Board of Selectmen

Pursuant to the within Warrant, I have notified the
Inhabitants of the Town of Hopkinton to meet at the
time and place and for the purposes within
mentioned by posting up a certified copy of this
Warrant in the Town House, in each of the churches, in
each of the Post Offices and in each of the Engine
Houses of the Town, seven (7) days at least before the
time set for the said meeting.

Don S. Crewell, Sr.
Constable

A True Copy, ATTEST:

Ann M. Click
Town Clerk

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOPKINTON
ANNUAL TOWN MEETING WARRANT
MONDAY, MAY 6, 2013**

*(Voter Registration Deadline: Tuesday, April 16, 2013,
8:00 p.m.)*

MIDDLESEX, ss.
To any of the Constables of the Town of Hopkinton in
said County,

GREETINGS:
In the name of the Commonwealth of Massachusetts
you are hereby required to notify and warn all
inhabitants of the Town of Hopkinton qualified to vote
in elections and in Town affairs:

**To bring in their ballots on Monday, May 20, 2013,
to an adjourned session of the Annual Town
Meeting held at the Hopkinton Middle School
Gymnasium, for the election of the following
Officers:**

Offices for the May 20, 2013 Election	Term (Years)
Office	
Selectmen (2)	3
Town Moderator	3
Town Clerk	3
Board of Assessors	3
Board of Health	3
Board of Library Trustees (2)	3
Cemetery Commissioner	3
Commissioner of Trust Fund	3
Constables (3)	3
Housing Authority	Unexpired term 2016
Parks and Recreation Commission	3
Planning Board (2)	5
School Committee	3

For this purpose the polls will be open from 7:00
a.m. to 8:00 p.m.

AND, further, to meet at the Hopkinton Middle
School Auditorium at 88 Hayden Rowe Street, on
Monday, May 6, 2013, at 7:00 p.m., then and there
to act upon the following Articles:

REPORTS

ARTICLE 1: Acceptance of Town Reports *Sponsor: Town Manager*

To hear the Reports of Town Officers, Boards and
Committees.

Pass any vote or take any act relative thereto

FINANCIAL - FISCAL YEAR 2013

ARTICLE 2: FY 2013 Supplemental Appropriations *Sponsor: Town Manager*

To see if the Town will vote to raise and appropriate,
transfer from available funds or otherwise provide a
sum or sums of money to supplement operating
budgets for the fiscal year ending June 30, 2013.

Pass any vote or take any act relative thereto.

ARTICLE 3: FY 2013 Budget Transfers*Sponsor: Town Manager*

To see if the Town will vote to transfer a sum or sums of money between and among various accounts for the fiscal year ending June 30, 2013.

Pass any vote or take any act relative thereto.

ARTICLE 4: Unpaid Bills from Previous Fiscal Years*Sponsor: Town Manager*

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal years, in accordance with the provisions of

Chapter 44, Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

ARTICLE 5: Property Tax Exemption Increase*Sponsor: Board of Assessors*

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to provide an additional real estate tax exemption in the fiscal year beginning July 1, 2013, for those qualifying for an exemption under Chapter 59, Section 5,

clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, 41C, 42 or 43 of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

FINANCIAL - FISCAL YEAR 2014**ARTICLE 6: Amend the Salary of an Elected Official***Sponsor: Town Manager*

To see if the Town will vote to fix the salary or compensation of all of the elected officers of the Town in accordance with Chapter 41, Section 108, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto

ARTICLE 7: Fiscal 2014 Operating Budget*Sponsor: Town Manager*

To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide, a sum or sums of money for the operation and maintenance of Town Departments for the fiscal year beginning on July 1, 2013, and that such sums be expended for

such purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto.

ARTICLE 8: FY 2014 Revolving Funds*Sponsor: Town Manager*

To see if the Town will vote to authorize, or re-authorize, the use of revolving funds containing receipts from the fees charged to users of the services provided by the various Boards, Committees, Departments or Offices of the Town, pursuant to

Chapter 44, Section 53E 1/2, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto

ARTICLE 9: Chapter 90 Highway Funds

Sponsor: Town Manager

To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws*, for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges and other related costs, which qualify

under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 10: Opposition to Casino Siting

Sponsor: Board of Selectmen

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay the Town's legal and

consulting expenses associated with its opposition to the siting of a casino in Milford.

Pass any vote or take any act relative thereto

ARTICLE 11: Transfer to Capital Expense Stabilization Fund

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the Capital Expense Stabilization Fund, to be used,

upon further appropriation, for any lawful future capital expense.

Pass any vote or take any act relative thereto

ARTICLE 12: Transfer to General Stabilization Fund

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing

the General Stabilization Fund, to be used, upon further appropriation, for any lawful purpose.

Pass any vote or take any act relative thereto

ARTICLE 13: Other Post Employment Benefits Liability Trust Fund

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to be credited to the Other Post Employment Benefits Liability Trust Fund.

Pass any vote or take any act relative thereto

ARTICLE 14: Authorization of Term of Transportation Contract

Sponsor: School Committee

To see if the Town will vote to authorize the School Committee to enter into a Pupil Transportation contract for a term not to exceed five (5) years, including any renewals, extensions, or options, as

allowed by Chapter 30B, Section 12(b) of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

CAPITAL EXPENSES AND PROJECTS

ARTICLE 15: Pay-As-You-Go Capital Expenses

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to fund Pay-As-You-Go capital

purchases and projects; said sum to be spent under the direction of various town officials.

Pass any vote or take any act relative thereto.

ARTICLE 16: Integrated Financial Management System *Sponsor: Town Manager*

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of development, design, purchase and installation of a computer-assisted integrated financial management

and accounting system; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 17: Elementary School Feasibility Study *Sponsor: School Committee*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of obtaining soil borings, topographical studies, land surveys, wetlands surveys, preliminary site development plans, schematic designs, architectural and engineering designs, cost estimates, bid documents, and

construction alternatives for the renovation or replacement of the Center Elementary School located at 11 Ash Street in Hopkinton, Massachusetts; said sum to be spent under the direction of the Elementary School Building Committee.

Pass any vote or take any act relative thereto.

ARTICLE 18: Joint Information Technology *Sponsor: School Committee & Town Manager*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to provide for the acquisition of all equipment, materials, labor and services necessary or appropriate to upgrade the telephone system of the Middle School and Central

Administration office, and replace obsolete/unsafe wiring for the Town Departments; said sum to be spent jointly under the direction of the School Committee and the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 19: Emergency Generator - Hopkins School *Sponsor: School Committee*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to provide for the acquisition of all equipment, materials, labor and services necessary or appropriate to install an emergency

generator at the Hopkins Elementary School; said sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

ARTICLE 20: Middle School Auditorium Upgrades *Sponsor: School Committee*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of acquiring materials, supplies, and labor to re-carpet the floor and painting the walls, ceiling, and stage floor at the

Middle School Auditorium; said sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto

ARTICLE 21: Loop Road Repair *Sponsor: School Committee*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the design, repair, maintenance, renovation and improvement of the main entrance of the High School loop road; said

sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

ARTICLE 22: Buildings & Grounds Equipment – Tractor-Mower *Sponsor: School Committee*

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of purchasing a new 12-foot wide tractor-mower for maintaining athletic fields; and further, to authorize the disposition of any equipment presently being used by the School

Maintenance Department by trade-in or otherwise; said sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

ARTICLE 23: Police Station – Drainage and Basement Improvements *Sponsor: Town Manager & Town Engineer/Facilities Director*

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to obtain plans, designs, cost estimates, and bid documents, as well as to provide for the acquisition of all materials, labor, equipment, and services necessary or appropriate for

interior and exterior drainage improvements of the Police Station, located at 74 Main Street in Hopkinton, Massachusetts; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto

ARTICLE 24: Police - Vehicles *Sponsor: Police Department*

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to obtain new

police vehicles; said sum to be spent under the direction of the Police Chief.

ARTICLE 25: ADAOC Phase VII *Sponsor: ADAOC & Town Manager*

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide for any improvements to Town or School buildings and grounds that may be necessary to comply with the Americans with Disabilities Act of

1990 and 521 Code of Massachusetts Regulations, along with all related costs; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto

ARTICLE 26: Lakeshore Drive Culvert *Sponsors: Town Manager & Director of Public Works*

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design and construction of drainage improvements on Lakeshore

Drive. Said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 27: Water/Sewer Manager's Truck *Sponsors: Town Manager & Director of Public Works*

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purchase of a Water/Sewer Department truck, accessories and any other related costs; and further to authorize the disposition, by trade-in or otherwise, of any such

equipment presently being used by the Department of public Works; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 28: DPW Director's Vehicle

Sponsors: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement of a DPW vehicle, accessories and any other related

costs. Said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 29: DPW Dump Truck

Sponsors: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purchase of a DPW International/7400 dump truck, accessories

and any other related costs. Said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 30: DPW Trackless Municipal Tractor

Sponsors: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purchase of a DPW Trackless Municipal Tractor, accessories and

any other related costs. Said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 31: DPW Street Sweeper

Sponsors: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purchase of a DPW Elgin Pelican Street Sweeper, accessories and

any other related costs. Said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 32: Grove Street Water Tank Inspection and Mixer

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for the inspection of the water tanks on Grove Street and for the installation of a

mixer in the 1.5 million gallon water tank; said sums to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 33: Flanders Road Sewer Main Replacement

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for the design and replacement of the Flanders Road sewer main in

Westborough, MA; said sums to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 34: North Mill Street Slope Stabilization

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for the construction of repairs to stabilize the slope on the northerly side of North Mill Street between East Street and Cold Spring Brook

Road; said sums to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto

ARTICLE 35: Main Street Water Main Replacement

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to supplement the amounts appropriated under Article 19 of the 2010 Annual Town Meeting for the design and replacement of the

Main Street water main; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 36: DPW Facility Design

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for the purpose of obtaining zoning analyses, site assessments, geotechnical investigation, schematic design, soil and groundwater sampling, drainage and traffic assessments, cost

estimates, building and site alternatives and presentation support for a Department of Public Works headquarters facility; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto

ARTICLE 37: DPW Garage Standby Generator

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for a standby generator,

accessories and any other related costs for the DPW garage.

Pass any vote or take any act relative thereto.

ARTICLE 38: Town Hall Upgrade/Repair Mechanical, Electrical, Plumbing (MEP) and Miscellaneous Interior Systems

Sponsor: Town Manager & Town Engineer/Facilities Director

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to obtain plans, designs, cost estimates, and bid documents, as well as to provide for the acquisition of all materials, labor, equipment, and services necessary or appropriate for the upgrade, replacement, restoration and

improvements of miscellaneous mechanical, electrical, plumbing and interior building systems of the Town Hall, located at 18 Main Street in Hopkinton, Massachusetts; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 39: Town Hall Phase II Envelope Repairs

Sponsor: Town Manager & Town Engineer/Facilities Director

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money to obtain plans, designs, cost estimates, and bid documents, as well as to provide for the acquisition of all materials, labor, equipment, and services necessary or appropriate for the restoration and improvement of the roof, roof

structure and exterior structure of the Town Hall, located at 18 Main Street in Hopkinton, Massachusetts; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

COMMUNITY PRESERVATION FUNDS

ARTICLE 40: Community Preservation Recommendations

Sponsor: Community Preservation Committee

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2014 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money, not to exceed 5% of the Fiscal Year 2014 estimated annual revenues, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2014; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space,

historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, or borrow pursuant to Chapter 44B, Section 11, of the *Massachusetts General Laws*, or any other enabling authority, a sum or sums of money for Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee.

Pass any vote or take any act relative thereto.

ARTICLE 41: Amend Elmwood Farm CPA vote

Sponsor: Community Preservation Committee

To hear and act on the report of the Community Preservation Committee and to amend the vote taken pursuant to Article 40.g of the 2012 Annual Town Meeting to provide that the parcel of land acquired pursuant to that vote, consisting of the parcels shown on the Assessors Maps as U20-30-0,

R25-47-0 and R25-48-0, shall be managed and controlled by the Conservation Commission.

Pass any vote or take any act relative thereto.

GENERAL BYLAW AMENDMENTS

ARTICLE 42: Civil Fingerprinting - Ice Cream Truck Vendors

Sponsor: Board of Health & Police Department

To see if the Town will vote to amend the General Bylaws of the Town of Hopkinton as follows:

1. By adding a new chapter as follows:

CHAPTER 87 CIVIL FINGERPRINTING

§87-1. Purpose and Authorization.

In order to protect the health, safety, and welfare of the inhabitants of the Town of Hopkinton, and as authorized by Chapter 6, Section 172B½ of the *Massachusetts General Laws*, this bylaw requires (a) applicants for a license listed in Section 87-2 to submit to fingerprinting by the Hopkinton Police Department, (b) the Police Department to arrange for the conduct of fingerprint-based criminal record background checks of such applicants, and (c) the Town to consider the results of such background checks in determining whether to grant such license.

The Town hereby authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), as may be applicable, to conduct fingerprint-based state and national criminal history records checks, including FBI record checks, on behalf of the Town and its Police Department consistent with this Chapter. The Town hereby authorizes the Police Department to receive and utilize FBI records in connection with such background checks, consistent with this bylaw. The Town shall not disseminate criminal record information received from the FBI to unauthorized persons or entities.

§87-2. Licenses Subject to Fingerprinting.

Any applicant for a license to engage in any of the following occupational activities shall have a full set of fingerprints taken by the Police Department for the purpose of conducting a state and national fingerprint-based criminal history records check:

Ice Cream Truck Vendor

§87-3. Police Department Procedure.

The Police Department shall forward the full set of fingerprints obtained pursuant to this Chapter either electronically or manually to the State Identification Section of the Massachusetts State Police.

The Police Department shall provide the applicant with a copy of the results of his or her fingerprint-based criminal background check and supply the applicant with an opportunity to complete, or challenge the accuracy of, the information contained therein, including the FBI identification record. Any applicant

who wishes to challenge the accuracy or completeness of the record shall be advised of the procedures to change, correct, or update the record as set forth in applicable federal regulations.

The Police Department shall communicate the results of fingerprint-based criminal history records check to the licensing authority, together with its evaluation of the applicant's suitability for the proposed occupational activity based on the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall indicate whether the applicant has been convicted of, or is under pending indictment for, a crime that bears upon his or her suitability for the proposed occupational activity, or any felony or misdemeanor that involved force or threat of force, controlled substances, or a sex-related offense.

§87-4. Reliance by Licensing Authority on Results of Fingerprint-Based Criminal Records Background Checks

The licensing authority shall utilize the results of any fingerprint-based criminal records background check performed pursuant to this Chapter for the sole purpose of determining the applicant's suitability for the proposed occupational activity. The licensing authority may deny an application for any license specified herein, including renewals and transfers thereof, if it determines that the results of the fingerprint-based criminal records background check render the applicant unsuitable for the proposed occupational activity.

No application shall be denied on the basis of information contained in a criminal record until the applicant has been afforded a reasonable time, as determined by the licensing authority, to correct or complete the information, or has declined to do so.

§87-5. Policies and Procedures

The Police Department shall develop and maintain written policies and procedures for its licensing-related criminal record background check system.

§87-6. Fees

Each applicant for a license listed in Section 87-2 shall pay a fee of \$100. A portion of said fee, as specified by Chapter 6, Section 172B1/2 of the *Massachusetts General Laws*, shall be deposited into the Firearms

Fingerprint Identity Verification Trust Fund established by Chapter 29, Section 2LLL of the *Massachusetts General Laws*, and the remainder shall be retained by

the Town for costs associated with the administration of the system.

Pass any vote or take any act relative thereto.

ARTICLE 43: Registered Sex Offender Restrictions *Sponsor: Police Department*

To see if the Town will vote to amend the General Bylaws of the Town of Hopkinton as follows:

(1)

By deleting the words "Office of Child Care Services" from the definition of "Day Care Center" in Section 156-1 and inserting in their place the following:

Department of Early Education and Care

By deleting the word "but" from the definition of "Temporary Residence" in Section 156-1 and inserting in its place the following:

provided, however, that

(2)

By adding the following to the end of the definition of "Establishing a Residence" in Section 156-1:

; provided, however, that "Establishing a Residence" shall not include executing a renewal or extension of any pre-existing lease agreement, as described in Sections 156-3.A(1)(b) and 156-3.A(1)(c).

By deleting Sections 156-2 and 156-3 in their entirety and inserting in their place the following:

§ 156-2. Sex Offender Residence Prohibitions, Individualized Determination, Penalties

It is unlawful for any sex offender who is finally classified as a Level 2 or Level 3 offender pursuant to the guidelines of the Massachusetts Sex Offender Registry Board, for so long as so classified, to establish a permanent or temporary residence within the Town of Hopkinton within one thousand (1,000) feet of any school, day care center, park, other recreational facility or elderly housing facility.

(5)

Evidentiary matters measurements. For purposes of determining the minimum distance separation under this section, the distance shall be measured by following a straight line from the outer property line of the permanent or temporary residence to the nearest outer property line of any school, day care center, park, recreational facility, elderly housing facility.

(6)

C. Individualized Determination as to Residence Restrictions

Upon receiving notice that a sex offender is currently residing in, or intends to reside in, the Town of Hopkinton, the Chief of Police shall give notice to that sex offender of the Chief's intention to make an individualized determination as to whether the restrictions in this §156-2 should be applied to the sex offender. The Chief of Police shall include with this notice a date and time at which the sex offender or his or her representative(s) will have the opportunity to present evidence as to why he or she believes this section should not apply.

Subsequent to that date and time, the Chief of Police shall make an individualized determination as to whether the sex offender shall be subject to the residency restrictions in this §156-2. In the course of this determination, the Chief of Police shall consider:

- (a) Whether the sex offender represents a danger to the children or elderly who attend nearby schools and day care centers, or utilize nearby parks, recreational facilities or elderly housing facilities; and
- (b) Whether the sex offender will be exposed to significant harm if he or she is subject to the provisions of this §156-2.

If the Chief of Police determines that this §156-2 is applicable, the sex offender shall be subject to all of its requirements and penalties.

The Chief of Police shall have the discretion to tailor the application of §156-2 to the sex offender as necessary to achieve a just result.

The Chief of Police shall have the power to reconsider any determination reached under this section. The Chief of Police shall notify the sex offender of his or her intention to reconsider, and shall give a date and time at which the sex offender or his or her representatives can present evidence.

All determinations reached under this section shall be applied in a manner consistent with the Sex Offender

Registry Law (*M.G.L. c.6, §§178C-178Q*), regulations promulgated thereunder (803 CMR 1.00) and the procedures administered by the Sex Offender Registry Board (SORB).

Any determination reached under this section shall be used solely for the purposes of this Chapter, and cannot be applied or otherwise used in conflict with determinations made by the SORB.

Notice to move. Any registered sex offender who has been finally classified as a Level 2 or Level 3 offender pursuant to the guidelines of the Sex Offender Registry Board, for so long as so classified, and who resides on a permanent or temporary basis within one thousand (1,000) feet of any school, day care center, park, recreational facility, or elderly housing facility shall be in violation of this Chapter and shall within thirty (30) days of receipt of written notice of the registered sex offender's noncompliance with this Chapter, move from said location to a new location, but new location may not be within 1,000 feet of any school, day care center, park, recreational facility, or elderly housing facility. It shall constitute a separate violation for each day beyond the 30 days the registered sex offender continues to reside within 1,000 feet of any school, day care center, park, recreational facility or elderly housing facility. Furthermore it shall be a separate violation each day that a sex offender shall move from one location in the Town of Hopkinton to another that is still within 1,000 feet of any school, day care center, park, recreational facility or elderly housing facility.

Penalties. Any violation of this section shall be enforced by non-criminal disposition pursuant to *M.G.L. c.40 §21D* as follows:

First offense by registered sex offender: non-criminal fine of \$150 and notification to offender that he/she has thirty (30) days to move.

Subsequent offense by registered sex offender: Non-criminal fine of \$300.00 and notification to offender's parole officer and/or probation officer and the Commonwealth's Sex Offender Registry Board, that the sex offender has violated Town's Bylaw.

For purposes of this section, notice shall be deemed to be sufficient and proper if the person receives by registered mail, return receipt requested, or receives in hand service or service by a Constable, Sheriff or other person authorized to serve civil process within the Commonwealth of Massachusetts or other service as a court of competent jurisdiction may allow.

§ 156-3. Exceptions

- A. A sex offender residing within one thousand (1000) feet of any school, day care center, park, recreational facility, elderly housing facility does not commit a violation of this Chapter if any of the following apply:
- (1) The sex offender established the permanent residence and reported and registered the residence, as required by the Sex Offender Registry Law and any applicable regulations of the Massachusetts Sex Offender Registry Board, prior to the effective date of this Chapter, and:
 - (a) Permanent residence was established by purchasing the real property where the residence is established, as long as the registered sex offender continues to reside in and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter;
 - (b) Permanent residence was established through a valid, fixed-term, written lease or rental agreement, executed prior to the effective date of this by-law, as long as the registered sex offender continues to reside within and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter; or
 - (c) Permanent residence was established through a verbal lease or rental agreement at the will of the landlord, as long as the registered sex offender continues to reside within and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter.
 - (2) The sex offender is a minor living with his or her parent(s) or legal guardian(s), which parent(s) or legal guardian(s) has (have) established a permanent residence.
 - (3) The school, day care center, park, recreational facility, or elderly housing facility, within 1,000 feet of the sex offender's permanent residence was opened after the sex offender established his or her permanent residence and reported and registered the residence pursuant to the Sex Offender Registry Law and any applicable regulations of the Massachusetts Sex Offender Registry Board.

The sex offender was a juvenile when he or she committed the relevant crime and was not convicted as an adult.

The sex offender is required to serve a sentence at a jail, prison, juvenile facility, or any other correctional institution or facility located within the aforementioned 1,000-foot area.

The sex offender is admitted to and/or subject to an order of commitment at a public or private facility for the care and treatment of mentally ill persons pursuant to M.G.L. c.123 located within the aforementioned 1,000-foot area.

The sex offender is a mentally ill person subject to guardianship pursuant to order or supervision of the Probate and Family Court or is a person with intellectual disabilities subject to a guardianship pursuant to M.G.L. c.190B, §5-303, residing with her or her guardian or residing within a group residence that is professional staffed and supervised twenty-four (24)

hours per day, and located within the aforementioned 1,000 foot area.

- B. Forfeiture of exception. If, either after the effective date of this Chapter or after a new school, day care center, park, recreational facility, or elderly housing facility opens, a complaint or an indictment is issued by a court against a registered sex offender otherwise enjoying an exception under this Section 3 and Judgment enters, that such registered sex offender has committed another sex offense, he or she will immediately forfeit that exception and be required to comply with this section.

Pass any vote or take any act relative thereto.

ARTICLE 44: Historic Preservation – Demolition Delay	<i>Sponsor: Historical Commission</i>
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To see if the Town will vote to amend Chapter 125 of the General Bylaws of the Town of Hopkinton, as follows:

- 1. By inserting, at the end of section 125-1, the following:

It is the intent of the Hopkinton Historical Commission that the procedures outlined in this Chapter provide an opportunity for all parties to arrive at a mutually satisfactory resolution.

- 2. By re-designating paragraphs A through K inclusive of section 125-3 as paragraphs (1) through (11) and to place such paragraphs in a subsection A, entitled "Demolition Delay."

- 3. By adding a new subsection B to section 125-3 as follows:

B. Information
 The Planning Board, Conservation Commission and Board of Appeals shall transmit to the Commission in

electronic format copies of all applications proposing the development or alteration of land that contains a structure as defined in this Chapter. Such applications shall be transmitted within five days of receipt of a complete application. The Community Preservation Committee shall transmit copies of all applications for funding to the Commission if such application relates to land that contains a structure.

- 4. By deleting section 125-7 in its entirety and inserting, in place thereof, the following:

If any provision of this Chapter is determined to be invalid or unconstitutional for any reason by any court or other tribunal of appropriate jurisdiction, such invalidity or unconstitutionality shall be construed as narrowly as possible, and the balance of the Chapter shall be deemed to be amended to the minimum extent necessary, so as to secure the intent and purpose thereof, as set forth in Section 125-1.

Pass any vote or take any act relative thereto.

ARTICLE 45: Historic Preservation Bylaw – Demolition Delay Time Period	<i>Sponsor: Historical Commission</i>
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To see if the Town will vote to amend Chapter 125 of the General Bylaws of the Town of Hopkinton, as follows:

- 1. By deleting the word "six" in paragraphs G, H and I of section 125-3 (or, if re-designated pursuant to the Town Meeting's vote under Article 44, paragraphs 7, 8

and 9 of section 125-3(A)) and inserting, in place thereof, the word "twelve";

By deleting the second sentence Paragraph H of section 125-3 (or, if re-designated pursuant to the Town Meeting's vote under Article 44, paragraph 8 of section 125-3(A)) and inserting, in place thereof, the following:

ARTICLE 46: General Bylaw – Scenic Roads *Sponsor: Planning Board*

To see if the Town will vote to amend the definition of "Cutting or Removal of Trees" in Section 160-1 of the General Bylaws of the Town of Hopkinton by inserting, immediately after the words "The removal of one or more trees, trimming of major branches," the following:

If acceptable alternatives are agreed upon by the Commission and the applicant at any time during the twelve-month period, the Commission will file a copy of said agreement with the Building Inspector and Town Clerk and the applicant may apply for necessary permits to begin work.

Pass any vote or take any act relative thereto.

measuring 8 inches in diameter 6 inches from the tree trunk

Pass any vote or take any act relative thereto.

ZONING BYLAW AMENDMENTS

ARTICLE 47: Medical Marijuana Treatment Centers *Sponsor: Town Manager*

To see if the Town will vote to amend the Zoning Bylaws by inserting a new Article XXXIII, Medical Marijuana Treatment Centers, as follows:

Article XXXIII
Medical Marijuana Treatment Centers

§210-219. Purpose

By vote at the State election of November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law, Chapter 369 of the Acts of 2012, became effective January 1, 2013, and requires the Department of Public Health (DPH) to issue regulations governing its implementation within 120 days of the law's effective date. Section 9(C) of the law requires that at least one Medical Marijuana Treatment Center be located within each County of the Commonwealth.

The regulation of Medical Marijuana Treatment Centers raises novel and complex legal, planning and public safety issues, and the Town of Hopkinton needs time to consider and address these issues, as well as the potential impact of the forthcoming DPH regulations, by means of a planning process to consider amending its Zoning Bylaws to regulate Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for

medical purposes, so as to address the potential effects of such land uses and structures in the Town. The temporary moratorium provided in this Article is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Bylaws in a manner consistent with sound land-use planning objectives.

§210-220. Definition

As used in this Article, the following term shall have the meaning indicated:

MEDICAL MARIJUANA TREATMENT CENTER – a not-for-profit entity, as defined by Massachusetts law only, registered under the provisions of Chapter 369 of the Acts of 2012, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

§210-221. Temporary Moratorium

There is hereby established a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be

in effect through August 31, 2014. During the moratorium period, the use of land or structures for a Medical Marijuana Treatment Center shall be prohibited.

Nothing contained in this Article shall be construed to permit, or authorize to be permitted, the use of land or structures for any activity involving marijuana, other than as a Medical Marijuana Treatment Center.

§210-222. Planning Process

During the temporary moratorium established in section 210-221, the Town shall undertake a planning

process to address the potential effects of Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for medical purposes, shall consider the DPH regulations when they are issued, and shall make recommendations regarding the adoption of new Zoning Bylaw provisions governing the location, operation and effects of Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for medical purposes, for consideration by the 2014 Annual Town Meeting.

Pass any vote or take any act relative thereto.

ARTICLE 48: Zoning - 169 West Main Street *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Map by changing the zoning district of a parcel of land located at 169 West Main Street, shown on Assessors Map R23 as Parcel R23-90-A, and consisting of

approximately 2.012 acres, from Rural Business to Business.

Pass any vote or take any act relative thereto.

ARTICLE 49: Zoning - Water Fresh Farm Zoning Change *Sponsor: Voter Petition*

To see if the Town will vote to amend the Zoning Map by changing the zoning district of a parcel of land located at 151 Hayden Rowe Street, shown on Assessors Map U23 as Parcel U23-35-0, and consisting of approximately 5.582 acres, from Residence B to Business.

Pass any vote or take any act relative thereto

ARTICLE 50: Zoning - Storage Sheds *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Bylaws of the Town of Hopkinton as follows:

Insert a new definition of Storage Shed in § 210-4, Definitions, in appropriate alphabetical order, as follows:

STORAGE SHED – A one story structure, limited to not more than 120 sq. ft. of gross floor space and not exceeding 12 feet in height, for the storage of landscape materials, tools or other materials related to a residential use. Pool houses/cabanas, garages and barns or other structures housing animals shall not be considered storage sheds.

Amend Article II, Residence A (RA) District, § 210-5, by deleting subsections F and G therefrom in their entirety and inserting in place thereof the following:

F. Minimum side yard width: 10 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

G. Minimum rear yard width: 20 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

- (3) Amend Article III, Residence B (RB) District, § 210-8, by deleting subsections F and G therefrom in their entirety and inserting in place thereof the following:

F. Minimum side yard width: 25 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

G. Minimum rear yard width: 20 feet, with the exception of the following:
1. Storage sheds: 6 feet

Amend Article IV, Residence Lake Front (RLF) District, § 210-11, by deleting subsections E and F there from in their entirety and inserting in place thereof the following:

E. Minimum side yard width: 25 feet, with the exception of the following:
1. Storage sheds: 6 feet

F. Minimum rear yard width: 20 feet, with the exception of the following:

1. Storage sheds: 6 feet

(5) Amend Article V, Agricultural (A) District, § 210-14, by deleting subsections D and E therefrom in their entirety and inserting in place thereof the following:

D. Minimum side yard width: 30 feet, with the exception of the following:
1. Storage sheds: 10 feet

E. Minimum rear yard width: 30 feet, with the exception of the following:
1. Storage sheds: 10 feet

Pass any vote or take any act relative thereto.

ARTICLE 51: Zoning - Drive-Up Windows

Sponsor: Planning Board

To see if the Town will amend the Zoning Bylaw as follows:

Amend Article VI, Business District, § 210-19. D by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

Amend Article VIA, Downtown Business District, § 210-20.3 D. by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

C. Amend Article VII, Rural Business District, § 210-24 F. by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

Pass any vote or take any act relative thereto.

ARTICLE 52: Zoning - IB District, School Bus Parking

Sponsor: Planning Board

To see if the Town will vote to amend Article VIIIA, Industrial B District, of the Zoning Bylaws by inserting into § 210-37.9 a new item C as follows: "Parking

Facilities for Public School Buses Serving Hopkinton Residents."

Pass any vote or take any act relative thereto.

ARTICLE 53: Zoning - Design Review Board

Sponsor: Planning Board

To see if the Town will vote to amend Article XXI, Design Review by deleting § 210-143, Applicability and authority in its entirety and inserting in place thereof a new § 210-143, Applicability and authority, as follows:

The Design Review Board shall review applications for site plan review submitted pursuant to Article XX and applications for new signs requiring a building permit. It shall evaluate such requests based on the design criteria set forth in this Article. With respect to site plan

review applications, the Design Review Board's written findings shall be advisory to the Planning Board and shall be submitted to the Planning Board and the applicant along with any recommendations and proposed conditions. With respect to sign applications, the Design Review Board's written findings shall be advisory to the Director of Municipal

Inspections and shall be submitted to the Director of Municipal Inspections and the applicant. Any such findings shall specifically identify each of the design criteria set forth in this Article to which they pertain.

Pass any vote or take any act relative thereto.

ARTICLE 54: Zoning – Temporary Banner Signage *Sponsor: Voter Petition*

To see if the Town will vote to amend Article XXVII, of the Zoning Bylaws of the Town of Hopkinton by inserting into 210-179 as a new item G, as follows:

shall require. Such banners shall not be displayed for more than 14 days before an event and shall be removed within two business days of the event. The size of the banner shall not exceed 75 square feet. The Board of Selectmen may adopt policies and procedures relative to such banner display.

Pass any vote or take any act related thereto.

ARTICLE 55: Zoning - Neighborhood Mixed Use District and Rezoning of Land on Lumber St. & West Main St. *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Bylaws and the Zoning Map as follows:

undeveloped natural resources, residential neighborhoods and commercial development.

By inserting a new Article XXXII, Neighborhood Mixed Use District, as follows:

§210-206. Applicability.

ARTICLE XXXII
Neighborhood Mixed Use District

A. *Notwithstanding any provision of this Chapter to the contrary, development undertaken under a Master Plan Special Permit issued pursuant to § 210-215 shall not be subject to the following provisions:*

§210-205. Development and Design Objectives.

(1) Article XVII, Subdivision Phasing;

The Neighborhood Mixed Use District (NMU District) is designed to accommodate the integration of multi-family residential uses with commercial development in areas suitably located with convenient highway access, to increase the inventory of affordable housing in Hopkinton that are Local Initiative Program (LIP) units in compliance with the requirements specified by the Department of Housing and Community Development (DHCD) so that said units will count toward the Town's requirements under M.G.L. c. 40B, §§ 20-23, and to provide specialized services to the community and the region. It is the intent that, within the NMU District, there shall be an overall unity of design of the uses consistent with designs that are traditional to New England and Hopkinton. The location and design of such uses should be such that they will not disturb residential neighborhoods or detract from the appearance of the Town and will result in the maintenance of a balance and workable relationship between

(2) §210-126.1 (Residential Subdivisions of 10 acres or more).

B. *Development undertaken pursuant to a Master Plan Special Permit issued pursuant to § 210-215 shall be subject to the following provisions of this Chapter only to the extent provided for in, and as modified by, the provisions of this Article:*

- (1) Article XI, Flexible Community Development Bylaw;
- (2) Article XII, Water Resources Protection Overlay District;
- (3) Article XVIII, Supplementary Regulations;
- (4) Article XX, Site Plan Review.

§210-207. Definitions.

Except as otherwise provided in this section, the definitions set forth in §210-4 shall be applicable to all terms used in this Article. Notwithstanding the foregoing, the following terms, as used in this Article, shall have the meanings indicated:

AFFORDABLE HOUSING – Any Dwelling Units qualifying as low or moderate income housing as defined by regulations of the Department of Housing and Community Development.

AIR-SUPPORTED STRUCTURE – A structure used in conjunction with an athletic club/health and fitness club wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

BUILDABLE AREA – The portion of a Development Project area that is not Open Conserved Land.

CONSTRUCTION ACTIVITY – The construction of new structures or site work associated with the construction of new structures. The term includes the construction of roadways, installation of utilities, and restoration and improvement of Open Conserved Land.

DEVELOPMENT PROJECT - A development undertaken pursuant to this Article, as shown on a site plan submitted to the Planning Board for Site Plan Review. A Development Project may occupy one or more lots.

DEVELOPMENT SITE — All land area located within the NMU District.

DWELLING UNIT - Use as Dwelling Units as defined in §210-4, but specifically not including residential units that may be part of a Continuing Care Retirement Community, Assisted Living Facility or similar institution.

HEIGHT – The vertical distance from the mean finished grade of all sides of building or structure to the highest point of the roof for flat roofs, to the deck line for mansard roofs and to the mean height between eaves and ridge for gable, hip and gambrel roofs, excluding chimneys, spikes, towers, wireless communication facilities, screens, parapet walls, and other structures, equipment, or projections not used

for human occupancy. For residences, the area above the mean finished grade and below the floor of the first occupiable story, not to exceed 10 feet, shall be excluded from measurement of height and stories.

MULTIFAMILY DWELLINGS – Any dwelling units other than Single-Family Dwellings.

OPEN CONSERVED LAND – Land that is available for public use, reserved for outdoor passive or active recreation, and protected in perpetuity by a conservation restriction prohibiting further development or activities within such land that are inconsistent with the conservation restriction's purpose.

STORY – That portion of a building included between the upper surface of a floor and the upper surface of the floor above, except that attic or loft space between the upper surface of a floor and the upper surface of a slanted or partially slanted roof shall not be considered a story, whether or not used for human occupancy.

§210-208. Permitted Uses.

No new building or structure shall be constructed or used, in whole or in part, and no building or structure, or part thereof, shall be altered, enlarged, reconstructed or used, and no land shall be used in the NMU District for any purpose except one or more of the following, provided that no use shall involve noxious odors or excessive noise.

A use that is permitted by right is denoted by the letter "Y".

A use denoted by the letters "SP" may be permitted by Special Permit from the Planning Board.

- A. The following uses shall be permitted by right or allowed by Special Permit in the NMU District without the issuance of a Master Plan Special Permit. Upon the issuance of a Master Plan Special Permit pursuant to § 210-215 and the filing of the Notice pursuant to § 210-215.D, the uses permitted in § 210-208.B and not those specified in § 210-208.A shall be permitted within the area subject to the Master Plan Special Permit.

Table of Uses –Land not subject to a Master Plan Special Permit

Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2.	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices.	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, but excluding the dispensing of food or drink.	Y
Public and private educational uses	Y
Agricultural and horticultural uses	Y
Child-care centers	Y
Places of worship and other religious uses	Y
Continuing care retirement communities, assisted living facilities or similar institutions, with a maximum aggregate number of beds and/or units within the NMU District not to exceed 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	Y
Continuing care retirement communities, assisted living facilities or similar institutions, if the maximum aggregate number of beds and/or units within the NMU District will be greater than 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	SP
Health services facilities	Y
Retail stores not to exceed 2,000 square feet, located so as to provide for the convenience of the occupants of the immediate neighborhood, selling items such as groceries, prepared take-out food, toilet articles, cosmetics, candy, sundries, medications, newspapers, magazines and ice cream; provided, however, that any such retail store may operate only between the hours of 6:00 a.m. and 10:00 p.m.	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

The following uses shall be permitted in the NMU District for a Development Project under a Master Plan Special Permit issued pursuant to § 210-215:

Table of Uses –Land subject to a Master Plan Special Permit

Multi-family dwellings	Y
Retail stores, not to exceed 15,000 <u>square feet</u> per single tenant or operator	Y
Retail stores exceeding 15,000 square feet per single tenant or operator, but not to exceed 38,000 square feet per single tenant or operator	SP
<u>Athletic clubs/Health and Fitness clubs</u>	Y
Health services facilities	Y
Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink	Y
Public and private educational uses	Y
Child care centers	Y
Places of worship and other religious uses	Y
<u>Municipal uses</u>	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

§210-209. Intensity of Use Limitations.

Commercial Uses within the NMU District shall be limited to 250,000 square feet of Gross Floor Space in the aggregate, as authorized by a Master Plan Special Permit issued pursuant to §210-215. No single building shall have a footprint exceeding 19,000 square feet of Gross Floor Space or exceed 38,000 square feet of Gross Floor Space in total, with the exception of buildings used for an Athletic Club/Health and Fitness Club. An Athletic Club/Health and Fitness Club may have a footprint of up to 80,000 square feet of Gross Floor Space exclusive of Air Supported Structures or a footprint of up to 110,000 square feet of Gross Floor Space inclusive of Air Supported Structures, but shall not exceed 150,000 square feet of Gross Floor Space inclusive of Air Supported Structures; provided, however, that the Planning Board may, by Special Permit, approve an Athletic Club/Health and Fitness Club with a greater area of Gross Floor Space. The Planning Board may, by Special Permit, approve the re-use of a building or combination of buildings formerly containing an Athletic Club/Health and Fitness Club for non-residential uses permitted under

§210-208.B where such re-use would exceed the maximum footprint or Gross Floor Space otherwise permitted for such uses by this section; provided, however, that no Special Permit may authorize an Air Supported Structure to be used for purposes that are not a component of an Athletic Club/Health and Fitness Club. Under no circumstances shall a Special Permit be issued that results in more than 250,000 square feet of Gross Floor Space of commercial uses within the NMU District.

- B. For the purposes of this section, the area of buildings used for water supply or sewage treatment facilities shall be excluded from the calculation of Gross Floor Space.*
- C. Residential Uses within the NMU District shall be limited to 280 Dwelling Units, which shall be multi-family dwellings, as authorized by a Master Plan Special Permit issued pursuant to §210-215.*

§210-210. *Affordable Housing.*

Affordable Housing shall be provided in accordance with the following requirements:

One (1) Dwelling Unit shall be established as an Affordable Housing Unit for every four (4) Dwelling Units within the NMU District. As long as the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20-23 provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then all Dwelling Units within the NMU District shall be operated as a rental development. However, if either (i) M.G.L. c. 40B, §§ 20-23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development, issued pursuant to M.G.L. c. 40B §§ 20-23, no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then the Dwelling Units may be operated either as a rental development or as a for-sale condominium development. In such case, the number of affordable Dwelling Units shall be no less than one (1) for every four (4) Dwelling Units within the NMU District.

All Affordable Housing Units shall be integrated with the rest of the residential development in which it is located, and shall be comparable in design, exterior appearance, construction, and quality of exterior materials with other units in such residential development. The mean number of bedrooms in Affordable Housing Units shall be equal to the mean number of bedrooms in the market-rate Dwelling Units in the residential development in which they are located.

§210-211. *Dimensional Requirements.*

Where a Master Plan Special Permit has not been issued, the dimensional requirements set forth in § 210-186 shall be applicable.

The following dimensional requirements shall apply to any uses for which a Master Plan Special Permit has been issued:

(1) *Development Site:*

(a) Minimum lot frontage for the Development Site on a public way: 50 feet.

(b) Minimum setback of buildings and parking areas:

i. For buildings: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, Industrial B or Agricultural District for all buildings; forty (40) feet from the boundary line of a Rural Business District for residential buildings; zero (0) feet from the boundary line of a Rural Business District for commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.

ii. For parking: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, or Agricultural District; forty (40) feet from the boundary line of an Industrial B District for parking accessory to residential buildings and thirty (30) feet from the boundary line of an Industrial B District for parking accessory to commercial buildings; zero (0) feet from the boundary line of a Rural Business district for at-grade parking accessory to commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.

iii. Thirty (30) feet from the street line for residential buildings; forty (40) feet from the street line for all other buildings; five (5) feet from the street line for at-grade parking areas; provided, however, that such setbacks shall not be applicable to private roadways located entirely within the NMU District.

(c) The minimum setback of buildings and parking areas from property lines shall be landscaped and/or wooded so as to provide adequate year-round screening of the use from abutting property and streets. Such minimum setback areas shall remain undisturbed or, if previously disturbed, shall be planted and/or landscaped.

(d) The Planning Board may authorize by special permit a lesser setback or lesser screening than set forth herein, upon a finding that such lesser setback or screening is appropriate for the Development Site and the surrounding neighborhood and uses.

(2) *Individual lots within the Development Site:*

(a) Minimum lot area for individual lots within Development Site: None.

Minimum lot frontage within the Development Site: None; provided, however, that roadways located entirely within the Development Site shall provide adequate access for all buildings on the development site, but shall not become public ways. Fifty feet of frontage shall be required for each lot in the Development Site if the roads are intended to be eligible for acceptance as public ways.

Minimum setback of buildings from interior property lines within the Development Site and from private roadways: None.

Maximum building height:

Use	Requirement
Multi-family dwelling units	1 space for one bedroom unit; 2 spaces for every unit with 2 or more bedrooms.

§210-213. Open Conserved Land.

Adequate pedestrian access, as determined by the Planning Board, shall be provided to the Open Conserved Land. The Open Conserved Land may remain as part of the overall Development Site and need not be a separate parcel, but there shall be conservation restrictions stating that there shall be no further development and no activities within the Open Conserved Land that are not consistent with the conservation restriction's purpose. The Open Conserved Land may consist of a separate parcel and may be conveyed to the Town or a nonprofit organization, the purpose of which is the preservation of open space, or may be retained by an owner of land within the Development Site. Regardless of any such conveyance, the Open Conserved Land shall continue to be considered part of the Development Site for the purpose of calculating dimensional requirements.

The Open Conserved Land shall consist of land that may be used for outdoor active or passive recreational purposes and shall be planned as large, contiguous units wherever possible. If privately owned, the Open Conserved Land shall be available for use by the general public, subject to such reasonable rules and regulations to govern the use of the Open Conserved Land as may be adopted by the owner thereof. The Open Conserved Land may be comprised of more than one parcel, provided that the size, shape and location of such parcels are suitable for outdoor active or passive recreational purposes.

Buildings and structures shall not exceed 45 feet in height or have more than three stories.

- (4) A minimum of 40% of the total area of the Development Site shall be Open Conserved Land.
- (5) Multiple buildings and uses may be permitted on a single lot.

§210-212. Parking.

The requirements of §210-124(B) (1) relating to the minimum number of parking spaces shall apply in the NMU District, with the following addition:

- C. Setback areas from zoning district boundaries, if more than 100 feet in depth, may be considered to be part of the Open Conserved Land.
- D. Areas set aside for planned or reserved parking spaces or fire lanes shall not qualify to be part of the Open Conserved Land.

§ 210-214. Design Principles.

- A. Curb cuts on public ways abutting the Development Site shall be minimized. Whenever feasible, Development Projects shall include interior vehicular connections to adjacent Development Projects and to adjacent non-residential development outside the NMU District for the purpose of reducing curb cuts and traffic flow on adjacent public ways. The location of curb cuts shall be determined by the Planning Board during the Site Plan Review process.
- B. Buildings, roadways and parking lots shall be designed to accommodate the landscape, natural site features and natural resources. Disturbance to the site shall be minimized so that as many trees and natural features are retained as possible. Natural features shall be incorporated within the Open Conserved Land where possible.
- C. Outdoor lighting fixtures shall be shielded and directed to prevent illumination from falling outside of the intended areas.
- D. The design of any interior roadway that connects two or more Development Projects shall conform to the Rules and Regulations Relating to the Subdivision of

Land, whether or not such interior roadway is laid out in accordance with the Subdivision Control Law. The Planning Board may waive specific provisions of the Rules and Regulations Relating to the Subdivision of Land if such waiver would not be inconsistent with the design principles set forth in this section and otherwise in the public interest. All utilities within the Development Site shall be underground.

The design of buildings shall be consistent with styles that are traditional to New England and Hopkinton. Buildings shall utilize energy efficient design and low impact development techniques and principles, to the extent feasible.

If stormwater management facilities are necessary for the construction of the buildings on the Development Site, such facilities shall not be located within the required setback areas, unless specifically permitted by the Planning Board. Such stormwater management facilities shall be designed to appear as natural landforms, to the extent feasible.

§210-215. Master Plan Special Permit.

The Planning Board shall be the Special Permit Granting Authority for any Special Permit issued pursuant to the provisions of this Article. The Planning Board may adopt and file with the Town Clerk regulations governing Submission Requirements and Procedures for any such Special Permit.

In all matters in which it has jurisdiction to issue use Special Permits pursuant to the provisions of this Article, the Planning Board may issue such Special Permits only upon a finding that the proposed use is in harmony with the general purpose and intent of this chapter. Any such Special Permit shall be subject to such conditions and safeguards as the Planning Board may prescribe and shall include design guidelines applicable to development of the site. In reviewing any application for such a Special Permit, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare, shall encourage the most appropriate use of land, shall require that development be consistent with the Design Principles set forth in §210-214 and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood.

Except as otherwise authorized in this Section, no Construction Activity for a use that is subject to a Master Plan Special Permit pursuant to the provisions

of this Article shall commence unless authorized by said Master Plan Special Permit.

D. If the applicant elects to exercise the rights granted in a Master Plan Special Permit issued pursuant to the provisions of this Article, a Notice to such effect shall be filed with the Town Clerk, Planning Board and Department of Municipal Inspections, and recorded in the Registry of Deeds, prior to the commencement of Construction Activity. From and after the filing of such Notice, all Construction Activity within the NMU District shall be in accordance with the approved Master Plan Special Permit.

E. The entirety of the NMU District shall be subject to one Master Plan Special Permit, for uses allowed pursuant to § 210-208.B.

F. Application for a Master Plan Special Permit.

(1) A record owner desiring a Master Plan Special Permit pursuant to the provisions of this Article shall file with the Planning Board an application therefor in accordance with any applicable regulations and submission requirements adopted pursuant to this Article. At a minimum, the application shall be accompanied by a Master Plan that depicts the planned use of the entire NMU District, as well as the following information relating to development of the NMU District:

(a) Identification of the entire area of land to be developed;

(b) The existing topography of the land, vegetative cover, soil types, wetlands and water bodies, roads and ways;

(c) The general proposed location within which structures will be constructed, together with a schedule of proposed land use types including Multifamily Dwellings, commercial uses, Air-Supported Structures, mixed use buildings, and/or buildings accessory to Open Conserved Land uses;

(d) The general proposed location, size and intended use of all Open Conserved Land, including pedestrian, bicycle and equestrian trails, and the entity intended to own, operate and/or maintain such Open Conserved Land;

The general proposed location of all existing and proposed roads, water supply systems, wastewater systems, storm water drainage, utilities, and connections to existing infrastructure;

An analysis of the impact of implementing the Master Plan on surface and ground water quality, groundwater recharge, wildlife habitat and corridors, wetlands and bodies of water, including streams and rivers, both localized and general, and an evaluation of pre-development conditions and post-development conditions;

A traffic impact and access study on the impact of implementing the Master Plan;

An analysis of the projected economic impact of implementing the Master Plan on the Town, prepared by a qualified independent economic research consultant;

A phasing projection indicating the general anticipated schedule of construction of improvements within the NMU District in accordance with the Master Plan Special Permit; provided, however, that such schedule may be subject to variation depending on market forces;

Proposed Design Guidelines for the NMU District;

Proposed forms of the conservation restrictions necessary for the Open Conserved Land.

Approval criteria. No Master Plan Special Permit shall be granted unless the Planning Board finds that:

The Master Plan complies with the provisions of this Article.

The impact of the development activities shown on the Master Plan is anticipated to be of benefit to the Town.

The intersections and roadways providing access to the NMU District will operate at an acceptable level of service based on the anticipated impact of vehicular traffic from all proposed development within the NMU District.

The Master Plan provides adequately for the convenience and safety of vehicular and pedestrian movement within the NMU District and in relation to streets, property or improvements outside the NMU District.

The Master Plan provides for the adequacy of the methods of disposal of sewage, refuse and other wastes, provision of utilities, and the methods of drainage for surface water and seasonal flooding, if

any, and adequate provision of water for domestic purposes.

(3) An NMU special permit may be combined with a special permit regarding parking pursuant to Section 210-124(C) and (D).

(4) Approval of an NMU Master Plan Special Permit application shall not be considered to constitute approval of any construction.

(5) Master Plan Special Permit Amendment.

(a) Amendment of a Master Plan Special Permit issued pursuant to the provisions of this Article shall require the approval of the Planning Board. An application to amend the Master Plan Special Permit may be submitted separately or together with an application to the Planning Board for Site Plan Review. If the Board determines that a proposed amendment is significant, it shall hold a public hearing in conformance with M.G.L. c. 40A §9. If the Board determines, at a noticed public meeting of the Board but without a public hearing in conformance with M.G.L. c. 40A §9, that a proposed amendment is minor, it may amend the Master Plan Special Permit without a public hearing; provided, however, that a copy of such amendment shall be filed with the Town Clerk.

(b) Applications for an amendment to a Master Plan Special Permit issued pursuant to the provisions of this Article may be filed by the owners of the affected land, and shall not be required to be filed by the owners of all land within the NMU District.

(6) Duration of Approval. The commencement of Construction Activity within two (2) years of the date of the filing of the decision with the Town Clerk (or the date of the final resolution of any appeal of such decision) shall be deemed to constitute substantial use of rights under the Master Plan Special Permit.

§210-216. NMU Site Plan Review.

A. *Construction of all Development Projects within the NMU District shall be subject to Site Plan Review by the Planning Board in accordance with the provisions of Article XX, with the following additions and exceptions:* Submitted Site Plans shall show the planned design, use and lighting of the entire Development Site; provided, however, that, if development will be phased over time, separate site plan submissions

may be made for separate portions of the Development Site.

Construction of residential Development Projects shall be subject to Site Plan Review, notwithstanding any provision of §210-133 to the contrary. However, Site Plan Review shall not apply to the alteration, reconstruction or enlargement of residential buildings.

In addition to the Site Plan Standards set forth in §210-136.1, the Site Plan shall conform to the Master Plan Special Permit.

Permissible Building Areas: A Site Plan may show proposed construction within a Permissible Building Area, where the mix of uses and related construction details are subject to change, and shall specify the maximum square feet of Gross Floor Space to be constructed within such Permissible Building Area. Although the Site Plan may show a proposed building in a specific location, the Site Plan approval shall authorize the construction of the Development Project if the structures therein and other site features thereof are located within the Permissible Building Area indicated. After the issuance of a Certificate of Occupancy for a building, (i) for commercial buildings: the amount by which such building is less than the maximum square footage of Gross Floor Space allocated thereto shall be available for reallocation to other proposed commercial buildings in computing the total Gross Floor Space for commercial uses in the NMU District for purposes of the Intensity of Use Limitations set forth in §210-209.A, and (ii) for residential buildings: the amount by which the number of Dwelling Units constructed is less than the number of Dwelling Units proposed shall be available for reallocation to other proposed Dwelling Units in computing the total number of Dwelling Units for purposes of the Intensity of Use Limitations set forth in §210-209.B, subject to further site plan review of the buildings to which such intensity of uses is reallocated, if required.

Minor Modifications: After the filing of a Decision of Site Plan Review, the Planning Board shall have the authority to approve minor modifications to the Site Plan. Minor modifications shall include changes that involve minor utility or building orientation adjustments; minor adjustments to parking, landscaping, Open Conserved Land or other building or site details; or other changes that do not significantly increase the square footage of Gross Floor Space of Commercial Uses within a Development Project or the number of Dwelling Units in a Development Project. Minor

modifications may be approved by the Planning Board at any regularly scheduled public meetings, without the need to hold a public hearing.

- D. *Duration of Approval:* If the development is to be phased over time, Site Plan approvals under this Article shall remain in effect as long as a building permit for not less than one (1) building in a Development Project on the Development Site is issued within two (2) years of issuance of the Site Plan approval (or the date of final resolution of any appeal of such issuance).

§ 210-217. Signs

All signs in the NMU District are solely subject to such limitations of size and usage as may be imposed by the Planning Board.

§210-218. Miscellaneous.

- A. *Modifications to Article XII, Water Resources Protection Overlay District.* In the NMU District, the following modifications to the provisions generally applicable to the Water Resources Protection Overlay District shall apply:

For purposes of §210-70(C) (2), the term "Development Project" shall be substituted for the term "lot."

- B. *Modification to Article XVIII, Supplementary Provisions.* The Planning Board may, at its discretion, waive provisions of §210-124, Off-Street Parking which pertain to the design of parking facilities, as part of the Site Plan Review process if such waiver would assist with achieving the purposes of this Article.
- B. *By inserting in § 210-4, Definitions, in alphabetical order, a new definition of Athletic Club/Health and Fitness Club, as follows:*

ATHLETIC CLUB/HEALTH AND FITNESS CLUB -- A facility, whether or not operated for profit, that offers athletic and physical fitness activities such as tennis, swimming, and exercise and weight rooms, and which may include exercise therapy, rehabilitation and health-related services, and which may charge a fee for use of such facility and its services. Such club may include accessory restaurant or retail uses.

By inserting in § 210-1, Zoning districts, the following at the end of section A:

NMU Neighborhood Mixed Use District

By amending the Zoning Map by changing the zoning district of the following parcels of land, consisting of approximately 96 acres as shown on a plan entitled "Proposed Zoning Map Amendment" prepared by Allen Engineering, LLC, dated March 1, 2013 from the Office Park District to the Neighborhood Mixed Use

District:
Assessors Map R23 Block 73 Lot 0
Assessors Map R23 Block 87 Lot 0

Pass any vote or take any act relative thereto.

ARTICLE 56: Zoning - Agricultural District Name Change *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Bylaws and the Zoning Map by changing the name of the "Agricultural (A)" District to the "Agricultural-Residential (AR)" District, and therefore changing all

references in the Zoning Bylaws and on the Zoning Map accordingly.

Pass any vote or take any act relative thereto.

ARTICLE 57: Zoning - Commercial Solar Facilities *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Bylaws as follows:

Nothing in this Article should be construed to prevent the installation of solar photovoltaic installations that are permitted as-of-right in any zoning district as an accessory use.

By inserting in § 210-4, Definitions, in alphabetical order, a new definition of Commercial Solar Photovoltaic Installation as follows:

§ 210-202. Use Regulations

COMMERCIAL SOLAR PHOTOVOLTAIC INSTALLATION A solar photovoltaic system which is not accessory to a permitted use.

Commercial solar photovoltaic installations shall conform to the following provisions:

by inserting a new Article XXXI, Commercial Solar Photovoltaic Installations, as follows:

- A. A commercial solar photovoltaic installation may be erected, upon the issuance of a special permit by the Planning Board, on a lot containing a minimum of three (3) acres.
- B. All setback, yard, buffer and screening requirements applicable in the zoning district in which the installation is located shall apply.
- C. All security fences surrounding the installations shall be set back from the property line a distance equal to the setback requirement applicable to buildings within the zoning district in which the installation is located.
- D. The provisions of Article XX, Site Plan Review, shall not apply to commercial solar photovoltaic installations.
- E. The visual impact of the commercial solar photovoltaic installation, including all accessory structures and appurtenances, shall be mitigated. All accessory structures and appurtenances shall be architecturally compatible with each other. Whenever reasonable, structures shall be shielded from view by vegetation and/or joined and clustered to avoid adverse visual impacts. Methods such as

Article XXXI
Commercial Solar Photovoltaic Installations

§ 210-200. Purpose and Intent

The purpose and intent of this Article is to permit the creation of new commercial solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety and minimize impacts on residential neighborhoods and scenic, natural and historic resources.

§ 210-201. Applicability

Construction and use of a commercial solar photovoltaic installation or any part thereof shall be permitted in any zoning district subject to the requirements set forth in this section.

the use of landscaping, natural features and fencing may be utilized.

Lighting shall not be permitted unless required by the Planning Board or by the State Building Code. Where used, lighting shall be directed downward and full cut-off fixtures shall be used.

All utility connections from the commercial solar photovoltaic installation shall be underground unless otherwise specifically permitted otherwise by the Planning Board in the special permit. Electrical transformers and inverters to enable utility interconnections may be above ground if required by the utility provider.

Clearing of natural vegetation shall be limited to the minimum necessary for the construction, operation and maintenance of the commercial solar photovoltaic installation except as otherwise prescribed by applicable laws, regulations and bylaws or the special permit.

The commercial solar photovoltaic installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, continued compliance with landscaping and screening requirements, and integrity of security measures. The owner or operator shall be responsible for the maintenance of any access roads serving the installation.

§ 210-203. Administration

A special permit is required from the Planning Board to erect or install a commercial solar photovoltaic installation. A record owner desiring to erect or install a commercial solar photovoltaic installation shall file with the Planning Board an application for a special permit, together with such plans, drawings, specifications, fees and additional information as required by the Planning Board.

The Planning Board shall have the authority to waive specific provisions of the Use Regulations of this Article upon a determination that a waiver would not be inconsistent with the purpose and intent of this Article.

When acting on a special permit application pursuant to this Article, the Planning Board shall conduct its review, hold a public hearing and file its decision with the Town Clerk as required by MGL c.40A § 9.

D. Approval Criteria. In reviewing any application for a special permit pursuant to this Article, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare; shall encourage the most appropriate use of land and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood. Before the Planning Board may issue such a special permit, it shall determine each of the following:

1. The commercial solar photovoltaic installation conforms to the provisions of this Article.
2. The commercial solar photovoltaic installation will not be detrimental to the neighborhood or the Town.
3. Environmental features of the site and surrounding areas are protected, and specifically surrounding areas will be protected from the proposed use by provision of adequate surface water drainage.
4. The proposed use is in harmony with the general purpose and intent of this Chapter.
- E. Any special permit issued pursuant to this Article shall be subject to such conditions and safeguards as the Planning Board may prescribe. Such conditions may include the requirement of a performance bond, secured by deposit of money or negotiable securities, posted with the Town to guarantee proper maintenance and/or removal of the commercial solar photovoltaic installation. The amount of the performance bond shall not exceed the estimated cost of the commercial solar photovoltaic installation's removal. Such conditions may also include additional screening of the facility.
- F. In reviewing any application for a special permit, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare; shall encourage the most appropriate use of land and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood.

§ 210-204. Discontinuance

A commercial solar photovoltaic installation shall be deemed to have been discontinued if it has not been in service for a continuous 24-month period. Upon receipt of a Notice of Discontinuance from the Director of Municipal Inspections, the owner shall have the right to respond to the Notice within 30 days of receipt. The Director of Municipal Inspections shall

withdraw the Notice of Discontinuance and notify the owner that the Notice has been withdrawn if the owner provides information that demonstrates to the satisfaction of the Director of Municipal Inspections that the commercial solar photovoltaic installation has not been discontinued. If the commercial solar photovoltaic installation is determined to be discontinued, the owner shall remove the installation, including all structures, equipment, security barriers

and transmission lines, and stabilize or re-vegetate the site as necessary to minimize erosion and sedimentation, at the owner's sole expense within three months of receipt of the Notice of Discontinuance. Failure to remove the installation and stabilize the site within said time period may subject the owner to action pursuant to Article XXIV.

Pass any vote or take any act relative thereto.

LAND ACQUISITIONS AND DISPOSITIONS

ARTICLE 58: Fruit Street Solar Farm

Sponsor: Hopkinton Sustainable Green Committee

To see if the Town will vote to authorize the Board of Selectmen, notwithstanding the limitation, if any, expressed or implied by the vote taken under Article 12 of the 2003 Annual Town Meeting, to lease approximately 23 acres of land located within the areas shown as Tracts 8 and 9 on the sketch plan entitled "Fruit Street Conceptual Master Plan, Hopkinton, Massachusetts" prepared by Beals and Thomas, Inc. dated April 2003, a copy of which is on file at the office of the Town Clerk, from time to time, by one or more leases, for a term not exceeding lease terms of 20 years in the aggregate and for such consideration as the Board of Selectmen shall determine, for the purpose of installing and operating thereon solar arrays for electric power generation and distribution, and to authorize the Board of Selectmen to grant such temporary easements in, on, under, across and over any of the Tracts within the property

shown on the aforesaid Plan, as well as adjacent roadways, for utility and access purposes, as reasonably necessary and appropriate for the installation and operation of such solar arrays during the maximum lease term authorized pursuant to this Article; provided, however, that such lease or temporary easement shall be contingent upon the execution of a power purchase agreement with any lessee of such Tracts 8 and 9 to purchase all or a portion of the electricity production of the solar arrays located thereon.

Pass any vote or take any act relative thereto.

ARTICLE 59: Gift of Land - Hayden Rowe St.

Sponsor: Planning Board

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcels of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as Parcels "4" and "5" on a Plan entitled "Definitive Residential Subdivision Hayden Place", dated March 1, 2012, J.D. Marquedant & Associates, Inc., 6 Walcott Street, Hopkinton, MA, which Plan is recorded with the Middlesex South District Registry of Deeds as Plan Number 599 of 2012.

Said Parcel "4" is designated on said plan as containing a total of 122,178 square feet of land. Said Parcel "5" is designated on said plan as containing a total of 4,379 square feet of land. Said land to be under the care, custody, management and control of the Open Space Preservation Commission and used for open space purposes.

Pass any vote or take any act relative thereto

ARTICLE 60: Acquisition of Property on West Main Street

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a portion of the property located at 280 West Main Street, shown on the Assessors Map as R28 49 0, for the purpose of

roadway improvements associated with the construction of the School and West Main Streets traffic signal.

Pass any vote or take any act relative thereto.

ARTICLE 61: Acceptance of Drainage Easement

Sponsor: Town Manager & Director of Public Works

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct one or more pipes for the drainage of water and all necessary and proper conduits, conductors, pipes, foundations, fittings, fixtures and other apparatus deemed necessary for the aforementioned purpose and to do all other acts incidental to said purpose,

including the right to pass and repass along and over the land for the aforementioned purposes, in, through and under the land marked "20' Wide Drainage Easement" on a plan of land entitled "Plan of Land in Hopkinton, Mass., Owner: Abbott Realty Trust, Alan Greenwald & Kenneth Crater, Trustees, Scale : 50 Feet to an inch," dated November 12, 2012 and recorded with Middlesex County Southern District Registry of Deeds as Plan Number 7 of 2013.

Pass any vote or take any act relative thereto.

ARTICLE 62: Municipal Parking Lot

Sponsor: Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to grant easements providing for shared parking and ingress and egress for motor vehicles onto Main Street on and through certain portions of the property known as 18 Main Street and shown on the Assessors Map as U16-149-0; and to see if the Town will vote to authorize the Board of Selectmen to acquire easements providing for shared parking and ingress and egress for motor vehicles onto Main Street on and through certain portions of the properties shown on the Assessors Map as follows:

- U16-196-0 (13 Main Street)
- U16-198-0 (9 Church Street)
- U16-151-0 (14 Main Street)
- U16-152-0 (10 Main Street)
- U16-153-0 (6 Main Street)
- U16-154-0 (2-4 Main Street)
- U16-153-4 (0 Main Street);

and to authorize the Board of Selectmen to lease portions of the properties known as 14 Main Street and 0 Main Street, shown on the Assessors Map as U16-151-0 and U16-153-4 respectively, from their respective owners; and to authorize the Board of Selectmen to negotiate and execute a Reciprocal Easement Agreement for the properties listed above and the property known as 18 Main Street and shown on the Assessors Map as U16-149-0, as well as Agreements of First Refusal and Ground Leases for the properties known as 14 Main Street and 0 Main Street, shown on the Assessors Map as U16-151-0 and U16-153-4 respectively, under such terms as it may determine; and to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money for rental payments due under the terms of such Ground Leases prior to the commencement of the fiscal year beginning on July 1, 2014.

Pass any vote or take any act relative thereto.

ARTICLE 63: Sale of Property on Knoll Road

Sponsor: Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to sell or otherwise dispose of a parcel of land, consisting of 12,197

square feet of land, located on Knoll Road, shown on the Assessors Map as L35 110 0, as well as all

buildings and appurtenances thereon, under such terms as it may determine.

Pass any vote or take any act relative thereto.

ARTICLE 64: Sale of Property on Duffield Road

Sponsor: Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to sell or otherwise dispose of a parcel of land, consisting of 5,750 square feet of land, located on Duffield Road, shown

on the Assessors Map as L35 155 0, under such terms as it may determine.

Pass any vote or take any act relative thereto.

ARTICLE 65: Street Acceptances

Sponsor: Board of Selectmen

To hear the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept such streets as and for public ways and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

- Glen Road
- Deneen Road (portion) from Scarlata Road to dead end
- Hearthstone Road from Ash Street to dead end
- Carriage Hill Road from Ash Street to Hearthstone Road

- Longwood Drive from Spring Street to dead end
- Emma Drive from Longwood Drive to Ralph Road
- Ralph Road from Spring Street to Longwood Drive
- Meadowland Drive from Emma Drive to dead end
- Breakneck Hill Road from Glen Road to Glen Road from Lumber Street to the previously accepted portion of Glen Road at sta. 26+00

Pass any vote or take any act relative thereto.

ADMINISTRATIVE

ARTICLE 66: Frankland Road

Sponsor: Voter Petition

To see if the town will vote to have the entire length of the road in Hopkinton known as Frankland Road be permanently named Frankland Road.

Pass any vote or take any act relative thereto

ARTICLE 67: Community Choice Aggregation

Sponsor: Board of Selectmen

To see if the Town will vote, pursuant to Chapter 164, section 134 of the *Massachusetts General Laws*, to initiate the process to aggregate the electrical load of interested electricity consumers within the Town; and to develop a plan, in consultation with the Department of Energy Resources, pursuant to Chapter 25A, section 6 of the *Massachusetts General Laws*, for review by a future Town Meeting; provided, however, that such plan shall include, without limitation: the process and consequences of aggregation; provision for universal access, reliability, and equitable treatment of all classes of customers meeting any

requirements established by law or said Department concerning aggregated service; an organizational structure of the program, its operations, and its funding; rate setting and other costs to participants; the methods for entering and terminating agreements with other entities; the rights and responsibilities of program participants; and termination of the program.

Pass any vote or take any act relative thereto

ARTICLE 68: Lumber Street - Expansion of Sewer Service Area *Sponsor: Town Manager*

To see if the Town will vote to add the parcels identified on the Assessors Maps as R23-73-0 and R23-87-0, containing approximately 95 acres, to a Sewer Service Area designated by the Town, to be effective upon a determination by the Director of the Department of Public Works that that the sewer service needs of a project on the parcels, authorized by a Master Plan Special Permit issued pursuant to section 210-215 of the Zoning Bylaws, as adopted at the 2013 Annual Town Meeting, cannot be met feasibly

by a privately owned wastewater treatment and disposal facility located either on the parcels or in reasonable proximity thereto, and to authorize the Town to undertake appropriate steps, if necessary, to amend its Comprehensive Wastewater Management Plan in order to provide for the addition of these parcels to the Needs Areas.

Pass any vote or take any act relative thereto.

HEREOF FAIL NOT, and make the due return of this warrant, with your doings thereon to the Clerk of said Town of Hopkinton, at the time and place aforesaid.

Given under our hands this ___th day of April, 2013.

BOARD OF SELECTMEN
TOWN OF HOPKINTON

Benjamin L. Palleiko, Chairman

John Mosher, Vice-Chairman

Michelle Gates

Todd Cestari

Brian J. Herr

A TRUE COPY
ATTEST:

Ann M. Click, Town Clerk

DATE: _____

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF IN THE TOWN HOUSE, IN EACH OF THE CHURCHES IN THE TOWN, IN EACH OF THE POST OFFICES AND IN EACH OF THE ENGINE HOUSES OF THE TOWN AT LEAST EIGHT (8) DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.

Constable of Hopkinton

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOPKINTON
ANNUAL TOWN MEETING
MONDAY, MAY 6, 2013**

The Annual Town Meeting convened at 7:25 P.M. on Monday, May 6, 2013, at the Middle School Auditorium. The meeting was called to order by the Moderator, Dr. Bruce Karlin. A quorum was present.

Troop 4 presented the colors and led the Pledge of Allegiance. Grace McLaughlin sang the Star Spangled Banner. The following deceased were remembered for their service to the Town; Paul M. Phipps, Joseph W. Pratt, Fred Hoskins, Donna McGuire, Evelyn Wood, Margaret Zilembo. The Moderator gave the directives of the meeting and the bounds of the Hall. Ann M. Click, Town Clerk, read the call and return of the warrant.

Benjamin L. Palleiko, Board of Selectmen Chairman, made the motion: to adjourn the Annual Town Meeting at the conclusion of any article under discussion at 11:00 P.M. of each date thereof and to reconvene at the Hopkinton Middle School Auditorium at 88 Hayden Rowe Street at 7:00 P.M. on the day next following.

