

ANNUAL REPORT FOR THE TOWN OF DUXBURY



FOR THE PERIOD COVERING JULY 1, 2009 THROUGH JUNE 30, 2010

Town of Duxbury Website: www.town.duxbury.ma.us

Town Hall At-a-Glance

Please refer to the list below for a brief list of some of the services available through various Town Hall departments. For more information, please stop by or call the appropriate office and we will be happy to assist you!

781-934-1100



**Telephone
Extension**

Department

- x149** **Selectmen/Town Manager:** Address specific concerns to the Selectmen or the Town Manager; pay Parking Citations to the Parking Clerk; obtain Talent Bank Applications; obtain Employment Applications; Liquor License Information.
- x150** **Town Clerk:** Obtain Birth, Death, Marriage certificates; Marriage licenses, dog licenses, business certificates, voter registration and election information.
- “0”** **Receptionist:** Resident (non-commercial) clamming permits; beach horseback riding permits; mooring applications, waiting lists and payments, conservation maps and general information.
- x134** **Conservation:** Questions regarding ecology/conservation, whether or not in conjunction with building construction.
- x143** **Human Resources Officer**
- x163** **Employee Health Benefits**
- x148** **Planning Board:** Questions regarding development of property.
- x125** **Inspectional Services:** Obtain building, zoning, plumbing, gas, wiring, home occupation, business occupation, sign, certificate of occupancy permits, and zoning and building code enforcement.
- x140** **Board of Health:** Obtain Title V septic information; file plans and obtain permits for septic systems; obtain well permits; obtain permits for the keeping of farm animals; report health issues and obtain information on a variety of health-related subjects.
- x142** **Department of Public Works:** You may refer general questions to the DPW office, or specific issues can be addressed to the appropriate department:
- | | |
|------------------------------------|--------------|
| <u>Animal Control</u> | 781-934-6424 |
| <u>Cemetery</u> | 781-934-5261 |
| <u>Highway</u> | x 131 |
| <u>Lands and Natural Resources</u> | x 133 |
| <u>Water Department</u> | x 129 |
- x115** **Assessing Department:** Obtain records and information pertaining to real property, motor vehicle excise tax, personal property, the boat excise tax and other matters.
- x132** **Accountant’s Office:** Obtain information on the financial health of the town. View Town’s website.
- x147** **Treasurer/Collector:** Pay tax and water bills; obtain beach and transfer station stickers. Municipal lien requests.

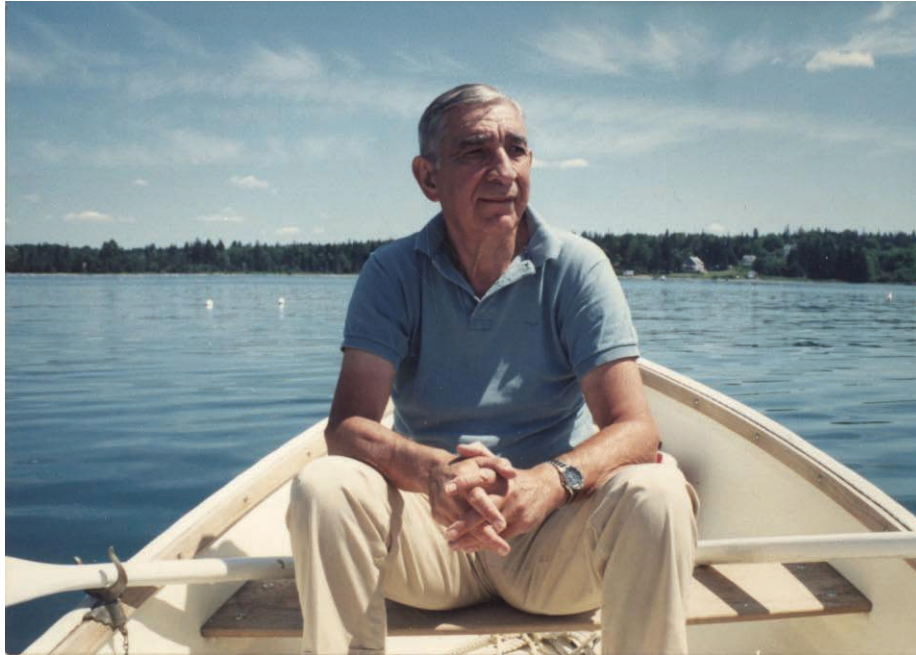
Photo Credits on Page 9.



ANNUAL REPORT
JULY 1, 2009 – JUNE 30, 2010

www.town.duxbury.ma.us

IN MEMORIAM
PAUL KENNETH ARSENIAN
MARCH 24, 1926 – JULY 6, 2009



On July 6, 2009, Duxbury lost one of its finest citizens, Paul Kenneth Arsenian, age 83. Paul was affectionately known as a “Town Father”, being one who “everyone” sought out for advice. His wisdom and expertise were developed the old-fashioned way---through years of dedication and solid work. Paul, a retired attorney, served for thirteen years on the Fiscal Advisory Committee, and also for thirteen years on the Finance Committee. He was very active in Duxbury electoral politics. New candidates did very well to seek his counsel. Paul was known for cooking “thousands” of pancakes at the annual Mother’s Day Breakfast in Duxbury, and for his love of the Red Sox and Patriots. He was also very proud of his Armenian Heritage, and attended Armenian Night at the Pops for more than 50 years.

Paul received the Presidential Lifetime of Service Award in 2008, as well as the Duxbury Community Volunteer 2009 Civic Contributions Unsung Hero Award.

“Paul will be remembered for his intellect, gentle heart, ferocious defense of those he loved, and unparalleled devotion to the Town of Duxbury. He challenged us to think with an open mind, not a closed heart, commit our energy to building up, not tearing down, and to always look toward the future by finding new people 'with a little common sense' and encouraging them to make a difference.” ---Elizabeth Sullivan

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Nancy M. Oates, Duxbury Town Clerk since 1983

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John Alden House, Built c. 1700

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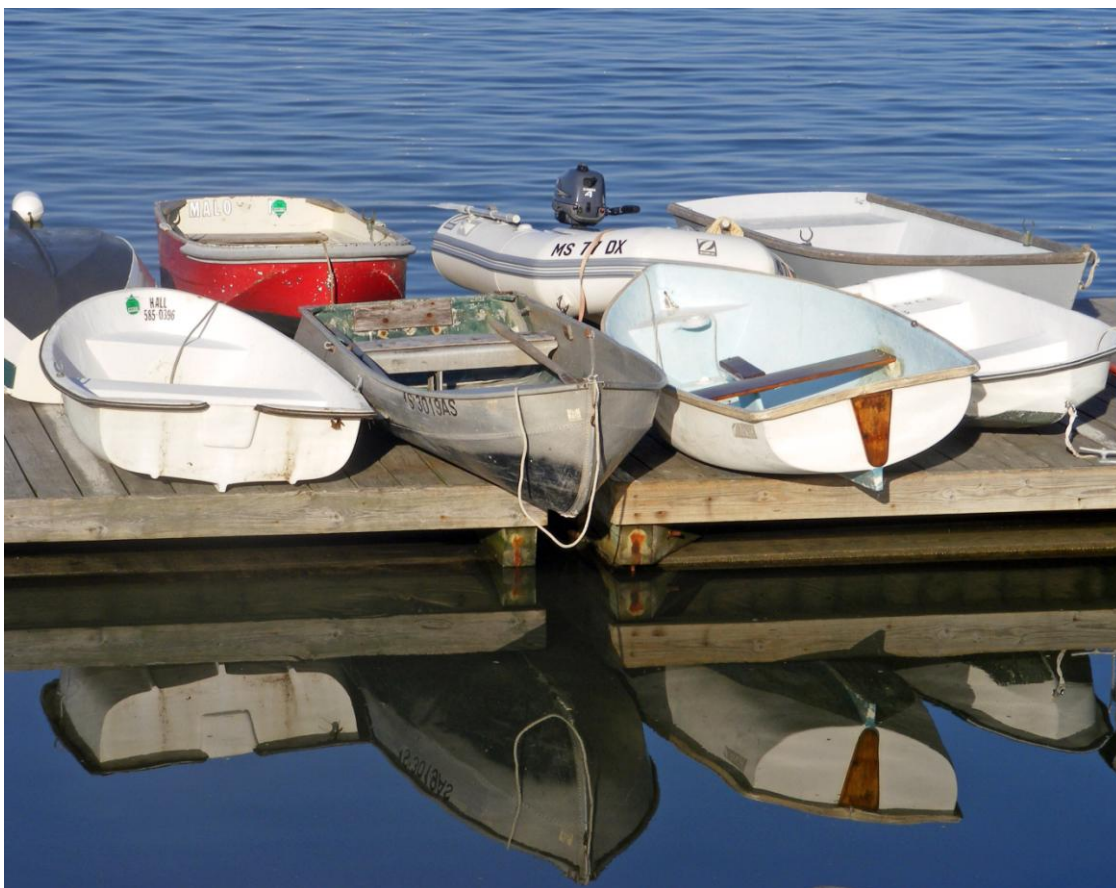
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Powder Point Bridge in Winter

2010 ANNUAL TOWN REPORT PHOTO CONTEST WINNERS

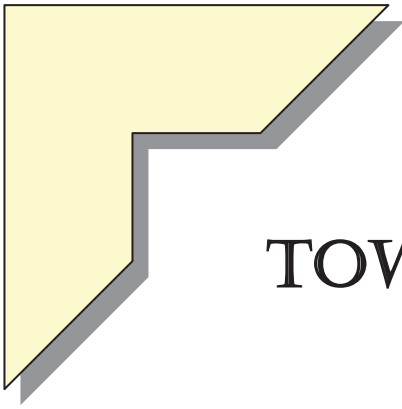
Front Cover: “Bonfire Pallets”, by Barbara L. Van Dingstee

Back Cover: “Got Oysters?”, by David Grossman

Inside Front Page: “Path to Duxbury Beach”, by Linda Baker

ADDITIONAL PHOTO CREDITS:

Pg. 2 (Paul K. Arsenian): Courtesy of Elizabeth Arsenian; Pg. 3 (Selectmen & Town Manager) by Barbara Ripley; Pg. 4 (Town Clerk) by *Duxbury Clipper*; Pg. 5 (War Monument) by Pamela Campbell-Smith; Pg. 5 (Senior Center) by Pamela Campbell-Smith; Pg. 6 (Alden House) by Myrna Walsh; Pg. 7: (Spelling Bee) by Karen Wong; Pg. 8 (Dinghies at Duxbury Harbor) by Jack Magner; Pg. 8 (Powder Point Bridge in Winter) by Justin Coonan; Pg. 146 (Wind Turbine) by *Duxbury Clipper*; Pp. 148-150 (Community Preservation Committee photos) by Holly Morris; Pg. 155 (Osprey Nest) by Elizabeth Nollner; Pg. 162 (Planning Board) by Diane Grant; Pg. 165 (Tarkiln Building) by Susanna Sheehan; Pg. 166 (Island Creek Schoolhouse) by From the Walter Prince Collection, Courtesy of Doris Prince; Pg. 169-170 (Library Photos): Duxbury Free Library Archives; Pg. 176 (Student Musicians) by Karen Wong; Pg. 186 (Commuter Lot) by William Richardson; Pg. 188 (Police Chief Ceremony) by *Duxbury Clipper*; Pg. 189 (Parade) by Officer Mary Ellen Vidito; Pg. 196 (Water Tank Replacement) by Peter Mackin, Pp. 201-202(Percy Walker Pool) by Kathleen Coghlan.



TOWN ADMINISTRATION

BOARD OF SELECTMEN

TOWN MANAGER

BOARD OF SELECTMEN

It is both an honor and privilege to serve as your new Selectman. It gives me great pleasure to serve the community where I grew up, and I hope I can live up to the exemplary leadership of our past Selectmen. Duxbury is an extraordinary town that has been shaped by extraordinary leadership and volunteerism. Our residents are truly our greatest natural resource.

In my new role I've seen first-hand the efforts of our exceptional staff, who manage the day-to-day operations of our town while struggling to provide for the wants and needs of residents with an ever-shrinking budget. "It's all about providing for the needs of the residents" is a common theme from Town Manager Richard MacDonald. Every day there is a new challenge: a constant balancing act to keep the wheels of a government organization moving in the right direction. Finance Director John Madden, working in conjunction with the Town Manager, is doing a great job at meeting our community's expectations despite very limited revenue growth. While the operating side of our budget is under control, the capital side will face many challenges in the next few years. Our public safety buildings and school buildings are aging and they need to be renovated or replaced. The capital costs of these initiatives are significant, and the debt service can only be funded through debt exclusions that will add significantly to residential tax bills during difficult times. I believe this is the single biggest issue facing Duxbury in the near future.

The employees who help to manage the town play a key role in delivering services to our community. Our new Human Resources department, led by Jeannie Horne, has made many strides in professionalizing personnel policies and facilitating management's ability to manage personnel matters successfully. Our management team has had a few changes this year: Matt Clancy, our new Police Chief, Peter Mackin, our new Water and Sewer Superintendent, and Doug Dondero, our new Manager of Buildings and Grounds. We also had some difficult goodbyes. Sue Skeiber, who served the needs of our children for many years as an administrator and school superintendent, moved on to new opportunities. Allen Bornheimer, who held the gavel of town moderator for 27 years, turned it over to Friend Weiler. All who have attended town meeting during the many years of Allen's service will miss him greatly. In addition, Deputy Fire Chief Bill Carrico moved on to become Fire Chief in Halifax.

This year marked the completion of several initiatives and the beginning of many new ones. The Town Clerk's office had to deal with significant changes both in the Open Meeting Law and the State Ethics Law. Nancy Oates and Susan Kelley did a great job educating and keeping all town volunteers and employees in compliance with the new requirements. The Turf Field was completed with a joint effort of private and local funding. The newly renovated Percy Walker Pool welcomes swimmers with lights and views of Train Field. The War Memorial was completed and dedicated to Duxbury citizens who made the ultimate sacrifice for their country. The preservation of the historic Tarkiln School House is well underway and should be completed shortly. A new Crematory Building was approved at town meeting and construction should begin soon. The contract was signed with Verizon to provide FIOS as an alternative for residents with the added benefit of providing funding to enhance local coverage.

Our staff and our community received many awards this year. Congratulations to Peter Buttkus, recipient of Tree Warden of the Year Award, and firefighter John Montosi, who received the Medal of Valor for his courage in going to the aid of a person while off duty. The Wright Building received the Massachusetts Historical Commission's Adaptive Reuse award and the Senior Center received accreditation under the leadership of Joanne Moore. Duxbury was ranked as one of the Top Ten Recycling Communities, a tribute to the efforts of all residents. Under the leadership of Town Manager Richard MacDonald and Finance Director John Madden, Duxbury received a Certificate of Achievement in Financial Reporting. We also received substantial discounts on our insurance costs through successful participation in the Massachusetts Interlocal Insurance Association Rewards program.

This year we lost two residents whose dedication to the Town will be greatly missed. David Cutler, former publisher of the Duxbury Clipper, grew up in Duxbury, developed a highly successful newspaper

business on the South Shore and beyond. He eventually took over at the *Clipper* after his father John Cutler died. David captured the hearts of so many people. He was dedicated to the Town and numerous non-profit organizations. Paul Arsenian was a tireless volunteer who served our community in countless ways and mentored many residents serving on Town boards and committees. Paul is greatly missed for his kindness, compassion, and dedication to public service. Please see our special tribute to him on page 2 of this report.

As we put another year behind us and start a new year, we should reflect back on the history that has made Duxbury the community that we all have chosen as ours. Learn from our mistakes, build on our successes, and most importantly remember the guidance and words of our mentors.

Respectfully Submitted,
Shawn M. Dahlen, Chair
Elizabeth H. Sullivan
Christopher R. Donato

TOWN MANAGER

The overarching theme for FY 2010 remains the same as for the past several years: We are striving to provide the services that Duxbury residents want and deserve during challenging economic times. I am very proud of what we have been able to accomplish, even with declining resources.

Financially, we planned for the worst. We assumed that local receipts would even be lower than they were, and we assumed that State budget cuts would be even greater than they were. Departments tightened their belts again, yet still managed to do a superb job in providing services to the Town. When the situation turned out slightly better than our projections, we were all better off for it. We also continued the process of developing our long-range capital plan, so that new capital spending requests may be viewed in light of a comprehensive strategy.

We made a big push in Human Resources this year. The Finance Director, Human Resources Officer, Personnel Board, and I strived to clarify and codify our personnel practices. This is a painstaking process. However, there are always great returns to attention paid to our greatest asset; our workforce.

Public health was another big concern. Our Health Department was a regional leader in providing H1N1 flu virus vaccine clinics this fall. Duxbury has also been instrumental in founding and furthering the South Shore Regional Medical Reserve Corps, which provided invaluable services for our flu prevention efforts.

Years of effort in cable service negotiations saw a breakthrough this year, as we signed a contract with VERIZON, Inc., to bring cable services to Duxbury. We are pleased that Duxbury residents now have a choice in cable providers. Negotiations continue with COMCAST, in order to complete a long-awaited formal contract for their ongoing services.

Despite the fiscal challenges, there are many facilities in various stages of improvement. The first games on the new synthetic turf field at the high school were played early in FY 2010. Substantial progress was made in the historic preservation of the Tarkiln School Building. We learned that Tarkiln would be placed on the National Register of Historic Places, so our preservation efforts have added importance. The front of "Old Town Hall" was graced with the installation of the World War Monument. This monument lay in disrepair for many years, but was found and resurrected by a committee of dedicated volunteers. I am proud that the Town has elected to honor Duxbury residents who served our country in war. It should be noted that all of the above projects received a portion of their funding from the Community Preservation Fund. In addition, the Town has voted to construct a new crematorium. Duxbury has the busiest municipal crematorium in the State. Now, the service will be upgraded with a new facility and better amenities for grieving families. Finally, the ribbon-cutting for the

newly renovated Percy Walker Pool rounded out the fiscal year. Residents will be very proud of this beautifully upgraded facility.

State legislators made many demands on our Town Clerk's office this year. The legislature called a special primary election and a special general election to fill the Senate seat vacated by Senator Ted Kennedy. In addition, they voted to implement a new Ethics Law, and gave the Town Clerk's office the responsibility for tracking mandatory ethics training for hundreds of employees and volunteers. Finally, they required Town Clerks to prepare for the FY11 implementation of a New Open Meeting Law, making significant changes to the way meetings are noticed to the general public. Kudos are due to Nancy Oates, and her assistant, Susan Kelley, who did all this, while tending to the already existing demands of the department.

In several areas, our efforts have been recognized. The Town was the recipient of the 2009 Massachusetts Historical Commission Preservation Award for the adaptive reuse, rehabilitation, and restoration of the Wright Building. Our Senior Center received accreditation. It is only the tenth senior center in the State, and the 173rd nationwide, to receive this distinction. The Massachusetts Department of Environmental Protection lists us as the 9th best for recycling efforts out of 351 communities. This speaks to the success of our "Pay-As-You-Throw" program. For the fifth consecutive year, we received the Certificate of Achievement in Financial Reporting, the highest form of recognition in the area of governmental accounting and financial reporting. This year, the award was given to the Town, and to Finance Director, John Madden. Our DPW Director, Peter Buttkus, was recognized as Tree Warden of the Year by the Massachusetts Tree Wardens and Foresters' Association. Firefighter John Montosi received the Medal of Valor at the State's 20th Annual Firefighter of the Year Awards, for his off-duty rescue of a Pembroke woman from a burning house. Town Departments and individual employees give the Town much to feel good about.

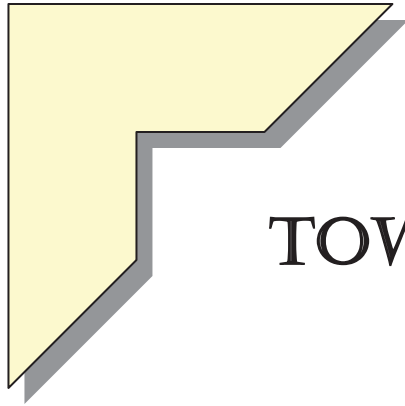
There were several notable transitions. Allen Bornheimer laid down the gavel after the 2010 Annual Town Meeting. He had been Town Moderator since 1982. Leadership in Duxbury changed hands many times during that period, but Allen's expert and friendly guidance was a stable and steady force. He was a firm believer in the wisdom of Town Meeting. His legacy of fair and civil conduct of Town business will be felt for many years to come. We wish him well in his new home in Maine. We said goodbye to Deputy Fire Chief William Carrico, who left to become Fire Chief in Halifax. We also bid farewell to School Superintendent Susan Skeiber. During her tenure here, she was effective in enhancing the spirit of cooperation between the School Department and Town Administration. This is essential in the current economic climate. We welcomed Peter Mackin as Water Superintendent, Douglas Dondero as Manager of Buildings and Grounds, and Matthew Clancy as our new Police Chief.

Sadly, we lost Paul Arsenian at the very beginning of the fiscal year. He was a tireless volunteer for the Town, and an advisor and friend to many of us. David Cutler, long-time editor of the *Duxbury Clipper*, also passed away. He cared deeply about Duxbury, and used his influence whenever possible for the betterment of the Town. At the time of his passing, he was a member of the War Monument Committee.

As always, I am extremely grateful for the professionalism demonstrated by Town Department Heads and staff. In addition, I am overwhelmed by the generosity of the Duxbury's volunteers. I have lived and worked in several towns, but have never seen voluntarism at this level. I remain very grateful for the assistance of my office staff: Barbara Ripley, Executive Assistant, and C. Anne Murray, Administrative Assistant.

In closing, I look forward to another year of serving as your Town Manager.

Respectfully Submitted,
Richard R. MacDonald



TOWN CLERK'S REPORT

TOWN OFFICIALS

SPECIAL STATE PRIMARY ELECTION – DECEMBER 8, 2009

SPECIAL SENATORIAL ELECTION – JANUARY 19, 2010

ANNUAL TOWN MEETING – MARCH 13, 2010

SPECIAL TOWN MEETING – MARCH 13, 2010

ANNUAL TOWN ELECTION – MARCH 27, 2010

TOWN REPORT—July 1, 2009 to JUNE 30, 2010

TOWN OFFICIALS

ELECTED

Selectmen

Shawn M. Dahlen, Chair	2013
Elizabeth H. Sullivan	2011
Christopher R. Donato	2012

Assessors.

June Albritton, Chair	2011
James G. MacNab	2013
Linda Collari	2012

Moderator

Friend S. Weiler, Sr.	2011
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Town Clerk

Nancy M. Oates	2013
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School Committee

Mary Lou Buell	2013
Gary R. Magnuson	2013
John P. Heinstadt	2012
Maureen C. Connolly	2011
Anne R. Ward, Chair	2011

Planning Board

Josh S. Cutler	2014
John P. Bear	2015
Amy MacNab, Chair	2012
George D. Wadsworth	2014
Brendan Halligan	2011
Cynthia L. Fiorini	2013
Harold Moody	2013

Library Trustees

Theodore J. Flynn, Chair	2013
Paula S. Harris	2012
Elane S. Mutkoski	2012
Laura F. Sullivan	2013
James B. Mandrell	2011
John W. Britten	2011

Duxbury Housing Authority

Brendan K. Keohan, Chair	2013
John J. Todd	2015
John M. Griffin	2011
Beverly Walters	2012
Linda Garrity (Gov. Appointee)	

APPOINTED BY THE MODERATOR

CEMETERY

Elizabeth B. Stevens	2010	Emmett Sheehan	2013
Robert F. Hayes	2011	Beverly A. Johnson, Chair	2012
Diane C. Barker	2014		

DUXBURY BEACH COMMITTEE

*Daniel W. Baker	2010	Ronald D. Wolfe, Jr.	2010
David J. Savage	2011	Harvey C. McCormick	2011
*Walter D. Keleher,	2010	Pauline A. Flynn	2010
Robert E. Ali	2012	*William Benjes, Jr	2010
Susan Rourke, Chair	2012	Mark DeLuca, Ex-Officio	
Donald C. Beers, Ex-Officio		Joseph M. Grady, Ex-Officio	
*Designee of Duxbury Beach Reservation, Inc			

FINANCE COMMITTEE

Gay E. Shanahan	2010	Kenneth J. McCarthy, Chair	2010
Mark R. Mahoney	2010	Colleen B. Brayer	2011
*Melissa C. Donohoe	2011	William M. Harris	2012
Barry Scammell	2012	Mark R. Keating	2011
Eugene V. Blanchard	2012		
*replaces Keith J. Pratt (7/1/09)			

FISCAL ADVISORY COMMITTEE

William F. O'Toole, Jr	2012	Francis C. Mangione, Chair	2010
Kimberly J. O'Sullivan	2012	*Elizabeth C. Conway	2011
Karen E. Barry	2011	Friend S. Weiler, Sr.	2012
David J. Madigan	2011	Paul A. Brogna	2010
Nancy von Stackelberg	2010	*replaces Melissa C. Donohoe	

PERSONNEL BOARD

Anita L. Stiles	2012	Wayne C. Heward, Chair	2011
Robert L. Molla, III	2012	Alexander K. Salmela	2011
Jean Riley	2010		

WATER ADVISORY BOARD

George D. Wadsworth, Chair	2010	Freeman Boynton, Jr.	2011
Paul W. Keohan	2012		

LONG RANGE PLANNING COMMITTEE for the PERCY WALKER POOL

Kathleen B. Coghlan, Chair	Gordon H. Cushing	Jessica Williams
Janie K. Arkema	Nancy A. Johnson	R. Douglas Backlund
Lee Kennedy		
Mission accomplished, the pool reopened June 1, 2010		

APPOINTED BY THE TOWN MANAGER

Alewife Warden-Donald C. Beers

Animal Control Officer/Inspector-of Animals-Eduardo Ramos

Building Inspector/Zoning Enforcement Officer-Scott Lambiase

Conservation Administrator-Joseph Grady

Council on Aging Director-Joanne Moore

County Cooperative Exten. Serv. Town Director-Lindsay Blake

Custodian of the Clock-Anthony Nightingale

Custodian of the Flags-Donald C. Beers

Director of Public Works- -Peter Buttkus

Emergency Management Director-Kevin Nord

Executive Assistant to the Town Manager-Barbara Ripley

Finance Director-John Madden

Fire Chief-Kevin Nord

Harbormaster/Shellfish Constable-Donald C. Beers

Health Agent-Tracy Mayo

Parking Clerk-C.Anne Murray

Police Chief-Matthew M. Clancy

Recreation Director-Gordon H. Cushing

Sealer of Weights and Measures- Harold E. Tuttle

Superintendent of Lands and Natural Resources-Douglas Dondero

Town Accountant-Claudette Coutu

Treasurer/Collector-Thomas Connolly

Veterans' Ser. Director/Burial Agent (Acting)- Michael J. Thorp

Water Superintendent-Peter Mackin

Weigher of Coke, Coal and Hay-Harold E. Tuttle

Wharfinger-Donald C. Beers

TOWN BUILDING COMMITTEE

Paul Brogna

Dennis Nolan

Frank Mangione, Chair

Lee Kennedy

Adam Yanulis

Andre Martecchini

Elizabeth Lewis

ex-officio:

Peter Buttkus (DPW Director)

Scott Lambiase (Dir. of Inspectional Services)

John Heinstadt (School Committee)

CREMATORY BUILDING COMMITTEE

Emmett Sheehan, Cemetery Trustee

Robert Hayes, Cemetery Trustee (Chair)

Joe Shea, Resident –at-Large

Scott Lambiase, Inspectional Services Director (ex-officio)

Patricia Pappas, Cemetery Director (ex-officio)

Peter Buttkus, DPW Director (ex-officio)

POLICE CHIEF SEARCH COMMITTEE

Rev. Catherine Cullen (Local Clergy Rep.), Chair
 Susan Skeiber, Supt. Schools (School Rep.)
 "Sandy" (Alexander) Salmela (Personnel Board Rep.)

Citizens:

Christopher Barlow	"Sunny" (Elizabeth) Steadman
James Borghesani	Jerry Steinke
Paula Harris	Philip Tortorella

WAR MONUMENT COMMITTEE

Patrick Browne	Holly Morris
Pamela Campbell Smith	Katherine Pillsbury
David S. Cutler	Russ Pratt
Bryan Felty	Robert C. "Terry" Vose, III
Beverly Johnson	Joseph Shea, Chair

ALL OTHER APPOINTED TOWN OFFICIALS
Appointed by Elected Officers or Committees

Assistant Town Clerk-Susan C. Kelley by the Town Clerk (August 24, 2009)

Deputy Assessor-Richard Finnegan by the Assessors

Library Director-Elaine Winquist by the Library Trustees

Assistant Library Director-David Murphy by the Library Trustees

Planning Director-Thomas Broadrick by the Planning Board

Superintendent of Schools-. Susan Skeiber by the School Committee, resigned 2010; Benedict Tantillo, appointed May 18, 2010

APPOINTED BY THE SELECTMEN**AGRICULTURAL COMMISSION**

Gregory D. Morris	2010	Robert T. Walsh	2011
Jeffrey A. Chandler, Chair	2012	Roger W. Ritch	2011
Annie Eldridge	2012	Carl O'Neil	2012
Orie Fontaine	2010		

ALTERNATIVE ENERGY COMMITTEE

John Doherty	2011	Andre Martecchini	2010
Jim Goldenberg	2012	Josh Cutler	2010
Donald Greenbaum	2011	Lynn Smith	2010
Donna Theodossiou	2011	Leslie Lawrence	2010
Geoffrey Wilkinson	2011	Frank Duggan, Chair	2012
		John Murdock	2012

BOARD OF APPEALS

Dennis Murphy, Chair	2012	Michael J. Gill	2010
Judith (Judi) A. Barrett	2013	Scott Zoltowski	2014
Jill Cadigan-Christenson	2010		

BOARD OF APPEALS (ALTERNATES)

Eugene (Gene) M. Orosz	2010	Dimitri Theodossiou	2010
Paul Boudreau	2010		

BOARD OF HEALTH

Clinton Watson	2010	Bruce Bygate	2011
David Brumley, MD, Chair	2012	Jerry Janousek	2011
Karen Tepper	2012		

BURIAL AGENT TO THE BOARD OF HEALTH

Nancy M. Oates	2010
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CABLE ADVISORY COMMITTEE

Robert Fitzpatrick	2010	William J. Kearney, Interim Chair	2012
Richard Miller	2011	Peter Frame	2010
Jean Kennett	2010	Mary E. MacQuarrie (ex-officio)	2010
Richard Sigrist	2012	Bill Eldredge	2011

COMMUNITY PRESERVATION COMMITTEE

Liaisons (3year terms):

Holly Morris (Conservation), Chair	2010	John Bear (Planning Board)	2010
Brendan Keohan (Housing Authority)	2012	Lynne Devnew (Historical Commission)	2010
Patricia Loring (Open Space & Recr.)	2011		

Two at large: Tony Kelso (2012) and Sarianna Seewald (2011)

CONSERVATION COMMITTEE

Barbara Kelley	2012	Holly Morris	2010
Joseph Messina, Chair	2012	Corey Wisneski	2010
Sam Butcher	2011	Thomas J. Gill, III, MD	2011
Dianne Hearn	2010		

CONSTABLE

Alden Rinquist	2011	Richard A. DeLisle	2010
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COUNCIL ON AGING

Richard D. Sigrist,Jr	2012	James Taylor (Associate)	2010
Beverly Walters (Associate)	2010	Matthew Walsh	2010
John Madden, Chair	2012	Betsy Stevens (Associate)	2010
Patti Ryan	2011	Hamilton Bowman	2010
Shirley Oktay (Associate)	2010	Bill Campbell (Associate)	2010
Nancy "Ninky" Savage	2010	Anne Antonellis	2010
Henry O. Milliken	2010	Catherine Mavin	2010
Steve McCarthy	2011	Pamela Campbell Smith	2011
Rev. Catherine Cullen	2011		

DESIGN REVIEW BOARD

Nancy Johnson	2011	Judith Hall	2010
Sarah B. McCormick, Chair	2011	Susan Bourget (Alternate)	2010
Jessica R. Williams	2010	Robert M. Mustard, Jr.	2012

DUXBURY BAY MANAGEMENT COMMITTEE

John Brawley	2012	Shawn Dahlen	2011
Ned Lawson, Chair	2011	Donald "Don" Merry	2010

Jackson S. Kent,III	2010	Corey Wisneski	2012
Jon McGrath	2011	David Grossman	2012
Joseph Messina	2010	Don Beers,ex-officio	2011

DUXBURY CULTURAL COUNCIL

Rebecca Chin	2012	Barbara Kiley	2012
Laura Ricketson Doherty	2011	Janet Ritch	2011
Larry Smith	2010	Anthony Pilla	2010
Mary Beth MacQuarrie	2012	Marcy Bravo	2010
Alice Vautrain, Chair	2010	Helen Fowler	2011
Eija Heward	2010		

DUXBURY YOUTH COMMISSION

Inactive

ECONOMIC ADVISORY COMMITTEE

Betsy Sullivan (Selectmen)	2012	Clark J. Hinkley (At-Large)	2011
John Bear (Planning Board)	2012	Phillip M. Markella (Bus. Rep.)	2010
Dennis Murphy (ZBA)	2011	Georgia Cosgrove (At-Large)	2010
Thomas Tucker (Bus. Rep.), Chair	2012	Anne Antonellis (Bus. Rep.)	2011

FOURTH OF JULY Appointed 4-13-09 until 4-13-10

Nancy Reed	Connie Dennis	Kate Gaenicke, Co-Chair
James MacNab	Margaret Kearney	William Kearney
Barbara Munsey	Joan Edger	Donald Reed
David Robinson	Jeff Goldman	Sue Lawrence
Linda Robinson	Rich Potash, Co-Chair	Brian Hill
Robert Dente	Janet Ritch	Robert Ali
Amy Hill	Terry Reiber	

HIGHWAY SAFETY COMMITTEE

Joseph Shea, Chair	2011	Dep. Chief Chris West (Fire Dept)	2012
Fred Von Bargaen	2012	Jeff Lewis	2011
Paul Brogna	2011	Officer Mary Ellen Vidito (Police Rep.)	2010
Diane Bartlett	2010		

HISTORICAL COMMISSION

Laura Doherty	2011	Retta Adams	2011
Barbara Kiley, Chair	2010	Lynne Devnew	2012
Norman Tucker	2011	James Nihan	2010
Robert C. Vose,III	2010		

INVESTMENT ADVISORY COMMITTEE

Elizabeth Sullivan (liaison)

KING CAESAR COMMITTEE ADVISORY

Rev. Catherine Cullen	2011	Diane Barker, RN, Chair	2010
Dr. Carol Langford, MD	2012		

LOCAL HISTORICAL DISTRICT STUDY COMMITTEE

Robert C. (Terry) Vose III	2010	James Hartford, Chair	2010
Georgia Taft Pye	2012	Lee Kennedy, Sr.	2011
Peter T. Smith	2011	William S. Thayer (alternate)	2012
Donna Wood	2012	James R. Kimball, Jr. (alternate)	2010
Pamela Campbell Smith	2010	Renee Mierzejewski (alternate)	2011

LOCAL HOUSING PARTNERSHIP

Matthew Walsh (designee COA)	2010	Barbara Kelley(Con. Com.)	2012
Denece McGann-Clinton	2011	George Wadsworth (Planning)	2010
Andre Martecchini (Designee BOS)	2012	Bruce Bygate (BOH)	2011
Brendan Keohan	2010	Diane Bartlett (At Large),Chair	2012
John Todd (Housing Auth)	2012		
Brian Murphy (at Large)	2012		

MBTA ADVISORY BOARD

Richard S. Prone, 2/8/10*

*Replaced Thomas A. Broadrick, AICP, as of 2/8/10

METROPOLITAN AREA PLANNING COUNCIL REP

Andre Martecchini 2012

MUNICIPAL COMMISSION ON DISABILITY

Patty Cristoforo	2010	Patricia E. Randall, Chair	2010
Joseph Shea	2012	Reino A. Kock (Mun. Emp. Rep.)	2012
Jerry Nightingale	2011	Marcia G. Solberg	2011
Nancy Shine	2011		

NORTH HILL ADVISORY COMMITTEE

W. James Ford	2012	Gordon Cushing (Ex-Officio)	2010
Richard Manning	2012	Thomas K. Garrity	2012
Robert Mustard, Jr.	2011	Scott Whitcomb	2011
Michael Doolin, Chair	2010	Anthony Floreano	2011
Michael Marlborough	2011	Michael Rufo	2010

NUCLEAR ADVISORY COMMITTEE

Mary Elizabeth Lampert, Chair	2010	Henry Chang	2010
Barbara Pye	2011	Millie Morrison	2012
Kevin W. Craig	2011	Rebecca Chin	2011

OLD COLONY ELDER SERVICES

John R. Madden (alternate) COA 2010
Joanne Moore (Liaison)

OLD COLONY PLANNING COUNCIL

James Taylor (COA) 2010
John R. Madden (COA-Alternate) 2010

OPEN SPACE AND RECREATION COMMITTEE

Harold Moody	2010		
Paul Costello, Chair	2012	Paul Keohan (Water Adv. Bd. Rep.)	2010
Lorrie Hall	2011	Kathy Cross	2012
Patricia Loring(CPC-Rep)	2010	Scott Zoltowski	2011
Cynthia Ladd-Fiorini (Planning Bd Rep)	2010	Jacques Pelletier	2012

PLYMOUTH COUNTY ADVISORY BOARD

Elizabeth H. Sullivan 2012

RECREATION ACTIVITIES COMMITTEE

Gregory Chandler	2010
Brian Tonis	2011
Colleen Madigan	2012
Rick Davis	2010
Stuart McEntee	2012

Brooks Holmes, Chair	2010
Brian Campbell	2012
Gordon Cushing (ex-officio)	2011
Brian Murphy	2012

REGISTRARS OF VOTERS

Paul Christo, Chair	2010
Nancy Oates	2010

Miriam McCaig	2012
Mary Ellen See	2012

SHELLFISH ADVISORY COMMITTEE

Donald Beers (Ex-Officio)	2010
Kenneth S. McKim	2010
Alan Hoban, Chair	2010
Robert Loring	2012
Linda K. Brodie	2011

John Brawley	2012
Clinton Watson	2011
Dan Baker	2012
John McCluskey	2010

SIDEWALK & BIKE COMMITTEE

Tod Dillon	2012
John R. Taft	2012
Nancy Johnson	2010
John J. Edwards	2012
William Slimbaugh**	2012
*Resigned 12/4/09 **Resigned 2/2/10	

John Sutcliffe*	2012
Patricia C. Fahey	2010
Peter J. Sullivan, Chair	2011
Adam Godwin	2011

SOUTH SHORE COALITION

Josh Cutler (Rep. of the Planning Bd.)	2010
Andre Martecchini (Designee of BOS)	2010

SOUTH SHORE RECYCLING Cooperative

Peter Buttkus, Delegate
Ed Vickers, Alternate

TARKILN COMMITTEE

R. Tag Carpenter, Chair	2010
Robert C. "Terry" Vose (Hist. Comm.)	2010
Susanna S. Sheehan	2010

Rick Cowen	2010
Steven Wonkka	2010

TOWN COUNSEL

Robert Sweeney Troy

TOWN HISTORIAN

Tony Kelso	2011
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TOWN MANAGER

Richard MacDonald

TRUSTEES OF AFFORDABLE HOUSING TRUST

Elizabeth H. Sullivan (BOS Member)	2010
Laura L. Schaefer	2010
Harold F. Moody, Jr.	2012

Martha Himes	2010
Brendan Keohan	2012
Diane Bartlett (ex-officio)	2010

Special State Primary
Tuesday, December 8, 2009
7am - 8pm
Duxbury Middle School Gym

Party	Pr. 1	Pr. 2	Pr. 3	Pr. 4	Pr. 5	Pr. 6	Total
Democratic Party							
Michael E. Capuano	52	47	66	55	62	62	344
Martha Coakley	160	175	149	131	98	126	839
Alan A. Khazei	54	75	54	26	34	38	281
Stephen G. Pagliuca	30	36	38	33	39	27	203
Write-ins	0	1	0	0	0	0	1
Blanks	0	0	0	0	0	0	0
Republican Party							
Scott P. Brown	121	141	118	69	102	113	664
Jack E. Robinson	22	31	15	20	6	10	104
Write-ins	1	0	0	0	0	0	1
Blanks	0	0	0	0	0	0	0
Libertarian Party							
Write-ins	0	0	0	0	1	0	1
Totals	440	506	440	334	342	376	2438
Absentees	13	10	19	8	5	18	73

I hereby certify the results of the State Primary Senatorial Election held on Dec. 8, 2009 at the Duxbury Middle School Gymnasium from 7am-8 pm.