Passed by: Voice Vote Unanimous (05-06-2013)

Voted: that the Town take action by unanimous consent on following articles listed on the Consent Calendar as proposed in the Warrant Articles and Motions Document: Article 3, Article 12, Article 15, Article 41, Article 59 and Article 61.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 1. Voted: that the Town accept the Reports of Town Officers, Boards and Committees.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 2. Voted: that the Town transfer from General Fund Free Cash the sum of \$749,334 (SEVEN HUNDRED FORTY NINE THOUSAND THREE HUNDRED THIRTY FOUR DOLLARS) to supplement the following operating budgets for the fiscal year ending June 30, 2013:

Dept. 423	Snow and Ice Control	673	Snow and Ice Control Expenses	\$500,000
Dept. 710	Debt and Interest of Debt	71	Retirement	\$249,334

Passed by: Voice Vote Unanimous (05-06-2013)

Article 3. FY 2013 Budget Transfers Voted: that the Town take no action on Article 3.**Passed by: Voice Vote Unanimous (05-06-2013)**

Article 4. Voted: that the Town transfer a sum of money from General Fund Free Cash, to pay the following bill incurred in a prior fiscal year:

Dept. 294	Tree Warden Expenses	085	Tree Warden	\$2,600.00
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Passed by: Voice Vote Unanimous (05-06-2013)

Article 5. Voted: that the Town accept the provisions of Chapter 73, Section 4 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to provide for an additional real estate tax exemption of seventy five percent in the fiscal year beginning July 1, 2013, for those qualifying for an exemption under Chapter 59, Section 5, clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, 41C, 42, or 43 of the Massachusetts General Laws.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 6. Voted: that the Town, in accordance with Chapter 41, Section 108 of the Massachusetts General Laws, fix the salary of the Town Clerk for the Fiscal Year commencing July 1, 2013 at \$62,308.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 7. FY 2014 Operating Budget

A Motion was made and seconded to amend Article 7 as follows:

I move to amend the budget to raise and appropriate \$100,000 to increase Department 421 Highway, line item 0876 Pavement Management, from zero to \$100,000 and to adjust all the totals/subtotals as required in the FY2014 Appropriation Committee Report.

Motion Failed by: Yes 81 No 94

A Motion was made and seconded to amend Article 7 as follows:

Hold Highway department, line item 421, \$130,000 until close of article 62.

Motion Passed by: Voice Vote

Voted: that the Town raise and appropriate \$61,143,009.18 (SIXTY ONE MILLION ONE HUNDRED FORTY THREE THOUSAND AND NINE DOLLARS AND EIGHTEEN CENTS) and to transfer the following sums from available funds:

Community Preservation Fund Fiscal 2014 Revenue	\$ 40,000.00
Community Preservation Fund Reserve for Open Space	\$ 108,170.00
Community Preservation Fund Reserve for Passive Recreation	\$ 103,275.00
Community Preservation Fund Reserve for Passive/Active Recreation	\$ 75,465.00
Transfer from Title V	\$ 39,241.00
Premiums on Bonds	\$ 35,302.47
Transfer from Ambulance Receipts	\$ 12,000.00
Transfer from Sealers' Receipts	\$ 500.00
Sale of Cemetery Lots	\$ 750.00
Overlay Surplus	\$ 275,000.00
Sewer Enterprise Fund Fiscal 2014 Revenue	\$ 2,872,871.51
Water Enterprise Fund Fiscal 2014 Revenue	\$ 1,651,115.00
Park/Recreation Enterprise Fund Fiscal 2014	\$ 447,610.21
RevenueSewer Enterprise Fund Free Cash	\$ 305,668.00
Water Enterprise Fund Free Cash	\$ 234,747.00
Park/Recreation Enterprise Fund Free Cash	\$ 441,780.00

For a total of \$67,386,504.37 (SIXTY SEVEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND FIVE HUNDRED FOUR DOLLARS AND THIRTY SEVEN CENTS) less \$130,000 under New Line Item Town Hall Paving in Department 421 until close of Article 62 for the purposes itemized and described in the FY 2014 Operating Budget of the Town, including \$35,585,384.00 (THIRTY FIVE MILLION FIVE HUNDRED

EIGHTY FIVE THOUSAND THREE HUNDRED EIGHTY FOUR DOLLARS) for the operation of the School Department, and in the amounts shown in the column titled "A/C/ Recommended Fiscal 2014", as set forth in the FY 2014 Appropriation Committee Report, for the fiscal year beginning July 1, 2013; said sums to be spent under the direction of the respective Town Officers, Boards and Committees.

Passed by: Voice Vote (05-06-2013)

Following the close of Article 62 on Tuesday, May 7, 2013

Motion to vote \$130,000 under New Line Item Town Hall Paving in Department 421 was brought forward.

Motion to end debate Passed by: Voice Vote

Voted: that the Town approve New Line Item in Department 421 Town Hall Paving \$130,000 .

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 8. Voted: that the Town, pursuant to Chapter 44, Section 53E 1/2 of the General Laws, re-authorize the following existing revolving funds for the fiscal year beginning July 1, 2012, as set forth under the motion for Article 8 in the Warrant Articles and Motions Document.

Fund	Revenue Source	Authority to Spend Fund	Use of Fund	Spending Limit	Disposition of Year-End Fund Balance
Building Department	Permit fees	Director of Municipal Inspections with approval of the Town Manager	Expenses of operation of department and salaries of part-time building inspectors	\$270,000	Unencumbered balance shall be retained in such fund
Part-time Wire Inspector	Permit fees and inspection fees of Wire Inspector	Director of Municipal Inspections with approval of the Town Manager	Expenses of operation of department and salaries of part-time wire inspectors	\$100,000	Unencumbered balance shall be retained in such fund
Part-time Plumbing Inspector	Permit fees and inspection fees of Plumbing Inspector	Director of Municipal Inspections with approval of the Town Manager	Expenses of operation of department and salaries of part-time plumbing inspectors	\$100,000	Unencumbered balance shall be retained in such fund
Board of Health	Permit fees, inspection fees and other funds collected by Board of Health relating to public health, safety and environmental laws, codes and regulations	Board of Health	Expenses of Board of Health, including services of inspectors, agents, consultants, contractors, clerical support, equipment, supplies and training, directly relating to the implementation and enforcement of federal, state and local public health, safety and environmental laws, codes and regulations.	\$150,000	Unencumbered balance reverts to general fund

Hazardous Materials	Fees and monies received from insurers & others relating to release or spills of hazardous materials	Fire Chief	Purchase equipment and materials, training, contingency planning, site assessments, service at hazardous release incidents.	\$5,000	Unencumbered balance reverts to general fund.
Conservation Commission	Filing and consultant fees referred to in Wetlands Protection Bylaw	Conservation Commission	To meet expenses & fees of consultants engaged by & other appropriate expenses of Conservation Commission	\$115,000	Unencumbered balance reverts to general fund
Library	Lost Materials/Fines	Library Director	Replacement of lost and damaged materials.	\$9,000	Unencumbered balance reverts to general fund
Emergency Medical Services	Emergency Medical Services user fees	Fire Chief and Police Chief	To operate, maintain service, acquire, & upgrade vehicles, equipment & training for emergency medical services.	\$470,000	Unencumbered balance reverts to Ambulance Receipts Reserved for Appropriation
Public Safety	Permit fees and other collected pursuant to the administration and enforcement of the Town of Hopkinton by Law Ch. 150 – Peddling and Soliciting.	Police Chief	To meet the expenses of the Police Department related to the administration and enforcement of the Town of Hopkinton Bylaw Chapter 150 - Peddling and Soliciting.	\$5,000	Unencumbered balance reverts to general fund

Planning Board	Permit fees and consultant fees collected by the Planning Board relating to review of Site Plans, petitions, applications, permits and appeals.	Planning Board	To meet expenses and fees of consultants engaged by and other appropriate expenses of the Planning Board	\$30,000	Unencumbered balance reverts to general fund
Open Space Preservation Commission	User fees, charges and donations collected by the Open Space Preservation Commission in the conduct of its programs and activities.	Open Space Preservation Commission	To meet expenses of the publication, reprinting and sale of the trail guide and the maintenance of trails and signage.	\$10,000	Unencumbered balance reverts to general fund
Youth Commission	User fees, charges and donations received by the Youth Commission in the conduct of its programs and activities.	Youth Commission	To meet expenses incurred in conducting programs and activities for the Town's young people.	\$4,000	Unencumbered balance reverts to general fund
Zoning Board of Appeals	Filing fees and consultant fees collected by the Zoning Board relating to review of appeals, petitions and applications	Zoning Board of Appeals	To meet expenses and fees of consultants engaged by and other appropriate expenses of the Zoning Board of Appeals	\$50,000	Unencumbered balance reverts to General Fund
Department of Public Works – Highway Division	Road Opening, Driveway Opening, and Trench Permit fees	Director of the Department of Public Works	Expenses of operation of the Highway Division	\$8,000	Unencumbered balance reverts to general fund
Department of Public Works – Recycling Committee	User fees collected at the Recycling Center	Director of the Department of Public Works	Expenses of operation of Recycling Center	\$15,000	Unencumbered balance reverts to general fund

Department of Public Works	Fees collected from Overflow Trash Bags	Director of the Department of Public Works	To purchase Overflow Trash Bags and to meet expenses of Waste Collection and Disposal	\$8,000	Unencumbered balance reverts to general fund
Cemetery Commission	User fees and charges collected for the use of the Comey Chapel	Cemetery Commission	Maintenance and operation of the Comey Chapel	\$3,500	Unencumbered balance reverts to general fund
School Department 1:1 Laptop Initiative	Receipts collected from students and families for leasing computers	School Committee	Payments for leasing computers	\$470,000	Unencumbered balance shall be retained in such fund

And further to establish the following revolving fund, provided, however, that the establishment of this fund shall not take effect until the Town votes to approve the amendment of the Town bylaws proposed under Article 42 of this Town Meeting:

Fund	Revenue Source	Authority to Spend Fund	Use of Fund	Spending Limit	Disposition of Year-End Fund Balance
Fingerprinting Fund	Permit fees collected from prospective ice cream truck operators	Police Chief	Defray costs associated with fingerprinting	\$500	Unencumbered balance reverts to general fund

Passed by: Voice Vote Unanimous (05-06-2013)

Article 9. Voted: that the Town appropriate \$973,663 (NINE HUNDRED SEVENTY THREE THOUSAND SIX HUNDRED SIXTY THREE DOLLARS) from the proceeds due to the Town pursuant to Chapter 90 of the Massachusetts General Laws, for the purposes of repair, construction, maintenance, and preservation of the Town's roads and bridges and other related costs that qualify under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 9 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 10. Opposition to Casino Siting

A Motion was made and seconded to amend Article 10 as follows:

We move that the Town vote to transfer from General Fund Free Cash the sum of \$100,000 (ONE HUNDRED THOUSAND DOLLARS) to cover the legal and consulting expenses incurred in connection the siting of a casino in Milford; said sum to be spent under the direction of the Town Manager.

Amendment Passed by: Voice Vote (5-6-2013)

Voted as Amended: that the Town transfer from General Fund Free Cash the sum of \$100,000 (ONE HUNDRED THOUSAND DOLLARS) to cover the legal and consulting expenses incurred in connection the siting of a casino in Milford; said sum to be spent under the direction of the Town Manager.

Passed by: Voice Vote (5-6-2013)

Article 11. Voted: that the Town transfer from General Fund Free Cash the sum of \$50,000 (FIFTY THOUSAND DOLLARS) for the purpose of increasing the Capital Expense Stabilization Fund, said sums to be used, upon further appropriation, for any lawful future capital expense.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 12. Transfer to General Stabilization Fund

Voted: that the Town take no action on Article 12.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 13. Voted: that the Town transfer from General Fund Free Cash the sum of \$50,000 (FIFTY THOUSAND DOLLARS) to be credited to the Other Post Employment Benefits Liability Trust Fund.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 14. Voted: that the Town authorize the School Committee to enter into a Pupil Transportation contract for a term not to exceed five (5) years, including any renewals, extensions, or options, as allowed by Chapter 30B, Section 12(b) of the Massachusetts General Laws.

Passed by: Voice Vote (05-06-2013)

Article 15. Pay-As-You-go Capital Expenses

Voted: that the Town take no action on Article 15.

Capital Improvement Committee did not recommend Article 15 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 16. Voted: that the Town appropriate \$300,000 (THREE HUNDRED THOUSAND DOLLARS) for the purpose of development, design, purchase and installation of a computer-assisted integrated financial management and accounting system; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(28) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 16 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 17. Voted: that the Town appropriate \$600,000.00 (SIX HUNDRED THOUSAND DOLLARS) for the purpose of obtaining soil borings, topographical studies, land surveys, wetland surveys, preliminary site development plans, schematic designs, architectural and engineering designs, cost estimates, bid documents, and construction alternatives for the renovation or replacement of the Center Elementary School, located at 11 Ash Street in Hopkinton, MA; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Sections 7(21) and 7(22) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Elementary School Building Committee.

Capital Improvement Committee recommended approval for Article 17 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 18. Voted: that the Town appropriate \$80,000.00 (EIGHTY THOUSAND DOLLARS) for the acquisition of all equipment, materials, labor, and services necessary or appropriate to upgrade the telephone system of the Middle School and Central Administration Office, and replace obsolete/unsafe wiring for the Town Departments; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent jointly under the direction of the School Committee and the Town Manager.

Capital Improvement Committee recommended approval for Article 18 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-06-2013)

Article 19. Voted: that the Town appropriate \$205,000.00 (TWO HUNDRED FIVE THOUSAND DOLLARS) for the acquisition of all equipment, materials, labor, and services necessary or appropriate to install an

emergency generator at Hopkins Elementary School; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(3A) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent jointly under the direction of the School Committee.

Capital Improvement Committee recommended approval for Article 19 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-06-2013)

Article 20. Middle School auditorium Upgrades Voted: that the Town take no action on Article 20.

Capital Improvement Committee recommended approval for Article 20 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote (05-06-2013)

Article 21. Voted: that the Town appropriate \$96,000.00 (NINETY SIX THOUSAND DOLLARS) for the design, repair, maintenance renovation and improvement of the main entrance of the High School loop road; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(6) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the School Committee.

Capital Improvement Committee recommended approval for Article 21 as printed in the Warrant Articles and Motions Document.

Passed by: Yes 90 No 28

Article 22. Voted: that the Town appropriate \$80,000.00 (EIGHTY THOUSAND DOLLARS) for the purpose of purchasing a new 12-foot wide tractor-mower for maintaining athletic fields; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with

Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; and to authorize the disposition of any equipment presently being used by the School Maintenance Department by trade-in or otherwise; said sum to be spent under the direction of the School Committee.

Capital Improvement Committee recommended approval for Article 22as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-06-2013)

Article 23. Voted: that the Town appropriate \$50,000.00 (FIFTY THOUSAND DOLLARS) to obtain plans, designs, cost estimates, and bid documents, as well as to provide for the acquisition of all materials, labor, equipment, and services necessary or appropriate for the interior and exterior drainage improvements of the Police Station, located at 74 Main Street in Hopkinton, Massachusetts; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Sections 7(3A) or 7(22) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 23 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-06-2013)

Article 24. Voted: that the Town appropriate \$78,000.00 (SEVENTY EIGHT THOUSAND DOLLARS) to obtain new police vehicles; and, for the purpose of meeting such appropriation, and further to authorize the disposition, by trade-in or otherwise, of any such equipment presently being used by the Police Department; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Police Chief.

Capital Improvement Committee recommended approval for Article 24 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

11:00 P.M. Annual Town Meeting adjourned and will reconvene at 7:00 P.M. on Tuesday, May 7, 2013 at the Middle School Auditorium.

7:15 P.M. Annual Town Meeting reconvened on Tuesday, May 7, 2013 at the Middle School Auditorium. A quorum was present.

The Moderator according to the Charter appointed Muriel Kramer as Deputy Moderator. The Town Meeting ratified the appointment.

Town Moderator requested the Appropriations Committee Chairman read the correction to the beginning of the fiscal year in Article 8 as follows:

Article 8. Voted: that the Town, pursuant to Chapter 44, Section 53E ½ of the General Laws, re-authorize the following existing revolving funds for the fiscal year beginning July 1, 2013, as set forth under the motion for Article 8 in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 25. Voted: that the Town appropriate \$150,000.00 (ONE HUNDRED FIFTY THOUSAND DOLLARS) for any improvements to Town or School buildings and grounds that may be necessary to comply with the Americans with Disabilities Act of 1990 and 521 Code of Massachusetts Regulations, along with all related costs; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(3A) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 25 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 26. Voted: that the Town appropriate \$300,000.00 (THREE HUNDRED THOUSAND DOLLARS) for the design and construction of drainage improvements on Lakeshore Drive; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 26 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 27. Voted: that the Town transfer from Sewer Enterprise Free Cash the sum of \$22,500 (TWENTY TWO THOUSAND FIVE HUNDRED DOLLARS) and transfer from Water Enterprise Free Cash the sum of \$22,500 (TWENTY TWO THOUSAND FIVE HUNDRED DOLLARS) for a total of \$45,000.00 (FORTY FIVE THOUSAND DOLLARS) to be used for the purchase of a Sewer/Water Department Truck, accessories and any other related costs; and further to authorize the disposition, by trade-in or otherwise, of any such equipment presently being used by the Department of Public Works; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 27 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 28. Voted: that the Town transfer from Sewer Enterprise Free Cash the sum of \$11,000 (ELEVEN THOUSAND DOLLARS) and transfer from Water Enterprise Free Cash the sum of \$11,000 (ELEVEN THOUSAND DOLLARS) and transfer from General Fund Free Cash the sum of \$11,000 (ELEVEN THOUSAND DOLLARS) for a total of \$33,000.00 (THIRTY THREE THOUSAND DOLLARS) to be used for the purchase of a

Department of Public Works (DPW) Truck, accessories and any other related costs; and further to authorize the disposition, by trade-in or otherwise, of any such equipment presently being used by the DPW; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 28 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 29. Voted: that the Town appropriate \$190,000.00 (ONE HUNDRED NINETY THOUSAND DOLLARS) for the purchase of an International/7400 Dump Truck, accessories and any other related costs; and further to authorize the disposition, by trade-in or otherwise, of any such equipment presently being used by the DPW; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 29 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 30. Voted: that the Town appropriate \$160,000.00 (ONE HUNDRED SIXTY THOUSAND DOLLARS) for the purchase of a Department of Public Works (DPW) Trackless Municipal Tractor, accessories and any other related costs; and further to authorize the disposition, by trade-in or otherwise, of any such equipment presently being used by the DPW; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 30 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 31. DPW Street Sweeper.

Capital Improvement Committee recommended approval for Article 31 as printed in the Warrant Articles and Motions Document.

Failed by Voice Vote

Article 32. Voted: that the Town appropriate \$125,000.00 (ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS) for the inspection of the water tanks on Grove Street and for the installation of a mixer in the 1.5 million gallon water tank; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 8(7C) of the Massachusetts General Laws, or any other enabling authority; provided, however, that, while any bonds or notes issued in connection with such borrowing shall be general obligations of the Town, it is the intent of the Town that principal and interest payments on such bonds or notes be made from the Water Enterprise Fund; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 32 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 33. Voted: that the Town appropriate \$450,000.00 (FOUR HUNDRED FIFTY THOUSAND DOLLARS) for the design and replacement of the Flanders road sewer main in Westborough, Massachusetts; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws, or any other enabling authority; provided, however, that, while any bonds or notes issued in connection with such

borrowing shall be general obligations of the Town, it is the intent of the Town that principal and interest payments on such bonds or notes be made from the Sewer Enterprise Fund; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 33 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 34. Voted: that the Town appropriate \$65,000.00 (SIXTY FIVE THOUSAND DOLLARS) to stabilize the slope on the northerly side of North Mill Street between East Street and Cold Spring Brook Road; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(7) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 34 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 35. Voted: that the town appropriate \$240,000 (TWO HUNDRED FORTY THOUSAND DOLLARS) to supplement the \$700,000 appropriated under Article 19 of the 2010 Annual Town Meeting for the design and replacement of the Main Street water main; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 8(5) of the Massachusetts General Laws, or any other enabling authority; provided, however, that, while any bonds or notes issued in connection with such borrowing shall be general obligations of the Town, it is the intent of the Town that principal and interest payments on such bonds or notes be made from the Water Enterprise Fund; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 35 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 36. Voted: that the Town appropriate \$250,000.00 (TWO HUNDRED FIFTY THOUSAND DOLLARS) for the purpose of obtaining zoning analyses, site assessments, geotechnical investigation, schematic design, soil and groundwater sampling, drainage and traffic assessments, cost estimates, building and site alternatives and presentation support for a Department of Public Works headquarters facility; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(22) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 36 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 37. Voted: that the Town appropriate \$36,000.00 (THIRTY SIX THOUSAND DOLLARS) to purchase a standby generator, accessories and any other related costs for the DPW garage; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(9) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Director of Public Works.

Capital Improvement Committee recommended approval for Article 37 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 38. Motion For Funds for Town Hall Upgrade/Repair

Capital Improvement Committee recommended approval for Article 38 as printed in the Warrant Articles and Motions Document.

**Failed to Obtain Two-Thirds Majority Vote: Yes 80
No 44**

Article 39. Voted: that the Town appropriate \$100,000.00 (ONE HUNDRED THOUSAND DOLLARS) to obtain plans, designs, cost estimates, and bid documents, as well as to provide for the acquisition of all materials, labor, equipment, and services necessary or appropriate for the restoration and improvement of the roof, roof structure, and exterior structure of the Town Hall, located at 18 Main Street in Hopkinton, Massachusetts; and, for the purpose of meeting such appropriation, to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum in accordance with Chapter 44, Section 7(3A) of the Massachusetts General Laws, or any other enabling authority; said sum to be spent under the direction of the Town Manager, provided, however, that the vote shall not take effect until the Town votes to approve the appropriation from the Community Preservation Fund proposed under Article 40.B of this Town Meeting.

Capital Improvement Committee recommended approval for Article 39 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 40. Voted: that the Town, pursuant to Chapter 44B of the Massachusetts General Laws, to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2014 Community Preservation budget, to reserve from Community Preservation Fund annual revenues the amounts recommended for administrative expenses, community preservation projects and other expenses, totaling \$939,330.00 (NINE HUNDRED THIRTY NINE THOUSAND THREE HUNDRED THIRTY DOLLARS) and to appropriate from the Community Preservation Fund the following amounts:

Community Preservation Fund FY 2014 Categories

<u>Category</u>	<u>Amount</u>
Reserved For Open Space	\$89,933.00
Reserved For Passive/Active Recreation	\$449,665.00
Reserved For Historic Resources	\$89,933.00
Reserved For Community Housing	\$89,933.00
Reserved For CPF (discretionary)	\$179,866.00
Total CPA Funds	\$899,330.00

And further to appropriate \$733,300.00 (SEVEN HUNDRED THIRTY THREE THOUSAND THREE HUNDRED DOLLARS) from Community Preservation Fund Reserves for the following projects:

A. \$260,000 from funds reserved for Passive/Active Recreation for the revitalization and restoration of Sandy Beach; said sum to be spent under the direction of the Community Preservation Committee and the Parks and Recreation Department;

B. \$75,000 from funds reserved for Historic Preservation and \$175,000 from Discretionary/Budgeted reserves, for a total of \$250,000 for the Town Hall restoration project; said sum to be spent under the direction of the Community Preservation Committee and the Town Manager;

C. \$150,000 from funds reserved for Passive/Active Recreation for the revitalization and restoration of Reed Park; said sum to be spent under the direction of the Community Preservation Committee and the Parks and Recreation Department;

D. \$53,500 from funds reserved for Passive/Active Recreation for the extension of the multi-use trail from School Loop Road to Chamberlain Road; said sum to be spent under the direction of the Community Preservation Committee;

E. \$7,000 from funds reserved for Passive/Active Recreation for the development of the Andy Welzel Memorial Path, a side-loop of the Center Trail; said sum to be spent under the direction of the Community Preservation Committee;

F. \$7,500 from funds reserved for Historical Preservation for the Comey Chapel Window Preservation; said sum to be spent under the direction of the Community Preservation Committee, the Hopkinton Cemetery Commission and the Hopkinton Historical Commission;

G. \$2,000 from funds reserved for Passive Recreation for installation of signage and a kiosk in the Cameron Woods; said sum to be spent under the direction of the Community Preservation Committee;

H. \$2,000 from funds reserved for Passive Recreation for installation of signage on the Hughes House; said sum to be spent under the direction of the Community Preservation Committee and the Open Space Preservation Commission;

I. \$1,300 from funds reserved for Passive Recreation for installation of boundary-delineating markers on Town-owned properties to prevent illegal dumping; said sum to be spent under the direction of the Community Preservation Committee and the Conservation Commission.

Capital Improvement Committee recommended approval for Article 40 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote (05-07-2013)

Article 41. Voted: that the Town accept and act on the report of the Community Preservation Committee and to amend the vote taken pursuant to Article 40.g of the 2012 Annual Town Meeting to provide that the parcel of land acquired pursuant to that vote, consisting of the parcels shown on the Assessors Maps as U20-30-0, R25-47-0 and R25-48-0, shall be managed and controlled by the Conservation Commission.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 42. Voted: that the Town amend the General Bylaws of the Town of Hopkinton by adding a new chapter as follows:

**CHAPTER 87
CIVIL FINGERPRINTING**

§87-1. Purpose and Authorization

In order to protect the health, safety, and welfare of the inhabitants of the Town of Hopkinton, and as authorized by Chapter 6, Section 172B½ of the *Massachusetts General Laws*, this bylaw requires (a) applicants for a license listed in Section 87-2 to submit to fingerprinting by the Hopkinton Police Department, (b) the Police Department to arrange for the conduct of fingerprint-based criminal record background checks of such applicants, and (c) the Town to consider the results of such background checks in determining whether to grant such license.

The Town hereby authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), as may be applicable, to conduct fingerprint-based state and national criminal history records checks, including FBI record checks, on behalf of the Town and its Police Department consistent with this Chapter. The Town hereby authorizes the Police Department to receive and utilize FBI records in connection with such background checks, consistent with this bylaw. The Town shall not disseminate criminal record information received from the FBI to unauthorized persons or entities.

§87-2. Licenses Subject to Fingerprinting

Any applicant for a license to engage in any of the following occupational activities shall have a full set of fingerprints taken by the Police Department for the purpose of conducting a state and national fingerprint-based criminal history records check:

Ice Cream Truck Vendor

§87-3. Police Department Procedure

The Police Department shall forward the full set of fingerprints obtained pursuant to this Chapter either electronically or manually to the State Identification Section of the Massachusetts State Police.

The Police Department shall provide the applicant with a copy of the results of his or her fingerprint-based criminal background check and supply the applicant with an opportunity to complete, or challenge the accuracy of, the information

contained therein, including the FBI identification record. Any applicant who wishes to challenge the accuracy or completeness of the record shall be advised of the procedures to change, correct, or update the record as set forth in applicable federal regulations.

The Police Department shall communicate the results of fingerprint-based criminal history records check to the licensing authority, together with its evaluation of the applicant's suitability for the proposed occupational activity based on the results of the criminal records background check and any other relevant information known to it. In rendering its evaluation, the Police Department shall indicate whether the applicant has been convicted of, or is under pending indictment for, a crime that bears upon his or her suitability for the proposed occupational activity, or any felony or misdemeanor that involved force or threat of force, controlled substances, or a sex-related offense.

§87-4. Reliance by Licensing Authority on Results of Fingerprint-Based Criminal Records Background Checks

The licensing authority shall utilize the results of any fingerprint-based criminal records background check performed pursuant to this Chapter for the sole purpose of determining the applicant's suitability for the proposed occupational activity. The licensing authority may deny an application for any license specified herein, including renewals and transfers thereof, if it determines that the results of the fingerprint-based criminal records background check render the applicant unsuitable for the proposed occupational activity.

No application shall be denied on the basis of information contained in a criminal record until the applicant has been afforded a reasonable time, as determined by the licensing authority, to correct or complete the information, or has declined to do so.

§87-5. Policies and Procedures

The Police Department shall develop and maintain written policies and procedures for its licensing-related criminal record background check system.

§87-6. Fees

Each applicant for a license listed in Section 87-2 shall pay a fee of \$100. A portion of said fee, as specified by Chapter 6, Section 172B1/2 of the *Massachusetts General Laws*, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund established by Chapter 29, Section 2LLL of the *Massachusetts General Laws*, and the remainder shall be retained by the Town for costs associated with the administration of the system.

Pass any vote or take any act relative thereto.

Passed by: Voice Vote (05-07-2013)

Article 43. Voted: that the Town amend the General Bylaws of the Town of Hopkinton, as follows:

1. By deleting the words "Office of Child Care Services" from the definition of "Day Care Center" in Section 156-1 and inserting in their place the following:

Department of Early Education and Care

2. By deleting the word "but" from the definition of "Temporary Residence" in Section 156-1 and inserting in its place the following:

provided, however, that

3. By adding the following to the end of the definition of "Establishing a Residence" in Section 156-1:

provided, however, that "Establishing a Residence" shall not include executing a renewal or extension of any pre-existing lease agreement, as described in Sections 156-3.A (1)(b) and 156-3.A(1)(c).

4. By deleting Sections 156-2 and 156-3 in their entirety and inserting in their place the following:

§ 156-2. Sex Offender Residence Prohibitions, Individualized Determination, Penalties

A. It is unlawful for any sex offender who is finally classified as a Level 2 or Level 3 offender pursuant to the guidelines of the Massachusetts Sex Offender Registry Board, for so long as so classified, to establish a permanent or temporary residence within the Town of Hopkinton within one thousand (1,000) feet of any school, day care center, park, other recreational facility or elderly housing facility.

B. Evidentiary matters measurements. For purposes of determining the minimum distance separation under this section, the distance shall be measured by following a straight line from the outer property line of the permanent or temporary residence to the nearest outer property line of any school, day care center, park, recreational facility, elderly housing facility.

C. Individualized Determination as to Residence Restrictions

(1) Upon receiving notice that a sex offender is currently residing in, or intends to reside in, the Town of Hopkinton, the Chief of Police shall give notice to that sex offender of the Chief's intention to make an individualized determination as to whether the restrictions in this §156-2 should be applied to the sex offender. The Chief of Police shall include with this notice a date and time at which the sex offender or his or her representative(s) will have the opportunity to present evidence as to why he or she believes this section should not apply.

(2) Subsequent to that date and time, the Chief of Police shall make an individualized determination as to whether the sex offender shall be subject to the residency restrictions

in this Section 156-2. In the course of this determination, the Chief of Police shall consider:

(a) Whether the sex offender represents a danger to the children or elderly who attend nearby schools and day care centers, or utilize nearby parks, recreational facilities or elderly housing facilities; and

(b) Whether the sex offender will be exposed to significant harm if he or she is subject to the provisions of this Section 156-2.

(3) If the Chief of Police determines that this Section 156-2 is applicable, the sex offender shall be subject to all of its requirements and penalties.

(4) The Chief of Police shall have the discretion to tailor the application of Section 156-2 to the sex offender as necessary to achieve a just result.

(5) The Chief of Police shall have the power to reconsider any determination reached under this section. The Chief of Police shall notify the sex offender of his or her intention to reconsider, and shall give a date and time at which the sex offender or his or her representatives can present evidence.

(6) All determinations reached under this section shall be applied in a manner consistent with the Sex Offender Registry Law

(*M.G.L. c.6, §§178C-178Q*), regulations promulgated thereunder (803 CMR 1.00) and the procedures administered by the Sex Offender Registry Board (SORB).

(7) Any determination reached under this section shall be used solely for the purposes of this Chapter, and cannot be applied or otherwise used in conflict with determinations made by the SORB.

D. Notice to move. Any registered sex offender who has been finally classified as a Level 2 or Level 3 offender pursuant to the guidelines of the Sex Offender Registry Board, for so long as so classified, and who resides on a permanent or temporary basis within one thousand (1,000) feet of any school, day care center, park, recreational facility, or elderly housing facility shall be in violation of this Chapter and shall within thirty (30) days of receipt of written notice of the registered sex offender's noncompliance with this Chapter, move from said location to a new location, but new location may not be within 1,000 feet of any school, day care center, park, recreational facility, or elderly housing facility. It shall constitute a separate violation for each day beyond the 30 days the registered sex offender continues to reside within 1,000 feet of any school, day care center, park, recreational facility or elderly housing facility. Furthermore it shall be a separate violation each day that a sex offender shall move from one location in the Town of Hopkinton to another that is still within 1,000 feet of any school, day care center, park, recreational facility or elderly housing facility.

E. Penalties. Any violation of this section shall be enforced by non-criminal disposition pursuant to M.G.L. c.40 §21D as follows:

(1) First offense by registered sex offender: non-criminal fine of \$150 and notification to offender that he/she has thirty (30) days to move.

(2) Subsequent offense by registered sex offender: Non-criminal fine of \$300.00 and

notification to offender's parole officer and/or probation officer and the Commonwealth's Sex Offender Registry Board, that the sex offender has violated Town's Bylaw.

For purposes of this section, notice shall be deemed to be sufficient and proper if the person receives by registered mail, return receipt requested, or receives in hand service or service by a Constable, Sheriff or other person authorized to serve civil process within the Commonwealth of Massachusetts or other service as a court of competent jurisdiction may allow.

§ 156-3. Exceptions

A. A sex offender residing within one thousand (1000) feet of any school, day care center, park, recreational facility, elderly housing facility does not commit a violation of this Chapter if any of the following apply:

(1) The sex offender established the permanent residence and reported and registered the residence, as required by the Sex Offender Registry Law and any applicable regulations of the Massachusetts Sex Offender Registry Board, prior to the effective date of this Chapter, and:

(a) Permanent residence was established by purchasing the real property where the residence is established, as long as the registered sex offender continues to reside in and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter;

(b) Permanent residence was established through a valid,

fixed-term, written lease or rental agreement, executed prior to the effective date of this by-law, as long as the registered sex offender continues to reside within and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter; or

(c) Permanent residence was established through a verbal lease or rental agreement at the will of the landlord, as long as the registered sex offender continues to reside within and does not move to another restricted location in Hopkinton different from the permanent residence established prior to the effective date of this Chapter.

(2) The sex offender is a minor living with his or her parent(s) or legal guardian(s), which parent(s) or legal guardian(s) has (have) established a permanent residence.

(3) The school, day care center, park, recreational facility, or elderly housing facility, within 1,000 feet of the sex offender's permanent residence was opened after the sex offender established his or her permanent residence and reported and registered the residence pursuant to the Sex Offender Registry Law and any applicable regulations of the Massachusetts Sex Offender Registry Board.

(4) The sex offender was a juvenile when he or she committed the relevant crime and was not convicted as an adult.

(5) The sex offender is required to serve a sentence at a jail, prison, juvenile facility, or any other correctional institution or facility located within the aforementioned 1,000-foot area.

(6) The sex offender is admitted to and/or subject to an order of commitment at a public or private facility for the care and treatment of mentally ill persons pursuant to M.G.L. c.123 located within the aforementioned 1,000-foot area.

(7) The sex offender is a mentally ill person subject to guardianship pursuant to order or supervision of the Probate and Family Court or is a person with intellectual disabilities subject to a guardianship pursuant to M.G.L. c.190B, §5-303, residing with her or her guardian or residing within a group residence that is professional staffed and supervised twenty-four (24) hours per day, and located within the aforementioned 1,000 foot area.

B. Forfeiture of exception. If, either after the effective date of this Chapter or after a new school, day care center, park, recreational facility, or elderly housing facility opens, a complaint or an indictment is issued by a court against a registered sex offender otherwise enjoying an exception under this Section 3 and Judgment enters, that such registered sex offender has committed another sex offense, he or she will immediately forfeit that exception and be required to comply with this section.

Pass any vote or take any act relative thereto.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 44. Voted: that the Town amend Chapter 125 of the General Bylaws of the Town of Hopkinton, as follows:

1. By inserting, at the end of section 125-1, the following:

It is the intent of the Hopkinton Historical Commission that the procedures outlined in this Chapter provide an opportunity for all parties to arrive at a mutually satisfactory resolution.

2. By re-designating paragraphs A through K inclusive of section 125-3 as paragraphs (1) through (11) and to place such paragraphs in a subsection A, entitled "Demolition Delay."

3. By adding a new subsection B to section 125-3 as follows:

B. Information

The Planning Board, Conservation Commission and Board of Appeals shall transmit to the Commission in electronic format copies of all applications proposing the development or alteration of land that contains a structure as defined in this Chapter. Such applications shall be transmitted within five days of receipt of a complete application. The Community Preservation Committee shall transmit copies of all applications for funding to the Commission if such application relates to land that contains a structure.

4. By deleting section 125-7 in its entirety and inserting, in place thereof, the following:

If any provision of this Chapter is determined to be invalid or unconstitutional for any reason by any court or other tribunal of appropriate jurisdiction, such invalidity or unconstitutionality shall be construed as narrowly as possible, and the balance of the Chapter shall be deemed to be amended to the minimum extent necessary, so as to secure the intent and purpose thereof, as set forth in Section 125-1.

Passed by: Yes 80 No 51 (05-07-2013)

Article 45. Historic Preservation Bylaw – Demolition Delay Time Period

A Motion was made and seconded to amend Article 45 as follows:

By deleting the word “six” in paragraphs G, H and I of section 125-3 (or, if re-designated pursuant to the Town Meeting’s vote under Article 45, paragraphs 7, 8 and 9 of section 125-3(A) and inserting, in place thereof, the word “nine”

Motion to Amend Article 45 Failed by: Voice Vote

Main Motion Failed by: Voice Vote (05-07-2013)

Article 46. Voted: that the Town amend the definition of “CUTTING OR REMOVAL OF TREES,” as set forth in section 160-1 of the General Bylaws of the Town of Hopkinton by inserting, immediately after the words “The removal of one or more trees, trimming of major branches,” The following: measuring 5 inches in diameter 6 inches from the tree trunk

Passed by: Voice Vote (05-07-2013)

Article 47. Voted: that the Town amend the Zoning Bylaws by inserting a new Article XXXIII, Medical Marijuana Treatment Centers, as follows:

Article XXXIII
Medical Marijuana Treatment Centers

§210-219. Purpose

By vote at the State election of November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law, Chapter 369 of the Acts of 2012, became effective January 1, 2013, and requires the Department of Public Health (DPH) to issue regulations governing its implementation within 120 days of the law’s effective date. Section 9(C) of the law requires that at least one Medical Marijuana Treatment Center be located within each County of the Commonwealth.

The regulation of Medical Marijuana Treatment Centers raises novel and complex legal, planning and public safety issues, and the Town of Hopkinton needs time to consider and address these issues, as well as the potential impact of the forthcoming DPH regulations, by means of a planning process to consider amending its Zoning Bylaws to regulate Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for medical purposes, so as to address the potential effects of such land uses and structures in the Town. The temporary moratorium provided in this Article is intended to allow sufficient time for the Town to engage in such a planning process and to adopt suitable Bylaws in a manner consistent with sound land-use planning objectives.

§210-220. Definition

As used in this Article, the following term shall have the meaning indicated:

MEDICAL MARIJUANA TREATMENT CENTER – a not-for-profit entity, as defined by Massachusetts law only, registered under the provisions of Chapter 369 of the Acts of 2012, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

§210-221. Temporary Moratorium

There is hereby established a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through August 31, 2014. During the moratorium period, the use of land or structures for a Medical Marijuana Treatment Center shall be prohibited.

Nothing contained in this Article shall be construed to permit, or authorize to be permitted, the use of land or structures for any activity involving marijuana, other than as a Medical Marijuana Treatment Center.

§210-222. Planning Process

During the temporary moratorium established in section 210-221, the Town shall undertake a planning process to address the potential effects of Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for medical purposes, shall consider the DPH regulations when they are issued, and shall make recommendations regarding the adoption of new Zoning Bylaw provisions governing the location, operation and effects of Medical Marijuana Treatment Centers and other land uses and structures related to the use of marijuana for medical purposes, for consideration by the 2014 Annual Town Meeting.

Pass any vote or take any act relative thereto.

Passed by: Yes 109 No 47 (05-07-2013)

Article 48. Voted: that the Town amend the Zoning Map by changing the zoning district of a parcel of land located at 169 West Main Street, shown on Assessors Map R23 as Parcel R23-90-A, and consisting of approximately 2.012 acres, from Rural Business to Business.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 49. Voted: Water Fresh Farm Zoning Change

Failed by: Yes 64 No 96 (05-07-2013)

Article 50. Voted: that the Town amend the Zoning Bylaws of the Town of Hopkinton as follows:

(6) Insert a new definition of Storage Shed in § 210-4, Definitions, in appropriate alphabetical order, as follows:

STORAGE SHED – A one story structure, limited to not more than 120 sq. ft. of gross floor space and not exceeding 12 feet in height, for the storage of landscape materials, tools or other materials related to a residential use. Pool houses/cabanas, garages and barns or other structures housing animals shall not be considered storage sheds.

(7) Amend Article II, Residence A (RA) District, § 210-5, by deleting subsections F

and G therefrom in their entirety and inserting in place thereof the following:

F. Minimum side yard width: 10 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

G. Minimum rear yard width: 20 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

(8) Amend Article III, Residence B (RB) District, § 210-8, by deleting subsections F and G therefrom in their entirety and inserting in place thereof the following:

F. Minimum side yard width: 25 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

G. Minimum rear yard width: 20 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

(9) Amend Article IV, Residence Lake Front (RLF) District, § 210-11, by deleting subsections E and F there from in their entirety and inserting in place thereof the following:

E. Minimum side yard width: 25 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

F. Minimum rear yard width: 20 feet, with the exception of the following:

- 1. Storage sheds: 6 feet

(10) Amend Article V, Agricultural (A) District, § 210-14, by deleting subsections D and E therefrom in their entirety and inserting in place thereof the following:

D. Minimum side yard width: 30 feet, with the exception of the following:

- 1. Storage sheds: 10 feet

E. Minimum rear yard width: 30 feet, with the exception of the following:

- 1. Storage sheds: 10 feet

Pass any vote or take any act relative thereto.

**Passed by: 2/3 Majority Declared by Moderator
(05-07-2013)**

Article 51. Voted: that the Town amend the Zoning Bylaw as follows:

D. Amend Article VI, Business District, § 210-19. D by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

E. Amend Article VIA, Down Town Business District, § 210-20.3 D. by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

F. Amend Article VII, Rural Business District, § 210-24 F. by deleting item 3) in its entirety and inserting in place thereof a new item 3) as follows:

3) The Planning Board shall grant the Special Permit only if it finds that the proposed use will not be detrimental to the surrounding neighborhood. The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for such uses.

Pass any vote or take any act relative thereto.

**Passed by: 2/3 Majority Declared by Moderator
(05-07-2013)**

Article 52. Voted: that the Town amend Article VIII, Industrial B District, of the Zoning Bylaws by inserting into § 210-37.9 a new item C as follows: "Parking Facilities for Public School Buses Serving Hopkinton Residents."

Pass any vote or take any act relative thereto.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 53. Voted: that the Town amend Article XXI, Design Review by deleting § 210-143, Applicability and authority in its entirety and inserting in place thereof a new § 210-143, Applicability and authority, as follows:

The Design Review Board shall review applications for site plan review submitted pursuant to Article XX and applications for new signs requiring a building permit. It shall evaluate such requests based on the design criteria set forth in this Article. With respect to site plan review applications, the Design Review Board's written findings shall be advisory to the Planning Board and shall be submitted to the Planning Board and the applicant along with any recommendations and proposed conditions. With respect to sign applications, the Design Review Board's written findings shall be advisory to the Director of Municipal Inspections and shall be submitted to the Director of Municipal Inspections and the applicant. Any such findings shall specifically identify each of the design criteria set forth in this Article to which they pertain.

Pass any vote or take any act relative thereto.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 54. Voted: that the Town amend Article XXVII, of the Zoning Bylaws of the Town of Hopkinton by inserting into 210-179 as a new item G, as follows:

Temporary banners may be displayed over Main Street by community, civic, and non-profit organizations promoting events. Such banners may be allowed at the discretion of the Board of Selectmen and may be subject to limitations as it shall require. Such banners shall not be displayed for more than 14 days before an event and shall be removed within two business days of the event. The size of the banner shall not exceed 75 square feet.

. The Board of Selectmen may adopt policies and procedures relative to such banner display.

Pass any vote or take any act related thereto.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 55. Neighborhood Mixed Use District and Rezoning of Land on Lumber Street and West Main Street Voted: that the Town take no action on Article 55.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 56. Agricultural District Name Change

Motion to end Debate was seconded and Passed by Voice Vote

Failed by: Yes 44 No 86

Article 57. Voted: that the Town amend the Zoning Bylaws as follows:

- 3 By inserting in § 210-4, Definitions, in alphabetical order, a new definition of Commercial Solar Photovoltaic Installation as follows:

COMMERCIAL SOLAR PHOTOVOLTAIC INSTALLATION
 A solar photovoltaic system which is not accessory to a permitted use.

- 4 by inserting a new Article XXXI, Commercial Solar Photovoltaic Installations, as follows:

Article XXXI
 Commercial Solar Photovoltaic Installations

§ 210-200. Purpose and Intent

The purpose and intent of this Article is to permit the creation of new commercial solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety and minimize impacts on residential neighborhoods and scenic, natural and historic resources.

§ 210-201. Applicability

Construction and use of a commercial solar photovoltaic installation or any part thereof shall be permitted in any zoning district subject to the requirements set forth in this section.

Nothing in this Article should be construed to prevent the installation of solar photovoltaic installations that are permitted as-of-right in any zoning district as an accessory use.

§ 210-202. Use Regulations

Commercial solar photovoltaic installations shall conform to the following provisions:

- J A commercial solar photovoltaic installation may be erected, upon the issuance of a special permit by the Planning Board, on a lot containing a minimum of three (3) acres.
- K All setback, yard, buffer and screening requirements applicable in the zoning district in which the installation is located shall apply.
- L All security fences surrounding the installations shall be set back from the property line a distance equal to the setback requirement applicable to buildings within the zoning district in which the installation is located.
- M The provisions of Article XX, Site Plan Review, shall not apply to commercial solar photovoltaic installations.
- N The visual impact of the commercial solar photovoltaic installation, including all accessory structures and appurtenances, shall be mitigated. All accessory structures and appurtenances shall be architecturally compatible with each other. Whenever reasonable, structures shall be shielded from view by vegetation and/or joined and clustered to avoid adverse visual impacts.

clustered to avoid adverse visual impacts. Methods such as the use of landscaping, natural features and fencing may be utilized.

O. Lighting shall not be permitted unless required by the Planning Board or by the State Building Code. Where used, lighting shall be directed downward and full cut-off fixtures shall be used.

P. All utility connections from the commercial solar photovoltaic installation shall be underground unless otherwise specifically permitted otherwise by the Planning Board in the special permit. Electrical transformers and inverters to enable utility interconnections may be above ground if required by the utility provider.

Q. Clearing of natural vegetation shall be limited to the minimum necessary for the construction, operation and maintenance of the commercial solar photovoltaic installation except as otherwise prescribed by applicable laws, regulations and bylaws or the special permit.

R. The commercial solar photovoltaic installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, continued compliance with landscaping and screening requirements, and integrity of security measures. The owner or operator shall be responsible for the maintenance of any access roads serving the installation.

§ 210-203. Administration

G. A special permit is required from the Planning Board to erect or install a commercial solar photovoltaic installation. A record owner desiring to erect or install a commercial solar photovoltaic installation shall file with the Planning Board an application for a special permit, together with such plans, drawings, specifications, fees and additional information as required by the Planning Board.

H. The Planning Board shall have the authority to waive specific provisions of the Use Regulations of this Article upon a determination that a waiver would not be inconsistent with the purpose and intent of this Article.

I. When acting on a special permit application pursuant to this Article, the Planning Board shall conduct its review, hold a public hearing and file its decision with the Town Clerk as required by MGL c.40A § 9.

J. Approval Criteria. In reviewing any application for a special permit pursuant to this Article, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare; shall encourage the most appropriate use of land and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood. Before the Planning Board may issue such a special permit, it shall determine each of the following:

5. The commercial solar photovoltaic installation conforms to the provisions of this Article.

6. The commercial solar photovoltaic installation will not be detrimental to the neighborhood or the Town.

7. Environmental features of the site and surrounding areas are protected, and specifically surrounding areas will be protected from the proposed use by provision of adequate surface water drainage.

8. The proposed use is in harmony with the general purpose and intent of this Chapter.

K. Any special permit issued pursuant to this Article shall be subject to such conditions and safeguards as the Planning Board may prescribe. Such conditions may include the requirement of a performance bond, secured by deposit of money or negotiable securities, posted with the Town to guarantee proper

maintenance and/or removal of the commercial solar photovoltaic installation. The amount of the performance bond shall not exceed the estimated cost of the commercial solar photovoltaic installation's removal. Such conditions may also include additional screening of the facility.

L. In reviewing any application for a special permit, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare; shall encourage the most appropriate use of land and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood.

§ 210-204. Discontinuance

A commercial solar photovoltaic installation shall be deemed to have been discontinued if it has not been in service for a continuous 24-month period. Upon receipt of a Notice of Discontinuance from the Director of Municipal Inspections, the owner shall have the right to respond to the Notice within 30 days of receipt. The Director of Municipal Inspections shall withdraw the Notice of Discontinuance and notify the owner that the Notice has been withdrawn if the owner provides information that demonstrates to the satisfaction of the Director of Municipal Inspections that the commercial solar photovoltaic installation has not been discontinued. If the commercial solar photovoltaic installation is determined to be discontinued, the owner shall remove the installation, including all structures, equipment, security barriers and transmission lines, and stabilize or re-vegetate the site as necessary to minimize erosion and sedimentation, at the owner's sole expense within three months of receipt of the Notice of Discontinuance. Failure to remove the installation and stabilize the site within said time period may subject the owner to action pursuant to Article XXIV.

Pass any vote or take any act relative thereto.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 58. Fruit Street Solar Farm

A Motion was made and seconded to amend Article 58 as follows:

I move that the motion made under article 58 be amended by adding, at the end thereof, the following: "and provided further that proceeds received by the town or lessee pursuant to such lease or temporary easement shall be deposited into the community preservation fund reserve for community housing in an amount not to exceed the total of all payments made from such reserve, 474,558.68 for the repayment of sums borrowed pursuant to the town meeting vote under article 2 of the October 21, 2002 special town meeting.

Amendment Failed by Voice Vote

Motion to end Debate was seconded and Passed by Voice Vote

Voted: that the Town authorize the Board of Selectmen, notwithstanding the limitation, if any, expressed or implied by the vote taken under Article 12 of the 2003 Annual Town Meeting, to lease approximately 23 acres of land located within the areas shown as Tracts 8 and 9 on the sketch plan entitled "Fruit Street Conceptual Master Plan, Hopkinton, Massachusetts" prepared by Beals and Thomas, Inc. dated April 2003, a copy of which is on file at the office of the Town Clerk, from time to time, by one or more leases, for a term not exceeding lease terms of 20 years in the aggregate and for such consideration as the Board of Selectmen shall determine, for the purpose of installing and operating thereon solar arrays for electric power generation and distribution, and to authorize the Board of Selectmen to grant such temporary easements in, on, under, across and over any of the Tracts within the property shown on the aforesaid Plan, as well as adjacent roadways, for utility and access purposes, as reasonably necessary and appropriate for the installation and operation of such solar arrays during the maximum lease term authorized pursuant to this Article; provided, however, that such lease or temporary easement shall be contingent upon the execution of a power purchase agreement with any lessee of such Tracts 8 and 9 to purchase all or a portion of the electricity production of the solar arrays located thereon.

Capital Improvement Committee recommended approval for Article 58 as printed in the Warrant Articles and Motions Document.

Passed by: Yes 109 No 33

11:18 P.M. Motion to continue Town Meeting until complete

Passed by: Yes 82 No 38

Article 59. Voted: that the Town authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcels of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as Parcels "4" and "5" on a Plan entitled "Definitive Residential Subdivision Hayden Place", dated March 1, 2012, J.D. Marquedant & Associates, Inc., 6 Walcott Street, Hopkinton, MA, which Plan is recorded with the Middlesex South District Registry of Deeds as Plan Number 599 of 2012.

Said Parcel "4" is designated on said plan as containing a total of 122,178 square feet of land.

Said Parcel "5" is designated on said plan as containing a total of 4,379 square feet of land.

Said land to be under the care, custody, management and control of the Open Space Preservation Commission and used for open space purposes.

Pass any vote or take any act relative thereto.

Capital Improvement Committee recommended approval for Article 59as printed in the Warrant Articles and Motions Document

Passed by: Voice Vote Unanimous (05-06-2013)

Article 60. Voted: that the Town authorize the Board of Selectmen to purchase an interest in property located at 280 West Main Street as shown as the shaded area on a plan titled "Plan of a Portion of West

Main Street in the Town of Hopkinton As Altered," dated March 26, 2013, a copy of which is on file at the Office of the Town Clerk; and to appropriate \$1000 (ONE THOUSAND DOLLARS) for such purchase at a price not to exceed \$600 (SIX HUNDRED DOLLARS); said sum to be spent under the direction of the Town Manager.

Capital Improvement Committee recommended approval for Article 60 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 61. Voted: that the Town authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct one or more pipes for the drainage of water and all necessary and proper conduits, conductors, pipes, foundations, fittings, fixtures and other apparatus deemed necessary for the aforementioned purpose and to do all other acts incidental to said purpose, including the right to pass and repass along and over the land for the aforementioned purposes, in, through and under the land marked "20' Wide Drainage Easement" on a plan of land entitled "Plan of Land in Hopkinton, Mass., Owner: Abbott Realty Trust, Alan Greenwald & Kenneth Crater, Trustees, Scale : 50 Feet to an inch," dated November 12, 2012 and recorded with Middlesex County Southern District Registry of Deeds as Plan Number 7 of 2013.

Pass any vote or take any act relative thereto.

Capital Improvement Committee recommended approval for Article 61 as printed in the Warrant Articles and Motions Document.

Passed by: Voice Vote Unanimous (05-06-2013)

Article 62. Municipal Parking Lot

A Motion was made and seconded for a substitute motion for Article 62 as follows:

I move that the town take no action on this article.

Substitute Motion Failed by: Voice Vote

Voted: that the Town authorize the Board of Selectmen to grant easements providing for shared parking and ingress and egress for motor vehicles onto Main Street on and through certain portions of the property known as 18 Main Street and shown on the Assessors Map as U16-149-0; to authorize the Board of Selectmen to acquire easements providing for shared parking and ingress and egress for motor vehicles onto Main Street on and through certain portions of the properties shown on the Assessors Map as follows:

- U16-151-0 (14 Main Street)
- U16-152-0 (10 Main Street)
- U16-153-0 (6 Main Street)
- U16-154-0 (2-4 Main Street)
- U16-153-4 (0 Main Street);

to authorize the Board of Selectmen to lease, with options to purchase, a portion of the property known as 14 Main Street and all of the property known as 0 Main Street, shown on the Assessors Map as U16-151-0 and U16-153-4 respectively, from their respective owners; and to authorize the Board of Selectmen to negotiate and execute a Reciprocal Easement Agreement for the properties listed above as well as the properties known as 18 Main Street, 13 Main Street and 9 Church Street and shown on the Assessors Map as U16-149-0, U16-196-0, U16-198-0 respectively, as well as Agreements of First Refusal and Ground Leases with Options to Purchase for a portion of the property known as 14 Main Street and all of the property known as 0 Main Street, shown on the Assessors Map as U16-151-0 and U16-153-4 respectively, under such terms as it may determine.

Capital Improvement Committee recommended approval for Article 62 as printed in the Warrant Articles and Motions Document.

Motion to end Debate Passed by: 2/3 Majority Declared by Moderator

Main Motion Passed by: Voice Vote (05-07-2013)

Article 63. Voted: that the Town authorize the Board of Selectmen, on behalf of the Town, to sell or otherwise dispose of a parcel of land, consisting of 12,197 square feet of land, located on Knoll Road, shown on the Assessors Map as L35 110 0, as well as all buildings and appurtenances thereon, under such terms as it may determine.

Capital Improvement Committee recommended approval for Article 63 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 64. Voted: that the Town authorize the Board of Selectmen, on behalf of the Town, to sell or otherwise dispose of a parcel of land, consisting of 5,750 square feet of land, located on Duffield Road, shown on the Assessors Map as L35 155 0, under such terms as it may determine.

Capital Improvement Committee recommended approval for Article 64 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 65. Voted: that the Town accept the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the Massachusetts General Laws, and that the Town accept such streets as and for public ways and authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

- Deneen Road (portion) from Scarlata Road to dead end
- Hearthstone Road from Ash Street to dead end
- Carriage Hill Road from Ash Street to Hearthstone Road
- Longwood Drive from Spring Street to dead end
- Emma Drive from Longwood Drive to Ralph Road

Ralph Road	from Spring Street to Longwood Drive
Meadowland Drive	from Emma Drive to dead end
Breakneck Hill Road	from Glen Road to Glen Road
Glen Road	from Lumber Street to the previously accepted portion of Glen Road at sta. 26+00

Pass any vote or take any act relative thereto.

Capital Improvement Committee recommended approval for Article 65 as printed in the Warrant Articles and Motions Document.

Passed by: 2/3 Majority Declared by Moderator (05-07-2013)

Article 66. Voted: that the Town have the entire length of the road in Hopkinton known as Frankland Road be permanently named Frankland Road.

Motion to end Debate Passed by: 2/3 Majority Declared by Moderator

Passed by: Yes 51 No 32 (05-07-2013)

Article 67. Voted: that the Town, pursuant to Chapter 164, section 134 of the Massachusetts General Laws, initiate the process to aggregate the electrical load of interested electricity consumers within the Town; and to develop an Aggregation Plan, in consultation with the Department of Energy Resources, pursuant to Chapter 25A, section 6 of the Massachusetts General Laws, for approval, adoption and implementation by the Board of Selectmen, and such Aggregation Plan shall be submitted as a report by the Board of Selectmen to the Annual Town Meeting next following such adoption; provided, however, that such Aggregation Plan shall include, without limitation: the process and consequences of aggregation; provision for universal access, reliability, and equitable treatment of all classes of customers meeting any requirements established by law or said Department concerning aggregated service; an organizational structure of the program, its operations, and its funding; rate setting and other costs to participants; the methods for entering and terminating agreements with other entities; the rights and responsibilities of

program participants; and termination of the program.

Passed by: Voice Vote Unanimous (05-07-2013)

Article 68. Lumber Street – Expansion of Sewer Service Area Voted: that the Town take no action on Article 68.

Passed by: Voice Vote Unanimous (05-07-2013)

12:35 A.M. Voted: that Annual Town Meeting adjourn until the Annual Town Election, May 20, 2013, to be held at the Hopkinton Middle School Gymnasium, and further that the Annual Town Meeting be dissolved upon the close of the polls of the Annual Town Election.

Passed by: Voice Vote Unanimous (05-07-2013)

The Annual Town Election was held May 20, 2013 in the Hopkinton Middle School Gymnasium. The polls were open from 7:00 AM to 8:00 PM. A total of 1,378 ballots were cast. The results are as follows:

OFFICE NAME	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
SELECTMEN (2)					
For Three Years					
Blanks	159	228	197	133	717
JOHN M. MOSHER	283	231	257	251	1022
BENJAMIN L. PALLEIKO	281	231	241	243	996
Scattered Write-in	5	6	7	3	21
TOWN MODERATOR					
For Three Years					
Blanks	80	94	102	74	350
BRUCE G. KARLIN, MD	280	245	247	235	1007
Scattered Write in	3	3	1	0	7
Thomas Garabedian	1	6	1	6	14
TOWN CLERK					
For Three Years					
Blanks	66	85	84	52	287
GERI F. HOLLAND	298	261	266	262	1087
Scattered Write in	0	2	1	1	4
BOARD OF ASSESSORS					
For Three Years					
Blanks	76	100	102	78	356
MARY JO LAFRENIERE	287	247	249	236	1019
Scattered Write in	1	1	0	1	3
BOARD OF HEALTH					
For Three Years					
Blanks	87	110	109	81	387
DEBORAH AP HOLBROOK	276	238	242	232	988
Scattered Write in	1	0	0	2	3
BOARD OF LIBRARY TRUSTEES (2)					
For Three Years					
Blanks	409	426	407	377	1619
MICHAEL J. MCNAMARA	281	232	249	227	989
Scattered Write in	2	2	7	4	15
Susan E. Porter	34	30	23	20	107
Stanley Pulnik	2	6	16	2	26
CEMETERY COMMISSIONER					
For Three Years					
Blanks	88	111	109	85	393
LYNN M. FOURNIER	275	236	242	230	983
Scattered Write in	1	1	0	0	2
COMMISSIONER OF TRUST FUND					
For Three Years					
Blanks	90	113	99	87	389
MAUREEN K. BUMILLER	274	233	252	227	986
Scattered Write in	0	2	0	1	3

	PRECINCT 1	PRECINCT 2	PRECINCT3	PRECINCT 4	TOTAL
CONSTABLE (3)					
For Three Years					
Blanks	529	563	549	486	2127
DON S. CRESWELL SR.	269	218	238	223	948
PATRICK K. O'BRIEN	288	254	258	234	1034
Scattered Write in	6	4	6	1	17
Michael P. Umina Sr.	0	5	2	1	8
HOUSING AUTHORITY					
For unexpired term - 2016					
Blanks	78	113	105	83	379
NANCY E. KELLEIGH	286	235	246	232	999
Scattered Write in					
COMMISSIONER OF PARKS AND RECREATION					
For Three Years					
Blanks	87	111	103	96	397
F. ERIC SONNETT	275	232	248	218	973
Scattered Write in	2	5	0	1	8
PLANNING BOARD (2)					
For Five Years					
Blanks	200	249	235	201	885
JOHN R. FERRARI	268	227	237	223	955
TODD S. HOLBROOK	260	219	228	206	913
Scattered Write in	0	1	2	0	3
SCHOOL COMMITTEE					
For Three Years					
Blanks	6	9	9	8	32
AMY B. RITTERBUSCH	129	128	117	98	472
ELLEN A. SCORDINO	229	211	225	209	874
Scattered Write in	0	0	0	0	0

A True Copy ATTEST:

Ann M. Click
Town Clerk

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH
SPECIAL STATE ELECTION WARRANT
JUNE 25, 2013**

MIDDLESEX SS.

To either of the Constables of the Town of Hopkinton

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of Hopkinton who are qualified to vote in the Special State Election to vote at

Precincts 1, 2, 3 and 4
at the
Middle School Gymnasium

on **TUESDAY, THE TWENTY-FIFTH OF JUNE, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Election for the candidates for the following office:

**SENATOR IN CONGRESS
FOR THIS COMMONWEALTH**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 4th day of June, 2013.

Selectmen of Hopkinton:

John M. Mosher

Brian J. Herr

Todd A. Cestari

Hopkinton, Massachusetts
June 10, 2013

Pursuant to the within Warrant, I have notified the Inhabitants of the Town of Hopkinton to meet at the time and place and for the purposes within mentioned by posting up a certified copy of this Warrant in the Town House, in each of the churches, in each of the Post Offices and in each of the Engine Houses of the Town, seven (7) days at least before the time set for the said meeting.

Patrick O'Brien
Constable of Hopkinton

A true copy ATTESTS:

Geri Holland
Town Clerk

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOPKINTON
SPECIAL STATE ELECTION
June 25, 2013**

The meeting was called to order at 6:30 A.M. The warrant was read by John A. Palitsch, Election Warden. The polls closed at 8:00 P.M. 3,260 ballots were cast. The results of the voting follows:

**Town of Hopkinton
Special State Election
June 25, 2013**

SENATOR IN CONGRESS	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Blanks	0	0	0	11	11
GABRIEL E. GOMEZ	469	453	489	465	1876
EDWARD J. MARKEY	381	335	314	339	1369
RICHARD A. HEOS	1	1	2	0	4
Write In- ALL OTHERS	0	0	0	0	0
Scattered	1	2	3	2	8
Total	852	791	808	817	3260

A True Copy, ATTEST:

Gerri F. Holland
Town Clerk

ADA Committee

To ensure that Hopkinton's municipal buildings, parks, schools, sidewalks and programs are accessible to all, the Board of Selectman established the Americans with Disabilities Act (ADA) Oversight Committee. The Committee's charge is to develop a plan and process for reaching accessibility compliance with the Americans with Disabilities Act and to advocate for the funding necessary to remove existing barriers to access.

Since 2007, through the efforts of the Committee, Hopkinton has appropriated over \$960,000 for ADA accessibility projects at municipal buildings (i.e., schools, Town Hall, Library) and recreation areas. Each year, the Committee, works to request funding from the Town Meeting voters to fund the next phase of the multi-phased work. Effective communication with the community, sensitivity to the economic climate, and advocacy for accessibility have all been balanced by the Committee to achieve annual community support for the "road to accessibility".

Below is a short summary of the accessibility work being pursued by Town of Hopkinton, MA. As a result of bundled work projects across the schools and smart project spending by the Town Engineer and Director of Buildings and Grounds for the Schools, many project costs have been lower than originally estimated by the consultant.

The town is subject to both state regulations (Massachusetts Architectural Access Board - MAAB) and federal laws (ADA). The ADA only requires the citizens of the town be able to access all programs within town government. There are no specific construction requirements. This allows significant flexibility as to how the requirements are accomplished. The MAAB regulations are triggered when work is completed on a building or facility. In this instance, the extent of the accessibility upgrades required is based on the extent of the work being done. The more extensive and expensive the work, the more the building or facility needs to be upgraded to meet current MAAB accessibility regulations. Under MAAB regulations, if the cost of the work exceeds 30% of the value of the building, the

entire building is required to be upgraded to meet current MAAB accessibility regulations.

Municipal Facilities:

Hopkinton Town Hall

To date, 23 of the 25 projects have been completed and/or scheduled to be completed this year. Due to state accessibility regulations, repairs being made to the building will trigger a full accessibility upgrade to bring it into compliance with current standards. The remaining projects are scheduled to be completed in 2013-2014.

Hopkinton Town Common Gazebo

A citizens group fundraised to build a new Gazebo and Town funds were used to make it accessible. The two accessibility issues were addressed by the new construction.

Hopkinton Center for the Arts (HCA)

To date, several of the projects have been completed and the remainder will be completed in the near future. CPA funds were applied for and are being used for the HCA projects as it is located in a historic building.

EMC Park

To date, 70% of the 14 projects have been completed and/or scheduled to be completed over the course of the coming year. The remaining projects are scheduled to be completed in 2013-2014.

Schools:

Center School

To date, 27 of the 32 projects have been completed and/or scheduled to be completed this school year. The remaining amount of work (5 projects) was estimated to cost \$60,395 and will be addressed through this year's ATM article.

Elmwood School

To date, 100% of the 19 projects have been completed and/or scheduled to be completed this school year.

Hopkins School

To date, 100% of the 9 projects have been completed and/or scheduled to be completed this school year.

Hopkinton Middle School

To date, 100% of the 17 projects have been completed and/or scheduled to be completed this school year.

Hopkinton High School

To date, 100% of the 15 projects* have been completed and/or scheduled to be completed this school year.

*Several of the projects were related to providing access to the football field and bleachers. That work was made possible and completed through generous donations made by the Boston Athletic Association (BAA) and Hopkinton Athletic Association (HAA).

Animal Control

2013 Dog Licenses Issued	1799
2013 Kennel Licenses Issued	9
2013 Dogs Picked Up	11
2013 Dog and Cat Bites	18

Although the number of dogs picked up in the year 2013 seem low, this is not the true picture. Thanks to the people of Hopkinton for putting the "license tags" on their dogs, we have been able to match dogs to owners in record time! **IT IS THE LAW:** All dogs must be licensed in the town of Hopkinton and must wear their tags

Throughout the year, we have had numerous phone calls pertaining to Wildlife. These calls include coyote spottings, foxes, skunks, raccoon, deer etc. We have had a tremendous amount of squirrel calls this year. Please make sure that all chimneys are capped and keep door and windows closed. **PLEASE DO NOT FEED WILDLIFE!**

According the Massachusetts State Laws, Massachusetts Fisheries and Wildlife; their job is to protect the wildlife in Massachusetts. We evaluate every wildlife call and take care of the ones we can, especially any animal suspicious of having rabies. Wildlife situations such as "living in my basement/attic/garage" were forwarded to the proper

licenses professionals according to the rules and regulations of the State of Massachusetts. The major complaints for 2013 were: Barking & Loose Dogs. We are asking the people of Hopkinton to be "responsible pet owners" and be aware if your dog is outside barking or running loose in the neighborhood on a regular basis. Not everyone enjoys dogs, it is a personal choice.

YES...WE DO HAVE A LEASH LAW! Please ask for a copy of it at the Town Clerks office when licensing your dog for 2013.

Other calls throughout the year 2013 were: missing dogs/stray dogs/missing & stray cats/dog complaints/dog bites/hit dogs/hit cats/stolen dogs/animal rescues/etc. We respond to these calls either by telephone or by evaluating the situation. We have several "police beeper calls" and many of these are during the evening hours. We would like to thank the Hopkinton Police and Fire Departments for their continuous support and assistance in many of these calls.

ACO RECOMMENDATIONS FOR THE PEOPLE OF HOPKINTON:

Domestic:	Wildlife:
Put tags on dogs	Keep garage doors closed
Keep dogs leashed or on property	Keep trash covered or locked up
Be aware of barking	Don't feed wildlife
Report all bites	Report all bites

Board of Appeals

The Board of Appeals is a quasi-judicial administrative board that hears and decides zoning related appeals, applications for special permits, and petitions for variances pursuant to its authority under MGL c. 40A, and applications for affordable and low income housing projects pursuant to its authority under MGL c. 40B. The Board has jurisdiction to hear appeals filed by any person aggrieved by reason of his or her inability to obtain a building permit or enforcement action from the Director of Municipal Inspections, or by any person, including an officer or board of the town, aggrieved by a written order or decision of the Zoning Enforcement Officer, the Planning Board with respect to decisions under site plan review, and the Historical Commission with respect to delays of demolition permits.

The Board of Appeals generally schedules public hearings on the 2nd and 4th Wednesday of each month at 7:00 PM in the Selectmen's Hearing Room at Town Hall. Additional information regarding the Board of Appeals is available on the Town's web site at www.Hopkintonma.gov. Persons filing with the Board of Appeals are strongly encouraged to visit the Board's web pages and the "Questions & Answers" section prior to filing any request for relief with the Board.

In 2013, the Board of Appeals issued 29 decisions, and some form of relief was granted in a majority of cases. Decisions granting relief were issued in the following categories – 28 Special Permits (40A), 7 Variances. One request for relief was denied for a Special Permit. There were 4 Appeals of a decision of the Zoning Enforcement Officer; in all 4 cases the decisions were upheld. A hearing was held to consider an Appeal of a decision of the Planning Board; the decision was upheld.