Respectfully submitted,

Nancy M. Oates
Duxbury Town Clerk

Special Senatorial Election
Tuesday, January 19, 2010
7am - 8pm
Duxbury Middle School Gym

Party	Pr. 1	Pr. 2	Pr. 3	Pr. 4	Pr. 5	Pr. 6	Total
Democratic Party							
Martha Coakley	463	513	472	386	406	434	2674
Republican Party							
Scott P. Brown	828	998	859	768	799	730	4982
Liberty Party							
Joseph L. Kennedy	8	10	9	6	2	9	44
Write-ins	0	3	0	0	0	0	3
Blanks	0	0	0	0	0	0	0
Totals	1300	1524	1340	1160	1209	1174	7708
Absentees	148	149	118	78	87	184	764

I hereby certify the results of the Special Senatorial Election held at the Duxbury Middle School Gymnasium on January 19, 2010 from 7am-8 pm.

Respectfully submitted,

Nancy M. Oates
Duxbury Town Clerk

Town of Duxbury
Annual Town Meeting
March 13, 2010

The Town meeting was called to order by the Moderator at 9:05am, recessed for a Special Town Meeting at 9:15am until the meeting adjourned sine die at 9:50am when the Annual Town Meeting reconvened, recessed for lunch from noon until 1pm and recessed at 3:50pm until the meeting was reconvened on Monday, March 15th at 7:30pm and adjourned sine die at 10:55pm. All sessions were held at the Duxbury Performing Arts Center, 73 Alden St., Duxbury

Selectwoman Elizabeth Sullivan gave a tribute to retiring Moderator Allen M. Bornheimer for his twenty-eight years of service as Town Moderator. He was elected to his first term on March 27, 1982. His first Special Town meeting was on May 13, 1982, his second September 20, 1982, and his third on December 13, 1982. He has presided over 28 ATM/STM and 35 Special Town Meetings including five in 1986. Allen's first Annual Town Meeting was on March 12, 1983 and he has been going strong since then. In addition to his meeting duties, he made wonderful and professional appointments to the Moderator Bylaw Committees. He will be replaced at our Town Election on March 27, 2010. We will all miss him. State Representatives Thomas Calter and Daniel Webster presented their State of Massachusetts Proclamations and presented one from State Senator Robert Hedlund.

The Moderator gave a speech thanking the citizens of Duxbury.

Article 1-Moved and seconded that the Moderator and Board of Selectmen be authorized to appoint the Officers not chosen by ballot.

Motion carried

Article 2-Moved and seconded that the Town receive the Reports of its Town Officials, Boards, Committees, and Commissions as printed in the Annual Report. **Motion carried**

Article 3-Moved and seconded that the Town vote to fix the Compensation of the elected officials for the twelve month period beginning July 1, 2010 :

	FY-10	FY-11
Moderator	\$40	\$40
Selectmen		
Chair	\$2,000	\$2,000
Member	1,500	1,500
Member	1,500	1,500

Assessors

Chair	\$2,000	\$2,000
Member	1,500	1,500
Member	1,500	1,500

Town Clerk	\$67,000	\$69,000
Total	\$77,040	\$79,040

Motion carried to fix these salaries and they will be voted in Article 5.

Article 4-State Highway Fund-Moved and seconded that the town vote to accept the sum of \$408,895.00 that will be available from the State Highway Fund and such additional sums as may be made available from other County, State or Federal Agencies for Highway related work and to further authorize the Treasurer, with the approval of the Board of Selectmen to borrow in anticipation of Receipt of said funds in accordance with Massachusetts General Laws Chapter 44, Sections 4 and 6A. **Motion carried**

Article 5-Motion 1-General Government Budget-Moved and seconded that the Town vote to appropriate the sum of \$2,049,562 for the following:

113-Town Meeting	114-Moderator	131-Finance Committee
<u>Expenses</u> \$4,300	<u>Salaries</u> \$40	<u>Expenses</u> \$450
Total \$4,300	Total \$40	Total \$450

136-Audit	151-Legal Expenses	158-Tax Title
<u>Expenses</u> \$42,000	<u>Expenses</u> \$220,000	<u>Expenses</u> \$15,000
Total \$42,000	Total \$220,000	Total \$15,000

129-Historical Commission	119-Cable TV Advisory Committee
<u>Expenses</u> \$200	<u>Expenses</u> 0
Total \$200	Total 0

122-Selectmen/Town Manager	133-Finance Director	135-Accounting
Salaries \$236,109	Salaries \$90,500	Salaries \$195,855
<u>Expenses</u> 15,330	<u>Expenses</u> 2,000	<u>Expenses</u> 7,980
Total \$251,439	Total \$92,500	Total \$203,835

141-Assessors	145- Treasurer/Collector	152-Hum. Resources
Salaries \$206,792	Salaries \$281,087	Salaries \$62,500
<u>Expenses</u> 21,540	<u>Expenses</u> 55,250	<u>Expenses</u> 4,450
Total \$228,332	Total \$336,337	Total \$66,950

155-Information Systems	161-Town Clerk	162-Elections
Salaries \$58,201	Salaries \$108,202	Salaries \$13,487
<u>Expenses</u> 154,189	<u>Expenses</u> 3,100	<u>Expenses</u> \$17,190
Total \$212,390	Total \$111,302	Total \$30,677

171-Conservation Commission	175-Planning Board	Total Gen. Government
Salaries \$106,606	Salaries \$104,244	Salaries \$1,463,623
<u>Expenses</u> 11,440	<u>Expenses</u> 11,520	<u>Expenses</u> 585,939
Total \$118, 046	Total \$115,764	Total \$2,049,562

And to meet said appropriation to raise and appropriate the sum of \$2,049,562.

Motion carried

Article 5-Motion 2-Operating Budget-Public Safety -Moved and seconded that the Town vote to appropriate the sum of \$5,796,564 for the Public Safety as follows:

210-Police	220-Fire	241-Inspectional Services
Salaries \$2,787,728	Salaries \$1,964,490	Salaries \$387,669
Expenses 194,884	Expenses 235,550	Expenses 24,400
Total \$2,982,612	Total \$2,200,040	Total \$412,069
295-Harbor/Coastal Mgt	Total Public Safety	
Salaries \$177,243	Salaries \$5,317,130	
Expenses 24,600	Expenses 479,434	
Total \$201,843	Total \$5,796,564	

And to meet said appropriation to raise and appropriate the sum of \$5,796,564.

Motion carried

Article 5-Motion 3-Operating Budget-Public Works-Moved and seconded that the Town vote to appropriate the sum of \$3,763,664 for the following:

192-Central Building Services	193-Buildings Maintenance	292-Animal Control
Salaries \$57,530	Expenses \$34,400	Salaries \$ 50,777
Expenses \$236,000	Total \$34,400	Expenses 10,150
Total \$293,530		Total \$60,927
194-Tarkiln Community Center	418-Central Fuel Depot	424-StreeLights
Expenses \$16,500	Expenses \$242,500	Expenses \$40,000
Total \$16,500	Total \$242,500	Total \$40,000
419-DPW Administration	421-Vehicle Maintenance	423-Snow and Ice
Salaries \$253,911	Salaries \$145,998	Salaries \$55,000
Expenses 31,350	Expenses 112,500	Expenses 94,200
Total \$285,261	Total \$258,498	Total \$149,200
422-Highway/Road Maintenance	431 Transfer Station	440-Sewer
Salaries \$425,090	Salaries \$205,342	Salaries \$14,900
Expenses 49,800	Expenses 537,200	Expenses 216,000
Total \$474,890	Total \$742,542	Total \$230,900
491-Cemetery	294-Lands & Natural Res.	Total DPW
Salaries \$353,148	Salaries \$360,648	Salaries \$1,922,344
Expenses 178,720	Expenses 42,000	Expenses 1,841,320
Total \$531,868	Total \$402,648	Total \$3,763,664

And to meet said appropriation transfer the sum of \$30,000 from the Cemetery Perpetual Care Fund, and raise and appropriate the sum of \$3,733,664. **Motion carried**

Article 5 Motion-4-Operating Budget –Human Services-Moved and seconded that the Town vote to appropriate the sum of \$509,519 for the following:

541-Council on Aging	
Salaries	\$284,808
Expenses	125,615
Total	\$410,423

543-Veterans Services	
Salaries	\$ 20,911
Expenses	77,985
Total	\$98,896

840-Ply. Cty. Coop.Ext	
Expenses	\$200
Total	\$200

Total Human Services	
Salaries	\$305,719
Expenses	203,800
Total	\$509,519

And to meet this appropriation raise and appropriate the sum of \$509,519. **Motion carried**

Article 5-Motion 5-Operating Budget-Library and Recreation- Moved and seconded that the Town vote to appropriate the sum of \$1,329,732 for the following:

610-Library	
Salaries	\$855,926
Expenses	306,460
Total	\$1,162,386

630-Recreation	
Salaries	\$140,626
Expenses	2,850
Total	\$143,476

633-Beach Life Guards	
Salaries	\$16,770
Expenses	600
Total	\$17,370

632-North Hill Golf Course	
Expenses	\$2,000
Total	\$ 2,000

692-Public Celebrations	
Expenses	\$4,500
Total	\$4,500

Total Library and Recreation	
Salaries	\$1,013,322
Expenses	316,410
Total	\$1,329,732

And to meet this appropriation raise and appropriate the sum of \$1,329,732. **Motion carried**

Article 5-Motion 6-Operating Budget-Schools-Moved and seconded that the Town vote to appropriate the sum of \$27,946,458 for the Duxbury Schools for the following:

Policy & Administration-	\$1,261,598
Regular Instruction-	15,176,233
Special Instruction-	5,244,601
Instructional Support-	2,556,507
Total Operational Ser.-	3,707,519
Total School Budget-	\$27,946,458

Total Schools	
Salaries	\$21,146,072
Expenses	6,800,386
Total	\$27,946,458

And to meet this appropriation to raise and appropriate the sum of \$27,946,458.

Motion carried

Article 5-Motion 7-Operating Budget-Shared Costs-Moved and seconded that the Town vote to appropriate the sum of \$12,625,453 for Town and School Shared Services and to meet this

appropriation, transfer the sum of \$150,000 from the Pension Reserve Fund, and raise and appropriate the sum of \$12,475,453 for the following:

Employee Benefits:

916-Medicare	\$450,000
915-Life Insurance	13,000
914-Employee Health Insurance	6,900,000
911-Contributory Pensions	2,174,974
909-Non-Contributory Pensions	29,500
945-Unemployment Compensation	0
945-Workers Compensation	255,000
Sub-Total employment Benefits	\$9,822,474

Other Shared Costs

945-Fire, Liability, Insurance	\$277,800
132-Reserved Fund	100,000
Sub-total	\$377,800

Debt Service Town & School

710-Principal Payments	\$1,738,513
751-Interest on Bond Debt	646,666
752- Interest on Temporary Notes	20,000
753-Bond Expense	20,000
Sub-Total Debt	\$2,425,179

Total Town/School Shared Costs \$12,625,453 Motion carried

Article 5-Motion 8-Operating Budget-Total Budget Summary-All Motions-

Moved and seconded that the Town vote to appropriate the sum of \$54,020,952 as the Operating Budget of the Town for the Fiscal Year Beginning July 1, 2010, exclusive of the Water Enterprise and Percy Walker Pool Enterprise Budgets, for the purposes and in the amounts specified in the Motions previously voted under Article 5 of the warrant and to meet this appropriation raise and appropriate the sum of \$53,840,952 and transfer the sum of \$180,000 in accordance with the transfers voted in motions previously voted:

<u>Departments</u>	<u>Appropriation</u>	<u>Transfer</u>	<u>Raise</u>
General Government	\$2,049,562		\$2,049,562
Public Safety	\$5,796,564		\$5,796,564
Public Works	\$3,763,664	\$30,000	\$3,733,664
Human Services	\$509,519		\$509,519
Library & Recreation	\$1,329,732		\$1,329,732
Education	\$27,946,458		\$27,946,458
Shared Costs	\$12,625,453	\$150,000	\$12,475,453
Totals	\$54,020,952	\$180,000	\$53,840,952

Motion carried

Article 5-Motion 9-Operating Budget-Water-Moved and seconded that the Town vote

to appropriate the sum of \$2,609,305 as the Water Enterprise Budget, and to meet this appropriation, raise and appropriate the sum of \$2,509,305 from the User Fees, and to transfer the sum of \$100,000 from the Water Enterprise Fund retained earnings:

Operating	\$1,664,779	
Water Debt	944,526	
Total	\$2,609,305	Motion carried

Article 5-Motion 10-Percy Walker Pool Enterprise Budget-Moved and seconded that the Town vote to appropriate the sum of \$377,531 for the Percy Walker Pool Enterprise Budget and to raise and appropriate the sum of \$377,531 from User Fees:

Salaries	\$179,000	
Expenses	198,531	
Total	\$377,531	Motion carried

The meeting recessed from Noon and reconvened at 1:13pm.

Article 6-Motion-1 Capital Requests-General Government- Moved and seconded that the Town vote to appropriate the sum of \$40,373 for the following:

Assessing:

Ricoh MP 4000B Printer/Copier/Scanner	\$7,373
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Information Systems:

Building Floor Plan Integration with Pictometry	\$3,000
Technology Master Plan	\$30,000
General Government Total	\$40,373

And to meet said appropriation transfer the sum of \$40,373 from Free Cash, to be expended under the direction of the Town Manager. **Motion carried**

Article 6-Motion 2-Capital Requests-Public Safety-Moved and seconded that the Town vote to appropriate the sum of \$404,532 for the following:

Fire Department

Replace 2005 Ambulance	\$200,000
Replace Cardiac Monitors/Defibrillators (3)	50,000
Replace 1999 Deputy Chiefs' Vehicle	30,000
Turnout Gear Pants & Coats (5)	12,000
EMS Training Mannequin	5,000
Renovate Station 1 Bunkroom	10,000

Harbormaster

Replace 2001 Patrol Vehicle	\$31,666
Replace 2000 Ford Expedition	31,666
Telephone System Upgrade	4,200

Police Station Building Committee

Site Feasibility Study & Testing	\$30,000
Public Safety Total	\$404,532

And to meet said appropriation to transfer the sum of \$404,532 from Free Cash, to be expended under the direction of the Town Manager. **Motion carried**

Article 6-Motion 3-Capital Request-Department of Public Works- Moved and seconded that the Town vote to appropriate the sum of \$445,367 for the following:

<u>Central Building Services</u>	
Town Hall Office Reconfiguration	\$5,065
<u>Land and Natural Resources</u>	
Replace 1998 Bucket Truck H-23	\$175,000
<u>Highway</u>	
Replace 2001 JCB Backhoe H-9	\$153,000
10 foot Power Angle Plow	15,202
<u>Transfer Station</u>	
Replace Fencing	\$17,100
<u>Cemetery</u>	
Reline Crematory Retorts (2)	\$80,000
Total Department of Public Works	\$445,367

And to meet this appropriation to transfer \$445,367 from Free Cash, to be expended under the direction of the Town Manager. **Motion carried**

Article 6-Motion 4- Capital Requests-Library & Recreation-Moved and seconded that the Town vote to appropriate the sum of \$6,900 for Library & Recreation for the following:

<u>Library</u>	
Carpet Replacement	\$2,600
<u>Recreation</u>	
Telephone System Upgrade	\$4,300
Total Library & Recreation	\$6,900

And to meet this appropriation to transfer the sum of \$6,900 from Free Cash, to be expended under the direction of the Town Manager. **Motion carried**

Article 6-Motion 5-Capital Requests-Schools-Moved and seconded that the Town vote to appropriate the sum of \$250,000 for the following:

<u>Information Technology</u>	
Network Upgrades-System Wide	\$10,000
Mobile Class Computer System-System Wide	30,000
Replace Printers-System Wide	13,000
Replace Computers-System Wide	110,000
Projectors-System Wide	38,500
Wireless Technology Phase II-DHS	10,000
<u>Other Capital Items</u>	
Carpet Replacement	\$24,000
Classroom Furniture	6,500
White Marker Boards	8,000
School Department Total	\$250,000

And to meet this appropriation to transfer from Free Cash the sum of \$250,000, to be expended under the direction of the School Committee. **Motion carried**

Article 6-Motion 6-Capital Requests-Water-Moved and seconded that the Town vote to appropriate the sum of \$174,000 for the following:

<u>Water Enterprise Fund</u>	
Water System Master Plan Update	\$50,000
Replace 2002 S-10 Pickup	24,000
PCE Main Pipe Replacement	100,000
Total Water Enterprise Fund Total	\$174,000

And to meet this appropriation to transfer the sum of \$174,000 from Water Department Retained Earnings, to be expended under the direction of the Town Manager.

Motion carried

Article 7- Personnel Plan-Moved and seconded that the Town vote to amend the Town Personnel Bylaw, originally accepted March 12,1955 and last amended March 14, 2009 by incorporating the changes shown on the handout entitled:

“Recommended Changes to the Town Personnel Bylaw,” a copy of which is on file in the Town Clerk’s Office, and to appropriate the sum of \$50,000 for the purposes of this article and to meet this appropriation to raise and appropriate the sum of \$50,000.
(See Appendix A) **Motion carried**

Article 8-Union Contracts-Moved, seconded and carried to indefinitely postpone this article. (Some contracts settled in the Special Town Meeting and some yet to be settled.)

Article 9-Rescind Debt-Moved, seconded and carried to indefinitely postpone this article.

Article 10- Motion 1-Council on Aging Revolving Fund-Moved and seconded that the Town vote to re-authorize a Revolving Fund under MGL Chapter 44, Section 53E-1/2 to allow the Council on Aging to be credited with all fees and charges received from Senior Center Programs, and to authorize the expenditure of an amount not to exceed \$70,000 from said Revolving Fund to be expended under the direction of the Council-On-Aging Director for Senior Programs. **Motion carried**

Article 10-Motion 2-GIS Revolving Fund-Moved and seconded that the Town vote to re-authorize a Revolving Fund under MGL Chapter 44, Section 53E-1/2 to allow the Geographic Information Systems Committee to be credited with all fees and charges received from the provision of GIS services and to authorize the expenditure in an amount not to exceed \$6,000 from said Revolving Fund to be expended under the direction of the Town Manager, for GIS Program Development. **Motion carried**

Article 10-Motion 3-Revolving Fund Jaycox Tree Farm-Moved and seconded that the Town vote to re-authorize a Revolving Fund Under MGL Chapter 44, Section 53E-1/2 to allow the Conservation Commission to set all fees and to be credited with all fees and charges received from the operation of the Jaycox Christmas Tree Farm and to authorize the expenditure in an amount not to exceed \$20,000 from said Revolving Fund to be expended under the direction of the Conservation Administrator for supplies and any needs of the Jaycox Christmas Tree Farm. **Motion carried**

Article 11-Duxbury Beach Lease-2/3 vote required-Moved and seconded that the Town vote to raise the sum of \$400,000 to be expended under the direction of the Town Manager for the

purpose of leasing Duxbury Beach, being that portion of land in the Towns of Duxbury and Plymouth owned by the Duxbury Beach Reservation, Inc. South of a line running approximately East to West along the Northerly edge of the Northerly Parking area, at the East end of the Powder Point Bridge (subject to the Migratory Shorebird Refuge at High Pines and excluding the land at High Pines leased to a third party) and to authorize the Board of Selectmen to execute a lease in the name and on behalf of the Town for the period beginning July 1, 2010 and ending June 30, 2011 on such terms as may be approved by the Board of Selectmen. **2/3 vote required-Motion received the requisite 2/3 vote called by the Moderator and carried**

Article 12-Fourth of July Parade-Moved and seconded that the Town vote to appropriate the sum of \$10,000 to fund the Town of Duxbury's Fourth of July Parade and Ceremony, and to meet this appropriation, transfer the sum of \$10,000 from Free Cash. **Motion carried**

Article 13-Housing Allocation Plan-Moved and seconded that the Town will vote to adopt the Allocations of the Resources of the Duxbury Affordable Housing Trust Fund for Fiscal Year 2011 in accordance with the provisions of Chapter 112 of the Acts of 2005. The provisions of this Allocation Plan are as follows:

A. First Time Homeownership Program

1. Provide gifts, grants, or subsidies to assist low income homebuyers to purchase a home in the town of Duxbury.
2. Purchase rights of first refusal to acquire existing dwelling units for sale to low income households.

B. Conversion of Existing Properties

1. Acquire and rehabilitate or redevelop existing residential units for purchase or rental by low income homebuyers or tenants.
2. Acquire, redevelop or convert existing non-residential structures for low income housing purchasers or tenants.

C. Develop New Affordable Housing Units

1. Acquire and/or construct new residential units for purchase or rental by low income home buyers or tenants.

Motion carried

Article 14-Crematory/Cemetery Office Facility-2/3 vote required-Borrowing-Moved and seconded that the Town vote to appropriate the sum of \$2,600,000 for architectural, engineering, and design services to prepare contract bid documents and to construct and furnish a new Crematory/Cemetery Office Facility to be located on a portion of Parcel 140-501-019 off of Tremont Street, as shown on a Plan on file with the Town Clerk, and to meet said appropriation to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the sum of \$2,600,000 under Chapter 44 of the General Laws or any other enabling authority, and to authorize the Town Manager to accept any gifts or grants for such project, said appropriation to be expended under the direction of the Town Manger, and said appropriation to be contingent upon approval by Town voters of a Ballot Question, said question to ask voters at an election to allow the Town to exempt from the Provisions of Proposition 2-1/2 so called, the amounts required to pay for the principal and interest on the bonds or notes to be issued for said purposes. **2/3 vote required-Received the requisite 2/3 vote called by the Moderator and carried.**

Article 15-Fire Station Design—2/3 vote required-Borrowing-Moved and seconded that the Town vote to appropriate the sum of \$292,000 for architectural, engineering, and design

services to prepare contract bid documents for rehabilitation of the Fire Department Headquarters building on Parcel 150-503-040 on Tremont Street, and to meet said appropriation to authorize the Treasurer, with approval of the Board of Selectmen, to borrow the sum of \$292,000 under Chapter 44 of the General Laws or any other enabling authority, and to authorize the Town Manager to accept any gifts or grants for such project, said appropriation to be expended under the direction of the Town Manager, and said appropriation to be contingent upon approval by Town voters of a Ballot Question at an election said ballot to ask voters to allow the Town to exempt from the provisions of Proposition 2-1/2 so called, the amounts required to pay for the principal and interest on the bonds or notes to be issued for said purposes. **2/3 vote required. Received the requisite 2/3 vote called by the Moderator and carried**

Article 16-Zoning Open Space-Moved, seconded and carried to indefinitely postpone.

Article 17-Zoning Article-Green Communities-Moved and seconded that the Town vote to amend the Protective Bylaw section 421.3.7 to add the words 'renewable and alternative energy research and development' as follows:

421: Neighborhood Business District 1: Use and Regulation

"421.3.7: Professional office for dental, architectural, engineering, renewable and alternative energy research and development, legal, medical, and other similar recognized professions; medical and dental clinics, including retail uses accessory thereto providing no more than twenty-five percent of the rentable floor space in a principal building exclusive of all storage areas is used therefor."

And, to vote to amend the Protective Bylaw section 302 Definitions by inserting alphabetically the following definition:

302 DEFINITIONS

Research and Development

Administrative research, development, and testing facilities that do not involve the manufacture, fabrication, processing, or sale of products. Such uses shall not violate any odor, dust, smoke, gas, noise, radiation, vibration, or similar pollution standards..

A report was given by the Planning Board.

A hearing was held on Jan. 11, 2010

2/3 vote required -received the requisite 2/3 vote and passed called by the Moderator.

Voted on Saturday, March 13, 2010

The meeting was recessed at 3:50pm to allow the assembly to attend a Memorial service for David Cutler.

The meeting reconvened at 7:30pm on Monday, March 15, 2010

Article 18- Zoning Article-Wind Facilities-Moved and seconded that the Town will vote to amend the Protective Bylaw by adding a new Section 616 entitled "Community-Scale Wind Facilities":

616 COMMUNITY-SCALE WIND FACILITIES

616.1 Purpose and Applicability

The purpose of this section is to provide by special permit for the construction and operation of Community-Scale Wind Facilities, to generate power for use at municipally owned facilities and to provide standards for the placement, design, construction, monitoring, modification and removal of such Community-Scale Wind Facilities that address public safety, minimize impacts on scenic, natural and historic resources of the Town of Duxbury and to provide adequate financial assurance for operating and decommissioning such Community-Scale Wind Facilities.

This section applies to all Community-Scale Wind Facilities proposed to be constructed after the effective date of this section. It shall apply to any size turbines, regardless of rated nameplate capacity. Any new Community-Scale Wind Facility or physical modifications to existing Community-Scale Wind Facilities that materially alters the type or increases the size of such facilities or other equipment shall require a special permit processed in accordance with this section.

Community-Scale Wind Facilities shall be constructed only in the Publicly Owned Land Overlay District (POLOD) and exclusive of the Dunes Protection District and the Wetlands Protection Overlay District.

616.2 Definitions

Community-Scale Wind Facility: A Community-Scale Wind Facility is a Wind Facility where the primary use of the facility is to generate electrical power for use by the Town, inclusive of all equipment, machinery and structures utilized in connection with the conversion of wind energy to electricity. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, transformers, service and access roads, and one or more Wind Facility.

Height: When referring to a Community-Scale Wind Facility, the height of a Wind Facility will be measured from natural grade to the tip of the rotor blade at its highest point.

Nacelle: The housing around the electrical generator and other systems such as gearboxes and blade controls on a wind turbine. The rotor blades are typically connected to the nacelle.

Rated Nameplate Capacity: The maximum rated output of electric power production equipment. This output is typically specified by the manufacturer with a “nameplate” on the equipment.

Setback: The distance from the base of the Community-Scale Wind Facility tower, measured from the centerline of the Community-Scale Wind Facility tower, to the nearest property line.

Special Permit Granting Authority: The Special Permit Granting Authority shall be the Planning Board.

Wind Monitoring or Meteorological Tower: A temporary tower (Met. Tower) equipped with devices to measure wind speeds and direction used to determine how much wind power a site can be expected to generate.

Wind Facility: A wind turbine device that converts kinetic wind energy into rotational energy that drives an electrical generator. A Wind Facility typically consists of a tower, nacelle body at the top of the tower, and a rotor with two or more blades, also known as a Horizontal- Axis Wind Turbine configuration. However, a Wind Facility could also consist of a Vertical-Axis Wind Turbine configuration. (Refer to Wind Turbine Configurations diagram 616.2a below.)

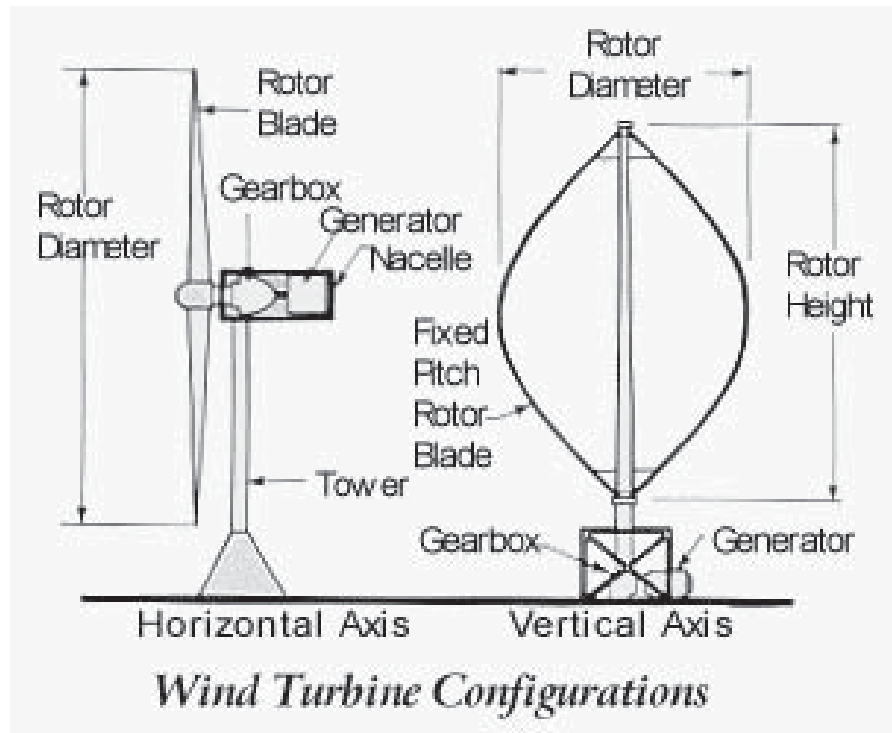


Diagram 616.2a

616.3 Permitting

1) *Special Permit Granting Authority.* No Community-Scale Wind Facility shall be erected, constructed, installed or modified as provided in this section without first obtaining a special permit from the Special Permit Granting Authority (a "Special Permit"). The construction of a Community-Scale Wind Facility shall comply with all requirements set forth in sections 616.3, 616.4, 616.5 and 616.6. All such Community-Scale Wind Facilities shall be constructed and operated in a manner that minimizes any adverse visual, safety, and environmental impacts. A Special Permit may be granted if the Special Permit Granting Authority finds that:

- (a) the specific site is an appropriate and approved location for such use;
- (b) the use is not expected to adversely affect the neighborhood;
- (c) there is not expected to be any appreciable hazard to pedestrians, vehicles or wildlife from the use;
- (d) adequate and appropriate infrastructure will be provided for the proper and safe operation of the Community-Scale Wind Facility; and
- (e) the requirements of section 616.3-616.10 are complied with in all respects;

Temporary erection of Wind Monitoring or Meteorological Towers shall also be required to be permitted as a temporary structure subject to issuance of a building permit for a temporary structure for not more than eighteen months. Wind Monitoring or Meteorological Towers shall comply with the minimum height, setback, lighting and signage requirements as set forth in section 616.4.

2) *Compliance with Laws, Ordinances and Regulations.* The construction and operation of all such proposed Community-Scale Wind Facilities shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, environmental, electrical, communications and aviation requirements.

3) *Proof of Liability Insurance.* The applicant and all appropriate contractors shall provide evidence of liability insurance in an amount and for a duration sufficient to cover loss or damage to persons and structures occasioned by the failure of the facility or reasonably foreseeable events thereat.

4) *Site Control.* At the time of its application for a Special Permit, the applicant shall submit documentation of actual or prospective control of the project site sufficient to allow for installation and use of the proposed facility. Documentation shall also include proof of control over setback areas and access roads, if required.

5) *Contact Data.* The applicant or Community-Scale Wind Facility permit holder shall maintain a phone number, email address, and physical address (all to be posted at the facility) and identify a responsible individual person for the public to contact with inquiries and complaints throughout the life of the project. Such persons shall be accessible at all times during normal business hours and for emergencies on a 24 hour a day, every day basis. The Special Permit shall specify the requirements for a contact person(s).

616.4 Certain Specific Requirements

1) *Height - Community-Scale Wind Facilities and or Monitoring or Meteorological Towers* shall be no higher than 250 feet above the current grade of the land.

2) *Setbacks - Community-Scale Wind Facilities and or Monitoring or Meteorological Towers* shall be set back a minimum distance equal to 1.1 times the overall height of the Wind Facility from the nearest property line and private or public way and a minimum distance equal to 2 times the overall height of the Wind Facility from the nearest existing residential or commercial structure not owned by the applicant seeking to permit the Community-Scale Wind Facility and or Wind Monitoring or Meteorological Towers. The setback zone for Community-Scale Wind Facilities and or Wind Monitoring or Meteorological Towers can fall within the limits of Wetlands Protection Overlay and the Flood Hazard Overlay Districts.

3) *Color and Finish -* The Special Permit Granting Authority shall have discretion over the color of the Community-Scale Wind Facility, although a neutral, non-reflective exterior color designed to blend with the surrounding environment is encouraged.

4) *Lighting and Signage -* No lighting shall be permitted on Community-Scale Wind Facilities and or Monitoring or Meteorological Towers other than lighting required by the Federal Aviation Administration (FAA). Lighting of other parts of the Community-Scale Wind Facility and or Monitoring or Meteorological Towers, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Unless good cause is shown for an exemption, signs on the Community-Scale Wind Facility and or Monitoring or Meteorological Towers shall comply with the requirements of Duxbury's sign regulations, and shall be limited to:

(a) Those necessary to identify the owner, provide a 24-hour emergency contact phone number, and warn of any danger, whether inherent or perceived.

(b) Educational signs providing information about the facility and the benefits of renewable energy.

Community-Scale Wind Facilities shall not be used for displaying any advertising or signage.

5) *Utility Connections* - Utility connections from the Community-Scale Wind Facility to the utilities power grid shall be located underground. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

6) *Appurtenant Structures* - All appurtenant structures to such Community-Scale Wind Facilities shall be subject to reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other and shall be contained within the Wind Facility tower whenever technically and economically feasible. Structures shall only be used for housing of equipment for this particular site. Whenever feasible, structures shall be shielded from view by vegetation or fencing and or located in an underground vault and joined or clustered to avoid adverse visual impacts.

7) *Support Towers* - Monopole towers are the preferred type of support for Community-Scale Wind Facilities, and shall be used unless good cause is shown that a substantial economic hardship or safety consideration merits an alternative.

616.5 Emergency Services

The applicant shall provide a copy of the project summary and site plan to the local emergency services entity, as designated by the Special Permit Granting Authority. Upon request, the applicant shall cooperate with local emergency services in developing an emergency response plan. Wind turbines or other structures part of a Community-Scale Wind Facility shall be designed to prevent unauthorized access.

616.6 Specific Environmental Considerations

1) *Shadow/Flicker* - Community-Scale Wind Facilities shall be sited in a manner that minimizes shadowing or flicker impacts caused by motion of the rotor blades as they pass in front of the sun. The applicant has the burden of proving that this effect does not have significant adverse impact on neighboring or adjacent uses through either siting or mitigation. It is acknowledged that a degree of shadow/flicker effect results from any wind turbine, and that the existence of some "shadow flicker" alone shall not be cause for the refusal to permit a Community-Scale Wind Facility.

2) *Noise* - The Community-Scale Wind Facility and associated equipment shall conform with the provisions of the Department of Environmental Protection's, Division of Air Quality Noise Regulations (310 CMR 7.10), unless the Department agrees that those provisions shall not be applicable. A source of sound will be considered to be violating these regulations if the source:

(a) Increases the broadband sound level by more than 10 dB(A) above ambient level, or

(b) Produces a "pure tone" condition – when an octave band center frequency sound pressure level exceeds the two adjacent center frequency sound pressure levels by 3 decibels or more.

These criteria are measured both at the property line and at the nearest inhabited residence. Ambient is defined as the background A-weighted sound level that is exceeded 90% of the time

measured during equipment hours. The ambient may also be established by other means with consent from the Department of Environmental Protection (DEP). An analysis prepared by a qualified engineer shall be presented to demonstrate compliance with these noise standards.

3) *Land Clearing, Soil Erosion and Habitat Impacts* - Clearing of natural vegetation shall be limited to that which is reasonably necessary for the construction, operation and maintenance of the Community-Scale Wind Facility and is otherwise prescribed by applicable laws, regulations, and ordinances. Community-Scale Wind Facilities shall be designed to minimize land clearing and fragmentation of open space areas.

616.7 Facility Conditions

The applicant shall maintain the Community-Scale Wind Facility in good condition and as a condition for the permit, shall submit with the application a plan for maintaining the Community-Scale Wind Facility in accordance herewith. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The project owner shall be responsible for the cost of maintaining the Community-Scale Wind Facility and any access road, unless accepted as a public way, and the cost of repairing any damage occurring as a result of operation and construction. All material modifications to a Community-Scale Wind Facility made after issuance of the special permit shall require approval by the Special Permit Granting Authority as provided in this section.

616.8 Removal

1) *Removal Requirements* - Any Community-Scale Wind Facility, Wind Monitoring or Meteorological Tower which has reached the end of its useful life, permit term or has been abandoned shall be removed by the facility owner. When the Community-Scale Wind Facility, Wind Monitoring or Meteorological Tower is scheduled to be decommissioned, the applicant shall notify the Special Permit Granting Authority by certified mail of the proposed date of discontinued operations and plans for removal. The owner/operator shall physically remove the Community-Scale Wind Facility, Wind Monitoring or Meteorological Tower no more than 150 days after the date of discontinued operations. At the time of removal, the Community-Scale Wind Facility, Wind Monitoring or Meteorological Tower site shall be restored to the state it was in before the facility was constructed, or to other less stringent restorative conditions approved by the Special Permit Granting Authority. More specifically, decommissioning shall include provision for:

(a) Physical removal of all wind turbines, Wind Monitoring or Meteorological Tower structures, equipment, security barriers and transmission lines from the site.

(b) Disposal of all solid and hazardous waste in accordance with local and state waste disposal regulations.

(c) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Special Permit Granting Authority may allow the owner to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

2) *Abandonment* - Absent notice of a proposed date of decommissioning, the Community-Scale Wind Facility shall be considered abandoned when the facility fails to operate for more than one year without the written consent of the Special Permit Granting Authority. The Special Permit Granting Authority shall determine in its sole discretion what proportion of the facility is inoperable for the facility to be considered abandoned. If the applicant fails to remove the Community-Scale Wind Facility in accordance with the requirements of this section within 150

days of abandonment or the proposed date of decommissioning, the Town shall have the authority to enter the property and physically remove the facility and be indemnified for the costs and all other liabilities associated with the removal.

3) *Surety*- A performance bond equal to the removal cost of the proposed wind facility and restoration of the site may be required as a condition of approval, such bond to be submitted to the Zoning Enforcement Officer prior to issuance of a building permit, and held by the Treasurer.

616.9 Duration

A special permit issued for a Community-Scale Wind Facility shall be valid for the projected useful life of the facilities as determined by the Special Permit Granting Authority based on submissions of the applicant, but in any case not more than 25 years, unless extended or renewed. The time period may be extended or the permit renewed by the Special Permit Granting Authority upon satisfactory operation of the facility. Request for renewal must be submitted at least 180 days prior to the expiration date of the Special Permit. Submitting a renewal request shall allow for continued operation of the facility until the Special Permit Granting Authority acts. At the end of that period (including extensions and renewals), the Community-Scale Wind Facility shall be removed as required by this section.

616.10 Application Procedures

1) *General* - The application for a Community-Scale Wind Facility shall be filed in accordance with section 906 of this Bylaw and the rules and regulations of the Special Permit Granting Authority concerning special permits as the same maybe revised from time to time, including such revisions and requirements as may be imposed that are consistent with this section and including the items set forth below. Each application for a Special Permit shall be filed by the applicant with the Duxbury Town Clerk pursuant to Massachusetts General Laws.

2) *Required Compliance Documents* - The applicant shall provide the Special Permit Granting Authority with seven copies of the application and all required exhibits. All plans and maps shall be prepared, stamped and signed by a professional engineer or surveyor licensed to practice in the Commonwealth of Massachusetts. Included in the application shall be:

(a) Name, address, phone number and signature of the applicant, as well as all co -applicants or property owners, if any;

(b) The name, contact information and signature of any agents representing the applicant;

(c) A textual description of the project, including the names of all contractors and control persons and a consent to the publications of such description in the local newspaper;

(d) Documentation of the legal right to use the Community-Scale Wind Facility site; and

(e) Detailed architectural and structural plans of the proposed Community-Scale Wind Facility including foundation plans and structural calculations.

(f) Proof of liability insurance that satisfies section 616.3.3;

(g) Certification of height approval from the FAA,

(h) A statement that satisfies section 616.6.2, listing existing and maximum projected noise levels from the Community-Scale Wind Facility,

3) *Siting and Design* – Unless otherwise waived by the Special Permit Granting Authority, the applicant shall provide the Special Permit Granting Authority with a description of the property which shall include:

(a) Copy of a portion of the most recent USGS Quadrangle Map, at a scale of 1:25,000, showing the proposed facility site, including turbine sites, and the area within at least two miles from the facility. Zoning district designation for the subject parcel and surrounding parcels shall be included.

(b) A one inch equals 40 feet site plan of the proposed Community-Scale Wind Facility site, with contour intervals of no more than two (2) feet, showing the following:

(i). Property lines for the subject parcel and adjacent parcels within 500 feet;

(ii) Outline of all existing buildings, including purpose (e.g. residence, garage, etc.) on subject parcel and all adjacent parcels within 500 feet. Include distances from the Community-Scale Wind Facility to each building shown;

(iii) Location of all roads, public and private on the site parcel and adjacent parcels within 500 feet, and proposed roads or driveways, either temporary or permanent, including any associated drainage facilities;

(iv) Existing areas of tree cover, including average height of trees, on the site parcel and adjacent parcels within 500 feet;

(v) Proposed location and design of Community-Scale Wind Facility, including all turbines, ground equipment, appurtenant structures, transmission infrastructure, access, fencing, exterior lighting, etc; and

(vi) Location of viewpoints referenced below in 616.10.4 of this section.

4) *Visualizations* - The Special Permit Granting Authority shall select between three and six sight lines, including from the nearest building with a view of the Community-Scale Wind Facility, for pre-and post-construction view representations. Sites for the view representations shall be selected from populated areas or public ways within a 2-mile radius of the Community-Scale Wind Facility. View representations shall have the following characteristics:

(a) View representations shall be in color and shall include actual pre-construction photographs and accurate post-construction simulations of the height and breadth of the Community-Scale Wind Facility (e.g. superimpositions of the Community-Scale Wind Facility onto photographs of existing views); and

(b) All view representations will include existing, or proposed, buildings or tree coverage.

5) *Landscape Plan* - The applicant shall submit a landscape plan indicating all proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures. Lighting, other than required by the FAA, shall be designed to minimize glare onto abutting properties and be directed downward with full cut-off fixtures to reduce light pollution.

6) *Development, Operation and Maintenance Plan* - The applicant shall submit a plan for the development of the Community-Scale Wind Facility (including the specifications for the Community-Scale Wind Facility and the development timeline and process from ground

breaking to commissioning), as well as a plan for maintenance of access roads and storm water controls, and general procedures for operational maintenance of the Community-Scale Wind Facility.

7) *Independent Consultants* - Upon submission of an application for a Special Permit, the Special Permit Granting Authority will be authorized to hire outside consultants pursuant to Massachusetts General Laws. The applicant shall be required to pay all reasonable costs associated with the consultant reviews required by the Special Permit Granting Authority. Such costs shall be pre-paid by the applicant per the rules and regulations of the Special Permit Granting Authority.

616.11 RIGHT OF APPEAL

Any person aggrieved by the decision of the Special Permit Granting Authority may take an appeal to the courts in accordance with Massachusetts General Laws.

Moved and seconded that the Town vote to amend Section 616 in the following sections:

1. Section 616.2-Special Permit Granting Authority was changed from Zoning Board of Appeals to the Planning Board
2. Section 616.3-1)Special Permit Granting Authority last sentence of the first paragraph A Special Permit may be granted if the Special Permit Granting Authority finds that: Shall was changed to may.
- 3) 616.3-1(e)-the requirements of section 616.3-616.10 are complied with in all respects. The change removed and replaced this sequence.616.4, 616.5 and 616.6 with the above. Amendment passed.
- 4) 616.8 (3)-Surety-A performance bond equal to the removal costs of the proposed wind facility and restoration of the site may be required as a condition of approval, such bond to be submitted to the Zoning Enforcement Officer prior to issuance of a building permit, and held by the Town Treasurer.

All amendments are included in the complete text above.

A report was given by the Planning Board

A hearing was held on Jan. 11, 2010

2/3 vote required-Received the requisite 2/3 vote called by the Moderator. Voted at the Monday, March 15th session

Article 19-Zoning Article-Site Plan Review-Moved and seconded that Town will vote to amend the Duxbury Protective Bylaw, Section 615.1 as follows:

615.1 Purpose

The purpose of this bylaw is to promote functional and aesthetic design, construction, and maintenance of certain developments and to minimize any harmful effects on surrounding areas. Such developments include but are not limited to certain multi-family residential, non-residential or mixed use activities, business and professional offices, government activities, commercial establishments, not-for-profit facilities, medical-service facilities, and public recreational facilities, together with their associated outdoor areas for vehicular movement and parking. Owing to their physical characteristic and the nature of their operations, such developments may affect

neighboring properties and adjacent sidewalks and streets. Religious and educational facilities shall be exempt from the provisions of this bylaw.

The provisions of this section are designed to assure that all development activities regulated by this Bylaw will be carried out so as to provide for and maintain:

1. Protection of neighboring properties against harmful effects of uses on the development site
2. Convenient and safe access for fire-fighting and emergency rescue vehicles within the development site and in relation to adjacent streets;
3. Convenience and safety of vehicular and pedestrian movement within the development site and in relation to adjacent streets, properties or improvements;
4. Satisfactory methods for drainage of surface water to and from the development site;
5. Satisfactory methods for storage, handling, and disposal of wastewater, refuse, and other wastes resulting from the normal operations of the establishment(s) on the development site;
6. Convenience and safety of off-street loading and unloading of vehicles, goods, products, materials and equipment incidental to the normal operation of the establishment(s) on the development site; and
7. Harmonious relationships to the terrain and to existing buildings in the vicinity of the development site.

The following amendment was voted at the Jan. 11, 2010 public hearing with the amendment to be presented at Town Meeting floor:

To add as the last sentence of the first paragraph of Section 615.1; "Religious and educational facilities shall be exempt from the provisions of this section of the bylaw."

The Planning Board held a hearing on Jan. 11, 2010

The Planning Board read a report.

2/3 vote required-Received the requisite 2/3 vote and passed by the Moderator

Article 20-Penalty For Conservation Violations-Moved and seconded that the Town vote to amend Chapter 9.1.10 of the Duxbury General Bylaws

"Non-criminal Disposition – In addition to the procedure of enforcement as described above, the provisions of this Bylaw may also be enforced by the Conservation Commission or its agent, by non-criminal complaint pursuant to the provisions of MGL, c. 40, s 21D. The penalty for violation of any provision of this Bylaw shall be \$300.00 for the first offense; and each subsequent offense. Each provision of the chapter, regulations or permit violation that is violated shall constitute a separate offense."

Voted at the Monday, March 15, 2010 session.

Motion Carried.

Article 21-CPC-Operating Fund-Moved and seconded that the Town vote, upon recommendation of the Community Preservation Committee, to raise and appropriate the sum of \$76,405 in accordance with Massachusetts General Laws, Chapter 44B, for

expenses and charges for the operation of the Community Preservation Committee, all for the Fiscal Year beginning July 1, 2010 and ending June 30, 2011, said funds to be expended under the direction of the Town Manager. **Motion carried**

Article 22-CPC Allocations-Moved and seconded that the Town vote to raise and appropriate, upon recommendation of the Community Preservation Committee, the sum of \$458,430 for the purpose of meeting the requirements of the Community Preservation Act, MGL Chapter 44B, Section 6, for the purposes of Open Space, Community Housing (Affordable) and Historic Resources (Preservation). **Motion carried**

Article 23-CPC-First Parish Church-2/3 vote required (due to permanent restriction)-Moved and seconded that the Town vote to appropriate, upon recommendation of the Community Preservation Committee, the sum of \$55,000 for the Historic Preservation of the First Parish Church, located on Tremont Street, and for costs related thereto, and to meet said appropriation, to transfer the sum of \$55,000 from the Historic Resources Reserve of the Community Preservation Fund, said funds to be expended the direction of the Town Manager, and further to authorize the Board of Selectmen to enter into a Permanent Preservation Restriction, pursuant to the Massachusetts General Laws Chapter 44B, Section 12 and Chapter 184, Section 31, on terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town. **2/3 vote required. Yes-151 and No-37 Motion carried**

Article 24-CPC-Isaac Keene Barn- 2/3 vote required (due to permanent restriction) -Moved and seconded that the Town vote to appropriate, upon recommendation of the Community Preservation Committee, the sum of \$90,000 for the Historic Preservation of the Isaac Keene Barn, located on Keene Street, including costs related thereto, and to meet said appropriation, to transfer the sum of \$90,000 from the Historic Resources Reserve of the Community Preservation Fund, said funds to be expended under the direction of the Town Manager, and further to authorize the Board of Selectmen to enter into a Permanent Preservation Restriction, pursuant to the Massachusetts General Laws Chapter 44B Section 12, and Chapter 184, Section 31 on terms and conditions deemed to be in the best interest of the Town. **2/3 vote required. Yes-125 and No-52 Motion carried**

Article 25-CPC-Survey of Historic Properties-Moved and seconded that the Town vote to appropriate, upon recommendation of the Community Preservation Committee, the sum of \$55,000 to continue a survey of Historic properties, and to meet said appropriation, to transfer the sum of \$55,000 from the Historic Resources Reserve of the Community Preservation Fund, said funds to be expended under the direction of the Town Manager. **Motion carried**

Article 26-CPC-Land Purchase on Congress Street-(Open Space and/or Water Supply)-Moved and seconded that the Town vote to appropriate, upon recommendation of the Community Preservation Committee, the sum of \$185,000 to acquire by purchase and/or eminent domain, for Open Space and/or Water Supply purposes, approximately 60 acres in area, shown on a plan of land on file at the office of the Town Clerk, and for costs related thereto, and to authorize the Board of Selectmen

to solicit grants or receive gifts for said purchase and to meet said appropriation, to transfer the sum of \$185,000 from the Open Space Reserves of the Community Preservation Fund, and further to authorize the Town Manager to expend said sums of money from the Community Preservation Fund for the purposes of this Article, and further to authorize the Board of Selectmen to enter into a Permanent Conservation and/or Watershed Preservation Restriction, pursuant to the Massachusetts General Laws Chapter 44B, Section 12 and Chapter 184, Section 31, on the terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town.
2/3 vote required.

A motion “for the previous question”- a 2/3 vote required- received the requisite 2/3 vote called by the Moderator and carried.

Main motion received the requisite 2/3 vote called by the Moderator and carried.

Article 27-Land Purchase on Kingstown Way for Affordable Housing-Moved, seconded and voted that this article be indefinitely postponed.

Article 28 CPC-Affordable Housing (Grange)- 2/3 vote required (due to permanent restriction)-Moved and seconded that the Town vote to appropriate, upon recommendation of the Community Preservation Committee, the sum of \$150,000 for the purpose of plans and specifications, exterior Historical Restoration and development costs of two affordable housing units on land at 153 and 159 Franklin Street, including costs related thereto, identified as Parcels 120-512-006 and 120-503-007 on the Duxbury Assessors’ Maps as shown on a Plan of Land on file with the Town Clerk, and to authorize the Board of Selectmen to solicit grants or receive gifts for said purposes and to meet said appropriation to transfer the sum of \$150,000 from the Community Housing Reserves of the Community Preservation Fund, and further to authorize the Town Manager to expend said sums of money from the Community Preservation Fund for the purposes of this Article, and further to authorize the Board of Selectmen to enter into a Permanent Affordable Housing Restriction, pursuant to the Massachusetts General Laws Chapter 44B, Section 12 and Chapter 184, Section 31, on terms and conditions deemed by the Board of Selectmen to be in the best interest of the Town. **2/3 vote required-Received the requisite vote called by the Moderator and carried**

Article 29- Increase Number of Selectmen from to Three to Five (Citizen’s Petition)- Moved and seconded that the Town vote to increase the number of Selectmen from three to five.

2/3 vote required-A motion to “move the previous question” and end debate failed.

Called by the Moderator did not reach the requisite 2/3 vote. Debate continued.

Main motion failed.

Article 30-Recall Elections-Moved and seconded that the Town vote to amend the General Bylaws by adding a new Chapter 3.12 entitled, “An Act providing for Recall Elections in the Town of Duxbury. **Motion failed. Yes-65 and No -78**

Article 31- Water Resolution-Moved and seconded that the Town vote to adopt the Resolution pertaining to Water. **Motion failed. Yes-62 and No- 67**

Article 32-Pilgrim Station Monitoring-Moved and seconded the Town approve the following: The Town of Duxbury advocates that Pilgrim Nuclear Power Station's Buried Pipes and Tanks Inspection and Monitoring Program be required to consist of: a more robust inspection system; cathodic protection; a base line inspection prior to any license extension; and an effective monitoring wells program that adheres to well-established protocols for proper design of monitoring networks. These design standards include: a sufficient number of wells and screen placement; sampling frequency and selection of sampled contaminants to include tritium and a range of other radionuclides that, taken together, serve as specific source indicators; split samples with the Massachusetts Department of Public Health with all reports made public and available to the Commonwealth and local EPZ communities. The current 4-well monitoring system used by Entergy at Pilgrim Station does not meet reasonable standards for monitoring network design. The Clerk of Duxbury shall forward the text of this Article to the Town of Duxbury's State and Federal delegations, to all Select Boards within the Emergency Planning Zone of Pilgrim NPS, the Nuclear Regulatory Commission and Entergy Corp., so that the intent of the Citizens of Duxbury is widely known. **Motion carried**

Article 33- Financial Compensation from Entergy- Moved and seconded that the Town vote to approve the following: The Town of Duxbury recognizes that the operation of the Pilgrim Nuclear Power Station and the storage of radioactive waste on site have an economic impact on the Town of Duxbury that deserves commensurate compensation from the licensee. Therefore the Town is directed to take all appropriate measures to assure that equitable funding is provided to each community annually within the Emergency Planning Zone. The Clerk of Duxbury shall forward the text of this Article to the Town of Duxbury's State and Federal delegations, to all Select Boards within the Emergency Planning Zone of Pilgrim NPS, the Nuclear Regulatory Commission and Entergy Corp., so that the intent of the Citizens of Duxbury is widely known. **Motion carried**

Article 34-Stabilization Fund-Moved, seconded and carried that this article be indefinitely postponed.

Article 35-Free Cash-Moved, seconded and carried that this article be indefinitely postponed.

The Annual Town Meeting was adjourned sine die at 10:55pm on Monday, March 15, 2010

Total-	\$62,750,795.00
Tax Levy-	\$57,712,623.00
Free Cash-	\$1,157,172.00
Other available Funds-	\$ 989,000.00
Borrowing-	\$2,892,000.00

Attendance:

3-13-10 session and 3-15-10 session

Prec. 1 - 74	36
Prec. 2-104	61
Prec. 3- 57	35
Prec. 4- 35	24
Prec. 5- 41	14
Prec. 6- 33	17
Total 244	187

Respectfully submitted,

Nancy M. Oates
Duxbury Town Clerk

APPENDIX A: ARTICLE 7 REVISED PERSONNEL BYLAW

BY-LAW GOVERNING THE DUXBURY PERSONNEL PLAN
EFFECTIVE JULY 1, 2010

PART I
GENERAL PROVISIONS

1. TITLE

The provisions of the By-law, Job Classifications, and Pay Ranges appended hereto shall be known as the Town of Duxbury Personnel Plan (hereinafter referred to as the Plan), which shall govern the personnel practices of all appointed and/or elected officials of the Town with regard to all employees except those specifically exempted herein.

2. APPLICATION

The Plan shall apply to all employees except those positions filled by popular election and those under the direction and control of the School Committee, and those who have a separate employment contract with an appropriate authority; except where a collective bargaining agreement executed under the provisions of Massachusetts General Laws Chapter 150E contains a condition contrary to the provisions of the Plan. Provisions of the collective bargaining agreement shall prevail. Employees in positions certified as included in a collective bargaining unit shall be entitled only to those benefits as of the date of such certification. The Plan may be used as a guide for authorized officials in determining the compensation of, and personnel policies for, those employees exempted from this Plan. The purpose of the Plan is to provide guidelines to help ensure that sound human resource practices are applied equitably and reasonably and is not intended to be an employment contract. All employment is at the will of the Town and any and all of the Plan is subject to unilateral changes as recommended by the Town Manager and the Personnel Board and approved at Town meetings. Employees shall not assume that any part of this Plan will remain in force.

3. DEFINITIONS

Probationary Employees All new employees are considered probationary during the first 90 workdays of their employment. The probationary period shall be extended by the numbers of days absent from work, for any reason including holidays, during this period. If it becomes apparent at any time during this period that performance is not satisfactory, termination of employment shall take place immediately.

Management Employees are those who are on a fixed compensation for full time services as described in Part II.

Regular Full-time Employees are persons who work at least 35 hours per week, or more than 1040 hours per year, but are employed for a designated number of hours per week for each week throughout the year. Overtime is paid after 40 hours.

Regular Part-Time Employees are persons who work less than 35 hours per week, but at least 20 hours per week throughout the year for a minimum of 1040 hours per year.

Regular Part-Time Employees working fewer than 20 hours per week as of June 30, 2010 are eligible for paid vacation, personal and sick time on a pro-rata basis consistent with their regular work schedules. Employees hired after July 1, 2010 are ineligible for this paid time off.

Regular Intermittent Employees are persons who work on an “as needed” basis determined by the workload in the department throughout the year.

Seasonal Employees are persons who are hired for specific periods of time due to seasonal demands.

Temporary Employees are persons who are hired for a limited period of time to replace regularly scheduled employees who might be absent for extended periods to assist during conditions caused by temporarily increased workloads.

Emergency Employees are persons who are hired for the duration of an emergency, which could result in the interruption of services essential to the health, safety and welfare of the people of the town. In no event will these persons be employed beyond 30 calendar days without the prior approval of the Town Manager. (See Section 10A)

Employee Work Schedule The Department Head shall file a work schedule with the Town Manager to show the number of days and hours per day each employee covered by the Plan shall be expected to work. This schedule shall be amended by the Department Head to reflect changes as they occur, and shall be filed in a timely manner with the Town Manager. All employees will receive at least one-half hour *unpaid* lunch break if required to work more than six (6) hours per day.

4. TITLES OF POSITIONS

The job titles in the compensation schedules shall be the official titles of all positions in the Plan and shall be the only titles used in the administrative or personnel records. All personnel except those exempt under Paragraph 2, must be classified under the Plan and paid only on the basis of duties actually performed.

5. PERSONNEL BOARD

The Moderator shall appoint a Board of five members (hereafter called the Board) to advise on and review the administration of the Plan. Vacancies shall be filled by the Moderator without delay. Board members must not serve the Town in any other capacity other than “ex-officio” while serving on the Board and shall serve without compensation for three-year terms. Board members shall be voting citizens of Duxbury who have; the capacity for impartiality, human resources experience and breadth of outlook to meet the responsibility of the Board to represent both the employees and the taxpayers. The Board may employ assistance and may incur expenses, as it deems necessary subject to appropriation of funds.

6. NON-DISCRIMINATION

The Town agrees not to discriminate in any way against employees covered by the Plan on account of race, religion, creed, color, national origin, sex, sexual orientation, age, handicap, or Vietnam era military service. The Town agrees that the concept of Affirmative Action shall be applied consistent with the terms of the Plan.

6a. SEXUAL DISCRIMINATION AND HARASSMENT POLICY

1. It is the goal of the Town of Duxbury to promote a workplace that is free of sexual harassment. Sexual harassment of employees occurring in the workplace or in other settings in which employees may find themselves in connection with their employment is unlawful and will not be tolerated. Further, any retaliation against an individual who has complained about sexual harassment or retaliation against individuals for cooperating with an investigation of a sexual harassment complaint is similarly unlawful and will not be tolerated. To achieve our goal of providing a workplace free from sexual harassment, the conduct that is described in this policy will not be tolerated and we have provided a procedure by which inappropriate conduct will be dealt with, if encountered by employees.

Because the Town takes allegations of sexual harassment seriously, we will respond promptly to complaints of sexual harassment and where it is determined that such inappropriate conduct has occurred, we will act promptly to eliminate the conduct and impose such corrective action as is necessary, including disciplinary action where appropriate.

Please note that while this policy sets forth our goals of promoting a workplace that is free of sexual harassment, the policy is not designed or intended to limit our authority to discipline or take remedial action for workplace conduct, which we deem unacceptable, regardless of whether that conduct satisfies the definition of sexual harassment.

2. Definition of Sexual Harassment

In Massachusetts, the legal definition for sexual harassment is this:

“Sexual harassment” means sexual advances, request for sexual favors, and verbal or physical conduct of a sexual nature when:

- (a) Submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment decisions; or
- (b) Such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual’s work performance by creating an intimidating, hostile, humiliating or sexually offensive work environment.

Under these definitions, direct or implied requests by a supervisor for sexual favors in exchange for actual or promised job benefits such as favorable reviews, salary increases, promotions, increased benefits, or continued employment constitutes sexual harassment.

The legal definition of sexual harassment is broad, and in addition to the above examples, other sexually oriented conduct, whether it is intended or not, that is unwelcome and has the effect of

creating a work place environment that is hostile, offensive, intimidating, or humiliating to male or female workers may also constitute sexual harassment.

While it is not possible to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct which is unwelcome, may constitute sexual harassment depending upon the totality of the circumstances including the severity of the conduct and its pervasiveness:

- Unwelcome sexual advances - whether they involve physical touching or not;

- Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life; comments on an individual's sexual activity, deficiencies, or prowess;

- Displaying sexually suggestive objects, pictures, cartoons;

- Unwelcome leering, whistling, brushing against the body, sexual gestures, suggestive or insulting comments;

- Inquiries into one's sexual experiences; and, discussion of one's sexual activities.

All employees should take special note that, as stated above, retaliation against an individual who has complained about sexual harassment, and retaliation against individuals for cooperating with an investigation of a sexual harassment complaint is unlawful and will not be tolerated by the Town.

3. Complaints of Sexual Harassment

If any of our employees believes that he or she has been subjected to sexual harassment, the employee has the right to file a complaint. The employee should promptly report the matter to department head, supervisor, or the town manager, the human resource officer, or any other representative of town management with whom the employee feels comfortable talking to. Employees are encouraged, though not required to inform the alleged harasser that the conduct is not welcome and to stop engaging in such conduct.

4. Sexual Harassment Investigation

Once the Town is made aware of a complaint of sexual harassment from any source, the Town Manager, or other town representative will undertake an investigation. The investigation will be conducted in such a way to maintain confidentiality to the extent practicable under the circumstances. The investigation will include a private interview with the person filing the complaint and with witnesses. Also interviewed will be the person alleged to have committed sexual harassment. When the Town Manager, or other town representative has completed the investigation, he will, to the extent appropriate inform the person filing the complaint and the person alleged to have committed the conduct, of the results of the investigation.

If it is determined that inappropriate conduct has occurred, the Town will act promptly to eliminate the offending conduct, and where it is appropriate will also impose disciplinary action.

5. Disciplinary Action

If it is determined that inappropriate conduct has been committed by one of our employees, the town will take action as is appropriate under the circumstances. Such action may range from

counseling to termination from employment, and may include such other forms of disciplinary action as deemed appropriate under the circumstances.

6. State and Federal Remedies

In addition to the above if an employee believes he has been subjected to sexual harassment, he may file a formal complaint with either or both of the government agencies set forth below. Using our complaint process does not prohibit an employee from filing a complaint with these agencies. Each of the agencies has a short time period for filing a claim (EEOC - 180 days, MCAD - 6 months).

The U.S. Equal Employment Opportunity Commission ("EEOC")
10 Congress St. 10th Floor
Boston, MA 02115
(617) 565-3200

The Massachusetts Commission Against Discrimination
("MCAD")
One Ashburton Place - Room 601
Boston, MA 02108
(617) 727-3990

7. DUTIES OF THE PERSONNEL BOARD

- a. The Board shall advise on and review the administration of the Plan.
- b. Proposed substantial changes in job descriptions, new jobs, reclassifications of existing jobs and new rates for new jobs are to be reviewed by the Board for advice and comments prior to finalization.
- c. The Board shall periodically review the Plans of other towns, area pay rates and personnel policies and shall report to the Town Manager and recommend action appropriate to maintain a fair and equitable personnel program.
- d. The Board shall review such matters pertaining to personnel policies and administration as are referred to it by the Town Manager, and report and make recommendations to the Town Manager thereon.
- e. The Board may assist in the recruitment and preliminary screening of Town management applicants as requested.

8. DUTIES OF THE TOWN MANAGER

- a. The Town Manager shall develop and maintain written job descriptions for all positions, which shall describe the primary responsibilities, general duties and requirements for filling jobs.

- b. The Town Manager may add new jobs to the Plan or reclassify existing jobs and authorize new rates for the new jobs.
- c. The Town Manager shall be responsible for establishing pay rates and salary ranges for all employees covered by the Plan unless otherwise provided herein.
- d. Department heads shall periodically review the written job descriptions under their jurisdiction and notify the Town Manager if any job description needs revision. The Town Manager, at least every three years, shall compare jobs subject to the Plan with their job description.

9. EFFECTIVE DATE

This amended Plan shall be operative as of July 1, 2010.

10. HIRING OF NEW EMPLOYEES

All employees, except Emergency hires, shall establish their fitness for service with the Town by serving a ninety (90) working day probationary period.

Probationary employees shall be eligible for participation in the Group Insurance Program if they meet the conditions of the program.

Employees shall be hired within the salary range of the compensation schedule. Exceptions to this are allowable for newly hired employees using the following criteria:

- a. They possess exceptional qualifications and experience as related to the requirements of the job and as compared to employees currently in regular positions.
- b. Their most recent or current compensation is such that recruitment at the minimum would be difficult.

No position subject to this plan shall be filled (other than Emergency and Temporary hiring and where otherwise specified within the Plan) until such hiring has first been posted for seven (7) working days at the Office of the Town Clerk and the offices of the Department where the vacancy occurs and interested Regular Full-time and Regular Part-time employees' qualifications have been considered. Should such vacancy not be filled from within during these seven (7) working days, then such vacancy will be advertised in newspapers for at least two consecutive weeks.

Applicants for other than Emergency hiring may be required to pass a pre-employment physical examination given by a physician at the Town's expense and reported on the form provided. Fees shall be paid on a usual and customary basis.

No terms or conditions of employment other than those set forth in the Plan shall be offered to any applicants.

11. SPECIAL HIRING

a. Emergency Employee Hiring

In times of emergency, for a period not to exceed one week, the appropriate department head is authorized to hire Emergency Employees necessary to prevent the interruption of essential Town services. At all times the rate of pay should be reasonable and consistent with the applicable rate ranges. (See Section 3).

b. Temporary Hiring

Employees needed to meet conditions caused by seasonal workloads or illness, or absence of regular employees may be hired. The department head may utilize informal procedures without prior approval by the Town Manager. They shall be hired at the applicable step of the appropriate grade consistent with their experience, but not to exceed the rate of pay of the incumbent. They shall be released at the earliest possible time, but no later than the return of the Regular employee. Within one week the department head shall notify the Town Manager of the employee hired, the need for such hiring, and the anticipated duration of employment.

c. Notification

The department head shall certify to the Town Accountant the nature and duration of either Emergency or Temporary employment before payment may be made.

d. Re-hire

If an employee who has been laid off because of reduction in force or released through no fault of their own is rehired within 2 years of such termination, only then in such event, will the employee be entitled to all benefits (except those benefits provided in Part III Section 1b.) based on the original date of hire. Such employee shall be subject to a probationary period as stated in Part I Section 3 "Probationary Employee." An employee who resigns and is subsequently rehired shall be entitled to benefits based on the date of re-hire. An employee separated for cause will not be rehired to any Town position without prior approval of the Town Manager.

12. LEAVES OF ABSENCE

The Town may grant unpaid leaves of absence to eligible employees for specific periods of time and for these reasons: medical, maternity, personal, and military service (other than summer military training) subject to the approval by the Town Manager. The Town may also grant special short-term leave of absence with pay for military reserve obligation (summer training), bereavement, and jury duty.

The Town grants leaves of absence under certain circumstances so that the length of service of the employee is protected. Service time will continue to accrue for the duration of a leave in accordance with the specific type of leave granted.

Any leave will delay salary reviews by the amount of time the employee is on leave. The only exception to this is a leave for military reasons.

A leave must be requested for a specific period of time. The reason for the leave will determine the maximum length of time that can be granted.

Upon the department head's approval of a leave of absence a Personnel Action Request Form will be submitted to the Town Manager.

A. FAMILY MEDICAL LEAVE POLICY

It is the policy of the Town of Duxbury to provide leave in accordance with the Family and Medical Leave Act of 1993 ("FMLA").

All eligible employees are entitled to take up to twelve (12) work weeks of FMLA leave during a twelve month period under the following definitions and procedures.

ELIGIBLE EMPLOYEES:

Individuals who have worked for the Town for at least twelve months and provided at least 1,250 hours of service during the twelve months before the leave commences.

ELIGIBLE EMPLOYEES ARE ENTITLED TO FMLA LEAVE FOR:

1. The birth of a child and to care for the child or the adoption or placement for foster care of a child under 18 (or over 18 if the child has a physical or mental disability and is unable to care for him/herself).
2. A serious health condition which prevents the employee from performing the functions of his/her job.
3. To care for a child, parent or spouse who has a serious health condition.
4. Military service or family military leave
5. Caring for a family member recovering from an illness or injury suffered while on active military duty up to 26 weeks of unpaid leave in a single 12 month period.

DEFINITIONS:

CHILD: Biological, adopted or foster children, stepchildren, or the child of a person with legal guardianship or who has day-to-day responsibility to care for and financially support a child, even if there is no biological or legal relationship.

CONCURRENT LEAVE: State and Federal mandated leave entitlements normally run concurrently with each other and with leave provisions under any applicable collective bargaining agreement or policy.

HEALTH CARE PROVIDER: A doctor of medicine or osteopathy authorized to practice medicine or surgery by the State in which the doctor practices; a clinical social worker or a Christian Science practitioner or any other person determined by the Secretary of Labor, to be capable of providing health care services as defined under FMLA regulations.

INTERMITTENT LEAVE: Time away from the job taken in separate blocks of time due to a serious health condition.

PARENT: The biological parent, or persons who had day-to-day responsibility to care for and financially support a child. Parents-in-law are not included.

REDUCED LEAVE SCHEDULE: Reduction in the number of hours per workday or workweek.

SERIOUS HEALTH CONDITION: An illness, injury, impairment or physical or mental condition that involves:

1. Treatment as an inpatient in a hospital, hospice or residential medical care facility; or
2. A health condition that requires continuing treatment by or under the supervision of a health care provider. Continuing treatment includes: a) two or more treatments by a health care provider; (b) two or more treatments by a health care practitioner on referral from, or under the direction of, a health care provider; c) a single visit to a health care provider that results in a regimen of continuing treatment under the supervision of a health care provider.
3. A health condition that requires continuing treatment by or under the supervision of a health care provider for a chronic or long term health condition that is incurable or so serious that if untreated, would likely result in an absence from work of more than three days.

Examples of serious health conditions include: Heart attacks, heart conditions requiring heart bypass or valve operations, most cancers, back conditions requiring extensive therapy or surgical procedures, strokes, severe respiratory conditions, spinal injuries, appendicitis, pneumonia, diabetes, epilepsy, asthma, alcoholism, emphysema, severe nervous disorders, injuries caused by serious accidents on or off the job, the need for prenatal care, childbirth and recovery from childbirth.

TWELVE MONTH PERIOD: The “rolling” twelve month period measured backward from the date any employee uses any FMLA leave.

SPOUSE: Defined in accordance with applicable State law, including common law marriages as recognized by the Commonwealth of Massachusetts. Unmarried domestic partners do not qualify for FMLA leave to care for their partner. Also, married couples that work for the Town are limited to a combined total of 12 workweeks during the 12 month period if leave is taken for birth or placement for adoption or foster care of a child or to care for a sick parent. Such leave to care for birth or placement for adoption or foster care of a child must be taken within 12 months beginning on the date of birth or placement for adoption or foster care.

PROCEDURE

NOTICE OF INTENT TO USE LEAVE:

Eligible employees will provide written notice of their intent to use FMLA leave to the Town Manager, thirty days in advance when the leave is foreseeable. For example, the birth or placement of a child for adoption, foster care, or planned medical treatment. When unforeseen events occur that require FMLA leave, the employees or a representative of the employee must provide written notice as soon as both possible and practical but in no event later than one or two working days of learning the need for the leave except in extraordinary circumstances. The notice will include the reason for the leave, the date the leave shall begin and the intended date of return.

When planning medical treatments, employees should consult with the Town when giving notice and make reasonable efforts to schedule the leave so as not to unduly disrupt the Town's operations.

MEDICAL CERTIFICATION:

Leave to care for an employee's seriously-ill family member, or leave due to a serious health condition that makes the employee unable to perform the functions of the employee's job, must be supported by certification by a health care provider.

Employees must provide the certification within fifteen calendar days. If the need for leave was not foreseeable, the employee must still provide the certification as soon as both possible and practical thereafter. Certification shall include:

1. Identification of the practitioner and the type of medical practice.
2. The date the serious health condition commenced and the probable duration of the condition.
3. Diagnosis of the serious health condition.
4. Statement of the regimen of treatment prescribed for the condition (including estimated number of visits, nature, frequency and duration of treatment, including referred or ordered treatment to other health care providers and whether inpatient hospitalization is required). For intermittent leave or leave on a reduced leave schedule, a statement of the medical necessity for such leave.
5. In instances of the employee's serious health condition:
 - a. statement that the employee is unable to perform work of any kind, or
 - b. statement that employee is unable to perform the essential functions of his/her position (as determined by the Town).
6. Instances of care for a family member:
 - a. statement that the family member is in need of the employee's assistance for basic medical, hygiene, nutritional needs, safety or transportation, or
 - b. statement that the employee's presence would be beneficial or desirable for the care of the family member.