In accordance with state law, decisions of the Board of Appeals are timely filed with the Town Clerk within 100 days of the initial filing of the request for relief in the case of Appeals and Petitions for Variances, and within 90 days following the close of the public hearing in the case of Applications for 40A Special Permits. Decisions relating to Applications for 40B Comprehensive Special Permits are timely filed with the Town Clerk within 40 days after the close of the public hearing. These deadlines may be extended at the request of the party requesting relief, and on more complex filings this frequently occurs to enable the applicant to file additional pertinent information with the Board. Notwithstanding, public hearings for an overwhelming majority of cases are concluded on the first night.

We wish to thank all Town departments and committees who have assisted the Board during the past year, with special thanks to the employees within the Department of Land Use, Planning and Permitting. We extend special thanks to Elaine Lazarus, the Director of Land Use, Planning and Permitting, Charles Kadlik, the Director of Municipal Inspections and Zoning Enforcement Officer, Michael Shepard, the Building Inspector and Adina Wright and Cobi Wallace, for their continued service and dedicated commitment.

Respectfully submitted,

Rory Warren, Chairman
G. Michael Peirce, Vice Chairman
Tina Rose, Clerk
Michael DiMascio
June Clark

Associate Members:

Kelly Knight
John Savignano

Board of Assessors

Statement of Purpose

The purpose of the department is to serve the taxpayers of Hopkinton with fair and equitable assessments in real estate, personal property and motor vehicle excise taxes.

The assessor's office is the primary generator of Hopkinton's revenue with approximately 77% of the town's budget funded by property taxes, motor vehicle excise taxes, and the Community Preservation Act Surtax. The office functions as part of the town government system, but must comply with Massachusetts General Laws and is regulated by the Massachusetts Department of Revenue. Real estate values are analyzed and adjusted annually to reflect the full and fair cash value as of January 1 of the preceding fiscal year. All businesses, except those under Tax Incentive Financing (TIF) agreements or **registered** manufacturing operations, pay a personal property tax on their machinery, equipment, and in some cases, their furnishings and inventory. The Assessors update these accounts as they change.

In addition, the office is responsible for processing property tax exemptions for qualifying individuals for reasons such as blindness, age, and military service. The staff assists citizens of Hopkinton along with other Town Departments, real estate agencies, surveyors, attorneys and appraisers with valuation and exemption information.

Accomplishments

- Assessing personnel took 11 courses, seminars and workshops to obtain or maintain assessing/appraisal certification.
- Only .01% of the FY2013 properties assessed values were contested (37 of 6,369)
- The staff and Board have been busy with the major Legacy Farms development project. This project was the main reason the town realized new growth tax revenue in excess of over \$1.2M
- Administered over 120 personal exemptions, deferrals and senior tax work-offs

Goals

- The primary goal for the Board of Assessors is to obtain timely approval of FY 2015 tax rate from DOR so that tax bills can be issued on schedule.
- The office staff and Board of Assessors will continue to monitor the progress of new construction projects such as Legacy Farms, works closely with the town planner, and provides new growth estimates to the finance director on a regular basis.
- Determine and establish adequate amount for FY 2015 overlay to fund all exemptions and abatements

Facts and Figures:

FY2014 Tax Rate: \$17.63/\$1,000 of value

Real Estate

Number of bills:	6,020
Total Taxable Valuation:	\$2,780,180,010
Total Taxes:	\$49,014,573.58
Community Preservation Act Surcharge	\$791,392.40
Number of single family homes:	4,310
Average home valuation:	\$484,361
Number of Condominiums:	555
Average Condominium Value:	\$247,060

Personal Property

Number of Bills:	405
Total Personal Property Valuation:	\$106,320,680
Total Taxes:	\$1,874,433.69

Motor Vehicle Excise Tax

Number of Bills:	16,664
Total Taxes:	\$2,576,013.85

The office staff consists of Principal Assessor Robe M.A.A.; Deputy Assessor Patti Howell and Administrat Elizabeth Sher. The staff participates in continuing educ field of assessing.

Mr. Bushway can be reached via e-mail at:
bobb@hopkintonma.gov
The general assessing email is:
assessors@hopkintonma.gov

The Board of Assessors consists of three elected members: John Palmer, MaryJo LaFreniere, M.A.A., and John Duffy. The Board meets bi-monthly at posted meetings. The Assessors Office is open to the public, Monday through Friday, 8:00-4:30. The telephone number is 508-497-9720.

Detailed assessors information, including property record cards and GIS maps, can be found on the Town of Hopkinton's web site at www.hopkintonma.gov

Board of Health

The Board of Health is responsible for a wide range of health and environmental concerns, including the promotion of public health, control of dangerous disease and protection of the environment. In addition to permitting and inspectional services, associated with the enforcement of local and state sanitary and environmental regulations, the department also provides communicable disease investigation and prevention programs, food establishment inspection services, pool and camp permitting, trash and septage hauler permitting, complaint investigations, housing inspections, tobacco sales permitting and enforcement, wastewater and water supply plan review and permitting, as well as emergency planning.

The Board of Health is comprised of three elected members who serve overlapping three-year terms. Mark Gates served as Chairman throughout 2013. Paul Winshman served as Vice-Chairman and Deborah Holbrook is the third member. Staff members are Director of Public Health Edward F. Wirtanen, R.S., C.H.O., part time Administrative Assistant, Elizabeth Aghababian and part time contractual agents who provided inspectional, consulting, and other support services are Bryan Besso, RT(R), and Jean Sniffen R.N., Public Health Nurse.

On-Site Sewage Disposal Systems

The Board of Health reviewed 28 engineered plans for subsurface wastewater disposal systems. The Agent witnessed soil testing at 45 sites for new system construction. A total of 34 septic system permits were issued, 11 permits were issued for abandonment of systems and 18 permits were issued for component repairs to septic systems. A total of 125 Building permit applications were reviewed. Installer's licenses were issued to 28 individuals and 21 were issued to firms to transport sewage. The office conducts inspections on all permits issued to ensure that Title 5 standards and local regulations are met for all on-site sewage

disposal systems. Property transfer Inspection Reports totaled 128 for the year. Failing septic systems are investigated, and corrective action is planned to insure the protection of public health. A total of 7 failing Title 5 reports were received in 2013.

Community Septage Management Loan Program

Financial assistance is available to homeowners through a Community Septage Management Program (CSMP) Loan administered by the Board of Health. This loan program was established in 1999 and offers low-interest loans at 2% to Hopkinton residents to correct their failing septic systems. Loan funding is supplied by the MA Water Pollution Abatement Trust (WPAT) through the Department of Environmental Protection. In 2013, the Board of Health a total amount of \$90,756.50 was expended on behalf of 4 homeowners in the program. Any town resident seeking more information about this Loan Program should contact the Board of Health office at (508) 497-9725.

Water Wells

The Board of Health reviews private well installation plans for drinking water and irrigation wells, witnesses the water quantity testing to ensure that an adequate water supply is met, and reviews comprehensive analysis reports for potential contaminants on all new private wells. The office issued 19 permits for new wells. Town regulations also require comprehensive quality testing at homes that are supplied with private well water, prior to the transfer of ownership of the property, if the testing has not been conducted within the last five (5) years; copies of test reports should be submitted to the office. The Board recommends that residents test their wells *at least* every five years in order to be sure the quality of their drinking water is satisfactory.

Emergency Preparedness Planning

The Board of Health has streamlined its participation with thirty-three other member towns in Region 4A, the

Department of Public Health, and the Federal Office of Home Land Security in preparedness planning, with an emphasis on bio-terrorism, widespread communicable disease events, and all-hazards emergency planning. The Board is looking to work to organized volunteers within the town with medical and non-medical backgrounds to provide supplemental assistance to the First Responders during an event of large scale, or for long term emergencies in Hopkinton.

Disease Prevention

The Natick Visiting Nurses Association (VNA) provides professional nursing services to the Town, and participates in the seasonal flu clinics, investigates cases of mandatory, reportable communicable diseases within the Town of Hopkinton. The VNA provides follow-up with the patient, the Department of Public Health, and often with hospital staff on all mandatory reportable diseases.

The Town participates in the Central Massachusetts Mosquito Control Project (CMMCP), a program that monitors mosquito activity, tests for the presence of infected mosquitoes, and performs activities to reduce the mosquito population, such as spraying limited areas, larvaciding, reducing mosquito-breeding areas, and responding to resident's complaints. Information for residents on the project is available year-round at the Board of Health office or at cmmcp@cmmcp.org.

The Board of Health's office also acts as the Burial Agent for the Town. A total of 25 Burial Permits were issued in 2013.

Food Establishment Permitting and Inspections

All permanent food establishments are required to be permitted by the Board of Health, and must be inspected, at a minimum, two times per year. Temporary food establishments, such as those associated with the Boston Marathon, PolyArts Festival, and the Farmers Market, are also permitted and inspected. Follow-up inspections occur when violations are noted, and to ensure compliance with all the necessary food codes including the new statewide food allergy requirements. The Board investigates all complaints received regarding food

services or food products. A total of 105 inspections of facilities were performed in 2013. In addition, 3 new/renovated establishment plan reviews, 3 complaint inspections were conducted.

Recreational Swimming *and* Camps for Children

All public and semi-public swimming pools must be inspected and permitted by the Board of Health prior to use. The Board of Health permitted 9 public and semi-public pools in 5 separate locations this year.

Comprehensive camp inspections were conducted, and permits issued for the recreational camp for children that operated in the summer of 2013.

The Board of Health monitors bacteria levels for water quality at Sandy Beach at Lake Maspenock on a weekly basis during the swimming season; the testing results are available at the Board of Health Office.

Mercury Reduction

A mercury reduction program was established in Town in an effort to remove mercury from the waste stream, and to reduce the discharge of mercury pollution into the environment. Residents may bring their mercury-containing thermometers to the Board of Health, and exchange them for digital thermometers as part of the mercury recycling efforts. The office also accepts button cell batteries and old thermostats that contain mercury. Residents should be aware that florescent bulbs contain a small amount of mercury that may be reclaimed, and these bulbs cannot be disposed of in the trash. Residents may drop off their used florescent bulbs during business hours at Hopkinton Lumber, so they can be recycled. We want to express our appreciation to this business for their support in reducing the amount of mercury going into our waste stream.

Goals

The Board of Health hopes to continue to meet the Town's health and environmental protection needs during this period of limited resources. The Board continues to work towards the introduction of electronic filing of permit applications as well as an electronic record management system.

Cemetery Commission

The Cemetery Commission is a three-member elected board charged with overseeing the town's cemetery needs. Offering cemetery space and services is an important municipal function which towns are required to provide their citizens under Massachusetts law. In recent years, Hopkinton's ability to meet this municipal requirement was threatened by a lack of suitable new cemetery land. This problem has been temporarily solved by completing a multi-year project to install a drainage system to make usable the last remaining portion of open land at Mt. Auburn Cemetery. The new area has been in use now for about 4 years and the lots are selling steadily. The fact that St. John's Cemetery is near capacity is adding to the demand for the town's cemetery space. Planning for additional cemetery land will be of critical importance in the near future.

During the past year, the Commission has worked with citizens on individual issues concerning the division of plots and the installation of stones. The board also worked with the Town Manager's office on recovering costs and repairing damage to the fence at Mt. Auburn Cemetery, caused by a motor vehicle accident.

The Commission added some burial space at Mt. Auburn by removing an abandoned and unsightly utility shed. When loamed and seeded in the spring, the area will yield a number of pleasantly located additional lots. The board has continued to investigate sites for cemetery expansion to meet the town's upcoming demand. Discussions are ongoing with the developer of Legacy Farms to seek suitable land within that site, and the Cemetery Commission is

represented on the Fruit St. Master Plan Subcommittee, examining potential uses for the town's Fruit St. property. A new section has been added to the town's updated Master Plan, articulating the approaching need for more cemetery land.

Because providing cemetery space and services is a municipal function required by law, the Commission held discussions with the Town Manager, the chief financial officer, and the DPW to address future budgeting issues. The Perpetual Care Fund, based on interest only, is structurally inadequate to meet the costs of maintaining our cemeteries. It is therefore essential that, going forward, these services be funded through the town's general operating budget.

A Cemetery Commission site has been added to the town's website, featuring information on the town's seven cemeteries, rules and regulations, meeting minutes, the historic headstone preservation project, and a video tour of the Comey Chapel, with information on its use and its history. The goal of the Cemetery Commission continues to be to provide for the maintenance, improvement, and expansion of our cemeteries and their related services.

Respectfully submitted,

Lynn Fournier, Chairman
Thomas Pratt
Claire Wright
Cemetery Commissioners

Commissioners of Trust Funds

The Commissioners of Trust Funds is a three-member elected board, presently Tom Garabedian, Maureen Bumiller, and Mary Arnaut that acts in accordance with Massachusetts General Laws Chapter 41 and Chapter 44: Section 54. The Town of Hopkinton has five funds that are managed by The Commissioners of Trust Funds. The Commissioners meet on a monthly

basis.

- The Charles B. and Mary C. Holman Fund reads as follows: "I give to the Town of Hopkinton, Massachusetts, where I have passed many pleasant years of my life, the sum of Fifteen Hundred Dollars (\$1,500) to be held in trust, to be known as the Charles B.

and Mary C. Holman Fund and the income only to be used in beautifying and making the town attractive by setting out shade trees, especially on Main Street in the centre of the town and caring for them.”

- The **Comey Memorial Chapel Fund** reads as follows: “In creating a Trust Fund of one thousand dollars (\$1,000) for the perpetual care of the **Comey Memorial Chapel** at **Evergreen Cemetery** in **Woodville Hopkinton Mass.**, it is my intent and desire that the following conditions for use of the interest of this fund may be met and complied, (1) that this Trust Fund shall be known as “**The Comey Memorial Chapel Fund.**” (2) that the interest of this Fund shall accrue for several years and shall be expended for the repair and maintenance of said chapel, - when required at the discretion of the **Cemetery Commission.** (3) that not in excess of two dollars (2.00) in any one year shall be paid for janitor service. (4) that in the event of complete destruction of this Chapel, through Act of God or other acts over which we have no control, the interest of this fund may be used for the repair, replacement or resetting of any Monument in **Evergreen Cemetery**, giving first attention to the **Monuments and Markers of the Soldiers and Sailors of any Wars** since the year **seventeen seventy-five (1775).**”
- The **Mary A. Roche Fund** reads as follows: “Because the Town of Hopkinton, Massachusetts chose land owned by me in said Town for the purpose of building its new **Elmwood Elementary School** thereon, I am pleased to give, and I hereby give to said Town of Hopkinton, Massachusetts, to be administered by its **School Committee**, the sum of **Five Thousand Dollars**, said sum to be deposited at interest, and the income from

said **Five Thousand Dollars** to be divided in **June** of each year to the two students in the graduating class of the said **Elmwood Elementary School** receiving the highest academic marks in their course of studies during the full school term leading up to their graduation.”

- The **Charles L. Claflin Trust Fund** reads as follows: “To the inhabitants of Hopkinton the sum of **One Thousand Dollars**, in trust to invest the same and use the income in caring for the **Park** so-called in the centre of said town.”
- The **Bernard J. McGovern Trust** reads as follows: “That the Town be authorized and permitted to utilize all or a portion of the net annual income of the gift to the Town established by **Section 1 of Article IV** of the **Last Will of Bernard J. McGovern** for the following purposes only: (a) The purchase of books for its public library; (b) The purchase of video tapes and audio tapes for its public library;(c) The purchase of books and music on compact disk for its public library;(d) The purchase of language tapes for its public library;(e) The purchase of magazines, books, periodicals, and newspapers and subscriptions for its public library;(f) The purchase of **CD Rom disks** in subjects which educate, enlighten and inform the citizens of the Town for its public library; (g) The purchase of e-books for adults and children for its public library; (h) Arranging for programs, including lectures, films, exhibitions, trips and other events of interest to the public;(i) The purchase of computer hardware and software, including programs in a variety of subject, for its public library; (j) The purchase of membership passes to area museums and other attractions for its public library.”

Fund	6/30/12	6/30/13	Principal
1) Charles L. Claflin Fund	\$9614.66	\$9642.11	\$1000.00
2) Comey Memorial Chapel Fund	\$4299.92	\$4312.21	\$2100.00
3) Charles B. & Mary C. Holman Fund	\$7170.84	\$5687.34	\$1500
4) Mary A. Roche Trust Fund	\$5108.83	\$5128	\$5000

No expenditures were made for FY'11 from the **Claflin Fund**, and the **Comey Memorial Chapel Fund**. An expenditure of \$1500 was made from the **Holman Fund** for trees on the **Town Common**.

An expenditure of \$100 was made from the **Mary Roche Fund** in the form of 2 \$50 scholarships to graduates of **Hopkinton High School**. Although The **Roche** balance shows \$5128, it is our understanding that the two \$50 scholarship amounts were not withdrawn from the **Roche Fund** and an appropriate adjustment will be made in 2014.

5) McGovern Trust Fund

Morgan Stanley Report 6/30/2013 - Non-expendable account =	\$ 1,460,055.85
Morgan Stanley Report 6/30/2013- Expendable account =	\$162,492.63
McGovern Trust Fund Expenditures during Fiscal 2013 =	\$ 41,340.51

which was transferred to the General Fund in June 2013 The McGovern Trust Fund is invested in an array of certificates of deposits, exchange traded and mutual funds, common and preferred stocks.

Respectfully Submitted,

Maureen Bumiller, Chairman, Mary Arnaut, Secretary, Thomas Garabedian, Investment Liaison

Community Preservation Committee

To the Citizens of Hopkinton

Overview

The Community Preservation Act (Massachusetts General Laws; Chapter 267) was signed into law in 2000. This legislation allows cities and towns to create their own community preservation funds through a surcharge of up to 3% of the local tax levy on real property. In 2001, the citizens of Hopkinton adopted a CPA bylaw and thereby approved a 2% surcharge to their property taxes. Revenue from this surcharge is dedicated for the preservation of open space, historic sites, affordable housing and passive/active outdoor recreation in the Town. Local revenue is supplemented through the state Community Preservation Trust Fund. Money for this fund is derived from fees charged at Massachusetts Registries of Deeds. In July of 2012, an amendment to Chapter 267 added \$25 Million to this fund. The availability of funds depends on two factors; the number of deeds registered in a given year and the number of communities competing for state CPA dollars.

Under the provisions of the CPA, a Hopkinton Community Preservation Committee was established to identify the Town's needs, capabilities and resources with regard to community preservation. The CPC considers proposals made by groups and individuals to ensure they meet the criteria of the law, benefit the community, and are financially feasible. The Committee then makes recommendations to Annual Town Meeting. The CPC may include in its recommendations a request to set aside for later spending funds for specific purposes that are consistent with community preservation, but for which sufficient revenue is not immediately available.

The Community Preservation Committee is a nine-member board which includes designees from the Planning Board, Open Space Preservation Committee, Conservation Commission, Historical Commission, Parks and Recreation Commission, the Housing Authority and four At-Large members appointed by the Hopkinton Board of Selectmen. The current Community Preservation Committee members are: Member-at-Large Henry Kunicki (Chair), Open Space Conservation Commission – Jeff Doherty (Vice Chair), Conservation Commission – Andre Griben, Planning Board - Ken Weismantel, Historical Commission – Robert Ionta, Member-at-Large Al Rogers, Parks and Recreation Commission – Eric Sonnett and Member-at-Large Ron Clark. The Housing Authority seat has been vacant since 2011.

Accomplishments

Low and Moderate Income Housing. There have been no affordable housing projects funded through the CPA since Mayhew Court was completed in 2012.

Historic Preservation: ► Restoration efforts continued on historical elements of **Hopkinton Town Hall**, including the windows, slate roof and exterior structure. Residents approved \$300,000.00 in 2010 to preserve the building. ► Work continues on preserving historic documents dating from 1798 to 1999 in the **Town Clerk's Office**. These documents include Selectmen records, licenses, naturalization records, registers of voters, World War I discharge records and waterline and well records. CPA funding for this project has been approved by voters several times since the initial request in 2006. ► **Assessor's records**, many of which are over 100 years old and damaged by mold and mildew, are being restored using \$20,000.00 approved by voters in 2012. These

records will be properly preserved in the vault in the Town Clerk's Office. ► Work also continued on a **document preservation project** sponsored by the Historical Society, Historical Commission and the Hopkinton Public Library. In 2006 and 2011, voters approved CPA funds to index, survey and store historical records, documents and artifacts maintained in the Historical Society archives building at 168 Hayden Rowe Street. ► The Oral History of Hopkinton project is now underway. Voters approved funding for this endeavor in 2010. ► Residents may notice big changes taking place at the historic Terry Farm on Hayden Rowe Street, where the barn is being restored using \$250,000.00 in CPA money approved in 2012. The restored barn will provide a venue for stage performances and classroom space as part of the Hopkinton Center for the Arts.

Open Space: The Community Preservation Committee continues to work with the Open Space Preservation Committee to identify potential land acquisitions to add to Hopkinton's open space inventory. Signage and boundary marker installation is ongoing throughout preservation land in Town by the Hopkinton Area Land Trust using CPA funding.

Active/Passive Recreation: ► Work progressed on reconstructing the **Center Trail**. Improvements include a new, permeable surface, improved drainage and the placement of natural barriers along the trail. ► **Signage and kiosks** have been installed at various sites throughout Hopkinton's trail system and using CPA money and in cooperation with the Hopkinton Trails Club.

Looking Ahead

Recreational assets Reed Park and Sandy Beach will soon be improved using CPA funding approved by voters in 2013. The historic Claflin Fountain will soon undergo restoration, with the goal of completion in time for Hopkinton's Tercentennial in 2015. The Community Preservation Committee will continue its mission of identifying preservation needs and projects in the Town of Hopkinton and make funding recommendations to the Board of Selectmen.

Conservation Commission

The Conservation Commission is required by law to fulfill a number of duties pursuant to the Massachusetts General Laws, the Massachusetts Wetlands Protection Act, and the Hopkinton Wetland Protection Bylaw. To fulfill these obligations, the Commission conducted hearings and processed submittals for 56 Notices of Intent, Resource Area Delineations, Requests for Determination, Enforcements, and Emergency Certifications during the past year. The Commission also processed 23 Requests for Minor Project Exemptions under State and local Bylaw, which improved response time for applicants and freed valuable agenda time for more complex projects.

These filings and activities, plus project site inspections, project reviews, public hearings, meetings with the Department of Environmental Protection, Department of Conservation & Recreation, and informational meetings with residents and developers, occupied the Commission and its staff during the past year. The Commission meets two to

three Monday nights per month in order to meet the requirements of State and local Bylaw.

The Commission requested funding under the Community Preservation Act for projects such as purchasing parcels of land owned by NSTAR Electric which bisects the Town's Berry Acres open space parcel, fencing for demarcating the location of public access onto, and locating & designing an area for off-street parking for the Town's Elmwood Farm open space parcel. Commission staff also spent time responding to requests for comments from other Town Boards and working with other Town Departments on various town projects.

Members of the Commission participated in the Community Preservation Committee, Lake Maspenock Dam Advisory Group, Open Space Preservation Commission, and the Upper Charles Trail Committee.

The Commission finalized the public review and revised the Wetlands Protection Regulations as dated 11 February 2013.

Major projects reviewed, approved and/or underway during 2013 include Hayden Woods, Hunter's Ridge, Legacy Farms South Roadway, Alta at Legacy Farms, Pulte Homes at Legacy Farms, Alprilla Farm Wells & Water Mains, Fruit Street Wastewater Treatment Facility, Sandy Beach Recreation Area, Weston Nurseries Expansion, Perkin Elmer Campus Expansion, Golden Pond Facility Expansion, Peloquin Estates, E.L. Harvey Materials Recovery and Recycling Facility, Hopkinton Square, Sanctuary Lane, and Highland Park IV.

The Commission monitors these projects, along with other numerous on-going projects of various sizes, on a regular basis, working closely with project engineers, managers, and contractors to ensure that the projects continue to meet environmental regulations and standards agreed to prior to their start.

The Commission has also continued to work closely with the Department of Public Works relative to the on-going maintenance of town trees, roads and roadway drainage structures within and adjacent to wetland resource areas.

Commission goals include encouraging Low Impact Development initiatives, supporting open space acquisition and stewardship, and continuing efforts to successfully handle all permit applications in a timely manner.

The Commission staff has worked diligently to assist the public with understanding wetland regulations and fulfilling permitting requirements, streamlining the permitting process for applicants, promoting environmental stewardship, educating the public, acting as a liaison to other Town boards and committees, and to provide timely information to the Commission on projects under review in order to hold efficient public meetings.

The Commission would like to thank the residents of Hopkinton for their water conservation efforts over the past year. We also thank the dedicated Commission staff, Don MacAdam and Anna Rogers, for their commitment, hard work and support.

The Commission invites the public to attend our meetings, become involved, volunteer, request Commission presentations to aid in local awareness about wetlands, and to provide comments on any of the projects brought before us. Meeting times and agenda items are posted on the Town's website (www.hopkintonma.gov) and a link can be found on the Commission's webpage (www.hopkintonma.gov/home/government/boards/conservation) as well as in the Town Clerk's Notebook at Town Hall. All members of the community are welcome and encouraged to attend our meetings or to call the Commission Office at 508-497-9745 with questions.

Respectfully Submitted
by the Hopkinton Conservation Commission,

Jeffrey Barnes, Chairman
Marcus Waldron, Vice-Chairman
Frank D'Urso
Andre Griben
Craig Nation
Melissa Recos
Kerry Reed

Don MacAdam, Conservation Administrator
Anna Rogers, Inspections Assistant

Council on Aging

The mission of the Council on Aging is to promote the well being and enhance the quality of life for older adults in the Town of Hopkinton and to carry out activities and services that encourage independence and continued participation in the community. We

endeavor to identify the needs of our senior citizens, educate all the citizenry and enlist the support of the community to meet these needs. We provide these services in cooperation with the Massachusetts Office of Elder Affairs and BayPath Elder Services, Inc. Our

goal is to design, advocate for, and implement services and/or activities to fill the needs identified. The Senior Center has added new programming of various types throughout the year and we are always searching for new programs to meet the interests of our community. We have introduced various types of exercise, arts and educational sessions. We have had some trial runs of opening on Saturday mornings. We are looking forward to some new, fresh and creative ideas as our new personnel settle in. The programs must continue to grow and change if we are to remain in the forefront of senior service providers. Hopkinton's senior population is growing at the highest rate within our area and with that comes the need to provide more services. We recognize our

in order to avail our services to a broader clientele. It is not necessary to be a senior (60 or more) to take part in most programs as long as space is available. We welcome and encourage community participation. The volunteers and financial support of the Friends of Hopkinton Seniors, Inc. continue to be vital to our success.

charge and will continue to seek out resolutions to help us meet those needs.

Respectfully submitted,

Cynthia A. Chesmore, Director

Cultural Council

The purpose of the Hopkinton Cultural Council (HCC) is to support public programs in the arts, humanities and interpretive sciences which promote access, education, diversity and excellence for residents of our community. This is accomplished by granting funds received from the Massachusetts Cultural Council (MCC), in accordance with their guidelines, to individuals and organizations that will present their programs in our community or local area. We fund a variety of programs each year appropriate for diverse age and interest groups. Whenever possible we give priority to Hopkinton artists and organizations.

For FY 2013, Hopkinton's funding from the Massachusetts Cultural Council was increased to \$4,250, which is \$275 more than the 2012 allotment. We received a total of 18 applications, 2 less than the previous year, approving 10 for partial or full funding.

Members of the HCC for FY 2013 were:, Barbara Timko - Chair, Laure Warren - Treasurer and Secretary, Nancy Lagasse, Tom Phelan, David Roberts, John Savignano, Steve Spector, Mary Ansell, Mary Anne Guild, Mary Weinstein and Laima Whitty. It is the Council's goal to add new members each year to keep the group's input fresh, and to allow for broader delegation of the responsibilities. Please contact Chair, Barbara Timko at 508.435.1559 to join us or for more information.

FISCAL YEAR 2013 funded projects

Hopkinton Garden Club –	
Landscape Presentation	\$450
Metrowest Symphony	\$250
Barbara Kessler – WAF	\$250
Marble Collection –	
student magazine	\$ 50
HCA- Sunday Jazz	\$700
ESL - Shakespeare	\$700
Hopkinton Library –	
Ed the Wizard	\$250
John Root –Long Life Farm	\$250
Senior Center – Richard Clark	\$450
Elmwood School	\$700
Administrative Costs	\$200
FY2013 Total Disbursement	\$4250

Respectfully submitted,

Barbara Timko, HCC Chair

Design Review Board

The Design Review Board was established by a vote of Town Meeting in May, 1994. Its purpose is to provide a detailed review of uses and structures having a substantial impact on the Town, enhance the natural and aesthetic qualities of the Town, preserve the value of land and buildings, and to protect and preserve the historic and cultural aspects and heritage of the Town. The Design Review Board is appointed annually by the Planning Board.

The Design Review Board reviews applications for Major and Minor Project Site Plan Review that are submitted to the Planning Board, and makes recommendations to the Planning Board and the applicant. The Board reviews plans in conjunction with design criteria established in the Zoning Bylaw and intends to work with applicants to design projects that enhance and contribute to the Town. The Board also reviews applications for permanent signs and makes recommendations to the applicant and the Director of Municipal Inspections.

The Design Review Board reviewed the following applications and/or projects in 2013:

- Hayden Woods – Proposed multifamily development at 215 Hayden Rowe St.
- Hopkinton Retirement Residence at Legacy Farms – Proposed 127-suite retirement residence on East Main St.

- Rockwood Meadows clubhouse – Re-use of the former Amato farmstand on School St. as a condominium clubhouse
- Maspenock Woods – Proposed change in dwelling unit type at a condominium development on West Elm St.
- Dunkin' Donuts – Proposed building and site improvements at 78 West Main St.
- Hopkinton Center for the Arts – Proposed addition to existing barn for performance space, and associated site improvements
- Hopkinton Pediatric Dental Associates – Proposed addition to 79 Hayden Rowe St.
- Forest Ridge – Proposed multifamily residential development at 149 Hayden Rowe St.
- 68 Elm Street – New signs for PerkinElmer
- 74 South Street – New signs for Zenith Mortgage Advisors
- 66 Main Street – New signs for Santander Bank

Jeffrey Doherty, Chairman
Jeanette Thomson
Gail Fallon
Sue Ellen Stoddard
Claire Wright

Alternates:
Ria McNamara
Shawn McGuinness

Department of Public Works

The Department of Public Works (DPW) has the unique honor and opportunity to positively impact residents' lives on a daily basis by providing many of the necessary services on which their lives depend and by which their quality of life is improved. The DPW provides well maintained roads and sidewalks to ensure safe travel; it provides clean, potable water for safe drinking, cooking, and cleaning; it provides for the removal and proper treatment of sewerage to protect public health; it collects municipal solid waste and disposes it in a responsible manner; it collects recyclable materials and ensures they are properly

recycled; and it keeps the parks, and cemeteries mowed and beautifully maintained for all to enjoy. All of these responsibilities are carried out by the DPW Team that is experienced, hard working, and dedicated to the community.

The DPW is comprised of the Administrative Division, the Highway Division, and the Water and Sewer Divisions. The DPW is also responsible for Solid Waste and Recycling; maintenance of Cemeteries and Parks; and the Tree Warden. More information about the DPW can be found on our webpage at

Report from the Director

This was a year of successes and challenges for the DPW. The DPW was involved in many exciting, important capital projects which included:

- Sewer extension on Elm Street
- Design of a new DPW facility
- Replacement of the undersized culvert on Lakeshore Drive
- Slope stabilization on North Mill Street
- Installation of the traffic signal at West Main Street at School Street
- Upgrade of the Wood Street sewer pump station
- Replacement of the Main Street water main
- Startup of the Alprilla Farm Wells

The DPW managed another successful year of its Pavement Management Plan and completed upgrades and improvements to its roads. That included crack sealing, resurfacing existing roads, and fully reconstructing others. The DPW was able to increase the Pavement Condition Index which is a measure of the overall pavement condition throughout town.

The DPW's involvement with the development of the Legacy Farms subdivision continued this year. The DPW worked closely with the developer during the installation of utilities including water and gas mains in public ways, and the construction and startup of the Alprilla Farm wells.

The following reports from Division Managers highlight many other successes of the DPW. None of these successes would have been possible without the full support of the entire Municipal Team. I thank the Board of Selectmen and the Town Manager, Norman Khumalo, for their leadership and direction. I thank the Administrative Manager, Judi Regan; the Highway Division Manager, Mike Mansir; and the Water/Sewer Division Manager, Eric Carty; for their hard work, support, and dedication. I thank the other dedicated, hard working members of the DPW Team who serve this community every day. I thank the Tree Warden, Paul Gleason; the Recycling Center Coordinator, Paul DiBona; the Town Engineer, Dave Daltorio; and the rest of the staff at the Town Hall for their support of all that the DPW accomplishes. Finally, and most importantly, I thank the residents of Hopkinton for their support and for allowing the DPW to serve this community's public works needs.

Sincerely,

John K. Westerling
Your Director of Public Works

Highway Division

The Highway Division has many responsibilities to the town and its citizens. Some of which include pavement management, drainage system maintenance and repair, storm water management, street sweeping, maintaining cemeteries, parks & recreation areas, plowing & sanding roads, sidewalks, schools and Town owned buildings, vehicle and equipment maintenance for several town departments, and much more.

Winter was a very busy one. We had nine plowable events and many sanding events. February 8 brought the blizzard of 2013 to Hopkinton dropping 26" of snow. It took crews several days to get all roads, sidewalks & parking lots back to normal again.

We had another very successful year with our Pavement Management Plan completing approximately \$736,000.00 in road repairs. Thirteen roads were crack sealed, four roads were reclaimed and four roads were rubber chipped. We continue to look at and use alternative road maintenance methods in an effort to cover as many miles of road as possible each year and get the most for the money we are given for pavement management.

We continue to work with the court system's Community Service Program which brings free labor to help the DPW. Crews removed 59 bags of trash from along the sides of three different streets. We will continue to work on expanding this program over the coming years.

Throughout the year Highway Division crews completed many asphalt repairs including berm work, driveway aprons and localized cutting and paving of bad areas on several streets. The purchase of a berm machine allows us to do more of this work much more efficiently. Additionally the Division made many catch basin repairs, mowed and maintained Town playing fields, parks and town buildings, swept streets, and replaced many crosswalk signs to help improve pedestrian safety.

I would like to thank Highway Division employees Phil Schiloski, Gerard Berthelette, Ken Swenson, Jamie Stewart, Chuck Moore, Paul McLaughlin, Russ Lukey, Dave Armstrong, Paul Riano, Frank Toronto, Joe Arena, John Bernier and Mike Bellacqua for all of their hard

work and dedication. I also want to thank Eric Carty and all of the members of the Water & Sewer Division for their help throughout the year and Judi Regan for her administrative support to the Highway Division.

The Highway Division's goal is to be committed to providing the highest level of service possible to the town and its residents, continue to provide employee training and education, and look for ways to become more efficient in all of our day to day operations.

On behalf of the Highway Division I would like to say a special thank you, congratulations and good luck to Ken Swenson and Frank Toronto on their recent retirement!

Sincerely,

Mike Mansir
Highway Manager

Sewer Division

The Sewer Division staff is responsible for monitoring 8 pumping stations along with over 40 miles of sewer pipe. Approximately 40% of the town is serviced by municipal sewer. Daily inspections of the stations are conducted to ensure proper operation. The Division is on call 24 hours a day, 365 days a year and responds to numerous emergency calls throughout the year. The Sewer Division dealt with many extreme, natural events including tropical storms and June flooding.

Upgrades to the controls and alarms for the West Main Street station were installed. Design plans for the primary Wood Street pump station were completed and reviewed and bids will be received for the work to commence in the spring of 2014.

Wastewater flows in 2013 were divided to three facilities: 83,845,000 gallons to the Westborough treatment plant, 19,770,000 gallons to the Milford treatment plant, and 24,762,000 to the new Hopkinton treatment plant.

The Division continues to work on system efficiencies to help improve operations and costs. Upgrades and operational improvements are reviewed. The employees take required educational classes for their re-certification in the field to stay current on industry standards.

Special recognition should also be made to all the other town departments for their continued help and support to the Sewer Division throughout the year, in particular the Water and Highway Divisions.

A special thanks goes out to Peter Wright and Jeff Pyne for their continued service and dedication to the town.

Regards,

Eric J. Carty
Water/Sewer Manager

Water Division

The Water Division staff is responsible for maintaining 8 pumping stations, 3 water tanks, 682 fire hydrants and 65 miles of water main. Approximately 65% of the town is serviced by municipal water. The Division is on call 24 hours a day, 365 days a year.

Last year we pumped over 382,000,000 gallons of water. Over 6,000 water meters were read. We have continued with the installation of our new water meter reading and with installation by Town employees, a significant cost savings was realized. Over 220 backflow devices were tested as well. Monthly water samples are collected throughout town and tested for bacteria. We are also mandated by the State and Federal government to test for a wide variety of other contaminants in the water. All of our testing meets the State and Federal guidelines. The annual consumer confidence report was again distributed explaining our water sources, the water treatment and the water test results. We have been providing this information to the citizens for several years before the State began mandating it.

The new Alprilla Farm wells were brought online this past May and these water supplies helped immensely during the late summer, early fall drought.

Utilization of new technologies was implemented to help workers improve efficiency in the field and have access to important emergency information.

All of the water storage tanks were inspected and found to be in good working condition. Recommendations for maintenance and future upgrades were presented. Required improvements and cleaning are being scheduled.

The Division dealt with many extreme, natural events throughout the year, including a blizzard in the winter to flooding in spring and then drought in the late summer and fall.

The Division replaced the 100 year old water on Main Street, which dramatically improved fire flows, water volume, and system redundancy for supply.

The Division dealt with an unprecedented amount of emergency repairs in the fall responding to a large number of water breaks.

We would also like to recognize all of the other town departments that we work with on a daily basis and thank them for their support and help throughout the year, in particular, the Sewer and Highway Divisions.

The Division is also committed to continuing employee training and education. We will look to continue in house improvements to the system, updating the water meters to a radio read system, and looking at regionalization for future water supplies. A special thank you goes out to Jean Scarlata, Louis Mongiat, Mike Fredette, Jed Fennueff, Mat Gogan and Dan Bates for their continued service and dedication to the town.

Regards,

Eric J. Carty
Water/Sewer Manager

Tree Warden

This past year the Tree Warden's budget was spent in the removal of dead trees and broken limbs throughout town. Some trees were removed on town lands controlled by the Conservation Commission, Cemetery, and Park and Recreation.

The Tree Warden also assisted various other town departments with tree related issues and participated in joint hearings with the Planning Board concerning trees on Scenic Roads.

NSTAR cooperated with the town by removing 37 town trees that were either dead or otherwise hazardous and adjacent to their electric power lines at no cost to Hopkinton. These removals cost in excess of \$11,000 and represent a significant savings to Hopkinton.

The Asian Longhorn Beetle [ALB] site in Boston will be closed this year. No new sightings have been made; however, the ALB problem will continue in Worcester and surrounding towns for years to come. New sightings keep occurring and the quarantine zone

keeps expanding. There must be at least two consecutive years of no new sightings to close the quarantine zone.

The Emerald Ash Borer [EAB] was found in North Andover. This insect may pass through Hopkinton at some point in the future either through its own eastward migration or someone transporting firewood that is carrying the beetle larvae. It is possible to preserve individual ash trees by chemical means. Consult with a professional arborist who is licensed and insured.

Remember to buy firewood locally and to not transport firewood, especially out of state. Finally, I would like to thank the DPW for its assistance and cooperation this past year.

Sincerely,

Paul Gleason
Tree Warden

Downtown Initiative Steering Committee

The Committee

DISC's primary function is to participate as advisors to the Town Manager in the planning and implementation of the Downtown Initiative (Downtown Corridor) project. The Committee monitors and reviews the project status, as well as provides suggestions for its future plans, including offering recommendations and guidance with respect to major project elements such as quality of public participation, project elements, deliverables, schedule and risk management.

In practice, the Committee will consider ideas and issues raised and will foster positive communication regarding progress and outcomes. It is intended that the Steering Committee will provide a stabilizing influence so organizational directions are established and maintained with a visionary view; leverage the experiences, expertise and insight of key individuals committed to the Downtown Initiative; review project scope as emergent issues give rise to project changes, ensuring that the project scope aligns with the Downtown Initiative vision; and conduct formal review of project deliverables.

Its members will not be directly responsible for managing the project activities but provides support, guidance and advice for town staff responsible for the project. The Town Engineer is assigned by the

Town Manger to be staff support for DISC and for day-day management of the Corridor Project.

2012 Success

Since 2011, The Town of Hopkinton has been working on a downtown revitalization project through DISC and the Corridor Project. The Project includes improvements to Main Street from Ash to Wood Street, including landscaping, roadway realignment, sidewalks, pedestrian safety improvements, update on street parking to current standards, bike lanes, additional turning lanes and striping changes to major intersections (Wood@Main, Cedar@Grove and Hayden Rowe@Main).

The Town is seeking partial funding of the project through the Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). A basic MPO requirement for projects seeking funding is the design must be submitted to the Massachusetts Department of Transportation (MassDOT) for review in three stages; 1) 25% design, 2) 75% design and 3) Final design.

We are proud to announce that the 25% design was approved by the BOS in FY13. Final submission to MassDOT including all the required Reports and Plans for a formal 25% submission is scheduled for FY14.

David T. Daltorio, P.E
Town Engineer

Engineering/Facilities Department

The mission of the Engineering/Facilities Department is to maintain oversight of all Town capital design and construction projects as well as providing engineering and facilities support to all other Town Departments. The Department has been leading the effort for developing the Town GIS Program along with IT Department, for tracking town building energy use, meeting Green Community requirements, providing engineering assistance as requested by all departments and/or boards/committees, for

maintaining town assets and for providing safe and healthy environment for the public and town staff.

Responsibilities include participation with all the building committees throughout their project development and as direct staff support for the Permanent Building Committee and Downtown Initiative Steering Committee and as voting member and staff support for ADA Oversight Committee. We assist all committees and departments in designer selection, bidding, value-engineering, contractor selection, and provide on-site Clerk-of-Works quality

assurance services for Town Capital Projects through Department of Public Works, Town Manager's Office and any other Department Capital Projects. We are responsible for annual maintenance contracts for Town Hall, DPW, Police, Fire, Library and the Senior Center.

The Department Director is the Town Engineer/Facilities Coordinator and reports directly to the Town Manager. The Director has bi-weekly meetings with the Town

Manager to provide an update of ongoing projects and initiatives. The Town Manager provides beneficial guidance and advice on delivering successful capital projects and running an efficient department.

As summary of Capital projects and studies completed during this fiscal year were the Permanent Building Committee Project Reviews, Green Community Energy Efficiency Upgrades at the Town Hall and Elmwood School (in coordination with School Director of Building and Grounds), Wood Street and

South Street Sewer Pump Station Assessments (in coordination with DPW), miscellaneous ADA Upgrades at Town/School Buildings, review of proposed developments for Land Use Department and Town Hall Envelope Phase I.

A summary of Capital Projects currently underway are Downtown Corridor Project with the Downtown Revitalization Committee, Town/School Building ADA Upgrades, Town Hall Phase II Building Envelope Repairs, Sandy Beach Design (in coordination with the Parks and Recreation Department), Wood Street Pump Station Design (in coordination with DPW), Municipal Aggregation Initiative, Streetlight replacement Assessment, and continued improvements to the GIS System.

Respectfully submitted

David T. Daltorio, P.E.
Town Engineering/Facilities Director

Finance Department

Under Article 5 of the Town Charter, the Department of Finance coordinates all financial services and assists both school and municipal departments with all finance related matters. Reporting to the Town Manager, the Finance Director is responsible for oversight of all accounting, treasury and assessing related functions.

The Town's Charter further mandates that the Finance Director also bears the title of Town Accountant, as referenced in statute. In accordance with the provisions of Massachusetts General Laws, Chapter 41, Section 57, the accounting function is responsible for maintaining the financial records of the Town, including the general ledger and all subsidiary ledgers. It is our duty to provide financial information and results to the Town's taxpayers. This information is available through several reports, including the audited financial statements and other financial reports. The office is responsible for maintaining adequate internal controls over Town expenditures, including the examination of all accounts payable invoices and payrolls to make sure they are correct and properly approved (MGL. Chapter 41, Section 56). Warrants for payment are then generated, approved by the Town Manager and submitted to the Town Treasurer for disbursement.

The Fiscal 2013 audit has been completed. The balance sheet has been accepted by the Department of Revenue for certification of free cash in advance of Annual Town Meeting.

Finally, on a personal note, I would like to thank the staff at Town Hall for all of their hard work this past year. Their professionalism and dedication reflects positively on the organization. In particular, I would like to thank Assistant Town Accountant Janet MacKay, Town Treasurer Maureen Dwinell, Principal Assessor Robert Bushway, Town Manager Norman Khumalo, the Board of Selectmen, and all other departments for their continued support of financial planning efforts in the Town of Hopkinton.

The pages that follow contain FY 2013 financial statements for the Town of Hopkinton. These statements include the following:

Combined Balance Sheet
Statement of Indebtedness
Expenditure Report for Budgeted Funds-General Fund
Enterprise Funds
Cash Receipts

Respectfully submitted,

Christopher I. Ketchen

TOWN OF HOPKINTON
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
 JUNE 30, 2013

	Governmental Fund Types			Proprietary Fund Types			Fiduciary Fund Type Trust and Agency	Account Group		Totals Memorandum Only
	General	Special Revenue	Capital Projects	Sewer Enterprise	Water Enterprise	Parks & Rec Enterprise		General	Long-Term Debt	
Assets										
Cash and short-term investments	\$ 10,636,131	\$ 7,952,219	\$ 2,310,235	\$ 4,527,024	\$ 1,186,381	\$ 524,168	\$ 4,981,078	\$ -	\$ -	\$ 32,117,236
Receivables										
Real and personal property taxes										2,098,074
Other taxes	2,098,074	-	-	-	-	-	-	-	-	286,434
Departmental	-	235,812	-	342,397	137,019	-	-	-	-	715,228
Unapportioned Assessments	-	378,612	-	9,237,225	-	-	-	-	-	9,615,837
Due from government agencies	-	126,821	-	-	-	-	-	-	-	126,821
Construction in progress	-	-	-	-	-	-	-	-	-	-
Prepaid expenses	-	-	-	-	-	-	-	-	-	-
Fixed assets	-	-	-	28,162,300	5,502,417	137,667	-	-	-	33,802,384
Amount to be provided for retirement of general long-term obligations	-	-	-	-	-	-	-	33,152,814	-	33,152,814
Total Assets	\$ 13,020,639	\$ 8,693,464	\$ 2,310,235	\$ 42,268,946	\$ 6,825,817	\$ 661,835	\$ 4,981,078	\$ 33,152,814	\$ 111,914,828	
Liabilities										
Warrants Payable	\$ 5,844,185	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,844,185.00
Allowance for abatements & exemptions	898,193	-	-	-	-	-	-	-	-	898,193
Other liabilities	823	(519)	-	42,970	47,448.00	-	182,342	-	-	273,064
Bonds payable	-	-	-	15,977,741	3,425,613	332,000	-	31,752,814	-	51,488,168
Notes payable	-	679,000	-	220,000	860,000	-	-	1,400,000	-	3,159,000
Performance Bonds	-	-	-	-	-	-	374,705	-	-	374,705
Student activity	-	-	-	-	-	-	161,501	-	-	161,501
Prepaid Taxes	163,919	-	-	-	-	-	-	-	-	163,919
Deferred revenue	1,322,396	614,424	-	9,237,225	-	-	-	-	-	11,174,045
Total Liabilities	\$ 8,229,516	\$ 1,292,905	\$ -	\$ 25,477,936	\$ 4,333,061	\$ 332,000	\$ 718,548	\$ 33,152,814	\$ 73,536,780	
Fund balances										
Reserved for encumbrances and appropriations	682,000	-	-	14,290	51,474	6,563	-	-	-	754,327
Reserved for capital assets	-	-	-	11,964,599	1,216,804	(194,333)	-	-	-	12,987,030
Reserved for capital projects	-	-	-	1,975,569	26,403	311,008	-	-	-	2,312,980
Reserved for revolving accounts	-	3,853,800	-	-	-	-	-	-	-	3,853,800
Reserved for unexpended grants	-	468,696	-	-	-	-	-	-	-	468,696
Reserved for overdrawn accounts	(188,717)	-	-	-	-	-	-	-	-	(188,717)
Reserved for Community Preservation Fund	-	3,078,063	-	-	-	-	-	-	-	3,078,063
Reserved for other purposes	-	-	-	-	-	-	-	-	-	-
Reserved for endowment	-	-	-	-	-	-	4,262,530	-	-	4,262,530
Unreserved	-	-	-	-	-	-	-	-	-	-
Designated for subsequent year expenditures	486,000	-	2,310,235	339,168	414,447	41,780	-	-	-	3,591,630
Undesignated/Retained Earnings	3,811,840	-	-	2,497,424	783,628	164,817	-	-	-	7,257,709
Total Fund Balances	\$ 4,791,123	\$ 7,400,559	\$ 2,310,235	\$ 16,791,010	\$ 2,492,756	\$ 329,835	\$ 4,262,530	\$ -	\$ -	\$ 38,378,048
Total Liabilities and Fund Balances	\$ 13,020,639	\$ 8,693,464	\$ 2,310,235	\$ 42,268,946	\$ 6,825,817	\$ 661,835	\$ 4,981,078	\$ 33,152,814	\$ 111,914,828	

**Massachusetts Department of Revenue, Division of Local Services
Bureau of Accounts ~ Automated Statement of Indebtedness**

City/Town/District of :		HOPKINTON				FY2013
Code:	Long Term Debt Inside the Debt Limit	Outstanding July 1, 2012	+ New Debt Issued	- Retirements	= Outstanding June 30, 2013	Interest Paid in FY2013
1	Buildings	7,142,500.00	0.00	650,000.00	6,492,500.00	294,897.00
2	Departmental Equipment	745,000.00	320,000.00	275,000.00	790,000.00	19,789.00
3	School Buildings	0.00	0.00	0.00	0.00	0.00
4	School - All Other	290,000.00	0.00	98,000.00	192,000.00	9,402.00
5	Sewer	15,474,886.12	2,130,926.00	818,953.01	16,786,859.11	390,540.60
6	Solid Waste				0.00	
7	Other Inside	3,587,928.98	4,888,666.00	2,482,472.05	5,994,122.93	135,862.51
	SUB - TOTAL Inside	\$27,240,315.10	\$7,339,592.00	\$4,324,425.06	\$30,255,482.04	\$850,491.11
Code:	Long Term Debt Outside the Debt Limit	Outstanding July 1, 2012	+ New Debt Issued	- Retirements	= Outstanding June 30, 2013	Interest Paid in FY2013
8	Title V	1,135,966.00	0.00	74,010.00	1,061,956.00	0.00
9	Gas/Electric Utility				0.00	
10	Hospital				0.00	
11	School Buildings	20,305,500.00	488,500.00	2,775,000.00	18,019,000.00	586,066.00
12	Sewer				0.00	
13	Solid Waste				0.00	
14	Water	2,726,286.00	452,894.00	230,421.00	2,948,759.00	85,893.00
15	Other Outside				0.00	
	SUB - TOTAL Outside	\$24,167,752.00	\$941,394.00	\$3,079,431.00	\$22,029,715.00	\$671,959.00
	TOTAL Long Term Debt	\$51,408,067.10	\$8,280,986.00	\$7,403,856.06	\$52,285,197.04	\$1,522,450.11
	Short Term Debt	Outstanding July 1, 2012	+ Issued	- Retired	= Outstanding June 30, 2013	Interest Paid in FY2013
	RANs - Revenue Anticipation				0.00	
	BANs - Bond Anticipation:				0.00	
	Fund 61 Water Main	455,000.00	1,315,000.00	910,000.00	860,000.00	2,257.68
	Fund 60 Sewer	385,339.00	605,339.00	770,678.00	220,000.00	3,329.53
	FUND 28		332,000.00	332,000.00	0.00	
	Fund 30 Other BANs	966,000.00	1,400,000.00	966,000.00	1,400,000.00	12,101.70
	SANs - State Grant Anticipation	407,232.00	1,039,000.00	767,232.00	679,000.00	1,568.88
	FANs - Federal Gr. Anticipation				0.00	
	Other Short Term Debt					
	TOTAL Short Term Debt	\$2,213,571.00	\$4,691,339.00	\$3,745,910.00	\$3,159,000.00	\$19,257.79
	GRAND TOTAL All Debt	\$53,621,638.10	\$12,972,325.00	\$11,149,766.06	\$55,444,197.04	\$1,541,707.90

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
122 - SELECTMEN							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SECRETARIAL COVERAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
07 - EXPENSES							
COPIER MAINTENANCE/SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SELECTMEN EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IN-STATE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DUES & MEMBERSHIPS	0.00	2,000.00	0.00	2,000.00	0.00	1,984.99	15.01
(Sub) 07 - EXPENSES	0.00	2,000.00	0.00	2,000.00	0.00	1,984.99	15.01
08 - CAPITAL OUTLAY							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 08 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 122 - SELECTMEN	0.00	2,000.00	0.00	2,000.00	0.00	1,984.99	15.01
129 - TOWN MANAGER							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOWN MANAGER	0.00	138,854.00	16,142.50	154,996.50	0.00	157,955.89	-2,959.39
ADMINISTRATIVE ASSISTANT	0.00	40,892.00	306.69	41,198.69	0.00	40,748.93	449.76
OPERATIONS ASSISTANT	0.00	55,000.00	6,351.80	61,351.80	0.00	64,811.82	-3,460.02
SECRETARIAL COVERAGE	0.00	3,375.00	0.00	3,375.00	0.00	3,745.00	-370.00
(Sub) 01 - PERSONAL SERVICES	0.00	238,121.00	22,800.99	260,921.99	0.00	267,261.64	-6,339.65
07 - EXPENSES							
ADVERTISING	0.00	1,000.00	0.00	1,000.00	0.00	620.00	380.00
POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT	0.00	10,000.00	0.00	10,000.00	0.00	9,442.20	557.80
OFFICE SUPPLIES	0.00	3,000.00	0.00	3,000.00	0.00	1,488.57	1,511.43
MEMBERSHIP DUES	0.00	1,150.00	0.00	1,150.00	0.00	995.00	155.00
TRAVEL & MEETINGS	0.00	1,250.00	0.00	1,250.00	0.00	2,533.98	-1,283.98
TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 07 - EXPENSES	0.00	16,400.00	0.00	16,400.00	0.00	15,079.75	1,320.25
20 - CONSUMED ARTICLES							
STUDY INTERS WMAIN&SCH STS #29 05/11	0.00	0.00	0.00	0.00	0.00	62.30	-62.30
AS-BUILT PLANS HEARTHSTONE# 16 05/12	0.00	12,000.00	0.00	12,000.00	0.00	9,451.42	2,548.58
LIBRARY REPAIRS #34 05/12	0.00	50,000.00	0.00	50,000.00	0.00	8,390.38	41,609.62
CASINO SITTING #10 5/13	0.00	100,000.00	0.00	100,000.00	0.00	0.00	100,000.00
280 WEST MAIN ST #60 5/13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 20 - CONSUMED ARTICLES	0.00	162,000.00	0.00	162,000.00	0.00	17,904.10	144,095.90

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
	0.00	169,669.00	-2,773.10	166,895.90	0.00	164,182.09	2,713.81
(Sub) 01 - PERSONAL SERVICES							
06 - EXPENSES							
APPRAISAL SERVICES	0.00	2,700.00	35,000.00	37,700.00	0.00	3,600.00	34,100.00
(Sub) 06 - EXPENSES	0.00	2,700.00	35,000.00	37,700.00	0.00	3,600.00	34,100.00
07 - EXPENSES							
CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER PURCHASED SERVICES	0.00	1,944.00	0.00	1,944.00	0.00	2,737.17	-793.17
OFFICE SUPPLIES	0.00	1,133.00	0.00	1,133.00	0.00	806.79	326.21
ASSESSOR'S EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IN-STATE TRAVEL	0.00	1,600.00	0.00	1,600.00	0.00	1,227.64	372.36
DUES & MEMBERSHIPS	0.00	364.00	0.00	364.00	0.00	623.00	-259.00
(Sub) 07 - EXPENSES	0.00	5,041.00	0.00	5,041.00	0.00	5,394.60	-353.60
08 - CAPITAL OUTLAY							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 08 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10 - PRE-SUNSET ARTICLES							
UPGRADE OF COMPUTER #56 5/93	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UPGRADE COMPUTER-ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 10 - PRE-SUNSET ARTICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17 - SUNSET ARTICLES (FY98)							
FY07 ASSESS CERT STM #17 5/05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PERSONAL PROP UPGRADE #60 5/96	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FY98 COMMERCIAL VALUES 23 3/97	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 17 - SUNSET ARTICLES (FY98)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18 - SUNSET ARTICLES (FY99)							
2010 ASSESSMENT CERT.#25 5/08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DATA QUALITY PROGRAM #51, 5/97	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DATA COLLECTION-ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DATA QUALITY PROGRAM-ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 18 - SUNSET ARTICLES (FY99)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19 - SUNSET ARTICLES (FY 2000)							
DATA COLLECTION #15 STM 5/5/99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DATA COLLECTOR #16 STM 5/5/99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 19 - SUNSET ARTICLES (FY 2000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20 - CONSUMED ARTICLES							
TOWN-WIDE REVALUATION #16 5/94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DATA QUALITY CONTROL #39 5/94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FY04 PERS PROP ASSES.#42 5/02	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FY04 PROP CERT PRGM #21 5/03	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013

EXPENDITURE REPORT
BUDGETED FUNDS

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
FISCAL 2013 REVALUATION #14 05/11	6,200.00	0.00	0.00	6,200.00	0.00	4,950.00	1,250.00
DIGITZ ASSESSOR MAPS #60 5/02	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMPUTER SYSTEM #49 5/99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ART.12 5/93 DATA COLLECTORS(2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 20 - CONSUMED ARTICLES	6,200.00	0.00	0.00	6,200.00	0.00	4,950.00	1,250.00
(Sub) 141 - ASSESSING DEPARTMENT	6,200.00	177,410.00	32,226.90	215,836.90	0.00	178,126.69	37,710.21
145 - TREASURER/COLLECTOR							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TREASURER COLLECTOR SALARY	0.00	83,198.00	1,663.65	84,861.65	0.00	87,227.47	-2,365.82
LONGEVITY	0.00	750.00	0.00	750.00	0.00	0.00	750.00
ASST TREAS/DEP COLL SALARY	0.00	52,910.00	1,058.20	53,968.20	0.00	53,885.39	82.81
ADMIN ASST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	136,858.00	2,721.85	139,579.85	0.00	141,112.86	-1,533.01
07 - EXPENSES							
CONTRACTED SERVICES	0.00	13,464.00	0.00	13,464.00	0.00	14,831.11	-1,367.11
ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POSTAGE	0.00	21,165.00	0.00	21,165.00	24.57	30,946.28	-9,756.71
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BOND REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER PURCHASED SERVICES	0.00	2,000.00	0.00	2,000.00	0.00	4,027.52	-2,027.52
BANK SERVICE FEES	0.00	5,160.00	0.00	5,160.00	0.00	7,987.75	-2,827.75
NOTE CERTIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TREASURER/COLLECTOR EXPENSES	0.00	0.00	18,551.00	18,551.00	0.00	0.00	18,551.00
OFFICE SUPPLIES	0.00	4,682.00	0.00	4,682.00	0.00	3,191.38	1,490.62
IN-STATE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DUES & MEMBERSHIPS	0.00	180.00	0.00	180.00	0.00	135.00	45.00
(Sub) 07 - EXPENSES	0.00	46,651.00	18,551.00	65,202.00	24.57	61,119.04	4,107.53
08 - CAPITAL OUTLAY							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 08 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 145 - TREASURER/COLLECTOR	0.00	183,509.00	21,272.85	204,781.85	24.57	202,231.90	2,574.52
151 - LEGAL							
07 - EXPENSES							
LEGAL COUNSEL	0.00	150,000.00	55,202.00	205,202.00	0.00	205,202.00	0.00
(Sub) 07 - EXPENSES	0.00	150,000.00	55,202.00	205,202.00	0.00	205,202.00	0.00
20 - CONSUMED ARTICLES							
GAS CONTAMIN.LITIGATION13 4/91	0.00	0.00	0.00	0.00	0.00	443.84	-443.84

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
(Sub) 20 - CONSUMED ARTICLES	0.00	0.00	0.00	0.00	0.00	443.84	-443.84
(Sub) 151 - LEGAL	0.00	150,000.00	55,202.00	205,202.00	0.00	205,645.84	-443.84
152 - HUMAN RESOURCES							
01 - PERSONAL SERVICES							
PERSONNEL DIRECTOR	0.00	80,678.00	0.00	80,678.00	0.00	74,726.48	5,951.52
BENEFITS COORDINATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMPENSATION RESERVE	0.00	90,000.00	-75,626.55	14,373.45	0.00	3,085.29	11,288.16
(Sub) 01 - PERSONAL SERVICES	0.00	170,678.00	-75,626.55	95,051.45	0.00	77,811.77	17,239.68
07 - EXPENSES							
ADVERTISING	0.00	1,000.00	0.00	1,000.00	0.00	210.00	790.00
WELLNESS	0.00	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
POSTAGE	0.00	0.00	0.00	0.00	0.00	14.95	-14.95
PAYROLL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PERSONNEL EXPENSES	0.00	1,200.00	0.00	1,200.00	0.00	449.14	750.86
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	134.48	-134.48
RECOGNITION & REWARDS	0.00	1,500.00	0.00	1,500.00	0.00	670.20	829.80
MEMBERSHIP DUES	0.00	400.00	0.00	400.00	0.00	0.00	400.00
TRAVEL & MEETINGS	0.00	2,400.00	0.00	2,400.00	0.00	515.14	1,884.86
TRAINING	23,000.00	16,000.00	0.00	39,000.00	0.00	37,919.46	1,080.54
(Sub) 07 - EXPENSES	23,000.00	23,500.00	0.00	46,500.00	0.00	39,913.37	6,586.63
(Sub) 152 - HUMAN RESOURCES	23,000.00	194,178.00	-75,626.55	141,551.45	0.00	117,725.14	23,826.31
155 - MANAGEMENT INFORMATION SYSTEMS							
01 - PERSONAL SERVICES							
WAGES AND SALARIES	0.00	106,000.00	2,120.00	108,120.00	0.00	108,119.94	0.06
(Sub) 01 - PERSONAL SERVICES	0.00	106,000.00	2,120.00	108,120.00	0.00	108,119.94	0.06
07 - EXPENSES							
CONTRACTED SERVICES	0.00	91,951.00	0.00	91,951.00	0.00	85,477.90	6,473.10
TELEPHONE	4,701.39	50,000.00	0.00	54,701.39	0.00	56,475.92	-1,774.53
DATA COMMUNICATIONS	0.00	26,919.00	0.00	26,919.00	0.00	24,214.43	2,704.57
EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE SUPPLIES	756.20	4,000.00	0.00	4,756.20	0.00	6,163.09	-1,406.89
COMPUTER SUPPLIES	0.00	4,000.00	0.00	4,000.00	0.00	3,232.00	768.00
COMPUTER HARDWARE	0.00	20,000.00	0.00	20,000.00	0.00	25,724.45	-5,724.45
(Sub) 07 - EXPENSES	5,457.59	196,870.00	0.00	202,327.59	0.00	201,287.79	1,039.80
20 - CONSUMED ARTICLES							
IT TOWN & SCHOOL DEPTS #20G 05/12	0.00	300,000.00	0.00	300,000.00	0.00	265,494.57	34,505.43
IT PUBLIC SAFETY DEPTS #20H 05/12	0.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
(Sub) 20 - CONSUMED ARTICLES	0.00	340,000.00	0.00	340,000.00	0.00	305,494.57	34,505.43

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
(Sub) 155 - MANAGEMENT INFORMATION S	5,457.59	642,870.00	2,120.00	650,447.59	0.00	614,902.30	35,545.29
158 - TAX TITLE							
11 - OTHER AUTHORIZED EXPEND.							
TAX TITLE EXPENSE - SERVICES	0.00	0.00	0.00	0.00	0.00	13,605.50	-13,605.50
TAX TITLE-ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 11 - OTHER AUTHORIZED EXPEND.	0.00	0.00	0.00	0.00	0.00	13,605.50	-13,605.50
(Sub) 158 - TAX TITLE	0.00	0.00	0.00	0.00	0.00	13,605.50	-13,605.50
161 - TOWN CLERK							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOWN CLERK SALARY	0.00	65,707.00	0.00	65,707.00	0.00	65,239.69	467.31
LONGEVITY/CERTIFICATION	0.00	1,000.00	0.00	1,000.00	0.00	1,400.00	-400.00
ASST TOWN CLERK SALARY	0.00	59,649.00	1,191.81	60,840.81	0.00	59,850.61	990.20
EXTRA CLERICAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	126,356.00	1,191.81	127,547.81	0.00	126,490.30	1,057.51
07 - EXPENSES							
CONTRACTED SERVICES	0.00	2,400.00	0.00	2,400.00	0.00	3,247.40	-847.40
PRINTING & BINDING	0.00	2,500.00	0.00	2,500.00	0.00	908.27	1,591.73
POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOWN CLERK EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE SUPPLIES	0.00	510.00	0.00	510.00	0.00	1,186.88	-676.88
BOOKS & PUBLICATIONS	0.00	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
IN-STATE TRAVEL	0.00	1,400.00	0.00	1,400.00	0.00	1,153.37	246.63
DUES & MEMBERSHIPS	0.00	1,000.00	0.00	1,000.00	0.00	560.39	439.61
(Sub) 07 - EXPENSES	0.00	9,310.00	0.00	9,310.00	0.00	7,056.31	2,253.69
08 - CAPITAL OUTLAY							
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00
(Sub) 08 - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00
14 - SUNSET ARTICLES (FY97)							
(Sub) 20 - CONSUMED ARTICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 161 - TOWN CLERK	0.00	135,666.00	1,191.81	136,857.81	0.00	137,046.61	-188.80
162 - ELECTION & REGISTRATION							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BD OF REGISTRARS SALARY	0.00	1,101.00	0.00	1,101.00	0.00	1,083.50	17.50
ELECTION WORKERS	0.00	15,300.00	0.00	15,300.00	0.00	15,567.02	-267.02
EXTRA CLERICAL	0.00	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
STATE ELECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	17,401.00	0.00	17,401.00	0.00	16,650.52	750.48
07 - EXPENSES							
CONTRACTED SERVICES	925.00	19,600.00	0.00	20,525.00	0.00	21,500.66	-975.66
PRINTING AND BINDING	2,500.00	2,500.00	0.00	5,000.00	0.00	5,163.36	-163.36
POSTAGE	0.00	0.00	0.00	0.00	0.00	1,228.94	-1,228.94
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER PURCHASED SERVICES	0.00	3,900.00	0.00	3,900.00	0.00	0.00	3,900.00
OFFICE SUPPLIES	0.00	500.00	0.00	500.00	0.00	635.04	-135.04
ELECTION SUPPLIES	0.00	1,580.00	0.00	1,580.00	0.00	1,948.00	-368.00
ELECTION/REGISTRATION EXPENSES	0.00	0.00	5,322.00	5,322.00	0.00	0.00	5,322.00
BOARD OF REGISTR. EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 07 - EXPENSES	3,425.00	28,080.00	5,322.00	36,827.00	0.00	30,476.00	6,351.00
(Sub) 162 - ELECTION & REGISTRATION	3,425.00	45,481.00	5,322.00	54,228.00	0.00	47,126.52	7,101.48

170 - LAND USE							
01 - PERSONAL SERVICES							
WAGES AND SALARIES	1,557.92	377,769.00	8,047.54	387,374.46	0.00	386,512.88	861.58
OVERTIME/EXTRA CLERICAL	0.00	3,000.00	0.00	3,000.00	0.00	2,703.72	296.28
(Sub) 01 - PERSONAL SERVICES	1,557.92	380,769.00	8,047.54	390,374.46	0.00	389,216.60	1,157.86
07 - EXPENSES							
ADVERTISING	0.00	250.00	0.00	250.00	0.00	779.52	-529.52
PRINTING & BINDING	0.00	725.00	0.00	725.00	0.00	391.96	333.04
OTHER PURCHASED SERVICES	0.00	375.00	0.00	375.00	0.00	0.00	375.00
EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OFFICE SUPPLIES	0.00	3,000.00	0.00	3,000.00	0.00	2,950.14	49.86
IN-STATE TRAVEL	0.00	270.00	0.00	270.00	0.00	264.21	5.79
DUES & MEMBERSHIPS	0.00	1,046.00	0.00	1,046.00	0.00	1,093.00	-47.00
CONSULTING SERVICES VISIONING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 07 - EXPENSES	0.00	5,666.00	0.00	5,666.00	0.00	5,478.83	187.17
(Sub) 170 - LAND USE	1,557.92	386,435.00	8,047.54	396,040.46	0.00	394,695.43	1,345.03

177 - GREEN COMMITTEE							
07 - EXPENSES							
EXPENSES	0.00	300.00	25,000.00	25,300.00	0.00	7,600.18	17,699.82
(Sub) 07 - EXPENSES	0.00	300.00	25,000.00	25,300.00	0.00	7,600.18	17,699.82
(Sub) 177 - GREEN COMMITTEE	0.00	300.00	25,000.00	25,300.00	0.00	7,600.18	17,699.82
179 - OPEN SPACE COMMITTEE							
07 - EXPENSES							
OPEN SPACE EXPENSES	0.00	950.00	0.00	950.00	0.00	200.25	749.75