Medical certification forms are available in the office of the Town Manager. If the Town has reason to doubt the validity of a medical certification, the employee may be required to obtain a second opinion from a health care provider designated by the Town at the Town's expense. If the two opinions differ, the Town may require a third opinion, which will be final and binding, from a health care provider mutually agreed upon by the employee and the Town and at the Town's expense.

Re-certification by the health care provider is required every thirty days. Re-certification must include the same information contained in the initial certification.

Re-certification may also be required in the following instances:

- a. The employee requests an extension of leave;
- b. changed circumstances occur regarding the illness or injury;
- c. The Town's reception of information which casts doubts upon the continuing validity of the certification.

NOTICE OF INTENT TO RETURN TO WORK:

An employee will be required to report periodically to the Town on his or her status and intent to return to work.

INTERMITTENT LEAVE/REDUCED SCHEDULE:

FMLA leave may be taken on an intermittent or reduced leave schedule. Employees requesting an intermittent or reduced leave schedule must make a reasonable effort to schedule treatment so as not to unduly disrupt the Town's operations and administration, especially when the leave is foreseeable. The Town may require a temporary transfer to an alternative position with equivalent pay and benefits, if the employee is qualified for the position, to better accommodate the reoccurring periods of leave.

Leave for the birth or placement of a child may not be taken on an intermittent or reduced leave schedule basis.

PAID LEAVE AND BENEFITS

In all circumstances, accrued vacation and personal leave as well as compensatory time must be used for qualified FMLA leave. In addition, sick leave must also be used to care for the employee's own serious health condition. Upon depletion of the available accrued paid leave, FMLA leave becomes unpaid leave. It is the total of this time, which will equal the twelve weeks of FMLA leave. During any portion of FMLA leave to which the accrued paid leave is applied, the employee will continue to accrue benefits and seniority. During any portion of FMLA leave, which is unpaid, the employee will not accrue benefits and seniority.

The Town will continue the contribution to the employee's group health plan during the FMLA leave unless the employee advised that he/she will not be returning to work. The employee will have his/her contribution deducted from the applied paid leave. Upon the depletion of said leave, the employee must make arrangements to pay his/her contribution to the health premiums. These arrangements must be made in advance of the leave, especially if the leave is foreseeable.

If the employee's premium payment is more than 30 days late, his/her health coverage will be canceled. Employees experiencing severe financial hardship may petition the Town Manager for consideration of alternatives for payment of the employee premium. This may include but not be limited to: payment of employee health insurance premiums by the Town while on unpaid leave and subsequent double deductions of health insurance premiums upon the employee's return to work. This petition must be made within the thirty days noted previously. The Town Manager will make a recommendation to the Board of Selectmen or their designee for final determination.

The Town will recover from the employee premiums paid during any period of unpaid FMLA leave if the employee fails to return to work after the FMLA leave entitlement has expired, except in instances of continuation, reoccurrence, or onset of qualifying FMLA leave circumstances or other circumstances beyond the control of the employee.

When circumstances allow for the Town to recover health insurance premium payments it made from a non-returning employee, the Town may deduct the amount due from any sums owed to the employee. For example: vacation or final paycheck.

RESTORATION TO POSITION:

An eligible employee who takes FMLA leave is entitled to be restored to the same position that the employee held when the leave started, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment, provided the employee returns to work at the conclusion of leave of 12 work weeks or less.

Employees on FMLA leave due to their own serious health condition must submit certification from the health care provider that the employee is able to resume work, i.e. is fit for duty, before they can return to work.

DENIAL:

Conditions under which FMLA leave and/or reinstatement may be denied including (but not limited to):

1. ineligibility of employee,
2. unqualified for leave under the Family and Medical Leave Act,
3. employee fails to give timely advance notice for foreseeable leave (temporary denial up to thirty days after employee provides notice of need),
4. employee fails to provide in a timely manner, requested medical certification (temporary denial up to time of submittal),
5. employee fails to supply fitness-for-duty certificate (up to time of submittal),
6. if employee's job is eliminated during period of leave.
7. employee unequivocally advises Town of intent not to return to work,
8. fraudulent acquisition of FMLA leave, and
9. employment with another employer while on FMLA leave.

A-1 SMALL NECESSITIES LEAVE ("SNLA"):

All eligible employees are entitled to take up to a total of 24 hours leave during the 12-month period, as defined in the FMLA policy, to:

- (1) participate in school activities directly related to the educational advancement of a son or daughter of the employee, such as parent-teacher conferences or interviewing for a new school;
- (2) accompany the son or daughter of the employee to routine medical or dental appointments, such as check-ups or vaccinations; and
- (3) accompany an elderly relative of the employee to routine medical or dental appointments or appointments for other professional services related to the elder's care, such as interviewing at nursing or group homes.

"School" includes public and private elementary and secondary schools, Head Start programs, and children's day care facilities licensed under Massachusetts' law.

Eligible employees are individuals who have worked for the Town for at least twelve months and provided at least 1,250 hours of service during the twelve months before leave commences.

In all circumstances, accrued vacation and personal leave must be used for SNLA leave. Upon depletion of available accrued vacation and personal leave, SNLA becomes unpaid leave. Vacation and personal leave run concurrently with SNLA when the leave is for an

SNLA a qualifying reason.

Eligible employees will provide written notice of their intent to use SNLA leave to the Town Manager seven days in advance when the leave is foreseeable. When unforeseen events occur that require SNLA leave the employee must provide as much notice as practicable.

All notifications, certifications and questions relating to this policy, must be submitted to the Town Manager.

- A. Extended Medical Leave: A medical leave may be extended until the employees are physically able to return to work, up to a period of six months. The duration of the medical leave must be supported by the employees' doctor in a written statement directed to the Town.
- B. Maternity Leave: Female employees will be granted a maternity leave of up to eight weeks for the purpose of childbirth or for adopting a child under three years of age. Employees have to give notice of the date of their departure and their intent to return to work. The employee will return to her original position or a similar one. Leave under this provision runs concurrently with Family Medical Leave Policy.
- C. Personal Leave: The Town may grant a leave of absence for compelling personal reasons provided adequate arrangement can be made for employee's responsibilities during the absence. Employees must have been employed over one year as a regular full-time employee or have equivalent part-time service. The leave may not exceed three months. The employee must notify the department head far enough in advance to allow for the approval of the Town Manager and to make adequate arrangements.

All accrued vacation time not used may not extend the period of such leave. All benefits will continue for the length of the personal leave to a maximum of three months. Total monthly group insurance premiums must be paid in advance by the employee.
- D. Military Employees who held permanent positions prior to entering military service are entitled to reinstatement. Employees inducted into the Armed Forces will be expected to show a copy of their military orders to their department head who will make a copy of these orders and send them to the Board for the employee's file.

Employees must present a certificate showing satisfactory completion of service. Employees returning from military service will be restored to their former position or a position of like status and pay if such employees apply for reinstatement within 90 days from date of honorable discharge from military service.

Once employees are reinstated they are entitled to the service date they had when they entered military service plus whatever additional service time they would have accumulated had they remained at their job. If the rate of pay for the same position has been increased, they are entitled to the higher pay.

The leave of absence will terminate upon an employee's failure to apply for reinstatement within 90 days of honorable discharge.

Service time will continue to accrue for the duration of a military leave, but will not accrue beyond a maximum of 5 years.

While in the Armed Service, insurance coverage will be discontinued.

1. Reserve Obligation - Military Leave

The Town will grant a leave annually to permanent full-time employees who are ordered into military service for 15 days or less. This leave is in addition to the normal vacation to which they are entitled. The two-week military time will not be counted as vacation time unless

requested by the employee. Reserve training will not be considered an interruption of Town Employment for purposes of computing service date.

Group insurance coverage will continue unchanged during this 15 day Reserve training period. If employees are called or volunteer for longer periods of active duty, all insurance benefits will cease as of the date they are placed on Military Leave.

E. Special Short Term Leave With Pay Special short-term leave with pay may be granted as follows:

1. Bereavement Employees shall have up to four consecutive days off for time necessarily lost, without loss of pay, in the event of a death in the employee's immediate family, namely, husband, wife, son, daughter, father, mother, brother and sister. This leave may be extended without pay at the discretion of the department head if unusual travel time is involved.

Employees shall have up to two (2) consecutive days off for time necessarily lost, without loss of pay, in the event of the death in the employee's family, namely, mother-in-law, or father-in-law. Employees shall have one (1) day off for time necessarily lost, without loss of pay, in the event of the death of the employee's brother-in-law or sister-in-law.

The days of this bereavement leave shall be reduced or not allowed if the period of funeral leave occurs while the employee is on vacation, on sick leave or other leave of absence.

The employee must notify the Department Head of this bereavement leave.

2. Jury Duty In order that the employees on jury duty will not lose time and money by being impaneled as jurors, the Town will reimburse the employees the difference in wages earned as a juror and what their normal earnings would have been had they been working for the Town.

The employees, upon receipt of notice, will immediately inform their department head of their call to jury duty. The department head should note on the payroll time sheet, and the moneys to be paid the employees to compensate them for the earnings lost while on jury duty. Employee's check or check stub from the court should be presented to the Town Accountant upon receipt for verification of wages earned.

In all cases jury duty shall conform with the procedures specified under the One Trial Jury System mandated by General Laws Chapter 234A.

3. Personal Days After the ninety (90) working days probationary period, up to three (3) days leave with pay may be granted by the Department Head in any one year for personal or private reasons. No deduction will be made from sick leave credit. Personal days may be granted to regular part-time employees on a pro-rated schedule commensurate with their annual hours worked. Personal days may not be accumulated and no payment shall be made at termination for unused days.

13. TERMINATION

a. Termination definitions

Release - is a separation initiated by the department head as the result of an individual's inability to perform the duties of the job for reasons other than cause.

Lay-Off - is a separation initiated by the department head as a result of the elimination of a position due to reorganization or a lack of money or work.

Discharge - is a permanent separation for cause initiated by the department head.

Resignation - is a voluntary separation initiated by the employee.

b. Pay:

- (1) Regular full-time and regular part-time employees are entitled to termination pay as provided in the following schedule. Regular part-time employees shall be paid on a prorated basis. The department head shall determine the proper amount of termination pay and submit a Personnel Action Request Form to the Town Manager for approval.

<u>Reason for Termination</u>	<u>Amount of Termination Pay</u>
Discharge	None
<i>Release or Lay-Off:</i>	
Under 13 week's service	None
13 weeks to one year of service	1 week
1 year's service or more	1 week for each year of completed service to maximum of 10 weeks.
<i>Resignation:</i>	
Without notice	None
With notice*	Maximum of two weeks
Retirement	None

(1) The maximum may be given when the department head declines the offer of the employees to work out their notice period. Termination pay may not exceed the amount the employees would have earned had they been able to work out their notice period.

(2) If employees resign and work their two-week notice period, they are not entitled to termination pay.

(3) Probationary, Intermittent, Seasonal, Temporary and Emergency employees are not entitled to termination pay.

(4) Compensation shall continue to be paid for the period of time as indicated by the schedule in 12 (1).

- c. Employees who are terminated are to be paid for vacation time accrued and not taken at the time of termination.
- d. Group insurance policies for terminated employees shall be canceled as of the end of the last month actually worked. Eligible employees may continue enrollment in group insurance policies in accordance with municipal and statutory authority.

14. GRIEVANCE PROCEDURE

Step 1 Employees who allege a grievance shall, within five (5) working days of such grievance, file a written statement of the cause of complaint with their department head and the Town Manager. The department head shall immediately confer with the aggrieved employee and, within ten (10) days of receipt of the written complaint, render in writing to the Town Manager his/her recommendations to resolve the grievance.

Step 2 If employees disagree with the recommendations they shall, within five (5) working days of receipt of same, submit their written response to the Town Manager and their department head. Within fifteen (15) working days the Town Manager shall render a written decision on the alleged grievance, including any adjustments necessary to satisfy said grievance.

Step 3 The aggrieved employee (except in a discharge action) who may not be satisfied with the decision after Step 2, may within fifteen days request a review of the decision by the Personnel Board. The decision after Step 2, if not appealed within the time allowed, or after Step 3, shall be final and binding and immediate unless it involves the expenditure of moneys in excess of, or contrary to, the purposes for which moneys were appropriated at a Town Meeting.

15. COMPENSATION GRADE APPEAL

Any employee who believes that his or her job has been substantially altered or has higher ranked duties added since the job was last evaluated may appeal to his or her department head and the Town Manager. This request will be in writing and will provide complete details as to the assignment changes and implementation dates. The Town Manager will re-evaluate the job and render a decision within 31 days of the appeal. If the change is judged significant enough to warrant reclassification of the job or other necessary action, such will be made retroactive to the date of the employee's appeal.

16. TEMPORARY TRANSFER TO MANAGEMENT SCHEDULE

Subject to the Town Manager's approval when the appointing authority determines it necessary to temporarily fill a higher pay grade, the assigned employee shall be paid no less than the minimum of the new range or 10% more than the employee's current rate, but not to exceed the maximum of the new pay rate provided that:

1. The employee is required to perform the full complement of duties, and
2. The assignment is thirty-one or more consecutive calendar days.

Should the employee be asked to perform less than the full complement of duties, but more than what is normally expected for thirty-one or more consecutive calendar days, the assigned employee may be paid up to 5% of the minimum of that position in addition to his/her current rate.

In neither of the foregoing situations will the employee receive compensation for an assignment of less than thirty-one consecutive calendar days; however, once the thirty-first day is passed, the employee shall receive retroactive pay to the first day of the assignment.

Upon completion of the temporary transfer, the employee shall return to his or her former position without loss or seniority benefits.

Any temporary transfer shall not exceed six months without the approval of the Town Manager and shall not in itself serve as a basis for a claim for upgrading on the part of the employees so assigned.

Situations may arise in which employees may be needed to work beyond the stipulated twelve (12) hour period. In such cases the department head making the assignment shall take into account the employees' ability to work safely and efficiently.

17. TUITION ASSISTANCE POLICY

The Town of Duxbury will provide tuition assistance benefits to help employees pay for the cost of courses related to their job, in accordance with the following guidelines and subject to available funding.

1. Eligibility. All regular full time employees covered under the Plan, who have been employed for one year, are eligible for tuition assistance benefits.
2. Types of Courses. The following courses are reimbursable:
Undergraduate and graduate courses offered through accredited colleges and universities if the department head and Town Manager determine that the course(s) relate to the employee's current assignment; and courses that are part of an approved degree-related program in which the employee has matriculated.
3. Amount of reimbursement. Tuition reimbursement will be provided up to five-hundred dollars (\$500) per semester or three-hundred thirty-three dollars (\$333) per trimester, whichever is applicable, with a maximum of one-thousand dollars (\$1000) per calendar year. Reimbursement is subject to receipt of Grade B or better.
4. Tax considerations. Reimbursement under this policy may result in taxable income to the employee.
5. Effect of employment termination. To be reimbursed, employee must still be employed by the Town at the time of receiving evidence of satisfactory course completion.

Tuition Assistance Procedure

Submission of application. Before starting a course, an employee must submit a written request for Tuition Assistance to his or her Department Head. The employee and Department Head will discuss the relevance of the course(s) to the employee's position and/or future goals.

Approval of application. If the course(s) fulfill the requirement of this policy, the Department Head will indicate approval by signing the form and will forward it to the Town Manager. The Town Manager will review the request and return it to the Department Head, either with a signed approval or with an explanation for the reasons for disapproval. Evidence of satisfactory completion. On completing approved courses, employees are required to submit to the Town

Manager certified transcripts of their grades and original receipts for reimbursable tuition. If a course is not satisfactorily completed in accordance with the criteria outlined in this policy, no reimbursement will occur.

18. GENERAL

- a. No *Regular* employee shall receive compensation for any hours worked on any part-time job under this Plan unless such part-time employment is authorized by the Town Manager in writing and then only when such work is performed other than during the employee's regularly scheduled hours.
- b. Retirement is a permanent separation at which time the employee receives an immediate retirement income under the Plymouth County Retirement plan for public employees.
- c. Employees in all Town departments are not expected to work more than 12 hours in any 24-hour period. The twenty-four (24) hour period will begin at the start of the employee's regular shifts.
- d. No employee will be transferred or be hired into a department in which the applicant will be supervised by a relative or in which the applicant will be required to supervise a relative, except Call Firefighters.
- e. Employees shall perform the work described within their job description, as well as any other reasonable duties assigned by their supervisors, or in times of emergency, by any Town supervisor. Employees should strive to perform their duties enthusiastically and effectively in a spirit of community and cooperation with other town employees and departments.
- f. No employee who is filling a Regular Full-time position shall be hired into a second full-time job. In the event that an employee's part-time position becomes full-time concurrent with another full-time job, the employee shall be terminated from one of the positions.

PART II

MANGEMENT PROVISIONS **GRADE III AND ABOVE**

- 1. The Classifications listed in the Compensation Schedule are positions, which are on a fixed compensation for full time service and receive no overtime premium. Salary adjustments are subject to merit review on the basis of recommendations of the appointing officer or authority and the approval of the Town Manager. There are no automatic increases or cost of living adjustments.
- 2. Prior to appointment, no job offer shall be made by the appointing authority until verification of prior employment has been established and advising the Board of the pending action.

3. Salary Review Employees shall be reviewed by the appointing officer or authority for action annually on July 1. However, if employees have three months or less service as of July 1 their review shall be postponed until the next July 1. If employees have more than three but less than twelve months of service as of July 1 then they will receive a proportion of the increase otherwise granted. Specifically, one/twelfth of the increase will be granted for each full month served to a maximum of twelve months. For example; if employees start on January 1 then they would have six months service as of July 1, resulting in one half of the increase otherwise granted.

Individuals who at the start of the fiscal year are at the maximum of the salary range and therefore no longer eligible for base salary increase, may be considered for a one time lump sum payment of up to \$1,500 at the discretion of the Town Manager based upon performance evaluation. (Lump sum payment shall not be considered increase in the base salary.)

Nothing in this section shall be construed as requiring that a salary increase be granted unless warranted by meritorious performance.

4. Performance Appraisal Employees shall be entitled to a formal written review of their performance annually, and new employees upon completion of three months service in accordance with the policies and procedures of the Board. Such appraisal shall, at the minimum, indicate how the employees have met their performance expectations during the just completed period and establish new expectations for the upcoming period.
5. Employees classified under this schedule are those whose duties include some form of managerial authority, actually directing the work of others, and who carry out their particular responsibilities by direction, but without supervision, and usually with specific responsibilities and authorities defined by statute or by-law.
6. Holidays: Management employees will be eligible for the same holidays as provided for Regular employees.
7. Vacation Management employees shall be eligible for vacation in accordance with the following provisions:
 - a. After the completion of 4 months of continuous employment, an employee shall be eligible for up to 5 days of paid vacation to be taken with prior written approval of the appointing authority.
 - b. After the completion of 8 months of continuous employment, an employee shall be eligible for an additional 5 days of paid vacation to be taken with prior written approval of the appointing authority.
 - c. After the completion of 12 months of continuous employment, an employee shall be eligible for an additional 5 days of paid vacation with prior written approval of the appointing authority. The total of the foregoing shall not exceed 15 days of paid vacation for the first 12 months of continuous employment.
 - d. After completion of 60 months of continuous employment, an employee shall be eligible for 4 weeks of paid vacation to be taken with prior written approval of the appointing authority.

With regard to the above vacation time provisions only, employees hired prior to July 1, 1987 shall be governed by the Plan effective July 1, 1986.

The following provisions in this section apply to all management employees irrespective of hire:

- a. After completion of 25 years of continuous employment, an employee shall be eligible for up to 25 days of paid vacation to be taken with prior written approval of the appointing authority.
 - b. The appointing authority may request, due to operational necessity, that vacation time be accumulated for up to one year beyond the period during which it was earned.
 - c. All vacation time must be scheduled with advance written approval of the appointing authority with a copy to the employee's personnel file.
 - d. In the event of the death of an employee payment of any vacation time earned, but not taken, shall be made to the employee's designated beneficiary.
8. **Family Sick Time** All eligible *Regular Full-Time employees* may use up to 40 hours of their available sick time, per fiscal year, to care for an ill member of their immediate family; child, stepchild, parent, spouse, foster child or ward who lives with the employee. Other situations will be reviewed on a case by case basis. *Regular Part-Time* employees may use a pro-rata amount consistent with their work schedules.
9. **Disability Leave** In cases of prolonged absences due to accident or illness, salary shall be continued for the period of the disability up to a maximum of six months subject to certification by a physician that the employee is unable to work. Such certification shall be provided to the Town Manager upon its request. Absences not separated by a period of thirty days will be considered the same disability for purposes of this paragraph. At any time during this leave, the Town Manager may appoint a physician to verify the employees' condition. If disability continues beyond a six-month period, employees will be considered on an unpaid leave of absence. Leave taken under this paragraph will be considered Family Medical Leave.
10. **Service Pay on Retirement** When employees retire from a Classification in the Compensation Schedule and receive immediate retirement income from the Plymouth County Retirement Association or other appropriate retirement system, they shall be entitled to one week's pay for each year of continuous service to the Town up to a maximum of ten (10) weeks.

Such service pay on retirement shall be paid at the time of retirement provided the employee has submitted, in writing, a notice of intent to retire at least six (6) months in advance. If employees fail to submit such written notice to the Town as specified their service pay may be deferred to the next fiscal year.

PART III
EMPLOYEE PROVISIONS
GRADE I, II AND IIA

1. RATE RANGES

- a. All employees in Grade I, Grade II and Grade IIA shall move through the ranges in accordance with the Salary Administration Guidelines, available at Human Resources.

Employees denied an increase have a right of appeal to the Town Manager. The Town Manager shall confer with the employee and appropriate department head prior to determining the merits of the appeal.

New Regular Full-Time employees having performed 6 months of service are eligible for review.

Regular Part-Time employees shall be eligible for a salary increase or merit review at the end of one year of service or 1,560 hours, whichever comes later, but in any event may be considered eligible for a salary or merit review after three years of continuous part-time service even though 1,560 hours may not have been worked during the three (3) year period involved.

Progression to the Maximum: Progression through the rate ranges from the minimum to the maximum for employees in Schedule P.S. shall be in six steps. Progression through the ranges is not automatic but is on the basis of merit and ability as recommended by the appropriate department head and approved by the Town Manager. A step increase or merit review may occur any time on or after the anniversary date.

Employees denied an increase under the foregoing provisions shall be informed in writing, with a copy to the Town Manager and the Personnel Board, of the following:

1. the reason(s) for the denial
2. the suggested areas for improving their performance
3. the time period for further review of performance

Employees who do not improve their performance may be terminated.

Intermittent and Seasonal employees shall be eligible for a merit review at the end of one year service or 1,560 hours, whichever comes later, and at the discretion of the Board may be granted a step increase or merit review after three years of service on an intermittent basis, even though 1,560 hours have not been worked during the three (3) year period involved.

Emergency, Temporary, Schedules A, B and R employees receive no increase other than changes to the compensation schedule approved by town meeting.

- a. Recommendations for increases as determined by the department head shall be submitted to the Town Manager prior to the effective date of the action.

2. PROMOTIONS AND TRANSFERS

- a. An employee transferred or reclassified to a job in the same grade will transfer without any change in rate of pay.
- b. Employees transferred to a higher grade shall be paid within the current Compensation Schedule.
- c. An employee transferred to a job in a lower grade shall be credited with previous service in a higher grade in establishing allocation in the lower grade.
- d. The Town Manager may approve the temporary transfer of employees to other positions. If the temporary transfer is to a higher level position within Grade I, Grade II or Grade IIA, such employees shall be compensated, effective retroactively, on the thirty-first (31) day in the new assignment at an appropriate rate as determined by the hiring officer or authority and approved by the Town Manager. If the transfer is to a lower level position, such employees shall maintain their present rates of pay. The employee shall continue to accrue, for the duration of the temporary assignment, all benefits they would have accrued had they remained in their former positions.

For any temporary transfer, the appointing authority shall present to the Town Manager its plans for the position. The Town Manager shall review the plans and determine appropriate action. Temporary transfers may not exceed six months without the specific approval of the Town Manager.

3. SPECIAL PAY

- a. Call-Back Pay Non-exempt salaried personnel employed under Grades I, II and IIA who are called from their homes to perform unscheduled work shall be paid at the appropriate rate, but shall receive no less than three hours pay.
- b. Overtime Pay Non-Exempt employees classified in Grades I, II and IIA shall receive pay at one and one-half times their regular hourly rate for work performed after forty (40) hours. In no event will an employee be paid overtime pay for time not worked.
- c. Overtime Distribution Overtime, as determined by the department head, shall be distributed as equitably as possible during each calendar year among the employees within their classification, in their department, provided that overtime is first offered on a rotating basis to Regular full-time employees of the department.

4. HOLIDAYS

Regular employees shall be granted the following eleven paid holidays each year:

New Year's Day	Memorial Day	Columbus Day
Martin Luther King Jr.'s	Independence Day	Veteran's Day
Labor Day	Thanksgiving	President's Day
Christmas	Patriots Day	

Holidays falling on Sunday shall be celebrated on Monday and holidays falling on Saturday shall be celebrated on Friday. Employees under Schedule P.S., required to work on any of the above

specified holidays, shall be paid holiday pay at their regular straight time rate in addition to their regular pay for that day.

Full-time employees who are required to work on an emergency basis on Thanksgiving Day, Christmas Day, or New Year's Day shall be paid at the rate of time and one-half in addition to the holiday pay.

Regular Part-Time, Intermittent, and Seasonal employees except those in Schedules A, B, and R shall be granted holiday pay if their regular work schedule calls for working on the holiday. If on a part-time schedule, payment will be made for the number of hours the employee would have been scheduled to work had the day not been a holiday.

5. PAID VACATIONS

Vacation pay will be based on the normal weekly hours of employment as defined by the Board (exclusive of overtime) during thirty weeks preceding July first and at the rate at the time the vacation is granted. Any dispute regarding the computation of vacation pay shall be referred to the Town Accountant and Town Treasurer and their decision shall be accepted by the employee or submitted as a grievance.

Vacation shall be taken at the employee's convenience, but subject to the department head's approval, which is based on the need to maintain departmental operating efficiency.

Vacations with pay will be granted to Regular Full-Time employees as follows:

- a. In the instance of employees who have been employed for less than thirty (30) weeks as of July first in the current year, vacation leave of one day shall be granted with full pay for each three weeks of employment provided that (1) such vacation leave shall not exceed ten days, and (2) such vacation credit shall be calculated from the first day of employment.
- b. Vacation leave of two calendar weeks shall be granted to any employee who as of July first has been employed by the Town for at least one year, but less than five years.
- c. Vacation leave of three calendar weeks shall be granted to any employee who as of July first has been employed by the Town for five years but less than ten years.
- d. Vacation leave of four calendar weeks shall be granted to any employee who as of July first has been employed by the Town for ten or more years but less than twenty-five years.
- e. Vacation leave of five calendar weeks shall be granted to any employee who as of July first has been continuously employed by the Town for twenty-five (25) or more years.
- f. Employees who are eligible for vacation under this section and whose services are terminated through no fault or delinquency of their own, by resignation (if two weeks' notice has been given previously), retirement or entrance into the armed forces, even if the employees are on sick leave at the time, shall be paid vacation that has accrued but has not been taken in the vacation year prior to such termination. In addition, payment shall be made for that portion of the vacation allowance earned in the vacation year during which such dismissal, resignation, retirement or entrance into the armed forces occurred up to the time of the employee's separation from the payroll.
- g. Upon the death of employees eligible for vacation pay under this section, payment shall be made to the designated beneficiaries of the deceased in the amount equal to the vacation allowance as accrued in the vacation year prior to the employee's death, but which had not been granted. In addition, payment shall be made for that portion of the vacation year during which the employees died, up to the time of their separation from the payroll.

- h. Listed below is a table to be used to calculate the prorated number of vacation leave days earned by employees during the fiscal year in which their fifth (5th), tenth (10th) or twenty-fifth (25th) year employment anniversary date occurs.

<u>If anniversary date occurs</u> <u>During the month of:</u>	<u>Number of additional days earned</u>
July	5
August	4
September	4
October	3
November	3
December	2
January	2
February	2
March	1
April	1
May	0
June	0

Vacation with pay will be granted Regular Part-Time employees on a prorated schedule commensurate with their annual hours of work.

Vacation time may be accrued for one year with the approval of the department head. Extra pay may not be given in lieu of vacation.

Intermittent, Seasonal, Temporary, and Emergency employees receive no vacation.

6. PAID LEAVE DUE TO INJURY OR ILLNESS

The Town will protect the earnings of eligible employees for periodic illnesses to a maximum of one hundred and twenty hours per year accumulative. (Refer to paragraph c.) The Town recognizes the fact that from time to time employees are unable to report to work because of sickness. It is the desire of the Town to protect the income and ease the financial burden of our employees during these occasional illnesses; however, it is not the intent of the Town that this policy provides additional “vacation” time to employees. Unjustified absences will be treated as disciplinary situations. For the benefit of the health and welfare of the employee, the Town expects the employee to secure prompt medical advice.

- a. All *Regular* and *Regular Part-Time* employees are eligible to receive sick pay benefits, provided they have completed ninety days continuous service. *Regular Part-Time* employees will receive a pro-rata amount that is consistent with their work schedules. *Intermittent, Seasonal, Temporary, and Emergency* employees are not eligible for sick leave.
- b. Family Sick Time All eligible *Regular Full-Time employees* may use up to 37.5 hours of their available sick time, per fiscal year, to care for an ill member of their immediate family; child, stepchild, parent, spouse, foster child or ward who lives with the employee.

Other situations will be reviewed on a case by case basis. *Regular Part-Time* employees may use a pro-rata amount consistent with their work schedules.

- c. A physician's certificate of illness shall be submitted by the employee to the department head after five (5) work days absence. This certificate will be forwarded to the Town Manager for authorization to continue sick leave payment and then to the Board. Failure to submit this certificate shall result in cessation of payments.

Department heads may, at their own discretion, and in disregard of this policy, limit the total number of sick days available to employees if the employees have frequent 1-2 day sickness without doctor's certificate.

In order for employees to receive sick pay, they must notify their department head as soon as possible, but in no event later than the start of their work shift of the day they are absent. .

Calculation of Sick Pay

First Year - 0 to 90 Days	No sick pay
First Year - after 90 Days	Sick pay benefits begin to accrue at the rate of one hour for every fifteen hours worked, up to a maximum of one hundred hours.
After first year	One hour of sick pay for every fifteen hours worked up to a maximum of one hundred and twenty hours.

Sick pay benefits will be based on the individual employee's normal workday at straight time and will not include hours worked at overtime.

- d. Employees may accumulate unused sick pay from year to year to a maximum of 1,200 hours. In the case of exceptional circumstances, where an employee has or is about to exhaust the leave accrued, additional allowance may be granted upon the application of the employee, the recommendation of the department head and the written approval of the Town Manager. In determining whether such extended allowance shall be granted, the past absence of the employee, the length of continuous service with the Town and the quality of the employee's performance and record shall be taken into account. Consideration shall also be given as to what portion of the allowance shall be appropriate at full pay and what portion at part pay. When additional sick leave allowance is granted under this section, the employee's sick leave will be debited until such additional sick leave shall be made by debiting one (1) of every two (2) sick days accrued, until the additional allowance is repaid.
- e. When qualified, employees will receive their average work week pay through the combining of Worker's Compensation benefits and their accumulated sick pay provided that they have exhausted their accrued vacation. Any sick leave paid under this provision will be deducted from the employee's sick leave accrued. If employees exhaust both vacation and sick leave while on Worker's Compensation, the only payment will be Worker's Compensation.
- f. Upon termination of employment, voluntary or involuntary, or by death, accumulated sick pay hours are canceled and represent no obligation on the part of the Town to the employee.

- g. Upon retirement, an employee shall be granted 8 hours pay for each 24 hours of unused sick leave to a maximum of 400 hours.
- h. The department head, by law, is required to accurately record an employee's attendance, noting tardiness, vacation, holiday pay, overtime, call-back periods, and illness. This shall be submitted to the Town Treasurer and/or Town Accountant on a form designated by them and maintained by them for the Town Manager as well as their own purposes.
- i. The Town Manager may, at his own discretion, require a medical examination for any employee who reports an inability to perform because of illness or injury. This examination shall be at the expense of the Town by a physician appointed by the Board.
- j. No employees shall be gainfully employed while on sick leave from the Town or on Worker's Compensation.

Article 7 - Duxbury Personnel By-Law

Section 8 - Effective Date: This amended Plan shall be operative as of July 1, 2010

COMPENSATION SCHEDULE

	Minimum	Mid-Point	Maximum
Grade VII	\$80,000	\$92,500	\$105,000
Fire Chief			
Police Chief			
Grade VI	\$70,000	\$82,500	\$95,000
Director of Public Works			
Finance Director			
Grade V	\$60,000	\$72,500	\$85,000
Director Council on Aging			
Library Director			
Town Accountant			
Town Treasurer/Collector			
Grade IV	\$50,000	\$62,500	\$75,000
Executive Assistant to Town Manager			
Human Resources Officer			
Grade III	\$40,000	\$50,000	\$60,000
Assistant Director Council on Aging			
Grade IIA	\$35,000	\$45,000	\$55,000
Administrative Assistant	\$16.82	\$21.63	\$26.44
Benefits Coordinator			
Grade II	\$30,000	\$40,000	\$50,000
Activities Coordinator	\$14.42	\$19.23	\$24.04
Food Service Manager			
Outreach Coordinator			
Respite Coordinator			
Volunteer Coordinator			
Grade I	\$25,000	\$32,500	\$40,000
Department Assistant I	\$12.00	\$15.62	\$19.23
Department Assistant II			
Food Service Assistant			
Meals Coordinator			
Assistant Outreach Coordinator			
Program Assistant			
Police Officers			
Intermittent and Student	\$16.48	\$19.06	\$21.64

Schedule P.S.

Local Building Inspector

Plumbing & Gas Inspector (annualized at 20 hours)	\$22,673	\$26,233	\$29,793
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Wiring Inspector (annualized at 18 hours)	\$20,371	\$23,592	\$26,812
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Effective July 1, 2010
Compensation Schedule A

Classification	Wage Rate
Alternate Inspector of Buildings	\$22.00 per hour
Alternate Plumbing Inspector	10.00 per hour
Alternate Wiring Inspector	10.00 per hour
Call Firefighter - Two hour minimum per call	9.00 per hour
Maximum age in accordance with G.L. Chapter 32	
Special Detail	Appropriate Detail Rate

The classifications listed in Schedule A are positions which are fixed in their compensation, receive no Vacation or holiday pay, sick leave, call back pay or termination pay. No service credit for time spent in these positions may be used under the appropriate section of the Plan. All positions require the use of advertising to solicit new employees. All positions may require physical examination.

Classification	Compensation Schedule B	Wage Rate
Clerical Assistance (Town Committees & Boards non-union positions only)		Appropriate Rate as Determined by Town Manager
Clerk, Registrar of Voters		Compensation based upon G.L. Chapter 41, Section 19G
Election Warden		\$10.00 per hour
Election Worker		8.00 per hour
Inspector of Animals		900.00 per year
Juvenile Officer		150.00 per year
Lockup Keeper		none
Police Matron		9.50 per hour
Registrar of Voters		100.00 per year
Sealer of Weights & Measures		3000.00 per year
Town Clock Custodian		200.00 per year

The classification listed in Schedule B are positions which are fixed in their compensation, receive no vacation and holiday pay, sick leave, call back pay, or termination pay. No service credit for time spent in these positions may be used under the appropriate sections of the Plan. No advertising is necessary to fill these positions. No physicals are required except as otherwise determined by the Town Manager.

Classification	Compensation Schedule R	Minimum	Maximum
Assistant Dog Officer			
Harbormaster Assistant			
Librarian intermittent			
Lifeguard			
Program Coordinator			
Recreation Specialist		\$ 8.00	\$18.00
Recreation Supervisor			
Reserve Dispatcher			
Seasonal (Laborer) Helper			
Seasonal Intern			
Special Police Officer			
Van Dispatcher			
Van Driver			
Water Safety Instructor			

The classifications listed in Schedule R are positions which receive no vacation and holiday pay, sick leave, call back pay, or termination pay. No service credit for time spent in these positions may be used under the appropriate sections of the Plan. Once a rate of pay is established for an employee, such rate may not change for a period of at least six months. Positions may require the use of advertising.

SPECIAL TOWN MEETING
Saturday, March 13, 2010
Duxbury Schools Performing Arts Center
73 Alden Street, Duxbury, MA

The Special Town Meeting was called after the opening and recessing of the Annual Town Meeting. The Special Town Meeting was called to order at 9:23am and was adjourned at 9:50am sine die.

Article 1-Motion 1 FY Transfers Fire Salaries-Moved and seconded that the Town vote to appropriate the sum of \$10,000.00 to supplement Fire Department Salaries, and to meet this appropriation to transfer the sum of \$10,000.00 from Free Cash. Motion carried.

Article 1-Motion 2- FY Transfers Fire Expenses-Moved and seconded that the Town vote to appropriate the sum of \$15,000.00 to supplement Fire Department Expenses, and to meet this appropriation to transfer the sum of \$15,000.00 from Free Cash. Motion carried.

Article 1-Motion 3-FY Transfers –Snow & Ice Removal-Moved and seconded that the Town vote to appropriate the sum of \$35,000.00 to supplement Snow & Ice Removal Salaries and \$80,000.00 to supplement Snow & Ice Removal Expenses, and to meet this appropriation, to transfer the sum of \$115,000.00 from Free Cash. Motion carried.

Article 1-Motion 4-FY Transfers Veterans’ Services Expenses -Moved and seconded that the Town vote to appropriate the sum of \$33,720.00 to supplement Veterans’ Services Expenses, and to meet this appropriation to transfer the sum of \$33,720.00 from Free Cash. Motion carried.

Article 1- Motion 5-FY Transfers Unemployment Compensation-Moved and seconded that the Town vote to appropriate the sum of \$176,400.00 to supplement Unemployment Compensation Expenses, and to meet this appropriation to transfer the sum of \$176,400.00 from Free Cash. Motion carried.

Article 1-Motion 6-FY Transfers Percy Walker Pool Salaries-Moved and seconded that the Town vote to appropriate the sum of \$44,750.00 to supplement Percy Walker Pool Salaries, and to meet this appropriation to transfer the sum of \$44,750.00 from Free Cash. Motion carried.

Article 1-Motion 7- FY Transfers Percy Walker Pool Expenses-Moved and seconded that the Town vote to appropriate the sum of \$21,125.00 to supplement Percy Walker Pool Expenses, and to meet this appropriation to transfer the sum of \$21,125.00 from Free Cash. Motion carried.

Article 2-Unpaid Bills- Moved and seconded that the Town vote to appropriate the sum of \$6,667.34 to pay the following Unpaid Bills of previous Fiscal Years which may be legally unenforceable due to the insufficiency of an appropriation;

Siemens Corp.---Central Buildings Dept.	\$648.00
Verizon Telephone---Central Buildings Dept.	\$525.08
Hi Voltage Associates---Building Maintenance Dept.	\$206.08
Bay State Gas---Animal Control Dept.	\$340.72
Standard Repair Company---Vehicle Maintenance Dept.	\$54.00
Turf Products Corp.--- Vehicle Maintenance Dept.	\$80.45
John Hoadley & Sons--- Snow & Ice Removal	\$650.46
NSTAR Electric Co.---Cemetery Dept.	\$506.73
Matthews Cremation Division---Cemetery	\$394.00
Harvard Medical Faculty Physicians---Veterans' Services	\$98.34
Pulmonary & Primary Care Physicians---Veterans' Services	\$46.17
La Londe Chiropractic---Veterans' Services	\$860.00
Pembroke Eye and Eye Care Center---Veterans' Services	\$248.00
Professional Pump---Water Dept.	\$1,140.00
Bay State Gas---Cemetery	\$869.31
Total	\$6,667.34

And to meet said appropriation to transfer the sum of \$5,527.34 from Free Cash and transfer the sum of \$1,140.00 from Water Enterprise Fund Retained Earnings. **9/10 vote required. Motion carried unanimously.**

Article 3-Motion 1 Teachers Union Contracts-Moved and seconded that the Town vote to appropriate the sum of \$82,353.48 for the purpose of funding a Collective Bargaining Agreement with the Duxbury Teachers' Association, for the Fiscal Year beginning July 1, 2009 and ending June 30, 2010, and to meet said appropriation, transfer the sum of \$82,353.48 from Free Cash. **Motion carried.**

Article 3-Motion 2-School Secretaries Union Contracts-Moved and seconded that the Town vote to appropriate the sum of \$3,264.40 for the purpose of funding a Collective Bargaining Agreement with the Duxbury Secretaries/Clerks Association (Duxbury Public Schools), for the Fiscal Year beginning July 1, 2009 and ending June 30, 2010, and to meet said appropriation, transfer the sum of \$3,264.40 from Free Cash. **Motion carried.**

Article3-Motion 3 School Custodians Union Contracts-Moved and seconded that the Town vote to appropriate the sum of \$4,636.34 for the purpose of funding a Collective Bargaining Agreement with the Local 1700, AFSCME, Council 93, AFL-CIO (School Custodians), for the Fiscal Year Beginning July 1, 2009 and ending June 30, 2010, and to meet said appropriation, transfer the sum of \$4,636.34 from Free Cash. **Motion carried.**

Article 3-Motion 4-Clerical Union Contracts-Moved and seconded that the Town vote to appropriate the sum of \$7,995.00 for the purpose of funding a Collective Bargaining Agreement with the Local 888 SEIU, Town of Duxbury Secretaries and Clerks, for the Fiscal Year beginning July 1,2009 and ending June 30, 2010, and to meet said appropriation, transfer the sum of \$7,995.00 from Free Cash. **Motion carried**

Article 3-Motion 5- Firefighters Union Contracts- Moved and seconded that the Town vote to appropriate the sum of \$58,968.70 for the purpose of funding a Collective Bargaining Agreement with the Local 2167 International Association of Firefighters AFL-CIO, for the Fiscal Year beginning July 1,2009 and ending June 30, 2010, and to meet said appropriation, transfer the sum of \$58,968.70 from Free Cash. **Motion carried.**

Article 4- Inter-municipal Agreement- Moved and seconded that the Town vote to enter into an Inter-municipal Agreement with the Towns of Marshfield and/or Kingston for Ambulance and Rescue Services, on terms deemed by the Board of Selectmen to be in the best interests of the Town. **Motion carried.**

Article 5- Pool Enterprise Fund-Moved and seconded that the Town vote to establish the Percy Walker Pool Account as an Enterprise Fund in accordance with the Provisions of Massachusetts General Laws, Chapter 44, Section 53F ½. **Motion carried.**

Article 6- Unemployment Trust Fund-Moved and seconded that the Town vote to appropriate the sum of \$200,000.00 to fund an Unemployment Trust Fund, and to meet said appropriation, to transfer the sum of \$200,000.00 from Free Cash. **Motion carried.**

Article 7-Birch Street Tank Funding-Moved and seconded that the Town vote to appropriate the sum of \$29,000.00 to pay a portion of the Principal and Interest due on March 15, 2010 with respect to the Bond Anticipation Note of the Town dated December 1, 2009, and to meet this appropriation, to transfer the sum of \$29,000.00 from the Water Enterprise Fund Retained Earnings. **Motion carried.**

Article 8-Seawall Repair Betterments-Moved and seconded that the Town vote to authorize the Board of Selectmen to petition the General Court for authority to impose betterments pursuant to Massachusetts General Law Chapters 80 and 83, or any other enabling authority, for the amount of \$263,205.71, which was expended pursuant to an appropriation voted by the Duxbury Town Meeting under Article 5 of the Special Town Meeting held on March 10, 2007 for the purpose of repairs to the Seawalls in the Gurnet Road Area and to authorize the Board of Selectmen to adopt an order of Assessment of Betterment Fees within sixty days of approval of Special Legislation granting such authority. **Motion carried.**

Article 9-Salary Reserves-Moved, seconded and carried that the Town vote to indefinitely postpone this article.

Article 10-Transfer to Stabilization-Moved and seconded that the Town vote to appropriate the sum of \$300,000.00 to the Stabilization Fund, and to meet said appropriation, to transfer the sum of \$300,000.00 from Free Cash. **2/3 vote required-**
Motion received the requisite 2/3 vote and carried.

Total Appropriations:	\$1,108,880.26
From Free Cash:	\$1,078,740.26
Water Enterprise. Ret. Earnings	\$ 30,140.00

A motion was moved and carried to adjourn sine die at 9:50am.

Respectfully submitted,

Nancy M. Oates
Duxbury Town Clerk

**Town of Duxbury
Annual Town Election
Saturday, March 27, 2010
8am-8pm**

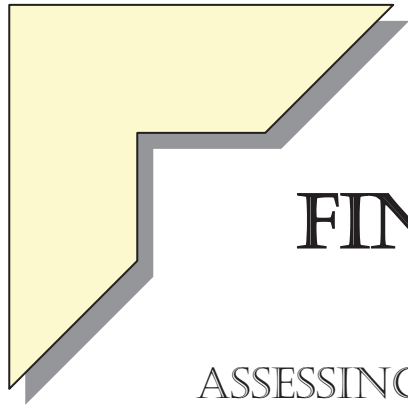
	Pr. 1	Pr. 2	Pr. 3	Pr. 4	Pr. 5	Pr. 6	Total
Selectman (1)							
Shawn M. Dahlen	396	584	384	289	293	226	2172
William F. Zachmann	161	209	141	99	101	95	806
Write-ins Selectman	3	5	5	2	0	1	16
Blank	18	22	20	26	16	16	118
Assessor							
James G. MacNab	458	617	428	327	307	255	2392
Write-ins Assessor	2	10	5	2	2	4	25
Blank	118	193	117	87	101	79	695
Town Clerk							
Nancy M. Oates	466	677	449	335	326	271	2524
Write-ins Town Clerk	7	6	4	1	0	2	20
Blank	105	137	97	80	84	65	568
Moderator (1)							
Gregory F. Hunter	141	262	128	103	91	74	799
Friend S. Weiler, Sr.	390	525	385	292	286	249	2127
Write-ins Moderator	2	0	2	0	1	0	5
Blank	45	33	35	21	32	15	181
School Committee (2)							
Colleen B. Brayer	142	219	159	109	104	98	831
Mary Lou Buell	249	347	249	194	207	184	1430
Gary R. Magnuson	329	452	307	259	223	170	1740
Christine P. McLaughlin	256	333	239	182	193	134	1337
Write-ins School Committee	1	2	2	0	0	0	5
Blank	179	287	144	88	93	90	881
Planning Board (1)							
John P. Bear	429	578	392	293	286	233	2211
Write-ins Planning Board	3	2	5	1	1	4	16
Blank	146	240	153	122	123	101	885
Library Trustees (2)							
Theodore J. Flynn	390	554	367	270	262	222	2065
Laura F. Sullivan	374	533	372	283	253	214	2029
Write-ins Library Trustee	2	1	4	0	2	1	10
Blank	390	552	357	279	303	239	2120

Housing Authority (1)							
John J. Todd	432	597	410	309	294	244	2286
Write-ins Housing Authority	0	5	2	0	1	2	10
Blank	146	218	138	107	115	92	816
Question 1 Fire Station							
Yes	314	434	298	207	222	171	1646
No	230	342	223	187	170	144	1296
Blank	34	44	29	22	18	23	170
Question 2 Cemetery/Crematory							
Yes	417	590	371	292	275	240	2185
No	127	192	148	104	114	80	765
Blank	34	38	31	20	21	18	162

I hereby certify the results of the Town Election held on March 27, 2010. The count was completed at 9 pm and the final results were compiled at the Town Clerk's office.

Respectfully submitted,

Nancy M. Oates
Duxbury Town Clerk



FINANCE

ASSESSING DEPARTMENT

FINANCE COMMITTEE

FINANCE DIRECTOR

FISCAL ADVISORY COMMITTEE

HUMAN RESOURCES

TOWN ACCOUNTANT
(INCLUDING FINANCIAL REPORTS)

TREASURER/COLLECTOR

TRUST FUNDS

ASSESSING DEPARTMENT

Included among its FY 2010 significant activities and accomplishments, the Assessing Department:

- 1) Successfully completed the FY 2010 Town-wide revaluation program. The revaluation was completed in time for the third and fourth quarter tax bills to be issued on schedule.
- 2) Continued the practice of putting an insert in the tax bills of all Town property owners that summarized the Assessing Department's tax relief programs.
- 3) Working jointly with the Council on Aging Director, solicited and received approval from the Board of Selectmen to increase from \$750 to \$1,000 the maximum amount of property tax relief that participants may receive under the Senior Tax Work-off Abatement program.
- 4) Continued a Payment In Lieu Of Taxes initiative under which the Town's non-profit tax exempt properties were solicited to make a financial contribution to support such Town services such as police and fire protection and DPW services. A total of \$5,321 was received under this program.
- 5) Working with the Information Technology Director and the *Geographic Information System (GIS) Committee*, brought about a significant upgrade of the Town's online GIS system.
- 6) Helped implement and organize a training program for Town department officials regarding *Pictometry*, a new high resolution aerial photography tool.
- 7) Developed a program under which building outlines will be added for the first time to the Town's online GIS system.
- 8) Worked with the Town's Information Technology Administrator to make copies of the Assessing Department's tax maps available online.

Notable Assessment Statistics

<u>Assessment Data</u>	<u>FY 2010</u>	<u>FY 2009</u>
Taxable Real Estate	\$3,466,049,900	\$3,700,564,200
Personal Property	\$36,242,040	\$34,180,600
Total Real and Personal	\$3,502,291,940	\$3,734,744,800
Average Single Family Assessment	\$611,400	\$654,000

Budget and Tax Data

Total Amount Raised	\$61,513,266.75	\$65,253,140.25
Non Tax Levy Sources	\$20,151,198.93	\$24,507,074.48
Total Tax Levy	\$41,362,067.82	\$40,746,065.77
Average Single Family Tax Bill	\$7,221.00	\$7,135.00

Respectfully submitted,

Board of Assessors

June E. Albritton, Chair

Linda Collari, V. Chair

James G. MacNab, Clerk

FINANCE COMMITTEE

The Finance Committee is responsible for making recommendations on all matters that are brought before Town Meeting, consistent with Chapter 6 of the Duxbury General Laws. While many towns limit the scope of their finance committees, in Duxbury, the Finance Committee operates as Town Meeting advisor, making recommendations on everything from the Town Manager's proposed budget to zoning changes to citizen petition articles. The Finance Committee fulfilled its obligations this past year by reviewing with Department Heads and our very capable Finance Director all 66 budgets that constitute the Town's annual operating budget, as well as the remaining 34 articles on the 2010 Annual Town Meeting Warrant and the 10 articles on the Special Town Meeting Warrant (March, 2010).

The other members of the FY2010 Finance Committee have been Gene Blanchard, Colleen Brayer, Melissa Donohoe, Bill Harris, Mark Keating, Mark Mahoney, Barry Scammell, and Gay Shanahan. I thank them for their service to the Town.

Respectfully submitted,
Ken McCarthy, Chair

FINANCE DIRECTOR

I feel confident in saying that FY 2010 commenced a significant turnaround in the financial direction of the Town of Duxbury. FY 2010 marked the first time in several years that the Town did not have to rely on the use of Free Cash to balance its operating budget. By contrast, in FY 2009 over \$1.9 million dollars in Free Cash was utilized for this purpose. This was an important first step in managing the budget with renewable revenue; what some would call "living within our means". This did not come easy, and it is a credit to all the departments for recognizing what needed to be done and exercising the discipline necessary to better position the Town's finances going forward.

At the Special Town Meeting held on March 14, 2010, Article 5 was voted on and passed, and later approved at the ballot, establishing the newly renovated Percy Walker Pool as an enterprise fund. The purpose of this is to provide an accounting mechanism to ensure that the operating expenditures are borne by the many users of this facility. The revenues and expenditures of this fund will be closely monitored during FY 2010 to make sure that the right balance has been struck. At year-end this balance of revenues and expenditures will be re-evaluated.

At the Annual Town Meeting held on March 14, 2010, Article 14 was voted on and passed, and later approved at the ballot, to design and construct a new crematory. The current facility came on line in 1980 and is past its useful life. These are but two of the highlights of the past fiscal year.

The state continues to wrestle with its own fiscal concerns. Many communities saw reductions in state aid of as much as ten percent from FY 2009 to FY 2010. Through conservative budgeting, Duxbury was able to weather its own reductions, while not experiencing any reduction in services. We continue to observe the goings on at the State House, but feel that our solid financial practices will provide for stabilization in these most turbulent times.

We continue to strengthen and improve ourselves in the area of Human Resources. Since the creation of this position in FY 2009 we have improved not only our record keeping and compliance, but at the same time, we have introduced wellness programs and provided to both employees and retirees a greater understanding of the health insurance options available to them. Human Resources continues to be a fast paced and exciting facet of the Department of Finance.

I want to thank all the members of the Department of Finance for their hard work and dedication. While the Department may not be as well known and recognizable to the public at large as some other departments, the efforts of these employees are critical to the success of this community, and I am grateful to lead such a devoted and enthusiastic group.

Respectfully submitted,
John M. Madden, Finance Director

FISCAL ADVISORY COMMITTEE

The Fiscal Advisory Committee, for the second year, produced and presented at Town Meeting a Long Term Capital Needs Funding Report. The report, prepared by David Madigan, reflects the current thinking of the Town Manager, Finance Director, School Department and the Department Heads, as to the Town's major Capital expenditures for the next ten years. We urge all to review the report which is posted on the Town website.

As to capital expenditures, under Article 6 of the Town Warrant, the Town Manager and Finance Director have tried to identify a consistent stream of revenue to be applied to capital purchases. If this can be

maintained going forward, we will be able to better plan for the Town's annual capital expenditures. Even with this, certain requests, due to lack of funding, were deferred until a subsequent year.

For the upcoming year we will be working with the Finance Director to look at our long-range revenue projections. We will also work closely with the School Building and Public Safety Building Committees as their projects move forward.

We worked with the Town Treasurer, Tom Connelly, who had Department Heads review fees under their control and had them recommend any increases they felt were warranted. The recommended changes were reviewed by the Fiscal Advisory Committee and presented to the Selectmen for their action.

As always, our work is a cooperative effort with many people in the Town and School Administration, various Department Heads and other Committees. The work and dedication of the Committee members, goes without question.

Respectfully submitted,
Francis Mangione, Chair

Committee Members:
Karen Barry, Paul Brogna, Beth Conway, Dave Madigan, Bill O'Toole, Kim O'Sullivan, Nancy von Stackelberg, Friend Weiler

HUMAN RESOURCES

This Department serves the needs of approximately 300 Town employees, 500 school employees and 400 retirees and is staffed by full-time Human Resources Officer, Jeannie Horne, and part-time Benefits Coordinator, Phylis Hughes. It operates under the policy direction of the Personnel Board and the regular management of the Finance Director.

Our work includes; compliance with the Town of Duxbury's Personnel Bylaw, employee policies and procedures, recruitment and selection of new employees, orientation and administration of benefit plans, legal compliance, training, employee relations, compensation, risk management, labor relations and contract administration. While the Schools are under the jurisdiction of the School Committee we handle the benefit administration and some employee policy and practice standards.

Policies and Procedures

The HR Department meets regularly with the Personnel Board to review policy and revise the Town's Personnel Bylaw as necessary. We are available to employees and supervisors with regard to interpreting policy and responding to questions or concerns.

With approval from the Personnel Board and Board of Selectmen, a Professional Conduct Policy was adopted; the first of a three part effort that will include a revised Harassment and new Equal Employment Opportunity policies. The Personnel Plan was updated to with a number of updates in various areas.

The Personnel Board also provided approval for a formalized hiring process, updated employment application, general release form, background investigation for new employees, numerous draft policies and a merit based performance evaluation process for Personnel Plan employees. The HR function created and updated various forms to standardize the information shared with and from our employees.

Recruitment, Selection and Retention

The Town's departments are staffed with talented and dedicated individuals who provide world class service and subject matter expertise to the citizens of Duxbury. To improve the applicant and candidate review process we shared the new hiring process and employment offer procedure with supervisors. And for the convenience of applicants, we posted the new employment application and open positions on the "Opportunities" page of the Town's website. In addition, we introduced exit interviews for employees, who are terminating voluntarily, and a standard termination letter and process.

In an effort to formalize employee responsibilities and expectations the Town began an enterprise-wide job description effort involving all supervisors, employees and union representatives. This effort leverages existing, but sometimes outdated, job descriptions. These documents are finalized on a rolling basis by bargaining or employee unit, with Fire and Police Patrolmen representing the first groups with updated and finalized job descriptions.

Benefit Administration

This department administers employee benefits for approximately 1,100 Town, School and Retired employees. With spiraling healthcare costs, detailed implementation and ever changing Health Care Reform, COBRA, HIPPA and Medicare policy it is critical that HR stays current on these topics and related compliance.

We are responsible for preparing government reports and audits, and managing the Town and School annual employee benefit fairs and open enrollment for; 4 health plans, dental, life, cancer and disability insurance, as well as medical and dependent flexible spending accounts. Because our claims experience continued in a positive direction our self insured health plans and they have been managed carefully in concert with our Insurance Committee we were able to provide a premium holiday for all subscribers for the month of November.

Compensation and Performance

Last year we worked with the Town's Employee Assistance Program to deliver performance evaluation training to all Town supervisors and employees at no cost. For employees covered under the Personnel Bylaw, as well as those in the newly formed Professional Supervisory and Professional Support units, we used existing tools, processes and resources and conducted further training, detailing the review system and the related merit based salary pool for employees who remained in the Personnel Bylaw.

Labor Relations

The HR Officer interprets and administers the terms of collective bargaining agreements, individual employment contracts, and acts as liaison to Labor Counsel and union representatives. On a regular basis this position provides research and comparability studies to the Town Manager, Finance Director, Selectman, Labor Counsel, and various members of management. This year we negotiated new contracts with: Clerical, Fire, Library, Public Safety Dispatchers and Police Patrol collective bargaining units.

Risk Management

Employee well-being remains a top priority both operationally and strategically for the Town. As co-chairs of the Risk Management Committee, Barbara Ripley and Jeannie Horne work with Department Heads and our insurance provider, Massachusetts Interlocal Insurance Association (MIIA) to integrate the Town's risk management control measures and best practices to create a safer work environment. In fiscal year 2010 our committee's name changed from Safety Committee to Risk Management Committee. To further clarify the group's purpose we adopted the following statement, "The mission of the Town of Duxbury Risk Management Committee is to improve safety practices throughout the Town, for the benefit of citizens, employees, and visitors."

Quarterly Risk Management Committee meetings are well attended by all department heads. Measures such as Injured on Duty (111F), Workers Compensation insurance, participation in the Risk Management Committee, distribution of the quarterly Risk Management Newsletter, partnership with our occupational health provider Jordan on the Job, training opportunities and taking advantage of available grants related to Public Official Liability, Workers Compensation, General Liability and Auto Insurance all minimize the Town's risk exposure and ensure compliance.

Again we participated in the "MIIA Rewards" program, and through our efforts we received a credit for \$23,510 towards our overall premium costs due to our improved risk management procedures. We thank everyone who participates in our quarterly meetings and available training opportunities, helping us obtain this significant credit.

Wellness Activities

The Town continues its ongoing commitment to employee wellness. Our health claims experience, while it continued in a positive direction, indicates that lack of physical fitness is the leading reason for medical treatment for employees and their dependents. To encourage better overall health, lifestyle awareness, and greater physical fitness, we established payroll deduction and electronic fund transfer for the two most requested fitness facilities according to an employee survey. To that end, the Insurance Committee voted to increase the fitness reimbursement benefit for health insurance subscribers to \$300 annually.

Our jobs are rewarding, challenging and always enjoyable, thanks to our employees and citizens. Special thanks to the staff in the offices of; Accounting, Finance, Payroll, Town Manager, Treasurer and the Schools, with whom we work so closely. Your friendship, support and humor are always appreciated.

We are proud to work for the Town of Duxbury and its citizens.

Respectfully submitted,
Jeannie Horne, Human Resources Officer
Phylis Hughes, Benefits Coordinator

TOWN ACCOUNTANT

The Town prepared, for the sixth year, The Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2009 and received the Certificate of Achievement for Excellence in Financial Reporting for the sixth year. This achievement is accomplished with the cooperative efforts of the assessors' office, the treasurer/collector's office, and the accounting and finance department with the assistance from our auditors, Powers and Sullivan. The audit for Fiscal Year 2010 has been completed and the Comprehensive Annual Financial Report (CAFR) has been submitted to the Government Finance Officers Association (GFOA).

General Fund revenues came in approximately \$576,000 more than budgeted for the fiscal year ending June 30, 2010. State aid to the Town decreased from budgeted by \$40,204.00 while Motor Vehicle Excise taxes came in \$145,600 more than budgeted. As well as an increase of \$427,004 in licenses and permit. The town also continues to receive distributions in the settlement of the MTBE Products Liability Litigation in the amount of \$71,926. General Fund expenditures came in approximately \$1,461,800 less than budgeted. Some of the budgets that had returned unexpended funds that attributed to this surplus were the transfer station in the amount of \$79,400, the sewer department for \$65,200, inspectional services for \$35,992, health insurance for \$621,116 and fire and liability insurance for \$89,650.

The Town for the first year in FY 2010 balanced the operating budget presented to town meeting without the use of free cash. From year to year we face an uncertainty in the level of funding that will be provided to the Town from the State. Even in these difficult economic times the Town will continue to strive to provide the level of services that have existed in the past.

Respectfully submitted,
Claudette Coutu
Town Accountant

Town of Duxbury
Combined Balance Sheet
June 30, 2010

	General Fund	Special Revenue	Capital Projects	Water Enterprise	Pool Enterprise	Trust and Agency	Long-Term Debt Group	Total
Cash - Unrestricted Checking	\$ 10,856,352	\$ 4,427,121	\$ 615,364	\$ 1,839,855	\$ 46,497	\$ 12,902,107	\$ -	\$ 30,687,296
Cash - Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Receivables	\$ 2,874,883	\$ 17,900	\$ -	\$ 156,582	\$ -	\$ -	\$ -	\$ 3,049,365
Accrued Receivables	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due From Other Governments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts to Be Provided	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,304,616	\$ 22,304,616
TOTAL ASSETS	\$ 13,731,235	\$ 4,445,021	\$ 615,364	\$ 1,996,437	\$ 46,497	\$ 12,902,107	\$ 22,304,616	\$ 56,041,277
Warrants Payable	\$ 2,787,656	\$ 473,834	\$ 10,533	\$ 78,976	\$ -	\$ 40,005	\$ -	\$ 3,391,004
Accrued Payrolls & Withholdings	\$ 1,536,533	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,536,533
Deferred Revenues	\$ 2,214,800	\$ 17,900	\$ -	\$ 156,582	\$ -	\$ -	\$ -	\$ 2,389,282
Allowance for Abatements & Exemptions	\$ 660,084	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 660,084
Claims Incurred But Not Reported	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 919,050	\$ -	\$ 919,050
Other Liabilities	\$ 80,721	\$ 244,887	\$ -	\$ -	\$ -	\$ 400,614	\$ -	\$ 726,222
Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bonds Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,304,616	\$ 22,304,616
TOTAL LIABILITIES	\$ 7,279,794	\$ 736,621	\$ 10,533	\$ 235,558	\$ -	\$ 1,359,669	\$ 22,304,616	\$ 31,926,791
Reserved Fund Balance:								
Appropriations	\$ 1,157,172	\$ 1,727,472	\$ 604,831	\$ 1,216,149	\$ -	\$ -	\$ -	\$ 4,705,624
Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Purposes	\$ 771,544	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 771,544
Appropriation Deficits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retained Earnings	\$ -	\$ -	\$ -	\$ 544,730	\$ 46,497	\$ -	\$ -	\$ 591,227
Unreserved Fund Balance:								
Designated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,542,438	\$ -	\$ 11,542,438
Undesignated	\$ 4,522,726	\$ 1,980,928	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,503,654
TOTAL FUND BALANCE	\$ 6,451,441	\$ 3,708,400	\$ 604,831	\$ 1,760,879	\$ 46,497	\$ 11,542,438	\$ -	\$ 24,114,486
TOTAL LIABILITIES/FUND BALANCE	\$ 13,731,235	\$ 4,445,021	\$ 615,363	\$ 1,996,437	\$ 46,497	\$ 12,902,107	\$ 22,304,616	\$ 56,041,277

Town of Duxbury
Combined Special Revenue Funds
June 30, 2010

Account Title	Fund 220 School Lunch	Fund 241 School Fed. Grts.	Fund 242 School State Grts.	Fund 243 School Gifts	Fund 244 School Revolving	Sub-Total School Spec. Revenue Funds
Cash - Unrestricted Checking	\$ 93,162	\$ (16,112)	\$ 282,354	\$ 81,599	\$ 887,276	\$ 1,328,279
Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ 8,638	\$ 8,638
TOTAL CASH:	\$ 93,162	\$ (16,112)	\$ 282,354	\$ 81,599	\$ 895,914	\$ 1,336,917
Tax Liens	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Liens Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TAXES & CHARGES RECEIVABLE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apportioned Assessments, Not Yet due	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apportioned Assessments Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSESSMENTS RECEIVABLE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due From Other Governments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSETS:	\$ 93,162	\$ (16,112)	\$ 282,354	\$ 81,599	\$ 895,914	\$ 1,336,917
Warrants payable	\$ 31,316	\$ 72,279	\$ 1,775	\$ 3,696	\$ 138,976	\$ 248,042
Accrued Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prepaid Revenue	\$ -	\$ -	\$ -	\$ -	\$ 148,210	\$ 148,210
Other Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due To General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES:	\$ 31,316	\$ 72,279	\$ 1,775	\$ 3,696	\$ 287,186	\$ 396,252
Fund Balance - Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Reserved for Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Federal Grants	\$ -	\$ (88,391)	\$ -	\$ -	\$ -	\$ (88,391)
Fund Balance - State Grants	\$ -	\$ -	\$ 280,579	\$ -	\$ -	\$ 280,579
Fund Balance - Revolving Fund	\$ 61,846	\$ -	\$ -	\$ 77,903	\$ 608,728	\$ 748,477
Fund Balance - Receipts Reserved for Appropriation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Community Preservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUND BALANCE:	\$ 61,846	\$ (88,391)	\$ 280,579	\$ 77,903	\$ 608,728	\$ 940,665
TOTAL LIABILITIES/FUND BALANCE:	\$ 93,162	\$ (16,112)	\$ 282,354	\$ 81,599	\$ 895,914	\$ 1,336,917

Town of Duxbury
Combined Special Revenue Funds
June 30, 2010

Account Title	Fund 230 Highway	Fund 251 Town Fed. Grts.	Fund 252 Town State Grts.	Fund 253 Town Gifts	Fund 254 Town Revolving	Fund 255 Park & Rec Revolv.	Fund 256 Receipts Reserved	Fund 257 Community Pres.	Sub-Total Town Spec. Revenue Funds	TOTAL
Cash - Unrestricted Checking	\$ (985,228)	\$ 32,814	\$ 167,035	\$ 18,174	\$ 49,450	\$ 131,281	\$ 79,890	\$ 3,596,788	\$ 3,090,204	\$ 4,418,483
Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,638
TOTAL CASH:	\$ (985,228)	\$ 32,814	\$ 167,035	\$ 18,174	\$ 49,450	\$ 131,281	\$ 79,890	\$ 3,596,788	\$ 3,090,204	\$ 4,427,121
Tax Liens	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,852	\$ 1,852	\$ 1,852
User Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Liens Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TAXES & CHARGES RECEIVABLE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,852	\$ 1,852	\$ 1,852
Apportioned Assessments, Not Yet due	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apportioned Assessments Added To Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,048	\$ 16,048	\$ 16,048
TOTAL ASSESSMENTS RECEIVABLE:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,048	\$ 16,048	\$ 16,048
Due From Other Governments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSETS:	\$ (985,228)	\$ 32,814	\$ 167,035	\$ 18,174	\$ 49,450	\$ 131,281	\$ 79,890	\$ 3,614,688	\$ 3,108,104	\$ 4,445,021
Warrants payable	\$ -	\$ 125,102	\$ 25,594	\$ 34,489	\$ 1,617	\$ 27,529	\$ -	\$ 11,461	\$ 225,792	\$ 473,834
Accrued Payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prepaid Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93,752	\$ -	\$ 2,444	\$ 96,196	\$ 244,406
Other Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 481	\$ 481	\$ 481
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,900	\$ 17,900	\$ 17,900
Due To General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES:	\$ -	\$ 125,102	\$ 25,594	\$ 34,489	\$ 1,617	\$ 121,281	\$ -	\$ 32,286	\$ 340,369	\$ 736,621
Fund Balance - Petty Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance - Reserved for Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Fund Balance - Federal Grants	\$ -	\$ (92,288)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (92,288)	\$ (180,679)
Fund Balance - State Grants	\$ (985,228)	\$ -	\$ 141,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (843,787)	\$ (563,208)
Fund Balance - Revolving Fund	\$ -	\$ -	\$ -	\$ (16,315)	\$ 47,833	\$ 10,000	\$ -	\$ -	\$ 41,518	\$ 789,995
Fund Balance - Receipts Reserved for Appropriation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,890	\$ -	\$ 79,890	\$ 79,890
Fund Balance - Community Preservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600,474	\$ 1,600,474	\$ 1,600,474
Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,980,928	\$ 1,980,928	\$ 1,980,928
TOTAL FUND BALANCE:	\$ (985,228)	\$ (92,288)	\$ 141,441	\$ (16,315)	\$ 47,833	\$ 10,000	\$ 79,890	\$ 3,582,402	\$ 2,767,735	\$ 3,708,400
TOTAL LIABILITIES/FUND BALANCE:	\$ (985,228)	\$ 32,814	\$ 167,035	\$ 18,174	\$ 49,450	\$ 131,281	\$ 79,890	\$ 3,614,688	\$ 3,108,104	\$ 4,445,021

Town of Duxbury
Capital Project Funds
June 30, 2010

Account Title	Fund 301 Cemetery Exp. Project	Fund 302 Pool Project	Fund 303 Senior Center Parking Lot Project	Fund 331 DMS & DHS Feasibility Study Proj.	Fund 332 Chandler School Roof Project	Fund 349 & 399 Completed Capital Projects	Fund 351 Damon Wells Water Project	Fund 352 Water Mains Water Project	Fund 353 Birch St. Tank Water Project	Fund 359 Completed Water Cap. Proj.	TOTAL
Cash - Unrestricted Checking	\$ 1,242	\$ 265,999	\$ 14,446	\$ 75,498	\$ (3,948)	\$ 25,775	\$ 132,368	\$ 83,949	\$ (4,965)	\$ 25,000	\$ 615,364
Due From Other Governments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 1,242	\$ 265,999	\$ 14,446	\$ 75,498	\$ (3,948)	\$ 25,775	\$ 132,368	\$ 83,949	\$ (4,965)	\$ 25,000	\$ 615,364
Warrants Payable	\$ -	\$ 423	\$ -	\$ 10,110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,533
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bid Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Anticipation Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Anticipation Notes Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	\$ -	\$ 423	\$ -	\$ 10,110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,534
Special Purposes	\$ 1,242	\$ 265,576	\$ 14,446	\$ 65,388	\$ (3,948)	\$ 25,775	\$ 132,368	\$ 83,949	\$ (4,965)	\$ 25,000	\$ 604,831
TOTAL FUND BALANCES	\$ 1,242	\$ 265,576	\$ 14,446	\$ 65,388	\$ (3,948)	\$ 25,775	\$ 132,368	\$ 83,949	\$ (4,965)	\$ 25,000	\$ 604,831
TOTAL LIABILITIES/FUND BALANCES	\$ 1,242	\$ 265,999	\$ 14,446	\$ 75,498	\$ (3,948)	\$ 25,775	\$ 132,368	\$ 83,949	\$ (4,965)	\$ 25,000	\$ 615,364

Town of Duxbury
Schedule of Combined Trust Funds
June 30, 2010

	<u>Fund 810</u>	<u>Fund 820</u>	<u>Fund 830</u>	<u>Fund 890</u>	
	<u>Non-Expendable</u>	<u>Expendable</u>	<u>Health Claims</u>	<u>Agency</u>	<u>TOTAL</u>
Cash - Unrestricted Checking	\$ 2,646,244	\$ 3,081,905	\$ 6,741,726	\$ 432,232	\$ 12,902,107
Cash - Restricted Savings	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Contributions Receivable	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ASSETS	\$ 2,646,244	\$ 3,081,905	\$ 6,741,726	\$ 432,232	\$ 12,902,107

Warrants Payable	\$ -	\$ 7,054	\$ 1,333	\$ 31,618	\$ 40,005
Accrued Payroll	\$ -	\$ -	\$ -	\$ -	\$ -
Due To Other Governments	\$ -	\$ -	\$ -	\$ 2,588	\$ 2,588
Deposits Held to Guarantee Performance	\$ -	\$ -	\$ -	\$ 456,699	\$ 456,699
Claims Incurred But Not Reported	\$ -	\$ -	\$ 919,050	\$ -	\$ 919,050
Other Liabilities	\$ -	\$ -	\$ -	\$ -	\$ -
Special Details Payable	\$ -	\$ -	\$ -	\$ (58,673)	\$ (58,673)
TOTAL LIABILITIES	\$ -	\$ 7,054	\$ 920,383	\$ 432,232	\$ 1,359,669

Special Purposes	\$ -	\$ -	\$ -	\$ -	\$ -
Non Expendable Trusts	\$ 2,646,244	\$ -	\$ -	\$ -	\$ 2,646,244
Expendable Trusts	\$ -	\$ 3,074,851	\$ 5,821,343	\$ -	\$ 8,896,194
Undesignated Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUND BALANCE	\$ 2,646,244	\$ 3,074,851	\$ 5,821,343	\$ -	\$ 11,542,438

TOTAL LIABILITIES/FUND BALANCE	\$ 2,646,244	\$ 3,081,905	\$ 6,741,726	\$ 432,232	\$ 12,902,107
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Town of Duxbury

General Fund

Fund 100

BALANCE SHEET

June 30, 2010

Assets

Cash		\$	10,855,492
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Petty Cash		\$	860
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Receivables:

Real Estate Tax	\$	573,894	
Personal Property Tax	\$	8,585	
Deferred Real Estate	\$	213,059	
Tax Liens	\$	77,244	
Tax Foreclosures	\$	669,583	
Sewer Receivables	\$	15,601	
Motor Vehicle Excise	\$	139,219	
Boat and Other Excise	\$	5,579	
Departmental Receivables	\$	437,942	
Unapportioned Special Assessments	\$	734,179	
	\$	<u>2,874,883</u>	\$ 2,874,883

Total Assets		\$	<u>13,731,235</u>
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Liabilities and Fund Balance

Liabilities:

Warrants Payable	\$	2,787,656
Accrued Teachers Payroll	\$	1,507,981
Accrued Liabilities	\$	2,766
Withholdings Payable	\$	28,553
Abandoned Property & Unclaimed items	\$	748
Deferred Revenues	\$	2,214,800
Allowance For Abatements & Exemptions	\$	660,084
Prepaid Property Taxes	\$	76,277
Other Liabilities	\$	930

Fund Balances:

Appropriation Deficits	\$	-
Special Purposes	\$	771,544
Reserve for Expenditures	\$	1,157,172
Undesignated	\$	4,522,726
Total Fund Balance	\$	<u>6,451,442</u>

Total Liabilities and Fund Balance		\$	<u>13,731,235</u>
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TOWN OF DUXBURY