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
(Sub) 07 - EXPENSES	0.00	950.00	0.00	950.00	0.00	200.25	749.75
(Sub) 179 - OPEN SPACE COMMITTEE	0.00	950.00	0.00	950.00	0.00	200.25	749.75
192 - TOWN HALL							
07 - EXPENSES							
ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GAS & OIL HEATING	74.35	0.00	0.00	74.35	0.00	0.00	74.35
OTHER PURCHASED SERVICES	46.16	8,270.00	0.00	8,316.16	0.00	7,439.65	876.51
TOWN HALL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BUILDING MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOWN HALL REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 07 - EXPENSES	120.51	8,270.00	0.00	8,390.51	0.00	7,439.65	950.86
(Sub) 192 - TOWN HALL	120.51	8,270.00	0.00	8,390.51	0.00	7,439.65	950.86
194 - CABLE COMMITTEE							
07 - EXPENSES							
CABLE COMMITTEE EXPENSES	0.00	500.00	0.00	500.00	0.00	0.00	500.00
(Sub) 07 - EXPENSES	0.00	500.00	0.00	500.00	0.00	0.00	500.00
(Sub) 194 - CABLE COMMITTEE	0.00	500.00	0.00	500.00	0.00	0.00	500.00
199 - OTHER GENERAL GOVERNMENT							
07 - EXPENSES							
TOWN REPORTS	0.00	3,500.00	0.00	3,500.00	0.00	4,102.60	-602.60
ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HYDRANT RENTAL	0.00	224,000.00	0.00	224,000.00	0.00	224,000.00	0.00
AUDIT	0.00	23,000.00	0.00	23,000.00	0.00	23,000.00	0.00
LEADERSHIP ACADEMY	0.00	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
CENTREX PHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKING CLERK EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AMBULANCE BILLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMPUTER SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PROFESSIONAL SERVICES & TRAINING	0.00	3,500.00	0.00	3,500.00	0.00	3,959.07	-459.07
(Sub) 07 - EXPENSES	0.00	255,200.00	0.00	255,200.00	0.00	255,061.67	138.33
(Sub) 199 - OTHER GENERAL GOVERNMENT	0.00	255,200.00	0.00	255,200.00	0.00	255,061.67	138.33
210 - POLICE DEPARTMENT							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POLICE DEPT. LABOR	0.00	1,605,140.40	11,686.33	1,616,826.73	0.00	1,610,641.32	6,185.41

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
COMMUNICATION SALARIES	0.00	249,431.78	0.00	249,431.78	0.00	278,824.26	-29,392.48
OVERTIME WAGES	0.00	161,705.82	0.00	161,705.82	0.00	139,862.81	21,843.01
POLICE EMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	2,016,278.00	11,686.33	2,027,964.33	0.00	2,029,328.39	-1,364.06
06 - EXPENSES							
AUXILIARY POLICE EXPENSES	0.00	3,000.00	0.00	3,000.00	0.00	2,943.45	56.55
(Sub) 06 - EXPENSES	0.00	3,000.00	0.00	3,000.00	0.00	2,943.45	56.55
07 - EXPENSES							
ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GAS AND ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REPAIRS & MAINT.-EQUIPMENT	0.00	16,500.00	0.00	16,500.00	0.00	6,682.71	9,817.29
REPAIRS & MAINT.-BUILDING	0.00	7,565.00	0.00	7,565.00	0.00	6,966.06	598.94
CRUISER MAINT. EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REPAIRS & MAINT.-VEHICLE	88.00	20,000.00	0.00	20,088.00	0.00	7,862.43	12,225.57
EMPLOYEE TRAINING	0.00	10,000.00	0.00	10,000.00	0.00	10,018.13	-18.13
POSTAGE	0.00	1,200.00	0.00	1,200.00	0.00	1,139.94	60.06
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER PURCHASED SERVICES	0.00	9,278.00	0.00	9,278.00	0.00	17,832.16	-8,554.16
OFFICE SUPPLIES	0.00	13,500.00	0.00	13,500.00	0.00	6,840.29	6,659.71
BUILDING MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT MAINTENANCE SUPPLIES	0.00	2,200.00	0.00	2,200.00	0.00	13,708.06	-11,508.06
VEHICULAR SUPPLIES	0.00	72,450.00	0.00	72,450.00	0.00	55,288.54	17,161.46
CRIME PREVENTION SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNIFORMS	0.00	22,600.00	0.00	22,600.00	0.00	21,232.27	1,367.73
POLICE DEPT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IN-STATE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DUES & MEMBERSHIPS	0.00	3,450.00	0.00	3,450.00	0.00	3,268.00	182.00
(Sub) 07 - EXPENSES	88.00	178,743.00	0.00	178,831.00	0.00	150,838.59	27,992.41
POLICE CRUISERS #20F 05/12	0.00	75,000.00	0.00	75,000.00	0.00	74,741.77	258.23
(Sub) 20 - CONSUMED ARTICLES	29,480.49	75,000.00	0.00	104,480.49	0.00	74,741.77	29,738.72
(Sub) 210 - POLICE DEPARTMENT	29,568.49	2,273,021.00	11,686.33	2,314,275.82	0.00	2,257,852.20	56,423.62
220 - FIRE DEPARTMENT							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIRE DEPT. LABOR	0.00	1,585,412.00	5,726.76	1,591,138.76	0.00	1,563,279.57	27,859.19
EXTRA HELP	0.00	6,588.00	0.00	6,588.00	0.00	7,119.04	-531.04
OVERTIME WAGES	0.00	287,673.00	0.00	287,673.00	457.60	315,458.75	-27,328.15
FIRE EMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	1,879,673.00	5,726.76	1,885,399.76	457.60	1,885,857.36	0.00
07 - EXPENSES							

**TOWN OF HOPKINTON
GENERAL FUND
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**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
REPAIRS & MAINT.- BUILDING	0.00	11,500.00	0.00	11,500.00	0.00	6,342.71	5,157.29
REPAIRS & MAINT.-VEHICLE	0.00	25,000.00	0.00	25,000.00	0.00	26,223.17	-1,223.17
RENTALS AND LEASES	0.00	1,000.00	0.00	1,000.00	0.00	696.96	303.04
CONTRACTED SERVICES	0.00	13,610.00	0.00	13,610.00	0.00	11,878.05	1,731.95
EMPLOYEE TRAINING	0.00	7,500.00	0.00	7,500.00	0.00	4,439.04	3,060.96
POSTAGE	0.00	300.00	0.00	300.00	0.00	159.55	140.45
TELEPHONE	170.75	7,500.00	0.00	7,670.75	0.00	9,053.47	-1,382.72
OTHER PURCHASED SERVICES	0.00	2,500.00	2,500.00	5,000.00	0.00	6,919.78	-1,919.78
OFFICE SUPPLIES	0.00	2,500.00	0.00	2,500.00	0.00	1,131.23	1,368.77
BUILDING MAINTENANCE SUPPLIES	0.00	3,500.00	0.00	3,500.00	0.00	3,810.71	-310.71
EQUIPMENT MAINTENANCE SUPPLIES	0.00	2,500.00	0.00	2,500.00	0.00	1,091.13	1,408.87
VEHICULAR SUPPLIES	0.00	16,929.00	0.00	16,929.00	0.00	18,951.99	-2,022.99
FIREFIGHTING SUPPLIES	0.00	18,380.00	0.00	18,380.00	0.00	20,491.69	-2,111.69
UNIFORMS	0.00	7,500.00	0.00	7,500.00	0.00	5,794.33	1,705.67
FIRE DEPT EXPENSES	0.00	0.00	35,193.00	35,193.00	0.00	0.00	35,193.00
DUES & MEMBERSHIPS	0.00	2,970.00	0.00	2,970.00	0.00	3,478.50	-508.50
NEW HOSE AND EQUIPMENT	0.00	9,000.00	0.00	9,000.00	2,117.04	10,894.93	222.11
(Sub) 07 - EXPENSES	170.75	132,189.00	37,693.00	170,052.75	2,117.04	131,357.24	40,812.55
20 - CONSUMED ARTICLES							
THERMAL IMAGING CAMERA #25 5/10	1,519.00	0.00	0.00	1,519.00	0.00	0.00	1,519.00
PORTABLE RADIOS #15F 05/11	767.07	0.00	0.00	767.07	0.00	0.00	767.07
PERSONAL PROTECTIVE EQUIP#17 05/12	0.00	11,000.00	0.00	11,000.00	0.00	11,000.00	0.00
GENERATOR STATION 2 #18 05/12	0.00	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
(Sub) 20 - CONSUMED ARTICLES	2,286.07	26,000.00	0.00	28,286.07	0.00	11,000.00	17,286.07
(Sub) 220 - FIRE DEPARTMENT	2,456.82	2,037,862.00	43,419.76	2,083,738.58	2,574.64	2,028,214.60	58,098.62
244 - SEALER WTS & MEASURES							
01 - PERSONAL SERVICES							
SEALER WTS & MEAS SALARY	0.00	3,036.00	0.00	3,036.00	0.00	3,036.48	-0.48
(Sub) 01 - PERSONAL SERVICES	0.00	3,036.00	0.00	3,036.00	0.00	3,036.48	-0.48
07 - EXPENSES							
SEALER WTS. / MEAS. EXPENSES	0.00	953.00	0.00	953.00	0.00	953.00	0.00
(Sub) 07 - EXPENSES	0.00	953.00	0.00	953.00	0.00	953.00	0.00
(Sub) 244 - SEALER WTS & MEASURES	0.00	3,989.00	0.00	3,989.00	0.00	3,989.48	-0.48
292 - DOG OFFICER							
01 - PERSONAL SERVICES							
DOG OFFICER SALARY	0.00	21,881.00	0.00	21,881.00	0.00	21,704.80	176.20
(Sub) 01 - PERSONAL SERVICES	0.00	21,881.00	0.00	21,881.00	0.00	21,704.80	176.20
07 - EXPENSES							
RABIES CLINIC	0.00	500.00	0.00	500.00	0.00	0.00	500.00

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
TELEPHONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
KENNEL EXPENSE	0.00	2,100.00	0.00	2,100.00	0.00	1,800.00	300.00
OPERATING SUPPLIES & MATERIALS	0.00	500.00	0.00	500.00	0.00	0.00	500.00
DOG OFFICER EXPENSE	0.00	2,256.00	0.00	2,256.00	0.00	533.24	1,722.76
(Sub) 07 - EXPENSES	0.00	5,356.00	0.00	5,356.00	0.00	2,333.24	3,022.76
(Sub) 292 - DOG OFFICER	0.00	27,237.00	0.00	27,237.00	0.00	24,168.04	3,068.96
293 - TRAFFIC CONTROL							
07 - EXPENSES							
TRAFFIC LIGHTS	0.00	19,300.00	5,000.00	24,300.00	0.00	14,152.50	10,147.50
(Sub) 07 - EXPENSES	0.00	19,300.00	5,000.00	24,300.00	0.00	14,152.50	10,147.50
(Sub) 293 - TRAFFIC CONTROL	0.00	19,300.00	5,000.00	24,300.00	0.00	14,152.50	10,147.50
294 - TREE WARDEN							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TREE WARDEN SALARY	0.00	14,073.00	0.00	14,073.00	0.00	14,353.92	-280.92
FORESTRY SUPERVISOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	14,073.00	0.00	14,073.00	0.00	14,353.92	-280.92
07 - EXPENSES							
TREE REMOVAL	0.00	18,447.00	0.00	18,447.00	0.00	18,957.80	-510.80
OPERATING SUPPLIES & MATERIALS	0.00	401.00	0.00	401.00	0.00	353.20	47.80
(Sub) 07 - EXPENSES	0.00	21,448.00	0.00	21,448.00	0.00	19,311.00	2,137.00
(Sub) 294 - TREE WARDEN	0.00	35,521.00	0.00	35,521.00	0.00	33,664.92	1,856.08
300 - EDUCATION							
01 - PERSONAL SERVICES							
EDUCATION SALARIES	0.00	0.00	0.00	0.00	11,053.65	27,788,343.76	-27,777,290.11
(Sub) 01 - PERSONAL SERVICES	0.00	0.00	0.00	0.00	11,053.65	27,788,343.76	-27,777,290.11
07 - EXPENSES							
PURCHASE OF SERVICES	0.00	0.00	0.00	0.00	11,840.50	4,606,610.06	-4,594,769.56
SUPPLIES	85,153.75	0.00	0.00	85,153.75	1,921.07	1,136,164.18	-1,049,089.36
EDUCATION EXPENSES	0.00	34,085,238.00	0.00	34,085,238.00	0.00	0.00	34,085,238.00
OTHER CHARGES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00	569,712.71	-569,712.71
EDUCATION-ENCUMBRANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 07 - EXPENSES	85,153.75	34,085,238.00	0.00	34,170,391.75	13,761.57	6,312,486.95	27,871,666.37
17 - SUNSET ARTICLES (FY98)							
18 - SUNSET ARTICLES (FY99)							
DUMP TRUCK #20A 05/12	0.00	48,000.00	0.00	48,000.00	0.00	47,975.00	25.00
(Sub) 18 - SUNSET ARTICLES (FY99)	0.00	48,000.00	0.00	48,000.00	0.00	47,975.00	25.00
20 - CONSUMED ARTICLES							

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
STROBE LIGHT WARNNG SYST #20B 05/12	0.00	39,000.00	0.00	39,000.00	0.00	38,750.00	250.00
(Sub) 20 - CONSUMED ARTICLES	0.00	39,000.00	0.00	39,000.00	0.00	38,750.00	250.00
(Sub) 300 - EDUCATION	85,153.75	34,173,238.00	0.00	34,257,391.75	24,815.22	34,187,555.71	94,651.26
411 - FACILITIES							
01 - PERSONAL SERVICES							
FACILITIES DIRECTOR	0.00	100,847.00	0.00	100,847.00	0.00	101,269.07	-422.07
TOWN HALL CUSTODIAN	0.00	42,141.00	0.00	42,141.00	0.00	32,714.17	9,426.83
COA CUSTODIANS	0.00	20,116.00	402.31	20,518.31	0.00	20,583.07	-64.76
(Sub) 01 - PERSONAL SERVICES	0.00	163,104.00	402.31	163,506.31	0.00	154,566.31	8,940.00
07 - EXPENSES							
ELECTRICITY	0.00	148,500.00	-20,881.00	127,619.00	0.00	115,568.15	12,050.85
NATURAL GAS	0.00	61,412.00	0.00	61,412.00	0.00	46,483.98	14,928.02
GAS & OIL HEATING	0.00	55,168.00	0.00	55,168.00	0.00	37,927.07	17,240.93
WATER USE CHARGES	0.00	35,095.00	0.00	35,095.00	0.00	20,732.67	14,362.33
SEWER USE CHARGES	0.00	44,352.00	0.00	44,352.00	0.00	39,985.40	4,366.60
REPAIRS & MAINTENANCE BUILDINGS	0.00	78,615.00	0.00	78,615.00	22.75	66,247.55	12,390.20
REPAIRS & MAINTENANCE EMERGENCY	9,900.00	40,000.00	0.00	49,900.00	0.00	50,454.75	-554.75
OTHER PROFESSIONAL SERVICES	0.00	45,700.00	0.00	45,700.00	0.00	82,907.32	-37,207.32
OFFICE EQUIPMENT	0.00	500.00	0.00	500.00	0.00	6,233.62	-5,733.62
OFFICE SUPPLIES	0.00	1,200.00	0.00	1,200.00	0.00	602.32	597.68
BUILDING MAINTENANCE SUPPLIES	0.00	8,415.00	0.00	8,415.00	0.00	5,532.60	2,882.40
TRAVEL & MEETINGS	0.00	14,000.00	0.00	14,000.00	0.00	5,241.27	8,758.73
POLE BARN INSURANCE RECEIPTS RESERVED	115,023.60	0.00	0.00	115,023.60	0.00	115,023.60	0.00
(Sub) 07 - EXPENSES	124,923.60	532,957.00	-20,881.00	636,999.60	22.75	592,940.30	44,082.05
20 - CONSUMED ARTICLES							
(Sub) 411 - FACILITIES	124,923.60	696,061.00	-20,478.69	800,505.91	22.75	747,506.61	53,022.05
421 - HIGHWAY DEPARTMENT							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HWY DEPT SALARY AND WAGES	0.00	635,739.00	0.00	635,739.00	0.00	625,542.15	10,196.85
OVERTIME WAGES	0.00	22,000.00	0.00	22,000.00	0.00	23,171.22	-1,171.22
PART-TIME WAGES	0.00	21,700.00	0.00	21,700.00	0.00	19,339.25	2,360.75
(Sub) 01 - PERSONAL SERVICES	0.00	679,439.00	0.00	679,439.00	0.00	668,052.62	11,386.38
05 - EXPENSES							
STORMWATER SYSTEM IMPROVEMENTS	0.00	150,000.00	0.00	150,000.00	0.00	0.00	150,000.00
(Sub) 05 - EXPENSES	0.00	150,000.00	0.00	150,000.00	0.00	0.00	150,000.00
06 - EXPENSES							
REPAIRS & MAINT -BUILDING	9,250.00	0.00	0.00	9,250.00	0.00	9,250.00	0.00
EQUIP PARTS & MAINT-PARK/CEM/BLD	0.00	6,000.00	0.00	6,000.00	0.00	4,262.07	1,737.93

**TOWN OF HOPKINTON
GENERAL FUND
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**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
REPAIRS & MAINT.-VEHICLE	0.00	69,500.00	0.00	69,500.00	0.00	68,306.97	1,193.03
SUPPLIES/DAM REPAIR	0.00	14,000.00	0.00	14,000.00	0.00	6,120.00	7,880.00
ADVERTISING	0.00	500.00	0.00	500.00	0.00	88.74	411.26
POSTAGE	0.00	600.00	0.00	600.00	0.00	508.62	91.38
TELEPHONE	0.00	0.00	0.00	0.00	0.00	199.99	-199.99
UNIFORMS-LAUNDRY RENTAL	74.69	11,500.00	0.00	11,574.69	0.00	11,047.23	527.46
OFFICE SUPPLIES	0.00	3,200.00	0.00	3,200.00	0.00	3,525.62	-325.62
HIGHWAY MAINTENANCE SUPPLIES	25.68	15,280.00	0.00	15,305.68	0.00	13,823.53	1,482.15
GROUNDKEEPING SUPP-PARK/CEM/BLD	0.00	600.00	0.00	600.00	0.00	695.88	-95.88
VEHICULAR SUPPLIES & FUEL	0.00	75,000.00	0.00	75,000.00	0.00	86,939.48	-11,939.48
HWY HIRED EQUIPMENT	0.00	3,500.00	0.00	3,500.00	0.00	7,698.55	-4,198.55
HIGHWAY DEPT EXPENSES	0.00	0.00	16,600.00	16,600.00	0.00	0.00	16,600.00
OUT OF STATE TRAVEL	1.70	1,000.00	0.00	1,001.70	0.00	657.45	344.25
DUES & MEMBERSHIPS	0.00	1,000.00	0.00	1,000.00	0.00	1,534.00	-534.00
(Sub) 06 - EXPENSES	9,352.07	201,680.00	16,600.00	227,632.07	0.00	214,658.13	12,973.94
07 - EXPENSES							
ROAD MAINTENANCE	12,794.00	0.00	3,000.00	15,794.00	0.00	12,794.00	3,000.00
LINE PAINTING	0.00	25,000.00	0.00	25,000.00	0.00	21,304.81	3,695.19
ASPHALT PAVING	0.00	52,000.00	0.00	52,000.00	0.00	53,549.08	-1,549.08
GUARD RAIL REPAIRS	0.00	1,000.00	0.00	1,000.00	0.00	90.99	909.01
ENGINEERING	22,040.00	28,375.00	0.00	50,415.00	0.00	23,369.68	27,045.32
BASIN REPAIR	0.00	6,800.00	0.00	6,800.00	0.00	6,451.61	348.39
SIDEWALK MAINT./REPAIRS	0.00	4,000.00	0.00	4,000.00	0.00	4,115.90	-115.90
FILL GRAVEL/LOAM	0.00	8,000.00	0.00	8,000.00	0.00	8,693.22	-693.22
SIGNS	0.00	2,000.00	0.00	2,000.00	0.00	6,165.32	-4,165.32
DRAINAGE PIPE	0.00	6,000.00	0.00	6,000.00	0.00	3,409.72	2,590.28
BRUSH CUTTING	0.00	2,000.00	0.00	2,000.00	0.00	2,052.01	-52.01
POLICE DETAIL	0.00	18,000.00	0.00	18,000.00	0.00	22,738.50	-4,738.50
(Sub) 07 - EXPENSES	34,834.00	153,175.00	3,000.00	191,009.00	0.00	164,734.84	26,274.16
08 - CAPITAL OUTLAY							
PAVEMENT MANAGEMENT	0.00	430,000.00	0.00	430,000.00	0.00	430,000.00	0.00
(Sub) 08 - CAPITAL OUTLAY	0.00	430,000.00	0.00	430,000.00	0.00	430,000.00	0.00
20 - CONSUMED ARTICLES							
REPL GUARDRAIL/FENCE E MAIN ST #15B 05/11	1,075.00	0.00	0.00	1,075.00	0.00	0.00	1,075.00
DPW LOADER W/ PLW #14 5/10	14,119.00	0.00	0.00	14,119.00	0.00	0.00	14,119.00
ONE TON TRUCK W/ PLOW #53 5/98	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FORD DUMP TRUCK #20C 05/12	0.00	65,000.00	0.00	65,000.00	0.00	62,155.71	2,844.29
TRACKLESS MUN TRACTOR #20D 05/12	0.00	125,000.00	0.00	125,000.00	0.00	122,620.31	2,379.69
NEW MOWER #20E 05/12	0.00	11,520.00	0.00	11,520.00	0.00	11,520.00	0.00
(Sub) 20 - CONSUMED ARTICLES	15,194.00	201,520.00	0.00	216,714.00	0.00	196,296.02	20,417.98
(Sub) 421 - HIGHWAY DEPARTMENT	59,380.07	1,815,814.00	19,600.00	1,894,794.07	0.00	1,673,741.61	221,052.46

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
422 - EMERGENCY EVENTS CH44 S31							
01 - PERSONAL SERVICES							
EMERGENCY EVENTS SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	21,777.57	-21,777.57
(Sub) 01 - PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.00	21,777.57	-21,777.57
07 - EXPENSES							
EMERGENCY EVENTS OTHER CHGS & EXP	0.00	0.00	0.00	0.00	0.00	19,976.66	-19,976.66
(Sub) 07 - EXPENSES	0.00	0.00	0.00	0.00	0.00	19,976.66	-19,976.66
(Sub) 422 - EMERGENCY EVENTS CH44 S31	0.00	0.00	0.00	0.00	0.00	41,754.23	-41,754.23
423 - SNOW & ICE CONTROL							
02 - PERSONAL SERVICES							
OVERTIME WAGES	0.00	40,000.00	0.00	40,000.00	0.00	155,999.63	-115,999.63
(Sub) 02 - PERSONAL SERVICES	0.00	40,000.00	0.00	40,000.00	0.00	155,999.63	-115,999.63
07 - EXPENSES							
CONTRACTED SERVICES	0.00	45,000.00	0.00	45,000.00	0.00	184,342.50	-139,342.50
EQUIPMENT RENTAL	0.00	30,000.00	0.00	30,000.00	0.00	40,972.00	-10,972.00
FUEL	0.00	12,500.00	0.00	12,500.00	0.00	41,787.48	-29,287.48
VEHICULAR SUPPLIES	0.00	7,500.00	0.00	7,500.00	0.00	25,662.72	-18,162.72
SALT, SAND & OTHER CHEMICALS	0.00	60,000.00	0.00	60,000.00	0.00	237,132.27	-177,132.27
OPERATING SUPPLIES & MATERIALS	0.00	5,000.00	0.00	5,000.00	0.00	10,474.80	-5,474.80
SNOW & ICE CONTROL EXPENSE	0.00	500,000.00	0.00	500,000.00	0.00	0.00	500,000.00
(Sub) 07 - EXPENSES	0.00	660,000.00	0.00	660,000.00	0.00	540,371.77	119,628.23
(Sub) 423 - SNOW & ICE CONTROL	0.00	700,000.00	0.00	700,000.00	0.00	696,371.40	3,628.60
424 - STREET LIGHTING							
07 - EXPENSES							
STREETLIGHTS	0.00	53,796.00	0.00	53,796.00	0.00	40,744.22	13,051.78
(Sub) 07 - EXPENSES	0.00	53,796.00	0.00	53,796.00	0.00	40,744.22	13,051.78
(Sub) 424 - STREET LIGHTING	0.00	53,796.00	0.00	53,796.00	0.00	40,744.22	13,051.78
425 - OTHER STORM CONTROL							
02 - PERSONAL SERVICES							
OVERTIME WAGES	0.00	8,000.00	-3,000.00	5,000.00	0.00	5,078.56	-78.56
(Sub) 02 - PERSONAL SERVICES	0.00	8,000.00	-3,000.00	5,000.00	0.00	5,078.56	-78.56
07 - EXPENSES							
RENTALS AND LEASES	0.00	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
OPERATING SUPPLIES & MATERIALS	0.00	1,000.00	0.00	1,000.00	0.00	1,921.44	-921.44
(Sub) 07 - EXPENSES	0.00	2,000.00	0.00	2,000.00	0.00	1,921.44	78.56
(Sub) 425 - OTHER STORM CONTROL	0.00	10,000.00	-3,000.00	7,000.00	0.00	7,000.00	0.00

**TOWN OF HOPKINTON
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**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
433 - WASTE COLLECT.& DISPOSAL							
01 - PERSONAL SERVICES							
RECYCLING SALARIES		8,000.00	0.00	8,000.00	0.00	6,744.42	1,255.58
(Sub) 01 - PERSONAL SERVICES	0.00	8,000.00	0.00	8,000.00	0.00	6,744.42	1,255.58
05 - EXPENSES							
RECYCLABLE COLLECTION		184,639.00	0.00	184,639.00	0.00	201,687.35	-17,048.35
HAZARDOUS WASTE COLLECTION		12,000.00	0.00	12,000.00	0.00	10,333.39	1,666.61
(Sub) 05 - EXPENSES	0.00	196,639.00	0.00	196,639.00	0.00	212,020.74	-15,381.74
06 - EXPENSES							
RECYCLING EXPENSES	485.00	10,000.00	-5,000.00	5,485.00	0.00	327.99	5,157.01
(Sub) 06 - EXPENSES	485.00	10,000.00	-5,000.00	5,485.00	0.00	327.99	5,157.01
07 - EXPENSES							
RUBBISH COLLECTION	0.00	392,357.00	0.00	392,357.00	0.00	410,690.09	-18,333.09
RUBBISH DISPOSAL	0.00	366,740.00	-16,600.00	350,140.00	0.00	285,116.11	65,023.89
(Sub) 07 - EXPENSES	0.00	759,097.00	-16,600.00	742,497.00	0.00	695,806.20	46,690.80
14 - SUNSET ARTICLES (FY97)							
(Sub) 433 - WASTE COLLECT.& DISPOSAL	485.00	973,736.00	-21,600.00	952,621.00	0.00	914,899.35	37,721.65
491 - CEMETERY COMMISSION							
01 - PERSONAL SERVICES							
CEMETERY BOARD SALARY	0.00	200.00	0.00	200.00	0.00	0.00	200.00
(Sub) 01 - PERSONAL SERVICES	0.00	200.00	0.00	200.00	0.00	0.00	200.00
07 - EXPENSES							
CEMETERY BOARD EXPENSES	0.00	0.00	1,500.00	1,500.00	0.00	1,153.00	347.00
(Sub) 07 - EXPENSES	0.00	0.00	1,500.00	1,500.00	0.00	1,153.00	347.00
18 - SUNSET ARTICLES (FY99)							
20 - CONSUMED ARTICLES							
CEMETERY DRAINAGE IMP. #41 5/09	5,121.81	0.00	0.00	5,121.81	0.00	5,121.81	0.00
(Sub) 20 - CONSUMED ARTICLES	5,121.81	750.00	0.00	5,871.81	0.00	5,121.81	750.00
(Sub) 491 - CEMETERY COMMISSION	5,121.81	950.00	1,500.00	7,571.81	0.00	6,274.81	1,297.00
499 - PUBLIC WORKS							
01 - PERSONAL SERVICES							
DPW SALARIES	0.00	3,950.00	0.00	3,950.00	0.00	3,950.00	0.00
HIGHWAY MANAGER	0.00	81,977.00	1,024.71	83,001.71	0.00	83,001.97	-0.26
ADMINISTRATIVE MANAGER	0.00	53,968.00	674.60	54,642.60	0.00	54,642.66	-0.06
DPW DIRECTOR SALARY	0.00	100,460.00	1,255.76	101,715.76	0.00	101,716.29	-0.53
W/S SUPERVISOR SALARY	0.00	81,977.00	1,024.71	83,001.71	0.00	83,001.95	-0.24
W/S CLERK-DISPATCHER SALARY	0.00	45,168.00	0.00	45,168.00	0.00	45,166.32	1.68

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
DPW OFFICE MANAGER SALARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(Sub) 01 - PERSONAL SERVICES	0.00	367,500.00	3,979.78	371,479.78	0.00	371,479.19	0.59
(Sub) 499 - PUBLIC WORKS	0.00	367,500.00	3,979.78	371,479.78	0.00	371,479.19	0.59
510 - BOARD OF HEALTH							
01 - PERSONAL SERVICES							
SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSPECTION SALARIES	0.00	73,438.00	2,619.29	76,057.29	0.00	74,557.10	1,500.19
EXTRA CLERICAL	0.00	6,926.00	0.00	6,926.00	0.00	1,484.65	5,441.35
(Sub) 01 - PERSONAL SERVICES	0.00	80,364.00	2,619.29	82,983.29	0.00	76,041.75	6,941.54
07 - EXPENSES							
PROFESSIONAL MEDICAL SERVICES	0.00	5,000.00	0.00	5,000.00	0.00	3,630.00	1,370.00
OPERATING SUPPLIES	0.00	1,796.00	0.00	1,796.00	0.00	540.00	1,256.00
BD OF HEALTH EXPENSES	0.00	300.00	0.00	300.00	0.00	0.00	300.00
IN-STATE TRAVEL	0.00	1,615.00	0.00	1,615.00	0.00	239.04	1,375.96
DUES & MEMBERSHIPS	0.00	660.00	0.00	660.00	0.00	0.00	660.00
(Sub) 07 - EXPENSES	0.00	10,571.00	0.00	10,571.00	0.00	4,409.04	6,161.96
08 - CAPITAL OUTLAY							
CAPITAL OUTLAY	0.00	188.00	0.00	188.00	0.00	0.00	188.00
(Sub) 08 - CAPITAL OUTLAY	0.00	188.00	0.00	188.00	0.00	0.00	188.00
17 - SUNSET ARTICLES (FY98)							
(Sub) 510 - BOARD OF HEALTH	0.00	91,123.00	2,619.29	93,742.29	0.00	80,450.79	13,291.50
541 - COUNCIL ON AGING							
01 - PERSONAL SERVICES							
COUNCIL ON AGING SALARIES	0.00	48,110.00	340.76	48,450.76	0.00	42,409.25	6,041.51
DIRECTOR	0.00	37,654.00	468.78	38,122.78	0.00	40,179.26	-2,056.48
OUTREACH SUPERVISOR	0.00	34,169.00	270.71	34,439.71	0.00	34,749.54	-309.83
ASST OUTREACH / EMER HOMEMAKER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ASST OUTREACH / EMER HOMEMAKER	0.00	27,375.00	340.76	27,715.76	0.00	28,851.65	-1,135.89
ASSISTANT SR. CENTER DIRECTOR	0.00	34,168.00	683.90	34,851.90	0.00	39,292.11	-4,440.21
PROGRAM WAGES	0.00	0.00	0.00	0.00	0.00	5,629.80	-5,629.80
(Sub) 01 - PERSONAL SERVICES	0.00	181,476.00	2,104.91	183,580.91	0.00	191,111.61	-7,530.70
07 - EXPENSES							
GAS & OIL HEATING	237.39	0.00	0.00	237.39	0.00	237.39	0.00
POSTAGE	0.00	3,500.00	0.00	3,500.00	0.00	3,281.62	218.38
PROGRAMS	0.00	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
OFFICE SUPPLIES	0.00	400.00	0.00	400.00	0.00	405.85	-5.85
COUNCIL ON AGING EXPENSES	53.63	3,760.00	0.00	3,813.63	0.00	3,455.54	358.09
IN-STATE TRAVEL	0.00	5,500.00	0.00	5,500.00	0.00	6,331.05	-831.05
DUES & MEMBERSHIPS	0.00	500.00	0.00	500.00	0.00	113.16	386.84

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
(Sub) 07 - EXPENSES	291.02	23,660.00	0.00	23,951.02	0.00	13,824.61	10,126.41
12 - OTHER DISBURSEMENTS							
(Sub) 541 - COUNCIL ON AGING	291.02	205,136.00	2,104.91	207,531.93	0.00	204,936.22	2,595.71
542 - YOUTH SERVICES							
01 - PERSONAL SERVICES							
YOUTH SERVICES COORDINATOR	0.00	26,452.00	4,644.26	31,096.26	0.00	31,707.96	-611.70
(Sub) 01 - PERSONAL SERVICES	0.00	26,452.00	4,644.26	31,096.26	0.00	31,707.96	-611.70
07 - EXPENSES							
RENTAL FEES	0.00	0.00	0.00	0.00	0.00	50.59	-50.59
PRINTING & COPYING	0.00	0.00	0.00	0.00	0.00	943.28	-943.28
TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	193.69	-193.69
ACTIVITY SUPPLIES & AWARDS	43.50	6,000.00	0.00	6,043.50	0.00	2,611.13	3,432.37
(Sub) 07 - EXPENSES	43.50	6,000.00	0.00	6,043.50	0.00	3,798.69	2,244.81
(Sub) 542 - YOUTH SERVICES	43.50	32,452.00	4,644.26	37,139.76	0.00	35,506.65	1,633.11
543 - VETERANS SERVICES							
07 - EXPENSES							
DISTRICT ASSESSMENT	0.00	21,939.00	0.00	21,939.00	0.00	21,938.50	0.50
VETERANS BENEFITS	0.00	4,000.00	30,321.00	34,321.00	0.00	33,109.97	1,211.03
(Sub) 07 - EXPENSES	0.00	25,939.00	30,321.00	56,260.00	0.00	55,048.47	1,211.53
(Sub) 543 - VETERANS SERVICES	0.00	25,939.00	30,321.00	56,260.00	0.00	55,048.47	1,211.53
610 - LIBRARY							
01 - PERSONAL SERVICES							
LIBRARY SALARIES	0.00	311,860.00	4,579.42	316,439.42	0.00	313,099.51	3,339.91
(Sub) 01 - PERSONAL SERVICES	0.00	311,860.00	4,579.42	316,439.42	0.00	313,099.51	3,339.91
07 - EXPENSES							
POSTAGE	0.00	0.00	0.00	0.00	0.00	23.52	-23.52
TELEPHONE	0.00	200.00	0.00	200.00	0.00	0.00	200.00
OFFICE SUPPLIES	0.00	5,000.00	0.00	5,000.00	0.00	4,669.03	330.97
BOOKS & PUBLICATIONS	449.27	25,362.00	0.00	25,811.27	0.00	28,755.08	-2,943.81
LIBRARY EXPENSES	0.00	0.00	0.00	0.00	0.00	445.00	-445.00
DUES & MEMBERSHIPS	0.00	1,000.00	0.00	1,000.00	0.00	484.00	516.00
(Sub) 07 - EXPENSES	449.27	31,562.00	0.00	32,011.27	0.00	34,376.63	-2,365.36
08 - CAPITAL OUTLAY							
(Sub) 610 - LIBRARY	449.27	343,422.00	4,579.42	348,450.69	0.00	347,476.14	974.55
691 - HISTORICAL COMMISSION							
07 - EXPENSES							
HISTORIC COMMISSION EXPENSES	0.00	1,000.00	0.00	1,000.00	0.00	958.29	41.71

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
(Sub) 07 - EXPENSES	0.00	1,000.00	0.00	1,000.00	0.00	958.29	41.71
20 - CONSUMED ARTICLES							
(Sub) 691 - HISTORICAL COMMISSION	0.00	1,000.00	0.00	1,000.00	0.00	958.29	41.71
692 - CELEBRATIONS							
07 - EXPENSES							
MEMORIAL DAY	0.00	2,000.00	0.00	2,000.00	0.00	1,510.32	489.68
(Sub) 07 - EXPENSES	0.00	2,000.00	0.00	2,000.00	0.00	1,510.32	489.68
(Sub) 692 - CELEBRATIONS	0.00	2,000.00	0.00	2,000.00	0.00	1,510.32	489.68
693 - HISTORIC DISTRICT COMMISSION							
07 - EXPENSES							
HISTORIC DISTRICT EXPENSES	0.00	550.00	0.00	550.00	0.00	0.00	550.00
(Sub) 07 - EXPENSES	0.00	550.00	0.00	550.00	0.00	0.00	550.00
20 - CONSUMED ARTICLES							
(Sub) 693 - HISTORIC DISTRICT COMMISSI	0.00	550.00	0.00	550.00	0.00	0.00	550.00
710 - DEBT SERVICE							
07 - EXPENSES							
RETIREMENT OF DEBT	0.00	4,385,926.00	0.00	4,385,926.00	0.00	4,129,392.16	256,533.84
LONG-TERM INTEREST	0.00	1,031,495.00	0.00	1,031,495.00	0.00	1,033,754.03	-2,259.03
SHORT-TERM INTEREST	0.00	15,000.00	0.00	15,000.00	0.00	13,744.24	1,255.76
(Sub) 07 - EXPENSES	0.00	5,432,421.00	0.00	5,432,421.00	0.00	5,176,890.43	255,530.57
(Sub) 710 - DEBT SERVICE	0.00	5,432,421.00	0.00	5,432,421.00	0.00	5,176,890.43	255,530.57
800 - REG TECH VOCATIONAL SCHL							
07 - EXPENSES							
REG. TECH VOCATIONAL SCHOOL	0.00	514,510.00	0.00	514,510.00	0.00	510,160.35	4,349.65
(Sub) 07 - EXPENSES	0.00	514,510.00	0.00	514,510.00	0.00	510,160.35	4,349.65
(Sub) 800 - REG TECH VOCATIONAL SCHL	0.00	514,510.00	0.00	514,510.00	0.00	510,160.35	4,349.65
820 - STATE ASSESSMENTS/CHARGE							
09 - OTHER FINANCING USES							
MOSQUITO CONTROL ASSESSMENT	0.00	66,648.00	0.00	66,648.00	0.00	66,648.00	0.00
AIR POLLUTION CONTROL	0.00	5,397.00	0.00	5,397.00	0.00	5,397.00	0.00
METRO AREA PLANNING COUNCIL	0.00	4,702.00	0.00	4,702.00	0.00	4,702.00	0.00
REGIONAL TRANSIT AUTHORITY	0.00	8,766.00	0.00	8,766.00	0.00	0.00	8,766.00
SPECIAL EDUCATION	0.00	4,579.00	0.00	4,579.00	0.00	8,107.00	-3,528.00
NON-RENEWAL EXCISE TAX	0.00	6,520.00	0.00	6,520.00	0.00	11,280.00	-4,760.00

**TOWN OF HOPKINTON
GENERAL FUND
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
CHARTER SCHOOL REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	253,190.00	-253,190.00
ENERGY CONSERVATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MASS BAY TRANSPORT AUTHORITY	0.00	88,240.00	0.00	88,240.00	0.00	97,006.00	-8,766.00
SCHOOL CHOICE SENDING TUITION	0.00	65,839.00	0.00	65,839.00	0.00	87,662.00	-21,823.00
CHARTER SCHOOL SENDING TUITION	0.00	329,174.00	0.00	329,174.00	0.00	0.00	329,174.00
(Sub) 09 - OTHER FINANCING USES	0.00	579,865.00	0.00	579,865.00	0.00	533,992.00	45,873.00
(Sub) 820 - STATE ASSESSMENTS/CHARGE	0.00	579,865.00	0.00	579,865.00	0.00	533,992.00	45,873.00
910 - EMPLOYEE BENEFITS							
07 - EXPENSES							
HEALTH INSURANCE	20,000.00	5,963,293.00	-69,514.00	5,913,779.00	0.00	5,439,582.96	474,196.04
LIFE INSURANCE PREMIUM	0.00	3,000.00	0.00	3,000.00	0.00	10,124.04	-7,124.04
FICA - TOWN CONTRIBUTION	0.00	530,000.00	-15,900.00	514,100.00	0.00	442,314.48	71,785.52
UNEMPLOYMENT	0.00	145,000.00	-2,651.00	142,349.00	0.00	87,006.03	55,342.97
COUNTY RETIREMENT	0.00	1,558,154.00	0.00	1,558,154.00	0.00	1,558,154.00	0.00
DRUG AND ALCOHOL TESTING	0.00	3,000.00	0.00	3,000.00	0.00	1,085.00	1,915.00
(Sub) 07 - EXPENSES	20,000.00	8,202,447.00	-88,065.00	8,134,382.00	0.00	7,538,266.51	596,115.49
(Sub) 910 - EMPLOYEE BENEFITS	20,000.00	8,202,447.00	-88,065.00	8,134,382.00	0.00	7,538,266.51	596,115.49
940 - OTHER-MISCELLANEOUS							
07 - EXPENSES							
BLANKET INSURANCE	0.00	400,000.00	0.00	400,000.00	28,202.35	428,202.35	0.00
(Sub) 07 - EXPENSES	0.00	400,000.00	0.00	400,000.00	28,202.35	428,202.35	0.00
(Sub) 940 - OTHER-MISCELLANEOUS	0.00	400,000.00	0.00	400,000.00	28,202.35	428,202.35	0.00

**EXPENDITURE REPORT
BUDGETED FUNDS**

**TOWN OF HOPKINTON
ENTERPRISE FUNDS
JUNE 30, 2013**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
440 - SEWER DEPARTMENT							
01 - PERSONAL SERVICES							
SALARIES AND WAGES	0.00	99,724.00	0.00	99,724.00	0.00	98,328.68	1,395.32
OVERTIME WAGES	0.00	43,000.00	0.00	43,000.00	0.00	42,139.54	860.46
(Sub) 01 - PERSONAL SERVICES	0.00	142,724.00	0.00	142,724.00	0.00	140,468.22	2,255.78
07 - EXPENSES							
WASTE WATER FACILITY CHARGES	52,513.27	700,000.00	0.00	752,513.27	0.00	601,751.73	150,761.54
GAS & OIL HEATING	0.00	700.00	0.00	700.00	0.00	189.65	510.35
ELECTRICITY	0.00	193,000.00	0.00	193,000.00	0.00	118,740.36	74,259.64
REPAIRS & MAINT.-VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RENTALS AND LEASES	0.00	5,000.00	0.00	5,000.00	0.00	5,784.50	-784.50
CONTRACTED SERVICES	0.00	32,000.00	0.00	32,000.00	0.00	37,392.50	-5,392.50
CONTRACTED SVCS - FRUIT ST	0.00	56,000.00	0.00	56,000.00	0.00	62,035.04	-6,035.04
POSTAGE	0.00	250.00	0.00	250.00	0.00	218.00	32.00
TELEPHONE	0.00	1,000.00	0.00	1,000.00	0.00	578.41	421.59
OTHER PURCHASED SERVICES	0.00	11,000.00	0.00	11,000.00	0.00	53,691.58	-42,691.58
UNIFORMS	0.00	600.00	0.00	600.00	0.00	2,956.14	-2,356.14
OFFICE SUPPLIES	0.00	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
VEHICULAR SUPPLIES	0.00	4,000.00	0.00	4,000.00	0.00	5,461.29	-1,461.29
OPERATING SUPPLIES & MATERIALS	0.00	19,000.00	0.00	19,000.00	0.00	16,619.82	2,380.18
TREATMENT CHEMICALS	0.00	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
ALARM SYSTEM TELEMETER	0.00	5,500.00	0.00	5,500.00	0.00	10,924.94	-5,424.94
SEWER DEPT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IN-STATE TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DUES & MEMBERSHIPS	0.00	2,000.00	0.00	2,000.00	0.00	725.00	1,275.00
(Sub) 07 - EXPENSES	52,513.27	1,047,550.00	0.00	1,100,063.27	0.00	917,068.96	182,994.31
(Sub) 440 - SEWER DEPARTMENT	52,513.27	1,190,274.00	0.00	1,242,787.27	0.00	1,057,537.18	185,250.09
450 - WATER DEPARTMENT							
01 - PERSONAL SERVICES							
SALARIES AND WAGES	0.00	256,379.00	0.00	256,379.00	0.00	251,858.72	4,520.28
OVERTIME WAGES	0.00	45,880.00	0.00	45,880.00	0.00	48,912.51	-3,032.51
(Sub) 01 - PERSONAL SERVICES	0.00	302,259.00	0.00	302,259.00	0.00	300,771.23	1,487.77
07 - EXPENSES							
ELECTRICITY	0.00	110,000.00	0.00	110,000.00	0.00	109,913.77	86.23
GAS & OIL HEATING	0.00	8,000.00	0.00	8,000.00	0.00	5,645.90	2,354.10
REPAIRS & MAINT.-VEHICLE	0.00	5,000.00	0.00	5,000.00	0.00	5,120.42	-120.42
COMPUTER SOFTWARE	0.00	2,000.00	0.00	2,000.00	0.00	1,743.71	256.29
ENGINEERING SERVICES	0.00	17,000.00	0.00	17,000.00	0.00	46,474.03	-29,474.03
ADVERTISING	0.00	1,000.00	0.00	1,000.00	0.00	375.00	625.00
LEGAL FEES	0.00	2,500.00	0.00	2,500.00	0.00	3,939.99	-1,439.99

**TOWN OF HOPKINTON
ENTERPRISE FUNDS
JUNE 30, 2013**

**EXPENDITURE REPORT
BUDGETED FUNDS**

Budget Account	CARRY FORWARD	ORIGINAL APPROPR	TRF	NET APPR	RECEIPTS	EXPENDED	UNEXPENDED BALAN
POSTAGE	0.00	3,500.00	0.00	3,500.00	0.00	3,466.11	33.89
TELEPHONE	1,207.34	4,000.00	0.00	5,207.34	0.00	11,539.15	-6,331.81
OTHER PURCHASED SERVICES	0.00	40,000.00	0.00	40,000.00	0.00	43,707.03	-3,707.03
UNIFORMS	0.00	2,500.00	0.00	2,500.00	0.00	2,768.44	-268.44
WATER TESTING	0.00	11,000.00	0.00	11,000.00	0.00	10,155.30	844.70
OFFICE SUPPLIES	0.00	3,000.00	0.00	3,000.00	0.00	1,712.07	1,287.93
BUILDING MAINTENANCE SUPPLIES	0.00	3,000.00	0.00	3,000.00	0.00	2,218.94	781.06
WATER (ASHLAND)	48,341.97	235,000.00	0.00	283,341.97	0.00	224,926.90	58,415.07
VEHICULAR SUPPLIES	0.00	7,000.00	0.00	7,000.00	0.00	12,531.15	-5,531.15
OPERATING SUPPLIES & MATERIALS	0.00	35,000.00	0.00	35,000.00	0.00	65,469.60	-30,469.60
WATER TREATMENT CHEMICALS	0.00	37,000.00	0.00	37,000.00	0.00	34,371.31	2,628.69
DUES & MEMBERSHIPS	0.00	5,000.00	0.00	5,000.00	0.00	5,007.19	-7.19
SYSTEM REHABILITATION	0.00	21,000.00	0.00	21,000.00	0.00	0.00	21,000.00
PURCHASE OF WATER METERS	0.00	25,000.00	0.00	25,000.00	0.00	23,525.94	1,474.06
(Sub) 07 - EXPENSES	49,549.31	577,500.00	0.00	627,049.31	0.00	614,611.95	12,437.36
(Sub) 450 - WATER DEPARTMENT	49,549.31	879,759.00	0.00	929,308.31	0.00	915,383.18	13,925.13
630 - RECREATION							
01 - PERSONAL SERVICES							
SUPT. OF RECREATION SALARY	0.00	20,390.00	0.00	20,390.00	0.00	18,357.17	2,032.83
RECREATION SALARIES & WAGES	0.00	12,213.00	0.00	12,213.00	0.00	22,989.01	-10,776.01
SALARIES & WAGES SEASONAL	0.00	63,000.00	0.00	63,000.00	0.00	45,779.65	17,220.35
(Sub) 01 - PERSONAL SERVICES	0.00	95,603.00	0.00	95,603.00	0.00	87,125.83	8,477.17
07 - EXPENSES							
ELECTRICITY	0.00	3,111.00	0.00	3,111.00	0.00	2,475.87	635.13
REPAIR & MAINTENANCE GROUNDS	11,104.00	59,028.00	0.00	70,132.00	0.00	38,311.87	31,820.13
REPAIR & MAINTENANCE FRUIT ST	0.00	20,000.00	0.00	20,000.00	0.00	18,096.06	1,903.94
RENTALS AND LEASES	9,935.06	87,000.00	0.00	96,935.06	0.00	43,159.25	53,775.81
ADVERTISING	0.00	2,400.00	0.00	2,400.00	0.00	1,711.40	688.60
OTHER PURCHASED SERVICES	0.00	76,000.00	0.00	76,000.00	0.00	176,517.97	-100,517.97
OPERATING SUPPLIES & MATERIALS	2,960.39	79,000.00	0.00	81,960.39	5,428.00	34,466.10	52,922.29
(Sub) 07 - EXPENSES	23,999.45	326,539.00	0.00	350,538.45	5,428.00	314,738.52	41,227.93
(Sub) 630 - RECREATION	23,999.45	422,142.00	0.00	446,141.45	5,428.00	401,864.35	49,705.10

**TOWN OF HOPKINTON
CASH RECEIPTS
JUNE 30, 2013**

GENERAL FUND

2012 PERSONAL PROPERTY TAXES	65.13
2013 PERSONAL PROPERTY TAXES	1,649,613.96
2002 REAL ESTATE TAXES	1,475.39
2007 REAL ESTATE TAXES	2,256.43
2008 REAL ESTATE TAXES	7.60
2009 REAL ESTATE TAXES	405.44
2010 REAL ESTATES TAXES	788.10
2011 REAL ESTATE TAXES	56,661.86
2012 REAL ESTATE TAXES	5,292.10
2013 REAL ESTATE TAXES	46,102,459.98
2014 REAL ESTATE TAXES	94,792.88
PROVISION FOR ABATEMENTS & EXEMPTIONS	-203,435.56
TAX LIENS REDEEMED	331,814.41
2002 MOTOR VEHICLE EXCISE	32.50
2004 MOTOR VEHICLE EXCISE	427.08
2005 MOTOR VEHICLE EXCISE	88.11
2007 MOTOR VEHICLE EXCISE	441.67
2008 MOTOR VEHICLE EXCISE	1,127.92
2009 MOTOR VEHICLE EXCISE	280.84
2010 MOTOR VEHICLE EXCISE	2,254.76
2011 MOTOR VEHICLE EXCISE	10,487.07
2012 MOTOR VEHICLE EXCISE	333,310.66
2013 MOTOR VEHICLE EXCISE TAX	2,102,397.85
INTEREST ON TAXES-PEN & INT	79,766.30
INTEREST/PENALTY - EXCISE	10,614.33
TAX TITLE INTEREST/COSTS	40,730.74
PAYMENTS IN LIEU OF TAXES-PILOT	4,781.04
LIEU OF TAXES CH 59 WATER SUPL	0.00
AMBULANCE RECEIVABLE	0.00
MUNICIPAL LIEN CERTIFICATES-OTHER CHGS SVCS	46,625.00
POLICE ACCIDENT REPORTS	1,513.63
FIRE MISCELLANOUS	30.00
CABLE FRANCHISE FEE	2,500.50
TREASURER/COLLECTOR FEES-FEES	53,190.38
TREASURER FEE LIENS COMMITTED	5,106.70
TOWN CLERK FEES	9,861.25
SEALERS FEES	13,756.00
PLANNING BOARD FEES	14,960.00
OFF DUTY ADMINISTRATION FEES	35,879.64
INSURANCE ADMIN FEES 2%	37,337.60
CEMETERY FEES	35,325.00
MISCELLANEOUS RECEIPTS-OTHER DEPT REV	25,186.58
BOAT STICKERS	0.00
SALE OF BOOKS/MAPS - ASSESSOR	2,326.45
SALE OF BOOKS - TOWN CLERK	10,803.27
SALE OF ZONING BYLAW -TOWN CLK	120.00
SALE OF BOOKS/MAPS-TOWN CLERK	175.00
POLICE F.I.D. CARDS	500.00
SALE OF BOOKS - BUILDING DEPT.	349.20
ALCOHOLIC BEVERAGE LICENSE-LIC & PMTS	21,776.66
COMMON VICTUALLERS LICENSE	550.00
MISCELLANEOUS LICENSE-SELECT.	1,840.00
MARRIAGE LICENSES- TOWN CLERK	1,328.00
DOG LICENSES-TOWN CLERK	18,287.96
TOWN CLERK PERMITS	560.00
PISTOL PERMITS	6,437.50
FIRE PERMITS	31,152.62
BUILDING INSPECTOR PERMITS	309,875.00
SCHOOL AID CHAPTER 70	5,705,503.00
PUPIL TRANSPORTATION CHS.71,74	895.00
CHARTER SCHOOL	34,957.00
SCHOOL CONSTRUCTION ASSISTANCE	2,077,694.00
ADDITIONAL ASSISTANCE	664,434.00
STATE LOTTERY	0.00
STATE OWNED LAND	303,539.00
VETERANS BLIND SURV SPOUSES ELDERLY EXEMP	14,825.00
SURVIVING SPOUSES	0.00
BLIND PERSONS CH 37	0.00
ELDERLY R. E. ABATEMENTS	0.00
VETERANS BENEFITS & AID	19,450.00
MEDICAL ASSISTANCE REIMB-MISC RECURRING	62,424.10
MOTOR VEHICLE EXCISE REIMB.	88,862.50

GENERAL FUND

COURT FINES-FINES & FORFEITS	28,794.50
PARKING FINES	4,775.00
DOG FEES & FINES	1,462.00
EARNINGS ON INVESTMENTS	66,598.71
PREMIUM ON SALE OF BONDS	188,406.33
MISCELLANEOUS RECEIPTS-MISC NON-RECURRING	506,683.60
RETURNED CHECKS	1,132.60
RESTITUTION - GENERAL	94,451.60
TRANSFERS FROM SPECIAL REVENUE FUNDS	86,302.50
TRANSFER FROM PROPRIETARY(ENT)FUNDS-P&R	27,620.00
TRANSFERS FROM PROPRIETARY(ENT) FUNDS-WATER	310,679.00
TRANSFER FROM PROPRIETARY(ENT)FUNDS-SEWER	239,117.00
TRANSFERS FROM SPEC PURP TRUST & AGENCY FDS	15,000.00
TOTAL GENERAL FUND	61,859,898.97

SCHOOL LUNCH FUND

CAFETERIA LUNCH SALES	693,551.59
STATE SCHOOL LUNCH PROGRAM	85,929.20
TOTAL SCHOOL LUNCH FUND	779,480.79

HIGHWAY IMPROVEMENT FUND

CHAPTER 90 PROJECT GRANT	324,693.77
TOTAL HIGHWAY IMPROVEMENT	324,693.77

OTHER SPECIAL REVENUE

SCHOOL BUILDING USE-REVOLVING	208,080.98
ADULT EDUCATION REVOLVING	24,750.00
SCHOOL TUITION REVOLVING	697,980.75
WIRE INSPECTOR - 53E1/2	99,034.00
PLUMBING/GAS INSPECTOR-53E1/2	102,755.00
BUILDING INSPECTOR 53E1/2	475,423.01
PLANNING BOARD CONSULTANTS-53G	53,913.21
CONSERVATION COMM. 53G	22.38
PLANNING BOARD 53E1/2	14,063.00
ZONING BOARD CONSULTANTS - 53G	2,526.09
ZONING BOARD 53E1/2	26,450.00
CONSERVATION COMM. - 53E1/2	42,360.00
POLICE DEPT. - 53E1/2	240.00
FIRE DEPT. - 53E1/2	22,215.41
EMERGENCY MEDICAL SVCS-53E1/2	449,045.03
BOARD OF HEALTH CONSULTANT-53G	10.95
BOARD OF HEALTH - 53E1/2	62,450.00
YOUTH COMMISSION 53E1/2	979.00
SCHOOLS 1:1 LAPTOP INITIATIVE 53E 1/2	199,576.54
DPW PERMITS	7,638.12
DPW RECYCLING 53E1/2	5,740.71
DPW TRASH BAGS 53E1/2	3,750.00
LIBRARY 53E1/3	7,834.37
ATHLETIC REVOLVING	394,130.49
SCHOOL LOST BOOKS REVOLVING	3,478.40
BUS FEES REVOLVING	291,872.00
DRAMA REVOLVING	47,582.77
GIFT, B.A.A. FUNDS	85,020.00
GIFT, HOME COMPOSTING BINS/RECYCLING	60.00
GIFT, JOE PRATT MEMORIAL MARATHON FUND	560.00
GIFT, LIBRARY HOPKINTON MOMS CLUB	1,882.50
GIFT, LIBRARY PAUL ANNUNZIATA	10,000.00
GIFT, POLICE	3,720.00
GIFT, AMBULANCE	140.00
GIFT, AUXILIARY POLICE	250.00
GIFT, HISTORICAL COMM. TREASURES	430.00
GIFT, SR. CTR EXERCISE PROGRAM	10,000.00
GIFT, YOUTH COMMISSION	1,000.00
GIFT, DPW	15,000.00
GIFT, LIBRARY	1,950.00
GIFT, SCHOOL CENTRAL OFFICE	25,050.00
GIFT, HOPKINS SCHOOL	40,352.35
GIFT, MIDDLE SCHOOL	23,136.29
GIFT, CENTER SCHOOL	20,158.56
GIFT, HIGH SCHOOL	21,841.27
GIFT, ELMWOOD SCHOOL	16,956.95

**TOWN OF HOPKINTON
CASH RECEIPTS
JUNE 30, 2013**

OTHER SPECIAL REVENUE

GIFT, ST JOHN'S PARISH	18,611.43
SENIOR/DISABLED RELIEF	2,103.77
INSURANCE RECOVERIES UNDER 20K	2,278.33
SCHOOL INS. RECOVERIES UNDER 20K	0.00
TOTAL OTHER SPECIAL REVENUE	3,544,403.66

SCH STATE/FEDERAL GRANTS

SPED REIMB FUND-CIRCUIT BREAKER	589,845.00
FY12 SPED IDEA	52,328.00
FY12 TITLE II, PART A	3,595.00
FY12 SPED PROGRAM IMPROVEMENT GRANT	4,051.00
FY12 TITLE I PART A	15,016.00
FY13 IDEA GRANT	519,159.00
FY13 SPED PROGRAM IMPROVEMENT GRANT	25,355.00
FY13 TITLE II, PART A	13,865.00
FY13 SPED EARLY CHILDHOOD	21,432.00
FY 13 TITLE I	44,576.00
FY 13 TITLE I CARRYOVER	12,611.00
FY13 EARLY CHILDHOOD SPED PROGRAM IMP	3,000.00
FY13 ACADEMIC SUPPORT	7,700.00
BULLYING PREVENTION INITIATIVE GRANT	19,833.32
TOTAL SCH STATE/FEDERAL GRANTS	1,332,366.32

RECEIPTS RSVD FOR APPROP

WETLANDS PROTECTION ACT	8,470.00
'2000 TITLE V APPORTED ASSESSMENT	30,292.41
'2000 TITLE V COMMITTED INTEREST	10,692.37
TITLE V PAID IN ADVANCE	0.00
RESD FINES WEIGHTS & MEASURES	3,025.00
SALE OF CEMETERY LOTS	11,521.81
TOTAL RECEIPTS RSVD FOR APPROP	64,001.59

OTHER STATE/FED GRANTS

FEMA REIMBURSEMENT GRANT	168,231.50
PUBLIC LIBRARIES CH 78 S 19A	11,188.46
CDAG ELM ST. SEWER	139,109.81
LOCAL CULTURAL COUNCIL GRANT	3,870.00
MASSCEC - SOLARIZE GRANT	2,000.00
ACP COMPETITIVE GRANT DOER	78,396.00
SUSTAINABLE WATER MGMT INITIATIVE	15,951.63
MA PRESERVATION PROJECTS FUND GRANT	30,000.00
STATE ELEC/EXTRA POLLING HOURS	4,886.00
POLICE EOPSS GRANTS	24,728.89
LOCAL EMERGENCY PLANNING GRANT	3,450.00
ASHLAND/HOPKINTON REG FIRE STUDY	70,000.00
EOEA FORMULA GRANT	13,531.00
BAY PATH SENIORS	595.00
SR. CITIZEN TRANSPORTATION GRANT	37,518.50
TOTAL OTHER STATE/FED GRANTS	603,456.79

COMMUNITY PRESERVATION FUND

CPA SURCHARGE FY08	0.22
CPA SURCHARGE FY10	15.76
CPA SURCHARGE FY11	66.89
CPA SURCHARGE FY12	499.41
CPA SURCHARGE FY 13	733,407.46
CPA SURCHARGE FY14	1,728.47
CPA STATE MATCH	187,126.00
TOTAL COMMUNITY PRES FUND	922,844.21

SEWER ENTERPRISE FUND

SEWER USAGE-INTEREST	14,224.19
USAGE CHARGES - SEWER	1,741,778.29
2013 SEWER LIENS ADED TO TAX	74,108.20
SEWER DEPT FEES	975.00
SEWER CONNECTION PERMITS	1,400.00
UNAPPORTIONED SPECIAL ASSESS.	8,445.63
2012 APPTD ASSESSMENT ADDED PH 6	156,080.98
2013 APPTD ASSESMENT ADDED-PH 6	478,902.59
2013 APPTD ASSESMENT ADDED-PH 1-3	17,891.94
2013 APPTD ASSESMENT ADDED-PH 4-5	243,759.56
2012 C/I PH 6	51,647.18
2013 C/I PH 1-3	3,368.12
2013 C/I PH 6	369,244.21
APPTD ASSESS. PAID IN ADVANCE	100,855.63
COMMITTED INT-APPORT ASSESS PD IN ADV	1,094.74
B.A.N. - SOUTH STREET PROJECT	32,148.28
TOTAL SEWER ENTERPRISE	3,295,924.54

WATER ENTERPRISE

WATER USAGE INTEREST	11,297.84
WATER USAGE CHARGES	1,402,366.59
2013 WATER LIENS ADDED TO TAXES	43,341.80
WATER DEPT FEES	1,677.25
WATER CONNECTIONS	151,636.00
WATER FEES COMMITTED	37,174.70
BOND ANTICIPATION NOTES ISSUED	1,370,000.00
TOTAL WATER ENTERPRISE	3,017,494.18

PARK & REC ENTERPRISE FUND

RENTAL-TOWN PROPERTY	7,245.00
RENTAL-FRUIT STREET PROPERTY	70,422.50
RECREATION PROGRAM FEES	399,656.87
TOTAL PARK & REC ENTERPRISE	477,324.37

NON-EXPENDABLE TRUST FUND

CEMETERY PERP. CARE BEQUEST	14,000.00
TOTAL NON-EXPENDABLE TRUST FUND	14,000.00

EXPENDABLE TRUST

LOU/CATHY WHITE SCHOLARSHIP FUND	500.00
TOTAL EXPENDABLE TRUST	500.00

STUDENT ACTIVITIES

STUDENT ACTIVITIES	469,690.84
TOTAL STUDENT ACTIVITIES	472,084.54

AGENCY FUNDS

FIREARMS LICENSES-PORTION TO TRUST FD	20,437.50
POLICE OFF DUTY DETAIL	470,818.76
FISH & GAME LICENSES - DUE STATE	928.90
TOTAL AGENCY FUNDS	492,185.16

Fire Department

To the Honorable Board of Selectmen and the citizens of Hopkinton. It is with great pleasure that I submit my fifth town report to you as Chief of the Hopkinton Fire Department. As always I look forward each and every day to protect and serve our community, its citizens and all who pass between our borders.

Incident Responses:

We again had a very active year within our community and while assisting our neighboring mutual aid communities. The calendar year 2013 incident response data is included in this report for your review. The frequency of multiple responses at the same time continues to develop as a severe operational challenge to our response system. Unfortunately the number and severity of the responses to Route 495 and the Massachusetts Turnpike remains a constant operational demand.

Personnel:

During 2013 we had two long time employees retire. We will miss their day to day presence and lose the institutional knowledge of Fire Prevention Officer Robert Santucci and Firefighter Edward Wright. A combined sixty eight years of dedicated service to the Hopkinton Fire Department and our community. We also welcomed Firefighter/Paramedic Sara Jordan as our first female career firefighter. She acclimated very quickly and has become an integral part of our team. As I draft this report she is attending the Massachusetts Firefighting Academy recruit training class and is performing at a very high level.

Community Engagement and Public Education Program(s):

Under the leadership of Deputy Chief Steve Slaman and Firefighter William Krauss the annual Fire Prevention Week open house in October was a very successful event that continues to receive tremendous support and attendance from the community. Attendance at this year's event exceeded 450 persons. I would like to thank the personnel who again volunteered their time to make this yearly program a huge success. The long standing tradition of the Center School Kindergarten staff and students walking to the Firehouse for a safety

demonstration and a tour of the building was continued with great enthusiasm. Certified Infant Car Seat installer Firefighter Pat Gross assisted 95 families to insure safe and proper installation of infant and child car seats. Fire Prevention Officer Tom Poirier and FF Tim Healy coordinated monthly training for 170 of our citizens and employees of town businesses in CPR, First Aid and the use of Automatic External Defibrillators (AED's).

Residential and Commercial Inspections:

Due to the retirement of Fire Prevention Officer Robert Santucci, a new Fire Prevention Officer, Tom Poirier, has taken responsibility for this critical function of our operation. The Fire Prevention Office conducted 1144 inspections, a very significant increase of 20.6% when compared to our 2012 inspectional activity. There are many factors that drive these numbers. We project additional significant increases when multiple projects in the construction stage start to come on line as we move forward. I would like to again thank the continued support and collaborative effort displayed on a daily basis with Building Inspector Chuck Kadlik and Assistant Building Inspector Mike Shepard who work very close with our Fire Prevention Officer to make our residential dwellings, schools and commercial buildings safe for our residents, students and school staff. I hope everyone understands the importance of this core function to our community.

Emergency Management and Severe Weather Events:

We continue to experience severe weather events and your Hopkinton Emergency Management Group was very busy with pre event planning and mitigating these events. A very successful collaboration between the Fire Department, the Police Department, the Town Manager's Office, the DPW, the IT Director and other town agencies insures a planned and successful outcome for these events. I again need to thank all of our citizens who have taken a proactive approach to plan and prepare for these events. I will continue to be proactive and share with you severe weather and seasonal specific safety and preparation information through a variety of the media outlets available in our community. Your Emergency Management Group continues to actively encourage all of our families

and citizens to participate in the CodeRed Emergency Notification system. This system can be accessed via links on the Fire Department, www.hopkintonfd.org or the Town of Hopkinton, www.hopkinton.org, websites.

Regional Emergency Planning Committee (REPC):

The REPC consists of a collaborative planning and emergency response approach from the communities of Ashland, Framingham, Holliston, Hopkinton, Natick and Sherborn. As always we need to remain diligent with our local planning and awareness capability which is augmented by this regional approach.

Grants:

The department again diligently spent many man hours applying for grants. We were awarded multiple grants from MEMA that has allowed additional technology upgrades in the Fire Headquarters Training / Emergency Operations Center (EOC) facility and the Mobile Command Post (MCP).

Capital Vehicle Replacement Schedule:

The yearly review, inspection and certification of our mobile capital assets were completed by respective third party agencies. I am pleased to report that all of our equipment passed inspection and certification. A strategic decision was made again this year on our ten year vehicle replacement schedule to delay replacement of the current Rescue Truck for one (1) additional year. This vehicle is a critical part of our core function and we will seek your support next year to replace this vehicle.

Special Events:

April again saw the department actively involved in providing fire and advanced life support emergency medical services for the Boston Marathon. Our thoughts and prayers go out to the individuals, families and first responders deeply affected by this tragic event. I would like to thank all the individuals, town departments, mutual aid departments and outside agencies who assisted with making this event safe and an operational success.

Planning for the 2014 BAA Marathon initiated two days after the 15 April event and has been very robust and is requiring a very high degree of planning. We were also very actively involved in providing operational support and logistics to multiple High School sporting

event(s), road races and swimming events that were held within our community.

As always, the Hopkinton Fire Department stands ready to respond to the needs of the community at a moment's notice, and I am proud to have the opportunity to serve as your Fire Chief.

In closing, I would like to thank all of my personnel, the Board of Selectmen, Town Departments, Committees and especially the residents of Hopkinton for your constant and continued support.

Respectfully,

P. Kenneth Clark
Fire Chief / Emergency Management Director

**HOPKINTON FIRE DEPARTMENT
CAREER FIREFIGHTERS**

- P. Kenneth Clark, Chief*
- Stephen Slaman, Deputy Chief***
- Mary Carver, Administrative Manager
- Matthew Bailey***
- Robert Caron***
- Francis Clark*
- Robert Clark*
- Richard Corcoran***
- Gary Daugherty, Jr.***
- James Frederick***
- James Gosselin***
- Patrick Gross*
- Carl Harris, Lieutenant*
- Timothy Healy***
- Sara Jordan***
- Scott Jurasek, Lieutenant*
- William Krauss***
- Douglas Lewis*
- William Lukey*
- William Miller, Lieutenant**
- Kazimierz Piorkowski***
- Thomas Poirier, Fire Prevention Officer***
- Michael Prescott*
- Norman Seymour*

Denotes EMT Basic*, EMT Intermediate **, EMT Paramedic***

**HOPKINTON FIRE DEPARTMENT
CALL FIREFIGHTERS**

James Collins***
James Danahy
Nicholas Danahy*

Zachary Frederick*
Brent Hamilton
Thomas McIntyre
Scott Riess
Joshua Sables***
Michael Torosian

Calendar Year 2013

Situation Type	# of Incidents
100 Fire	8
111 Building fire	21
112 Fires in structures other than build	1
113 Cooking fire, confined to container	13
114 Chimney or flue fire, confined to chimney.....	2
118 Trash or rubbish fire, contained	4
130 Mobile Property (vehicle) fire, other	3
131 Passenger vehicle fire	5
132 Road freight or transport vehicle fire	4
140 Natural vegetation fire	4
141 Forest, woods or wildland fire	10
142 Brush, or brush and grass mixture fire	9
143 Grass fire	3
160 Special outside fire, other.....	3
162 Outside equipment fire	1
163 Outside gas or vapor combustion explosion.....	1
240 Explosion (no fire), other	1
251 Excessive heat, scorch burns with no ignition ...	3
300 Rescue, emergency medical call (EMS) call	8
311 Medical assist, assist EMS crew.....	5
321 EMS call, excluding vehicle accident	866
322 Vehicle accident with injuries	126
323 Motor vehicle/pedestrian accident	4
324 RUOK check.....	1
341 Search for person on land	3
352 Extrication of victim(s) from vehicle	3
353 Removal of victim(s) from stalled elevator	2
361 Swimming/recreational water areas rescue	1
381 Rescue or EMS standby.....	6
400 Hazardous condition, other.....	23
411 Gasoline or other flammable liquid spill.....	7
412 Gas leak (natural gas or LPG).....	29
413 Oil or other combustible liquid spill.....	8
421 Chemical hazard (no spill or leak).....	2
422 Chemical spill or leak.....	1
424 Carbon monoxide incident.....	30
440 Electrical wiring/equipment problem	11
441 Heat from short circuit (wiring), defective	2
442 Overheated motor.....	9
444 Power line down.....	28
445 Arcing, shorted electrical equipment	9
461 Building or structure weakened or collapse.....	1
462 Aircraft Standby.....	1
463 Vehicle accident, general cleanup.....	1
480 Attempted burning, illegal action, other	1
482 Threat to burn.....	1

Situation Type	# of Incidents
500 Service Call, other	10
510 Person in distress, other	11
511 Lock-out	30
512 Ring or jewelry removal	1
520 Water problem, other.....	16
521 Water evacuation	2
522 Water or steam leak.....	2
531 Smoke or odor removal	4
540 Animal problem, other.....	1
541 Animal problem	2
542 Animal rescue	1
550 Public service assistance, other	21
551 Assist police or other governmental agency.....	4
552 Police matter.....	7
553 Public service	9
554 Assist invalid.....	6
555 Defective Elevator, no occupants	3
561 Unauthorized burning	3
571 Cover assignment, standby, move up.....	7
600 Good intent call, other.....	21
611 Dispatched & canceled en route	57
621 Wrong location.....	1
622 No incident found on arrival at dispatch.....	11
631 Authorized controlled burning	2
632 Prescribed burning	2
641 Vicinity alarm (incident in other location)	1
651 Smoke scare, odor of smoke	26
671 Hazmat release investigation w/ no hazmat	6
700 False alarm or false call, other	14
712 Direct tie to FD, malicious/false alarm.....	4
713 Telephone, malicious false alarm	1
714 Central station, malicious false alarm.....	6
715 Local alarm system, malicious false alarm	2
721 Bomb scare – no bomb	2
730 System malfunction, other	1
731 Sprinkler activation due to malfunction	3
732 Extinguishing system activation due to m	1
733 Smoke detector activation due to malfunction	34
734 Heat detector activation due to malfunction	4
735 Alarm system sounded due to malfunction	17
736 CO detector activation due to malfunction	21
740 Unintentional transmission of alarm.....	13
741 Sprinkler activation, no fire - unintentional	2
742 Extinguishing system activation	1
743 Smoke detector activation, no fire -unintentional	45

Situation Type.....	# of Incidents
744 Detector activation, no fire - unintentional	21
745 Alarm system sounded, no fire - unintentional	15
746 Carbon monoxide detector activation, no.....	13
800 Severe weather or natural disaster, other	2
813 Wind storm, tornado/hurricane assessment	15

Situation Type.....	# of Incidents
814 Lightning strike (no fire)	2
900 Special type or incident, other	2
911 Citizen Complaint	1
912 Outside Burn Complaint	11
Total for all incidents.....	1808

Historical Commission

The Hopkinton Historical Commission was established in 1969 under Mass General Law (Chapter 49, Section 8D of the General Laws) with a goal of historic preservation. The Commission coordinates with other town agencies as well as private organizations (such as the Historical Society) to safeguard the preservation of the town's historic properties and sites.

Calendar '13 saw continued progress on two CPC projects; Oral History (which supports the Town's upcoming 300th Anniversary) and the Historic Signs Project. Completed oral histories are available through the HHC town website. Both Hopkinton

Historic districts along with the HHC agreed on brightening the contrast of the signs and all signs will be in place in 2014.

The sale of the Fitch-Adams House (aka Elmwood Farm) located at 97 Ash St. was completed with the new owners fully supportive of its Preservation Restriction Agreement. The agreement was recorded and filed with the deed with the HHC acting as the town's agent in overseeing the agreement.

Town residents continue to appreciate completed CPC projects which have quite a visual impact – the Hopkinton Train Depot, Lake Whitehall Gatehouse, and the McFarland Home. Residents can also take pride in seeing an increasing number of historic plaques displayed on historic homes.

The Commission continues to work with residents to explore viable alternatives to demolition under the Historic Preservation by-law. A number of demo permits were one taken out this year; two public hearings were held one of which resulted in favor of the demo delay. Since the bylaw's inception, a number of historically significant homes have been saved while the vast majority of requests, well over ninety percent, have been allowed to proceed with no delay or hearings held.

We look forward to a productive 2014 relying on the active involvement and generous volunteer support of town residents, and close working relationships with other town departments and commissions. The latter was reinforced with a 2014 approved town bylaw adding HHC to communication regarding upcoming filings and agendas

Historic District Commissions

Historic Districts in Massachusetts have three major purposes, as stated in Ch. 40C of Massachusetts General Law: 1.) To preserve and protect the distinctive characteristics of buildings and places significant to the history of the Commonwealth and its cities and towns; 2.) To maintain and improve the settings of those buildings and places; 3.) To

encourage new designs compatible with existing buildings in the district.

CENTER HISTORIC DISTRICT COMMISSION

The Hopkinton Center Historic District was established by the townspeople in 1979, consisting primarily of properties surrounding the Town Common, the Common itself, and properties along the south side of

Main Street, ending near the corner of Grove Street. A small portion of East Main Street is also included. In recent years, Center School and the Town Hall have been added to the district. The Hopkinton Center Historic District Commission is the reviewing authority responsible for regulating design within the Hopkinton Center Historic District.

In 2013, the Hopkinton Center Historic District Commission reviewed signage for a new business in the downtown. They also worked with the Historical Commission to identify suitable locations for three bronze signs designating the boundaries of the District, and to improve their visibility by having the lettering resurfaced prior to installation.

Concern for preserving the Elmwood Farm on Ash Street, ranked by the Historical Commission as the town's most at-risk historic property, prompted the District Commission to take steps to create a single property historic district as a means of protecting it. The Commission prepared an in-depth study report on the significance of property, which was reviewed and endorsed by the Massachusetts Historical Commission. Subsequently however, a historic preservation restriction was placed on the Elmwood Farm and signed by its buyers, who are committed to preserving its historic house and barn, thus eliminating the need to protect it through a historic district.

The Historic District Commission consulted with the School Dept. on ways to improve the student drop-off area at Center School while maintaining the integrity of the school's setting and landscaping. The Center Historic District Commission continues to work with town entities and citizens to ensure that as we strive to

improve our downtown, its historic character is protected and enhanced.
Respectfully submitted,

Michael Girardi, Chairman
Beth Kelly
Melanie Smith
Austin Spang
Jeanette Thomson
Claire Wright

WOODSIDE HISTORIC DISTRICT COMMISSION

The Woodville Historic District Commission was created in May 2005 by Town Meeting to preserve the historic ambiance of the Village of Woodville. Commission members are committed to maintaining the unique village atmosphere. Many residents of the Historic District are also cognizant of the importance of protecting its historical resources, and are willing to work with the commission to obtain the best resolution of the need to update their homes and neighborhood and yet maintain historical flavor.

As of the printing of this report, the Town of Hopkinton is presently seeking interested residents who would like to participate in volunteering for the Woodville Historic District Commission. If you are interested in obtaining more information about the Commission or are interested in volunteering, please contact the Town Manager's Office at (508) 497-9700, or fill out an application on-line at www.hopkintonma.gov/home/about/hug.

Current members of the Woodville Historic District Commission include: Sean Davan, Kenneth Johnson, George Reimann and Scott Richardson.

Housing Authority

GENERAL

The Housing Authority operates under the authority of the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD). Regular Board Meetings are held once a month at Tom Kenney Hall, 100 Davis Road, Hopkinton, Massachusetts. All meetings are public and tenant participation is encouraged. Members of the Board are:

Renee Gilson, Chairman
Marilyn Stearman, Vice Chairman

Warren Johnson, Treasurer
Marilyn Palmer, State Appointee
Nancy Kelleigh, Member

Housing Authority Staff include:

Shirley Bliss, Administrative Assistant
Anthony Gonsalves,
Maintenance Mechanic/Supervisor
Alan Leone, Part-time Maintenance
Linda Donahue, Executive Director

Present programs administered by the Housing Authority include:

CHAPTER 667C

The Housing Authority has 92 units of housing for the elderly known as Brampton Circle. These units are located on Davis Road, and are available to elderly, handicapped, and disabled residents with incomes below \$45,100 for one person or \$51,550 for two. Rent is calculated at 30% of monthly adjusted income. The waiting list for elderly housing is currently open, and interested parties should contact the Housing Authority office at 508-435-6022.

CHAPTER 705

The Housing Authority has three two bedroom and three three bedroom apartments of family housing under the 705 program. These units are also located on Davis Road and are currently fully occupied. Rent for these units is calculated at 27% of monthly adjusted income. The waiting list is currently open.

MAYHEW COURT

The Housing Authority has twelve units of Project Based Section 8 Family Housing. The construction of Mayhew Court was completed in February 2012. The units consist of seven two bedroom units and five three bedroom units. The units are currently occupied. However, to request an application to be placed on the waiting list, please contact South Middlesex Opportunity Council, Inc. located at 300 Howard Street, Framingham, Ma 01702-8313, Telephone #508-620-2340.

MASSACHUSETTS RENTAL VOUCHER PROGRAM

DHCD currently has a freeze on the issuance of any new vouchers. The Housing Authority has one one-bedroom voucher which it administers in Hopkinton.

MODERNIZATION

Modernization and capital improvement work for housing on Davis Road is funded through a

combination of monies provided by the Commonwealth through the Department of Housing and Community Development, and Housing Authority reserves.

Hopkinton Housing Authority recently completed re-roofing fourteen buildings of elderly housing located at Davis Road and replaced windows for the 705 family units. This project was funded through Department of Housing and Community Development's Capital Planning funds. The housing authority has applied for Sustainability funds to complete the remainder of roofs at Davis Road and Health and Safety initiatives to remove some trees and make repairs to sidewalks which pose a trip hazard. We will continue with updating bathrooms with tub liners where needed and replacement of kitchen and bathroom floors.

From January 2013 to December 2013, the housing authority had ten elderly apartment turnovers. Please contact the housing authority for an application to be placed on our waiting list. Updates to apartments can be anywhere from painting, installing new kitchen cabinets, new flooring, tub liners and wall surrounds depending on the condition of the apartment upon vacancy..

COST CONTAINMENT

The Housing Authority continues to operate with no state subsidy. Any surplus above minimum reserve will continue to be utilized for capital improvements on behalf of residents.

Respectfully submitted,

Linda Donahue
Executive Director

Human Resources Department

Debbie Hilton-Creek

Human Resources Director

HR Web Page:

<http://www.hopkintonma.gov/home/government/departments/hr>

Department Summary

In 2013, the Human Resources Department continued to experience a sharp increase in demands for its services from its employee and retiree populations. In addition to service demands, HR hired and welcomed fifteen (15) new employees, including the

current HR Director. These additions to Town staff were due to employees retiring, leaving the area, or accepting other positions elsewhere. There were no net gains to the number of employees already on board.

Benefits

FY 2013 was another fantastic year for cost efficiencies, one of which actually resulted in a slight decrease in cost to the Town's Health Insurance obligation. The HR staff is committed to applying strategies that have been successful in achieving significant cost savings, toward upcoming negotiations as the Town plans for renewal of all benefit contracts.

During FY13, the HR department migrated more than a dozen seniors over to the Medicare Supplemental Plans. This brings the number of employees to retire from the Town to approximately 150.

The HR department's effectiveness in implementing and maintaining efficiencies and cost saving measures, through risk management and compliance with applicable state, federal, and local mandates, continue to be a priority for FY15.

Union Negotiations

FY 2013 was another challenging year for the renegotiation of labor contracts. The administration, in collaboration with HR, is committed to continuing its

effort to reach fair and reasonable agreements that are in the best interest of the Town and its Union members.

Personnel Committee

The Personnel Committee continued its work with the HR department in support of its function. In addition, the Committee has been a valuable resource in providing guidance and advice regarding matters such as employee growth and development, legal compliance, etc. It should be noted that in addition to the appreciation of the service the Personnel Committee provides to the HR Department and the Town, the contributions made by their employers through their membership on the Committee are also appreciated.

The HR Department and the Town appreciate the time our Personnel Committee members give back to our community through their service. They are:

Bob Levenson, Chair Patricia Duarte
Kathy Dlugolecki Kathy LaFlash
Owen Mangan

Christopher McClure, Director
cmcclure@hopkintonma.gov
508-497-9756

IT Office, 2nd Floor, Town Hall, 18 Main Street,
Hopkinton, MA 01748

www.hopkintonma.gov

Information Technology Department

The Hopkinton Technology Department reports achievements and progress in the following areas for calendar year 2013:

Collaboration

Town, School and Public Safety Departments continued their commitment to a joint technology model in 2013.

Building on the shared fiber network, the technology department upgraded the obsolete, stand alone phone systems in all town buildings with an integrated Avaya Voice Over IP phone system over the summer of 2013. Schools added the Middle School and Administration buildings to the same system in the fall of 2013. The strong collaboration model ensured seamless interoperability of this core system. The

school plans to add more buildings to the system in 2014 and beyond.

The technology department supported the implementation of the Munis integrated financial system in 2013. Lead by the finance departments, Munis addresses many long standing financial audit issues, eliminates several stand alone financial systems, adds new internal controls including a purchase order system, and adds new features including an HR module, employee and citizen self service. Munis is a secure cloud based system consistent with the joint technology plan. Hopkinton is on schedule to go live with Munis in winter 2014.

Building on the success of prior public safety technology projects, the technology department was

invited to participate in planning for the 2014 Boston Marathon. In 2013, the technology department assisted with mapping, database and web dashboard projects. Mobile devices were also increased for public safety personnel and vehicles.

The technology department assisted the Historical Commission in 2013 with an oral history project. The purpose of the project is to capture memories of Hopkinton before they are lost forever. The technology department helped purchase digital camcorders and upload interviews to the town's YouTube channel. Visit www.hopkintonma.gov to view. Interviews will continue until the 300th Anniversary in 2015.

Much of the technology work in 2013 was facilitated by the technology department's intern program. The IT office now has 4 workstations available for intern use and staff training. In 2013, Hopkinton had 10 interns working on GIS, data conversion, Munis, general IT and general government. This has been a valuable program for the town and the students and will continue in 2014.

Communication

The 2013 Voice Over IP phone project fits into the technology model's communications goals. For the

first time, every town building (and a growing number of school buildings) shares a common central phone directory. Calls can be transferred easily to any extension in any building. Because of the flexible system, phones can be added and moved anywhere on the town network. More employees and locations have phone access than ever before. Even employees without a physical phone now have access to voicemail. The system also provides voicemail to email access, making it even easier to stay informed.

Hopkinton continues to gain efficiency using Google Apps. The new phone system directory and all mobile devices are also now also available through the Google directory, making contacting and collaborating with employees seamless. As employees become more proficient, information becomes easier to make available to Hopkinton residents online.

Hopkinton reached a wide audience in 2013 through the website and social media. Social media allows residents to receive notices, agendas and emergency information without having to visit the town website.

www.hopkintonma.gov/home/about/follow

<p>2013 Social Media:</p> <ul style="list-style-type: none"> ● 545 Twitter Followers ● 31 Google+ Follower ● 186 Facebook Followers ● 69 Email subscribers (only counting general town notices) 	<p>2012 Social Media:</p> <ul style="list-style-type: none"> ● 118 Twitter Followers ● 12 Google+ Follower ● 26 Facebook Followers ● 46 Email subscribers (only counting general town notices)
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<p>2013 Web Statistics:</p> <p>Visits: 194,240</p> <p>Unique Visitors: 91,155</p> <p>Pageviews: 882,874</p> <p>% New Visits: 44.10%</p>	<p>2012 Web Statistics:</p> <p>Visits: 95,698</p> <p>Unique Visitors: 46,314</p> <p>Pageviews: 517,057</p> <p>% New Visits: 48.39%</p>
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Hopkinton continues to embrace mobile technology. The emergency management and public safety departments increased the number of mobile devices for personnel and vehicles in 2013. The town

website was updated to be more mobile friendly. Tablets were used to collect hydrant and other updated mapping data for the GIS system.

Service

Hopkinton's website, www.hopkintonma.gov, continues to be the primary service vehicle for the technology department. In 2013, more online forms and maps were made available, including the ability to activate and view active burn permits online. Hopkinton's website is very active and full of current content. In addition to all of the great information, tools and social media, Hopkinton now offers several mobile apps. Hopkinton was awarded the opportunity to participate in the Commonwealth Connect project with other communities in the state. As a result, residents may use the SeeClickFix app to report and check the status of issues from their smart phone. Stay tuned in 2014 for even more ways to interact with Hopkinton online.

Residents coming into town hall will now find a public computer kiosk in the lobby. This allows people

access to all of the online tools even when visiting town hall.

One of the key features of the Munis financial system is improved citizen and employee self service features. Look in 2014 for improvements to online bill lookup and payments. Employees will be able to enjoy electronic direct deposit advices and other features.

The Voice Over IP phone system also has many features that enhance service. Employees enjoy greater flexibility in designing phone menus and call flow. Important voice messages can now be delivered via email allowing faster response.

Respectfully Submitted,

Christopher McClure, IT Director

Inspectional Services Department

Over the past year there has been a significant increase in Residential construction at the Legacy Farms South site. To date 205 Certificates of Occupancy have been issued to ALTA Apartments and 35 have been issued to Pulte Homes.

The Inspectional Services Department consists of a full-time Director, a part-time Inspector of Buildings, a part-time Plumbing and Gas Inspector, a part-time Electrical Inspector and Administrative staff. Zoning enforcement and zoning reviews continue to consume a majority of time in the Department.

The Inspectional Services staff continues to pursue educational training to keep up-to-date with changes in building codes and construction techniques to maintain certification levels.

We continue to maintain safety and service as our highest priority and look forward to serving the community in the next year.

Respectfully submitted,

Charles E. Kadlik
Director of Municipal Inspections
Zoning Enforcement Officer

BUILDING REPORT

In accordance with applications filed in this office for the period starting January 1, 2013 and ending December 31, 2013 building construction in the Town of Hopkinton for the past year is as follows:

New: Commercial. Bldgs	
Permits Issued:	1
Estimated Value:	\$52,527.00
Fees Collected:	\$525.00
Alterations To Same	
Permits Issued:	49
Estimated Value:	\$4,356,888.00
Fees Collected:	\$29,005.00
New: Assembly Bldgs	0
Alts To Assembly Bldgs	
Permits Issued:	8
Estimated Value:	\$276,638.00
Alts To Assembly Bldgs	
Fees Collected:	\$500.00
Institutional Bldgs (New)	0
Alts To Institute. Bldgs	0

New: Residen. Bldgs
 Permits Issued: 189
 Estimated Value: \$14,930,940.00
 Fees Collected: \$149,315.00

Alterations To Same
 Permits Issued: 943
 Estimated Value: \$10,213,655.00
 Fees Collected: \$100,265.00

New: Misc. Structures
 Permits Issued: 89
 Estimated Value: \$1,326,470.00
 Fees Collected: \$15,240.00

Alterations To Same
 Permits Issued: 6
 Estimated Value: \$55,200.00
 Fees Collected: \$600.00

Wrecking
 Permits Issued: 14
 Estimated Value: \$70,200.00
 Fees Collected: \$705.00

Certificates of Compliance,
 Use & Occupancy: 949

Certificate of Inspection: 32
 Fees Collected: \$1,280.00

Building:
 Total Permits Issued 2013: 1299
 Total Estimated Value: \$31,282,518.00
 Total Fees Collected: \$296,155.00

**GAS/PLUMBING REPORT
 7/1/12 - 6/30/13**

Deposits: \$102,755.00
 Payroll: \$45,936.00
 Expenses: \$385.06

**WIRING REPORT
 7/1/12 - 6/30/13**

Deposits: \$98,974.00
 Payroll: \$43,560.00
 Expenses: \$1,131.24

Marathon Committee

"It All Starts Here" The Hopkinton Marathon Committee (HMC) was established in 1979 to act as "Stewards of the Start" for the Boston Marathon, to work in collaboration with the Boston Athletic Association to ensure that the annual running of the world's oldest and most prestigious marathon is a safe and successful event for all involved. The planning, organization and effort required to accomplish this is a yearlong challenge. Our committee works with the B.A.A. to guide and coordinate all race operations within Hopkinton. We work diligently with all town officials, departments, residents, and businesses to make sure all race operations are made with the best interest of Hopkinton.

This year, the start of the marathon was one of the best! All the advance planning and preparation made for a flawless start. With clear skies and 50 degree weather everyone was enthusiastic for a great race on such a beautiful day. Over 23,000 runners, over 850 volunteers, and thousands of spectators descended on Hopkinton on Patriots' Day for the 117th B.A.A. Boston Marathon on April 15, 2013. However, at 2:50p.m., as thousands of runners ran down Boylston

Street towards the finish line, tragedy struck when two bombs exploded seconds apart stunning the running world and our nation to the core. This cowardly act of terrorism killed four people and severely injured over 260 of whom were all spectators cheering for runners near the finish. Race volunteers and emergency personnel rushed to the aid of the victims. It was the heroic quick action of Police, Fire, EMT, medical staff, and volunteers who saved lives that horrific afternoon. Runners staying in Hopkinton at N.E. Laborers' Training Center were stranded in Boston with no money or warm clothing so we drove into Boston and picked them up just outside Kenmore Square. The shock and horror they witnessed was indescribable and many seemed to still be in shock but were so appreciative of Hopkinton's hospitality and support.

Many of us were overcome with sadness and such grief that it inspired us to create a banner which was displayed on the Town Common showing support and solidarity for the runners and spectators. The banner read "**With you at the Start, with you at the Finish, with you forever. The people of Hopkinton send love to all those impacted by the attacks of**

4/15/-13”. The Board of Selectmen supported the banner and its heartfelt respectful message of support for all involved. They received many letters from residents thanking them for the banner which perfectly expressed what many in town were feeling. The banner went viral on YouTube as many Americans were looking for a way to grieve and comprehend this unbelievable tragedy.

Selectmen Chairman, Ben Palleiko addressed the runners, volunteers and spectators welcoming them all to town. He also thanked our committee for their tireless efforts in coordinating preparations for the race with the B.A.A. and wished the runners well on their journey into Boston.

The Hopkinton Marathon Committee along with the Boston Athletic Association honored three local veterans for their service. This year's honorees were Robert Fayard, U.S. Navy, George Gross, U.S. Army, Thomas Igartua, U.S. Marines. The committee created the veteran appreciation program in 2002 and continues to take great pride in making sure our local veterans are recognized on the starters' platform and introduced to the runners and spectators on Patriots' Day.

The committee has had the honor and privilege of selecting the starters for waves two and three since 2006. This year we selected members of the Phipps and Pratt families to fire the starters' pistol in recognition of Paul Phipps and Joe Pratt. Both gentlemen contributed so much to the town of Hopkinton and were involved in the marathon for many years. Phipps nephew, Brian Thomas who ran the marathon five times started the second wave. Tom Pratt started the third wave in memory of his late father, Joe. Joe goes way back with the marathon and the Brown family for years never missing the start or finish of the race with his best friend Tom. Both men's contributions and legacy will be forever remembered as part of the history of Hopkinton!

I'd like to thank our Police and Fire departments who coordinated all the Federal, State, and local agencies needed to ensure we had a safe and smooth start. They face many challenges each year.

Their expertise and professional staff are key to the overall planning of such a worldwide event as the Boston Marathon.

The Highway Department/DPW did a wonderful job preparing the town prior to the race and the town was left spotless within hours of the last runner crossing the starting line.

Colella's Supermarket was selected by the B.A.A. to provide 1000 lunches for the staff and volunteers at this year's race. Everyone raved about the fresh sandwiches!

The committee worked with Big Brother Big Sister again this year collecting over 11,500 pounds of clothing.

The Hopkinton Public Schools provided all the needed assets for the Athletes' Village, volunteers and Public Safety officials.

The annual celebration dinner was cancelled out of respect for all the victims of the marathon bombings. T-shirts that had been ordered for the event were sold to raise money for the One Fund. Over \$1300 was raised for the fund to support the victims.

Thank you to Police Chief, Rick Flannery who retired this year after 33 years of service.

I'd like to thank my fellow members of the Hopkinton Marathon Committee; Joe Bennett, Jean Cann, Ken Clark, Tom Coburn, Alex Danady, Rick Flannery, Jane Goodman, Craig Gormley, Mary Jo LaFreniere, Jack LeDuc, Bob Levenson, Mike Mansir, Adam Munroe, Judy Pitasi, Steve Slaman, Al Rogers, Boston Athletic Association officials, Tom Grill, Dave McGillivray, Andy Deschenes, Board of Selectmen, Town Manager office, all town departments, residents, businesses, and volunteers for all your cooperation and support!

Respectfully submitted,

Dorothy Ferriter-Wallace
Chair
Hopkinton Marathon Committee

Marathon Fund Committee

Hopkinton Marathon Fund Committee Charge and History

The first meeting of the Hopkinton Marathon Fund Committee took place on September 24, 1986. The Committee met to propose various ideas for allocating a \$15,000 gift to the Town from the Boston Athletic Association (BAA). Discussion included ways to promote and support variety of youth athletics and recreational programs. Most of the money went into the Town of Hopkinton general fund until 1987 when the Board of Selectmen directed the Marathon Fund Committee to disburse the funds left over from any Marathon related expenses as outlined and approved by the Hopkinton Marathon Committee. Since that time, many Hopkinton groups have benefited from the BAA gift including: Babe Ruth Baseball, Hopkinton Jr. High Soccer, Baseball, Football teams, Cross Country Ski Team, Graduating Student Athletes, Hopkinton Lacrosse, Hopkinton Hockey, the Hopkinton Senior Center, Little League Baseball, and Parks and Recreation requests.

The Hopkinton Marathon Committee is responsible for coordinating all aspects of the start of the Boston Marathon. It has always had the charge of forecasting all race related expenses in advance and approving those expenses which are then processed and approved by the Board of Selectmen. The Hopkinton Marathon Committee works very closely with the BAA, and ensures that all aspects of the start of the Boston Marathon are coordinated through the Committee as directed.

After all of Marathon related expenses have been approved, processed, and paid there are funds which remain in BAA Gift Account. This leftover amount is what the Hopkinton Marathon Fund Committee distributes. The fund is for use in the areas of recreation and athletics and the Committee encourages organizations, groups, and teams to make requests for use of the fund for those purposes; and in making recommendations of use of the fund, we attempt to support as many of those organizations, groups, and teams as possible. Procedurally, the Hopkinton Marathon Fund Committee has operated under the following criteria:

First come, first serve.

Purchases may be for materials, equipment or service.

Three bids should be submitted for consideration of a request.

Preference is given toward non-recurring items so the Marathon Fund does not become a permanent source for recurring programs, however historical exceptions have included (6) college scholarships for student athletes, and programs for Hopkinton Senior Center.

The annual scholarships for graduating high school seniors have been especially gratifying, and have served to be an important measure and demonstration of community support.

In 2013, after paying BAA Marathon expenses, \$26,871.67 remained in the Hopkinton Marathon Fund for use.

These funds have been allocated to:

- Six student-athlete scholarships for Hopkinton graduates
- Equipment rental for the post prom party
- Hockey bags for HHS Ice Hockey Team
- The Hopkinton Senior Center exercise programs
- The Hopkinton Skate Park Club
- Helmets for the HHS Lacrosse Team
- HHS efforts promoting the American Cancer Society's Relay-for-Life including support for the required police detail and porta-potties.

Among new requests for 2014 is seed funding for a "Hall of Fame" recognition project for athletics at the Hopkinton High School, and some possible assistance to the CAA to support arts related student activities.

We thank the Town of Hopkinton for its on-going support, and look forward to serving the community in the calendar year 2014.

Respectfully Submitted,

Carole Nathan, Chairperson
Colleen Charleston, Secretary
Mary Jo LaFreniere,

Marathon Committee Representative

Scott Agababian,

Hopkinton School Committee Representative

Dan Terry, Hopkinton

Parks & Rec. Representative

Open Space Preservation Committee

To the Citizens of Hopkinton:

A five member Open Space Preservation Commission was established in Hopkinton in 1980. The OSPC includes representatives from the Conservation Commission, Planning Board and Board of Selectmen, with two members-at-large. Its charge is to identify parcels of land available for acquisition that would enrich the quality of life in Hopkinton by providing land for passive recreation such as hiking, horseback riding, cycling and other non-motorized activities; as well as protection, preservation and restoration of our woodlands, wetlands, water resources, and scenic views. These parcels may also offer links to other recreation and open space lands, as well as wildlife corridors. The OSPC works with property owners or their agents to determine the best means of acquisition (i.e.; outright purchase, donations, or placement of conservation restrictions on development).

In 2013, the Open Space Preservation Commission evaluated seven properties. Several public discussions were held regarding acquisition of these parcels and the Commission's recommendations were presented to the Community Preservation Committee. The OSPC continues to work with the Upper Charles Trails Committee on establishing a trail system through the Legacy Farms development in East Hopkinton and is working closely with the Hopkinton Area Land Trust on arranging stewardship

for preservation land already owned by the Town. The Commission continued to monitor recently acquired land, such as the Hughes property on Hayden Rowe Street and the Elmwood Farm on Ash Street. The OSPC endorsed an Eagle Scout project through Hopkinton Boy Scout Troop 1 to create photographic baseline documentation for Cameron Woods in preparation for placing a conservation restriction on the property.

The OSPC was also asked to participate on the Fruit Street Subcommittee of the Planning Board. This subcommittee is evaluating current use of this property and exploring possible future uses for unutilized sections of the Fruit Street parcel.

We thank the Citizens of Hopkinton for their support for the various projects undertaken by the OSPC and hope we may continue to foster local appreciation for open space in Town.

Respectfully Submitted,

Jeffrey Doherty, Chairman

Nancy Peters

Benjamin Palleiko, Board of Selectmen Representative

John Ferrari, Planning Board Representative

Andre Griben, Conservation Commission Representative

Parks and Recreation Department

The Parks and Recreation department is excited and confident as we enter a new year. We are ready for new changes as well as maintaining the high quality programs provided to the town of Hopkinton. Our mission is to continue to enable and provide sustainable parks and recreational programs that enhance the quality of life for our community. Our vision is to be the community leader in providing and promoting high quality recreational experiences and park facilities that enhances the lifestyle of our community

The department is a custodian for Reed Park, Carrigan Park, Sandy Beach and Boat Ramp, EMC Park, Daniel Shays Field, Emerald Hills Field and the two Fruit Street fields. It is also responsible for the Town Common and Gazebo. The Parks and Recreation Department has seen many accomplishments in the past year. One of which is the ongoing expansion and construction of Sandy Beach. The department also was successful in expanding our summer program, the "Playground Group". The program doubled its enrollment from previous years and created 2

separate successful camps “Kids Group” and “Sports Group”.

We are an intergenerational department that strives to include and serve all different demographics. This year we have seen great amounts of growth in our youth sports programs. Our new high school boys basketball league has over 65 participants bringing the total number of participants in all of our basketball leagues to over 550 participants. Sharing resources with the Hopkinton Public School System, our new community fitness program has over 25 members and is growing rapidly. We also saw enrollment numbers for our ski club programs increase from 326 in 2013 to 375 participants in 2014. Our football program is going on

its third successful year and has expanded to now include a cheerleading program.

Overall, the Parks and Recreation department has seen over 1,400 participants in the past year. We are looking forward to continuing high quality programming throughout the town as the new year progresses. New programs such as yoga, stress relief classes, and volleyball leagues are being created. Preexisting programs are expanding. A priority is to bring back adult education classes such as babysitting, foreign language, and computer comprehension to the communities. We also would like to continue making improvements to Sandy Beach to create a family friendly and community oriented place for the town of Hopkinton.

Permanent Building Committee

The Permanent Building Committee (“PBC”) was established in 2010 to act as the single committee to review and recommend actions on non-school Town buildings and those projects on land leased from the Town or using Town funds. These recommendations consist of analysis of Town needs, conditions of the building and to identify projects and supervision of projects exceeding \$100,000 in cost.

Since its inception, the PBC has reviewed and made recommendations on the design and construction of a new Library, major envelope repairs and improvements to Town Hall and smaller repairs to other Town buildings.

The major project of the PBC in 2012 was an analysis of all Town buildings; including those operated by the Hopkinton Public Schools. The non-school buildings were reviewed to see if the buildings met the needs of the Town, and what projects related to repair and maintenance should be implemented as well as a recommended timeframe. Based on our analysis, we determined that the Library and DPW buildings no

longer met Town needs and repairs should be limited to essential repairs necessary for safety and comfort of the occupants. For the other buildings, we published an extensive list of repair projects to be addressed and a much smaller “critical” list.

For the Public School buildings the “met the needs” analysis was completed by the School Committee (who identified Center School as not meeting the Town needs) and we recommended both critical and long term projects for these buildings.

In addition to recommended projects the PBC has requested that the Town set aside additional funds to maintain its building to prevent the need for larger and more costly repairs in the future.

Respectfully submitted,

Michael DiMascio
John Ferrari, Chair
Daniel McIntyre

Planning Board

The responsibilities of the Planning Board are established by state law and by town bylaws. They

include making a Master Plan for the Town, recommending designation of scenic roads and

administering the Scenic Roads regulations, review of and action on subdivision and approval-not-required plans pursuant to Mass. General Laws Ch. 41, adoption of Subdivision Rules and Regulations for the Town, review of and action on plans pursuant to several zoning bylaws including Open Space and Landscape Preservation Development, Senior Housing Development, Garden Apartments in Residential Districts, Open Space Mixed Use Development Overlay District, Flexible Community Development, Site Plan Review, Office Park District, Off-Street Parking, Hotel Overlay District and Common Driveways. The Board also issues Earth Removal and Stormwater Management Permits and develops and holds public hearings on proposed zoning articles and presents them to Town Meeting for adoption.

During 2013 the Planning Board took the following action on several types of plans and applications:

Site Plan Review, Major Projects approved: 2

- 98 Hayden Rowe Street – Hopkinton Center for the Arts – Addition
- 78 West Main Street – Dunkin’ Donuts – New building

Site Plan Review, Minor Projects approved: 2

- 79 Hayden Rowe St. – Hopkinton Pediatric Dental Associates – Addition
- 59 Wood St. – The Learning Center of Hopkinton - Addition

Scenic Road Applications approved: 5

Approval-Not-Required Plans endorsed: 11, creating 5 new building lots

Special Permits granted or amended: 7

Definitive Subdivision Plans Approved: 1 (Hunter’s Ridge, South Mill St. – 19 lots)

Stormwater Management Permits issued: 1

At the 2013 Annual Town Meeting, the Planning Board sponsored Zoning Bylaw and Zoning Map change proposals which were adopted:

- A temporary moratorium on the location of medical marijuana dispensaries in Hopkinton, in effect until August, 2014.
- Zoning district change for 169 West Main Street – Rural Business to Business.
- Reduced setback requirements for residential storage sheds.

- A change in special permit granting authority for drive up windows, from the Board of Appeals to the Planning Board.
- Add Hopkinton school bus parking as a use by right in the Industrial B District.
- Require that the Design Review Board review applications for new permanent signs. Allow temporary banners across Main Street under certain circumstances.
- A new bylaw which authorizes the issuance of a special permit for the construction of commercial solar facilities.

The Board also sponsored a change to the Scenic Roads bylaw which was adopted, defining the term “major branch”, and an article to accept streets as public ways.

The Planning Board established the following goals for FY13:

1. Downtown Planning – Work with the Downtown Revitalization Committee, Downtown Steering Committee, DPW, Historic District Commission, the Parks & Recreation Commission and others to implement the downtown plan and continued monitoring of parking needs. As part of this effort, work with Library and School officials to provide input into decisions made with respect to the Public Library and Center School buildings.
2. Work toward sidewalk connectivity to meet pedestrian needs, and consider bike paths and bike lanes in the Town’s land use planning and development review. Work with the DPW to create a sidewalk plan for the Town.
3. Update the 2007 Master Plan.

The Board thanks members Mark Abate and Christian Ollenborger who left the Board this year, for their time and contribution during their service.

Kenneth Weismantel, Chairman
 John Coutinho, Vice Chairman
 John Ferrari
 Todd Holbrook
 Brian Karp
 Dick MacDonald
 Deb Thomas
 Matthew Wade
 Claire Wright

Police Department

It is with great pleasure I present to you the 2013 Annual Report for the Hopkinton Police Department. I want to thank all employees of the Hopkinton Police Department for their professional and dedicated service to the residents and business owners of Hopkinton.

I also thank all of the Town's Departments, committees, residents and business owners who have given their time and support to the Police Department over the last year.

Personnel

On June 28, 2013 Chief Richard Flannery retired from Hopkinton Police Department after 34 years of dedicated service to the Town of Hopkinton. Chief Flannery wore many hats and served in many capacities in the police department during his tenure. He started his career as an Auxiliary Police Officer and retired as Chief of Police. We all wish Chief Flannery and his family a happy and healthy retirement.

Officer Robert Bielecki joined the Department in February 2013 upon his transfer from Littleton Police.

Officer Bielecki is a 10-year veteran and has recently completed his Field Training Program in Hopkinton.

Arthur I. Schofield II was hired as a full-time officer. Officer Schofield has a Master's Degree in Criminal Justice and began his 22-week training at the

Municipal Police Training Council Academy in Reading in March. Upon his graduation, he will undergo the 14-week Hopkinton Police Field Training Program.

Gerard Jones was hired as a full-time dispatcher to fill a vacant position. Gerard has a Bachelor's Degree in Business and has completed his Dispatcher Field Training Program.

Staffing

Due to Chief Flannery's retirement, the department has been short-staffed by one administrator, which also reduced the overall full-time officer compliment by one position. Thankfully at the 2013 Annual Town Meeting, the police department, through the

resident's support, was authorized to hire a new full-time police officer after January 2014. I thank the residents and town administrators for this support as this new hire will get us back to our **2009** staffing level.

The 2008 Community Opportunities Group report stated the Legacy Farms project alone would require the police department to increase staffing levels to 4.5 additional officers, based on their residential projections of 2,020 new residents.

Based on our current population of 15,958 residents, the 2011 FBI Uniform Crime Reports for Group V New England communities show the **2014** staffing levels for Hopkinton Police should be **28.7 sworn officers and 11.1 civilian dispatchers**.

(Sworn Officers = 1.8 officers per every 1000 inhabitants= **28.7 sworn officers**)

(Civilian dispatchers = 0.7 dispatchers per every 1000 inhabitants= **11.1 civilian dispatchers**)

As we know, the Town of Hopkinton continues to grow at a rapid pace. The projected residential population in 2020 is estimated to be 22,824, an increase of 43%. In order to meet this population growth, the Hopkinton Police Department will need to continue to increase officer and dispatcher staffing levels in order to provide the efficient level of services our residents and businesses have come to expect. If the 2020 population of Hopkinton reaches the projected growth estimates of 22,824, Hopkinton Police Department staffing levels should include **41 officers and 16 dispatchers**.

I will be seeking to increase the staffing levels of the department in order to address the projected growth of the Town.

Training

Unfortunately the Massachusetts Municipal Training Council is severely underfunded again this year. The MPTC in years past has provided the mandatory in-service training for all full-time Officers. Based on the underfunded budget, the training responsibilities are again borne by each community.

Hopkinton Police Department is committed to providing the required in-service training, as well as specialized and professional development training, in

order to keep our officers at their highest skill level. It is for this reason that we have partnered with several local police agencies in order to conduct "regionalized" training, where the training costs are paid by several communities. We also rely heavily on low or no-cost training programs conducted by MIIA Insurance Company and other private, local, State and Federal agencies.

All full-time and part-time dispatchers completed specialized dispatcher training that is funded through a grant from the State 911 department. This specialized training requirement is mandatory for all dispatchers to maintain their Emergency Medical Dispatcher certification. Several of our full-time and part-time dispatchers are also Emergency Medical Technicians.

Hopkinton Police Department is proud to have a Field Training Program that all new hire police officers and dispatchers must undergo and successfully complete as a requirement of their employment. The police F.T.O. program is supervised by F.T.O. Coordinator Sgt. John Porter. The F.T.O. trainer is Officer Matthew McNeil. The dispatch F.T.O. program is supervised by Dispatch Supervisor Meaghan DeRaad. The dispatch F.T.O. trainer is dispatcher Michael Goodwin. I will be looking to increase F.T.O. trainers for both police and dispatch.

Officer Recognition

Officer Tom Griffin reached 35 years of service in August.

Officer Patrick O'Brien reached 30 years of service in August.

Sergeant Joseph Bennett reached 20 years of service in July.

Officer William Burchard became a member of the CEMLEC Tactical Team.

Officer Robert Bielecki completed his one-year probation with the department. He continues to be a positive asset for the department.

Grants

Due to our budget constraints, we continue to seek out alternate funding sources and grants. This year we received the following grants:

1. State 911 Department: Dispatcher training and equipment
2. Executive Office of Public Safety and Security: Officer safety equipment
3. U.S. Department of Justice: Officer safety equipment
4. Executive Office of Public Safety and Security: Patrol grants for motor vehicle enforcement

5. Child Passenger Safety Grant: Purchase of Child Passenger Safety Seats and Officer Training
6. MIIA Insurance Company: Officer Emergency Vehicle Operation
7. FBI-LEEDA Training Grant: Officer training
8. Massachusetts Office of Alcohol Testing: Update breath testing equipment

Motor Vehicle Safety

Speeding vehicles and other traffic violations continue to be one of the most frequent complaints to the Hopkinton Police Department. We address the complaints by assigning marked and unmarked patrols to radar and traffic enforcement assignments in the problem areas as well as deploying our radar trailers. We also use technology available to us to identify traffic volume, speed of vehicles and violation times in specific location to get a clearer picture of the problem when we are not there. Please continue to make us aware of your concerns so that we may do our best to address them and make the streets of Hopkinton safer for everyone.

Our radar and traffic enforcement efforts increased 35% from 2012. Unfortunately in 2013 we experienced a 6% increase of accidents over 2012. Though we are diligent in our enforcement efforts in controlling and reducing motor vehicle violations and accidents, the Hopkinton Police Department needs the support of all motorists to maintain good driving habits while driving on the roadways in Hopkinton.

Crime Prevention

Hopkinton Police Department is proud to have two officers assigned as Crime Prevention Officers. Officers Patrick O'Brien and Stephen Buckley have received training in crime prevention related to home, business and personal security and safety. If you would like to schedule a home or business security assessment or receive tips on personal safety, I encourage you to contact either Officer O'Brien or Officer Buckley.

Community Involvement

Throughout the year members of the Hopkinton Police Department volunteered their time to many different events at no cost to the town or event. These events included:

1. Hopkinton Police vs. Special Olympics Basketball Game
2. The Sharon Timlin Race
3. The Boston Marathon Jimmy Fund Walk
4. Michael's Run
5. The Hopkinton Police Association Seniors Dinner

I want to thank all officers and dispatchers that graciously donated their time in support of these great events. Their no-cost support to these events proves their dedication to the Town of Hopkinton.

Incident Review

In 2013 we experienced a 4.76% total overall call increase from 2012. 911 calls increased by 14.2%. Directed Patrol percentages also increased. Directed Patrol is categorized as assigned patrol duties, such as radar and traffic enforcement. Directed Patrol creates a more efficient and productive way to utilize our resources. Suspicious Activity Incidents increased by 24%. While this increase may appear to be a negative to some, to me, this is a positive increase, as it proves residents or businesses are calling to report

unusual activity in their area. We appreciate these calls as we need the resident and business community to be our "Eyes and Ears" as we cannot be in all areas of the town, and encourage you to call immediately when unusual activity is observed.

Alarm Call Incidents increased by 11% over 2012. False alarm calls continue to be counter-productive to the efficiency of the police department as they consume dispatcher time and require an officer response to all these calls. I request all business owners and residents that use an alarm system to ensure the system is in good working condition and that all family members or employees know how to use the system properly.

911 Calls 1,474
 Call for Service 2,964
 Directed Patrol 958
 Patrol Initiated 5,760
 Walk-in..... 483
 Total2012..... 11,639

911 Calls 1,684
 Call for Service..... 2,970
 Directed Patrol 2,151
 Patrol Initiated 4,918
 Walk-in..... 470
 Total 2013..... 12,193

INCIDENT TYPE	2012	2013
209A Related	-	0
209A Violation	5	3
Abandoned MV	-	6
Accident Fatal	1	2
Accident no Personal Injury	234	257
Accident Non-Invest	66	73
Accident Unfounded	3	7
Accident w/ Personal Injury	48	41
Administrative Function	109	114
Alarm	613	681
Alcohol Violation	12	4
Alternate PSAP Call	4	7
Ambulance Call	627	628
Animal Calls	211	250
Arrest	32	35
Arson	-	1
Assaults	12	10
Assist Business	34	33
Assist other Police Agency	217	239
Assist Person	350	331
Assist Town Department	249	324
Breaking and Entering	56	37
BOLO	2	7
Building Check	36	41
Check 911 Call	150	174
Civil Dispute	8	5
Community Relations	25	26
Complaint	68	71
Credit Card Fraud	1	1
Crime Prevention	3	
Custody Dispute	5	2
Deliver Message	14	18
Disabled Motor Vehicle	236	265
Disturbance	37	40
Domestic	34	29
Driving Under Influence	49	47
DSS & 51A Related	4	5
Escort	22	26
Family Trouble	54	38

INCIDENT TYPE	2012	2013
Fight	-	1
Found Property	62	72
Fraud	41	35
Harassment	19	26
Hit & Run MVA	41	38
Homicide	1	
House Checks	19	21
Illegal Dumping	25	17
Indecent Exposure	1	1
Insurance Purposes	4	1
Investigation	19	13
Junk Car Violation	-	1
Larceny	87	78
Lockout	177	191
Lost Property	37	30
Medical Assist	106	108
Missing Person	9	14
MV Check	540	525
MV Civil Infractions	321	230
MV Complaint App	82	93
MV Verbal Warning	829	765
MV Warning	546	487
Narcotic Investigation	2	1
Narcotic Violation	18	16
Noise Complaint	72	85
Notification	1	6
OUI Accident Arrest	11	13
Parking Complaint	18	35
Parking Violation	101	58
Passenger Safety	18	5
Person Check	151	136
Preserve Peace	-	2
Protective Custody	14	10
Psychological	38	25
Radar Log	2602	3014
Rape	1	1
Recovered MV	3	
Recovered Property	-	1
Reference Previous Incident	80	96
Remove Youths	8	1
Repossess MV	4	9
Road Hazard	186	179
Robbery	1	
Runaway	3	
Safekeep Property	4	3
Serve Court Paper	125	102
Sex Offender Registration	11	5
Sex Offense	2	6

INCIDENT TYPE	2012	2013
Stolen MV	6	3
Stolen Plate	1	2
Stolen Property	4	10
Sudden Death	7	5
Suicide Attempt	6	2
Suicide	1	2
Suspicious Activity	333	413
Threats	22	6
Tow MV	-	2
Traffic Complaint	19	43
Traffic Detail	6	16
Traffic Enforcement	948	1054
Trespassing	8	3
Unsecured Building	1	8
Vandalism	86	71
Vehicle Complaint	135	156
Violation Town By-Law	43	35
Warrant Arrest	18	24
Warrant Service	5	6
Weapon Violation	1	
Well Being Check	87	83
Wires Down	59	42
TOTAL INCIDENTS	11661	12216

**Town of Hopkinton - Police Department
Employees as of 12/31/2013**

Interim Chief Charles Wallace
Lt. (Vacant)
Sgt. Michael Sutton
Sgt. Joseph Bennett
Sgt. John Porter
Sgt. Scott van Raalten
Officer Thomas Griffin
Officer Patrick O'Brien
Officer Philip Powers
Officer David Shane
Officer Stephen Buckley
Officer Gregg DeBoer
Officer Aaron O'Neil
Officer Matthew McNeil

Officer Linda Higgins
Officer Timothy Brennan
Officer William Burchard
Officer Jacob Campbell
Officer John Moran
Officer Peter Booth
Officer Robert Bielecki

Administrative Manager

Gail Klein

Dispatchers/Full Time

Dispatcher Supervisor Meaghan
DeRaad

Dispatcher Evan Brooks
Dispatcher Michael Goodwin
Dispatcher Gerard Jones

Dispatchers/Part Time

Dispatcher Steven Iadarola
Dispatcher Jane Goodman
Dispatcher Thomas Gorman
Dispatcher John Litchfield

Custodian

Harry Hamilton

The Hopkinton Auxiliary Police volunteer countless hours to our community. The Auxiliary force patrols on weekend nights, handles church traffic, and helps other communities with their events. It is through their work in other communities that we are able to attract so much help for the start of the Boston Marathon. I thank them very much for all of their work.

Thank You

Thank you to all members of the Hopkinton Police Department for your continued dedicated service to the Town of Hopkinton. You all make me proud to be a part of this organization.

Thank you to all the Towns boards, Committees, and Departments for their support throughout the year. It was truly appreciated.

Thank you to the residents and businesses for your support as well as the high praise given to the Police Department on the 2013 National Citizen Survey. Hopkinton Police is proud to deliver a first class service to all of you. We will continue to combat your number one complaint; speeding vehicles, as effectively as possible. Please continue to call us with any concerns you may have.

Respectfully submitted,

Charles Wallace
Interim Chief of Police

Auxiliary Police

The Hopkinton Auxiliary Police is an unpaid volunteer organization, serving as back up to the regular department. Their duties include weekend patrols in their cruiser and checking out town owned buildings. They are also on duty every Sunday morning, directing the motorists and pedestrians attending St. John's Church Services and traffic at the First Congregational Church.

The Auxiliary has been in existence since 1977 and in that period of time has donated over **35,838** hours of service to the town. This year, for example, the members donated **305** hours of time. They participate in the following events: July 4th Horrible's Parade; Marathon weekend and race day traffic control; Easter Egg Hunt; Little League Parade; Jimmy Fund Walk, Michael's Run/Walk; Memorial Day Parade by serving as Color Guard, Sharon Timlin Race. Out of town events include: Ashland's Triathlon, Holliston Day Parade and Holyoke's St. Patrick Day Parade. The group belongs to the Massachusetts Auxiliary Police Association. Through mutual aid also participate assisting in traffic duty in area towns' celebrations and parades, etc. They are then able to call on these other groups for assistance on Marathon Day.

All officers are trained in basic law enforcement and must qualify in First Aid and CPR, as well as firearms courses, under state supervision. Failure to pass these qualifying tests on a semi-annual basis may be grounds for dismissal from the organization.

The chain of command is from the Selectman to Chief Richard Flannery; to Auxiliary Chief Don S. Creswell. The organization would like to express their appreciation to the Selectman and to Chief Flannery for their cooperation and assistance.

The organization would like to express their appreciation to the Selectmen, the regular department and the citizens of Hopkinton for their cooperation and assistance.

Respectfully submitted

Chief Don S. Creswell Sr.

ACTIVE MEMBERS HOPKINTON AUXILIARY POLICE

Chief Don Creswell	Officer Brian Hickey
Sgt. Douglas Oliver	Officer Jane Goodman
Sgt. Stu Montgomery	Officer DJ Allen

Inactive Members

Sgt. Richard Keough	Officer Lino Morales
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Public Library

Fiscal Year 2013

Since 1895, the Library has been located at the heart of downtown just steps away from the Town Common. The Library building, filled with architectural charm and character, is a community-gathering place where people and information come together. It serves the needs of its diverse users to enhance educational, cultural, social and intellectual opportunities by providing a variety of resources in multiple formats, a high level of personal service and programs for all age groups. The library houses printed books, eBooks, magazines, audio books, downloadable audio books, entertainment and educational DVDs, discounted museum passes and a selection of newspapers. There is a small but valuable collection on local history. Currently more than half of the residents have library cards.

2013 has been a remarkable year for the library. Collaborative efforts between town officials, boards and committees, library trustees, the Friends of the Library, staff and volunteers played an important role in moving the library in an unprecedented way. A town wide survey indicated that the library services are seen as valuable to the community and that its staff provides excellent customer service to the community.

LIBRARY STRATEGIC PLANNING

The process of planning and completing the strategic plan fiscal 2014 -2018 was quite a journey. It was exciting to get positive responses from volunteers with their active participation in the process. It took us about six months of planning, conducting focus group meetings, gathering feedback and producing the final report. A planning committee and two focus groups involved 25 participants including residents, library users and non-users, trustees, town officials, local organization members and the library staff. Participants expressed their desire for an expanded library collection, extended weekend hours, adequate space for library users of different age groups, space for community events, more computers, availability of support or training classes to learn how to use new library applications and portable devices, accessibility of the library for physically challenged, children in strollers and patron parking. Broader access to digital resources was

highly recommended. The library staff was praised for its personalized service approach, knowledge of our collection and especially for their excellent customer service skills.

LIBRARY RENOVATION & EXPANSION PROJECT

One of the most exciting aspects of 2013 was that the library was moved up to fourth place on the waiting list to receive a construction grant from Mass. Board of Library Commissioners (MBLC.) The total cost of the renovation and expansion project is estimated at \$10.2 million. Hopkinton was awarded a \$4.5 million construction grant in 2011 and the grant money should be available in a couple of years. The remaining \$5.7 has to be secured through private and town funding. As of this writing, the Hopkinton Public Library Foundation, Inc., a private organization established and managed entirely by volunteers has successfully raised more than \$250,000. The town government is also taking appropriate measures toward the library renovation and expansion project planning process.

TECHNOLOGY UPDATE

In the 21st century, library users are accessing and using information differently. More patrons are using mobile devices to access library resources and to perform library transactions. To meet their technological needs, we continue to update our mode of service and operation and adopt current library application tools. The library has a 'mobile webpage' accessible to patrons for quick access to full library services. For the convenience of library users, we have installed a new digital bar code scanner/reader to scan library bar codes from smart phones. Patrons can now store library bar codes in their smart phones and no longer carry the actual library card.

We introduced an on-line language learning tool in 2013. Patrons can use smart phones or mobile devices to access a web based language learning tools from anywhere at any time. Downloading of digital items also experienced an increase in FY '13. Nearly 4,000 digital items were downloaded from our Digital Catalog last year. More than 3,000 items were downloaded from June 2013 to February 2014. Interestingly, circulation of printed copies did not slow down.

SERVICE FACTS AT A GLANCE - FY 2013

Services

More than ½ of Hopkinton residents have library cards. 250 children signed up for new library cards.

Library has a mobile webpage for library transaction for mobile devices and smart phones.

Librarians answered 1,631 information questions.
Library computers were used 5,477 times.

Residents borrowed 948 discounted museum passes to visit a variety of museums.

Collection

Library has more than 50,000 items for all ages including books, nearly 2,000 movies, hundreds of magazine, 1,342 audio books and a collection of music CDs.

Circulation of library materials has been increasing. 155,580 items were circulated representing a 7% increase from 2012.

Free access to on-line Language Learning tool with 64 languages. Over 3,000 digital items were downloaded including e-books and e-audio books and videos. Discover History - A mobile library collection to download e-books, images and documents and videos searchable by subject categories.

Programs

Baby Sign Language - A new program initiated for infants & toddlers.

620 children participated in the summer reading program.

2,977 people attended 182 library programs.
Exhibition of the "Team Hoyt" Marquette.

"Introduction to the Library" brought 200 Kindergarten visitors to the library.

MOVING FORWARD

Genealogical research is quite popular in Hopkinton and many residents have been using our local history collection. We have received e-mail requests for local history information and individuals from other states visited the library to access this collection. If awarded with a grant from the Community Preservation Committee, we look forward to digitizing these resources to provide easy web-based access. Along with broadening access to digital items for adults, we are also looking forward to offering digital learning solutions for children.

Communities around the country are re-discovering libraries as social and intellectual hubs and a place for civic engagement for all ages. We are experiencing this already in Hopkinton. With the availability of resources in various formats, access to free computers; and the expanded scope of educational, informative and entertainment programming, we are moving forward with confidence.

School Department

SCHOOL COMMITTEE

The School Committee is responsible for developing policies that support the mission of the school district and for adopting a budget that provides adequate funding for the schools. The Committee directs the management of the annual funds made available to

the school system in the most strategic and cost-effective way possible. By working collaboratively with the school administration, town committees, town departments and community support groups, the School Committee dutifully and successfully carries out its responsibilities. Over the course of the last 12 months, much has been accomplished.

Superintendent Search Goal:

In 2013, the School Committee completed the search for a new Superintendent of Schools. The comprehensive process produced a strong slate of finalists and concluded with the Committee forging a contract with Dr. Cathy Macleod. Thanks to the volunteer efforts of members of the district staff and community who served on the Screening Committee; participated in the site visits and interviews; attended forums; and shared their opinions regarding the type of leader Hopkinton's schools needed. That process brought our town an energetic, competent and forward thinking educational leader.

Building and Facilities Goal:

Concurrent with the Superintendent search, the Committee continued its focus on its strategic plan goal of ensuring that the district's facilities support student learning. The Committee advocated for the appointment of an Elementary School Building Committee (ESBC) to help develop a process and proposed Center School solution that would be supported by both the voters of Hopkinton and state funding. The Committee created an interview process, supported a slate of candidates for appointment and presented that slate to the Board of Selectman (BOS) for their endorsement. Following BOS appointment of the ESBC, the three boards endorsed the Statement of Interest grant application for Center School and submitted it on behalf of the town to the Massachusetts School Building Authority (MSBA) for a future invitation into their capital pipeline. Next, the three boards united to present the capital request to Annual Town Meeting for the funds for a future feasibility study to address the operational and educational constraints of Center School. After the voters unanimously supported the request by appropriating town funds for the study, the MSBA invited Hopkinton into the Eligibility phase of the application process. An invitation into the MSBA Feasibility phase is anticipated this spring.

Budget Goal:

Last year, the Committee collaborated with the school administration and town leaders to develop and present a goals-driven, responsible budget for FY14 to the community, which passed at the May 2013 Annual Town Meeting. For the 2014 Town Meeting FY15 budget presentation, sustaining voter support for an FY15 goals-driven, fiscally responsible, transparently prepared budget is the Committee's goal. When presenting the FY15 budget

recommendation that addresses the educational needs of all students, Pre-Kindergarten through High School, the Committee will identify programs efficiencies and cost containment measures and most importantly detail how investing in strategic plan initiatives will positively impact learning across all Hopkinton schools.

Respectfully submitted,

Nancy Alvarez Burdick, Chair
Jonathan Graziano, Vice-Chair
Scott Aghababian, Member
Jean Bertschmann, Member
Ellen Scordino, Member

SUPERINTENDENT OF SCHOOLS

The year 2013 was a very challenging and rewarding year for the Hopkinton Public Schools. The school district worked collaboratively with other Town departments, elected officials, and town boards to gain approval of a \$35,585,384 budget at the May 2013 Annual Town Meeting.

In addition to the general budget, Town Meeting also supported the following capital articles related to the school district:

1. \$600,000 to fund a Feasibility Study for the Center Elementary School, which is being done in conjunction with the Massachusetts School Building Authority.
2. \$80,000 for the purchase of a tractor-mower for maintaining the athletic fields.
3. \$80,000 to provide for the acquisition of all equipment, materials, labor and services necessary to upgrade the telephone system of the Middle School and Central Administration office, and replace obsolete/unsafe wiring for the Town Departments; said sum to be spent jointly under the direction of the School Committee and the Town Manager.
4. \$96,000 for the design, repair, maintenance, renovation and improvement of the main entrance of the High School loop road.

In June of 2013, the School District also released a progress summary on its 2009 Strategic Educational plan. Among the highlights were the following:

1. Alignment to the new writing frameworks K – 12 addressing all three types of writing in Common Core State Standards (narrative,

informational, and persuasive) continues to be a priority.

2. Project Lead The Way was implemented at the Middle School.
3. The Middle School and High School alignment to the national Next Generation Science Standards has begun. Lead MS and HS science teachers examined the most recent version of the Next Generation Science Standards and provided feedback directly to the national writing group.
4. Math leadership and K-12 teachers attended DESE and ACCEPT workshops on aspects of the new standards and PARCC assessment including supporting struggling learners in mathematics, co-teaching in mathematics, and mathematics for students with disabilities.
5. Grades 4-12 reviewed released PARCC performance tasks and prototypes to better understand how state assessment in ELA and Mathematics will shift in the near future.
6. Focused work continued in FY 2013 to strengthen interventions in schools.
 - a. Assessment in an RTI Model
 - b. Struggling learners were identified using benchmark or universal screening tools.
 - c. Scholastic Math Inventory was used to further diagnose gaps in math learning (gr. 2-8).
7. Response to Intervention
 - a. The model is in place at the Elementary level. Work on process and support structures continues.
 - b. MS: RTI training has been on going since the first staff meeting in the fall. Staff have revised existing assessments to more readily identify student learning needs, modified existing units to better meet those needs, scheduled students for interventions by team, and shared experiences with colleagues.
 - c. HS: Staff has been meeting regularly using the Professional Learning Community model. Staff have examined assessment data (Galileo benchmarks, finals), and are in the process of developing common assessments to measure student progress towards standards mastery.
8. Responsive Classroom K-5

Overall, the focus in 2013 has been on carefully analyzing assessment data to determine student

needs, both as a grade-level, and individually, to inform decisions regarding instructional needs, professional development focus, and increasing student achievement at all levels.

The year 2013 was also a year of new beginnings for the Hopkinton Public Schools as we began the 2013-2014 school-year with a new Director of Technology, two new Principals, three new Assistant Principals, and a new Superintendent of Schools. The first priority was to build a strong, supportive, and collaborative leadership team to drive the work of the district. In 2013 the school district implemented the new Educator Evaluation system involving all licensed personnel including teachers, administrators and the superintendent. Included in the superintendent's goals as articulated in her annual plan were the following:

Fair, Effective Classroom Teacher Evaluation - By May, principals' and district administrators' ratings of classroom instruction will reflect a shared understanding of what classroom instruction entails when it is being done at the *Proficient* level. Pursuing this goal will help the district implement the new educator evaluation system at the same time as the district leadership team is strengthened in ways that will lead to improvements in teaching and learning district-wide.

Maintaining Momentum During the Transition - Keep the district moving forward during this year's transition in leadership by working with principals and other district leaders to ensure that measureable progress is made on critical district and school goals. Each principal's School Improvement Plan will provide the focus for their individual goal setting, as well as the district's professional development plan.

Develop a Hopkinton Public Schools Strategic Plan - By May 2014, the district will have completed a new, 5-year comprehensive strategic plan. The strategic planning process will be instrumental in guiding the budgetary priorities for the FY16 budget.

Build the District Budget - Work with Mr. Ralph Dumas, Director of Finance and the School Committee to build a district budget that provides for the effective management of the district, and the ability to support key initiatives.

Center School Building Project - Work with the Elementary School Building Committee *"To facilitate the development of a proposed solution to the operational and educational constraints of Center School that will be supported by the voters of Hopkinton, as well as the MSBA."*

In summary, the school district continued to offer its students a quality education during 2013 while transitioning a new leadership team, implementing a new educator evaluation system and developing a strategic plan. I look forward to working with the school community during 2014 as we continue our efforts to constantly improve the Hopkinton Public Schools and the education of our students.

Respectfully submitted,

Cathy MacLeod, Ed.D.
Superintendent of Schools

HOPKINTON HIGH SCHOOL

Academics

The year 2013 school year was rich with academic accomplishments for Hopkinton High School. We have one thousand, one hundred and fifty one students currently enrolled at Hopkinton High School, our largest student population ever.

As a school, we have a lot to celebrate. MCAS scores were recently published and 98% of last year's 10th grade students scored in the Advanced/Proficient for ELA, 95% for Math, and 93% for Science. Our advanced placement scores were also very strong. For example, 412 students took a total of 790 AP exams in May 2013 in 16 different subject areas and 81.6% of them received a passing score of three, four or five.

In regards to providing our students with the proper supports; in the last Metrowest adolescent health survey, 93% of our students reported feeling safe and comfortable at school. Our guidance department includes 6 school counselors, 2 adjustment counselors and a school psychologist to offer the supports our students need both inside and outside of the classroom. We also have a tutoring center within the building to help students who are struggling or have just return from an extended absence.

We are continuing to find ways to reduce the overall stress level our students are experiencing. For example, we have started sending out a weekly student memo with upcoming events and announcements, we recently instituted a homework free February vacation and this upcoming spring we are planning a 'de-stress' week, with fun activities planned during lunch and a guest speaker to talk to the students about finding a healthy balance in life. This is a major area of focus for the high school.

Our school continues to be on the forefront of global initiatives by entering the fourth year of our Mandarin Chinese program. In addition, we are hosting 15 international students this year through our F-1 visa program. The students from China, Germany, Italy and Sweden are each being hosted by a Hopkinton family while attending school full time at HHS. This is a rich cultural experience both for the visiting students as well as students at our school.

Our school and district continues to be on the forefront of educational practice; including our curriculum design, our teaching methodologies and particularly in the area of integrating technology into our work. This year, we have increased the offerings of online and blended courses for students. Next school year, we are extremely excited that the high school will be a completely 1:1 environment as we welcome the incoming 9th grade class into the program as well as adding next year's senior class.

Overall 93% of the class of 2013 went on to further education, with 88.2% enrolling in a four-year college and 3% in two-year colleges. The colleges they matriculated at are: Adelphi University, American University, Arizona State University, Bates College, Bentley University, Boston College, Boston University, Bowdoin University, Brandeis University, Bridgewater State University, Brown University, Bryant University, Bucknell University, Case Western Reserve University, Champlain College, Christian Brothers University, Clark University, Clemson University, Colby-Sawyer College, College of Charleston, College of the Holy Cross, Colorado College, Connecticut College, Cornell University, Dean College, East Carolina University, Elon University, Emmanuel College, Emory University, Endicott College, Fairfield University, Fisher College, Flagler College, Fordham University, Framingham State University, Franklin and Marshall College, Harvard University, High Point University, Indiana University at Bloomington, Ithaca College, James Madison University, Keene State College, Lafayette College, Lawrence Technological University, Lehigh University, Lesley University, Loyola University Maryland, Lynn University, Marist College, Marymount University, Mass College of Pharmacy and Health Sciences, Massachusetts College of Art and Design, Massachusetts College of Liberal Arts, Massachusetts Maritime Academy, Miami University of Ohio, Michigan State University, Middlebury College, Morehouse College, Mount Ida College, Nichols College, Northeastern University, Plymouth State University, Princeton University, Principia College, Providence College, Purdue University, Quinnipiac University, Quinsigamond Community College, Regis

College, Rensselaer Polytechnic Institute, Roanoke College, Roger Williams University, Rutgers at New Brunswick, Salem State University, Salve Regina University, Santa Clara University, Siena College, Smith College, Southern New Hampshire University, Stonehill College, Suffolk University, The College of Wooster, Ohio State University, University of Alabama, University of Arizona, University of North Carolina Chapel Hill, Tufts University, Tulane University, University of Colorado Boulder, University of Connecticut, University of Delaware, University of Hartford, University of Illinois Urbana-Champaign, University of Maine, University of Maryland College Park, University of Massachusetts Amherst, University of Massachusetts Boston, University of Massachusetts Dartmouth, University of Massachusetts Lowell, University of Miami, University of New Hampshire, University of North Carolina Wilmington, University of Rhode Island, University of Rochester, University of South Carolina, University of Vermont, University of Washington, University of Wisconsin Superior, University of Wyoming, Villanova University, Wake Forest University, Wentworth Institute of Technology, Wesleyan University, Western Michigan University, Worcester Polytechnic Institute, Worcester State University, Yale University.

Sixteen students in the Class of 2014 were named National Merit Commended Scholars: William Blanchette, Nathaniel Card, Paige Guarino, Brent Heavey, Aidan Kenealy, Kayla King, Shannon McAree, Sarah McCool, Demi Moed, Shannon Moffat, Kathleen O'Loughlin, Evan Rosen, Samantha Scheman, Kora Sileo, Daniel Szczepankiewicz, Qiuwei Yang. These sixteen students scored among the highest throughout the nation.

One hundred thirty-four students at Hopkinton High School earned the designation of 2013 AP Scholar by the College Board in recognition of their exceptional achievement on the college-level Advanced Placement Program (AP) exams. When Governor Deval Patrick announced recipients of the John & Abigail Adams Scholarship program for the Class of 2014, 85 Hopkinton High School seniors will be offered the scholarship. This award qualifies these students for four years of free tuition at any of the state's public colleges and universities. These winners, all from the Class of 2014, earned the honor by being among the top scorers on the MCAS exam taken in their sophomore year.

Science

Fourteen students in grades 9-11 participated in the science fair program by taking the virtual Research Methods in Science course offered to all interested

students. All students competed in the Hopkinton Science Fair and the Worcester Regional Science and Engineering Fair at WPI. Students receiving awards at the regional fair went on to compete at the Massachusetts State Science Fair at MIT. Todd Ashley (11) and David Podorefsky (11) received the first place award at the high school fair, 3rd at regionals and 1st at the state fair. Quinn Fitzpatrick (10), Cameron Asselin (9) and Jenna Bogan (10) won 4th awards at the regional fair. Zach Best (10) and Cyrus Freshman (10) received a 3rd award at the state fair. Other participants were: Jeff Ferri (9), Tessa Patapoutian (10), Michelle Heeney (10), Vanessa Prathab (10), Kayla Winshman(9), Sam Darkow (9) and Brian Gao (9).

The Arts

The high school bands, chorus, and string ensemble performed throughout the year at various school concerts and town functions. The groups all performed at the Massachusetts Instrumental and Choral Conductors Association Festivals. The select women's group "Noteworthy" received a gold medal rating for superior performance and were invited to perform at the MICCA Gold Medal Showcase at Symphony Hall in Boston. Additionally, the High School Chorus, Concert Band, and Men's Choir earned a silver medal representing "excellent performance". The String Orchestra and Repertory Band were awarded Bronze medals representing good performance. Students from Hopkinton were also selected by audition to perform with the Massachusetts Music Educators Association Central District Music Festival Band, Orchestra, or Chorus. Vocalists Emilia Antoniadis, Cassandra Clark, Courtney Forsmo, Taylor Forsmo, Sara Hargrave, Sophie Johnson, and Jack McAuliffe, performed with the Central District Festival Chorus. Representing Hopkinton in the District Band were Tiffany Hou, Travis Murdock, Evan Park, Ryan Turano, and Emily Warren. Cameron Montgomery, Devon Rancourt, and Bronwyn Pappas-Byers, were selected for the District Orchestra.

Blair Guild, Class of 2013, Travis Murdock, Class of 2014, and Ryan Turano, Class of 2015 represented Hopkinton High School at this year's Massachusetts Music Educators All-State Conference. Blair performed with the All-State Chorus while Ryan and Travis performed with the All-State Band.