General Fund

Fund 1

REVENUES

Fiscal 2010 Summary

	<u>Recap Budget</u>	<u>June YTD</u>
Property Taxes:		
Real Estate & Personal Property	\$ 41,362,067.82	\$ 41,016,219.06
Tax Title/Rollback/Deferred	\$ -	\$ 211,736.03
	<u>\$ 41,362,067.82</u>	<u>\$ 41,227,955.09</u>
State Aid:		
Chapter 70	\$ 4,254,657.00	\$ 4,254,657.00
School Transportation (vocational)	\$ -	\$ 5,311.00
School Construction	\$ 137,708.00	\$ 137,708.00
Tuition for State Wards	\$ -	\$ -
Charter School	\$ 5,517.00	\$ 5,636.00
	<u>\$ 4,397,882.00</u>	<u>\$ 4,403,312.00</u>
General Government:		
Lottery, Beano, etc.	\$ 780,978.00	\$ 780,978.00
Highway Fund	\$ -	\$ -
Police Career Incentive	\$ 21,210.00	\$ 21,159.00
Veteran's Benefits	\$ 34,528.00	\$ 26,570.00
Exemptions Veteran's	\$ 45,155.00	\$ 7,530.00
Elderly Abatements	\$ -	\$ -
State Owned Land	\$ 57,454.00	\$ 57,454.00
	<u>\$ 939,325.00</u>	<u>\$ 893,691.00</u>
Local Aid:		
Motor Vehicle Excise	\$ 1,915,000.00	\$ 2,060,623.32
Other Excise	\$ 35,700.00	\$ 38,540.79
Pen & Int on Taxes	\$ 125,000.00	\$ 177,297.58
Payment in Lieu of Taxes	\$ 9,000.00	\$ 9,321.39
Chgs for Service : Sewer	\$ 325,000.00	\$ 295,819.81
Trash Disposal	\$ 540,000.00	\$ 568,964.70
Other	\$ -	\$ -
Fees	\$ 105,000.00	\$ 147,279.88
Rentals	\$ 160,000.00	\$ 120,388.35
Departmental Revenue: Library	\$ 25,000.00	\$ 24,605.61
Cemetery	\$ 800,000.00	\$ 781,280.00
Recreation	\$ -	\$ 395.00
Other	\$ 105,000.00	\$ 120,883.90
Licenses & Permits	\$ 1,650,000.00	\$ 2,077,004.08
Fines & Forfeits	\$ 45,000.00	\$ 52,285.00
Investment Income	\$ 355,000.00	\$ 366,850.51
Unbudgeted Miscellaneous Revenue	\$ -	\$ 131,902.20
Ambulance/Medicare	\$ 684,000.00	\$ 719,572.99
School Lunch & Adult Education Health Insurance	\$ 619,203.00	\$ 432,861.49
Medicare Part D	\$ -	\$ 122,536.63
Water: Indirect Cost	\$ 311,638.00	\$ 311,638.00
Total Local Receipts	<u>\$ 7,809,541.00</u>	<u>\$ 8,560,051.23</u>
TOTAL:	<u><u>\$ 54,508,815.82</u></u>	<u><u>\$ 55,085,009.32</u></u>

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

	ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Town Meeting											
Expenses	\$ 4,920.00	\$ -	\$ -	\$ -	\$ -	\$ 4,920.00	\$ (1,500.00)	\$ 3,420.00	\$ 3,420.00	\$ -	\$ -
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 4,920.00	\$ -	\$ -	\$ -	\$ -	\$ 4,920.00	\$ (1,500.00)	\$ 3,420.00	\$ 3,420.00	\$ -	\$ -
Moderator											
Salaries	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ -	\$ 40.00	\$ 30.00	\$ -	\$ 10.00
Total	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ -	\$ 40.00	\$ 30.00	\$ -	\$ 10.00
Selectmen											
Salaries	\$ 224,190.00	\$ -	\$ -	\$ -	\$ -	\$ 224,190.00	\$ 16,023.00	\$ 240,213.00	\$ 239,402.96	\$ -	\$ 810.04
Expenses	\$ 26,724.00	\$ -	\$ -	\$ -	\$ -	\$ 26,724.00	\$ -	\$ 26,724.00	\$ 19,269.60	\$ 13.86	\$ 7,440.54
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144.48	\$ 144.48	\$ 144.48	\$ -	\$ -
Total	\$ 250,914.00	\$ -	\$ -	\$ -	\$ -	\$ 250,914.00	\$ 16,167.48	\$ 267,081.48	\$ 258,817.04	\$ 13.86	\$ 8,250.58
Finance Com											
Expenses	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 400.00	\$ -	\$ 100.00
Total	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 400.00	\$ -	\$ 100.00
Finance Director											
Salaries	\$ 81,370.00	\$ -	\$ -	\$ -	\$ -	\$ 81,370.00	\$ 11,755.00	\$ 93,125.00	\$ 93,125.00	\$ -	\$ -
Expense	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,083.49	\$ -	\$ 416.51
Total	\$ 83,870.00	\$ -	\$ -	\$ -	\$ -	\$ 83,870.00	\$ 11,755.00	\$ 95,625.00	\$ 95,208.49	\$ -	\$ 416.51
Accounting											
Salaries	\$ 188,400.00	\$ -	\$ -	\$ -	\$ -	\$ 188,400.00	\$ 8,682.00	\$ 197,082.00	\$ 195,431.75	\$ -	\$ 1,650.25
Expenses	\$ 48,600.00	\$ -	\$ -	\$ -	\$ -	\$ 48,600.00	\$ -	\$ 48,600.00	\$ 48,164.05	\$ 331.48	\$ 104.47
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -
Total	\$ 237,000.00	\$ -	\$ -	\$ -	\$ -	\$ 237,000.00	\$ 8,692.00	\$ 245,692.00	\$ 243,605.80	\$ 331.48	\$ 1,754.72
Information Systems											
Salaries	\$ 58,201.00	\$ -	\$ -	\$ -	\$ -	\$ 58,201.00	\$ -	\$ 58,201.00	\$ 58,199.20	\$ -	\$ 1.80
Expenses	\$ 114,979.00	\$ -	\$ -	\$ -	\$ -	\$ 114,979.00	\$ -	\$ 114,979.00	\$ 102,719.45	\$ 11,638.08	\$ 621.47
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,319.00	\$ 1,319.00	\$ 675.00	\$ -	\$ 644.00
Total	\$ 173,180.00	\$ -	\$ -	\$ -	\$ -	\$ 173,180.00	\$ 1,319.00	\$ 174,499.00	\$ 161,593.65	\$ 11,638.08	\$ 1,267.27
Assessor											
Salaries	\$ 206,792.00	\$ -	\$ -	\$ -	\$ -	\$ 206,792.00	\$ 1,288.00	\$ 208,080.00	\$ 207,221.36	\$ -	\$ 858.64
Expenses	\$ 21,800.00	\$ -	\$ -	\$ -	\$ -	\$ 21,800.00	\$ -	\$ 21,800.00	\$ 19,034.83	\$ 379.37	\$ 2,385.80
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80.00	\$ 80.00	\$ 56.75	\$ -	\$ 23.25
Total	\$ 228,592.00	\$ -	\$ -	\$ -	\$ -	\$ 228,592.00	\$ 1,368.00	\$ 229,960.00	\$ 226,312.94	\$ 379.37	\$ 3,267.69
Treasurer/Collector											
Salaries	\$ 276,891.00	\$ -	\$ -	\$ -	\$ -	\$ 276,891.00	\$ 2,936.00	\$ 279,827.00	\$ 276,170.62	\$ -	\$ 3,656.38
Expenses	\$ 62,000.00	\$ -	\$ -	\$ -	\$ -	\$ 62,000.00	\$ -	\$ 62,000.00	\$ 50,327.36	\$ 975.17	\$ 10,697.47
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,843.69	\$ 1,843.69	\$ 1,843.69	\$ -	\$ -
Total	\$ 338,891.00	\$ -	\$ -	\$ -	\$ -	\$ 338,891.00	\$ 4,779.69	\$ 343,670.69	\$ 328,341.67	\$ 975.17	\$ 14,353.85
Audit											
Expenses	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -
Total	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

	ATM 3/14/09 Raise & App	Borrowing ATM/STML	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised Budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Legal											
Expenses	\$ 195,000.00	\$ -	\$ -	\$ -	\$ -	\$ 195,000.00	\$ 52,281.20	\$ 247,281.20	\$ 244,540.32	\$ -	\$ 2,740.88
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 333.00	\$ 333.00	\$ 333.00	\$ -	\$ -
Total	\$ 195,000.00	\$ -	\$ -	\$ -	\$ -	\$ 195,000.00	\$ 52,614.20	\$ 247,614.20	\$ 244,873.32	\$ -	\$ 2,740.88
Personnel Board											
Salaries	\$ 52,000.00	\$ -	\$ -	\$ -	\$ -	\$ 52,000.00	\$ 11,881.00	\$ 63,881.00	\$ 63,881.00	\$ -	\$ -
Expenses	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 2,212.94	\$ -	\$ 787.06
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,515.98	\$ 4,515.98	\$ 265.98	\$ -	\$ 4,250.00
Total	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ 55,000.00	\$ 16,396.98	\$ 71,396.98	\$ 66,359.92	\$ -	\$ 5,037.06
Tax Title											
Expenses	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 12,919.51	\$ -	\$ 2,080.49
Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 12,919.51	\$ -	\$ 2,080.49
Town Clerk											
Salaries	\$ 109,375.00	\$ -	\$ -	\$ -	\$ -	\$ 109,375.00	\$ 1,933.00	\$ 111,308.00	\$ 110,995.66	\$ -	\$ 312.34
Expenses	\$ 3,450.00	\$ -	\$ -	\$ -	\$ -	\$ 3,450.00	\$ -	\$ 3,450.00	\$ 3,441.18	\$ -	\$ 8.82
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59.85	\$ 59.85	\$ 59.85	\$ -	\$ -
Total	\$ 112,825.00	\$ -	\$ -	\$ -	\$ -	\$ 112,825.00	\$ 1,992.85	\$ 114,817.85	\$ 114,496.69	\$ -	\$ 321.16
Election & Regist											
Salaries	\$ 8,894.00	\$ -	\$ -	\$ -	\$ -	\$ 8,894.00	\$ -	\$ 8,894.00	\$ 8,721.88	\$ -	\$ 172.12
Expenses	\$ 14,200.00	\$ -	\$ -	\$ -	\$ -	\$ 14,200.00	\$ -	\$ 14,200.00	\$ 13,986.01	\$ 213.99	\$ (0.00)
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 23,094.00	\$ -	\$ -	\$ -	\$ -	\$ 23,094.00	\$ -	\$ 23,094.00	\$ 22,707.89	\$ 213.99	\$ 172.12
Conservation											
Salaries	\$ 106,880.00	\$ -	\$ -	\$ -	\$ -	\$ 106,880.00	\$ 290.00	\$ 107,170.00	\$ 105,352.35	\$ -	\$ 1,817.65
Expenses	\$ 12,120.00	\$ -	\$ -	\$ -	\$ -	\$ 12,120.00	\$ -	\$ 12,120.00	\$ 10,671.12	\$ 1,448.88	\$ -
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 119,000.00	\$ -	\$ -	\$ -	\$ -	\$ 119,000.00	\$ 290.00	\$ 119,290.00	\$ 116,023.47	\$ 1,448.88	\$ 1,817.65
Planning Board											
Salaries	\$ 91,479.00	\$ -	\$ -	\$ -	\$ -	\$ 91,479.00	\$ 10,732.00	\$ 102,211.00	\$ 101,449.51	\$ -	\$ 761.49
Expenses	\$ 13,170.00	\$ -	\$ -	\$ -	\$ -	\$ 13,170.00	\$ -	\$ 13,170.00	\$ 7,042.57	\$ 1,004.93	\$ 5,122.50
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 885.00	\$ 885.00	\$ -	\$ -	\$ 885.00
Total	\$ 104,649.00	\$ -	\$ -	\$ -	\$ -	\$ 104,649.00	\$ 11,617.00	\$ 116,266.00	\$ 108,492.08	\$ 1,004.93	\$ 6,768.99

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

	ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Cable Advisory											
Expenses	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 79.76	\$ -	\$ 20.24
Total	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 79.76	\$ -	\$ 20.24
Historical Comm											
Expenses	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ 206.73	\$ -	\$ 43.27
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ 206.73	\$ -	\$ 43.27
TOTAL GEN GOVT	\$ 1,982,825.00	\$ -	\$ -	\$ -	\$ -	\$ 1,982,825.00	\$ 125,492.20	\$ 2,108,317.20	\$ 2,043,888.96	\$ 16,005.76	\$ 48,422.48
Police											
Salaries	\$ 2,991,334.00	\$ -	\$ -	\$ -	\$ -	\$ 2,991,334.00	\$ (55,349.20)	\$ 2,935,984.80	\$ 2,874,070.17	\$ -	\$ 61,914.63
Expenses	\$ 222,050.00	\$ -	\$ -	\$ -	\$ -	\$ 222,050.00	\$ 64,549.00	\$ 286,599.00	\$ 255,516.21	\$ 30,644.74	\$ 438.05
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,482.13	\$ 6,482.13	\$ 6,482.13	\$ -	\$ -
Total	\$ 3,213,384.00	\$ -	\$ -	\$ -	\$ -	\$ 3,213,384.00	\$ 15,681.93	\$ 3,229,065.93	\$ 3,136,068.51	\$ 30,644.74	\$ 62,352.68
Fire											
Salaries	\$ 1,982,353.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 1,992,353.00	\$ 83,378.70	\$ 2,075,731.70	\$ 2,075,731.70	\$ -	\$ -
Expenses	\$ 228,275.00	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 243,275.00	\$ (5,000.00)	\$ 238,275.00	\$ 237,110.67	\$ 1,022.15	\$ 142.18
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,562.42	\$ 1,562.42	\$ 1,287.42	\$ -	\$ 275.00
Total	\$ 2,210,628.00	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 2,235,628.00	\$ 79,941.12	\$ 2,315,569.12	\$ 2,314,129.79	\$ 1,022.15	\$ 417.18
Inspectional Svcs											
Salaries	\$ 381,197.00	\$ -	\$ -	\$ -	\$ -	\$ 381,197.00	\$ 280.00	\$ 381,477.00	\$ 366,237.02	\$ -	\$ 15,239.98
Expenses	\$ 25,610.00	\$ -	\$ -	\$ -	\$ -	\$ 25,610.00	\$ -	\$ 25,610.00	\$ 20,527.92	\$ 945.00	\$ 4,137.08
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210.00	\$ 210.00	\$ 210.00	\$ -	\$ -
Total	\$ 406,807.00	\$ -	\$ -	\$ -	\$ -	\$ 406,807.00	\$ 490.00	\$ 407,297.00	\$ 386,974.94	\$ 945.00	\$ 19,377.06
Harbormaster											
Salaries	\$ 173,235.00	\$ -	\$ -	\$ -	\$ -	\$ 173,235.00	\$ -	\$ 173,235.00	\$ 168,729.01	\$ -	\$ 4,505.99
Expenses	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 1,500.00	\$ 21,500.00	\$ 21,428.60	\$ -	\$ 71.40
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73.50	\$ 73.50	\$ 73.50	\$ -	\$ -
Total	\$ 193,235.00	\$ -	\$ -	\$ -	\$ -	\$ 193,235.00	\$ 1,573.50	\$ 194,808.50	\$ 190,231.11	\$ -	\$ 4,577.39
TOTAL PUB SAFETY	\$ 6,024,054.00	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 6,049,054.00	\$ 97,686.55	\$ 6,146,740.55	\$ 6,027,404.35	\$ 32,611.89	\$ 86,724.31

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

	ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Education											
Salaries	\$ 21,425,105.88	\$ -	\$ -	\$ -	\$ -	\$ 21,425,105.88	\$ 90,254.22	\$ 21,515,360.10	\$ 21,370,597.07	\$ -	\$ 144,763.03
Expenses	\$ 6,221,352.12	\$ -	\$ -	\$ -	\$ -	\$ 6,221,352.12	\$ -	\$ 6,221,352.12	\$ 6,027,073.16	\$ 338,973.46	\$ (144,694.50)
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 232,537.92	\$ 232,537.92	\$ 228,282.07	\$ -	\$ 4,255.85
Total	\$ 27,646,458.00	\$ -	\$ -	\$ -	\$ -	\$ 27,646,458.00	\$ 322,792.14	\$ 27,969,250.14	\$ 27,625,952.30	\$ 338,973.46	\$ 4,324.38
TOTAL EDUCATION	\$ 27,646,458.00	\$ -	\$ -	\$ -	\$ -	\$ 27,646,458.00	\$ 322,792.14	\$ 27,969,250.14	\$ 27,625,952.30	\$ 338,973.46	\$ 4,324.38
DPW Management											
Salaries	\$ 251,073.00	\$ -	\$ -	\$ -	\$ -	\$ 251,073.00	\$ 5,742.00	\$ 256,815.00	\$ 255,229.45	\$ -	\$ 1,585.55
Expenses	\$ 31,250.00	\$ -	\$ -	\$ -	\$ -	\$ 31,250.00	\$ -	\$ 31,250.00	\$ 20,368.34	\$ 90.00	\$ 10,791.66
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	\$ 90.00	\$ -	\$ -
Total	\$ 282,323.00	\$ -	\$ -	\$ -	\$ -	\$ 282,323.00	\$ 5,832.00	\$ 288,155.00	\$ 275,687.79	\$ 90.00	\$ 12,377.21
Vehicle Maintenance											
Salaries	\$ 98,796.00	\$ -	\$ -	\$ -	\$ -	\$ 98,796.00	\$ -	\$ 98,796.00	\$ 96,498.31	\$ -	\$ 2,297.69
Expenses	\$ 79,200.00	\$ -	\$ -	\$ -	\$ -	\$ 79,200.00	\$ -	\$ 79,200.00	\$ 75,563.39	\$ -	\$ 3,636.61
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -
Total	\$ 177,996.00	\$ -	\$ -	\$ -	\$ -	\$ 177,996.00	\$ 100.00	\$ 178,096.00	\$ 172,161.70	\$ -	\$ 5,934.30
Highway Department											
Salaries	\$ 416,407.00	\$ -	\$ -	\$ -	\$ -	\$ 416,407.00	\$ -	\$ 416,407.00	\$ 395,718.99	\$ -	\$ 20,688.01
Expenses	\$ 52,300.00	\$ -	\$ -	\$ -	\$ -	\$ 52,300.00	\$ -	\$ 52,300.00	\$ 46,352.00	\$ 1,692.87	\$ 4,255.13
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
Total	\$ 468,707.00	\$ -	\$ -	\$ -	\$ -	\$ 468,707.00	\$ 3,000.00	\$ 471,707.00	\$ 442,070.99	\$ 1,692.87	\$ 27,943.14
Snow & Ice											
Salaries	\$ 55,000.00	\$ -	\$ -	\$ -	\$ 35,000.00	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 89,980.28	\$ -	\$ 19.72
Expenses	\$ 94,200.00	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 174,200.00	\$ -	\$ 174,200.00	\$ 168,842.89	\$ -	\$ 5,357.11
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700.47	\$ 1,700.47	\$ 1,700.47	\$ -	\$ -
Total	\$ 149,200.00	\$ -	\$ -	\$ -	\$ 115,000.00	\$ 264,200.00	\$ 1,700.47	\$ 265,900.47	\$ 260,523.64	\$ -	\$ 5,376.83
Fuel Depot											
Expenses	\$ 242,500.00	\$ -	\$ -	\$ -	\$ -	\$ 242,500.00	\$ -	\$ 242,500.00	\$ 195,682.64	\$ -	\$ 46,817.36
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 242,500.00	\$ -	\$ -	\$ -	\$ -	\$ 242,500.00	\$ -	\$ 242,500.00	\$ 195,682.64	\$ -	\$ 46,817.36
Lands & Nat Res											
Salaries	\$ 364,108.00	\$ -	\$ -	\$ -	\$ -	\$ 364,108.00	\$ (8,836.76)	\$ 355,271.24	\$ 291,918.11	\$ -	\$ 63,353.13
Expenses	\$ 39,800.00	\$ -	\$ -	\$ -	\$ -	\$ 39,800.00	\$ -	\$ 39,800.00	\$ 35,967.27	\$ 336.30	\$ 3,496.43
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 403,908.00	\$ -	\$ -	\$ -	\$ -	\$ 403,908.00	\$ (8,836.76)	\$ 395,071.24	\$ 327,885.38	\$ 336.30	\$ 66,849.56

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

	Department	ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Street Lights												
Expenses		\$ 39,000.00	\$ -	\$ -	\$ -	\$ -	\$ 39,000.00	\$ -	\$ 39,000.00	\$ 36,508.36	\$ -	\$ 2,491.64
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 39,000.00	\$ -	\$ -	\$ -	\$ -	\$ 39,000.00	\$ -	\$ 39,000.00	\$ 36,508.36	\$ -	\$ 2,491.64
Transfer Station												
Salaries		\$ 203,181.00	\$ -	\$ -	\$ -	\$ -	\$ 203,181.00	\$ -	\$ 203,181.00	\$ 183,784.22	\$ -	\$ 19,396.78
Expenses		\$ 551,928.00	\$ -	\$ -	\$ -	\$ -	\$ 551,928.00	\$ -	\$ 551,928.00	\$ 478,389.21	\$ 13,537.29	\$ 60,001.50
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,940.04	\$ 21,940.04	\$ 21,940.04	\$ -	\$ -	\$ -
Total		\$ 755,109.00	\$ -	\$ -	\$ -	\$ -	\$ 755,109.00	\$ 21,940.04	\$ 777,049.04	\$ 684,113.47	\$ 13,537.29	\$ 79,398.28
Sewer Department												
Salaries		\$ 14,900.00	\$ -	\$ -	\$ -	\$ -	\$ 14,900.00	\$ -	\$ 14,900.00	\$ 4,901.26	\$ -	\$ 9,998.74
Expenses		\$ 208,400.00	\$ -	\$ -	\$ -	\$ -	\$ 208,400.00	\$ -	\$ 208,400.00	\$ 155,408.28	\$ -	\$ 52,991.72
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,404.65	\$ 10,404.65	\$ 8,133.21	\$ -	\$ 2,271.44
Total		\$ 223,300.00	\$ -	\$ -	\$ -	\$ -	\$ 223,300.00	\$ 10,404.65	\$ 233,704.65	\$ 168,442.75	\$ -	\$ 65,261.90
Cemetery												
Salaries		\$ 336,321.00	\$ -	\$ -	\$ -	\$ -	\$ 336,321.00	\$ -	\$ 336,321.00	\$ 332,452.00	\$ -	\$ 3,869.00
Expenses		\$ 173,206.00	\$ -	\$ -	\$ -	\$ -	\$ 173,206.00	\$ -	\$ 173,206.00	\$ 158,748.11	\$ 3,664.09	\$ 10,793.80
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32.90	\$ 32.90	\$ 32.90	\$ -	\$ -
Total		\$ 509,527.00	\$ -	\$ -	\$ -	\$ -	\$ 509,527.00	\$ 32.90	\$ 509,559.90	\$ 491,233.01	\$ 3,664.09	\$ 14,662.80
Central Building												
Salaries		\$ 42,811.00	\$ -	\$ -	\$ -	\$ -	\$ 42,811.00	\$ -	\$ 42,811.00	\$ 41,686.88	\$ -	\$ 1,124.12
Expenses		\$ 239,000.00	\$ -	\$ -	\$ -	\$ -	\$ 239,000.00	\$ -	\$ 239,000.00	\$ 194,394.49	\$ 421.42	\$ 44,184.09
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,324.72	\$ 3,324.72	\$ 3,324.72	\$ -	\$ -
Total		\$ 281,811.00	\$ -	\$ -	\$ -	\$ -	\$ 281,811.00	\$ 3,324.72	\$ 285,135.72	\$ 239,406.09	\$ 421.42	\$ 45,308.21
Building Maint												
Expenses		\$ 36,900.00	\$ -	\$ -	\$ -	\$ -	\$ 36,900.00	\$ 10,000.00	\$ 46,900.00	\$ 40,975.16	\$ -	\$ 5,924.84
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 36,900.00	\$ -	\$ -	\$ -	\$ -	\$ 36,900.00	\$ 10,000.00	\$ 46,900.00	\$ 40,975.16	\$ -	\$ 5,924.84
Tarklin												
Expenses		\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 814.82	\$ -	\$ 385.18
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 814.82	\$ -	\$ 385.18
Animal Control												
Salaries		\$ 50,777.00	\$ -	\$ -	\$ -	\$ -	\$ 50,777.00	\$ 3,245.76	\$ 54,022.76	\$ 53,516.64	\$ -	\$ 506.12
Expenses		\$ 11,087.00	\$ -	\$ -	\$ -	\$ -	\$ 11,087.00	\$ -	\$ 11,087.00	\$ 9,018.08	\$ -	\$ 2,068.92
Encumber PY		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 61,864.00	\$ -	\$ -	\$ -	\$ -	\$ 61,864.00	\$ 3,245.76	\$ 65,109.76	\$ 62,534.72	\$ -	\$ 2,575.04
TOTAL PUBLIC WORKS		\$ 3,633,345.00	\$ -	\$ -	\$ -	\$ 115,000.00	\$ 3,748,345.00	\$ 50,743.78	\$ 3,799,088.78	\$ 3,398,040.52	\$ 19,741.97	\$ 381,306.29

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

	ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
Council on Aging											
Salaries	\$ 281,314.00	\$ -	\$ -	\$ -	\$ -	\$ 281,314.00	\$ 5,239.00	\$ 286,553.00	\$ 284,054.26	\$ -	\$ 2,498.74
Expenses	\$ 118,765.00	\$ -	\$ -	\$ -	\$ -	\$ 118,765.00	\$ -	\$ 118,765.00	\$ 104,782.20	\$ 5,260.92	\$ 8,721.88
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 246.00	\$ 246.00	\$ 246.00	\$ -	\$ -
Total	\$ 400,079.00	\$ -	\$ -	\$ -	\$ -	\$ 400,079.00	\$ 5,485.00	\$ 405,564.00	\$ 389,082.46	\$ 5,260.92	\$ 11,220.62
Veteran's											
Salaries	\$ 20,911.00	\$ -	\$ -	\$ -	\$ -	\$ 20,911.00	\$ (4,500.00)	\$ 16,411.00	\$ 13,605.38	\$ -	\$ 2,805.62
Expenses	\$ 45,650.00	\$ -	\$ -	\$ -	\$ 33,720.00	\$ 79,370.00	\$ 4,500.00	\$ 83,870.00	\$ 83,397.20	\$ 465.12	\$ 7.68
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,326.76	\$ 4,326.76	\$ 4,326.76	\$ -	\$ -
Total	\$ 66,561.00	\$ -	\$ -	\$ -	\$ 33,720.00	\$ 100,281.00	\$ 4,326.76	\$ 104,607.76	\$ 101,329.34	\$ 465.12	\$ 2,813.30
Ply. Cty. Cooperative Ext.											
Expenses	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ -
	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ -
TOTAL HUMAN SERVICES	\$ 466,840.00	\$ -	\$ -	\$ -	\$ 33,720.00	\$ 500,560.00	\$ 9,811.76	\$ 510,371.76	\$ 490,611.80	\$ 5,726.04	\$ 14,033.92
Library											
Salaries	\$ 849,297.00	\$ -	\$ -	\$ -	\$ -	\$ 849,297.00	\$ 11,138.00	\$ 860,435.00	\$ 860,332.13	\$ -	\$ 102.87
Expenses	\$ 307,071.00	\$ -	\$ -	\$ -	\$ -	\$ 307,071.00	\$ (1,700.00)	\$ 305,371.00	\$ 288,722.73	\$ 5,307.91	\$ 11,340.36
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,518.00	\$ 4,518.00	\$ 3,175.98	\$ -	\$ 1,342.02
Total	\$ 1,156,368.00	\$ -	\$ -	\$ -	\$ -	\$ 1,156,368.00	\$ 13,956.00	\$ 1,170,324.00	\$ 1,152,230.84	\$ 5,307.91	\$ 12,785.25
Recreation											
Salaries	\$ 141,826.00	\$ -	\$ -	\$ -	\$ -	\$ 141,826.00	\$ 396.00	\$ 142,222.00	\$ 141,614.75	\$ -	\$ 607.25
Expenses	\$ 1,900.00	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ -	\$ 1,900.00	\$ 850.22	\$ -	\$ 1,049.78
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 143,726.00	\$ -	\$ -	\$ -	\$ -	\$ 143,726.00	\$ 396.00	\$ 144,122.00	\$ 142,464.97	\$ -	\$ 1,657.03
Pool											
Salaries	\$ -	\$ -	\$ -	\$ -	\$ 44,750.00	\$ 44,750.00	\$ (5,000.00)	\$ 39,750.00	\$ 19,241.09	\$ -	\$ 20,508.91
Expenses	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 21,125.00	\$ 28,125.00	\$ -	\$ 28,125.00	\$ 21,195.26	\$ 6,914.49	\$ 15.25
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,341.66	\$ 5,341.66	\$ 3,772.94	\$ -	\$ 1,568.72
Total	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 65,875.00	\$ 72,875.00	\$ 341.66	\$ 73,216.66	\$ 44,209.29	\$ 6,914.49	\$ 22,092.88
North Hill											
Expenses	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Lifeguards											
Salaries	\$ 16,770.00	\$ -	\$ -	\$ -	\$ -	\$ 16,770.00	\$ -	\$ 16,770.00	\$ 16,434.88	\$ -	\$ 335.12
Expenses	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -	\$ 1,100.00	\$ -	\$ 1,100.00	\$ 1,075.78	\$ -	\$ 24.22
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 875.67	\$ 875.67	\$ 875.67	\$ -	\$ -
Total	\$ 17,870.00	\$ -	\$ -	\$ -	\$ -	\$ 17,870.00	\$ 875.67	\$ 18,745.67	\$ 18,386.33	\$ -	\$ 359.34

TOWN OF DUXBURY
GENERAL FUND
APPROPRIATION ACCOUNTS

Department

Public Celebrations

ATM 3/14/09 Raise & App	Borrowing ATM/STMI	Free Cash Article	Other Financing Sources	STM Transfers	2010 Budget	2010 Transfer	2010 Revised budget	2010 Expenditures	2010 Encumbered	Return to General Fund
\$ 4,500.00	\$ -	\$ -	\$ -	\$ -	\$ 4,500.00	\$ -	\$ 4,500.00	\$ 4,368.91	\$ -	\$ 131.09
\$ 4,500.00	\$ -	\$ -	\$ -	\$ -	\$ 4,500.00	\$ -	\$ 4,500.00	\$ 4,368.91	\$ -	\$ 131.09

TOTAL LIBRARY & RECREATION

\$ 1,331,464.00	\$ -	\$ -	\$ -	\$ 65,875.00	\$ 1,397,339.00	\$ 15,569.33	\$ 1,412,908.33	\$ 1,362,660.34	\$ 12,222.40	\$ 38,025.59
Medicare	\$ 420,700.00	\$ -	\$ -	\$ -	\$ 420,700.00	\$ -	\$ 420,700.00	\$ 406,836.85	\$ -	\$ 13,863.15
Health Insurance	\$ 6,731,744.00	\$ -	\$ -	\$ -	\$ 6,731,744.00	\$ (59,000.00)	\$ 6,672,744.00	\$ 6,051,627.97	\$ -	\$ 621,116.03
Pensions- noncont	\$ 29,500.00	\$ -	\$ -	\$ -	\$ 29,500.00	\$ -	\$ 29,500.00	\$ 27,277.47	\$ -	\$ 2,222.53
Pensions- cont	\$ 1,905,038.00	\$ -	\$ -	\$ -	\$ 1,905,038.00	\$ -	\$ 1,905,038.00	\$ 1,905,038.00	\$ -	\$ -
Unemployment	\$ 50,000.00	\$ -	\$ -	\$ 176,400.00	\$ 226,400.00	\$ -	\$ 226,400.00	\$ 118,505.14	\$ 50,000.00	\$ 57,894.86
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,124.50	\$ 4,124.50	\$ 3,585.67	\$ -	\$ 538.83
Worker's Comp	\$ 235,000.00	\$ -	\$ -	\$ -	\$ 235,000.00	\$ -	\$ 235,000.00	\$ 222,361.30	\$ -	\$ 12,638.70
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire, Liability Ins	\$ 310,000.00	\$ -	\$ -	\$ -	\$ 310,000.00	\$ -	\$ 310,000.00	\$ 220,348.70	\$ -	\$ 89,651.30
Encumber PY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unpaid Bills	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve Fund	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ (28,500.00)	\$ 71,500.00	\$ -	\$ -	\$ 71,500.00
Principal	\$ 1,761,774.00	\$ -	\$ -	\$ -	\$ 1,761,774.00	\$ -	\$ 1,761,774.00	\$ 1,761,773.89	\$ -	\$ 0.11
Interest	\$ 569,680.00	\$ -	\$ -	\$ -	\$ 569,680.00	\$ -	\$ 569,680.00	\$ 569,679.05	\$ -	\$ 0.95
Bond Expense	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 2,449.86	\$ -	\$ 17,550.14
Short-term Interest	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 17,949.67	\$ -	\$ 2,050.33
TOTAL ADMIN	\$ 12,153,436.00	\$ -	\$ -	\$ 176,400.00	\$ 12,329,836.00	\$ (83,375.50)	\$ 12,246,460.50	\$ 11,307,433.57	\$ 50,000.00	\$ 889,026.93
GRAND TOTAL	\$ 53,238,422.00	\$ -	\$ -	\$ 415,995.00	\$ 53,654,417.00	\$ 538,720.26	\$ 54,193,137.26	\$ 52,255,991.84	\$ 475,281.52	\$ 1,461,863.90

General Government

\$ 1,982,825.00	\$ -	\$ -	\$ -	\$ -	\$ 1,982,825.00	\$ 125,492.20	\$ 2,108,317.20	\$ 2,043,888.96	\$ 16,005.76	\$ 48,422.48
Public Safety	\$ 6,024,054.00	\$ -	\$ -	\$ 25,000.00	\$ 6,049,054.00	\$ 97,686.55	\$ 6,146,740.55	\$ 6,027,404.35	\$ 32,611.89	\$ 86,724.31
Education	\$ 27,646,458.00	\$ -	\$ -	\$ -	\$ 27,646,458.00	\$ 322,792.14	\$ 27,969,250.14	\$ 27,625,952.30	\$ 338,973.46	\$ 4,324.38
Public Works	\$ 3,633,345.00	\$ -	\$ -	\$ 115,000.00	\$ 3,748,345.00	\$ 50,743.78	\$ 3,799,088.78	\$ 3,398,040.52	\$ 19,741.97	\$ 381,306.29
Human Services	\$ 466,840.00	\$ -	\$ -	\$ 33,720.00	\$ 500,560.00	\$ 9,811.76	\$ 510,371.76	\$ 490,611.80	\$ 14,033.92	\$ 14,033.92
Library & Recreation	\$ 1,331,464.00	\$ -	\$ -	\$ 65,875.00	\$ 1,397,339.00	\$ 15,569.33	\$ 1,412,908.33	\$ 1,362,660.34	\$ 12,222.40	\$ 38,025.59
Fixed Costs	\$ 12,153,436.00	\$ -	\$ -	\$ 176,400.00	\$ 12,329,836.00	\$ (83,375.50)	\$ 12,246,460.50	\$ 11,307,433.57	\$ 50,000.00	\$ 889,026.93
TOTAL GENERAL FUND	\$ 53,238,422.00	\$ -	\$ -	\$ 415,995.00	\$ 53,654,417.00	\$ 538,720.26	\$ 54,193,137.26	\$ 52,255,991.84	\$ 475,281.52	\$ 1,461,863.90

TOWN OF DUXBURY
Continued Appropriations
General Fund

Department

General Government

	6/30/2009 Balances	Original Budget Voted from 3/09 ATM	Available Budget	Supplemental Appropriations Presented on FY 11 Recap	Total Balance 7/1/2009	Transfers	FY 2010 Expenditures To-Date	Balance As of 6/30/2010	Departmental Retained Balances	Balance Closed Out At Year-end
Selectmen										
Article 10 3/96 ATM - A.D.A. Compliance	15,875.04		15,875.04		15,875.04		500.00	15,375.04	15,375.04	-
Article 11 3/09 ATM - Duxbury Beach Lease	-	400,000.00	400,000.00		400,000.00		400,000.00	-	-	-
Article 12 3/09 ATM - July 4th Parade	-	10,000.00	10,000.00		10,000.00		10,000.00	-	-	-
Personnel Board										
Article 7 3/07 ATM - Compensation Adjustments	18,203.30		18,203.30		18,203.30	(18,203.30)	-	-	-	-
Article 8 3/08 ATM - Compensation Adjustments	31,369.00		31,369.00		31,369.00	(31,369.00)	-	-	-	-
Article 9 3/08 ATM - Funding Collective Agreements	2,275.00		2,275.00		2,275.00	-	-	2,275.00	-	2,275.00
Article 7 3/09 ATM - Compensation Adjustments	50,000.00	50,000.00	50,000.00		50,000.00	(23,555.70)	-	26,444.30	26,444.30	-
Article 3-4 3/10 STM - Funding Collective Agreements				7,995.00	7,995.00	(6,287.00)	-	1,708.00	-	1,708.00
Information Systems										
Article 6-1 3/02 ATM - Technology	6,685.82		6,685.82		6,685.82		-	6,685.82	6,685.82	-
Article 6-1A 3/06 ATM - PC Replacement	11,489.06		11,489.06		11,489.06		7,886.08	3,602.98	3,602.98	-
Article 6-1A 3/08 ATM - Document Mgmt. Software	30,000.00		30,000.00		30,000.00		7,693.53	22,306.47	22,306.47	-
Article 6-1B 3/08 ATM - Emer. Mgmt. Serv. Software	39,979.00		39,979.00		39,979.00		39,979.00	-	-	-
Article 6-1A 3/09 ATM - Mobile Cruise Data Units		14,730.00	14,730.00		14,730.00		14,223.70	506.30	-	506.30
Article 6-1B 3/09 ATM - Emergency Management Services Software		5,315.00	5,315.00		5,315.00		-	5,315.00	-	5,315.00
Conservation										
Article 6-1C 3/09 ATM - Conservation Vehicle	-	13,000.00	13,000.00		13,000.00		13,000.00	-	-	-
Planning Board										
Article 27 3/04 ATM - Street Mapping	4,861.80		4,861.80		4,861.80		-	4,861.80	4,861.80	-
Total General Government:	160,738.02	493,045.00	653,783.02	7,995.00	661,778.02	(79,415.00)	493,282.31	89,080.71	79,276.41	9,804.30
Public Safety										
Fire										
Article 6-2A 3/09 ATM - Inflatable Boat & Motor	-	40,000.00	40,000.00		40,000.00		39,920.98	79.02	-	79.02
Article 6-2B 3/09 ATM - Fire Hose Replacement	-	19,521.00	19,521.00		19,521.00		19,521.00	-	-	-
Article 6-2C 3/09 ATM - Self-contained Breathing Apparatus	-	8,000.00	8,000.00		8,000.00		8,000.00	-	-	-
Article 6-2D 3/09 ATM - Fire Engine Tire Replacement	-	5,000.00	5,000.00		5,000.00		4,855.80	144.20	-	144.20
Article 3-5 3/10 STM - Funding Collective Agreements	-	-	-	58,968.70	58,968.70	(58,968.70)	-	-	-	-
Animal Control										
Article 2 3/10 STM - Unpaid Bills	-	-	-	340.72	340.72		340.72	-	-	-
Harbormaster/Beach Management										
Article 6-1 3/07 ATM - Overhaul Marine Unit #3	1,225.41		1,225.41		1,225.41		907.03	318.38	-	318.38
Article 6-2E 3/08 ATM - Town Pier Mooring Gear	229.20	10,935.00	229.20		229.20		153.98	75.22	-	75.22
Article 6-2E 3/09 ATM - Aids to Navigation			10,935.00		10,935.00		2,392.89	8,542.11	8,542.11	-
Total Public Safety:	1,454.61	83,456.00	84,910.61	59,309.42	144,220.03	(58,968.70)	76,092.40	9,158.93	8,542.11	616.82

TOWN OF DUXBURY
Continued Appropriations
General Fund

	6/30/2009 Balances	Original Budget Voted from 3/09 ATM	Available Budget	Supplemental Appropriations Presented on FY 11 Recap	Total Balance 7/1/2009	Transfers	FY 2010 Expenditures To-Date	Balance As of 6/30/2010	Departmental Retained Balances	Balance Closed Out At Year-end
Education										
Duxbury Public Schools										
Article 7-4 3/08 ATM - Textbooks - Math	94.30		94.30		94.30		-	94.30	-	94.30
Article 7-4 3/08 ATM - Textbooks - Social Studies	1,171.78		1,171.78		1,171.78		1,114.52	57.26	-	57.26
Article 7-4 3/08 ATM - Textbooks - World Language	1,596.08		1,596.08		1,596.08		1,537.38	58.70	-	58.70
Article 7-4 3/08 ATM - Textbooks - English	352.43		352.43		352.43		-	352.43	-	352.43
Article 7-4 3/08 ATM - Textbooks - Science	833.74		833.74		833.74		754.00	79.74	-	79.74
Article 7-4 3/08 ATM - Textbooks - Library - System Wide	1,579.63		1,579.63		1,579.63		394.63	1,185.00	-	-
Article 7-4 3/08 ATM - Other Capital Items - Tile Replacement	26,373.95		26,373.95		26,373.95		26,373.95	-	-	-
Article 7-4 3/08 ATM - Other Capital Items - Carpet Replacement	5,113.00		5,113.00		5,113.00		5,113.00	-	-	-
Article 6-6 3/09 ATM - Library Software Upgrades - System Wide	14,268.00	14,268.00	14,268.00		14,268.00		14,268.00	-	-	-
Article 6-6 3/09 ATM - Network Upgrades - System Wide	10,000.00	10,000.00	10,000.00		10,000.00		9,351.00	649.00	-	649.00
Article 6-6 3/09 ATM - Mobile Class Computer System - System Wide	35,000.00	35,000.00	35,000.00		35,000.00		34,978.90	21.10	-	21.10
Article 6-6 3/09 ATM - Replace Computers - System Wide	90,000.00	90,000.00	90,000.00		90,000.00		89,741.85	258.15	-	258.15
Article 6-6 3/09 ATM - Install Wireless System Phase II - DHS	12,000.00	12,000.00	12,000.00		12,000.00		11,995.00	5.00	-	5.00
Article 6-6 3/09 ATM - World Language Lab Hardware & Software - DHS	32,500.00	32,500.00	32,500.00		32,500.00		32,489.50	10.50	-	10.50
Article 6-6 3/09 ATM - Construct New Classrooms	20,000.00	20,000.00	20,000.00		20,000.00		20,000.00	-	-	-
Article 6-6 3/09 ATM - New Classroom Furniture	5,000.00	5,000.00	5,000.00		5,000.00		5,000.00	-	-	-
Article 6-6 3/09 ATM - Replace Classroom Furniture	20,000.00	20,000.00	20,000.00		20,000.00		20,000.00	-	-	-
Article 6-6 3/09 ATM - Purchase & Replace Cafeteria Tables	12,000.00	12,000.00	12,000.00		12,000.00		12,000.00	-	-	-
Article 6-6 3/09 ATM - Convert to White Marker Boards	9,000.00	9,000.00	9,000.00		9,000.00		8,929.18	70.82	-	70.82
Article 6-6 3/09 ATM - Replace Dranna Scaffolding	5,000.00	5,000.00	5,000.00		5,000.00		5,000.00	-	-	-
Article 6-6 3/09 ATM - Repair and Improve Air Conditioning - DMS	10,000.00	10,000.00	10,000.00		10,000.00		10,000.00	-	-	-
Article 6-6 3/09 ATM - Replace Floor Cleaner/Polishers (2)	11,990.00	11,990.00	11,990.00		11,990.00		11,990.00	90.00	-	90.00
Article 6-6 3/09 ATM - Renovate Tennis Courts - DHS	75,000.00	75,000.00	75,000.00		75,000.00		60,452.00	14,548.00	-	14,548.00
Article 6-6 3/09 ATM - Repair Indoor and Outdoor Bleachers - DHS	13,000.00	13,000.00	13,000.00		13,000.00		12,835.00	165.00	-	165.00
Article 6-6 3/09 ATM - Replace 1998 Utility Van	25,910.00	25,910.00	25,910.00		25,910.00		20,415.00	5,495.00	-	5,495.00
Article 3-1 3/10 STM - Funding Collective Agreements	-	-	-	82,353.48	82,353.48	(82,353.48)	-	-	-	-
Article 3-2 3/10 STM - Funding Collective Agreements	-	-	-	3,264.40	3,264.40	(3,264.40)	-	-	-	-
Article 3-3 3/10 STM - Funding Collective Agreements	-	-	-	4,636.34	4,636.34	(4,636.34)	-	-	-	-
Total Education:	37,114.91	400,668.00	437,782.91	90,254.22	528,037.13	(90,254.22)	414,642.91	23,140.00	1,185.00	21,955.00
Public Works										
DPW Administration										
Article 6-4 3/00 ATM - Town Landings	11,875.83	-	11,875.83		11,875.83		1,709.00	10,166.83	-	-
Article 6-4 3/01 ATM - Landings	50,000.00	-	50,000.00		50,000.00		-	50,000.00	-	-
Article 6-4 3/04 ATM - Remodel Crematory (Design)	80,000.00	(80,000.00)	-		-		-	-	-	-
Article 11 1/3/05 STM - Powder Point Bridge	23,054.44	-	23,054.44		23,054.44		2,400.97	20,653.47	-	-
Article 5 3/09 STM - Inflow & Infiltration Study - Gunter Rd.	22,847.50	-	22,847.50		22,847.50		4,000.00	18,847.50	-	-
Article 6-3 A 3/09 ATM - Garage Metal Walls	-	12,000.00	12,000.00		12,000.00		6,800.00	5,200.00	-	-
DPW Vehicle Maintenance										
Article 2 3/10 STM - Unpaid Bills	-	-	-	134.45	134.45		134.45	-	-	-
Snow and Ice										
Article 2 3/10 STM - Unpaid Bills	-	-	-	650.46	650.46		650.46	-	-	-
Cemetery										
Article 6-2 3/07 ATM - Re-Line Crematory Retorts	2,618.46	-	2,618.46		2,618.46		2,618.46	-	-	-
Article 6-3E 3/08 ATM - Re-Line Crematory Retorts	6,606.04	-	6,606.04		6,606.04		6,606.04	-	-	-
Article 6-3B 3/09 ATM Re-Line Crematory Retorts	70,000.00	70,000.00	70,000.00		70,000.00		68,141.93	1,858.07	-	0.00
Article 6-3C 3/09 ATM - Toro Workman	22,640.00	22,640.00	22,640.00		22,640.00		22,640.00	-	-	-
Article 6-3D 3/09 ATM - New Crematory Design	80,000.00	80,000.00	80,000.00		80,000.00		35,879.95	44,120.05	-	-
Article 2 3/10 STM - Unpaid Bills	-	-	-	1,770.04	1,770.04		1,770.04	-	-	-
Central Building										
Article 6-3A 3/08 ATM - Town Hall Air Handler	40,000.00	-	40,000.00		40,000.00		-	40,000.00	-	-
Article 2 3/10 STM - Unpaid Bills	-	-	-	1,173.08	1,173.08		1,173.08	-	-	-
Building Maintenance										
Article 2 3/10 STM - Unpaid Bills	-	-	-	206.08	206.08		-	206.08	-	206.08
Land & Natural Resources										
Article 67-2 3/08 ATM - Hazardous Tree Removal	20,947.09	-	20,947.09		20,947.09		10,743.44	10,203.65	-	-
Total Public Works:	257,949.36	104,640.00	362,589.36	3,934.11	366,523.47	-	165,267.82	201,255.65	182,202.07	19,053.58

Department105

Town of Duxbury
Fund 220
School Cafeteria
Analysis of Revenue & Expenditures
June 30, 2010

Revenues:

	CAFETERIA	BREADBOARD	TOTALS
Lunchroom	\$ 844,758.41	\$ 1,028.00	\$ 845,786.41
Section 4: (Reduced Lunch)	\$ 48,036.04	\$ -	\$ 48,036.04
Section 11: (Free Lunch)	\$ 36,971.50	\$ -	\$ 36,971.50
State Aid: (Full Paid Lunch)	\$ 12,076.78	\$ -	\$ 12,076.78
Federal Aid: Breakfast	\$ 2,177.29	\$ -	\$ 2,177.29
	<u>\$ 944,020.02</u>	<u>\$ 1,028.00</u>	<u>\$ 945,048.02</u>

Expenditures:

Personal Services	\$ 334,929.65	\$ -	\$ 334,929.65
Food & Food Service Supplies	\$ 393,413.04	\$ 5,900.29	\$ 399,313.33
Other Charges	\$ 17,144.26	\$ -	\$ 17,144.26
Group Health Insurance	\$ 129,504.21	\$ -	\$ 129,504.21
	<u>\$ 874,991.16</u>	<u>\$ 5,900.29</u>	<u>\$ 880,891.45</u>

Sub-Total	\$ 69,028.86	\$ (4,872.29)	\$ 64,156.57
Warrants Payable	\$ 31,316.10	\$ -	\$ 31,316.10
Balance: July 1, 2009	\$ -	\$ (2,311.07)	\$ (2,311.07)
Sub-Total	<u>\$ 100,344.96</u>	<u>\$ (7,183.36)</u>	<u>\$ 93,161.60</u>
Grand Total	<u>\$ 100,344.96</u>	<u>\$ (7,183.36)</u>	<u>\$ 93,161.60</u>

Town of Duxbury
Fund 241
School Federal Grants
Analysis of Revenues and Expenditures
June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
FEDERAL GRANTS				
FY09 Title I	\$ (6,803.78)	\$ 11,996.00	\$ 5,192.22	\$ -
FY10 Title I	\$ -	\$ 56,527.00	\$ 66,590.00	\$ (10,063.00)
FY09 Title II Part A	\$ 141.00	\$ -	\$ 141.00	\$ -
FY10 Title II Part A(Teacher Quality)	\$ -	\$ 43,464.00	\$ 43,450.00	\$ 14.00
FY09 Title II Part D	\$ 1,420.00	\$ -	\$ 1,420.00	\$ -
FY09 SPED Prof Development	\$ 235.00	\$ -	\$ 235.00	\$ -
FY09 Drug Free School	\$ 269.92	\$ -	\$ 269.92	\$ -
FY10 Drug Free Schools	\$ -	\$ 6,918.00	\$ 6,918.00	\$ -
FY09 School Library & Incentive	\$ 132.13	\$ -	\$ 132.13	\$ -
FY09 SPED 94-142	\$ -	\$ -	\$ -	\$ -
FY10 SPED 94-142	\$ -	\$ 620,608.00	\$ 711,421.00	\$ (90,813.00)
FY10 Enhanced Ed Thru Tech	\$ -	\$ 1,231.00	\$ 1,231.00	\$ -
FY10 Early Childhood	\$ -	\$ 15,161.00	\$ 15,161.00	\$ -
FY10 IDEA	\$ -	\$ 286,703.00	\$ 392,250.00	\$ (105,547.00)
FY10 ARRA SFSF	\$ -	\$ 126,865.00	\$ 9,121.35	\$ 117,743.65
FY10 IDEA Early Childhood	\$ -	\$ 15,775.00	\$ 15,500.00	\$ 275.00
Sub-Total	\$ (4,605.73)	\$ 1,185,248.00	\$ 1,269,032.62	\$ (88,390.35)
Warrants Payable	\$ 12,421.80	\$ 72,278.79	\$ 12,421.80	\$ 72,278.79
Grand Total	\$ 7,816.07	\$ 1,257,526.79	\$ 1,281,454.42	\$ (16,111.56)

Fund 242
School State Grants
Analysis of Revenues and Expenditures
June 30, 2010

SCHOOL STATE GRANTS				
FY09 Academic Support	\$ 1,813.45	\$ -	\$ 1,813.25	\$ 0.20
FY10 Academic Support	\$ -	\$ 7,275.00	\$ 10,310.00	\$ (3,035.00)
FY09 Circuit Breaker	\$ 410.67	\$ 159,146.00	\$ 159,556.67	\$ -
FY10 Circuit Breaker	\$ -	\$ 283,614.00	\$ -	\$ 283,614.00
FY09 Community Part: Coord & Plan	\$ (8,293.66)	\$ 8,388.00	\$ 94.34	\$ -
FY09 Community Part: Direct Sc	\$ 8,065.79	\$ -	\$ 8,065.79	\$ -
FY09 Community Part: Accreditation	\$ 940.21	\$ -	\$ 940.21	\$ -
FY09 Mass Tech Collab	\$ 8,160.00	\$ 2,270.00	\$ 10,430.00	\$ -
FY10 Community Part:Family Eng.	\$ -	\$ 13,431.00	\$ 13,431.00	\$ -
FY10 Community Part: Prog & Pract	\$ -	\$ 3,765.00	\$ 3,765.00	\$ -
Sub-Total	\$ 11,096.46	\$ 477,889.00	\$ 208,406.26	\$ 280,579.20
Warrants Payable	\$ 19,097.01	\$ 1,775.00	\$ 19,097.01	\$ 1,775.00
Grand Total:	\$ 30,193.47	\$ 477,889.00	\$ 208,406.26	\$ 282,354.20

Town of Duxbury
Fund 243
School Gift Funds
Analysis of Revenues and Expenditures
June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
SCHOOL GIFTS				
FY07 Duxbury Foundation	\$ 281.75	\$ -	\$ -	\$ 281.75
FY08 Duxbury Foundation	\$ 4,564.85	\$ -	\$ -	\$ 4,564.85
FY09 Duxbury Foundation	\$ 8,290.26	\$ -	\$ 7,385.49	\$ 904.77
FY010Duxbury Foundation	\$ -	\$ 93,254.00	\$ 21,102.78	\$ 72,151.22
Sub-Total	\$ 13,136.86	\$ 93,254.00	\$ 28,488.27	\$ 77,902.59
Warrants Payable	\$ 8,364.00	\$ 3,695.99	\$ 8,364.00	\$ 3,695.99
Grand Total	\$ 21,500.86	\$ 96,949.99	\$ 36,852.27	\$ 81,598.58

Fund 244
School Revolving Funds
Analysis of Revenues and Expenditures
June 30, 2010

REVOLVING ACCOUNTS				
Adult Education	\$ 286,181.16	\$ 1,794,451.28	\$ 1,756,322.92	\$ 324,309.52
Athletic Association	\$ 16,574.68	\$ 354,363.98	\$ 326,428.07	\$ 44,510.59
Integrated Pre School	\$ -	\$ 73,958.72	\$ 73,958.72	\$ -
Tuition Revolving	\$ 82,761.04	\$ 67,731.20	\$ 28,974.18	\$ 121,518.06
Co-Curricular-High School	\$ 31,204.19	\$ 41,060.11	\$ 52,981.47	\$ 19,282.83
Co-Curricular-DMS School	\$ 6,561.50	\$ 31,345.00	\$ 21,082.56	\$ 16,823.94
	\$ 423,282.57	\$ 2,362,910.29	\$ 2,259,747.92	\$ 526,444.94
MISCELLANEOUS:				
Bus Transportation	\$ 5,036.09	\$ 225,659.35	\$ 195,132.49	\$ 35,562.95
Performing Arts Center	\$ (16,857.94)	\$ 82,451.79	\$ 64,822.60	\$ 771.25
Parking Fees	\$ 15,308.07	\$ 13,016.00	\$ 22,363.45	\$ 5,960.62
DPS ART Cards	\$ 15,984.24	\$ 13,949.00	\$ 11,516.99	\$ 18,416.25
Community Part. For Children	\$ 3,737.75	\$ 4,640.00	\$ 4,833.83	\$ 3,543.92
Book Fund	\$ -	\$ 8,460.00	\$ (97.27)	\$ 8,557.27
	\$ 23,208.21	\$ 348,176.14	\$ 298,572.09	\$ 72,812.26
STUDENT ACTIVITIES:				
Alden School Activities	\$ 5,364.76	\$ -	\$ -	\$ 5,364.76
Chandler School Activities	\$ 20.34	\$ -	\$ -	\$ 20.34
DMS Student Activities	\$ (128.51)	\$ 108,933.16	\$ 108,797.03	\$ 7.62
High School Activities	\$ 20,771.18	\$ 332,106.93	\$ 348,799.78	\$ 4,078.33
	\$ 26,027.77	\$ 441,040.09	\$ 457,596.81	\$ 9,471.05
Sub-Total	\$ 472,518.55	\$ 3,152,126.52	\$ 3,015,916.82	\$ 608,728.25
PREPAID PROGRAMS FY 2011				
School Bus Transportation	\$ 127,123.85	\$ 100,360.00	\$ 127,123.85	\$ 100,360.00
Intergraded PreSchool	\$ 2,040.00	\$ 10,412.00	\$ 2,040.00	\$ 10,412.00
KED/Extended Summer Program	\$ 47,922.50	\$ 37,438.50	\$ 47,922.50	\$ 37,438.50
	\$ 177,086.35	\$ 148,210.50	\$ 177,086.35	\$ 148,210.50
Warrants Payable	\$ 85,534.54	\$ 138,975.54	\$ 85,534.54	\$ 138,975.54
Grand Total	\$ 912,225.79	\$ 3,439,312.56	\$ 3,455,624.06	\$ 895,914.29

Town of Duxbury

Fund 251 Town Federal Grants Analysis of Revenues and Expenditures June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
TOWN FEDERAL GRANTS				
Historical Commission:				
Housing/Community	\$ 147.90	\$ -	\$ -	\$ 147.90
Conservation:				
Kingston Bay Stormwater	\$ -	\$ 10,130.40	\$ 11,256.00	\$ (1,125.60)
Kingston Bay North	\$ -	\$ -	\$ 111,015.73	\$ (111,015.73)
Fire Dept:				
Assist for Firefighters	\$ -	\$ 59,946.00	\$ 59,946.00	\$ -
Harbormaster:				
FY08 Pump Out Boat	\$ 22,787.03	\$ -	\$ -	\$ 22,787.03
FY09 Pump Out Boat	\$ (4,762.52)	\$ 4,493.48	\$ -	\$ (269.04)
FY10 Pump Out Boat	\$ -	\$ 9,500.00	\$ 12,312.26	\$ (2,812.26)
SUB-TOTAL	\$ 18,172.41	\$ 84,069.88	\$ 194,529.99	\$ (92,287.70)
Warrants Payable	\$ 1,401.06	\$ 125,101.83	\$ 1,401.06	\$ 125,101.83
Accrued Payroll Payable	\$ 238.00	\$ -	\$ 238.00	\$ -
GRAND TOTAL	\$ 19,811.47	\$ 209,171.71	\$ 194,529.99	\$ 32,814.13

Fund 252 Town State Grants Analysis of Revenues and Expenditures June 30, 2010

TOWN STATE GRANTS				
Information Systems: GIS	\$ 7,482.63	\$ (300.00)	\$ 5,002.00	\$ 2,180.63
Town Clerk: Extended Polling Hrs.	\$ 9,637.39	\$ 3,426.00	\$ -	\$ 13,063.39
FY10 Special Election	\$ -	\$ 14,557.00	\$ 12,143.28	\$ 2,413.72
Conservation Comm:Fish Ladder	\$ 20,228.23	\$ -	\$ -	\$ 20,228.23
FY09 CZM-Crescent St.:Storm Mit.	\$ -	\$ 114,962.00	\$ 74,115.20	\$ 40,846.80
FY10 CZM-Crescent St.:Storm Mit.	\$ -	\$ -	\$ 23,131.25	\$ (23,131.25)
Police Department:				
FY07 Emergency 911 Training	\$ (3,588.16)	\$ 3,588.16	\$ (210.74)	\$ 210.74
FY09 Emergency 911 Training	\$ (49.63)	\$ 23,912.31	\$ 23,862.68	\$ -
FY10 Emergency 911 Training	\$ -	\$ -	\$ 4,754.04	\$ (4,754.04)
FY10 E911 Support Grant	\$ -	\$ -	\$ 32,633.87	\$ (32,633.87)
Governor Highway Safety	\$ 86.31	\$ -	\$ -	\$ 86.31
FY09 Community Policing	\$ 8,828.94	\$ -	\$ 4,493.27	\$ 4,335.67
FY10 Domestic Violence Training	\$ -	\$ 683.76	\$ 683.76	\$ -
Fire Department:				
MCI Trailer	\$ 783.43	\$ 1,000.00	\$ -	\$ 1,783.43
State Wide Ambulance Task	\$ 786.63	\$ -	\$ -	\$ 786.63
FY08 SAFE Grant	\$ 90.15	\$ -	\$ 90.15	\$ -
FY09 SAFE Grant	\$ 2,598.35	\$ -	\$ 2,598.35	\$ -
FY10 SAFE Grant	\$ -	\$ 4,100.00	\$ 2,165.65	\$ 1,934.35
FY08 NIMS Grant	\$ 73.97	\$ -	\$ -	\$ 73.97
FY10 NIMS Grant	\$ -	\$ -	\$ 679.44	\$ (679.44)
FY10 MEMA-Fire-CEMP	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
Inspectional Services:				
Medical Reserve Corp.	\$ 14,343.03	\$ 18,821.66	\$ 15,330.47	\$ 17,834.22
FY10 MAHB-PHER H1N1	\$ -	\$ 2,229.13	\$ 2,229.13	\$ -
DPW Management:				
Hall's Corner	\$ 3,300.00	\$ -	\$ -	\$ 3,300.00
Survey & Design Beach Seawall	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
Council on Aging:				
FY09 Incentive Grant	\$ 7.93	\$ -	\$ 7.93	\$ -
FY10 Incentive Grant	\$ -	\$ 2,900.00	\$ 2,900.00	\$ -
FY10 Formula Grant	\$ -	\$ 16,100.00	\$ 16,078.89	\$ 21.11
Library:				
FY07 State Aid To Library	\$ 28.99	\$ -	\$ 28.99	\$ -
FY08 State Aid To Library	\$ 4,064.68	\$ -	\$ 4,064.68	\$ -
FY09 State Aid To Library	\$ 19,460.92	\$ -	\$ 10,552.49	\$ 8,908.43
FY10 State Aid To Library	\$ -	\$ 13,715.33	\$ -	\$ 13,715.33
Net Lender Program	\$ 8,973.78	\$ 3,692.89	\$ -	\$ 12,666.67
Duxbury Cultural Council	\$ 6,192.28	\$ 4,206.47	\$ 5,300.00	\$ 5,098.75
State Board of Retirement	\$ 212.23	\$ 5,770.22	\$ 5,331.54	\$ 650.91
SUB-TOTAL	\$ 103,542.08	\$ 285,864.93	\$ 247,966.32	\$ 141,440.69
Warrants Payable	\$ 5,144.03	\$ 25,593.78	\$ 5,144.03	\$ 25,593.78
GRAND TOTAL	\$ 108,686.11	\$ 311,458.71	\$ 253,110.35	\$ 167,034.47

Town of Duxbury
Fund 253
Town Gift Funds
Analysis of Revenues and Expenditures
June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
SPECIAL REVENUE				
Selectmen:				
Comm. on Disability	\$ 116.65	\$ -	\$ 15.00	\$ 101.65
Bluefish Firehouse	\$ 2,524.75	\$ -	\$ -	\$ 2,524.75
Historical Grant	\$ 700.00	\$ -	\$ -	\$ 700.00
Verizon Cable Contract	\$ -	\$ -	\$ 16,423.34	\$ (16,423.34)
Beach Reservation	\$ (226.78)	\$ 74,180.26	\$ 106,956.76	\$ (33,003.28)
Tarkiln Asbestos Removal	\$ 300.00	\$ -	\$ 300.00	\$ -
Police:				
K-9 Donations	\$ 2,307.20	\$ -	\$ -	\$ 2,307.20
DARE Programs	\$ 7,867.17	\$ 1,710.00	\$ 1,391.65	\$ 8,185.52
Police Athletic League (PAL)	\$ 37.08	\$ -	\$ -	\$ 37.08
Fire:				
Contribution & Gifts	\$ 295.00	\$ 175.00	\$ -	\$ 470.00
Dedicated Gift	\$ 262.91	\$ -	\$ -	\$ 262.91
Entergy:				
Administration & Tech.	\$ 57,284.27	\$ -	\$ 72,369.41	\$ (15,085.14)
Emergency Training Program	\$ (2,407.54)	\$ 2,013.41	\$ 2,114.88	\$ (2,509.01)
FM Global Grant	\$ 2,625.00	\$ -	\$ -	\$ 2,625.00
Emergency Respons Improve	\$ 37,425.47	\$ -	\$ 37,425.47	\$ -
Animal Control: Shelter Improvement	\$ 9,496.76	\$ 5,421.84	\$ 4,325.01	\$ 10,593.59
Copeland Family Contribution	\$ 6,552.00	\$ -	\$ -	\$ 6,552.00
Duxbury P.R.I.D.E. - Fields	\$ 203,180.90	\$ 1,764.00	\$ 204,944.90	\$ -
Duxbury Student Union - Post Program	\$ -	\$ 16,500.00	\$ 15,743.22	\$ 756.78
DPW Management:				
Compost Bins	\$ 574.50	\$ 355.50	\$ 800.00	\$ 130.00
Council on Aging:				
Donation & Gifts	\$ 11,036.89	\$ 29,536.80	\$ 34,514.47	\$ 6,059.22
GATRA	\$ (2,794.75)	\$ 43,161.55	\$ 49,892.43	\$ (9,525.63)
Library - Donations & Gifts	\$ 16,762.99	\$ 7,000.00	\$ 12,360.23	\$ 11,402.76
July 4th Donations	\$ -	\$ 5,200.00	\$ 5,000.00	\$ 200.00
War Memorials	\$ 135.00	\$ 32,740.00	\$ 25,552.55	\$ 7,322.45
	\$ 354,055.47	\$ 219,758.36	\$ 590,129.32	\$ (16,315.49)
Warrants Payable	\$ 25,915.27	\$ 34,489.62	\$ 25,915.27	\$ 34,489.62
Accrued Liability	\$ 2,984.59	\$ -	\$ 2,984.59	\$ -
Grand Total	\$ 382,955.33	\$ 254,247.98	\$ 619,029.18	\$ 18,174.13

Town of Duxbury
Fund 254
Town Revolving Funds
Analysis of Revenues and Expenditures
June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
TOWN REVOLVING				
CHAPTER 44 S. 53 E 1/2				
GIS Information Systems	\$ -	\$ 300.00	\$ 300.00	\$ -
Conservation Comm. - Jaycox Farm	\$ 9,402.98	\$ 16,989.00	\$ 13,848.55	\$ 12,543.43
Council on Aging:				
Program Activities	\$ 3,634.80	\$ 27,351.29	\$ 25,099.10	\$ 5,886.99
Respite	\$ (1,441.04)	\$ 30,040.00	\$ 18,673.34	\$ 9,925.62
Bingo	\$ 258.19	\$ 1,205.00	\$ 406.81	\$ 1,056.38
Craft Store	\$ 1,598.63	\$ 78.00	\$ 595.20	\$ 1,081.43
Life Long Learning	\$ 3,099.03	\$ 8,937.00	\$ 6,542.68	\$ 5,493.35
	<u>\$ 16,552.59</u>	<u>\$ 84,900.29</u>	<u>\$ 65,465.68</u>	<u>\$ 35,987.20</u>
Insurance Recovery				
Central Buildings	\$ 250.10	\$ -	\$ 250.10	\$ -
Police	\$ 1,696.60	\$ 27,851.60	\$ 29,548.20	\$ -
Fire	\$ 1.42	\$ -	\$ 1.42	\$ -
Harbormaster	\$ 286.06	\$ -	\$ 286.06	\$ -
School Department	\$ 424.15	\$ 11,540.83	\$ 424.95	\$ 11,540.03
Highway Safety	\$ -	\$ 15,610.73	\$ 15,610.73	\$ -
	<u>\$ 2,658.33</u>	<u>\$ 55,003.16</u>	<u>\$ 46,121.46</u>	<u>\$ 11,540.03</u>
Law Enforcement Trust Fund	\$ -	\$ 306.00	\$ -	\$ 306.00
Sub-Total	\$ 19,210.92	\$ 140,209.45	\$ 111,587.14	\$ 47,833.23
Warrants Payable	\$ 1,564.90	\$ 1,616.44	\$ 1,564.90	\$ 1,616.44
Accrued Liabilities	\$ 255.00	\$ -	\$ 255.00	\$ -
Grand Total	<u>\$ 21,030.82</u>	<u>\$ 141,825.89</u>	<u>\$ 113,407.04</u>	<u>\$ 49,449.67</u>

TOWN OF DUXBURY

Fund 255

Recreation Revolving Fund

Analysis of Revenues & Expenditures

June 30, 2010

	BALANCE FORWARD July 1, 2009	REVENUES	EXPENDITURES	BALANCE June 30, 2010
Light Usage Fees	\$ -	\$ 1,185.00	\$ 4,503.91	\$ (3,318.91)
Soda Machine	\$ -	\$ 238.78		\$ 238.78
Field Usage	\$ -	\$ 22,670.00	\$ 22,535.95	\$ 134.05
Basketball Program	\$ 1,365.38	\$ 89,652.00	\$ 87,904.62	\$ 3,112.76
Baseball Camp	\$ -	\$ 3,088.00	\$ 2,979.58	\$ 108.42
Soccer Program	\$ 443.52	\$ 8,685.00	\$ 8,272.47	\$ 856.05
Tennis	\$ 226.32	\$ 10,642.00	\$ 10,769.96	\$ 98.36
Track	\$ -	\$ 2,750.00	\$ 2,159.75	\$ 590.25
Field Hockey	\$ -	\$ 15,215.00	\$ 14,279.31	\$ 935.69
Flag Football	\$ -	\$ 2,620.00	\$ 2,031.50	\$ 588.50
Ice Saking	\$ -	\$ 6,133.00	\$ 5,500.00	\$ 633.00
Cheerleading	\$ -	\$ 625.00	\$ 320.00	\$ 305.00
Yoga	\$ -	\$ 280.00	\$ 52.36	\$ 227.64
Martial Arts	\$ -	\$ 1,190.00	\$ 335.00	\$ 855.00
After School Athletics	\$ -	\$ 24,520.00	\$ 20,843.82	\$ 3,676.18
Drama	\$ -	\$ 24,315.00	\$ 21,342.05	\$ 2,972.95
Horsemanship	\$ -	\$ 6,855.00	\$ 6,040.00	\$ 815.00
Cooking	\$ -	\$ 2,810.00	\$ 2,415.08	\$ 394.92
Kids Playground	\$ 378.36	\$ 66,142.50	\$ 66,423.40	\$ 97.46
Turkey Race	\$ -	\$ 1,600.00	\$ 2,470.04	\$ (870.04)
Easter Egg Hunt	\$ -	\$ -	\$ 1,045.52	\$ (1,045.52)
Rockclimbing	\$ -	\$ 3,510.00	\$ 2,550.00	\$ 960.00
Administrative Expenses	\$ 10,430.08	\$ 50,244.21	\$ 50,674.29	\$ 10,000.00
	<u>\$ 12,843.66</u>	<u>\$ 344,970.49</u>	<u>\$ 335,448.61</u>	<u>\$ 22,365.54</u>
Transfer to General Fund as Revenue for the Town				<u>\$ (12,365.54)</u>
Remains in Revolving Fund				\$ 10,000.00
Recreation Programs - Fiscal Year 2011				\$ 93,752.00
Warrants Payable				\$ 27,528.70
Total				<u>\$ 131,280.70</u>

Fund 256

Town Receipts Reserved For Appropriation

Analysis of Revenues and Expenditures

June 30, 2010

Cemetery

Sale of Lots & Burial Rights	\$ 87,155.37	\$ 15,375.00	\$ 22,640.00	\$ 79,890.37
Grand Total	<u>\$ 87,155.37</u>	<u>\$ 15,375.00</u>	<u>\$ 22,640.00</u>	<u>\$ 79,890.37</u>

TOWN OF DUXBURY
Fund 257
Article Balance Analysis
Period ending June 30, 2010

	Department	Prior Year Article Balances	Original Budget Voted from 3/09 ATM	Available Budget	Supplemental Appropriations Presented on FY 11 Recap	Total Balance 7/1/2009	FY 2010 Expenditures To-Date	Balance As of 6/30/2010	Departmental Retained Balances	Balance Closed Out At Year-end
Community Preservation										
CPC Operating Costs										
	Article 2 3/08 ATM - Unpaid Bills	250.00		250.00		250.00		250.00		250.00
	Article 17 3/08 ATM - Operating Expenses	11,800.00		11,800.00		11,800.00	10,800.00	1,000.00		-
	Article 14 3/09 ATM - Operating Expenses	-	78,000.00	78,000.00		78,000.00	36,432.10	41,567.90		41,567.90
	Total Operating Costs	12,050.00	78,000.00	90,050.00	-	90,050.00	47,232.10	42,817.90	1,000.00	41,817.90
Historical										
	Article 16 3/05 ATM - Wright Building Renovation	51,583.18		51,583.18		51,583.18	3,330.00	48,253.18		-
	Article 17 3/07 ATM - Turklin Community Center	17,949.09		17,949.09		17,949.09	15,807.00	2,142.09		-
	Article 17 3/09 ATM - Historic Properties Survey	-	9,000.00	9,000.00		9,000.00	9,000.00	-		-
	Article 18 3/09 ATM - Partial Restoration of Turklin Bldg.	-	435,720.00	435,720.00		435,720.00	75,002.55	360,717.45		-
	Article 19 3/09 ATM - Rehabilitate War Monument	-	75,000.00	75,000.00		75,000.00	75,000.00	-		-
	Total Historical:	69,532.27	519,720.00	589,252.27	-	589,252.27	178,139.55	411,112.72	411,112.72	-
Housing										
	Article 31 3/06 ATM - Housing Consultant	100.00		100.00		100.00	-	100.00		-
	Article 24 3/08 ATM - Grange Property	13,790.55		13,790.55		13,790.55	42.50	13,748.05		-
	Article 26 3/08 ATM - Housing Assistance Program	500,000.00		500,000.00		500,000.00	1,693.90	498,306.10		-
	Article 21 3/09 ATM - Temple Street Affordable Housing	-	50,000.00	50,000.00		50,000.00	195.50	49,804.50		-
	Article 22 3/09 ATM - Housing Recycling Program	-	100,000.00	100,000.00		100,000.00	-	100,000.00		100,000.00
	Total Housing:	513,890.55	150,000.00	663,890.55	-	663,890.55	1,931.90	661,958.65	561,958.65	100,000.00
Open Space										
	Article 24 3/06 ATM - Island Creek Fish Ladder	4,392.47		4,392.47		4,392.47	-	4,392.47		-
	Article 22 3/08 ATM - Winter St. (Berrybrook)	38,881.00		38,881.00		38,881.00	12,003.00	26,878.00		-
	Article 23 3/08 ATM - Temple St. (Crossroads for Kids)	15,100.50		15,100.50		15,100.50	10,798.25	4,302.25		-
	Article 16 3/09 ATM - Transfer to Conservation Fund	-	77,450.00	77,450.00		77,450.00	-	77,450.00		-
	Total Open Space:	58,373.97	77,450.00	135,823.97	-	135,823.97	22,801.25	113,022.72	113,022.72	-
Recreation										
	Article 16 3/07 ATM - Synthetic Athletic Fields	360,920.00	-	360,920.00		360,920.00	263,156.00	97,764.00		97,764.00
	Total Recreation:	360,920.00	-	360,920.00	-	360,920.00	263,156.00	97,764.00	-	97,764.00
Total C.P.A. Fund Balances:										
		1,014,766.79	825,170.00	1,839,936.79	-	1,839,936.79	513,260.80	1,326,675.99	1,087,094.09	239,581.90