In the fall of 2013 the Hopkinton High School Drama Ensemble, under the direction of Valerie von Roseninge (producer/director) and Isaac Brody (musical direction), wowed audiences with their production of *Bye Bye Birdie* In addition to the 65

students involved in the cast and crew, there were 22 student musicians who performed in the orchestra under the direction of Steve Yavarow.

The Hopkinton High School Art Department is pleased to announce that our students were recognized with 38 state level awards in the **2013 Boston Globe Scholastic Art Awards**. Our students' artwork was selected from a field of over 14,000 entries from public, private, regional and arts magnet schools statewide, by far the largest number of artworks ever submitted to the competition. The Scholastic Art Awards, established in 1923, encompass the most competitive visual arts recognition programs on both the state and national level. Gold Keys are awarded to the most exceptional works in each category, and were advanced to New York for national judging. Both Gold and Silver Key winners were exhibited in Boston. In our state competition, Hopkinton High School students earned 8 Gold Keys, 12 Silver Keys, and 18 Honorable Mentions. Student work from every specialty at the high school was recognized. Congratulations to our winning students for their outstanding achievement!

Gold Keys in Drawing went to Cyrus Freshman and Helen Gao. In Ceramics, Gold Keys went to Lauren Ballantyne, Andrew Rogers, and Erika Thomson. Gold Keys also went to Kate Brusser and Aleck Venegas for Mixed Media and Max Charteris for Sculpture.

Silver Keys in Drawing went to Jackie Kamins and Lili Kinsella. In Ceramics, Silver Keys were awarded to Tess Chandler, Sara Freedman, Chase Logan, Emily O'Connor, Cassandra Petrovski and Hannah Tapley. Amanda Urlage and Aleck Venegas earned Silver Keys in Mixed Media, as did Christine Tarantino in Photography, and Aileen Whitty in Sculpture.

Honorable Mentions were awarded to 18 students in the following categories: Drawing: Spencer Franklin, Kye Hesse, Ben LeCrone, Anna Morningstar, Paul Shingleton. Design: Megan Schmit. Photography: Mackenzie Britt, Corinne Daley, Rachel McLean, John Oldach, Aleck Venegas. Painting: Michelle Heeney and Alexis Stefano. Mixed Media: Meaghan White. Ceramics: Lauren Ballantyne, Brittany Shambo, Jillian Tomlinson, and Julie Younis.

The Art Department also applauds John Oldach, who was awarded first place in Photography at the Annual Congressional High School Art Competition. Congressman Joe Kennedy's office sponsored the competition, and John's photograph was on display at the congressman's office in Newton for a year.

Each year, the HHS Honors Art Exhibit showcases the work of top art students, those who have shown strong commitment to the arts, and who have created a significant body of work. Students exhibit in a gallery setting, with an opening night for friends and family. In 2013, seven student artists exhibited their work: Lauren Ballantyne, Helen Gao, Katharine Ronan, Alexis Stefano, Jillian Tomlinson, Aleck Venegas, and Lynette Winshman.

Nearly every art student exhibited their work at the Annual High School Art exhibit in May. The HPTA sponsored the first annual **Principal's Awards**, recognizing outstanding work at the show. The award winners were: Aileen Whitty, Holly Franke, and Aleck Venegas. Our catalog of student artwork, **Hop-Art 2013**, was published with a grant from the HPTA. The catalog featured artwork selected by a guest juror, Laura Ziman, faculty of the Museum of Fine Arts and Cambridge College. Student work from the 2013 Hop-Art catalog can be viewed on-line at the Art department website, linked to the Hopkinton High School website.

Clubs and Activities

In the 2013 season, the **Mock Trial** club competed against teams from Algonquin Regional High School, Bartlett Jr./Sr. High School, and Hopedale High School. This year's fictitious civil case involved the accidental death of an amateur stunt pilot. After attempting a challenging (fictitious) stunt, the "Triple Lindy," at an air show, the pilot died when the right wing of the plane - a new, more lightweight model - sheared off. In playing the roles of witnesses (including the decedent's daughter, an aerospace engineer, and several expert pilots) and attorneys, students enacted a wrongful death suit against the airplane manufacturer. The team worked extremely hard all season and performed admirably in all three of their competitions, with particularly impressive performances from several freshmen on the team. The guidance and teaching of the three captains - Nate Card, Sarah McCool, and Kara Murdock - strengthened the skills of all the individual members and the team as a whole.

Hopkinton High's **Model UN** club saw some remarkable achievements over the course of the 2012-2013 school year. Model UN saw a record number of new members attend meetings and conferences, all of which demonstrated a passion for negotiation and diplomacy that tremendously helped the club. After experiencing success at a two one-day conferences in the first half of the year, the club attended three conferences at the University of

Massachusetts Amherst for a weekend-long conference. Numerous club members won individual accolades for their work during the conference. These individual accomplishments all conspired to help the club win UMassMUN's Best Large Delegation Award, which is the sixth delegation award in a row for Hopkinton.

National Honor Society had a membership of 127 juniors and seniors. Over the course of the academic year the organization participated in MLK Day in Hopkinton, worked to create and donate blankets and coloring books for Metrowest Medical Center in Framingham as well as cards and bracelets to send to Children's Hospital in Boston. The group also led an afternoon tea for the Seniors of Hopkinton. This tea was a wonderful opportunity for the high school students to talk with and learn from the seniors of their community. The organization also gave one \$500 scholarship to a senior who demonstrated the four characteristics of National Honor Society - Leadership, Academic Success, Character and a Commitment to Service. Additionally, each of the members was responsible for twenty hours of community service on their own time. Together these students volunteered more than 1,550 hours in the greater Boston area at varied organizations servicing the young, old, artistic community, athletic community, those in hospitals and much more. By the end of the year this number will be over 3000 hours.

Hopkinton High's **Students Taking on Poverty Club** has had another strong year of fundraising and event organizing. Last spring, we raised more than \$250 at our Safari Fun Day event, during which community children and their parents engaged in educational games and cultural activities. This fall, we staged our third annual Fight Hunger - Fast!, a symbolic, post-Thanksgiving show of solidarity with the undernourished people of the world during which participants forgo solid food for 24 hours. Over 40 students and faculty participated, raising more than \$800 in pledges and donations. All of the proceeds from our events are used to fund microloans made through the Small Enterprise Foundation in South Africa.

Hopkinton High School's clubs have many community service partners. They include: American Cancer Society, American Red Cross, Angel Fund, Bay Path Humane Society, Best Buddies, Foundation for Children with Cancer, Friends of Greyhound, Golden Pond, Hopkinton Senior Center, Leukemia-Lymphoma Society, Lions Club, Martin Luther King Day Community

Service Project, Michael Carter Lisnow Respite Center, Milford Hospital, Project Just Because, Project Bread/Walk for Hunger, Relay for Life, Special Olympics, Smiling Kids, and Women Shelters.

Athletics

The 2013 calendar year was another successful one for Hopkinton Athletics as Hopkinton placed third in the Boston Globe Dalton Award standings for highest winning percentage for its varsity teams.

Winter 2012-2013: The 12-13 winter season was another outstanding season for the Hopkinton Athletic Department.

The Varsity Cheerleading team had an outstanding season. They placed 2nd in the Tri-Valley League, 2nd at the Regionals and 3rd at the State Meet which qualified them for the New England Championships in which they came in 4th place. Savannah Schultz and Amanda Donahue were named TVL 1st Team All-Stars.

The Varsity Boy's Basketball team finished as Tri-Valley League Large School Co-Champions and once again qualified for the State Tournament. Chris Moberg was a TVL 1st Team All-Star.

The Varsity Girl's Basketball team once again had a winning record and qualified for the State Tournament. Tess Chandler and Meghan Hynes were named TVL 1st Team All-Stars.

The Wrestling Team had a very good season going 15-10 and had 6 wrestlers qualify for the State Tournament. Nolan Cornu placed 2nd at the State Tournament and was selected a TVL 1st Team All-Star.

The Ice Hockey team continued to improve as they doubled their point total from the year before and hope to qualify for the state tournament next year.

The Girl's Indoor Track team had another undefeated TVL season as they captured both the TVL Regular Season title and the TVL Meet title. The team finished in 3rd place at the State Meet. Jess Scott led the way for the team earning a 3rd place and a 2nd place medal at the All State Meet as well as two 3rd place finishes at the New England Championships. Jess was named to the Boston Globe and Boston Herald All-Scholastic Teams as well as a TVL 1st Team All-Star. Melissa Lodge, Leah Holmes, Kaylin Albanese and Lindsay Manning were selected as TVL 1st Team All-Stars.

The Boys Indoor Track team duplicated the success of the Girls program as they also went undefeated and captured the TVL Regular Season title and the TVL Meet title. Tim Bolick won the TVL MVP award as well as the Championship Meet MVP and he was a 1st place winner at the Division 3 State Championships in the 1000 meter run. Joining Tim as TVL 1st Team All-Stars were Jack Lampert and Patrick Levenson

The Swimming and Dive team captured their 4th consecutive TVL title. They also captured the TVL Conference meet. Carly Adams and Reece Donahue both placed in the top 3 at the State Meet. Selected as TVL 1st Team All- Stars were John Nadeau, Josh Perez, Spencer Franklin, Reece Donahue, Chris Kimura, Brian Doyle, Andrew Devine, Andrew Madigan, Carly Adams, Bridget Coffey, Abbey Will, Emily Lewkowicz, Brianna Gallo, Renee Salois and Ashley Windheuser

Spring 2013: The Spring 2013 Athletic Season was another very successful season for Hopkinton Athletic Teams. Four Hopkinton High Athletic Teams captured Tri-Valley League Championships, those being Boys Track, Girls Track, Girls Tennis and the Softball Team.

The Girls Track Team went undefeated and won their 14th straight TVL Title. The Winter and Spring Girls Track teams have now gone 125 TVL meets without a loss. The team finished in second place at the Division 3 State Meet and also at the Division 3 State Relays. Junior Jess Scott was selected the TVL MVP and she scored 28 points at the State Meet in winning the 100, 200 and placing second in the Triple Jump. Coach Hall was selected TVL Coach of the Year. Jessica Scott, Melissa Lodge, Shelby Aarden, Lindsay Manning and Jill Lary were selected TVL 1st Team All- Stars.

The Boys Track Team also went undefeated and won the TVL Title. The following boys were selected TVL 1st team All- Stars: Luke Moschini, Shaun Palmer, Kyle Gilbreath, Nolan Cornu, Nicholas Gallagher and Gwil O'Rourke.

The Girls Tennis Team captured their second consecutive TVL Title going 16-2 overall. Senior Denny LaMachia was chosen TVL MVP and a Boston Globe and Boston Herald All- Scholastic. TVL 1st Team All- Stars were Denny LaMachia, Vanessa Prathab, Olivia Anderson, Ameera Hammouda and Katie Schneider.

The Softball Team won their fourth consecutive TVL

Championship going 17-4 overall. Sophomore Alissa Karjel was selected TVL MVP and was also selected to the Boston Herald All- Scholastic Team. First year Coach Hopkinton High School teacher Dennis Baker Jr. was selected TVL Coach of the Year. Alissa Karjel and Erica McBride were TVL 1st team All- Stars.

The Girl's Lacrosse Team had a very successful season going 13-4-1 and advancing to the South Division 2 Sectional Semi-Finals. Tess Chandler was selected to both the Boston Globe and Boston Herald Scholastic Teams. Tess Chandler and Jaclyn Chirco were selected as TVL 1st Team All-Stars.

The Baseball Team went 12-8 and again qualified for the State Tournament. Ryan Sullivan was selected to the Boston Globe All- Scholastic Team. Ryan Sullivan, Nick Burns and Chris Moberg were TVL 1st Team All- Stars.

The Boys Tennis Team just missed qualifying for the State Tournament as they finished 8-10.

The Boys Lacrosse Team went through a rebuilding year finishing up 7-11.

Hopkinton Senior Golfer Jackie Schofield placed 7th in the Girls State Individual Tournament and qualified for the New England Regional Tournament. Jackie was selected to the Boston Globe and Boston Herald All-Scholastic Team.

Fall 2013: The Fall 2013 Season was highlighted by TVL Championships in Golf and Cheerleading, a playoff win for the Football Team and an outstanding showing by our Girls Cross Country Team at the Sectional and State Level.

The Fall Cheerleading Team had an outstanding season as along with a TVL Title, the team came in 1st place at the South Regionals and qualified for the State Championships. Ashley Poillucci and Heather Clark were named TVL 1st Team All- Stars.

The Golf Team went undefeated for the first time in school history as they captured the Tri Valley League Title. Jimmy Hervol was selected TVL MVP and he and Geoff Holler were TVL 1st Team All- Stars.

The Girls Cross Country Team had one of the best years in program history. The team came in 1st place at the TVL Championship Meet as they placed five runners in the top 8 along with breaking the TVL Team time by 2 ½ minutes. The team came in 2nd place at the Eastern Sectionals and in 5th place at the Large

School All- States. Junior Shelby Aarden was named to the Boston Globe and Boston Herald All-Scholastic Teams. TVL 1st Team All-Stars were Shelby Aarden, MaryKate Cavanaugh, Mary Paule Monks, Lauren Hazzard and Melissa Lodge.

The Boys Cross Country Team had a winning season with Evan Park placing 12th at the States and qualifying for All-States.

The Football Team, playing a very competitive schedule in the first year of the new MIAA playoff system finished at 6-5 highlighted by a come from behind first round playoff win over Milton, and a 22-21 Thanksgiving Day win over arch rival Ashland. Coach Jim Girard was awarded the William Kirley award presented annually by the Nobscott Valley Football Officials Association. The award is presented to the coach whose program exhibits the highest levels of professionalism, sportsmanship, respect and competence. Callan Berry, Nick D'Aloia, Jordan Jacobs and Andrew Donahue were selected as TVL 1st Team All-Stars.

The Girls Volleyball Team had a very good season as the team finished in 2nd place in the TVL with a 14-5 record and then won State Tournament matches over Medway and Westwood before losing in the Sectional Semi-Finals. Holly Adams was selected to the Division 2 Coaches Association All-State Team. Holly Adams, Renee Coopriider and Hanna Engstrom were selected as TVL 1st team All- Stars

The Boys Soccer Team missed by 1 point of qualifying for the State Tournament. Ted Hilger was selected as a TVL 1st Team All-Star.

The Girls Soccer Team and the field hockey team both went through rebuilding seasons with young teams. Emma Flaxman was selected as a Field Hockey TVL 1st Team All- Star.

HOPKINTON MIDDLE SCHOOL

"At no other time in the life cycle are the chances of finding one's self and losing one's self so closely aligned."

-Erik Erikson

Throughout my career, when telling people that I am a Middle School educator their response usually involves a wince and some form of "How can you possibly do that?" Similarly, when I was teaching grades 7 and 8, students would visit from the high school and ask when I would "take the next step." My answer to my former students and those that ask now

is that I cannot imagine a more exciting, enjoyable, dynamic, and challenging work environment. I love working with this age group as a teacher and as an administrator.

Middle School is all about transition--our students are just five or six years removed from their very first days of school. On the other side, they are just a few years from college or the workplace. As middle level educators, we look to their questions, their enthusiasm, their interests and we present possibilities and areas of discovery. These opportunities, along with providing an inviting place to belong and connect with others is one of the reasons we have added over 15 new clubs the past three years and we continue to look to add more. Beyond thinking about young adolescents in the middle of their academic careers, we know that they are also striving to break from adult dependency. Throughout my career as a middle level educator, I regularly see students who create the impression that they do not want adults involved in their lives, yet I see how much our kind words or a caring act mean to them, and how they can light up when we ask the right question and move them past an answer like, "nothing happened today in school."

Middle school is a place where students can find their passion that may eventually turn into their career. Creating this environment is best accomplished when we work together--from the staff and parent volunteers on School Council, to the parents who give their time to the many events at our school, to the hours and resources poured into many extracurricular events and activities throughout the year, to the commitment by our staff. Not only do these elements give me tremendous pride in this great school, but I see the impact it has on our young adults. We continue to seek innovative ways to help our students find academic, extracurricular and social success while making healthy and informed decisions; this cannot be successfully accomplished without everyone working together.

While it is one thing to have a vision for a school, it is another to have the staff in place to accomplish these things. Our staff, who work with students each day, are the ones who recognize their efforts and provide feedback for improvement. They are the ones who stay after with students who need help in a subject or who want to start a new club. They are the ones that create safe classroom environments, who ensure that learning is a constant, that their curriculum is current, engaging and aligned, and that students understand the objectives of each unit and why the

skills and understandings of each are essential. They are the ones behind the scenes helping Hopkinton's children--our students--to achieve what all of us believe they will need in order to be productive, engaged members of a world that will likely look very different than it does now. I want to recognize their hard work to make HMS the great place that it is and whose efforts place students at the center of all that we do. We were happy to add nine new staff members to Hopkinton Middle School committed to this vision:

Maryfrances Smith brings an energy and enthusiasm that is unmatched; she will be inspiring our 6th graders about the magic of science. Maryfrances has an eclectic background. In addition to her certification in science, she graduated with a Bachelor of Science from the State University of New York in theater, acting, and directing. Maryfrances was also a former Nature's Classroom director of programs and outdoor living training director

Marilyn Miracle is our new Foreign Language Department Coordinator for grades K through 12. This is a new position, and as part of this position Marilyn will be teaching several courses at the high school. Marilyn completed her Administrative Licensure Program through Boston University, received her Bachelor's Degree as a Spanish major from Earlham College, and finished her Masters Program at Ball State University. Marilyn believes that "the goal of every student is to become truly bilingual, if only to be able to truly understand another person's culture, making students citizens of the world, not merely the United States." Marilyn brings great energy and enthusiasm to this new position.

Bruce Elliott is a familiar face around Hopkinton. He has served as a substitute teacher in the Hopkinton district and is now the K-12 Wellness Coordinator. Bruce graduated from Azusa Pacific University receiving his Masters of Science degree in Physical Education. He also received his Bachelor's Degree in Marketing Management from California State Polytechnic University. Bruce has been a baseball coach as well as a recruiting coordinator.

Cathy Anusauskas has been serving as a seventh grade math teacher at HMS for the past 8 years. Cathy will be taking on the challenging new position of Middle School Math Interventionist. Cathy received her Bachelor's in Business from Assumption College and her Master's in Education from Cambridge College. For the past two summers, she has been working with adult education as a teacher for the

Department of Elementary and Secondary Education.

Megan Rooney Elder teaches grade 7 math. Her most recent experience was that of a math teacher at Framingham High School. Megan has her Bachelor's Degree from Villanova University and her Master's Degree from the University of Massachusetts. Megan also served as client service associate for Morgan Stanley Smith Barney. Megan believes that her job makes her "not only responsible for teaching her students math, but also teaching her students to believe in and respect themselves."

Julie Feeney teaches grade 8 foreign language, and comes to us from a teaching position in Vermont. Julie has her Masters of Social Work degree from the University of Missouri-Columbia, her Master's in Teaching from Simmons College, her Master of Professional Communication from Clark University, and received her Bachelor in Spanish Language and Literature also from Clark University. Julie also served in the Peace Corps as a municipal development volunteer in Paraguay.

Jessica Barrett teaches grades 6-8 Art. After receiving her Masters in Engineering from Tufts University School of Engineering and working in that field, Jessica decided to put her love of art to work and pursued Masters of Art in Teaching from Tufts. The combination of the two allows Jessica to approach her instruction and her students' art from a multidisciplinary perspective.

Christine Kouris teaches grade 7 math. She received her Bachelor of Science in Elementary Education from Bradley University and received her Masters of Education in Teaching and Leadership from St. Xavier University, both in Illinois. Christy has received many honors including the Outstanding Middle School Educator from the Waukegan Community and the Allan Mann Excellence in Education Award.

Linda Colby joined us as our new Technology Integration Coordinator. Linda received her Master's in Instructional Technology from Framingham State, her Masters in Business Administration from Clark University, her Associates Degree from Quinsigamond College, and her Bachelor of Arts in Fine Arts and Education from Anna Maria College. Most recently, Linda has been working at Genzyme Corporation in Framingham. An experienced teacher, Linda spent many years in the Leicester School District.

By working together, Hopkinton Middle School accomplished tremendous things in 2012-2013:

- Hopkinton Middle School was named a 2012 Commendation School by the Department of Elementary and Secondary Education. Our school was one of only 64 schools across the state to receive this designation awarded to schools for students' high achievement, high growth, and the narrowing of proficiency gaps.
- During the school day, as guided by our school improvement plan, we added periods of intervention and enrichment, called "Hiller Block" during which time students received intervention in math and English and enrichment in science, social studies, English, foreign language, and technology.
- In May, we learned that the Hopkinton Education Foundation approved a grant to fund the technology needed to bring to HMS Project Lead the Way, a hands-on, project-based program designed to expose students to areas of science and technology.
- In "extra-curriculars," this past year, we created a Hopkinton Middle School newsletter, *The Hiller Holler*. The newsletter is one example of how we are constantly striving to make Hopkinton Middle School an outstanding place to *Learn, Create and Achieve Together*. This is an extensive monthly effort to provide you with information and updates during and after the school day.
- We added several new clubs to our ever-increasing mix, "Investment Club," "Science Fair," "History Club," "Golf Club," "Yoga Club," "Running Club," and "HMS-TV."
- In May, grade 6 through 8 students had the opportunity to display their work throughout our school in the first annual HMS Art Show.
- Hopkinton Middle School was host to Dick and Rick Hoyt for a presentation to our grades 7 and 8 students and teachers. The Hoyts brought their message of commitment, perseverance, and dedication to our school community.
- In March, we released the [Hopkinton Middle School Lip Dub](#).
- We presented the first-ever Hopkinton Middle School Student Talent Show.
- The School Climate Committee launched "[The Sky's the Limit](#)" Courtyard Campaign an initiative that will transform our Courtyard.
- From January 25 to March 1, 2012, students and staff at Hopkinton Middle School participated in a competition to see which homeroom and student could "donate" the most rice to help stop world hunger. To "donate" rice, students answered questions from a variety of topics ranging from famous paintings to basic math. For each question students answered correctly, the United Nation's World Food Program donated ten grains of rice to feed hungry people. All together, students and staff donated 5,928,020 grains of rice in just over a month. Students accomplished this feat exclusively in their spare time.
- The evening before our last day of school, we offered our grade 8 students the first ever Promotion Ceremony and Celebration.

Each accomplishment from this past year, and the programs and progress that we sustain are a credit to our hard-working, creative and dedicated staff, our motivated and engaged students, and our passionate and supportive community.

Thank you again for your efforts and support.

Respectfully submitted,

Alan M. Keller
Hopkinton Middle School Principal

CENTER SCHOOL

Center School experienced many changes the 2012-2013 school year. The year began with 200 first grade students, 201 kindergarten students; 101 enrolled in full day kindergarten, 100 enrolled half day kindergarten and Dr. Christopher Kennedy as principal. Upon his departure mid-year, Mrs. Milly Katzman stepped in as interim principal. Throughout these changes in leadership a number of continuations occurred. Curriculum and instruction continued to be supported by Elementary Directory of Curriculum, Mrs. Merideth Ekwall. Everyday operations continued to be supported by Assistant to the Principal, Mrs. Janeen Sheelan. The busy Center

School office continued to be managed by Mrs. Concie Kniager.

Center welcomed many new staff members the 2012-2013 school year: intensive special needs teachers Sarah Lizio and Rebecca Seban; moderate special educator Kristen McColgan, and kindergarten teacher Katelyn Barry. Stephanie Fernandez transitioned from math tutor to kindergarten teacher and ELL teacher Elizabeth Greco transferred to Center from the middle school. Center also welcomed new support staff: ABA Technicians Maureen Page, Sean Milan, Alyssa Peloquin, Jen Hilton, and Samantha Florest; first grade paraprofessional Kelley Liebfried and kindergarten paraprofessional Linda Turano. Reading teacher Sara Davis retired after an educational career spanning three decades with the latter supporting Hopkinton students.

Classroom teachers, learning specialists, reading specialists, music, art, wellness, library, technology, and physical education teachers, as well as our nurse, guidance counselor, teacher assistants, school psychologist, occupational therapist, physical therapist, speech pathologists, secretaries and assistant to the principal comprised the staff who worked to provide ongoing learning opportunities and a warm, caring environment for Center students.

The central focus continued to be meeting the needs of all learners in kindergarten and first grade. Teachers met weekly at Professional Learning Community meetings, PLCs, to discuss curriculum, assessment, and instruction. These focused meetings positively impacted students.

Teachers continued to learn about and implement *Responsive Classroom* through the daily Morning Meeting. Center School implemented Positive Behavior Expectations to have a consistent approach and a common language. Over the summer, ten Center School staff members attended a weeklong Responsive Classroom training. This training was a collaborative venture with Elmwood and Hopkins Schools funded via an HPTA grant.

The elementary schools sought increased collaboration resulting in an Elementary Handbook as well as an Elementary School Improvement Plan. These have resulted in improved alignment, a strengthening of goals with a shared vision.

Parents continued to have a presence at Center School in a variety of roles including room parent,

mystery reader, art room volunteer, community gardener, and library volunteer.

We thank all families who supported Center School the 2012-2013 school year be it at home organizing book orders to reading with student in class. All volunteers contributed to our Center School community.

Respectfully submitted,

Lauren Dubeau, Principal

ELMWOOD SCHOOL

Elmwood School consists of all the second and third grade students attending the Hopkinton Public Schools. As of October 1, 2013, 481 students were enrolled at Elmwood School, a decrease of 23 students from the previous year. There were 10-second grade classes consisting of 214 students and 12 third grade classes containing 267 students. The number of second grade sections decreased by two; due to the decrease of enrollment and the third grade increased by one classroom section due to the increase in enrollment. As a result, Elmwood had a net decrease of one general education teaching section. Class sizes in 2013 averaged 22-23 students per class in grade 2 and 23 to 24 students in grade 3.

There were a number of faculty and staff changes during the school year. Mr. Tim Kearnan transferred to Hopkins School when the part time position became full time. As a result, Elmwood welcomed Mrs. Anne Carver as the new full-time Assistant Principal. Maureen Edgecomb (School Guidance Counselor), Mary Hurley (Learning Specialist), and Cheryl Cohen (Occupational Therapist) retired at the end of the 2012-2013 school year. As a result, Elmwood School welcomed Mrs. Nicole Robinson (School Guidance Counselor), Ms. Mary Zambuto (Learning Specialist), and Mrs. Jessica Bruce (Occupational Therapist). In addition, Elmwood welcomed two part-time Title 1 teachers (federally funded), who supported direct instruction for students needing support in English Language Arts and Math. Their positions were funded for the duration of the 2012-2013 school year. Elmwood was once again awarded Title 1 funding to hire (3) part-time teaching positions beginning in the fall of 2013. Mary Oldach, a veteran third grade teacher of ten years, moved to a new district. As a result, Elmwood welcomed Mrs. Renuka Abbaraju (third grade teacher). Mrs. Stephanie Doty, (Technology Integration Specialist) transferred to a full-

time position at Hopkins School. Mrs. Christine Gniadek was hired at Elmwood as the new Technology Integration Specialist. Mrs. Dori Panetta, part-time Special Education Secretary resigned after 10 years of service at Elmwood. Elmwood welcomed Mrs. Jenni Schroeder as her replacement. In addition, Elmwood School turned over five Paraprofessional positions, hiring five replacements over the summer months. Elmwood School also hired three long-term substitute teachers due to leaves of absence for the beginning of the 2013 school year (Speech and Language Pathologist, Part-time Board Certified Behavioral Analyst, and Art teacher).

Professional Development: A focal point of our work this year for professional development has been around the implementation of the Response to Intervention Model (RTI). RTI is a model of instruction which utilizes research based instructional practices to implement support for students. Supports are determined using data collection methods, and RTI focuses on specific skills in need of improvement. This year, the Elmwood Master Schedule built in an RTI block for the first time. This new model has had a significant impact on the allocation of resources across all classrooms, and has already demonstrated effectiveness with student achievement gains. The entire faculty was trained by a nationally renowned presenter during the November 2013 Professional Development Day (funding was partially utilized from the Title 1 grant). Subsequent faculty meeting time has been focused this year on continuing the work that was started during the November PD day.

In addition, the 2012-2013 school year was the first full year of implementation of the EnVision

Math Program. All Elmwood teaching faculty have had several days of curriculum training, which included a combination of in-district trainings and out of district consultants from Pearson

Math Group. The EnVision Math Program aligns to the Common Core State Standards.

In 2012, the state mandated that teachers who teach non-native English speaking students must take the Sheltered English Instruction (SEI) training. As a result, this content heavy and demanding graduate level course was taken by two second grade and one third grade teacher during the 2012-2013 school year. The school principal is also part of the mandated training.

Assessments: After piloting the Scholastic Math Inventory (a diagnostic tool) utilized to inform curriculum planning and instruction for teachers in the

area of math, Elmwood School is now using this tool as a data point for students who have been identified for Title 1 supports. After piloting the Common Core Aligned Galileo Math and ELA Benchmark Assessment last year, the Galileo tool is in full implementation for the 2013-2014 school year. This assessment is administered entirely online. Students use the computer lab to complete the Math and ELA assessments three times per year. Benchmark data results are made available using online analytical tools. Teachers have continued their training in analyzing and using the data to inform their instruction.

The new Elementary Report Card (aligned ELA and Math to the CCSS) was rolled out in the fall of 2013, after many months of revision work took place throughout the 2012 school year. A committee of grade level teachers, specialists, and administrators representing the K-5 continuum worked hard to accomplish this task on target with the roll-out date. Technical glitches were adjusted after the fall roll-out in 2013. Work will continue on the report card in order to fully align the Social Studies and Science Standards.

Supervision and Evaluation: The state-mandated Massachusetts Supervision and Evaluation process is now in implementation at Elmwood School. The increase in Administrative support (0.5 Assistant Principal) for the 2013-2014 school year has proven to effectively implement the state mandated supervision and evaluation system, which requires daily classroom visits, timely and consistent feedback to all educators, collection of evidence for instructional effectiveness, additional conferences and individual meeting and mentoring time with educators, and ongoing progress monitoring of teacher effectiveness throughout the school year.

Technology: The aging laptop, desktop, and Smart Board hardware at Elmwood School has presented many challenges this year. Battery replacements and replacements of hardware components have helped with the daily functionality of Elmwood's two aging laptop carts. All Smart Boards at Elmwood School are close to reaching their average lifespan of 7 to 10 years. Elmwood was able to utilize a Title 1 grant to purchase 15 iPads to be used specifically with students receiving Title 1 support services. The old Elmwood server was changed over to a newer server at the high school, after several periods of the network blackouts occurred at Elmwood in the fall of 2013.

School Web Site and "Green" Initiative: All teacher newsletters and office memos are distributed via the district's Schoolwires web system. This paperless initiative has saved paper, copier use, costs, and manpower. The Elmwood website is an excellent resource. *Events at Elmwood*, the Principal's newsletter, as well as School Council minutes, are available on the Elmwood website. Links are easy to navigate and much information is provided about our curriculum, special events, recommended websites, as well as general information.

Enrichment: Elmwood School continued to benefit from the support of the HPTA, which sponsored the costs of the third grade Techsploration and Plimoth Plantation Program, and the second grade Living Historian Visit. For the first time this year, Elmwood School also welcomed an enrichment program that highlighted "cultures and religions of the world," and a traveling world globe. Elmwood was awarded a \$5000.00 Massachusetts Cultural Council Grant in November of 2013, which will sponsor Musician-in-Residence, Tony Vacca. Tony will connect music, dance, and African culture to Elmwood's Math and Science Curriculums over an 8-day residency. Tony will also perform an evening concert which will be open to the public, as a culmination of his residency at Elmwood School.

Also new in 2012-2013, Elmwood School began two clubs. The Eco Chicos club was developed in partnership with High School students from the Environmental Education Club. This program was entirely planned and run by high school students, who designed and implemented a science curriculum to 22 third grade students in the spring of 2013. The program was so successful, that we are looking to continue it this year. In addition, the Bridges Program Grant was awarded to Elmwood and sponsored by the HPTA, Golden Pond, and the Hopkinton Senior Center. This grass-roots effort laid the groundwork for starting up the intergenerational Bridges program, which is slated to begin in March, 2014.

Fundraising: Elmwood benefited from the collection of Box Tops for Education, Price Chopper Award Points, and Target Red Card points. As a result, Elmwood School netted close to \$3000.00 to purchase supplemental curriculum materials, and to help fund the Eco Chicos and Bridges Program.

Crisis Response and Preparedness: Elmwood's Crisis Response Team, consisting of 11 members, continues to meet to examine ways in which to make Elmwood

School more secure, while at the same time developing plans and provisioning supplies in the event of an emergency. Our doors remain locked during the school day and visitors may gain entrance only after being observed via camera by our office staff. All staff members wear picture identification tags daily. All visitors must have an approved CORI report before volunteering in classrooms. When picking up a student at the end of the day, parents remain in their cars and drive up to the front door, after the buses have departed, and their child is brought to their car. This eliminates the need to have parents waiting in the cafeteria at the end of the school day. After a December 2012 review of our safety procedures and protocols the Elmwood Crisis Team made some recommendations and implemented some subtle adjustments with the input of the District-wide Crisis Response Team and the district School Resource Officer. New entryway security cameras were installed to upgrade outdated equipment.

School Council: The Elmwood School Council met monthly throughout the year. The Council was instrumental in preparing the Elmwood School Budget and creating a school improvement plan for the 2013-2014 school year. This year's Elmwood School Improvement Plan had three goals focusing upon improved reading, math and the incorporation of the Responsive Classroom philosophy throughout the school.

Other highlights: A responsive classroom / Morning Meeting block was implemented into the master schedule for the first time at Elmwood School during the 2012-2013 school year. This paradigm for implementing a respectful and responsive school culture is now in full implementation (K-5). As a result, Elmwood School has seen a steady decline in the number of disciplinary infractions having to be addressed at the administrative level.

Our long-standing relationship with the Michael Carter Lisnow Respite Center continues to be a means of inculcating disability awareness amongst our students. In December, the Elmwood faculty Bell Choir performed at the Center with holiday sing-alongs. All second graders toured the Center in June of 2013. Our goal is to show our students that people with disabilities are just like us, they just have certain challenges to overcome. The Elmwood Postal Service, Wee Deliver, delivers mail twice weekly throughout the year. Our school meeting, The Meeting of the Eagles, continues to be a favorite activity of both students and their parents. We

continue to be thrilled that parents and members of the community participate in the Junior Achievement Program, teaching students in our classrooms about their community and economics.

We collected toys and clothing for *Project Just Because*; turkeys for the Salvation Army; as well as clothing and toys for individual families in need during the holiday season. Students collected over \$11,000 in the annual Jump Rope for Heart fundraiser for the American Heart Association. Since 2000, Elmwood's students have raised **over** \$185,000 for this very worthy cause. Second graders from Mrs. Marzilli's class once again visited some of the residents of Golden Pond, interviewed them, and then wrote and presented individual biographies to each person. We collected nearly \$6,000.00 for Children's Hospital's Coins for Cures, earning the title of leading school in New England.

The Kenyan runners, sponsored by John Hancock, Inc., returned to Elmwood School as part of the newly named "Scholars and Stars" Program. Kenyan marathoners have been a tradition at Elmwood School since April 1993. As always, it was a memorable day for all in attendance. In conjunction with our running theme and being heart healthy—the Hopkinton Running Club sponsored the Marathon Challenge. Students were encouraged to run or walk 26.2 miles over a ten week period. Many were successful and for their hard work and diligence won gold medals, akin to those of the Boston Marathoners. Elmwood students collectively ran over 12,000 miles during the eight-week Marathon Fitness Challenge Program, surpassing last year by 600 miles!

In summary, the success of the 2012-2013 school year was due to a community effort. Without the support of the Superintendent of Schools, the Hopkinton School Committee, the Elmwood School Community, parents, and teachers; maintaining the quality and integrity of the Elmwood School would be an impossible endeavor.

Submitted by,

David Ljungberg, Principal

HOPKINS SCHOOL

Hopkins School began the 2012-2013 school year by welcoming 567 students to school on September 5, 2102. Hopkins total enrollment represented 306 fourth graders and 261 fifth graders. Hopkins School

increased its number of classrooms to 26 core classroom teachers (compared to 24 in 2011-2012), making fourth and fifth grades average class sizes 22 students per classroom. Hopkins School held curriculum nights on September 18th and 20th, giving parents an opportunity to visit classrooms and learn about curriculum, routines, and policies. Furthermore, Hopkins School held parent-teacher conferences during the months of November and December.

There were a number of faculty and staff changes during the school year. Ms. Lauren Denmark and Ms. Regina Fitek joined the Hopkins Faculty as fourth grade teachers. In addition, Ms. Stephanie Doty was hired as an Instructional Technology Specialist and Ms. Barbara Mullen joined Hopkins School as a .5 Learning Specialist.

Throughout the year, curriculum and instruction initiatives were the focus of grade level and faculty meetings. Teachers worked on building consistency in the curriculum and using data to make data based decisions about how to improve instruction. The primary data used were results from the Massachusetts Curriculum Assessments (MCAS) that were administered in the spring of 2012. In the fall of 2012, Hopkins School also continued its focus on high-quality literacy instruction. As a result, teachers were able to provide guided reading instruction at students' instructional level. Lastly, teachers organized and held a Curriculum Expo Night, where students took on the roles of teachers and guided their parents through lessons in reading, math, science, and writing. Hopkins Faculty and Staff had an exceptional school year and continued to put forth a tremendous effort on behalf of the students at Hopkins School.

The Hopkins School Council met monthly throughout the year. The Council was instrumental in preparing the Hopkins School Budget and creating a School Improvement Plan for the 2013-2014 school year. The Council members included: 1) Parent representatives, Ms. Laura Barry, Ms. Allison Murphy, Ms. Donna Orellana, and Ms. Amy Ritterbusch; 2) Community representative, Ms. Michelle Wielding; and 3) Teacher representatives, Ms. Cara Tortorella, Ms. Maribeth Tremblay, and Ms. Joan Frank.

Strong community support continued to be a theme at the Hopkins School during the 2012-2013 school year. The Hopkinton Parent Teacher Association (HPTA) continued its efforts to support students and teachers by volunteering and fundraising on behalf of Hopkins students. The money raised went toward the funding of teacher professional development around

Responsive Classroom and sponsoring enrichment programs, such as Lyn Hoopes, Poet Laureate, and Techsploration. In addition to the HPTA, the Hopkinton Education Foundation (HEF) awarded Hopkins teachers with a number of grants to support their work with students.

In summary, the success of the 2012-2013 school year was due to a community effort. Without the support of the Superintendent of Schools, Dr. Steven Hiersche, the Hopkins School Community, parents, and teachers, maintaining the quality and integrity of the Hopkins School would be an impossible endeavor. It truly does "Take a village to raise a child."

STUDENT SERVICES

The Student Services Department provides appropriate and comprehensive programming through the use of local, state, and federal funding and grants. Educational programs for students Pre-School to age 22 ensure high standards and expectations for both staff and students through quality training, research-based instruction, and data driven decisions. The Student Services Department is responsible for Special Education students ages 3 to 22, Child Find, and English Language Learners. As a result, the expansion of programs and a continuum of services are available to all our learners. Our goal is always to provide services for student's success, achievement, and transitions throughout their school years so they have every opportunity to become independent life long learners.

During the past year special educators continued to target efforts to improve reading skills of students with special needs begun in 2010 with ARRA Funds. They have used curriculum based assessments to drive instruction and track student progress. The ABA programs at Center, Elmwood and Hopkins Schools have implemented the use of Data Finch, an online data collection program for intensive needs students requiring an alternative curriculum. This allows them to collect and analyze data more efficiently on a daily basis so that they can continuously monitor each student's instructional needs.

This year the Hopkinton Integrated Pre-School earned National Association for the Education of Young Children (NAEYC) Accreditation. This was a two year process and as part of this accreditation the Pre-School has developed a Family Handbook, a Staff Handbook, and a School Improvement Plan. They also recruited a School Improvement Team to ensure ongoing growth and alignment with the district curriculum. The Pre-School staff has continued

collaborating with Center School staff each spring to facilitate the transition of their students into Kindergarten next year.

The Middle School and Hopkins School are in their second year of Landmark Training in Language Based Instructional Strategies. Identified teams consisting of content area teachers (Science, English, Math and Social Studies), a Learning Specialist and Para-professional at each grade level have been participating in ongoing training. The focus of the training is to develop and implement consistent, research based practices so that all staff is utilizing the same strategies and organizational supports for students in their every day instruction.

Implementation of Social Skills curriculum at the Middle and High School levels was also an area of focus this year. Some district staff had been trained in Michelle Garcia Winner's Social Thinking curriculum, may were at the elementary level. Training has now begun for intensive needs teachers at the secondary level in this program and recently added additional resources including Walker's Social Skills Curriculum and the Circles Program for Middle and High School students.

The Life Skills 18 to 22 year old program at the high school has grown considerably over the past two year. The students in this program access several vocational sites each week including *Golden Pona Assisted Living*, *Not Your Average Joe's*, *Marshalls* and *Marathon Restaurant*. The students are also working on collecting pictures for the high school year book and work periodically in the Student Services Office completing various clerical duties. They access community recreational activities such as Gold's Gym and weekly grocery shopping excursions. The students also participate in monthly multi-community social activities such as dances and game night with students from other local districts.

There have been many changes in our English Language Learner programming. Last year, Massachusetts students participated in the WIDA (World-Class Instructional Design and Assessment) Consortium and our ELL teachers completed training to administer the WIDA Access test which replaced the MEPA. They are also working with school administrators and staff to support them as Massachusetts transitions to the WIDA Standards. The Department of Elementary and Secondary Education is engaged in a comprehensive statewide effort designed to strengthen teaching and learning for English Language Learners. The RETELL (Rethinking

Equity in the Teaching of English Language Learners) initiative represents a commitment to address the persistent gap in academic proficiency experienced by ELL students. At the heart of this initiative are new training and licensure requirements for the Sheltered English Immersion Endorsement for core academic teachers of ELLs and administrators who supervise or evaluate such teachers. A number of our teachers and administrators are participating in the demanding SEI Endorsement training this year. During the next two years all identified teachers and

administrators will be eligible for participation in this training.

The Student Services Office will continue to evaluate current programs and their capacity to service students with diverse needs in the hopes that we can better service these students in district. We will also work closely with other leadership staff including the Superintendent, the Elementary and Secondary Curriculum Directors, Building Principals and the SPEAC Board to create more collaboration and alignment among special and general educators

LAST NAME	FIRST NAME	GROSS WAGES
ABATE	REBECCA	71,535.98
ADELMAN	SUZANNE	7,382.50
AGHJAYAN	CHRISTOPHER	23,333.46
ALEXANDROWICZ	JEAN	26,278.70
ALLBERRY	SHANNON	58,519.12
ALLEN	CHRISTINE	83,412.94
ALLEN	CHRISTOPHER	6,762.00
ALTAVILLA	ANNE-MARIE	84,642.02
ANDERSON	JUDITH ANN	64,812.39
ANUSAUKAS	CATHERINE	80,813.27
ARIENTI	DEBBY	71,809.72
ARNOLD	MICHELE	9,337.45
ATKINSON	RITA	8,670.00
ATWOOD	SUSAN	85,978.00
AVRIL	STACEY	19,485.96
BACON	JESSICA	68,007.98
BAGLEY	SUSAN	91,157.00
BAIN	KATHRYN	70,552.12
BAKER	DENNIS	83,833.98
BALBOA	RITA	48,093.20
BALDWIN	SHARON	87,521.00
BALINSKAS	CAROLYN	84,002.02
BANIA	MARY	35,012.94
BANNON	JOAN	11,766.00
BARKER	JOYCE	22,763.56
BARRA	JOSEPH	1,216.00
BARRETT JR.	JOSEPH	83,792.02
BARROS	JAMES	12,025.52
BARRY	KATELYN	47,196.19
BARTLEY	NILI	59,090.10
BARTOLOMEO	DEBRA	62,868.04
BASILE	CHRISTINE	89,557.00
BASTARACHE	JAMES	44,335.93
BAUMANN	JOAN	76,032.09
BEAULIEU-JONES	MEGAN	52,495.40
BEDARD	AMY	450.00

LAST NAME	FIRST NAME	GROSS WAGES
BELCHER	CHARLEEN	20,004.72
BENNISON	MARGARET	24,636.20
BENOIT	ANDRE	43,257.55
BERLO	ROBERT	109,827.12
BERNSTEIN	DAVID	65,894.02
BIERI	KATHY	17,839.38
BILODEAU	VERONICA	2,026.38
BISHOP	EVAN	106,438.79
BLACK	REBECCA	23,610.90
BLAKE	JENNIFER	3,235.72
BLISS	RICHARD	4,954.00
BOISVERT	JESSICA	16,665.00
BOISVERT	MARK	76,670.04
BOISVERT	NORMAND	41,558.17
BOUSQUET	JESSICA	27,468.60
BOYCE	TERESA	327.88
BRAINERD JR	JAMES	4,335.00
BRANSON	MARY	1,425.00
BRAYER	MARY ANN	83,490.96
BRENNAN	MARK	80,507.02
BRIGHT	ELIZABETH	36,795.98
BRODY	ISAAC	67,407.98
BROOKS	LINDA	79,220.04
BROSNAHAN	CAROL	3,638.89
BROWN	ESTER	7,222.02
BRUMMETT	KATHARINE	49,867.02
BUCKLEY	SUSAN	9,320.15
BUFFA	ELLEN	22,436.68
BUFFUM	DAVID	89,071.00
BUGG	NATALIE	14,161.19
BUMILLER	MAUREEN	7,350.00
BURDZEL	SHARON	218.12
BURKE	KELLY	68,266.59
BURKE	ROBERT	4,823.10
BURKE	TIMOTHY	1,725.00
BURNHAM-FAYE	ELISE	350.00

LAST NAME	FIRST NAME	GROSS WAGES
BURNS	MARCIE	1,505.00
BURNS	MARY-LOU	89,557.00
BURNS	MAUREEN	63,555.38
BURTON	JAMES	805.00
BUSKEY	DANIELLE	3,175.00
CALLAGHAN	KRISTI	78,557.02
CALLAHAN	BETH	71,087.29
CALLANAN	NANCY	4,837.50
CAMERON	CATHERINE	3,052.50
CAMERON	ELLYN	19,230.75
CAMPBELL	KATHY	81,185.92
CARR	CHRISTINE	87,384.95
CARR	EDWARD	43,048.61
CARR	LAURA	49,132.83
CARR	MELISSA	24,047.80
CARRAI	DANIEL	910.00
CARRIER	PAUL	32,208.61
CARTER	MELISSA	75.00
CARTY	BRANDON	2,736.00
CARTY	LISA	41,775.30
CARUSO	JESSICA	83,822.02
CASASSA	ARLENE	86,882.34
CASEY III	JAMES	86,417.02
CATTON	KATHLEEN	10,694.60
CAVE	MICHAEL	17,911.14
CHAGNON	ALAINA	63,505.13
CHAGNON	CONNIE	81,514.98
CHARLESTON	BENJAMIN	4,954.00
CHEN	RENEE	645.01
CLARK	KYLE	2,147.00
CLARK	MARIE	52,479.30
CLARK	NANCY	11,315.93
CLARK	SEAN	10,680.00
CLIFFORD	DANIEL	6,092.50
COHEN	CHERYL	78,007.02
COLBY	LINDA	69,371.12
COLEMAN	JAMES	630.00
COLLINS	CHARLES	89,530.96
CONANT	LISA	73,673.08
CONNER	CAROLYN	88,471.00
CONNORS	THERESA	9,086.63
CONROY	KRISTIN	57,006.62
CONROY	LYNN	68,008.85
CONSTANTINE	JANET	82,126.60
CONTI	SANDRA	9,003.65
COTE	MAURA	5,135.97
COWELL	LORI	51,891.98
CRISAFULLI	CARLA	93,657.00

LAST NAME	FIRST NAME	GROSS WAGES
CROWLEY	HEATHER	78,011.21
CURLEY	MEGAN	210.00
CURLEY	TIMOTHY	1,645.00
CUTLER	JODI	30,224.04
CZEREPUZKO	MELISSA	10,253.60
D'AGOSTINO	NANCY	22,745.40
D'ALESSANDRO	KAYLA	7,361.35
DA SILVA	ANTONIO	15,546.00
DAROSA	KELLY	40,279.12
DAIGNEAULT	SARAH	84,761.98
DAVIDSHOFER	MARY	49,228.57
DAVIDSON	BONNIE	47,538.77
DAVIS	DEBORAH	87,187.02
DAVIS	PATRICIA	2,013.20
DAVIS	SARA	43,336.02
DAY	JULIE	7,707.06
DEBRIAE	MIRIAM	10,319.70
DECAROLIS	JOHN	910.00
DEMELLO	MARY ANN	135,000.06
DEMICHELE	CAROL	70.00
DENAULT	AMY	79,194.52
DENMARK	LAUREN	64,820.08
DESJARDINS	KIM	21,388.55
DIBONA	BENJAMIN	971.52
DICOSTANZA	PATRICIA	90,857.00
DIMARE	SHERRIE	23,367.98
DIPALMA	KATHRYN	60,436.73
DIAMOND	PATRICIA	75,413.00
DICKERT	HAROLD	21,021.42
DIXON	ANNA	89,882.00
DODGE	JEREMY	65,657.98
DOHERTY	KARA	27,633.60
DOHERTY	LAURA	24,427.29
DOLAN	JODI	8,050.00
DONAHUE	CHRISTINA	27,772.04
DONAHUE	MICHAEL	103,035.02
DONOVAN	KRISTEN	5,831.39
DOOLEY	KATHLEEN	112,575.58
DOTY	STEPHANIE	54,498.87
DOWD	THOMAS	92,782.00
DRUMM	MEGAN	1,878.40
DUARTE	PATRICIA	8,250.00
DUMAS	RALPH	124,655.44
DUNN	REGINALD	40,296.80
DZURO	DEBORAH	280.00
ECONOMO	ELIZABETH	79,370.04
EDGECOMB	MAUREEN	94,135.76
EICHORN	DONNA	77,743.25

LAST NAME	FIRST NAME	GROSS WAGES
EKWALL	MERIDETH	109,827.12
ELDER	CHERYL	88,705.06
ELDER	MEGAN	49,717.02
ELDER	THOMAS	3,179.00
ELHILOW	DIANE	6,347.50
ELLAM	SARAH	81,111.98
ELLIOTT	BRUCE	75,442.98
EMERSON	JEANETTE	26,131.02
ESDALE	JESSICA	67,297.88
FABRICANT	SUSAN	22,264.16
FAHN	LESLIE	16,511.98
FAIRBANKS	JENNIFER	72,751.88
FALZONE	MAUREEN	3,105.00
FANT	REBECCA	24,780.83
FARQUHARSON	NINA	90,057.00
FARRELL	ELIZABETH	35,931.35
FEENEY	JULIE	66,087.94
FELDMAN	REBECCA	72,275.87
FERGUSON	COLETTE	19,510.47
FERGUSON	SUSAN	87,308.50
FERNANDEZ	STEPHANIE	24,000.72
FERRIS	KERRY	22,786.26
FERRIS	NICHOLAS	1,776.50
FILHO	JOSE	45,779.65
FILZOW	JAYNE	8,800.70
FINSTEIN	ART	525.00
IORE	CYNTHIA	89,557.00
IORENTINO	NANCY	90,657.00
FITEK	REGINA	61,937.98
FITZPATRICK	MARY ANN	48,013.65
FLANAGAN	MICHAEL	79,003.08
FLANNERY	EUGENE	58,994.60
FLANNERY	SHARON	6,988.19
FLEMING	MARY ANNE	20,736.93
FLOREST	SAMANTHA	17,524.70
FOISY	BARBARA	30,146.47
FORNACIARI	JANICE	19,463.85
FORSYTHE	KATE	57,662.00
FOX	SARAH	86,721.00
FRANCHOCK	MICHAEL	83,792.02
FRANK	JOAN	91,007.00
FRASER	SUSAN	49,003.44
FREEDMAN	MARY LYNN	55,878.25
FREY	ANDREW	53,677.00
FRIBERG	DONALD	57,490.35
FUMAROLA	KRISTIN	71,865.08
GAFFNEY	BRIE	7,659.78
GAGNE	MANON	989.01

LAST NAME	FIRST NAME	GROSS WAGES
GAHAN	ALICIA	13,712.54
GAI	PAULA	1,505.00
GARRY	MICHAEL	2,365.50
GATELY	JENNIFER	487.50
GATES	KENNETH	69,788.94
GAUTREAU	RONALD	82,961.02
GAY	ANN	630.00
GEARY	ALYSON	68,411.09
GELBER	RAQUEL	70.00
GENDRON	DANIELLE	140.00
GEORGE	KATHLEEN	90,682.00
GHOSH	ASHOKE	97,382.16
GIANINO	COLLEEN	75,974.28
GIFFORD	HALLYANN	89,004.00
GIGNAC	JESSICA	70.00
GILBERT	GREG	10,269.00
GILMORE	JEANNINE	58,854.16
GIRARD	JIM	9,289.00
GIRARDI	BARBARA	19,456.09
GLAZIER	JANE	22,763.56
GLEASON	KIRSTEN	54,499.90
GOLDEN	JOHN	85,891.51
GOMES	JANE	89,782.00
GONZALEZ	ANTHONY	83,941.96
GONZALEZ	TINA	1,811.38
GOODNOUGH	MARQUERITE	17,463.73
GRABMEIER	MARGIE	6,812.00
GRADY	MARYELLEN	88,089.24
GRAEBER	MICHAEL	78,767.92
GRANT	JOANNE	82,547.96
GRECO	ADELAIDE	104,629.05
GRECO	ELIZABETH	31,610.14
GRECO	MICHAEL	66,399.06
GREEN	SUSAN	3,675.00
GRIFFIN	JOHN	89,892.02
GRILLI	CINDY	31,904.08
GRILLI	ERIC	6,861.20
GRILLI	NICOLE	140.00
GRILLY	DEVON	73,590.04
GROSE	DAVID	420.00
GROSSO	KATHLEEN	8,562.00
GUNDUZ	EVREN	73,257.98
HAAS	ALFRED	70,267.98
HACKETT	MARIJANE	117,740.22
HAGAN	JEANNINE	6,575.00
HALL	BRIAN	19,197.00
HALL	JAIME	67,521.57
HALNEN	JEAN	28,494.45

LAST NAME	FIRST NAME	GROSS WAGES
HAMILTON	CHRISTINE	19,510.47
HAMILTON	MICHAEL	83,412.94
HAMMER	AMY	64,993.94
HAMWEY	AMELIA	62,349.04
HARRIS	MAUREEN	87,466.45
HARROD	RICHELLE	23,290.91
HAY	CRAIG	87,521.00
HAYES	DEBORAH	24,831.34
HAYES	MICHAEL	61,519.90
HENDERSON	ALISON	1,225.00
HENDERSON	LINDA	78,636.08
HESSE	KATHARINE	25,073.86
HIBBERT	KATHRYN	78,067.92
HIERSCHE	STEVEN	142,083.12
HILL	LORI	18,623.08
HILTON	JENNIFER	29,668.48
HOAGLAND	NADINE	48,268.20
HOFFMAN	REBEKA	4,725.00
HOLDEN	MARY	1,225.00
HOMAN	STACEY	77,736.54
HOOKER	MICHAEL	78,007.02
HOSKINS	KATHERINE	1,050.00
HOWE	CATHERINE	1,350.00
HRUSKA	FRANCES	90,132.00
HUESTIS	CAMERAN	80,786.98
HULME	CAROLINE	16,233.51
HURLEY	MARY	90,657.00
HUTCHINS	ANTHONY	1,634.00
IADAROLA	JUNE	10,312.80
JACOB	LINDA	90,407.00
JATKEVICIUS	LELAND	1,610.00
JENKINSON	JILL	52,091.90
JENNINGS	JUDY	9,696.96
JEWETT	KAREN	87,197.34
JOHNSON	MARY	140.00
JORDAN	JENNIFER	86,611.69
JORDAN	PAUL	5,512.50
JORSTAD	NANCY	23,694.84
JOYCE	CATHERINE	83,879.52
JOYCE	TIMOTHY	77,536.12
JUFFRAS	ANN MARIE	23,231.48
KALETA	MARY	18,117.15
KAMMER	DANIEL	83,397.96
KANE	JENNIFER	80,988.11
KAPELOS	JOANN	70.00
KARETNY	MEREDITH	522.50
KARJEL	ERIC	93,447.20
KARLIS	MARIA	490.00

LAST NAME	FIRST NAME	GROSS WAGES
KASPRAK	LEE ANN	80,897.96
KATZMAN	MILDRED	51,130.64
KAUFMAN	JILLIAN	79,617.79
KEANE	LAWRENCE	52,310.44
KEANE	THOMAS	89,567.96
KEARNAN	TIMOTHY	87,291.82
KEARNEY	JEFFREY	78,937.96
KEEFE	CAROL	23,708.06
KEELER	JENNIFER	51,708.96
KELLENBERGER	KRIS	52,016.90
KELLER	ALAN	119,635.88
KELLER	MARISSA	57,937.24
KELLY	ANITA	66,887.08
KENDALL	LESLIE	5,941.50
KENNALLY	JENNIFER	81,097.96
KENNEDY	CHRISTOPHER	65,585.22
KESSLER	JEANNE	22,627.36
KHALSA	JAGAN-NATH	525.00
KILBURN	REGINA	75,570.04
KILIULIS	JANE	8,363.51
KIMBALL	JILL	38,645.10
KING	BRYAN	98,979.00
KING	DEIRDRE	60,678.76
KING	ERICA	75,720.04
KING	KATHLEEN	4,545.00
KING	RICHARD	43,030.73
KIRSHENBAUM	SHANNON	58,885.12
KISER	DAVID	46,806.88
KNIAGER	CONCETTA	49,046.18
KNIAGER	RACHEL	1,610.00
KOELBL	LAUREN	56,454.02
KONYS	MATTHEW	56,024.35
KOURIS	CHRISTINE	64,013.49
KUPPENS	NICHOLAS	31,697.31
LANDMAN	JONATHAN	66,513.84
LANE	CYNTHIA	63,957.85
LATHROP	NICOLE	22,981.48
LAUGHTON	EMILIE	2,188.22
LAVAKUMAR	ANITA	52,016.90
LAVOIE	CHRISTIAN	3,041.10
LAW	DEANNA	81,016.71
LEBLANC	BRUCE	70,778.02
LEBLANC	RAYMOND	1,445.00
LEBLANC	RICK	3,757.00
LESUER	JAMES	2,584.00
LEACH	CYNTHIA	28,130.00
LEADER	CINDY	840.00
LECHTANSKI	VALERIE	94,757.00

LAST NAME	FIRST NAME	GROSS WAGES
LEE	MINA	13,124.03
LENTONI	PAMELA	11,061.64
LERNER	LAURA	19,261.83
LEVERGOOD	FRAN	23,281.44
LEWINSKY	KATHLEEN	74,767.21
LIEBFRIED	KELLEY	12,285.88
LINDER	DENISE	42,114.14
LISCINSKY	ERIN	47,781.69
LITAVIS	MICHELLE	3,468.00
LITOFF	JACOB	525.00
LIZIO	SARAH	49,779.52
LJUNGBERG	DAVID	105,000.22
LOGAN	C.	90,057.00
LONGORIA	ANDREW	97,014.36
LORANCE	ELANA	525.00
LYNESS	DIANNA	7,636.14
LYONS	LIZA	77,717.92
MACCONNELL	EMILY	70.00
MACDONALD	DEBORA	3,192.46
MACDONALD	KENNETH	4,678.00
MACDONALD	ZACHARY	2,432.00
MACDOUGALL	LORNA	34,327.40
MACPHERSON	CHRISTOPHER	7,431.00
MACDONALD	DENNIS	47,316.00
MACDONALD	MORIAH	43,336.02
MACK	LAUREN	77,624.04
MADANY	YVETTE	245.00
MAFFEI	AMANDA	775.00
MAGNUSON	TAMI	25,315.12
MAHONEY	KRISTEN	28,151.04
MAILLET	DIANE	78,174.08
MALLOY	BETH	1,387.50
MANNING	ELIZABETH	87,395.98
MARCY	ANNE	1,717.32
MARINO	KRISTIN	26,388.51
MARQUEDANT	HOLLY	825.00
MARTEL	CYNTHIA	8,925.00
MARTIN	JEANNE	87,771.00
MARTIN	SHAWN	52,166.61
MARTIN-FLUET	MARIE	84,147.96
MARTINEAU	GREGORY	113,386.00
MARTINELLI	LISA	48,865.18
MARZEC	JAMES	88,761.00
MARZILLI	BRIDGET	70,283.97
MASON	CATHERINE	75,801.29
MATHIEU	DAVID	1,800.00
MAYER	DENISE	75.00
MAYNARD	SANDY	27,256.91

LAST NAME	FIRST NAME	GROSS WAGES
MAZAIKA	ROBERT	4,954.00
MAZUR	DANIEL	104,595.64
MAZUR	KELLY-ANNE	66,699.90
MAZURSKY	DONNA	4,234.65
MCBRIDE	LORI	31,193.06
MCCAHILL	CATHERINE	86,864.97
MCCARTHY-GILL	JAN	64,056.02
MCCAW	KAREN	91,407.00
MCCLURE	MICHELLE	6,375.00
MCCLURE	SUE	3,375.00
MCCOLGAN	KRISTEN	52,104.74
MCFARLAND	MICHAEL	84,910.49
MCGINTY	EILEEN	13,937.80
MCGOVERN	DENISE	83,942.02
MCKENZIE	LAURA	1,590.00
MCLEAN	MONICA	70,421.12
MCNALLY	DAWN	93,207.00
MCPHAIL	JESSICA	47,766.16
MEDIATE	MARISSA	26,551.20
MEEHAN	WILLIAM	95,162.18
MELBERG	SANDRA	27,100.00
MELLO	SUSAN	26,207.73
MERCED	ILIANA	11,305.35
MERCIER	KRISTIN	66,574.04
MERIGOLD	SARAH	22,908.84
MERZEL	DAN	692.50
MESSIER	MICHAEL	3,179.00
MEYER	SHARI	50,842.02
MICHAUD	CRISTINA	83,792.02
MILAN	SEAN	30,107.50
MILES	BARBARA	6,850.51
MILES	JASON	300.00
MILLER	MICHAEL	76,713.10
MILLS	COREY	3,757.00
MINKLE	MARGARET	23,327.59
MIRABILE	BRENDA	1,295.00
MIRACLE	MARILYN	88,792.02
MISLAK	ERIN	175.00
MITCHELL	JOHN	140.00
MOOTHART	LESLIE	47,743.20
MORALES	WILLIAM	48,400.40
MORAN	SHELLY	37,935.44
MORAN	WENDY	53,677.68
MOREY	SHEILA	7,563.45
MORIN, JR.	KENNETH	28,045.20
MORTARELLI	KRISTY	62,349.04
MOTYKA	MOIRA	17,630.13
MUELLER	SHU-LIN	57,385.12

LAST NAME	FIRST NAME	GROSS WAGES
MUIR	BONNIE	60,813.98
MUISE	THERESA	64.50
MULLEN	BARBARA	72,757.12
MULVEY	BRETT	77,675.98
MUNGER	LYDIA	18,641.24
MURDOCK	JANE	9,918.41
MURPHY	ERIKA	890.00
MURPHY	SUSAN	81,160.46
MURPHY	TIMOTHY	61,187.99
MURPHY	TIMOTHY	70,278.02
MURRAY	GAIL	975.00
MURRAY	KIELY	57,747.38
NAPOLITANO	SUSAN	17,561.72
NAUGHTON	JANET	55,962.28
NAUGHTON	MICHELLE	19,370.61
NEALON	JACK	140.00
NELSON	TIMOTHY	6,812.00
NICHOLSON	JUDITH	140.00
NOBLE	KARYN	83,792.02
NOFSINGER	DANIELLE	68,814.93
NORBY	DIANE	83,812.94
NORTON	DANIEL	48,715.94
NORTON	JANE	94,557.00
O'CONNELL	MATTHEW	78,105.96
O'CONNOR	KELLY	52,388.33
O'LEARY	JUSTIN	8,050.00
O'LOUGHLIN	CONSTANCE	28,500.24
O'MALLEY	LAURA	61,749.52
O'NEIL	JACQUELINE	23,897.08
O'NEILL	AMY	929.89
O'NEILL	KELLY	16,215.00
O'REILLY	CHRISTOPHER	735.00
O'SHAUGHNESSY	DENA	54,445.08
O'TOOLE	KATHERINE	54,035.08
ODELL	RICHARD	875.00
ODIERNA	MICHELLE	73,451.12
OLDACH	MARY	67,397.88
OLESON	NORANN	5,609.84
OLSON	KATHRYN	4,137.50
OLSON	PATRICK	980.00
OSWILL	LYNN	650.00
OTTAVIANI	LOUIS	5,300.00
PAGE	JULIA	70,411.73
PAGE	MAUREEN	31,310.46
PALMER	JODI	17,838.01
PANDIAN	INPAKALA	70.00
PANETTA	DORIS	9,364.51
PAOLUCCI	SELINA	1,435.00

LAST NAME	FIRST NAME	GROSS WAGES
PAQUETTE	LISA	5,154.62
PAQUETTE	RICHARD	86,814.51
PARENT	JONATHAN	57,692.40
PARKER	JOHN	78,007.02
PATRICK	BETH	175.00
PATTERSON	SARAH	63,555.38
PELGRIN	MARY	4,650.00
PELLETIER	JENNIFER	729.73
PELOQUIN	ALYSSA	28,688.18
PENDLETON	PAMELA	89,557.00
PERRY	DAVID	44,223.70
PETERS	ANYA	35.00
PETRUSKA	ELIZABETH	59,522.90
PEVERILL-CONTI	WENDY	13,128.81
PICKENS	KELLY	63,265.50
PINTO	DEBRA	89,921.00
PINTO	MARIA	126.31
PIQUARD	KIMBERLY	46,428.95
PIRES	APRIL	78,037.96
PLACE	STACEY	86,292.02
PLATT	HENRY	525.00
PLUNKETT	DONNA	27,755.95
PLUTNICKI	CYNTHIA	840.00
POOVAKAD	LAURA	3,179.00
PORCELLA	CHAPIN	34,659.85
PORTER	ALLON	24,017.80
PORTER	ELLENORE	7,538.93
PORZIO	MARGARITA	800.00
POTITO	STEPHANIE	43,787.78
POWERS	PHILIP	120.00
PREIS	DEBRA	6,225.00
PREITE	MICHAEL	1,400.00
PRESEAU	DAWN	29,658.59
PRIESING	JENNIFER	280.00
PRIMEAU	MELISSA	15,885.28
PRIOR	LESLIE	89,757.00
PULNIK	KIMBERLY	98,000.24
PULSELLI	LIDIA	8,300.10
PURDY	DAVID	81,664.60
RAINEY	ANN	70,118.77
RAMIREZ	ELIZABETH	13,224.15
RENAUD	JUDITH	2,400.00
REYNOLDS	BETH-ANN	12,498.50
REYNOLDS	IAN	3,303.00
REYNOLDS	KATHLEEN	8,388.83
RICHARDS	ANDREA	85,978.00
RIZZARDI	CAITLIN	66,320.46
ROBERTS	JANICE	5,632.50

LAST NAME	FIRST NAME	GROSS WAGES
ROBERTS	MAXINE	91,157.00
ROBINSON	CATHERINE	87,433.50
ROCKWOOD	CHARLES	61,235.90
RODRIGUEZ	JOANNE	22,448.42
ROGERS JR	ALFRED	89,100.99
ROSENTHAL	ROBERT	3,787.50
ROSS	CAROLYN	57,422.21
RYDER	BETH	36,790.83
SALZ	CARRIE	14,320.26
SAMANSKY	CONNIE	6,675.00
SANBORN	LOUISE	20,135.68
SANBORN	MARK	3,635.40
SANFORD	TIMOTHY	71,345.14
SANTAMARIA	JACOB	48,000.03
SANTOS	KRISTEN	89,632.00
SANTUCCI	FRANCES	23,667.05
SAPETA	SARAH	2,135.00
SAUNDERS	MEGHAN	62,474.04
SAVAGE	JORDANA	78,007.02
SAWYER	GARRETT	91,842.02
SCALCO RONKIN	MIKHAIL	5,287.50
SCHARTNER	KRISTEN	78,872.01
SCHEULE	BEVERLY	2,307.50
SCHILOSKI	PHILIP	40,639.02
SCHREFFLER	JANICE	1,867.34
SEATER	JESSICA	75,795.98
SEBAN	REBECCA	59,173.77
SEROCKI	SHARON	16,558.33
SEXTON	DEBORAH	20,550.71
SHAUGHNESSY	NANCY	89,557.00
SHEA	CHRISTOPHER	94,938.02
SHEA	JAYNE	73,466.32
SHEELLEN	JANEEN	63,853.14
SHEIL	PARKER	600.00
SHEPTYCK	ELIZABETH	60,687.90
SHIRE	CHARLOTTE	81,314.98
SIEDLECKI	MICHAEL	64,706.02
SIEGEL	RACHEL	34,364.10
SIEGFRIED	AMY	2,272.50
SIGGENS	AMY	5,202.00
SILVA-TERRAL	GISELA	150.00
SILVEN	MAUREEN	1,260.00
SIMOES	SHERYL	72,882.23
SIMOES	STEPHEN	75,570.04
SKYPECK	LILLIAN	29,303.80
SLOAN	NOREEN	65,070.08
SMITH	DARIA	1,085.00
SMITH	HEATHER	80,975.46

LAST NAME	FIRST NAME	GROSS WAGES
SMITH	JENNIFER	72,369.62
SMITH	LYNDA	24,402.62
SMITH	STEVEN	41,645.55
SMITH	MARYFRANCES	49,867.77
SMYTH	ELIZABETH	77,412.84
SNOW	CHRISTINE	11,759.61
SNYDER	STEPHANIE	65,959.90
SODERBERG	SCOTT	2,168.00
SOUSA	STEVEN	18,991.90
SPERONI	NANCI	21,421.72
SPINKS	BETHANY	86,243.00
STARING	KERRI	23,780.90
STARRETT	KENT	2,968.88
STARZYK	SUZANNE	23,160.70
STEFANCIK	JANENE	91,489.06
STEIN	RONA	78,332.02
STEPHENS	JESSICA	59,452.90
STONE	MYAH	37,785.02
STRANGFELD	MARIAN	95,057.00
STREFLING	SUZANNE	78,007.02
STRICKLAND	SUSAN	19,479.40
STUKULS	SALLY-ANN	99,951.00
SULLIVAN	CARRIE	30,302.03
SULLIVAN	CHRISTINE	58,461.14
SULLIVAN	DAN	5,573.00
SULLIVAN	KIMBERLY	88,616.09
SULLIVAN	MICHAEL	84,292.02
SWEENEY	CHRISTOPHER	3,862.50
SWEETAPPLE	CHELSEA	17,943.62
TANGREDI	PAULA	4,162.50
TARBI	KATHERINE	80,042.62
TAYLOR	TREVOR	66,887.08
TERRANOVA	LAURA	73,101.96
TERRY	KAREN	4,954.00
THEIS	LAURA	44,066.90
THIEL	LAURA	22,831.66
THOMAS	JANE	22,915.92
THOMAS	LAUREN	10,522.92
THOMPSON	JO ANN	91,412.00
THOMPSON	MARTHA	5,573.00
THORNTON-GENOVA	KERRY	1,850.00
TOMLINSON	PATRICIA	10,581.30
TOOTHMAN	ANDREA	5,703.84
TORILLI	PETER	90,530.96
TOROSIAN	MICHAEL	560.00
TORTORELLA	CARA	90,407.00
TOWNER	RODERICK	16,840.54
TRAVERSI	KRISTYN	62,886.30

minutes of the Committee Meetings makes possible the preparation of this annual report. The Committee also takes this opportunity to recognize and thank, Carol Lydon, Administrative Assistant to the Superintendent-Director, for her many years of quality work preparing documents for Committee deliberations. Mrs. Lydon retired in October of 2013 after more than 35 years of service to the District. The Committee reorganized on June 6, 2013 with the following officers being elected unanimously to the following positions:

Chair: John Kahn (Framingham)
Vice-Chair: Edward Burman (Ashland)
Paid Recording Secretary: Elaine O'Toole
Paid Treasurer: Jack Keating
Assistant Treasurer: John H. Evans (Framingham)
The balance of this report presents a summary of the discussion and actions of the Committee on a number of the important matters brought before the Committee for advice or action.

Community Engagement

Staff and students of the construction cluster career and technical programs of Carpentry, Electrical, Landscaping, Metal Fabrication, Plumbing, and Graphic Communications participated in many community projects throughout the School District member towns. Examples of these activities include the following:

Carpentry -

Ashland Water District – Built and installed a shed
Framingham Housing – Addition – 2 sided structures with a roof – framed the inside
Framingham Police Department – Constructed a 2 bay garage for motorcycles
Framingham – MRTA Bus Shelter – 4 x 8 roofed structure
Holliston – Senior Center – Rebuilt section of Holliston Senior Center
Hopkinton -7 Walker Street – Complete front railing – built rear deck and stairs from the previous year's house building project
Natick- Accept Collaborative – Reconstruction of program space

Electrical -

Ashland Lions Club – Electrical repair work on interior lighting and switches in trailer
Framingham Police Department – Electrical for the 2 bay garages for motorcycles built by carpentry
Framingham Parks and Recreation – Completed electrical work on numerous occasions throughout the school year

Electrical -

Holliston Senior Center – Electrical work on the rebuilt section of the Holliston Senior Center
Hopkinton Middle School – updated wiring
Hopkinton – Bay Path Animal Shelter – A number of electrical projects

Landscaping

Ashland Middle School – Landscaped the outside of the school

Metal Fabrication

Framingham Parks and Recreation – Completed backhoe bucket repair and repaired tool box on a truck
Town of Framingham – Repaired 12 satellite receiver covers

Plumbing

Hopkinton Middle School – Updated plumbing at an eyewash station in the wood shop program

Graphic Communication - Printing for 13 Schools within the District

In addition, the Keefe Community hosted the Metro West Leadership Academy to a tour, a program presentation on Career and Technical Education and lunch. In June Keefe Technical School hosted a breakfast for the Community Based Justice (CBJ) that included judges and representatives from the District Attorney's Office, Probation, School Officials and area Police Departments. It should also be noted that all five District town high school's swimming teams practice and compete at the Keefe Technical School pool. The pool is also used by the Framingham and Natick Park and Recreation Department.

Administration

The Superintendent's Evaluation Sub-Committee considered the process by which the Committee and the Superintendent established goals for the administration against which the Superintendent's performance is evaluated periodically by the Committee. The Superintendent and the Committee will use the new Educator Evaluation instrument that is required by the DESE in 2012-13 for RTTT Participating Districts. The on-going Sub-Committee members are John Kahn, William Gaine, Mike Rossi, John Evans and Dr. Stephen Kane, Chair.

The School Committee adopted goals for the Superintendent's performance evaluation period from July 1, 2012 through June 30, 2013. The goals adopted related to the following: Improvement of the District's administrative meeting organization,

establishment of job descriptions for all employment positions, incorporate 21st century skills into curriculum, assessment and instruction, budget development and financial management, collective bargaining, recruiting and enrollment, supporting the school and district improvement plan, and capital budget planning.

The Committee completed its periodic evaluation of the Superintendent's accomplishments against established goals and desired personal qualities.

The complete record of that evaluation is a public document that is available at the South Middlesex Regional School District Superintendent's office.

The Superintendent received a 2% COLA salary increase in 2013 and a 1% increase for merit.

The School Committee conducted an internal search for Mr. Lynch's replacement. Following a formal process that included interviews and a review of all submissions, the Committee voted to appoint Mr. Jonathan Evans as the next Superintendent- Director. Mr. Evans has worked for the District for 18 years, 10 as an administrator and the last 3 as Principal of Keefe Regional Technical School.

Technology

In 2013, Superintendent Lynch made a recommendation to the Committee regarding technology improvements. Mr. Lynch proposed to create a total wireless digital learning environment at Keefe Regional Technical School. This new learning environment would also include a new voice over IP phone system to replace the existing 40 year old original phone system. The technology infrastructure at Keefe required changes and improvements to facilitate this goal. Contained in the FY14 budget are funds to support half of this goal. The District Administration will plan to budget for the second phase in FY15. The specific changes include transitioning to a mostly cloud based server configuration, the reduction of facility technology switches, the installation of all new fiber optic cabling, a substantial increase in communication capacity, new firewall installation and more. The Keefe community is excited about these improvements.

School Improvement Plans

The Committee adopted The School Improvement Plan for the 2013-2014 school year which embodies specific performance objectives as follows: 1) Utilizing interim assessment data in MCAS subjects to inform interventions, 2) Integration of World-Class Instructional

Design and Assessment (WIDA) standards into academic content areas, 3) Implementation of direct content instruction during learning strategies courses, 4) Implementing tiered levels of support for at risk or struggling learners, 5) Implementing Mathematics and Language Arts strategies as part of common core standards in Career and Technical Programs, 6) Additional college awareness, 7) Additional guidance lessons in the personal-social domain, 8) Improving school climate and culture and 9) Emphasis on 21st Century Skills.

The Committee reviewed the progress toward the goals of the 2012 -2013 School Improvement Plan. The report of Principal Evans noted tangible specific improvements in: 1) Alignment with the Massachusetts Model for Comprehensive School Counseling through guidance 2) Development of reengagement strategies for potential dropouts or at risk students, 3) Work collaboratively to reduce behavior that interferes with student learning, 4) Implement formative, summative and authentic assessments to guide instruction and 5) The implementation of the Common core State Standards.

The Committee also received and approved a District Improvement Plan proposed by Superintendent Lynch. This district improvement plan included new goals for a digital learning environment, new STEM elective courses, new recruiting initiatives and the completion of the district capital project, a new roof.

Handbook

The Committee approved revisions to the Student Handbook that had previously been approved by the School Council. Major changes relate to revision of legal citations and changes in the course credit system for English, mathematics, science, social studies and the exploratory component of all CTE programs.

Race to the Top Program

In 2009, the Superintendent met with the leaders of the Keefe Tech Education Association and the Chairman of the South Middlesex Regional Vocational Technical School District School Committee to form an alliance and apply for participation in the Race to the Top Grant Program that was offered in Massachusetts. The South Middlesex Regional Vocational Technical School District qualified for this grant and will have access to approximately \$112,000.00 to be used over a four year period. This grant opportunity was designed to achieve five major objectives as follows: 1) improve educator

LAST NAME	FIRST NAME	GROSS WAGES
TREMBLAY	KATHLEEN	41,450.99
TREMBLAY	MARIBETH	81,172.96
TREMBLAY	ROBERT	44,220.84
TUITE	MEREDITH	3,577.60
TURANO	LINDA	4,763.01
UMINA	DIANA	23,421.22
UMINA	MICHAEL	2,062.50
VAN	CHRISTINE	140.00
VAN DAM	ANNE	33,883.12
VAZQUEZ	ROLAND	525.00
VERRA	KEITH	105,087.28
VERRA	MARY	34,873.69
VON ROSENVINGE	VALERIE	92,252.02
VORCE	AUDREY	33,224.56
VORRASI	LINDA	92,057.00
VUMBACA	JEANNE	28,351.14
WAGONER	BETSY	1,506.50
WARREN	NANCY	6,525.00
WATERS	HARRY	6,081.30
WATSON	AMY	1,925.00
WEBB	JEAN	45,660.59
WEBB	MICHAEL	34,761.72
WEBSTER	AMANDA	900.00
WEISS	MEGAN	62,187.98
WELDON	ELIZABETH	77,974.04
WELLE MALONE	LISA	83,200.46
WELSH	GAIL	23,851.71
WETTERLOW	ERICA	67,011.02

LAST NAME	FIRST NAME	GROSS WAGES
WHITE	MAURA	17,449.16
WHITE	ROBERT	84,642.02
WIGGIN	MARGARET	19,281.28
WILANDER	MIKE	84,342.02
WILKIE	KELLY	77,242.92
WILLIAMS	JOSEPH	78,147.02
WILLIAMS	SARA	66,907.98
WILLIAMS	SHARON	54,949.22
WILLIAMSON	REBECCA	81,060.46
WINTERS	MEAGHAN	54,687.40
WOLNIK	SHERYL	50,067.02
WOODRUFF	HEATHER	22,299.30
WOODS	HEIDI	78,037.96
WORRELL	COLLEEN	74,701.96
WORRELL	STERLING	94,057.00
WRIGHT	PAUL	49,072.74
WURSTER	KRISTEN	78,426.96
YAVAROW	STEVEN	103,907.00
ZACCARO	MAIREAD	70.00
ZACCARO	PAMELA	22,763.56
ZAKAR	LINDA	82,941.44
ZAZZA	ANGELA	2,328.75
ZWANG	MELISSA	8,670.00
ZWILLINGER	ALEXANDER	2,425.00
ZWILLINGER	JESSICA	50,867.94
		29,728,803.03

South Middlesex Regional Vocational Technical School District

This annual report is prepared by Superintendent /Director, James M. Lynch, and composed on behalf of the members of the School Committee of the **South Middlesex Regional Vocational Technical School District** and submitted after review and approval by the full Committee in compliance with the provisions of the Agreement among the towns of Ashland, Framingham, Holliston, Hopkinton and Natick.

As in recent past reports prepared and approved by the District Committee, this report discusses from the perspective of the Committee the principle items with

which the Committee was concerned during the year. It is a representative account of matters solely within the policy making authority of the Committee and also of matters which the Superintendent/Director brought before the Committee for information and consultation. For greater detail and discussion the reader should read the extended minutes of Committee meetings and the attachments thereto which are available at the school office.

The Committee acknowledges with great appreciation the service of its Recording Secretary, Elaine O'Toole, whose careful recording of the

effectiveness, 2) improve curriculum and instruction, 3) help to create school turnaround in identified low performing schools, 4) improve college and career readiness, and 5) to provide educators with real time actionable data through improved data systems and infrastructure. The Superintendent expressed pride that at Keefe Regional Technical School labor (Teachers Association), management (Superintendent and Administration) and the employer (School committee) will be working together to participate in this education improvement initiative. These funds and the anticipated DESE assistance will allow our school district to implement the stated improvements in a timely and effective manner. I anticipate that these changes will be required of all districts by September of 2014.

The Budget Process

The Budget Sub-Committee, members Stephen Kane, Sarah Commerford, Ruth Knowles, Larry Cooper, Linda Fobes, and Edward Burman under Chairman, Mr. Edward Burman presented a preliminary FY15 budget representing a 2.97% increase over the prior year's actual budget.

The Superintendent continued his practice of meeting informally early in the budget process with the financial officers of the member towns to develop mutual awareness of both municipal budget constraints and the efforts of the Committee to manage the school efficiently and effectively while recognizing those limitations. The Committee continued to consider reductions in the preliminary budget and the budget as submitted to the member towns for FY14 was approved by all (\$15,506,373).

Auditor's Report

The annual audit by the independent accounting firm of McCarthy & Hargrave is in the process of preparing the financial statements for committee review. During the preliminary process there were no material findings that were disclosed. It is also expected that the audit report calculates that the energy project met its stipulated guarantee benchmarks for the 2012-13 year.

Business Office

The business office staff of the South Middlesex Regional Vocational Technical School District has continued to provide efficiencies within the daily operations. Human resource management, employee benefits programs, procurement practices, contract proposals, grant fund accounting, grant management, student cafeteria management, student nutrition, budget preparation and

management, continuing education registration and inventory control are all components of the business office operations that have undergone improvements and efficiencies. Following a business office staff member retirement, the Superintendent and Business Manager took the opportunity to establish a new, much needed position of Accounting Specialist. This position answers directly to the Business Manager, requires municipal accounting skills and experience and is considered a specialized employee who processes confidential information. The business office has been reorganized as a result of this new position and the structure has improved performance and efficiency. In addition, as a result of proficient evaluations and a new capital project in the planning, the business manager Kirsteen Leveillee was promoted by the Superintendent to the position of Director of Finance and Business Operations.

State Aid

The Governor and Legislature again proposed reductions in state aid to transportation (Approximately 60% of needed revenue). These funds provide access to regional schools where transportation networks extend across community lines. Moreover, cuts made after member communities have approved balanced regional school budgets based upon reliable forecasts may require significant reductions in educational programs. The Superintendent and the Committee Chair, with the support of the Committee, addressed their concerns to the Governor and State legislators and to the Massachusetts Association of School Committees. The chapter 70 State funding for the South Middlesex Regional District was substantially reduced from the original House 1 numbers. Final aid figures did not get approved through the House and Senate until the end of June which resulted in a revenue deficit from the original projection.

Siemens' Energy Conservation Project

Performance Year 4: June 2012 to May 2013

Siemens Industry (Siemens) is pleased to provide the South Middlesex Regional Vocational Technical School District (Keefe Tech) energy savings guarantee report. This report details the guarantee period savings by means of comparing the guaranteed energy savings versus the realized energy savings. Your Energy Performance Contract with Siemens guaranteed **\$580,309** in annual savings which will be confirmed within the audited financial statements.

Personnel Administration

The Committee, in collaboration with the School District Administration and at the recommendation of

the employee insurance advisory committee, applied for and was accepted into the West Suburban Health Group. This organization is comprised of 17 area municipalities who purchase health insurance in an efficient cost effective manner. As a result of this new affiliation, the District can now offer health insurance plans that compete with the GIC benchmark programs and with multiple plan design options for employees. The District also made other improvements with employees through collective bargaining.

Enrollment, Recruiting and Student Retention

The Keefe Regional Technical School is a school of application. Maintaining a healthy enrollment of students for our day school operation is essential for our financial support and overall operational success. Our enrollment has improved in the last two years and we are expecting further improvements this year. The Superintendent has indicated that he believes that the quality and rigor of our school programs and the safety and culture of our school environment will dictate our success in attracting students and their families to Keefe Technical School. The Superintendent has emphasized that the administration, faculty and support staff must work together to ensure that Keefe is recognized by our community as a career and technical school of high quality. We have improved and will continue to improve our marketing techniques, our communication with our school district sending town middle and high schools, and with our connection to prospective students and their families. The enrollment on October 1 of 2013 was 700 students reflecting a slight decrease of students from the previous year. The student enrollment of 700 students is our second largest enrollment count of the previous ten years.

Buildings and Grounds

The Keefe Regional Technical School opened its doors in September of 1973. As we begin our 40th year of operation, the Superintendent reported that our facility is doing well. Thanks to a comprehensive energy upgrade that was completed in 2008, our facility is poised to move forward without the necessity for major structural improvements. Our maintenance and custodial staffs continue to take ownership for the quality of our building and grounds. We recently completed having a contractor perform improvements to our 100 foot smoke stack that will improve the structural integrity of the smoke stack and the functioning efficiency of our boilers. We anticipate that future projects for our District facility will involve a new roof membrane, parking lot

improvements, sealing our concrete building envelope, and athletic locker room renovations. The superintendent also anticipates investigating in the installation of photo voltaic solar panels on our roof after the installation of a new roof membrane is completed. To begin the process of capital improvements, the Committee authorized the Superintendent to file a Statement of Interest with the Massachusetts School Building Authority (MSBA). The Statement of Interest filed with MSBA was not accepted in 2012. MSBA officials encouraged the Superintendent to file a new application in 2013 for a "roof only" project. That application for a "roof only" was filed with MSBA, accepted by MSBA for a feasibility study and the roof replacement project is currently being planned for 2014. To date, the proposed roof replacement is expected to cost approximately \$6,000,000.00 with approximately 70% reimbursement expected from the State MSBA program. If all goes as expected, the new roof will be installed in June of 2014.

Student Achievement

The District received from the DESE its annual accountability report detailing Keefe's 2013 Accountability Data. Based upon the following accountability data: proficiency gap narrowing, student growth, 4 and 5-year cohort graduation rates, dropout rate, and the level of student participation in the MCAS testing, Keefe students achieved an overall accountability score of 77 on target overall. All parents or guardians of Keefe students received the Keefe Report Card notifying them of this accomplishment. In summary, from 2010 to 2013 in ELA the number of students scoring at proficient or above increased by 35% while the number of students failing decreased by 5%. For math the number at proficient or higher increased by 7% while the number failing decreased by 2%. This fall, Keefe Tech was informed that according to the 5-level scaling systems created by the DESE under the accountability and assistance levels, Keefe has been categorized as a level 2 school. Schools with an accountability status of level 2 will analyze disaggregated data for all student groups to ensure interventions and supports are appropriately aligned to address needs, review the performance of students with disabilities, and consider improvement or capacity building activities, as appropriate.

In March, Keefe hosted the Massachusetts SkillsUSA with 640 student participants. Keefe Regional Technical School received 8 Gold medals, 5 Silver medals, and 6 Bronze medals. Thirteen students

advanced to the State Competition, and Keefe Students earned 5 Bronze medals.

For the fifth year in a row, the Keefe Tech Drama Club produced a play for the school and the community. The 2013 performance was Romeo & Harriet by Charlie Lovett, Music and Lyrics by Bill Francoeur. Rehearsals started in November and ran through March. Students rehearsed Mondays, Tuesdays and Thursdays from 2:30 to 5:00, finishing with a final full week of rehearsals. Thirty three students in grades 9-12, including cast members, backstage/lighting crew, and makeup artists, performed at an all school assembly followed by an evening performance for the community that same night. There was also a matinee performance the following Saturday. All performances were well attended--a full house for the student assembly and over 200 audience members for the public performances.

General Advisory Board

The General Advisory Board consists of the Chair of each Vocational Advisory Board. The General Board summarizes and brings to the attention of the administration and the School Committee observations and recommendations of the advisory boards. The points noted for the current year include: the need to continually align the curriculum with changes in technology; outreach to bring Keefe's program to potential students; increasing opportunities for students and employers in the co-op program; successful pursuit of grant funding for state of the art vocational equipment; and maintaining the license status of student professional programs that advance Keefe students' vocational entry opportunities.

New School Committee Members

In 2013, two long serving members of the School Committee resigned from the committee for personal reasons. Yvonne Giargiari and Richard Lanoue, both of Holliston, left the Committee. The selectmen in the

town of Holliston have appointed Barry Sims and Sarah Commerford to the Committee.

Superintendent Lynch Retirement

In May of 2013, Superintendent James M Lynch informed the Committee of his intention to retire in January of 2014. Mr. Lynch, who completed 37 years of service to the District, expressed his desire to spend more time with family as his main reason for his announcement. The effective date of Mr. Lynch's retirement was January 4, 2014.

Respectfully submitted,

James M. Lynch
Superintendent-Director

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE

ASHLAND

Edward Burman
William N. Gaine, Jr.

FRAMINGHAM

Nelson Goldin
Michael Rossi
John Kahn - Chairman
Linda Fobes
James Cameau
A.J. Mulvey
John Evans
Larry Cooper

HOPKINTON

Ruth Knowles
Frank D'urso

HOLLISTON

Richard Lanoue replaced by Sarah Commerford
Yvonne Giargiari replaced by Barry Sims

NATICK

Tassos Filledes
Dr. Stephen Kane

Sustainable Green Committee

Chairman, Andy Boyce
Secretary, Aubrey Doyle
Treasurer, Laura Connolly

Mission Statement: The mission of the Hopkinton Sustainable Green Committee is to promote

sustainable and environmentally responsible practices on the Town of Hopkinton. The Committee will assist town government, businesses and residents to implement sustainable policies and practices in the areas of energy, agriculture, conservation and commerce. The Committee will increase the public's

awareness of important environmental issues through education and outreach. By fostering environmentally friendly practices in Hopkinton, the Committee aims to enhance the quality of life for our residents, visitors and future generations.

In 2013 the HSGC accomplished the following:

- Sponsored article 58 on the annual town warrant. The article enabled the Selectman to request proposals for a solar farm providing a portion of the Hopkinton's municipal electricity needs. The RFP for the farm to be located on either or both parcels 8 & 9 on the Town's Fruit Street property.
- Supported Article 57 by the Planning Board which specified zoning restrictions for solar farms.
- Fourth Annual Green Up Day. A town-wide event with participation by local organizations and residents. The event was coordinated with the help of the HPD, Hopkinton Public Schools, Harvey's and resulted in several tons of trash being collected. Shred Day was also coordinated with Green Up day. In addition, Best Buy was on site collecting obsolete computers and monitors at no cost. Approximately 25 computers were collected and properly disposed of. Next Step Living was also on site providing free energy audits for residents through the Mass Save program. Coordinate with town lake organizations
- Community outreach at the Boston Marathon and Hopkinton Polyarts events. The HSGC

staffed a booth at both events and distributed information on HSGC.

- Worked with the school administration, the Fire Chief, the Environmental Club and Harvey's to add wheeled recycling totes in strategic locations and have collection managed by the custodial staff at the high school in order to make their plastics recycling as successful as their paper and cardboard programs.
- Established school administration network for Green clubs active in school district

Goals for 2014:

- Finalize the RFP for the Fruit Street Solar farm and receive bids for the Selectmen to evaluate.
- Work with Harvey's to establish a town wide single stream recycling program and increase collection at schools and town common.
- Green up day expansion. Coordinate with schools, possibly add hazardous waste day to roster.
- Add 2nd shred day in Fall 2014
- Review Additional Energy Savings Grants available to Hopkinton
- In conjunction with Downtown revitalization, review repurchase streetlight program via NStar, and energy use/timing of lights in town
- Assist in School Recycling enhancements
- Look to enhance public transportation, walking trail enhancements and school bus parking

Tax Relief Committee

The Hopkinton Tax Relief Fund Committee oversees the Hopkinton Elderly and Disabled Tax Relief Fund. The Fund was established in 1998 to provide financial assistance to needy residents in the payment of their real estate taxes. The Fund is supported solely by donations from generous Hopkinton residents and organizations. Since its formation, tax relief distributions of approximately \$110,000 have been made. In February, 2013, distributions totaling \$\$5,500 were made to offset the taxes of eleven residents. The fund balance on December 31, 2013, was approximately \$3,462.

Donations are always needed and would be gratefully accepted. The typical donation has been between \$10 and \$20. However, if every household in Hopkinton contributed just \$2 per year, the fund would have enough to provide distributions to all needy applicants.

Checks should be made payable to the Town of Hopkinton, Elderly and Disabled Tax Relief Fund, and forwarded to the Town Treasurer. A donation slip is also included with the real estate and personal property tax bills.

The members of the Committee are: Nancy Haines, chairman; Maureen Dwinnell; Pat Kuehne; John Palmer; and Mary Jo Lefreniere.

Town Clerk

I would like to express my sincere gratitude to the residents of Hopkinton for giving me the opportunity to serve as Town Clerk since the May of 2013 election. I am in deep gratitude to Ann Click who served as Town Clerk since 1997 and retired May 2013. Ann's knowledge, skills and dedication to this Town is immeasurable, and I will be deeply grateful to Ann for her positive feedback in my training as her assistant since my appointment in April 2012. I am thankful for the outstanding office and election staff. With them our election process maintains its professionalism.

I am also grateful to Brenda McCann, Assistant Town Clerk since August 2013, for her skills, professionalism and knowledge in public administration. I was present at Brenda's graduation from a three year program at the New England Institute of Municipal Clerk's held at Plymouth State University where she earned her CMC (Certified Municipal Clerk). Way to go Brenda! I will be graduating from this program upon completing my third year in July 2014. Along with our municipal certification status, Brenda and I attend conferences held by the Massachusetts Town and City Clerk's Association held in various towns and cities throughout the State. We also plan to attend the International

Town and City Clerk's Association conference being planned in New England in 2014. The knowledge and education required for the position of Town Clerk is immense. Implementing and maintaining federal, state and local mandates is ever changing and our knowledge must be up-to-date. The information gained from various Clerk's Associations is immeasurable.

It is my goal to continue to improve this office's on-line assistance to residents through our web page which contains the town by-laws, town meeting and election results, voter information and various on-line forms. Brenda and I welcome you to stop by the office for assistance or with any requests.

BIRTHS (2013)	117
DEATHS (2013)	62
MARRIAGES (2013)	42
DOG LICENSES (2013)	1798

Gerri Holland
Your Town Clerk

Town Salaries 2013

Last Name	First Name	Position	Base Salary	* O.T.	* Off Duty Detail	* Other	Total Gross
COUNCIL ON AGING							
ALI	ZAHRA	Food Services Worker	\$ 4,141.17				\$ 4,141.17
ALLESSIO	JUDITH	Administrative Assistant	\$ 30,709.25				\$ 30,709.25
ALMY	SALLY	Assistant Director	\$ 39,174.72	\$ 117.39			\$ 39,292.11
BECK	AMY	COA Volunteer Coordinator	\$ 11,610.00				\$ 11,610.00
BROWN	MARY	Food Services Worker	\$ 12,874.00				\$ 12,874.00
BURKE	KEVIN	Dishwasher	\$ 884.24				\$ 884.24
CHESMORE	CYNTHIA	Senior Center Director	\$ 40,179.26				\$ 40,179.26
MCLEOD	MARY	Outreach Supervisor	\$ 34,749.54				\$ 34,749.54
NEWTON	SHANE	Food Services Worker	\$ 6,534.06				\$ 6,534.06
NEWTON	MARK	Food Services Worker	\$ 1,474.88				\$ 1,474.88
O'LEARY	EDWARD	Food Services Worker	\$ 4,991.00				\$ 4,991.00
ROBINSON	GEORGE	COA Van Services	\$ 18,891.78				\$ 18,891.78
TROUPES	MARLENE	Outreach Worker	\$ 28,851.65				\$ 28,851.65
WARNER	RUTH	Food Services Worker	\$ 1,943.13				\$ 1,943.13
PARKS & RECREATION							
ABATE	MOLLY	Seasonal Worker	\$ 96.96				\$ 96.96
BANNON	JOAN	Director	\$ 18,541.92				\$ 18,541.92
BROWN	LINCOLN	Seasonal Worker	\$ 157.56				\$ 157.56
BROWN	ELIZABETH	Seasonal Worker	\$ 2,869.60				\$ 2,869.60
CARNES	SEAN	Seasonal Worker	\$ 2,010.20				\$ 2,010.20
CARRAI	DANIEL	Seasonal Worker	\$ 2,379.30				\$ 2,379.30
CHARLESTON	COLLEEN	Seasonal Worker	\$ 339.01				\$ 339.01
COPLEY	MICHAELA	Seasonal Worker	\$ 1,996.40				\$ 1,996.40
CURRAN	KATHLEEN	Seasonal Worker	\$ 222.50				\$ 222.50
CURTIN	MICHAEL	Seasonal Worker	\$ 8,340.35				\$ 8,340.35
DAVIS	GABRIEL	Seasonal Worker	\$ 2,962.12				\$ 2,962.12
DAVIS	MARCELLO	Seasonal Worker	\$ 460.56				\$ 460.56
DUFFICY JR	JEFF	Seasonal Worker	\$ 2,160.39				\$ 2,160.39
DURR	RYAN	Seasonal Worker	\$ 60.60				\$ 60.60
ELDER	WILLIAM	Seasonal Worker	\$ 2,051.60				\$ 2,051.60
ELDER	THOMAS	Seasonal Worker	\$ 3,466.24				\$ 3,466.24
ENGSTROM	CONNOR	Seasonal Worker	\$ 2,471.56				\$ 2,471.56
FLOYD	JENNIFER	Director	\$ 10,665.13				\$ 10,665.13
HADLEY	GREGORY	Seasonal Worker	\$ 30.00				\$ 30.00
JUFFRAS	MEGAN ROSE	Seasonal Worker	\$ 589.41				\$ 589.41
KENNEDY	SARAH	Seasonal Worker	\$ 1,094.38				\$ 1,094.38
LARY	JILLIAN	Seasonal Worker	\$ 2,136.15				\$ 2,136.15

Last Name	First Name	Position	Base Salary	* O.T.	* Off Duty Detail	* Other	Total Gross
PARKS & RECREATION							
LESUR	JAKE	Seasonal Worker	\$ 5,779.20			\$	\$ 5,779.20
LEVENSON	PATRICK	Seasonal Worker	\$ 29.47			\$	\$ 29.47
MAGUIRE	MEGHAN	Seasonal Worker	\$ 2,389.61			\$	\$ 2,389.61
MCINTYRE	KELLI ANNE	Seasonal Worker	\$ 2,611.30			\$	\$ 2,611.30
MCINTYRE	THOMAS	Seasonal Worker	\$ 320.88			\$	\$ 320.88
MELLOR	NICOLE	Seasonal Worker	\$ 814.64			\$	\$ 814.64
MITSOCK	EMILY	Seasonal Worker	\$ 827.27			\$	\$ 827.27
PICKENS	AMANDA	Seasonal Worker	\$ 29.47			\$	\$ 29.47
POOVAKAD	LAURA	Admin Asst	\$ 5,962.00			\$	\$ 5,962.00
RIGA	JOHN	Seasonal Worker	\$ 2,102.20			\$	\$ 2,102.20
ROCHE	DEVON	Seasonal Worker	\$ 110.00			\$	\$ 110.00
ROCHE	BRIANNA	Seasonal Worker	\$ 80.00			\$	\$ 80.00
RYAN	JOHN	Seasonal Worker	\$ 1,950.40			\$	\$ 1,950.40
SANBORN	KELLY	Seasonal Worker	\$ 2,441.10			\$	\$ 2,441.10
SURMAN	ANDREW	Seasonal Worker	\$ 1,827.07			\$	\$ 1,827.07
ZEFF	KELSEY	Seasonal Worker	\$ 1,932.00			\$	\$ 1,932.00

TOWN MANAGER							
DINEEN	JOANNE	Admin Assistant	\$ 31,502.49	\$ 315.94		\$	\$ 31,818.43
HELLEN	JAMES	Operations Asst to Town Mgr	\$ 64,730.82			\$	\$ 64,730.82
KADLIK	JULIE	Admin Assistant	\$ 3,040.00			\$	\$ 3,040.00
KHUMALO	NORMAN	Town Manager	\$ 157,788.39			\$	\$ 157,788.39
LASKOWSKI	AMBER	Admin Assistant	\$ 5,890.50			\$	\$ 5,890.50

TOWN CLERK							
CLICK	ANIN	Town Clerk	\$ 64,763.75			\$	\$ 64,763.75
HOLLAND	GERALDINE	Assistant Town Clerk	\$ 62,302.24			\$	\$ 62,302.24

FINANCE DEPARTMENT							
BRODEUR	MICHELLE	Payroll/Accounting Admin				\$	\$ 41,459.20
BUSHWAY	ROBERT	Principal Assessor	\$ 87,391.20			\$	\$ 86,827.47
DWINNELL	MAUREEN	Treasurer / Collector	\$ 87,391.20			\$	\$ 87,227.47
HENDRICKSON	DIANE	Asst. Treasurer / Collector	\$ 55,586.96			\$	\$ 53,885.39
HOWELL	PATTI	Deputy Assessor	\$ 38,272.00			\$	\$ 18,400.00
KETCHEN	CHRISTOPHER	Finance Director	\$ 107,159.00			\$	\$ 105,000.09
MACKAY	JANET	Asst. Town Accountant	\$ 71,662.24			\$	\$ 68,344.94
SHER	ELIZABETH	Admin Assistant	\$ 45,147.60	\$ 16.28		\$	\$ 45,163.88
STEINBERG	JONATHAN	Deputy Assessor	\$ 13,790.74			\$	\$ 13,790.74

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
IT DEPARTMENT							
MCCLURE	CHRISTOPHER	IT Director	\$ 108,119.94				\$ 108,119.94
FACILITIES							
DALTORIO	DAVID	Facilities Director	\$ 101,269.07				\$ 101,269.07
LYNCH	CORNELIUS	Custodian	\$ 2,058,307.00				\$ 2,058,307.00
PHIPPS	LAWRENCE	Custodian	\$ 19,314.67				\$ 19,314.67
SANTOSUOSSO	MICHAEL	Custodian	\$ 13,069.60	\$ 329.90			\$ 13,399.50
POLICE DEPARTMENT							
BARTLETT	ROBERT	Detail Officer	\$ 384.00		\$ 30,889.50		\$ 31,273.50
BENNETT	JOSEPH	Police Officer	\$ 86,511.61	\$ 3,344.24	\$ 3,400.00		\$ 93,255.85
BIELECKI	ROBERT	Police Officer	\$ 18,045.97	\$ 891.58	\$ 909.00		\$ 19,846.55
BOOTH	PETER	Police Officer	\$ 63,717.70	\$ 10,261.17	\$ 2,328.00	\$ 2,000.00	\$ 78,306.87
BRENNAN	TIMOTHY	Police Officer	\$ 76,235.24	\$ 13,701.10	\$ 4,842.00	\$ 3,350.00	\$ 98,128.34
BROOKS	EVAN	Dispatcher	\$ 40,782.94	\$ 3,282.96	\$ 696.00		\$ 44,761.90
BUCKLEY	STEPHEN	Police Officer	\$ 74,451.08	\$ 5,970.06	\$ 14,151.00	\$ 2,400.00	\$ 96,972.14
BURCHARD	WILLIAM	Police Officer	\$ 78,288.98	\$ 4,745.98	\$ 16,893.00	\$ 2,350.00	\$ 102,277.96
CAMPBELL	JACOB	Police Officer	\$ 79,293.51	\$ 2,158.26	\$ 22,260.00		\$ 103,711.77
CORRIDAN	JOHN	Police Officer	\$ 9,943.78	\$ 1,331.95	\$ 7,555.00		\$ 19,030.73
CRESWELL	DON	Detail Officer	\$ -		\$ 3,735.00		\$ 3,735.00
CULLITON	PAUL	Detail Officer	\$ -		\$ 27,423.00		\$ 27,423.00
DERAAD	MEAGHAN	Dispatch Supervisor	\$ 52,845.61	\$ 2,232.50	\$ 144.00	\$ 1,000.00	\$ 56,222.11
DEBOER	GREGG	Police Officer	\$ 75,054.10	\$ 3,006.50	\$ 32,490.00	\$ 2,350.00	\$ 112,900.60
FLANNERY	RICHARD	Police Chief	\$ 131,860.14		\$ -	\$ 4,000.00	\$ 135,860.14
GONZALEZ JR.	LUIS	Dispatch	\$ 43,423.51	\$ 7,601.92	\$ 9,684.00	\$ 750.00	\$ 61,459.43
GOODWIN	MICHAEL	Dispatch	\$ 45,725.09	\$ 2,471.07	\$ 1,296.00		\$ 49,492.16
GOODWIN	F. PHILIP	Detail Officer	\$ -		\$ 312.00		\$ 312.00
GORMAN	THOMAS	P/T Dispatch	\$ 11,108.55	\$ 733.38	\$ 39,775.50		\$ 51,617.43
GRAY	JENNIFER	Dispatch	\$ 8,412.30		\$ 408.00		\$ 8,820.30
GRIFFIN	THOMAS	Police Officer	\$ 63,313.26	\$ 4,928.98	\$ 11,679.00	\$ 5,000.00	\$ 84,921.24
HAINES	DARLENE	Detail Officer	\$ -		\$ 5,487.00		\$ 5,487.00
HAMILTON	HARRY	P/T Custodian	\$ 12,528.66		\$ 408.00		\$ 12,936.66
HAMILTON	MICHAEL	Detail Officer	\$ -		\$ 312.00		\$ 312.00
HIGGINS	LINDA	Police Officer	\$ 73,602.88	\$ 9,824.82	\$ 1,704.00	\$ 2,350.00	\$ 87,481.70
IADAROLA	STEVEN	Dispatch	\$ 1,711.22				\$ 1,711.22
KLEIN	GAIL	Admin Manager	\$ 47,901.35		\$ 408.00		\$ 48,309.35
LITCHFIELD	JOHN	Detail Officer	\$ 995.05	\$ 172.56			\$ 1,167.61
MCGILL	DERIC	Detail Officer	\$ -		\$ 37,072.50		\$ 37,072.50

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
POLICE DEPARTMENT							
MCNEIL	MATTHEW	Police Officer	\$ 80,380.99	\$ 13,335.98	\$ 5,999.25	\$ 2,350.00	\$ 102,066.22
MORALES	LINO	Detail Officer	\$ -				\$ 11,625.60
MORAN	JOHN	Police Officer	\$ 63,634.54	\$ 5,888.33	\$ 15,033.00	\$ 2,000.00	\$ 86,555.87
OBRIEN	PATRICK	Police Officer	\$ 75,818.62	\$ 2,641.43	\$ 24,850.50	\$ 3,250.00	\$ 106,560.55
O'NEIL	AARON	Police Officer	\$ 74,227.00	\$ 15,590.86	\$ 7,647.00	\$ 2,350.00	\$ 99,814.86
PORTER	JOHN	Police Officer	\$ 85,441.76	\$ 4,032.76	\$ 192.00	\$ 2,750.00	\$ 92,416.52
PYNE	HENRY	Custodian	\$ 1,096.20		\$ 20,557.50		\$ 21,653.70
RATHBURN-GOODMAN	JANE	Detail Officer	\$ 3,868.93	\$ 86.28	\$ 1,524.00		\$ 5,479.21
SHANE	DAVID	Police Officer	\$ 62,106.39	\$ 2,053.90	\$ 17,139.00	\$ 2,750.00	\$ 84,049.29
SUTTON	MICHAEL	Police Officer	\$ 87,111.47	\$ 2,336.05	\$ 384.00	\$ 2,750.00	\$ 92,581.52
TAYLOR	JEANNE	Detail Officer	\$ 1,115.85		\$ 360.00		\$ 1,475.85
VAN RAALTEN	SCOTT	Police Officer	\$ 89,911.02	\$ 5,631.11	\$ 7,284.00		\$ 102,826.13
WALLACE	CHARLES	Interim Police Chief	\$ 110,743.60		\$ 2,337.00		\$ 113,080.60

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
DPW SEASONAL							
CLARK	SEAN	Seasonal Employee	\$ 6,646.08				\$ 6,646.08
GOGAN	JACOB	Seasonal Employee	\$ 1,333.30				\$ 1,333.30
PIACENTINI	ANDREW	Seasonal Employee	\$ 1,671.60				\$ 1,671.60
PYNE	RANDY	Seasonal Employee	\$ 2,009.90				\$ 2,009.90
SCHLOSKE	DAVID	Seasonal Employee	\$ 756.20				\$ 756.20
SPINKS	THOMAS	Seasonal Employee	\$ 2,686.50				\$ 2,686.50
WRIGHT	BRANDON	Seasonal Employee	\$ 5,086.90				\$ 5,086.90

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
FIRE DEPARTMENT							
BAILEY	MATTHEW	Firefighter	\$ 64,644.12	\$ 17,033.46		\$ 7,522.00	\$ 89,199.58
CARON	ROBERT	Firefighter	\$ 60,625.48	\$ 15,706.89		\$ 6,547.00	\$ 82,879.37
CARVER	MARY	Administrative Manager	\$ 55,006.57			\$ 350.00	\$ 55,356.57
CLARK	PAUL	Fire Chief	\$ 111,044.20			\$ 5,184.00	\$ 116,228.20
CLARK	FRANCIS	Firefighter	\$ 64,275.80	\$ 10,565.70		\$ 4,934.00	\$ 79,775.50
CLARK	ROBERT	Firefighter	\$ 62,718.14	\$ 22,799.03		\$ 3,184.00	\$ 88,701.17
CORCORAN	RICHARD	Firefighter	\$ 60,404.72	\$ 9,889.60		\$ 6,547.00	\$ 76,841.32
DAUGHERTY	GARY	Lt Firefighter	\$ 70,582.95	\$ 29,165.04		\$ 7,172.00	\$ 106,919.99
FREDERICK	JAMES	Firefighter	\$ 60,404.74	\$ 18,763.15		\$ 6,897.00	\$ 86,064.89
GOSSELIN	JAMES	Firefighter	\$ 62,982.03	\$ 17,955.52		\$ 7,397.00	\$ 88,334.55
GROSS	PATRICK	Firefighter	\$ 61,542.53	\$ 23,607.81		\$ 3,534.00	\$ 88,684.34
HARRIS	CARL	Lt Firefighter	\$ 69,654.46	\$ 31,908.33		\$ 3,084.00	\$ 104,646.79
HEALY	TIMOTHY	Firefighter	\$ 64,052.22	\$ 35,342.18		\$ 6,922.00	\$ 106,316.40
JURASEK	SCOTT	Lt Firefighter	\$ 70,154.42	\$ 20,132.25		\$ 3,534.00	\$ 93,820.67

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
FIRE DEPARTMENT							
KRAUSS	WILLIAM	Firefighter	\$ 55,214.09	\$ 11,350.12		\$ 6,547.00	\$ 73,111.21
LEWIS III	DOUGLAS	Firefighter	\$ 60,819.62	\$ 9,933.99		\$ 3,034.00	\$ 73,787.61
LUKEY	WILLIAM	Firefighter	\$ 62,621.57	\$ 9,234.25		\$ 3,434.00	\$ 75,289.82
MILLER	WILLIAM	Lt Firefighter	\$ 70,311.57	\$ 28,787.34		\$ 4,273.00	\$ 103,371.91
PIORKOWSKI	KAZMIERZ	Firefighter	\$ 63,999.73	\$ 17,472.52		\$ 7,772.00	\$ 89,244.25
POIRIER	THOMAS	Lt Firefighter	\$ 72,710.95	\$ 3,751.50		\$ 7,397.00	\$ 83,859.45
PRESCOTT	MICHAEL	Firefighter	\$ 60,904.73	\$ 9,542.70		\$ 3,584.00	\$ 74,031.43
SANTUCCI	ROBERT	Fire Prevention Officer	\$ 70,430.97	\$ 2,158.32		\$ 5,184.00	\$ 77,773.29
SEYMOUR	NORMAN	Firefighter	\$ 67,481.58	\$ 11,158.76		\$ 3,534.00	\$ 82,174.34
SLAMAN	STEPHEN	Deputy Chief	\$ 101,869.50			\$ 7,797.00	\$ 109,666.50
WRIGHT	EDWARD	Firefighter	\$ 66,121.60	\$ 14,628.55			\$ 80,750.15

YOUTH SERVICES							
VAZZA	JEAN	Youth Services Director	\$ 31,707.96				\$ 31,707.96

HIGHWAY							
ARENA	JOSEPH	Heavy Equipment Operator	\$ 48,005.44	\$ 6,837.70			\$ 54,843.14
ARMSTRONG JR.	DAVID	Heavy Equipment Operator	\$ 49,555.92	\$ 6,611.05			\$ 56,166.97
BATES	DANIEL	Heavy Equipment Operator	\$ 53,443.42	\$ 18,604.40			\$ 72,047.82
BELLACQUA	MICHAEL	Heavy Equipment Operator	\$ 30,870.69	\$ 1,865.86			\$ 32,736.55
BERNIER	JOHN	Heavy Equipment Operator	\$ 48,005.44	\$ 13,379.86			\$ 61,385.30
BERTHELETTE	GERARD	Heavy Equipment Operator	\$ 50,526.64	\$ 12,472.40			\$ 62,999.04
LUKEY	JAMES	Equipment Operator	\$ 48,905.44	\$ 9,501.86			\$ 58,407.30
MCLAUGHLIN	PAUL	Equipment Operator	\$ 48,355.44	\$ 9,000.95			\$ 57,356.39
MOORE	CHARLES	Equipment Operator	\$ 48,755.44	\$ 7,157.34			\$ 55,912.78
RIANO	PAUL	Asst. Maintenance Mechanic	\$ 48,005.44	\$ 15,022.24			\$ 63,027.68
SCHILOSKI	PHILIP	Working Foreman,Hwy	\$ 52,082.24	\$ 12,729.16			\$ 64,811.40
STEWART	JAMES	Heavy Equipment Operator	\$ 49,255.44	\$ 10,038.57			\$ 59,294.01
SWENSON	KENNETH	Heavy Equipment Operator	\$ 52,948.32	\$ 13,201.95			\$ 66,150.27
TORRITO	FRANK	Heavy Equipment Operator	\$ 48,505.44	\$ 13,470.52			\$ 61,975.96

DPW MANAGERS							
CARTY	ERIC	Water/Sewer Manager	\$ 84,251.96				\$ 84,251.96
MANSIR	MICHAEL	Highway Manager	\$ 83,351.97				\$ 83,351.97
REGAN	JUDITH	Administrative Manager	\$ 54,992.66				\$ 54,992.66
SCARLATA	JEAN	Administrative Manager	\$ 47,166.32				\$ 47,166.32
WESTERLING	JOHN	DPW Director	\$ 101,716.29				\$ 101,716.29

Last Name	First Name	Position	Base Salary	*O.T.	*Off Duty Detail	*Other	Total Gross
WATER DEPARTMENT							
FENNEUFF	JEDIAH	Water Technician	\$ 51,822.84	\$ 15,258.06			\$ 67,080.90
FREDETTE	MICHAEL	Equipment Operator	\$ 55,180.92	\$ 19,918.66			\$ 75,099.58
GOGAN	MATTHEW	Heavy Equipment Operator	\$ 51,580.92	\$ 14,075.06			\$ 65,655.98
MONGIAT	LOUIS	Foreman	\$ 58,694.74	\$ 14,259.51			\$ 72,954.25

SEWER DEPARTMENT							
PYNE	JEFFREY	Sewer Technician	\$ 51,943.42	\$ 14,171.99			\$ 66,115.41
WRIGHT	PETER	Sewer Technician	\$ 51,568.42	\$ 13,099.32			\$ 64,667.74

LIBRARY DEPARTMENT							
ALEXANDER	TONI	Library Desk Attendant	\$ 40,123.20				\$ 40,123.20
BAKER-FOWLER	NANCY	Library Technician	\$ 12,217.86				\$ 12,217.86
CONNELLY	LINDA	Library Desk Attendant	\$ 19,118.77				\$ 19,118.77
DONAHUE	LOUISE	Library Desk Attendant	\$ 231.42				\$ 231.42
GALLAGHER	NIA	Library Desk Attendant	\$ 17,033.10				\$ 17,033.10
HUNTER	SARA	Library Desk Attendant	\$ 18,026.52				\$ 18,026.52
HUSSAIN	ROWNAK	Library Director	\$ 73,646.60				\$ 73,646.60
KOFRON	DENISE	Youth Services Librarian	\$ 50,856.01				\$ 50,856.01
LESUER	CAROL	Jr. Library Technician	\$ 6,926.17				\$ 6,926.17
MARSHALL	SUSAN	Adult Services Librarian	\$ 49,870.08				\$ 49,870.08
NELSON	DAVID	Library Desk Attendant	\$ 400.20				\$ 400.20
SEAHOLM	JANE	Library Assistant	\$ 25,891.20				\$ 25,891.20

ELECTION WORKERS							
ADELMAN	KAREN	Election Worker	\$ 568.40				\$ 568.40
ARNAUT	MARY	Election Worker	\$ 154.28				\$ 154.28
ARSENAULT	MARIE THERESE	Election Worker	\$ 62.93				\$ 62.93
AUCLAIR	ROBERT	Election Worker	\$ 324.30				\$ 324.30
AUCLAIR	KATHLEEN	Election Worker	\$ 420.21				\$ 420.21
AYLWARD	MAUREEN	Election Worker	\$ 576.52				\$ 576.52
BARAITA	PASQUALE	Election Worker	\$ 653.20				\$ 653.20
BARAITA	HELEN	Election Worker	\$ 576.52				\$ 576.52
BOASS	SUSAN	Election Worker	\$ 1,067.12				\$ 1,067.12
BRACCI	LOUISE	Election Worker	\$ 123.83				\$ 123.83
BUMILLER	MAUREEN	Election Worker	\$ 109.62				\$ 109.62
BYRNE	PATRICIA	Election Worker	\$ 403.97				\$ 403.97
DAVIS	KAREN	Election Worker	\$ 629.30				\$ 629.30
DENEEN	DONNA	Election Worker	\$ 231.42				\$ 231.42

Last Name	First Name	Position	Base Salary	*O.I.	*Off Duty Detail	*Other	Total Gross
ELECTION WORKERS							
DRAWE	NANCY	Election Worker	\$ 763.28				\$ 763.28
DUFFY	PAMELA	Election Worker	\$ 123.83				\$ 123.83
ELLSWORTH	MARY	Election Worker	\$ 686.87				\$ 686.87
ELLSWORTH	RUSSELL	Election Worker	\$ 816.50				\$ 816.50
FAHEY	JACQUELYNE	Election Worker	\$ 570.43				\$ 570.43
GRADIE	GRACE	Election Worker	\$ 272.02				\$ 272.02
GROSS	GEORGE	Election Worker	\$ 9.20				\$ 9.20
INMAN	MARY	Election Worker	\$ 503.44				\$ 503.44
KNORR	PAULINE	Election Worker	\$ 170.52				\$ 170.52
KUNLIN	DORIS	Election Worker	\$ 749.07				\$ 749.07
KUNICKI	ANTOINETTE	Election Worker	\$ 40.60				\$ 40.60
LAQUIDARA	DAVID	Election Worker	\$ 236.90				\$ 236.90
LAYOIE	MAUREEN	Election Worker	\$ 572.46				\$ 572.46
MACMILLAN	JENNIFER	Election Worker	\$ 857.90				\$ 857.90
MACMILLAN	RICHARD	Election Worker	\$ 1,256.47				\$ 1,256.47
MARCY	ANNE	Election Worker	\$ 583.05				\$ 583.05
MCBRIDE	CAROL	Election Worker	\$ 694.26				\$ 694.26
MCROBERT	MARY	Election Worker	\$ 570.43				\$ 570.43
MECAGNI	CAROL	Election Worker	\$ 117.74				\$ 117.74
MORGAN	JO ANN	Election Worker	\$ 566.29				\$ 566.29
MORRISSEY	MARY	Election Worker	\$ 718.62				\$ 718.62
MURPHY	FREDERICK	Election Worker	\$ 151.80				\$ 151.80
PALITSCH	JOHN	Election Worker	\$ 1,217.51				\$ 1,217.51
PICARD	BARBARA	Election Worker	\$ 164.43				\$ 164.43
PLUCKER	JOYCE	Election Worker	\$ 568.40				\$ 568.40
SCHMIDT	CAROLYN	Election Worker	\$ 406.00				\$ 406.00
SCHMIDT	HAROLD	Election Worker	\$ 370.30				\$ 370.30
SULLIVAN	BARBARA	Election Worker	\$ 507.50				\$ 507.50
WIRZBURGER	BARBARA	Election Worker	\$ 40.60				\$ 40.60
WOODWARD	MARY	Election Worker	\$ 117.74				\$ 117.74
WALSH	CAROL	Election Worker	\$ 725.38				\$ 725.38
WHITE	LOIS	Election Worker	\$ 44.66				\$ 44.66
ZILEMBO	MARGARET	Election Worker	\$ 66.99				\$ 66.99

PLANNING & LAND USE							
AGHABABIAN	ELIZABETH	CPC Admin	11266.43				\$ 11,266.43
DABRITZ	CHARLES	Asst Plumbing/Gas Inspector	\$ 46,970.65				\$ 46,970.65
GUSMINI	DAVID	Part Time Bldg Inspector	\$ 88.00				\$ 88.00

Last Name	First Name	Position	Base Salary	*O.T.	*Off Duty Detail	*Other	Total Gross
PLANNING & LAND USE							
HICKS JR.	EDWARD	Electrician Inspector	\$ 42,108.65				\$ 42,108.65
KADLIK	CHARLES	Director Inspectional Services	\$ 83,001.77				\$ 83,001.77
KEEFE	JUDITH	Admin Assistant	\$ 12,071.22				\$ 12,071.22
LAZARUS	ELAINE	Director of Land Use	\$ 99,264.55				\$ 99,264.55
MACADAM	DONALD	Conservation Administrator	\$ 67,012.97				\$ 67,012.97
ROGERS	ANNA	Admin Assistant	\$ 45,166.69	\$ 1,271.44			\$ 46,438.13
SHEPARD	MICHAEL		\$ 33,302.50				\$ 33,302.50
TRAVAGLINI	LOUIS	Wiring Inspector	\$ 3,454.00				\$ 3,454.00
WALLACE	JACOBA	Admin Assistant	\$ 45,921.06	\$ 1,873.10			\$ 47,794.16
WRIGHT	ADINA	Admin Assistant	\$ 39,124.39	\$ 238.76			\$ 39,363.15
ZERESKI	PETER	Asst Plumbing/Gas Inspector	\$ 1,100.00				\$ 1,100.00
DOG OFFICER							
PROCTOR	WILLIAM	Dog Officer	\$ 21,704.80				\$ 21,704.80
BOARD OF HEALTH							
WIRTANEN	EDWARD	Public Health Administrator	\$ 74,557.10				\$ 74,557.10
TREE WARDEN							
GLEASON	PAUL	Tree Warden	\$ 14,353.92				\$ 14,353.92
HUMAN RESOURCES							
BONINA-EOSCO	ANN-MARIE	Temp Admin Assistant	\$ 5,151.00				\$ 5,151.00
DEGROOT	MARYROSE	HR Director	\$ 80,369.64				\$ 80,369.64
HILTON-CREEK	DEBBIE	HR Director	\$ 83,200.00				\$ 83,200.00
CALL FIREMEN							
COLLINS	JAMES	Call Firefighter	\$ 15,444.66				\$ 15,444.66
DANAHY	JAMES	Call Firefighter	\$ 657.04				\$ 657.04
DANAHY	NICHOLAS	Call Firefighter	\$ 2,016.96				\$ 2,016.96
FREDERICK	ZACHARY	Call Firefighter	\$ 1,321.60				\$ 1,321.60
RIESS	SCOTT	Call Firefighter	\$ 89.60				\$ 89.60
SABLES	JOSHUA	Call Firefighter	\$ 2,597.60				\$ 2,597.60
TOROSIAN	MICHAEL	Call Firefighter	\$ 137.52				\$ 137.52
RECYCLING ATTENDANT							
DIBONA	PAUL	Recycling Attendant	\$ 6,744.42				\$ 6,744.42
SEALER OF WEIGHTS							
SAKIN	LOUIS	Sealer of Weights	\$ 3,036.48				\$ 3,036.48

Treasurer/Collector

I would like to take this opportunity to thank my office, all Departments, Boards, Committees, and Commissions for their support and cooperation during the past year.

In 2013, we continued to take advantage of new technologies by using a web based software, online payments, e bills for real estate and personal property. Residents now have the capability to look up and pay current real estate, personal property, excise and water/sewer bills. These efficiencies also give the taxpayer the ability to get e-bills for real estate and personal property saving the cost of printing, bill stock, envelopes, and postage.

These cost savings help us maintain our AA+ rating and possibly upgrade it to AAA by using sound financial planning, continue to work with those who are having difficulty paying their bills, maintain our working relationship with Departments, Boards, Committees, and Commissions, and acquire land of low value to sell for the Town at auction.

Our goals for the impending year are to transition to Munis Software which will reduce redundancy between the Treasurer, Assessor and Accounting Offices. The payroll has been incorporated into the Treasurer's Office and as of April 1, 2014 will be using

the Munis System. As of July 1, 2014 all billing will come back to the Tax Collector's office under the Munis System. We will have our own online system for taxpayers using Unibank which will allow tax payers to make payments, check the history of their payments, and have e bills available for real estate, personal property, water/sewer and excise bills. This new integrated financial package will save considerable time and financial savings for the town.

The office staff consists of Assistant Treasurer/Collector Diane Hendrickson, Payroll/Michelle Brodeur and Treasurer/Collector Maureen Dwinell. We are responsible for collecting monies in excess of **\$63 million** and for investing such funds at the highest possible rate with institutions that are on the State's legal list.

Respectfully submitted,

Maureen L. Dwinell
Treasurer/Collector

Upper Charles Trail Committee

The Committee is charged with developing the Upper Charles Trail in Hopkinton, from the Milford Town line to the Ashland Town line, which shall include the Hopkinton Center Trail. The Committee's responsibilities shall include, but shall not be limited to, planning, design, permitting, property rights acquisition and construction of the Trail and associated infrastructure. The Committee shall identify, apply for and receive any State, Federal or private grants which may become available for the accomplishment of its mission. The Committee may request and advocate for Community Preservation Act funds. The Committee shall also consider whether to establish a Friends of the Hopkinton Upper Charles Trail 501(c) (3) non-profit organization which will incorporate and encourage citizen involvement, work cooperatively with citizens

and the Town to promote the proper use and care of the Trail, raise and expend funds for maintenance and improvements, and oversee the Trail and report improper uses. If establishment is recommended by the Committee, it shall take any and all actions necessary to establish the organization. COMMITTEE PROCEDURE: The Committee shall elect a Chair and Vice Chair annually. The Committee shall comply with Open Meeting Law requirements.

Accomplishments in 2013:

1. Prepared budget for 2014 to accomplish some of the goals for the near future listed below.

2. Prepared Master Plan Scope of Work and identified candidate contractors to perform work.
3. Obtained an easement along the rail bed near the Milford town line (parcel R34 17 0; R34 17 2) on which the bike trail may eventually be developed.
4. Place an application for CPC for the Town of Hopkinton to acquire parcels R34 16 1 and U25 11 0, which lie along the rail bed south of Granite Street.
5. Interfaced with other committees to increase awareness of the issues facing UCTC.

Goals for 2014:

1. Develop a Master Plan that updates the previous Master Plan for developing the rail trails that spells out in detail the options and estimated costs for acquiring key parcels, making safe crossings for roadways, and developing the bike path on these parcels.
2. Continue with the process of acquiring key parcels for extending the bike path and trails from the Center Trail.
3. Organize a 501c3 for collecting funds to develop and maintain the bike path and trails.

Veterans Celebration Committee

The Veterans Celebration Committee plans and coordinates the Memorial Day Parade and activities each year on that holiday. We work with Hopkinton's Legion Post 202 and several other organizations in town to provide a reverent and appropriate acknowledgement for this important event.

Veterans are encouraged to participate either by marching in the parade, or by joining the citizens of Hopkinton on the common.

For several years, the committee has continually held an appreciation dinner on the evening of Veterans Day. Again this year, the event was held at the

Woodville Rod and Gun Club. Our local veterans, and the committee, would like to thank the Gun Club for their hospitality and generosity.

Our local TAPS vigil continues every first Sunday of the month at 7:00 PM. The locations for this ceremony vary and we use a sandwich board sign on the common to publicize the site.

The committee is appointed by the Selectmen and includes: Eric Rogers, Colleen Charleston, Jim Mirable, Judi Regan, Nancy Drawe, Sarah Whalen, and Mike Whalen.

Veterans Services District

The mission of the district is to advocate on behalf of all the communities Veterans and their eligible dependents, to provide them with top quality support services in obtaining earned benefits and entitlements from Federal, State and local agencies.

Our Top Priorities are:

- To work closely with each town departments with advice and assistance pertaining to veteran's issues.
- Provide direct emergency financial assistance

to those veterans and their dependents that are in need.

The district operates five days per week and the staff is available to all veterans from the communities of the district. Satellite Office hours have been established in each community as an easier access to services.

Your Veterans' Agents provides information or assistance regarding benefits and services, including: G.I. Bill benefits; home purchases; tax exemptions; pensions; reemployment rights; civil service; burials; and adjudication of claims for federal veterans'

benefits against the U.S. Department of Veterans Affairs (VA). As the Burial Agent for each community, we are accountable for the proper interment of the remains of any veteran or adult dependent of a veteran in accordance with current regulations by working with the communities Graves Officer to insure each town is in compliance with applicable general laws, regulations and policies

On-going goals:

- Consolidation of veterans records from each community to one location
- Population of the district database
- Maximize the use of electronic media where practical and feasible

Demand for services such as: financial assistance; VA Benefit Claims assistance; VA Medical Benefits Information and general inquiries on both state and federal veteran's benefits continue on a steady increase. At many times the demands for services have exceeded the districts capability to respond or assist in a reasonable timeframe. The district was able to obtain a VA Work-Study, who was a huge asset in helping to reduce wait times for assistance. There were 2 commendable services that he performed:

- 1) Coordination in the installment of a ramp for a handicap veteran
- 2) Meeting the wishes of a 90 year old veteran that wanted to live her remaining life at a "Military" facility. Within 3 days of this request, he had her housed in a VA Facility.

Without his direct involvement and perseverance, the results would have been different.

This year the district processed 48 requests for financial assistance under Chapter 115 M.G.L., totaling \$172,660.00 in benefits paid to eligible veterans and families.

There were over 90 requests for assistance in filing VA Claims ranging from: service connected disabilities; pensions and Dependents Indemnity Compensation. There were several claims that had been completed by the VA that direct assistance was provided to in early 2012. It is estimated that there is at least \$780,000.00 annually in VA benefits that go directly to veterans and widows in communities of the district.

On several occasions, we were able to either reduce the amount of benefits paid or transition them over to other means of income, reducing the demand of the tax-payers dollars.

A staff member participated in a Memorial Day or Veterans Day activity in each of the 4 communities. We had also assisted one community in the review of over 300 Discharges (a.k.a. DD214's) to verify eligibility for a newly erected Monument of those who served since 1990. The demand for services left very little opportunity to conduct any other significant outreach in the communities.

Respectfully submitted

JOHN T. GIVNER, Director, Veteran Services
MetroWest Veterans Services District

Weights and Measures Department

The Hopkinton Department of Weights and Measures enforces Massachusetts General Laws, town by-laws and state and local regulations relating to the accuracy of weighing and measuring devices that weigh, measure, and count commodities offered for sale to the public. This includes gas pumps, scales, oil trucks, scanners, item pricing and unit pricing (in food stores or food departments). To ensure that equity and fairness prevails in the marketplace, the department enforces all laws relating to the accuracy of weighing and measuring devices used by local

businesses. To accomplish this, the department inspects and seals or condemns the devices tested.

Additionally the department may inspect prepackaged foods and merchandise to assure compliance with weight, measurement, and count requirements and for proper labeling as to weight, measure, and extended prices. The department also investigates complaints on weighing and measuring devices not complying with legal standards. The department investigates complaints for short measure of fire wood delivered to homes (consumers) to assure

compliance with proper measurement (128 cubic feet) based on what the consumer has purchased. Oil trucks may be inspected to assure that their meters are properly sealed and the correct fuel oil delivery slip is prepared. If violations are found based on inspections or complaints, the department may issue civil citations or engage in criminal actions.

The Weights and Measures Inspector continues to serve as the Northeast Weights and Measures Region representative on the National Conference on Weights and Measures Law and Regulations Committee. These laws and regulations range from the basic weights and measures law to specific laws and regulations for Weighmasters, commodity regulations, price scanners, unit pricing, engine fuel, automotive lubricants and more. These model laws and regulations are published in *NIST Handbook 130, Uniform Laws and Regulations*. Additionally, the L&R Committee and the NCWM adopts test procedures for verifying the actual net quantity and contents contained in packages and products offered for sale.

During 2013, the Hopkinton Department of Weights and Measures continued inspecting weighing and measuring devices located in the town and sealed or condemned them. A condemned device cannot legally be used in trade until it is repaired or replaced. It is marked with a red condemned tag which can only be removed by the Sealer of Weights and Measures. Also inspected were gasoline pumps, scanners, pharmacy scales through scales in food

stores, large truck scales to scales used for package weighing (FEDEX, postage, or UPS type scales). The department produced a video available on HCAM, explaining what Weights and Measures does. This is available for citizen viewing.

For the year 2013, seventy-one inspections took place; twenty-five devices were adjusted, and seven re-inspections were conducted. Two hundred ninety-seven devices were inspected, adjusted, and sealed. Two devices not meeting legal standards were condemned. Four devices were not sealed as not meeting legal standards. Nine item pricing inspections were completed. Eleven Price Verification [scanning] inspections were performed and all met or exceeded the 98% accuracy standard. Three in-aisle scanning systems were inspected and verified as meeting legal requirements. \$14,852.00 was saved by consumers and \$14,936.00 was saved by businesses and merchants as a result of item pricing, scanning, and gas station inspections. As new businesses opened in Hopkinton, they were visited to educate management and assure compliance with the various laws and regulations governing weights and measures. The department of Weights and Measures will continue to conduct required inspections and educate consumers and merchants on the importance to both of ***“EQUITY IN THE MARKETPLACE.”***

Youth Services Department

Overview:

Hopkinton Youth Services is an integral resource for Hopkinton adolescents and their families. The department serves youth and families by providing evidence based prevention, education, access to information and referrals to behavioral health and social service agencies. Youth Services works closely with all school personnel and the police department including the School Resource Officer. The Coordinator works collaboratively with the Youth Commission who supports the mission.

Diversion:

In conjunction with the Middlesex District Attorney's Office, Youth Services operates a juvenile court diversion option for teens who commit an offense

under the age of eighteen. The Coordinator provides this option for those youth who are willing to accept responsibility and consequences for their criminal acts. The School Resource Officer refers teens eligible for the program.

Collaboration and Presentations:

The Department supports schools, families, civic organizations, Park and Recreation, Public Library, Senior Center, and Board of Health. Youth Services participates on the Crisis Team, Wellness Committee, District Safety Committee and other Boards and task force which address adolescent issues. The Coordinator presented at multiple community forums including *Brain Drain* and *Virtual Reality, Real Danger*, to address adolescent substance use, cyber safety

and cyber bullying. Youth Services communicates regularly with Guidance and Wellness staff, particularly at the Middle School and High School. Risk prevention is also provided to those youth organizations seeking training. Calls pertaining to homelessness, economic difficulties, fuel assistance and food pantry needs receive appropriate referrals to area providers including SMOC and Project Just Because.

National Depression Screening Day:

For the second year in a row, National Depression Screening Day was offered to the community. Residents could either receive in person screening at the Hopkinton Public Library from Youth Services, Wayside or other local clinicians. Hopkinton residents also completed confidential screenings online for depression and related mood disorders free of charge throughout the year.

Metrowest Adolescent Health Survey:

Youth Services participates in the implementation of the MWAHS to Hopkinton Middle School and High School. The survey is used to inform prevention efforts

and guide efforts throughout town. Hopkinton youth data is summarized by key health indicators in the areas of substance abuse, violence, bullying, mental health, sexual behavior and physical activity. Youth Services and the Wellness Coordinator base community seminars and parent and teen education on these findings.

The Youth Services Department is very thankful to the residents of Hopkinton for their ongoing support and recognizes that healthy families create healthy communities. The Coordinator also wishes to thank the Youth Commission for their support and energy focused on supporting our most valuable resource, our children in this community.

Respectfully submitted,

Jean Vallera Vazza
Youth Services Coordinator
Town of Hopkinton, MA

300th Anniversary Celebration Committee

The Committee worked diligently to begin the planning and lay the groundwork for many town-wide celebration activities to commemorate the Town's Tercentennial Anniversary. In addition to its collaborative partnership with the Friends of Hopkinton Anniversaries Committee, the 300th Committee began developing partnerships with many other groups and organizations across the town to embed the theme of the celebration broadly across the community. Funds were raised from the town operating budget, as well as independently by both committees, and a corporate sponsorship program was developed. The Committee worked in collaboration with town employees to begin to build the capacity for banners to be hung along Main

Street advertising the anniversary year. Planning began for multiple signature events including a commemorative book, town-wide family day, arts weekend, parade weekend, fireworks, and historical home and garden tours. The Committee is grateful for broad community support and interest and looks forward to celebrating the 300th Anniversary of Hopkinton with all of its valued community members. To all residents, stay tuned...

Submitted by,

Jean Bertschmann

Board of Registrars

The members of the Board of Registrars are Joyce Brousseau, Antoinette Kunicki and Christine Dietz, and are appointed for three year terms by the Board of Selectmen. The Town Clerk also serves on the Board. Board of Register members assist with voter registration and cover extra registration hours. As in many smaller communities, the day to day Board of Registrars' duties such as running of elections, voter registrations, changes in voter status and the annual street listing count are performed by the Town Clerk's

office. There were two elections during 2013 that being the May Town Election; and the Special State Election for Senator in Congress held on June 25, 2013. The election staff continues to perform the necessary duties in a very efficient and professional manner. All new residents are reminded that they may register to vote at the Registry of Motor Vehicles or at the Town Clerk's Office.

Youth Commission

Overview: Hopkinton Youth Commission was formed in 2002, and formulated its charge in 2003. This year, ten years later, we were asked to make a new charge and goals by Town Manager, Norman Khumalo, which we worked on during many of our 2013 meetings.

The Hopkinton Youth Commission revised charge/goals and procedures were approved at the April 2, 2013, Board of Selectman's meeting as follows:

Hopkinton Youth Commission (HYC) will:

- **Work** in conjunction with all Hopkinton Town Departments that interact with youth and families including but not limited to Youth Services Department, Parks and Recreation Department, Police Department and Hopkinton Public School District.
- **Promote** community education regarding youth and family issues.
- **Support** programs and activities which raise awareness and encourage healthy adolescent development.
- **Collaborate** with other organizations whose goals are aligned to those of HYC.
- **Develop** recommendations for the Board of Selectmen regarding programs, projects and policies benefiting Hopkinton's youth and families.
- **Set** annual goals in conjunction with Hopkinton Youth Services Department by July 1, and present them to the Board of Selectmen during the first fiscal quarter.

Hopkinton Youth Commission Procedure:

HYC shall select a Chair, Vice-Chair, and Secretary annually by July 1. HYC may include working groups and/or advisory groups. The numbers of members required to have a quorum will be calculated as a majority of voting members, and will not include liaisons and non-voting members of HYC.

Hopkinton Membership:

HYC shall have seven voting members who are Hopkinton residents and appointed by

the Board of Selectmen for three year terms. HYC shall also have the following non-voting members: School Resource Officer, liaisons from Youth Services Department, School Committee, Parks and Recreation Department and Board of Selectmen.

Additionally, there will be two student representatives.

Members are expected to attend HYC meetings and follow the rules and procedures set by the town and HYC.

Many of the original HYC goals have been incorporated into town life in other ways, through the beFree club at Hopkinton High School and through the formulation of the Youth Services Department, headed by Town Youth Services Coordinator, Jean Vazza.

In addition to refining the charge and goals, 2013 saw many past members terms expiring, while others went on to do other things. In the Fall of 2013, continuing member, Margie Wiggan, was elected unanimously by incoming board members, Renee Dean, Commission secretary, Julie Hamm, Michelle Dineen-Jerrett, Alison Murphy and Sharon Mastrangelo. Long-time member, Ken Johnson has indicated his wish to go off the commission pending submission of his resignation request. Youth Commission liaisons, Dan Terry, Parks and Rec, Ellen Scordino, School Committee, Todd Cestari, Board of Selectmen, and Phil Powers, School Resource Officer, provide invaluable insight and perspective from their roles in town. Jean Vazza, Town Youth Services Coordinator attends our meetings, and reports on Youth Services activities and programs, which Youth Commission supports, as needed, as part of our charge and goals. HYC has a mutually beneficial, collaborative relationship with Youth Services and Jean Vazza.

Hopkinton Youth Commission activities included planning and carrying out the 7th annual Martin Luther King Day of Giving Back, a day when youth are encouraged to give back to the community, with over 300 youth participating, supporting several beFree coffeehouses and parent coffees, a Middle School Spring Jam and an early release concert at

the Hopkinton Common Gazebo. Youth Commission has been asked and is supporting a YMCA youth survey regarding youth needs in town, much as Youth Commission did in 2004, and gave them information from the HYC past summit.

Respectfully Submitted,

Margaret Wiggin
Margaret Wiggin
Hopkinton Youth Commission Chair
February 18, 2014

Warrant

COMMONWEALTH OF MASSACHUSETTS
TOWN OF HOPKINTON
ANNUAL TOWN MEETING WARRANT
MONDAY, MAY 5, 2014

(Voter Registration Deadline: Tuesday, April 15, 2014,
8:00 p.m.)

MIDDLESEX, ss.
To any of the Constables of the Town of Hopkinton in
said County,

GREETINGS:
In the name of the Commonwealth of Massachusetts
you are hereby required to notify and warn all
inhabitants of the Town of Hopkinton qualified to vote
in elections and in Town affairs:

**To bring in their ballots on Monday, May 19, 2014,
to an adjourned session of the Annual Town
Meeting held at the Hopkinton Middle School
Gymnasium, for the election of the following
Officers:**

Offices for the May 19, 2014 Election

Office	Term (Years)
Selectmen (1)	3
Board of Assessors (1)	3
Board of Health (1)	3
Board of Library Trustees (2)	3
Cemetery Commissioner (1)	3
Commissioner of Trust Fund (1)	3

Office	Term (Years)
Housing Authority (1)	3
Parks and Recreation Commission (2)	3
Planning Board (1)	5
School Committee (2)	3

**AND, also, to vote “Yes” or “No” on the following
questions appearing on the ballot in accordance
with Chapter 59, Section 21C of the *Massachusetts
General Laws*.**

“Shall the Town of Hopkinton be required to reduce
the amount of real estate and personal property taxes
to be assessed for the fiscal year beginning July first,
two thousand and fourteen by an amount equal to
\$1,250,000?”

“Shall the Town of Hopkinton be allowed to exempt
from the limitations imposed by Chapter 59, Section
21C of the *Massachusetts General Laws* (Proposition 2
1/2, so-called), the amounts required to pay for the
bond issued for costs related to the
renovation, restoration, expansion, construction
and reconstruction of the Hopkinton Public Library?”

**For this purpose the polls will be open from 7:00
a.m. to 8:00 p.m.**

**AND, further, to meet at the Hopkinton Middle
School Auditorium at 88 Hayden Rowe Street, on
Monday, May 5, 2014, at 7:00 p.m., then and there
to act upon the following Articles:**

REPORTS

ARTICLE 1: Acceptance of Town Reports

Sponsor: Town Manager

To hear the Reports of Town Officers, Boards and
Committees.

Pass any vote or take any act relative thereto.

FINANCIAL - FISCAL YEAR 2014

ARTICLE 2: FY 2014 Supplemental Appropriations

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to supplement operating budgets for the fiscal year ending June 30, 2014.

Pass any vote or take any act relative thereto

ARTICLE 3: FY 2014 Budget Transfers

Sponsor: Town Manager

To see if the Town will vote to transfer a sum or sums of money between and among various accounts for the fiscal year ending June 30, 2014.

Pass any vote or take any act relative thereto.

ARTICLE 4: Unpaid Bills from Previous Fiscal Years

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal years, in accordance with the provisions of

Chapter 44, Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto

FINANCIAL - FISCAL YEAR 2015

ARTICLE 5: Property Tax Exemption Increase

Sponsor: Board of Assessors

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to provide an additional real estate tax exemption in the fiscal year beginning July 1, 2014, for those qualifying

for an exemption under Chapter 59, Section 5, clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, 41C, 42 or 43 of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

ARTICLE 6: Amend the Salary of an Elected Official

Sponsor: Personnel Committee

To see if the Town will vote to fix the salary or compensation of all of the elected officers of the Town in accordance with Chapter 41, Section 108, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

ARTICLE 7: Fiscal 2015 Operating Budget

Sponsor: Town Manager

To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide, a sum or sums of money for the operation and maintenance of Town Departments for the fiscal year beginning on

July 1, 2014, and that such sums be expended for such purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto

ARTICLE 8: Underride

Sponsor: Board of Selectmen

To see if the Town will vote, as a nonbinding resolution, to support an affirmative vote on the upcoming ballot question to reduce the amount of real estate

and personal property taxes to be assessed for the upcoming fiscal year (the "underride").

Pass any vote or take any act relative thereto.

ARTICLE 9: FY 2015 Revolving Funds

Sponsor: Town Manager

To see if the Town will vote to authorize or re-authorize the use of revolving funds containing receipts from the fees charged to users of the services provided by the various Boards, Committees, Departments or

Offices of the Town, pursuant to Chapter 44, Section 53E 1/2, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

ARTICLE 10: Chapter 90 Highway Funds

Sponsor: Town Manager

To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws*, for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges and other related costs, which qualify

under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 11: Transfer to Capital Expense Stabilization Fund

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the Capital Expense Stabilization Fund, to be used,

upon further appropriation, for any lawful future capital expense.

Pass any vote or take any act relative thereto.

ARTICLE 12: Transfer to General Stabilization Fund

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the General Stabilization Fund, to be used, upon further appropriation, for any lawful purpose.

Pass any vote or take any act relative thereto.

ARTICLE 13: Other Post Employment Benefits Liability Trust Fund *Sponsor: Town Manager*

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to be credited to the Other Post Employment Benefits Liability Trust Fund.

Pass any vote or take any act relative thereto.

CAPITAL EXPENSES AND PROJECTS

ARTICLE 14: Pay-As-You-Go Capital Expenses

Sponsor: Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a

sum or sums of money to fund the following Pay-As-You-Go capital purchases and projects:

<u>Purchase or Product</u>	<u>To be spent under the direction of:</u>
Pierce/Sabre Fit-out	Fire Chief
Replacement of Two Front-Line Cruisers and One Mobile Data Terminal	Police Chief
Two Building and Grounds Department Trucks	School Committee
Hopkins School Ceiling Tile Replacement	School Committee
Upgrade Middle School Auditorium Stage Components	School Committee
Upgrade Fire Alarm System - Horns/Strobes	School Committee
Joint IT Upgrades at the Center and Elmwood Schools	School Committee
Hayden Rowe Drainage	DPW
Keefe Regional Technical School Roof	Keefe Regional Technical School District

Pass any vote or take any act relative thereto.

ARTICLE 15: Library Construction

Sponsor: Board of Selectmen

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purpose of obtaining schematic designs, architectural and engineering designs, cost estimates, bid documents and for the purpose of renovation, restoration, expansion, construction and reconstruction of the

Library, including the provision of temporary quarters, subject to receipt of a Massachusetts Board of Library Commissioners Construction Grant for a portion of the project costs; said sum to be spent under the direction of the Board of Selectmen.

Pass any vote or take any act relative thereto

ARTICLE 16: Sidewalk Construction & Rehabilitation Program

Sponsor: Board of Selectmen & Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, repair, maintenance, renovation, improvement, rehabilitation, construction and reconstruction of

sidewalks; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto

ARTICLE 17: Hayden Rowe Traffic Calming

Sponsor: Board of Selectmen & Town Manager

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, improvement, rehabilitation, construction and reconstruction of the roadway and sidewalks on Hayden Rowe Street, including traffic signalization or

public lighting installations, fire alarm or police communication installations and for the purpose of extending and improving such installations; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 18: Main Fire Station Roof

Sponsor: Town Manager & Fire Chief

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, reconstruction and repair of the roof at the Main Fire

Station; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

ARTICLE 19: International Horton Ambulance

Sponsor: Town Manager & Fire Chief

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement

of an ambulance; said sum to be spent under the direction of the Fire Chief.

Pass any vote or take any act relative thereto

ARTICLE 20: Vactor Truck

Sponsor: Town Manager & Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement

of a vactor truck; said sum to be spent under the direction of the Director of Public Works.

Pass any vote or take any act relative thereto.

ARTICLE 21: Evaluation Studies for School Roof Repairs

Sponsor: School Committee

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for conducting engineering evaluation studies, for the repair of roofs at the Hopkins School and Hopkinton High School;

said sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto

ARTICLE 22: School Safety and Security

Sponsor: School Committee

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement of safety and security systems and equipment; said sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

ARTICLE 23: Board of Assessors Services Contract

Sponsor: Board of Assessors

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of contracting services of a consultant, appraisal firm, and/or hiring additional personnel, along with related expenses, to assist the Board of Assessors with the implementation

of the state-mandated Fiscal Year 2016 assessment certification program; said sum to be spent under the direction of the Board of Assessors.

Pass any vote or take any act relative thereto.

COMMUNITY PRESERVATION FUNDS

ARTICLE 24: Community Preservation Recommendations

Sponsor: Community Preservation Committee

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money, not to exceed 5% of the Fiscal Year 2015 estimated annual revenues, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2015; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space, historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, or borrow pursuant to Chapter 44B, Section 11, of the Massachusetts General Laws, or any other enabling authority, a sum or sums of money for the following Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee:

- a) A sum of money from funds reserved for Historic Preservation and from the Discretionary/Budgeted reserves to increase classroom space in the barn at the Hopkinton Center for the Arts, located at 98 Hayden Rowe Street; said sum to be spent under the direction of the Hopkinton Community Endowment and the Community Preservation Committee.
- b) A sum of money from the Discretionary/Budgeted Reserves for the preservation of Town records; said sum to be spent under the direction of the Town Clerk and the Community Preservation Committee.

- c) A sum of money from funds reserved for Historic Preservation for plumbing, electrical and aesthetic repairs to the Claflin Fountain on the Town Common; said sum to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.
- d) A sum of money from funds reserved for Passive Recreation to fund the placement of Conservation Restrictions on the open space properties known as Cameron Woods and Whisper Way; said sum to be spent under the direction of the Hopkinton Area Land Trust and the Community Preservation Committee.
- e) A sum of money from funds reserved for Passive Recreation to install signage to identify trailheads at the Town-owned parcels on Fruit Street, Phipps Woods, Braden Woods, Cameron Woods and Whisper Way; said sum to be spent under the direction of the Hopkinton Area Land Trust and the Community Preservation Committee.
- f) A sum of money from funds reserved for Historic Preservation to restore and reset granite curbing on Town Common memorials; said sum to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.
- g) A sum of money from funds reserved for Historic Preservation to digitize and catalogue historic Hopkinton documents; said sum to be spent under the direction of the Hopkinton Public Library and the Community Preservation Committee.

GENERAL BYLAW AMENDMENTS

ARTICLE 25: Farmer’s Market Wine Sampling on Town Common *Sponsor: Town Manager & Parks & Recreation Commission*

To amend Chapter 58, Alcoholic Beverages, Marihuana or Tetrahydrocannabinol and Tobacco, of the General Bylaws by deleting Section 58-1 thereof in its entirety and inserting, in place thereof, the following:

§ 58-1. Possession and Use of Alcoholic Beverages, Marihuana or Tetrahydrocannabinol.

A. Except as otherwise provided in this Section, no person shall consume an alcoholic beverage, as defined by Chapter 138, Section 1 of the General Laws; or possess an opened container of such beverage; or smoke, ingest or otherwise use or consume marihuana or tetrahydrocannabinol, as defined by Chapter 94C, Section 1 of the General Laws, within the limits of any park, playground, public building or any public land (but not including a public way) owned or under the control of the Town of Hopkinton. Nor shall any person consume an alcoholic beverage or smoke, ingest or otherwise use or consume marihuana or tetrahydrocannabinol, as

previously defined, on any public way or way to which the public has a right of access as invitees or licensees, including any person in a motor vehicle while it is in, on or upon any public way or any way to which the public has a right of access as aforesaid within the limits of the Town of Hopkinton. Nor shall any person consume an alcoholic beverage, as previously defined, in, or upon any private land or place without the consent of the owner or person in control of such private land or place.

B. Subsection A of this Section shall not be construed to apply to the consumption or possession on public land of samples of wine provided, without charge, to prospective customers at an agricultural event authorized pursuant to Chapter 138, Section 15F of the General Laws; provided, however, that no such sample may exceed one ounce of wine and no more than five such samples may be served to an individual prospective customer.

Pass any vote or take any act relative thereto.

ZONING BYLAW AMENDMENTS

ARTICLE 26: Downtown Business/Residence A District Boundary Modifications *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Map by changing the boundary between the Downtown Business (BD) District and the Residence A (RA) District to run concurrently with existing property lines on the following parcels:

<i>Parcel Location</i>	<i>From</i>	<i>To</i>
Davis Road (Map U16 Block 286 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
5 Cedar St. (Map U16 Block 86 Lot A)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
1 Claflin St. (Map U16 Block 138 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
3 Claflin St. (Map U16 Block 139 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
5 Claflin St. (Map U16 Block 140 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
7 Claflin St. (Map U16 Block 141 Lot 0)	Downtown Business (BD)	Downtown Business (BD)

	and Residence A (RA)	
13 Summer St. (Map U16 Block 61 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
20 Mayhew St. (Map U16 Block 41 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
19 Cedar St. (U16 Block 88 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
22 Walcott St. (Map U16 Block 135 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
12 Claflin St. (Map U16 Block 156 Lot A)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)

Pass any vote or take any act relative thereto.

ARTICLE 27: Downtown Business District Lot Area *Sponsor: Planning Board*

To see if the Town will vote to amend Article VIA, Downtown Business (BD) District, of the Zoning Bylaws by deleting item A of § 210-20.1, Size and setback requirements, therefrom in its entirety and inserting in place thereof a new item A as follows:

A. Minimum lot area: 7,000 square feet.

Pass any vote or take any act relative thereto.

ARTICLE 28: Industrial A and Industrial B Districts - frontage *Sponsor: Planning Board*

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. Amend Article VIII, Industrial A (IA) District, § 210-28(A), Size and setback requirements, by deleting the words "on a public way" from subsection (1).

2. Amend Article VIII, Industrial B (IB) District, § 210-37.2(A), Size and setback requirements, by deleting the words "on a public way" from subsection (1).

Pass any vote or take any act relative thereto

ARTICLE 29: Floodplain District *Sponsor: Planning Board*

To see if the Town will vote to amend Article X, Floodplain District, of the Zoning Bylaws by deleting §§ 210-50 through 210-53 inclusive in their entirety, and inserting, in place thereof, the following:

§ 210-50. District delineation.

The Floodplain District is hereby established as an overlay district to all other Zoning Districts. The Floodplain District includes all special flood hazard areas within the Town of Hopkinton designated as Zone A or AE on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town of

Hopkinton are panel numbers 25017C0489F, 25017C0493F, 25017C0494F, 25017C0513F, 25017C0602F, 25017C0605F, 25017C0606F, 25017C0610F, 25017C0626F, 25017C0627F, and 25017C0628F dated July 7, 2014; and 25017C0620E and 25017C0629E dated June 4, 2010. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and may be further defined by the July 2014 Middlesex County Flood Insurance Study (FIS) report. The FIRM and FIS report are incorporated herein by reference and shall be kept on file with the Town Clerk, the Planning Board, the Conservation Commission and the Director of Municipal Inspections.

§ 210-51. Use regulations.

Where there is a conflict between provisions of this article and other Zoning Bylaws, the more restrictive regulation shall be deemed to be applicable. All development in the Floodplain District, including structural and nonstructural activities, whether permitted by right or by Special Permit, shall be in compliance with those provisions of the Massachusetts State Building Code that address construction in floodplains and floodways; as well as regulations of the Department of Environmental Protection codified at 310 CMR 13.00, Inland Wetlands Restrictions, 310 CMR 10.00, Wetlands Protection, and 310 CMR 15.00, Minimum Requirements for the Subsurface Disposal of Sanitary Sewage (Title 5), as such provisions and regulation may be amended from time to time.

§ 210-52. Permitted uses.

The following uses, which create a minimal risk of damage due to flooding and will not constitute obstructions to flood flow, shall be allowed by right in the Floodplain District if they are permitted in the underlying district and do not require structures, fill or storage of materials or equipment:

- A. Agricultural uses.
- B. Forestry and nursery uses.
- C. Outdoor recreational uses, including fishing, boating and play area.
- D. Conservation of water, plants and wildlife.
- E. Wildlife management areas, foot, bicycle and horse paths.
- F. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage or sale of crops raised on the premises.
- G. Buildings lawfully existing prior to the adoption of these provisions.

§ 210-53. Special Permits.

A. In the Floodplain District, except as authorized by a Special Permit granted by the Board of Appeals, no building or structure shall be erected, constructed or moved; no building or structure shall be enlarged by more than 30% of its ground floor area; and no dumping, filling or earth removal or transfer shall be permitted.

B. Within 10 days of receipt of an application for a Special Permit pursuant to this section, the Board of Appeals shall transmit one copy of the development plan to the Conservation Commission, the Planning Board, the Board of Health and the Director of Municipal Inspections. Final action shall not be taken until reports have been received from these officials or until 35 days after transmittal of the development plan pursuant to this section, whichever occurs first.

C. The Board of Appeals may issue a Special Permit pursuant to this section in accordance with with the following provisions:

(1) The proposed use shall comply in all respects with all requirements applicable in the underlying Zoning District.

(2) All encroachments into the floodway, including fill, new construction, substantial improvement to existing structures and other development, shall be prohibited unless the applicant provides certification by a registered professional engineer demonstrating that the encroachment will not result in any increase in flood levels during the occurrence of the 100-year flood. For watercourses that have not had a regulatory floodway designated, the Board of Appeals shall use the best available Federal, State, local or other floodway data to prohibit encroachments into floodways that would result in any increase in flood levels within the community during the occurrence of a base flood discharge.

(3) In granting a Special Permit pursuant to this section, the Board of Appeals may specify such requirements and conditions as it deems necessary to protect the health, safety and welfare of the public.

Pass any vote or take any act relative thereto.

ARTICLE 30: Repeal Subdivision Phasing Bylaw

Sponsor: Planning Board

To see if the Town will vote to repeal Article XVIB, Subdivision Phasing, from the Zoning Bylaws, in its entirety, and to amend § 210-163(B) of Article XXVI, Open Space Mixed Use Development Overlay District,

by deleting item 1 therefrom and renumbering the remaining items appropriately.

Pass any vote or take any act relative thereto.

ARTICLE 31: Medical Marijuana Dispensaries

Sponsor: Planning Board

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. Insert the following new definition into § 210-4, Definitions, in appropriate alphabetical order:

Registered Marijuana Dispensary (RMD); (also known as a Medical Marijuana Treatment Center) – A not-for-profit entity registered under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes,

dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the sites of dispensing, cultivation and preparation of marijuana.

2. Insert the following item as a use allowed by special permit into the sections noted below:

Registered Marijuana Dispensary (RMD). The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for any such RMD.

<i>Zoning District</i>	<i>Section</i>
Business District	§ 210-19; new item H
Rural Business District	§ 210-24; new item G
Industrial A District	§ 210-35; new item I
Industrial B District	§ 210-37.9; new item J

3. Amend Article XXVII, Signs, by inserting into § 210-181, Special Regulations, a new item D as follows:

flash, rotate, be animated, be motorized or move or be designed to move by any means, either in whole or in part.

D. Signs at a Registered Marijuana Dispensary (RMD) shall be subject to the requirements applicable in the Zoning District in which they are located, with the following additional restrictions:

4. Amend Article XXXIII, Medical Marijuana Treatment Centers, by deleting the Article in its entirety and replacing it with the following:

ARTICLE XXXIII

Registered Marijuana Dispensaries

§ 210-219. Special Permit

(1) At a minimum, all signs at RMDs shall be in compliance with the provisions of 105 CMR 725.105 or any applicable successor regulation of the Massachusetts Department of Public Health, as such provisions may be amended from time to time;

The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for any Registered Marijuana Dispensary (RMD). Applications for Special Permits for RMDs must conform to the Standards and Procedures of this Article XXXIII, in addition to the generally applicable standards for the grant of a special permit set forth in MGL. c. 40A, § 9.

(2) RMD window signs shall be limited to a maximum of 20% of the window area. No window sign shall be illuminated. Neon signs, including any sign that features exposed glass tubing filled with fluorescent gas, shall not be displayed in windows; nor shall such signs be visible through windows. No window signs or signs visible through windows shall

§ 210-220. Buffer Zone

- A. RMDs shall not be located within 500 feet of:
 - (1) Any school, including a public or private elementary, vocational or secondary school or a public or private college or university;
 - (2) Any child care facility, including preschools;
 - (3) Any facility in which children commonly congregate, including, but not limited to, a public library, a playground, an athletic field or recreational facility, a place of worship, and a Town owned beach.
- B. For the purposes of this section, the distance of an RMD from a protected use shall be measured in a straight line from the nearest point of the property line of the protected use to the nearest point of the RMD.

§ 210-221. Requirements

- A. No smoking, burning or other consumption of marijuana or marijuana-related products shall be permitted on the premises of an RMD.
- B. No person under the age of 21 shall be permitted on the premises of an RMD unless that person is a qualified patient or accompanied by a caregiver or patient with a valid registration card.
- C. No RMD shall be located inside a building containing residential units, including transient housing.
- D. No RMD shall be located in a movable or mobile structure such as a van or truck.
- E. No RMD shall be located in a building that contains any medical doctor's offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.
- F. All RMDs shall be contained within buildings or structures having a gross floor area of not less than 1,000 square feet and not more than 20,000 square feet.
- G. An RMD shall be required to remove all material, plants equipment and other paraphernalia

prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

§ 210-222. Standards and Procedures Applicable to Special Permits for Registered Marijuana Dispensaries:

- A. Applicants for an RMD Special Permit shall submit the following information in addition to all other required submissions:
 - a. Names and address of all owners, managers, members, partners and employees;
 - b. Sources of all marijuana that will be processed, packaged, sold or distributed at the facility;
 - c. Projected quantity of marijuana that will be processed, packaged, sold or distributed at the facility;
 - d. The name and contact information for a person on staff at the RMD whose responsibilities include community relations, to whom Town staff can provide notice if there are operating problems associated with the establishment.
- B. No Special Permit may be issued unless the Planning Board finds that the RMD is designed so as to minimize any adverse visual or economic impacts on the abutters or other parties in interest, as defined in *M.G.L. c. 40A, §11*.
- C. Each RMD receiving a Special Permit shall, as a condition of the Special Permit, file with the Planning Board and the Town Clerk a copy of all reports submitted to any state agency, including the reports required by 105 CMR 725.105(Q)(4) describing the RMD's liability insurance coverage and the annual security system audits required by 105 CMR 725.110(G).
- D. Special Permits for RMDs shall have a term limited to the duration of the applicant's ownership and the use of the premises as an RMD. Transfers of the special permit may occur only with the permission of the Planning Board, and only in the form of an amendment to the Special Permit.

Pass any vote or take any act relative thereto.

**ARTICLE 32: Open Space Mixed Use Development (OSMUD)
Overlay District – Hockey Rink**

Sponsor: Planning Board

To see if the Town will vote to amend Article XXVI, Open Space Mixed Use Development Overlay District, of the Zoning Bylaws as follows:

1. By inserting into § 210-166, Intensity of Use Limitations, subsection C, the following at the end of the second paragraph, immediately following “calculation of Gross Floor Space”:

(v) structures or portions thereof located at 0 East Main Street, the athletic fields parcel/recreational parcel.

2. By deleting subsection A.3 of § 210-173, Site Plan Review, in its entirety and replacing it with the following:

3. The Decision Criteria in this Article shall supersede the Site Plan Standards listed in §210-136. and referred to in § 210-136.2.A

Pass any vote or take any act relative thereto

**ARTICLE 33: Open Space Mixed Use Development (OSMUD)
Overlay District – More dwelling units; senior
housing development definition**

Sponsor: Planning Board

To see if the Town will vote to amend Article XXVI, Open Space Mixed Use Development Overlay District, of the Zoning Bylaws as follows:

1. Amend § 210-163(B) by inserting the following item 1:

(1) Article XVIA (Senior Housing Development)

and renumbering the remaining items appropriately.

2. Insert in alphabetical order into § 210-164, Definitions, the following definition:

SENIOR HOUSING DEVELOPMENT - A multifamily residential land use consisting of multiple dwelling units on one single contiguous parcel, operated with the intent that at least one resident of every unit be 55 years of age or older.

3. Amend the table in § 210-165, Uses, by deleting the row beginning with the term “Multifamily Dwellings” and inserting, in place thereof, a row beginning with the term “Multifamily Dwellings other than Senior Housing Developments” that has a “Y” in the columns for the Residential Subdistrict, the Commercial Subdistrict and the Village Center Subdistrict.

4. Further amend the table in § 210-165, Uses, by deleting the “SP” in the Commercial Subdistrict

column for the row beginning with the term “Attached dwellings including garden apartments”, and insert therefore a “Y”.

5. Further amend the table in § 210-165, Uses by deleting the row beginning with the term “Senic Housing” and inserting, in place thereof, a row beginning with the term “Senior Housing Development” that has a “Y” in the column for the Residential Subdistrict, a “Y” in the column for the Commercial Subdistrict and a “Y” in the column for the Village Center Subdistrict.

6. Amend § 210-166, Intensity of Use Limitations by deleting the first paragraph of subsection A and inserting a new subsection A as follows:

A. Dwelling Uses within the OSMUD District shall be limited to 940 new Dwelling Units constructed after May 5, 2008, plus 200 Dwelling Units in Senior Housing Developments constructed after May 5, 2014 provided, however, that the owner or owners of any such additional Dwelling Unit in Senior Housing Developments shall require, through deed restrictions condominium documents, leases, rental agreement or other appropriate instruments, the form and adequacy of which has been approved by the Planning Board, that no child under the age of 18 may be a resident in any such Dwelling Unit. No more than 50 of the 1140 new Dwelling Units so constructed may be single-family dwellings, and the remainder

shall be multi-family dwellings, including attached dwellings, garden apartments, units in mixed-use buildings and Senior Housing Developments.

Neither the dwellings located at 80, 82, 83 nor 90 East Main Street or 26 Clinton Street, nor the Group Home located at 44 Wilson Street, all of which were in existence as of the effective date of this Article, shall be deemed to be a Dwelling Unit for the purposes of this Intensity of Use limitation. However, in the event that any such dwelling is converted to or reconstructed as a multi-family dwelling use, the resulting number of Dwelling Units in excess of one (1) on any such property shall be counted towards the Intensity of Use limitation.

No Accessory Family Dwelling Unit for which the Board of Appeals grants a Special Permit pursuant to § 210-126 shall be deemed to be a separate Dwelling Unit for purposes of this Intensity of Use limitation.

7. Amend § 210-167, Affordable Housing, by deleting subsection A in its entirety and inserting a new subsection A as follows:

A. Except as otherwise provided in the following paragraph of this Section, not fewer than sixty (60) Dwelling Units within the OSMUD District shall be Affordable Housing, which shall be located within one or more Development Projects containing, in the aggregate, not fewer than two hundred forty (240) Dwelling Units eligible for inclusion in the Massachusetts Department of Housing and Community Development's Subsidized Housing Inventory. These requirements shall be in addition to the Affordable Housing requirements provided in Subsection C of this Section.

Notwithstanding the foregoing, if, prior to the issuance of a building permit for a Development Project that contains Affordable Housing, either (i) M.G.L. c. 40B, §§ 20 through 23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20 through 23 no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then not fewer than ninety-four (94) Dwelling Units within the OSMUD District shall be developed as Affordable Housing, in addition

to the Affordable Housing requirements provided in Subsection C of this Section.

8. Add a new subsection C to § 210-167 as follows:

C. In addition to the Affordable Housing requirements provided in Subsection A of this Section, to the extent that the Senior Housing Developments create a total number of Dwelling Units within the OSMUD District in excess of 940, those Senior Housing Developments shall require the provision of, in the aggregate, one Dwelling Unit of Affordable Housing for every 10 Dwelling Units in Senior Housing Developments, but not to exceed twenty (20) Dwelling Units of Affordable Housing in the aggregate. The additional Dwelling Units of Affordable Housing required under this section may be provided anywhere within the OSMUD District.

9. Amend § 210-168, Dimensional Requirements by changing the tables in subsections A and B by altering the column headings to read "Residential Subdistrict (R) and Commercial Subdistrict (C) [Dwelling Uses]", "Commercial Subdistrict (C) [Commercial Uses]" and "Village Center Subdistrict (VC)".

10. Further amend § 210-168, subsection A by deleting the second sentence following the table and beginning with the words "When a Commercial Subdistrict..." in its entirety and replacing it with the following:

When a Commercial Subdistrict abuts a Residential Subdistrict within the OSMUD District, a setback of at least 50 feet between buildings in the Commercial Subdistrict used for commercial purposes and the boundary of the Residential Subdistrict shall be provided.

11. Amend § 210-168, subsection C by deleting the first sentence in its entirety and replacing it with the following:

All buildings in the Commercial Subdistrict used for commercial purposes shall be located a minimum of 100 feet from any lot outside the OSMUD District used for residential purposes at the time of the Site Plan Review application.

12. Delete subsection C of § 210-175 in its entirety and inserting, in place thereof, a new item subsection C as follows:

C. All land within the OSMUD District shall be subject to the provisions of this Chapter as in effect on

the effective date of the amendments added to this Chapter by the 2014 Annual Town Meeting.

Pass any vote or take any act relative thereto.

ARTICLE 34: Neighborhood Mixed Use District

Sponsor: Planning Board

To see if the Town will vote to amend the Zoning Bylaws and the Zoning Map as follows:

A. By inserting a new Article XXXV, Neighborhood Mixed Use District, as follows:

ARTICLE XXXV
Neighborhood Mixed Use District

§210-237. Development and Design Objectives.

The Neighborhood Mixed Use District (NMU District) is designed to accommodate the integration of multi-family residential uses with commercial development in areas suitably located with convenient highway access, to increase the inventory of affordable housing in Hopkinton that are Local Initiative Program (LIP) units in compliance with the requirements specified by the Department of Housing and Community Development (DHCD) so that said units will count toward the Town's requirements under M.G.L. c. 40B, §§ 20-23, and to provide specialized services to the community and the region. It is the intent that, within the NMU District, there shall be an overall unity of design of the uses consistent with designs that are traditional to New England and Hopkinton. The location and design of such uses should be such that they will not disturb residential neighborhoods or detract from the appearance of the Town and will result in the maintenance of a balance and workable relationship between undeveloped natural resources, residential neighborhoods and commercial development.

§210-238. Applicability.

1. Notwithstanding any provision of this Chapter to the contrary, development undertaken under a Master Plan Special Permit issued pursuant to § 210-247 shall not be subject to § 210-126.1 Residential Subdivisions of 10 acres or more.

A. Development undertaken pursuant to a Master Plan Special Permit issued pursuant to § 210-247 shall be subject to the following provisions of this Chapter only to the extent provided for in, and as modified by, the provisions of this Article:

1. Article XI, Flexible Community Development Bylaw;
2. Article XII, Water Resources Protection Overlay District;
3. Article XVIII, Supplementary Regulations;
4. Article XX, Site Plan Review.

§210-239. Definitions.

Except as otherwise provided in this section, the definitions set forth in §210-4 shall be applicable to all terms used in this Article. Notwithstanding the forgoing, the following terms, as used in this Article, shall have the meanings indicated:

AFFORDABLE HOUSING – Any Dwelling Units qualifying as low or moderate income housing as defined by regulations of the Department of Housing and Community Development.

AIR-SUPPORTED STRUCTURE – A structure used in conjunction with an athletic club/health and fitness club wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

BUILDABLE AREA – The portion of a Development Project area that is not Open Conserved Land.

CONSTRUCTION ACTIVITY – The construction of new structures or site work associated with the construction of new structures. The term includes the construction

of roadways, installation of utilities, and restoration and improvement of Open Conserved Land.

DEVELOPMENT PROJECT - A development undertaken pursuant to this Article, as shown on a site plan submitted to the Planning Board for Site Plan Review. A Development Project may occupy one or more lots.

DEVELOPMENT SITE — All land area located within the NMU District.

DWELLING UNIT - Use as Dwelling Units as defined in §210-4, but specifically not including residential units that may be part of a Continuing Care Retirement Community, Assisted Living Facility or similar institution.

HEIGHT – The vertical distance from the mean finished grade of all sides of building or structure to the highest point of the roof for flat roofs, to the deck line for mansard roofs and to the mean height between eaves and ridge for gable, hip and gambrel roofs, excluding chimneys, spikes, towers, wireless communication facilities, screens, parapet walls, and other structures, equipment, or projections not used for human occupancy. For residences, the area above the mean finished grade and below the floor of the first occupiable story, not to exceed 10 feet, shall be excluded from measurement of height and stories.

MULTIFAMILY DWELLINGS – Any dwelling units other than Single-Family Dwellings.

OPEN CONSERVED LAND – Land that is available for public use, reserved for outdoor passive or active recreation, and protected in perpetuity by an Open Conserved Land Covenant prohibiting further development or activities within such land that are inconsistent with the Open Conserved Land Covenant’s purpose.

OPEN CONSERVED LAND COVENANT – A legally enforceable restriction or covenant, recorded in the Registry of Deeds and enforceable by the Town, providing that the land subject thereto shall remain as Open Conserved Land in perpetuity.

STORY – That portion of a building included between the upper surface of a floor and the upper surface of the floor above, except that attic or loft space between the upper surface of a floor and the upper surface of a slanted or partially slanted roof shall not be considered a story, whether or not used for human occupancy.

§210-240. Permitted Uses.

No new building or structure shall be constructed or used, in whole or in part, and no building or structure, or part thereof, shall be altered, enlarged, reconstructed or used, and no land shall be used in the NMU District for any purpose except one or more of the following, provided that no use shall involve noxious odors or excessive noise.

A use that is permitted by right is denoted by the letter “Y”.

A use denoted by the letters “SP” may be permitted by Special Permit from the Planning Board.

A. The following uses shall be permitted by right or allowed by Special Permit in the NMU District without the issuance of a Master Plan Special Permit. Upon the issuance of a Master Plan Special Permit pursuant to § 210-247 and the filing of the Notice pursuant to § 210-247.D, the uses permitted in § 210-240.B and not those specified in § 210-240.A shall be permitted within the area subject to the Master Plan Special Permit.

Table of Uses –Land not subject to a Master Plan Special Permit

Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2.	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices.	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, but excluding the dispensing of food or drink.	Y
Public and private educational uses	Y
Agricultural and horticultural uses	Y

Child-care centers	Y
Places of worship and other religious uses	Y
Continuing care retirement communities, assisted living facilities or similar institutions, with a maximum aggregate number of beds and/or units within the NMU District not to exceed 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	Y
Continuing care retirement communities, assisted living facilities or similar institutions, if the maximum aggregate number of beds and/or units within the NMU District will be greater than 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	SP
Health services facilities	Y
Retail stores not to exceed 2,000 square feet, located so as to provide for the convenience of the occupants of the immediate neighborhood, selling items such as groceries, prepared take-out food, toilet articles, cosmetics, candy, sundries, medications, newspapers, magazines and ice cream; provided, however, that any such retail store may operate only between the hours of 6:00 a.m. and 10:00 p.m.	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

B. The following uses shall be permitted in the NMU District for a Development Project under a Master Plan Special Permit issued pursuant to § 210-247:

Table of Uses –Land subject to a Master Plan Special Permit

Multi-family dwellings	Y
Retail stores, not to exceed 15,000 square feet per single tenant or operator	Y
Retail stores exceeding 15,000 square feet per single tenant or operator, but not to exceed 38,000 square feet per single tenant or operator	SP
Athletic clubs/Health and Fitness clubs	Y
Health services facilities	Y
Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink	Y
Public and private educational uses	Y
Child care centers	Y
Places of worship and other religious uses	Y
Municipal uses	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

§210-241. Intensity of Use Limitations.

A. Commercial Uses within the NMU District shall be limited to 250,000 square feet of Gross Floor Space in the aggregate, as authorized by a Master

Plan Special Permit issued pursuant to §210-247. No single building shall have a footprint exceeding 19,000 square feet of Gross Floor Space or exceed 38,000 square feet of Gross Floor Space in total, with the exception of buildings used for an Athletic Club/Health and Fitness Club. An Athletic Club/Health and Fitness Club may have a footprint of up to 80,000 square feet of Gross Floor Space exclusive of Air Supported Structures or a footprint of up to 110,000 square feet of Gross Floor Space inclusive of Air Supported Structures, but shall not exceed 150,000 square feet of Gross Floor Space inclusive of Air Supported Structures; provided, however, that the Planning Board may, by Special Permit, approve an Athletic Club/Health and Fitness Club with a greater area of Gross Floor Space.

The Planning Board may, by Special Permit, approve the re-use of a building or combination of buildings formerly containing an Athletic Club/Health and Fitness Club for non-residential uses permitted under §210-240.B where such re-use would exceed the maximum footprint or Gross Floor Space otherwise permitted for such uses by this section; provided, however, that no Special Permit may authorize an Air Supported Structure to be used for purposes that are not a component of an Athletic Club/Health and Fitness Club. Under no circumstances shall a Special Permit be issued that results in more than 250,000 square feet of Gross Floor Space of commercial uses within the NMU District.

B. For the purposes of this section, the area of buildings used for water supply or sewage treatment facilities shall be excluded from the calculation of Gross Floor Space.

B. Residential Uses within the NMU District shall be limited to 280 Dwelling Units, which shall be multi-family dwellings with a maximum of 472 bedrooms in total and which shall not include more than 20 three-bedroom units, as authorized by a Master Plan Special Permit issued pursuant to §210-247.

§210-242. Affordable Housing.

Affordable Housing shall be provided in accordance with the following requirements:

A. One (1) Dwelling Unit shall be established as an Affordable Housing Unit for every four (4) Dwelling

Units within the NMU District. As long as the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20-23 provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then all Dwelling Units within the NMU District shall be operated as a rental development. However, if either (i) M.G.L. c. 40B, §§ 20-23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development, issued pursuant to M.G.L. c. 40B §§ 20-23, no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then the Dwelling Units may be operated either as a rental development or as a for-sale condominium development. In such case, the number of affordable Dwelling Units shall be no less than one (1) for every four (4) Dwelling Units within the NMU District.

B. All Affordable Housing Units shall be integrated with the rest of the residential development in which it is located, and shall be comparable in design, exterior appearance, construction, and quality of exterior materials with other units in such residential development. The mean number of bedrooms in Affordable Housing Units shall be equal to the mean number of bedrooms in the market-rate Dwelling Units in the residential development in which they are located.

§210-243. Dimensional Requirements.

A. Where a Master Plan Special Permit has not been issued, the dimensional requirements set forth in § 210-186 shall be applicable.

B. The following dimensional requirements shall apply to any uses for which a Master Plan Special Permit has been issued:

1. Development Site:

a. Minimum lot frontage for the Development Site on a public way: 50 feet.

b. Minimum setback of buildings and parking areas:

For buildings: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, Industrial B or Agricultural District for all buildings; forty (40) feet from the boundary line of a Rural Business District for residential buildings; zero (0) feet from the boundary line of a Rural Business District for commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.

For parking: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, or Agricultural District; forty (40) feet from the boundary line of an Industrial B District for parking accessory to residential buildings and thirty (30) feet from the boundary line of an Industrial B District for parking accessory to commercial buildings; zero (0) feet from the boundary line of a Rural Business district for at-grade parking accessory to commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.

Thirty (30) feet from the street line for residential buildings; forty (40) feet from the street line for all other buildings; five (5) feet from the street line for at-grade parking areas; provided, however, that such setbacks shall not be applicable to private roadways located entirely within the NMU District.

c. The minimum setback of buildings and parking areas from property lines shall be landscaped and/or wooded so as to provide adequate year-round screening of the use from abutting property and streets. Such minimum setback areas shall remain undisturbed or, if previously disturbed, shall be planted and/or landscaped.

The Planning Board may authorize by special permit a

Use	Requirement
Multi-family dwelling units	1 space for one bedroom unit; 2 spaces for every unit with 2 or more bedrooms.

§210-245. Open Conserved Land.

A. Adequate pedestrian access, as determined by the Planning Board, shall be provided to the Open Conserved Land. The Open Conserved Land may remain as part of the overall Development Site and need not be a separate parcel, but there shall be

lesser setback or lesser screening than set forth herein, upon a finding that such lesser setback or screening is appropriate for the Development Site and the surrounding neighborhood and uses.

2. Individual lots within the Development Site:

a. Minimum lot area for individual lots within Development Site: None.

b. Minimum lot frontage within the Development Site: None; provided, however, that roadways located entirely within the Development Site shall provide adequate access for all buildings on the development site, but shall not become public ways. Fifty feet of frontage shall be required for each lot in the Development Site if the roads are intended to be eligible for acceptance as public ways.

c. Minimum setback of buildings from interior property lines within the Development Site and from private roadways: None.

3. Maximum building height:

Buildings and structures shall not exceed 50 feet in height or have more than four stories.

4. A minimum of 40% of the total area of the Development Site shall be Open Conserved Land.

5. Multiple buildings and uses may be permitted on a single lot.

§210-244. Parking.

The requirements of §210-124(B) (1) relating to the minimum number of parking spaces shall apply in the NMU District, with the following addition:

Open Conserved Land Covenants stating that there shall be no further development and no activities within the Open Conserved Land that are not consistent with the Open Conserved Land Covenant's purpose. The Open Conserved Land may consist of a separate parcel and may be conveyed to the Town or a nonprofit organization, the purpose of which is

the preservation of open space, or may be retained by an owner of land within the Development Site. Regardless of any such conveyance, the Open Conserved Land shall continue to be considered part of the Development Site for the purpose of calculating dimensional requirements.

B. The Open Conserved Land shall consist of land that may be used for outdoor active or passive recreational purposes and shall be planned as large, contiguous units wherever possible. If privately owned, the Open Conserved Land shall be available for use by the general public, subject to such reasonable rules and regulations to govern the use of the Open Conserved Land as may be adopted by the owner thereof. The Open Conserved Land may be comprised of more than one parcel, provided that the size, shape and location of such parcels are suitable for outdoor active or passive recreational purposes.

C. Setback areas from zoning district boundaries, if more than 100 feet in depth, may be considered to be part of the Open Conserved Land.

D. Areas set aside for planned or reserved parking spaces or fire lanes shall not qualify to be part of the Open Conserved Land.

E. Open Conserved Land may be used for the provision of subsurface utilities for the NMU District such as sewer lines, water lines, wastewater disposal beds and related underground equipment.

F. Open Conserved Land Covenants shall specify the permitted uses of specific parcels of Open Conserved Land; the responsible party to be charged with maintenance and stewardship of the Open Conserved Land in perpetuity; and a required program for such maintenance and stewardship.

G. Nothing in this section shall be interpreted to preclude the owner of Open Conserved Land from imposing additional restrictions on the Open Conserved Land or a conservation restriction which are not inconsistent with the applicable Open Conserved Land Covenant.

§ 210-246. Design Principles.

A. Curb cuts on public ways abutting the Development Site shall be minimized. Whenever feasible, Development Projects shall include interior vehicular connections to adjacent Development Projects and to adjacent non-residential development outside the NMU District for the purpose of reducing curb cuts and traffic flow on adjacent public ways. The location of curb cuts shall be determined by the Planning Board during the Site Plan Review process.

B. Buildings, roadways and parking lots shall be designed to accommodate the landscape, natural site features and natural resources. Disturbance to the site shall be minimized so that as many trees and natural features are retained as possible. Natural features shall be incorporated within the Open Conserved Land where possible.

C. Outdoor lighting fixtures shall be shielded and directed to prevent illumination from falling outside of the intended areas.

D. The design of any interior roadway that connects two or more Development Projects shall conform to the Rules and Regulations Relating to the Subdivision of Land, whether or not such interior roadway is laid out in accordance with the Subdivision Control Law. The Planning Board may waive specific provisions of the Rules and Regulations Relating to the Subdivision of Land if such waiver would be not be inconsistent with the design principles set forth in this section and otherwise in the public interest. All utilities within the Development Site shall be underground.

E. The design of buildings shall be consistent with styles that are traditional to New England and Hopkinton. Buildings shall utilize energy efficient design and low impact development techniques and principles, to the extent feasible.

F. If stormwater management facilities are necessary for the construction of the buildings on the Development Site, such facilities shall not be located within the required setback areas, unless specifically permitted by the Planning Board. Such stormwater management facilities shall be designed to appear as natural landforms, to the extent feasible.

§210-247. Master Plan Special Permit.

A. The Planning Board shall be the Special Permit Granting Authority for any Special Permit issued pursuant to the provisions of this Article. The Planning Board may adopt and file with the Town Clerk regulations governing Submission Requirements and Procedures for any such Special Permit.

B. In all matters in which it has jurisdiction to issue use Special Permits pursuant to the provisions of this Article, the Planning Board may issue such Special Permits only upon a finding that the proposed use is in harmony with the general purpose and intent of this chapter. Any such Special Permit shall be subject to such conditions and safeguards as the Planning Board may prescribe and shall include design guidelines applicable to development of the site. In reviewing any application for such a Special Permit, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare, shall encourage the most appropriate use of land, shall require that development be consistent with the Design Principles set forth in §210-246 and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood.

C. Except as otherwise authorized in this Section, no Construction Activity for a use that is subject to a Master Plan Special Permit pursuant to the provisions of this Article shall commence unless authorized by said Master Plan Special Permit.

D. If the applicant elects to exercise the rights granted in a Master Plan Special Permit issued pursuant to the provisions of this Article, a Notice to such effect shall be filed with the Town Clerk, Planning Board and Department of Municipal Inspections, and recorded in the Registry of Deeds, prior to the commencement of Construction Activity. From and after the filing of such Notice, all Construction Activity within the NMU District shall be in accordance with the approved Master Plan Special Permit.

E. The entirety of the NMU District shall be subject to one Master Plan Special Permit, for uses allowed pursuant to § 210-240.B.

F. Application for a Master Plan Special Permit.

1. A record owner desiring a Master Plan Special Permit pursuant to the provisions of this Article shall file with the Planning Board an application therefor in accordance with any applicable regulations and submission requirements adopted pursuant to this Article. At a minimum, the application shall be accompanied by a Master Plan that depicts the planned use of the entire NMU District, as well as the following information relating to development of the NMU District:

a. Identification of the entire area of land to be developed;

b. The existing topography of the land, vegetative cover, soil types, wetlands and water bodies, roads and ways;

c. The general proposed location within which structures will be constructed, together with a schedule of proposed land use types including Multifamily Dwellings, commercial uses, Air-Supported Structures, mixed use buildings, and/or buildings accessory to Open Conserved Land uses;

d. The general proposed location, size and intended use of all Open Conserved Land, including pedestrian, bicycle and equestrian trails, and the entity intended to own, operate and/or maintain such Open Conserved Land;

e. The general proposed location of all existing and proposed roads, water supply systems, wastewater systems, storm water drainage, utilities, and connections to existing infrastructure;

f. An analysis of the impact of implementing the Master Plan on surface and ground water quality, groundwater recharge, wildlife habitat and corridors, wetlands and bodies of water, including streams and rivers, both localized and general, and an evaluation of pre-development conditions and post-development conditions;

g. A traffic impact and access study on the impact of implementing the Master Plan;

h. An analysis of the projected economic impact of implementing the Master Plan on the Town,

prepared by a qualified independent economic research consultant;

i. A phasing projection indicating the general anticipated schedule of construction of improvements within the NMU District in accordance with the Master Plan Special Permit; provided, however, that such schedule may be subject to variation depending on market forces;

j. Proposed Design Guidelines for the NMU District;

k. Proposed forms of the Open Conserved Land Covenant necessary for the Open Conserved Land.

2. Approval criteria. No Master Plan Special Permit shall be granted unless the Planning Board finds that:

a. The Master Plan complies with the provisions of this Article.

b. The impact of the development activities shown on the Master Plan is anticipated to be of benefit to the Town.

c. The intersections and roadways providing access to the NMU District will operate at an acceptable level of service based on the anticipated impact of vehicular traffic from all proposed development within the NMU District.

d. The Master Plan provides adequately for the convenience and safety of vehicular and pedestrian movement within the NMU District and in relation to streets, property or improvements outside the NMU District.

e. The Master Plan provides for the adequacy of the methods of disposal of sewage, refuse and other wastes, provision of utilities, and the methods of drainage for surface water and seasonal flooding, if any, and adequate provision of water for domestic purposes.

3. An NMU special permit may be combined with a special permit regarding parking pursuant to Section 210-124(C) and (D).

4. Approval of an NMU Master Plan Special Permit application shall not be considered to constitute approval of any construction.

5. Master Plan Special Permit Amendment.

a. Amendment of a Master Plan Special Permit issued pursuant to the provisions of this Article shall require the approval of the Planning Board. An application to amend the Master Plan Special Permit may be submitted separately or together with an application to the Planning Board for Site Plan Review. If the Board determines that a proposed amendment is significant, it shall hold a public hearing in conformance with M.G.L. c. 40A §9. If the Board determines, at a noticed public meeting of the Board but without a public hearing in conformance with M.G.L. c. 40A §9, that a proposed amendment is minor, it may amend the Master Plan Special Permit without a public hearing; provided, however, that a copy of such amendment shall be filed with the Town Clerk.

b. Applications for an amendment to a Master Plan Special Permit issued pursuant to the provisions of this Article may be filed by the owners of the affected land, and shall not be required to be filed by the owners of all land within the NMU District.

c. Duration of Approval. The commencement of Construction Activity within two (2) years of the date of the filing of the decision with the Town Clerk (or the date of the final resolution of any appeal of such decision) shall be deemed to constitute substantial use of rights under the Master Plan Special Permit.

§210-248. NMU Site Plan Review.

A. Construction of all Development Projects within the NMU District shall be subject to Site Plan Review by the Planning Board in accordance with the provisions of Article XX, with the following additions and exceptions:

1. Submitted Site Plans shall show the planned design, use and lighting of the entire Development Site; provided, however, that, if development will be phased over time, separate site plan submissions may be made for separate portions of the Development Site.

2. Construction of residential Development Projects shall be subject to Site Plan Review, notwithstanding any provision of §210-133 to the contrary. However, Site Plan Review shall not apply to the alteration, reconstruction or enlargement of residential buildings.

3. In addition to the Site Plan Standards set forth in §210-136.1, the Site Plan shall conform to the Master Plan Special Permit.

B. Permissible Building Areas: A Site Plan may show proposed construction within a Permissible Building Area, where the mix of uses and related construction details are subject to change, and shall specify the maximum square feet of Gross Floor Space to be constructed within such Permissible Building Area. Although the Site Plan may show a proposed building in a specific location, the Site Plan approval shall authorize the construction of the Development Project if the structures therein and other site features thereof are located within the Permissible Building Area indicated. After the issuance of a Certificate of Occupancy for a building, (i) for commercial buildings: the amount by which such building is less than the maximum square footage of Gross Floor Space allocated thereto shall be available for reallocation to other proposed commercial buildings in computing the total Gross Floor Space for commercial uses in the NMU District for purposes of the Intensity of Use Limitations set forth in §210-241.A, and (ii) for residential buildings: the amount by which the number of Dwelling Units constructed is less than the number of Dwelling Units proposed shall be available for reallocation to other proposed Dwelling Units in computing the total number of Dwelling Units for purposes of the Intensity of Use Limitations set forth in §210-241.B, subject to further site plan review of the buildings to which such intensity of uses is reallocated, if required.

C. Minor Modifications: After the filing of a Decision of Site Plan Review, the Planning Board shall have the authority to approve minor modifications to the Site Plan. Minor modifications shall include changes that involve minor utility or building orientation adjustments; minor adjustments to parking, landscaping, Open Conserved Land or other building or site details; or other changes that do not significantly increase the square footage of Gross Floor Space of Commercial Uses within a

Development Project or the number of Dwelling Units in a Development Project. Minor modifications may be approved by the Planning Board at any regularly scheduled public meetings, without the need to hold a public hearing.

D. Duration of Approval: If the development is to be phased over time, Site Plan approvals under this Article shall remain in effect as long as a building permit for not less than one (1) building in a Development Project on the Development Site is issued within two (2) years of issuance of the Site Plan approval (or the date of final resolution of any appeal of such issuance).

§ 210-249. Signs

All signs in the NMU District are solely subject to such limitations of size and usage as may be imposed by the Planning Board.

§210-250. Miscellaneous.

A. Modifications to Article XII, Water Resources Protection Overlay District. In the NMU District, the following modifications to the provisions generally applicable to the Water Resources Protection Overlay District shall apply:

For purposes of §210-70(C) (2), the term "Development Project" shall be substituted for the term "lot."

B. Modification to Article XVIII, Supplementary Provisions. The Planning Board may, at its discretion, waive provisions of §210-124, Off-Street Parking which pertain to the design of parking facilities, as part of the Site Plan Review process if such waiver would assist with achieving the purposes of this Article.

B. By inserting in § 210-4, Definitions, in alphabetical order, a new definition of Athletic Club/Health and Fitness Club, as follows:

ATHLETIC CLUB/HEALTH AND FITNESS CLUB -- A facility, whether or not operated for profit, that offers athletic and physical fitness activities such as tennis, swimming, and exercise and weight rooms, and which may include exercise therapy, rehabilitation and health-related services, and which may charge a

fee for use of such facility and its services. Such club may include accessory restaurant or retail uses.

C. By inserting in § 210-1, Zoning districts, the following at the end of section A:

NMU Neighborhood Mixed Use District

D. By amending the Zoning Map by changing the zoning district of the following parcels of land, consisting of approximately 96 acres as shown on a

plan entitled "Proposed Zoning Map Amendment" prepared by Allen Engineering, LLC, dated March 1, 2013 from the Office Park District to the Neighborhood Mixed Use District:

Assessors Map R23 Block 73 Lot 0

Assessors Map R23 Block 87 Lot 0

Pass any vote or take any act relative thereto.

LAND ACQUISITIONS AND DISPOSITIONS

ARTICLE 35: Sidewalk Easement – East Main Street

Sponsor: Planning Board

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct a sidewalk and to do all other acts incidental to said purpose, including the right to pass and repass along

and over the land for the aforementioned purposes, in, through and under the land marked "Proposed Sidewalk Easement A" and "Proposed Sidewalk Easement B" on a plan of land entitled "Subdivision Plan of Land in Hopkinton Massachusetts" dated February 4, 2014, a copy of which is on file at the Office of the Town Clerk.

Pass any vote or take any act relative thereto.

ARTICLE 36: Gift of Land – Hunters Ridge Open Space

Sponsor: Planning Board

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcels of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as Parcels "Open Space A" and "Open Space B" on a Plan entitled "Hunters Ridge", dated March 13, 2013 revised through May 9, 2013, Guerriere & Halnon, Inc., 333 West Street, Milford, MA, which Plan is recorded with the Middlesex South District Registry of Deeds as Plan Number 625 of

2013. Said Parcel "Open Space A" is designated on said plan as containing a total of 800,908 square feet of land. Said Parcel "Open Space B" is designated on said plan as containing a total of 173,960 square feet of land.

Said land to be under the care, custody, management and control of the Conservation Commission and used for open space purposes.

Pass any vote or take any act relative thereto.

ARTICLE 37: Gift of Land – 294 Hayden Rowe Street

Sponsor: Upper Charles Trail Committee

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcel of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as "Owners Unknown" on a plan of land entitled "Plan of Land 294 Hayden Rowe Street in Hopkinton, Mass." dated September 13, 2013, which Plan is recorded with the Middlesex South District Registry of Deeds as Plan number 764 of 2013.

Said land to be under the care, custody, management and control of the Board of Selectmen and used for a non-motorized, multi-use trail purposes.

Pass any vote or take any act relative thereto.

ARTICLE 38: Acceptance of Easement – Upper Charles Trail

Sponsor: Upper Charles Trail Committee

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct a non-motorized, multi-use trail and other associated uses, including stormwater management, deemed necessary for the aforementioned purpose and to do all other acts incidental to said purpose, including the

right to pass and repass along and over the land for the aforementioned purposes, in, through and under the land marked "Proposed 15' Wide Access and Egress Easement" on a plan of land entitled "Easement Plan of Land 294 Hayden Rowe Street in Hopkinton, Mass." and "Proposed 5' Wide Landscape Easement" dated October 23, 2013, a copy of which is on file at the Office of the Town Clerk.

Pass any vote or take any act relative thereto.

ARTICLE 39: Acquisition of Property at 25 Ash Street

Sponsor: Board of Selectmen & Town Manager

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a fee interest or right of way in a

parcel of land along a portion of the property at 25 Ash Street, shown on the Assessors Map as U17-36-0.

Pass any vote or take any act relative thereto

ARTICLE 40: Street Acceptances

Sponsor: Board of Selectmen & Planning Board

To hear the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept such streets as and for public ways and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

Snowy Owl Road from Spring Street to Falcon Ridge Drive
Falcon Ridge Drive from Snowy Owl Road to Snowy Owl Road
Appaloosa Circle from the existing end of public way to dead end
Equestrian Drive from Saddle Hill Road to Appaloosa Circle
Hazel Road from Eastview Road to Susan Drive
Susan Drive from Hazel Road to dead end

Pass any vote or take any act relative thereto.

ADMINISTRATIVE

ARTICLE 41: Scenic Road Designation – Chamberlain Street

Sponsor: Planning Board

To see if the Town will vote to designate Chamberlain Street, from Angelo Drive westerly to the dead end, as a scenic road pursuant to Chapter 40, Section 15C of

the *Massachusetts General Laws* and Town Bylaw Chapter 160, Scenic Roads, of the General Bylaws.

Pass any vote or take any act relative thereto.

ARTICLE 42: Trustees of the School Trust Fund in the Town of Hopkinton

Sponsor: Trustees of the School Fund

To see if the Town will choose members to fill the vacancies now existing in the Board of Trustees of the School Fund in the Town of Hopkinton.

Pass any vote of take any action thereto.

HEREOF FAIL NOT, and make the due return of this warrant, with your doings thereon to the Clerk of said Town of Hopkinton, at the time and place aforesaid.

Given under our hands this ___ day of April, 2014.

BOARD OF SELECTMEN
TOWN OF HOPKINTON

John M. Mosher, Chairman

Benjamin L. Palleiko, Vice-Chairman

Michelle Gates

Todd Cestari

Brian J. Herr

A TRUE COPY
ATTEST:

Geri Holland, Town Clerk

DATE: _____

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF IN THE TOWN HOUSE, IN EACH OF THE CHURCHES IN THE TOWN, IN EACH OF THE POST OFFICES AND IN EACH OF THE ENGINE HOUSES OF THE TOWN AT LEAST EIGHT (8) DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.

Constable of Hopkinton

Our Town

AREA

27.9 square miles

LOCATION

26 Miles West of Boston

COUNTY

Middlesex

POPULATION

14,925 Federal Census 2010

ELEVATION

412 ft above sea level

TOWN INCORPORATED

1715

TOWN MEETING

Open Town Meeting
Meets First Monday in May

ASSESSED VALUE FISCAL YEAR 2013

Residential, Commercial, Industrial, Personal
\$2,809,910,656

TAX RATE

For the period from 7/1/12 – 6/30/13
(Per \$1,000 of value)
\$17.63

TAX BILLS

Tax bills are issued quarterly. If unpaid by due date, interest will be added according to the law. Motor Vehicle Excise Tax bills are due thirty days from date of issuance. Water and Sewer Bills are issued semi-annually and are due thirty days from date of issuance.

DOG LICENSES

All licenses expire December 31. Dogs are to be licensed at 6 months. Proof of rabies vaccination is required.

Fee: Female/Male \$15.00
Spayed/Neutered \$10.00

SENATORS IN CONGRESS

Elizabeth Warren Tel: (617) 565-8519
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Email: <http://www.warren.senate.gov/>

Edward J. Markey Tel: (617)565-8519
975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
Email: <http://www.markey.senate.gov/>

REPRESENTATIVE IN CONGRESS

4th Congressional District
Joseph P. Kennedy III Tel: (508) 431-1110
Newton District Office
29 Craft Street Suite 375
Newton, MA 02458
Email: <http://www.house.gov/kennedy>

STATE SENATOR

Karen Spilka Tel: (617) 722-1640
Room 320
Massachusetts State House
Boston, MA 02133-1054
Email: Karen.Spilka@masenate.gov

REPRESENTATIVE IN GENERAL COURT

Carolyn Dykema Tel: (617) 722-2210
Room 473F
Massachusetts State House
Boston, MA 02133-1054
Email: Rep.CarolynDykema@hou.state.ma.us

TOWN ELECTION

Third Monday in May

QUALIFICATIONS FOR REGISTRATION AS VOTERS: Must be 18 years of age and a United States Citizen. Please register at the Town Clerk's Office, Monday –Friday: 8AM-4:30PM (508-497-9710). *Special evening registration hours are held preceding elections.*

POLICE & FIRE EMERGENCY 911

Poison Center Hotline 1-800-682-9211
Suicide Prevention Hotline 508-875-4500
Child Abuse Hotline 1-800-792-5200
Rape/Battered Women Hotline 508-626-8686
MetroWest Medical Center 508-383-1000
Milford Regional Medical Center 508-473-1190
Natural Gas Leaks 911

FIRE DEPARTMENT (Open 24 Hours)
73 Main Street 508-497-2325
www.hopkintonfd.org

POLICE DEPARTMENT (Open 24 Hours)
74 Main Street 508-497-3401
Voice Mail Access: 508-435-2123
www.hopkintonpd.org

TOWN HALL
18 Main Street
General Hours: 8 AM – 4:30 PM
For the most up to date meeting schedule, please visit www.hopkintonma.gov, or call the relevant Department.

We encourage all residents to visit the following website if they would like to subscribe to email serve lists to receive updates and news straight to your email inbox:

www.hopkintonma.gov/home/about/follow

BOARD OF ASSESSORS 508-497-9720
Monday – Friday 8:00 AM - 4:30 PM
Meeting Schedule: Alternate Tues., 5:30 PM, Town Hall

BOARD OF HEALTH 508-497-9725
Public Health Administrator Mon. – Fri. 8AM- 4:30PM
Meeting Schedule: 1st & 3rd Thursday 7PM @ Town Hall

BOARD OF SELECTMEN 508-497-9700
Monday – Friday 8AM - 4:30 PM
Meeting Schedule: 1st & 3rd Tues., 6:30 PM, Town Hall
www.hopkintonma.gov/home/government/boards/bos

IT DEPARTMENT 508-497-9756
Monday – Friday 9 AM – 5:00 PM

DEPARTMENT OF LAND USE, PLANNING & PERMITTING:
Planning Department 508-497-9755
Building & Inspection 508-497-9745
Conservation Commission: 508-497-9757

Monday – Friday 7AM – 5PM Meeting Schedules:
Planning Board 2nd & 4th Monday 7:30 PM
Conservation Commission (2) Mon. per month 7:30 PM
Board of Appeals 2nd & 4th Wednesday's 7:00 PM

DEPARTMENT OF PUBLIC WORKS
66 Fruit Street (P.O. Box 209) 7:30AM - 3:30 PM
Highway 508-497-9740
Water 508-497-9765
Sewer 508-497-9760
Trash/Recycling Contact info 508-497-9740

DEPARTMENT OF PUBLIC WORKS

Power Outages 1-800-592-2000
Street Light Outages 508-497-9700
Tree Limbs on Wires (Police Dept.) 508-497-3401

ENGINEERING/FACILITIES DEPARTMENT
Monday-Friday 8AM-4:30PM 508-497-9738

FINANCE DEPARTMENT **508-497-3407**
Treasurer/Collector 508-497-9715
Town Accountant 508-497-9705
Payroll Department 508-497-3407
Monday-Friday 8AM – 4:30 PM

HUMAN RESOURCES 508-497-9769
Monday-Friday 8AM – 4:30 PM

PARKS & RECREATION 508-497-9750
Monday, Wednesday, & Friday 10AM – 2PM
Meeting Schedule: 1st & 3rd Wed., 7 PM, Town Hall

PUBLIC LIBRARY 13 Main Street 508-497-9777
Children’s Room 508-497-9779
Monday 1PM-8PM
Wednesday and Friday 10AM-8PM
Tuesday and Thursday 10AM-8PM
Saturday (Sept-May) 10AM - 1PM
www.hopkintonlibrary.org

SCHOOL SUPERINTENDENT (8AM - 4:30 PM)
89 Hayden Rowe Street 508-417-9360
Center School 508-497-9875
11 Ash Street
Elmwood School 508-497-9860
14 Elm Street
Edward Hopkins School 508-497-9824
104 Hayden Rowe Street
Hopkinton Middle School 508-497-9830
88 Hayden Rowe Street
Hopkinton High School 508-497-9820
90 Hayden Rowe Street

School Committee meeting schedule:
1st & 3rd Thursdays @ 7:30PM Middle School Library

SENIOR CENTER 508-497-9730
28 Mayhew Street
Monday – Thursday 8:30AM-4PM
Friday 8:30AM-2PM
www.hopkintonseiorcenter.org

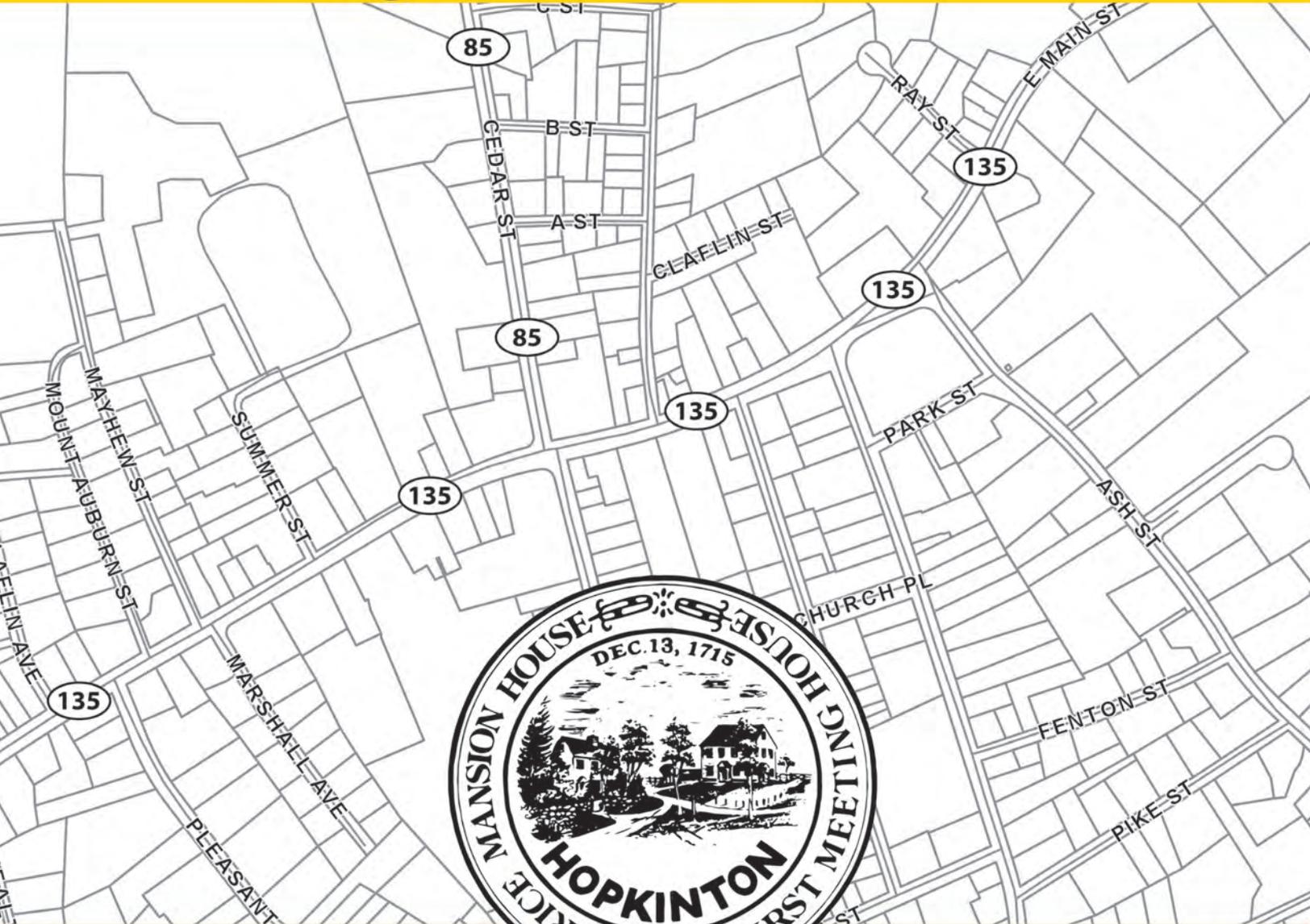
TOWN CLERK’s OFFICE 508-497-9710
Monday, Wed., Thurs., Friday 8AM-4:30PM
Tuesday’s (September – May) 8AM-7PM

TOWN MANAGER’S OFFICE 508-497-9700
Monday – Friday 8AM-4:30PM

VETERAN’S SERVICES DISTRICT 508-881-0100 x612
Tuesday Office Hours 1:00PM-3:30PM

YOUTH SERVICES 508-497-9781

Town of Hopkinton



Cover design by Kathleen Culler

Hopkinton Town Hall
18 Main Street
Hopkinton, MA 01748

www.hopkintonma.gov