Town of Duxbury

Water Enterprise

Fund 610

Revenues and Expenditures

Fiscal Year 2010

	<u>Budget</u>	<u>Actual</u>		<u>Excess Revenue to Retained Earnings</u>
Revenues				
User Charges	\$ 2,381,660	\$ 2,404,091		\$ 22,431
Transfers from Retained Earnings	\$ 832,140	\$ 832,140		\$ -
	<u>\$ 3,213,800</u>	<u>\$ 3,236,231</u>		<u>\$ 22,431</u>
	<u>Appropriation</u>	<u>Expenditure</u>	<u>Encumbered</u>	<u>Return to Retained Earnings</u>
Expenditures				
Salaries	\$ 612,811	\$ 548,958		\$ 63,853
Police Details	\$ 7,500	\$ 10,784	\$ 179	\$ (3,463)
Electric	\$ 165,000	\$ 138,588		\$ 26,412
Gas and Oil	\$ 19,000	\$ 18,562		\$ 438
General Fund Assessments	\$ 311,638	\$ 311,638		\$ -
Marshfield Water	\$ 75,000	\$ 48,032		\$ 26,968
Equipment Repairs	\$ -	\$ 2,681		\$ (2,681)
Vehicle Maintenance Services	\$ 7,000	\$ 2,933		\$ 4,067
Building & Grds. Maintenance Services	\$ -	\$ 3,032		\$ (3,032)
Consulting Services	\$ 10,000	\$ 18,227		\$ (8,227)
Medical Services	\$ -	\$ 180		\$ (180)
Training/Educations Programs	\$ 10,000	\$ 4,737		\$ 5,263
Legal Services	\$ -	\$ 5,320	\$ 119	\$ (5,439)
Telephone	\$ 8,500	\$ 7,230		\$ 1,271
Printing	\$ -	\$ 4,145		\$ (4,145)
Postage	\$ 5,000	\$ 6,892		\$ (1,892)
Advertising	\$ 1,100	\$ 744		\$ 356
Testing	\$ 40,000	\$ 17,660	\$ 900	\$ 21,440
Office & Computer Supplies	\$ 10,500	\$ 4,845	\$ 1,085	\$ 4,570
Bldg. & Grds Maintenance Supplies	\$ 20,000	\$ 4,754		\$ 15,246
Equipment Repairs & Mnt. Supplies	\$ -	\$ 14,154		\$ (14,154)
Small Tools	\$ 2,000	\$ 261		\$ 1,739
Vehicle Supplies	\$ -	\$ 11,016		\$ (11,016)
Gasoline	\$ 31,700	\$ 22,784		\$ 8,916
Chemicals	\$ 82,700	\$ 59,809		\$ 22,891
Pumps & Instruments	\$ 75,000	\$ 69,890	\$ 1,114	\$ 3,996
Meters	\$ 77,000	\$ 68,194		\$ 8,806
Water Service Connections	\$ 25,000	\$ 31,962	\$ 1,434	\$ (8,396)
Uniforms & Other Clothing	\$ 9,000	\$ 2,352		\$ 6,648
Meeting & Travel Expenses	\$ 500	\$ 66		\$ 435
Dues & Memberships		\$ 451		\$ (451)
License Renewals		\$ 1,548		\$ (1,548)
State Assessments for Primary	\$ 5,000	\$ 4,684		\$ 316
System Improvements & Contingencies	\$ 36,000	\$ 838		\$ 35,162
Total	<u>\$ 1,646,949</u>	<u>\$ 1,447,950.17</u>	<u>\$ 4,830</u>	<u>\$ 194,169</u>
Debt Service				
Retirement of Long Term Debt	\$ 783,851	\$ 783,851	\$ -	\$ -
Interest on Long Term Debt	\$ 210,860	\$ 208,035	\$ -	\$ 2,825
Interest on Short Term Debt	\$ 20,000	\$ 414	\$ -	\$ 19,586
Bond Issuance Costs	\$ 20,000	\$ -	\$ -	\$ 20,000
Total	<u>\$ 1,034,711</u>	<u>\$ 992,300</u>	<u>\$ -</u>	<u>\$ 42,411</u>
Encumbrances from FY 2009	\$ 23,236	\$ 21,039	\$ -	\$ 2,197
2010 Increase to Retained Earnings				\$ 261,208
Balance of Articles Returned to Retained Earnings				<u>\$ 2,019</u>
Total Increase to Retained Earnings				\$ 263,227

TOWN OF DUXBURY
Continued Appropriations
Water Enterprise Fund

DESCRIPTION	6/30/2009 Balances	Original Budget Voted from 3/09 ATM	Available Budget 7/1/2009	Supplemental Appropriations Funded from Retained Earnings	Total Balance 7/1/2009	FY 2010 Expenditures To-Date	Balance As of 6/30/2010	Departmental Retained Balances	Balance Closed Out At Year-end
Article 6-7 ATM 3/05 - System Rehabilitation	14,443.00		14,443.00		14,443.00	14,443.00	0.00	-	-
Article 6-8 ATM 3/06 - System Rehabilitation	43,770.28		43,770.28		43,770.28	0.00	43,770.28	43,770.28	-
Article 1-4 STM 3/08 - Construct Birch Street Tank	1,653.21		1,653.21		1,653.21	(163,874.02)	165,527.23	165,527.23	-
Article 6-4 ATM 3/07 - System Rehabilitation	150,000.00		150,000.00		150,000.00	1,585.20	148,414.80	148,414.80	-
Article 6-4 ATM 3/07 - PCE Pipe Replacement	9,899.26		9,899.26		9,899.26	0.00	9,899.26	9,899.26	-
Article 6-5 ATM 3/08 - Dannon Well Construction	50,000.00		50,000.00		50,000.00	0.00	50,000.00	50,000.00	-
Article 6-5 ATM 3/08 - PCE Pipe Replacement	100,000.00		100,000.00		100,000.00	28,358.86	71,641.14	71,641.14	-
Article 8 ATM 3/08 - Implement Personnel Plan	4,000.00		4,000.00		4,000.00	0.00	4,000.00	4,000.00	-
Total Prior Years Articles	373,765.75	0.00	373,765.75	0.00	373,765.75	(119,486.96)	493,252.71	493,252.71	-
Article 6-7A ATM 3/09 - Upgrade SCADA System	0.00	390,000.00	390,000.00		390,000.00	45,934.07	344,065.93	344,065.93	-
Article 6-7B ATM 3/09 - Leak Detection	0.00	12,000.00	12,000.00		12,000.00	9,981.00	2,019.00	-	2,019.00
Article 6-7C ATM 3/09 - PCE Pipe Replacement	0.00	100,000.00	100,000.00		100,000.00	0.00	100,000.00	100,000.00	-
Article 2 STM 3/10 - Unpaid Bills	0.00	0.00	0.00	1,140.00	1,140.00	1,140.00	0.00	-	-
Total 2010	0.00	502,000.00	502,000.00	1,140.00	503,140.00	57,055.07	446,084.93	444,065.93	2,019.00
Total	373,765.75	502,000.00	875,765.75	1,140.00	876,905.75	(62,431.89)	939,337.64	937,318.64	2,019.00

Town of Duxbury

Fund 810 and 820
June 30, 2010

PERMANENT FUNDS (Benefits Gov't)

	Balance Forward July 1,2009	Additions	Balance Forward June 30, 2010	Balance Forward July 1,2009	Additions	Investment Income	Expenses	Balance Forward June 30, 2010
Cemetery Perpetual Care	1,106,193.00	37,350.00	1,143,543.00	6,985.71	0.00	37,809.91	30,000.00	14,795.62
Mayflower Cemetery	161,925.00	17,725.00	179,650.00	24,545.36	0.00	6,479.75	11,400.28	19,624.83
Arthur D. Eaton	39,500.00	0.00	39,500.00	23,841.31	0.00	2,177.51	0.00	26,018.82
Ladies Union Fair	1,300.00	0.00	1,300.00	89.92	0.00	47.78	0.00	137.70
Lucy A. Ewell	500.00	0.00	500.00	443.28	0.00	32.41	0.00	475.69
CEMETERY FUNDS:	1,309,418.00	55,075.00	1,364,493.00	55,905.58	0.00	46,547.36	41,400.28	61,052.66
Eben H. Ellison	300,000.00	0.00	300,000.00	25,843.21	0.00	11,201.67	0.00	37,044.88
Isabelle Freeman	200,552.00	0.00	200,552.00	2,412.46	0.00	6,977.43	0.00	9,389.89
Remond G. Wight	30,000.00	0.00	30,000.00	13,279.12	0.00	14,56.54	2,000.00	12,735.66
Lucy Hathaway	25,000.00	0.00	25,000.00	225,105.25	5,559.47	8,789.12	0.00	239,453.84
Lucy Hathaway - Shade Trees					40.84			40.84
Lucy Hathaway - Improve Streets					989.06			989.06
Lucy Hathaway - Public Bridges					831.55			831.55
Lucy Hathaway - Public Landings					294.91			294.91
Thomas D. Hathaway	2,000.00	0.00	2,000.00	1,145.73	0.00	108.14	0.00	1,253.87
Marietta Russell: School Library	1,500.00	0.00	1,500.00	1,813.87	0.00	113.95	0.00	1,927.82
Isabelle Freeman(Ambulance Service)	1,300.00	0.00	1,300.00	3,844.81	0.00	176.88	0.00	4,021.69
William Penn Harding:Duxbury Free Library	1,000.00	0.00	1,000.00	454.06	0.00	50.01	0.00	504.07
Marietta Russell : School Science Material	500.00	0.00	500.00	1,210.49	0.00	58.78	0.00	1,269.27
MISCELLANEOUS FUNDS:	561,852.00	0.00	561,852.00	275,109.00	7,715.83	28,932.52	2,000.00	309,757.52
PERMANENT FUND TOTALS:	1,871,270.00	55,075.00	1,926,345.00	331,014.58	7,715.83	75,479.88	43,400.28	370,810.01

Helen Delano Howe	125,000.00	0.00	125,000.00	5,091.74	0.00	4,454.50	2,000.00	7,546.24
Mary E. Carr Nepton	65,000.00	0.00	65,000.00	136,954.93	0.00	7,233.64	5,000.00	139,188.57
Annie Drew Duitham	40,335.00	0.00	40,335.00	3,483.76	0.00	1,506.36	0.00	4,990.12
Harriet E. Crozier	25,175.00	0.00	25,175.00	2,801.23	0.00	961.78	0.00	3,763.01
Edward & Ruth Hobart	10,000.00	0.00	10,000.00	372.29	0.00	356.57	0.00	728.86
Molly Hopkins Taft	10,053.00	0.00	10,053.00	2,978.10	0.00	448.04	0.00	3,426.14
Weston-Thompson	10,000.00	0.00	10,000.00	1,645.97	0.00	400.31	0.00	2,046.28
Edmund A. Dondero	2,850.00	0.00	2,850.00	468.12	0.00	114.06	0.00	582.18
Benjamin M. Feinberg	1,500.00	0.00	1,500.00	(14.09)	0.00	51.11	0.00	37.02
Margaret K. Elliott	8,000.00	0.00	8,000.00	1,311.41	0.00	320.08	0.00	1,631.49
Anna Bigelow-Davis	395,986.00	0.00	395,986.00	19,768.19	0.00	14,292.61	0.00	34,060.80
SCHOLARSHIP FUNDS:	693,899.00	0.00	693,899.00	174,861.65	0.00	30,139.06	7,000.00	198,000.71
Jonathan & Ruth Ford	25,000.00	0.00	25,000.00	33,549.47	0.00	2,012.75	0.00	35,562.22
Agnes S. Ellison	1,000.00	0.00	1,000.00	4,992.49	0.00	206.00	0.00	5,198.49
MISCELLANEOUS FUNDS:	26,000.00	0.00	26,000.00	38,541.96	0.00	2,218.75	0.00	40,760.71
PRIVATE PURPOSE FUND TOTALS:	719,899.00	0.00	719,899.00	213,403.61	0.00	32,357.81	7,000.00	238,761.42

Stabilization Fund				1,015,164.33	300,000.00	37,557.70	0.00	1,352,722.03
Stabilization Fund:Cemetery/Crematory				0.00	60,000.00	1,970.96	0.00	61,970.96
Pension Reserve Fund				708,593.22	0.00	22,347.89	61,243.00	669,698.11
Conservation Fund				27,864.10	108.28	50.21	10,118.96	17,903.63
Duxbury Heritage Fund				28,180.89	0.00	968.79	0.00	29,149.68
Margery Parcher Fund				24,376.93	24,725.00	79.61	27,204.82	21,976.72
Myles Standish Homesite				6,860.62	0.00	235.86	0.00	7,096.48
W. Ellison Untrust				3,482.03	0.00	119.70	0.00	3,601.73
N. T. Saunders Shellfish				1,942.28	0.00	66.78	0.00	2,009.06
Marshall Tennis Ct. Lights				969.56	0.00	0.00	0.00	969.56
King Caesar Poor				69,629.24	860.00	9,895.89	7,596.33	72,788.80
E. H. Meehan				1,300.33	0.00	44.72	0.00	1,345.05
M. Brouillard				1,197.35	0.00	41.17	0.00	1,238.52
H. & M. Grafton				17,734.54	0.00	609.68	0.00	18,344.22
Unemployment Trust				0.00	200,000.00	1,772.57	0.00	201,772.57
Lowery Scholarship				1,000.00	0.00	0.00	0.00	1,000.00
James Buecher School Books				1,636.03	0.00	56.23	0.00	1,692.26
Sub-Total Miscellaneous				1,909,931.45	585,693.28	75,817.76	106,163.11	2,465,279.38
GRAND TOTAL OF FUNDS:	2,591,169.00	55,075.00	2,646,244.00	2,454,349.64	593,409.11	183,655.45	156,563.39	3,074,850.81

Town of Duxbury

Health Claims Fund

Fund 830

REVENUES AND EXPENDITURES

Period ended June 30, 2010

Revenues

Raise and Appropriate	\$	6,040,204
Withholding (less refunds)	\$	1,758,069
Plymouth County Retirement	\$	345,899
Mass Teachers Retirement	\$	644,746
Investment Income	\$	2,598
Other (inc Cobra, Direct, stop loss)	\$	94,789
Total Revenues	\$	8,886,306

Expenditures

Blue Cross Claims and Admin	\$	7,766,322
Stop Loss	\$	599,205
Consultants	\$	25,035
Other	\$	65,773
Total Expenditures	\$	8,456,336

Net Year to Date Results	\$	429,970
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Fiscal 2009 Fund Balance	\$	5,391,373
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June 2010 Fund Balance	\$	5,821,343
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Town of Duxbury

Fund 890

Agency

June 30, 2010

	BALANCE July 1, 2009	ADDITIONS	INVESTMENT INCOME	EXPENSES	BALANCE June 30, 2010
Selectmen: Adelphia Cable Contract	\$ 13,411.64	\$ -	\$ -	\$ 13,411.64	\$ -
Treas/Collector: Deputy Collector Fees	\$ 1,796.00	\$ 31,801.00	\$ -	\$ 31,629.00	\$ 1,968.00
Old Performance Bonds	\$ 41,564.72	\$ -	\$ -	\$ -	\$ 41,564.72
Building Maint: Wright Building	\$ (3,363.16)	\$ 18,013.79	\$ -	\$ 31,701.13	\$ (17,050.50)
Police Department: Off Duty Details	\$ (48,235.02)	\$ 638,780.59	\$ -	\$ 653,391.96	\$ (62,846.39)
: Gun Permits	\$ 2,737.50	\$ 5,275.00	\$ -	\$ 5,425.00	\$ 2,587.50
Fire Department: Off Duty Details	\$ (979.07)	\$ 11,738.93	\$ -	\$ 6,586.80	\$ 4,173.06
: Advance Life Support	\$ 9,207.76	\$ -	\$ -	\$ 9,207.76	\$ -
Inspectional Services:Consult/Pert Tests	\$ 34,897.50	\$ -	\$ -	\$ 320.00	\$ 34,577.50
:Traffic Mitigation	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00
Harbormaster: Custodial Services	\$ -	\$ 1,600.00	\$ -	\$ 1,154.00	\$ 446.00
Cemetery: Cremation Services	\$ 118.44	\$ -	\$ -	\$ -	\$ 118.44
Council on Aging: Custodial Services	\$ -	\$ 559.02	\$ -	\$ 702.57	\$ (143.55)
Sub-Total:	\$ 61,156.31	\$ 707,768.33	\$ -	\$ 753,529.86	\$ 15,394.78

PERFORMANCE BONDS:

Bay Farm Trust	\$ 31,609.35	\$ -	\$ 123.58	\$ -	\$ 31,732.93
R.H.B.: Bob Burpee	\$ 8,655.48	\$ -	\$ 33.83	\$ -	\$ 8,689.31
David Condon	\$ 12,891.91	\$ -	\$ 50.40	\$ -	\$ 12,942.31
Lonigro	\$ 1,711.36	\$ -	\$ 6.70	\$ -	\$ 1,718.06
Brick Realty/Pratt	\$ 45,517.23	\$ -	\$ 177.93	\$ -	\$ 45,695.16
Elm Street R.T.	\$ 169,685.79	\$ -	\$ 663.40	\$ -	\$ 170,349.19
J.V.O. Corp/Bnd Plan	\$ 8,989.00	\$ -	\$ 35.13	\$ -	\$ 9,024.13
Road Opening: Rogers Way	\$ 2,361.02	\$ -	\$ 9.22	\$ -	\$ 2,370.24
Sub-Total:	\$ 281,421.14	\$ -	\$ 1,100.19	\$ -	\$ 282,521.33

SPECIAL FUNDS:

CHAP.593 OF ACTS OF 1993:

Bay Farm Trust	\$ 615.97	\$ -	\$ 2.40	\$ -	\$ 618.37
Brick Realty Trust	\$ 394.00	\$ -	\$ 1.54	\$ -	\$ 395.54
J.V.O. Corp	\$ 273.97	\$ -	\$ 1.07	\$ -	\$ 275.04
RBH Development: Hawkins Place	\$ 830.98	\$ -	\$ 3.23	\$ -	\$ 834.21
Jong G. Yun	\$ 1,847.42	\$ -	\$ 7.23	\$ -	\$ 1,854.65
Stephen M. Carleton	\$ 747.91	\$ -	\$ 2.94	\$ -	\$ 750.85
Cushing: FF Modification	\$ 1,197.59	\$ 2,390.35	\$ 10.75	\$ 552.50	\$ 3,046.19
Dingleydeil Estates	\$ 138.56	\$ -	\$ 0.54	\$ -	\$ 139.10
Whitepine Lane/Home	\$ 5,564.18	\$ -	\$ 21.75	\$ -	\$ 5,585.93
Bongi Realty Trust	\$ 2,832.29	\$ -	\$ 11.09	\$ -	\$ 2,843.38
Bay Farm Montessori	\$ 635.09	\$ -	\$ 2.49	\$ -	\$ 637.58
Sub-Total:	\$ 15,077.96	\$ 2,390.35	\$ 65.03	\$ 552.50	\$ 16,980.84

Town of Duxbury

Fund 890 Agency Continued

	BALANCE July 1, 2008	ADDITIONS	INVESTMENT INCOME	EXPENSES	BALANCE June 30, 2009
SPECIAL FUNDS:					
CHAP.53 G ZBA					
Delphic Associates	\$ 5,295.86	\$ -	\$ 20.71	\$ -	\$ 5,316.57
Duxbury Farms	\$ 14,185.50	\$ -	\$ 53.54	\$ 2,724.25	\$ 11,514.79
Duxbury Crossings	\$ 5,792.67	\$ -	\$ 22.65	\$ -	\$ 5,815.32
Brewster Commons	\$ 5,140.82	\$ -	\$ 20.11	\$ -	\$ 5,160.93
Merry Village LLC	\$ 8,561.63	\$ -	\$ 19.89	\$ 7,894.34	\$ 687.18
Bongi R.T. : Zoning	\$ 1,580.23	\$ -	\$ 6.18	\$ -	\$ 1,586.41
Standish LLC	\$ 1,542.78	\$ -	\$ 6.05	\$ -	\$ 1,548.83
Welch:King Tn	\$ 2,008.80	\$ -	\$ 7.85	\$ -	\$ 2,016.65
Deesul	\$ 1,628.61	\$ -	\$ 6.35	\$ -	\$ 1,634.96
Duxbury Estates	\$ 7,071.89	\$ -	\$ 25.84	\$ 532.50	\$ 6,565.23
Industrial Tower & Wireless	\$ 8.02	\$ -	\$ -	\$ -	\$ 8.02
Hummock LLC-BOA	\$ 6,165.73	\$ -	\$ 24.10	\$ -	\$ 6,189.83
Island Creek Village North	\$ 3,411.74	\$ 32,900.00	\$ 17.86	\$ 35,923.32	\$ 406.28
Kevin & Colleen Griffin	\$ -	\$ 1,500.00	\$ 2.58	\$ -	\$ 1,502.58
Stephen W. McCarthy	\$ -	\$ 1,500.00	\$ 0.39	\$ 1,500.00	\$ 0.39
YoTaco, Inc	\$ -	\$ 1,500.00	\$ 0.58	\$ -	\$ 1,500.58
Sub-Total:	\$ 62,394.28	\$ 37,400.00	\$ 234.68	\$ 48,574.41	\$ 51,454.55
SPECIAL FUNDS:					
CHAP.53 G Planning Board					
Standish LLC-Plan	\$ 1,134.78	\$ 4,000.00	\$ 6.43	\$ 1,372.50	\$ 3,768.71
Periwinkle/Planning	\$ 2,154.80	\$ 1,500.00	\$ 7.36	\$ 3,662.16	\$ -
Duxbury Bay Maritime-Plan	\$ 4,907.84	\$ -	\$ 17.68	\$ 4,925.52	\$ -
Adams Court/Hinkley	\$ 785.08	\$ -	\$ 3.07	\$ -	\$ 788.15
Industrial Tower III	\$ 1,066.40	\$ 2,500.00	\$ 11.14	\$ -	\$ 3,577.54
Cushings Retreat/Elm St. R.T.	\$ -	\$ 5,070.00	\$ 4.76	\$ 2,970.00	\$ 2,104.76
Dacey/Complex Path	\$ -	\$ 3,117.50	\$ 2.02	\$ 2,275.00	\$ 844.52
Newcomb Farm Dairy	\$ -	\$ 5,000.00	\$ 2.46	\$ 5,002.46	\$ -
Olde Kings LLC	\$ -	\$ 3,000.00	\$ 1.90	\$ 820.00	\$ 2,181.90
Cushing-F.F. Mod III	\$ -	\$ 3,000.00	\$ 1.45	\$ 520.00	\$ 2,481.45
30 Railroad Ave/Clifford	\$ -	\$ 5,000.00	\$ 1.68	\$ 1,220.00	\$ 3,781.68
Sub-Total:	\$ 10,048.90	\$ 32,187.50	\$ 59.95	\$ 22,767.64	\$ 19,528.71
SPECIAL FUNDS:					
CHAP.53 G Conservation Commision					
Hummock,LLC	\$ 12,719.43	\$ -	\$ 49.72	\$ -	\$ 12,769.15
Williams-Franklin Street	\$ 593.01	\$ 1,500.00	\$ 4.90	\$ 967.50	\$ 1,130.41
Christopher Castanon	\$ 623.09	\$ -	\$ 2.10	\$ 427.50	\$ 197.69
Industrial Tower & Wireless/Champ	\$ 580.24	\$ 1,100.00	\$ 2.27	\$ 1,170.00	\$ 512.51
Sub-Total:	\$ 14,515.77	\$ 2,600.00	\$ 58.99	\$ 2,565.00	\$ 14,609.76
SPECIAL FUNDS:					
CHAP.53 G Board of Health					
Duxbury Housing-BOH	\$ 123.45	\$ -	\$ 0.48	\$ -	\$ 123.93
Sub-Total:	\$ 123.45	\$ -	\$ 0.48	\$ -	\$ 123.93
Sub-Total of Fund:	\$ 444,737.81	\$ 782,346.18	\$ 1,519.32	\$ 827,989.41	\$ 400,613.90
Warrants Payable	\$ 24,014.18	\$ 31,618.08	\$ -	\$ 24,014.18	\$ 31,618.08
Accrued Payroll	\$ 1,583.28	\$ -	\$ -	\$ 1,583.28	\$ -
	\$ 470,335.27	\$ 813,964.26	\$ 1,519.32	\$ 853,586.87	\$ 432,231.98

Town of Duxbury
General Fund Debt
June 30, 2010

		<u>Date</u>	<u>Amt Authorized</u>	<u>Amt Issued</u>	<u>Unissued</u>	<u>2009 Balance</u>	<u>2010- Principal</u>	<u>2010 - Balance</u>
GENERAL FUND								
	(a)		1996 \$ 650,000	\$ 650,000	\$ -	\$ 303,236	\$ 34,189	\$ 269,047
Snug Harbor/Bluefish ATM						\$ 1,285,000	\$ 175,000	\$ 1,110,000
Refunding of Library	(a)		1997 \$ 200,000	\$ 195,676	\$ -	\$ 108,700	\$ 10,872	\$ 97,828
WPAT indiv septic (out limit)			2004 \$ 200,000	\$ 192,582	\$ -	\$ 128,305	\$ 10,713	\$ 117,592
WPAT indiv septic (out limit)	(4)		1997 \$ 1,700,000	\$ 1,700,000	\$ -	\$ 150,000	\$ 150,000	\$ -
Alden School reopening	(4)		1998 \$ 600,000	\$ 600,000	\$ -	\$ 60,000	\$ 60,000	\$ -
Ashtod	(5)		2001 \$ 2,183,000	\$ 2,183,000	\$ -	\$ 1,145,000	\$ 145,000	\$ 1,000,000
Senior Center Construction	(6)		2000 \$ 1,028,000	\$ 1,028,000	\$ -	\$ 695,000	\$ 55,000	\$ 640,000
Shared Septic Wadsworth Field	(6)		2002 \$ 310,000	\$ 310,000	\$ -	\$ 105,000	\$ 30,000	\$ 75,000
Merry Conservation Land/Millenium Green (Land)	(9)		2002 \$ 3,100,000	\$ 1,457,000	\$ -	\$ 1,155,000	\$ 100,000	\$ 1,055,000
HS Sewage Treatment Plant			2007	\$ 65,000	\$ -	\$ 20,000	\$ 20,000	\$ -
School Expansion	(9)		2001 \$ 11,578,000	\$ 11,578,000	\$ -	\$ 9,250,000	\$ 775,000	\$ 8,475,000
Fire Alarms			2006 \$ 84,000	\$ 84,000	\$ -	\$ 45,000	\$ 20,000	\$ 25,000
Senior Center Parking Lot			2007 \$ 65,000	\$ 65,000	\$ -	\$ 30,000	\$ 15,000	\$ 15,000
Cemetery Expansion			2007 \$ 80,000	\$ 80,000	\$ -	\$ 40,000	\$ 20,000	\$ 20,000
Equipment (Ambulance, Fire Truck,DPW Trailer, Tractor)			2007 \$ 380,000	\$ 380,000	\$ -	\$ 126,000	\$ 126,000	\$ -
Seawalls		3/10/2007 STM	\$ 125,000	\$ 125,000	\$ -	\$ 110,000	\$ 15,000	\$ 95,000
Percy Walker Pool Building Remodeling		2010 \$ 2,200,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000
Engineering - Percy Walker Pool		2010 \$ 163,000	\$ 163,000	\$ -	\$ -	\$ -	\$ -	\$ 163,000
Building Remodeling School		2010 \$ 1,540,000	\$ 587,000	\$ 953,000.00	\$ -	\$ -	\$ -	\$ 587,000
Engineering - School		2010 \$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
			\$ 26,386,000	\$ 23,843,258	\$ 953,000.00	\$ 14,756,241	\$ 1,761,774	\$ 16,144,467
UNISSUED								
			<u>Amt. Authorized</u>	<u>Amt. Issued</u>	<u>Rescinded</u>	<u>Retired</u>	<u>Unissued</u>	
Percy Walker Pool Architectural, Engineering & Design Services		3/8/2008	\$ 163,000	\$ 163,000	\$ -	\$ -	\$ -	
Architectural, Engineering & Design Services Middle & High School		3/14/2009	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	
Chandler School Roof Replacement		3/14/2009	\$ 1,540,000	\$ 587,000	\$ -	\$ -	\$ 953,000	
Percy Walker Pool Renovation & Improvement		3/14/2009	\$ 2,200,000	\$ 2,200,000	\$ -	\$ -	\$ -	
Total			\$ 4,103,000	\$ 3,150,000	\$ -	\$ -	\$ 953,000	

Town of Duxbury
Water Debt
June 30, 2010

	<u>Date</u>	<u>Amt Authorized</u>	<u>Amt Issued</u>	<u>Unissued</u>	<u>2009- Balance</u>	<u>2010- Principal</u>	<u>2010- Balance</u>
WATER							
Evergreen Treatment Plant	1996	\$ 1,500,000	\$ 1,500,000	\$ -	\$ 272,461	\$ 54,500	\$ 217,961
Pipe Replacement (PCE)	1998	\$ 750,000	\$ 750,000	\$ -	\$ 136,198	\$ 27,200	\$ 108,998
Mayflower (well exempt)	1998	\$ 103,000	\$ 103,000	\$ -	\$ 18,697	\$ 3,800	\$ 14,897
Pipe Replacement (PCE)	1999	\$ 400,000	\$ 400,000	\$ -	\$ 72,644	\$ 14,500	\$ 58,144
Pipe Replacement (PCE)	2000	\$ 408,000	\$ 408,000	\$ -	\$ 40,000	\$ 40,000	\$ -
Pipe Replacement (PCE)	2001	\$ 225,000	\$ 225,000	\$ -	\$ 60,000	\$ 20,000	\$ 40,000
Pipe Replacement (PCE)	2002	\$ 408,000	\$ 408,000	\$ -	\$ 150,000	\$ 40,000	\$ 110,000
Pipe Replacement (PCE)	2002	\$ 102,000	\$ 102,000	\$ -	\$ 40,000	\$ 10,000	\$ 30,000
Merry Land	2002	\$ 113,000	\$ 113,000	\$ -	\$ 40,000	\$ 10,000	\$ 30,000
Herring Weir	2003	\$ 400,000	\$ 400,000	\$ -	\$ 200,000	\$ 40,000	\$ 160,000
Pipe Replacement (PCE)	2004	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 550,000	\$ 110,000	\$ 440,000
Tremont Main (STM 3/04)	2004	\$ 100,000	\$ 100,000	\$ -	\$ 70,000	\$ 10,000	\$ 60,000
Tremont Engineering (STM 11/03)	2004	\$ 400,000	\$ 400,000	\$ -	\$ 280,000	\$ 40,000	\$ 240,000
Pipe Replacement (PCE)	2005	\$ 100,000	\$ 100,000	\$ -	\$ 60,000	\$ 20,000	\$ 40,000
Pipe Replacement (PCE)	2004	\$ 120,000	\$ 120,000	\$ -	\$ 76,000	\$ 28,000	\$ 48,000
Damon Wells	2004	\$ 580,000	\$ 580,000	\$ -	\$ 535,000	\$ 45,000	\$ 490,000
Damon Wells	2006	\$ 100,000	\$ 100,000	\$ -	\$ 60,000	\$ 20,000	\$ 40,000
Rt. 3 Water Main		\$ 550,000	\$ 550,000	\$ -	\$ 510,000	\$ 40,000	\$ 470,000
Birch St. Tank Engineering	2006	\$ 250,000	\$ 221,000	\$ 29,000	\$ 93,000	\$ 31,000	\$ 62,000
Damon Well	3/8/2008	\$ 570,000	\$ 570,000	\$ -	\$ 530,000	\$ 40,000	\$ 490,000
Birch St. Tank	3/10/2007	\$ 3,150,000	\$ 3,150,000	\$ -	\$ -	\$ 139,851	\$ 3,010,149
Total Authorized		\$ 11,429,000	\$ 11,400,000	\$ 29,000	\$ 3,794,000	\$ 783,851	\$ 6,160,149
UNISSUED							
		<u>Authorized</u>	<u>Issued</u>	<u>Retired</u>	<u>Recinded</u>	<u>Unissued</u>	
	\$	-	\$ -	\$ -	\$ -	\$ -	
Total	\$	-	\$ -	\$ -	\$ -	\$ -	

TREASURER/COLLECTOR

The Treasurer/Collector is pleased to submit the annual report for the fiscal year ending June 30, 2010. Our office is responsible for the receipt, investment, and disbursement of all Town funds including payroll; billing and collection of all taxes and utilities; collection and issuance of beach and transfer permits and fees; debt management; administration of the various Town trust funds; collection and issuance of mooring and shellfish permits and fees; and management of the Town's property that is in Tax Title or Foreclosure.

Cash Management

The Treasurer is responsible for investing public monies at the highest rate reasonably available, taking into account safety, liquidity, and yield. In the current market turmoil, managing liquidity and ensuring the security of the Town's funds have become increasingly important. The stability of the institutions with which we do business has taken priority over return on investment.

Bank Balances as of June 30, 2010	
CDs	\$2,087,569
Disbursement Accounts	\$916.880
Money Market	\$20,532,204
<u>Trust Funds</u>	<u>\$7,108,219</u>
Balance June 30, 2010	\$30,644,872

Debt

The Town issued a 15-year bond in March of 2010, for \$3,150,000.00 at a net interest cost of 2.88%. This issue was comprised of \$2,200,000 for the Percy Walker Pool remodeling; \$163,000 for the Percy Walker Pool engineering; \$587,000 for the Chandler School roof; and \$200,000 for a School engineering study.

<u>LONG TERM DEBT ISSUED IN FY2010</u>		
<u>Purpose</u>	<u>Amount</u>	<u>Maturity</u>
Pool (Remodel)	\$2,200,000	03/15/2025
Pool (Engineering)	163,000	03/15/2025
School Roof	587,000	03/25/2025
School (Engineering)		200,000
03/15/2012		

Tax Collections Outstanding as of 06/30/2010

Town of Duxbury

June 2010

Balance Per Collector's Detail

Real Estate Taxes

Levy of 2009	480.04
Levy of 2010	573,413.96
Levy of 2011	20,875,086.33
	<hr/>
	21,448,980.33

Community Preservation

Levy of 2009	14.35
Levy of 2010	16,034.23
Levy of 2011	609,298.89
	<hr/>
	625,347.47

Real Estate Tax Liens/Tax Title	77,244.09
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CPA Tax Liens/Tax Title	1,851.85
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Deferred Property Taxes (Chap 41A)	213,058.61
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Taxes in Litigation (Taxes & WL)	0.00
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Tax Foreclosures/Tax Possessions	669,582.63
---	------------

Other Departmental Receivables

Veterans' Services	0.00
	<hr/>
	0.00

Personal Property Taxes

Levy of 2006	228.11
Levy of 2007	312.48
Levy of 2008	858.84
Levy of 2009	1,884.07
Levy of 2010	5,301.07
Levy of 2011	214,863.33
	<hr/>
	223,447.90

Motor Vehicle Excise

Levy of 2001	6,231.30
Levy of 2002	8,661.47
Levy of 2003	8,728.68
Levy of 2004	6,136.58
Levy of 2005	4,962.41
Levy of 2006	7,692.61
Levy of 2007	5,735.24
Levy of 2008	5,906.04
Levy of 2009	19,827.07
Levy of 2010	65,337.19
	<hr/>
	139,218.59

Boat Excise	
Levy of 2005	15.00
Levy of 2006	0.00
Levy of 2007	627.00
Levy of 2008	1,155.00
Levy of 2009	1,941.00
Levy of 2010	1,841.00
	<hr/>
	5,579.00
Water Liens	
Levy of 2010	345.04
	<hr/>
	345.04
Sewer Liens	
Levy of 2010	919.50
	<hr/>
	919.50
Service Liens	
Levy of 2010	75.00
	<hr/>
	75.00
Demand Lien	
Levy of 2010	70.00
	<hr/>
	70.00
Water Enterprise	
Levy of 2006	0.00
Levy of 2007	0.00
Levy of 2008	0.00
Levy of 2009	(17.48)
Levy of 2010	145,379.52
	<hr/>
	145,362.04
Water Service Fees	
Levy of 2007	0.00
Levy of 2008	0.00
Levy of 2009	0.00
Levy of 2010	196.35
	<hr/>
	196.35
Marshfield Resident Water	
Levy of 2010	0.00
	<hr/>
	0.00
Sewer User Fees	
Levy of 2008	0.00
Levy of 2009	17.48
Levy of 2010	14,647.97
	<hr/>
	14,665.45
Snug Harbor/Blue Fish Sewer Betterment	
Levy of 2010	13.23
	<hr/>
	13.23
Snug Harbor/Blue Fish Sewer Committed Interest	
Levy of 2010	2.49
	<hr/>
	2.49
Bay Road Sewer Betterment	
Levy of 2010	0.00
	<hr/>
	0.00

Bay Road Sewer Committed Interest

Levy of 2010	0.00
	0.00

Title V Betterment

Levy of 2010	0.00
	0.00

Title V Committed Interest

Levy of 2010	0.00
	0.00

BETTERMENTS UNCOMMITTED TO REAL ESTATE**Snug Harbor/Blue Fish Betterment**

Levy of 1999	137,733.20
Levy of 2003	32,799.84
	170,533.04

Bay Road Betterment

Levy of 2003	462,441.20
	462,441.20

Title Five Betterment

Levy of 2000	13,560.72
Levy of 2001	11,368.86
Levy of 2002	10,618.09
Levy of 2003	37,894.51
Levy of 2004	27,762.66
	101,204.84
	24,300,138.65

Municipal Lien Certificates

Municipal lien certificates (MLC's) are issued to lawyers and mortgage-lending institutions to assist in the transfer and/or refinance of real estate. Seven hundred twenty one (721) MLC's were issued during FY2010, producing revenue of \$36,050.00. This was a decrease of \$7,950.00 from FY09.

Payroll

	Year Checks	Ended Issued
PAYROLL	06/30/10	Issued
Town Departments	\$11,659,965	6,569
School	\$23,791,406	14,377
TOTAL	\$35,451,371	20,946

The Treasurer's office in conjunction with Elizabeth Mahan (thanks Liz) in Accounting is responsible for all payroll activities including accurate and timely payments to all full-time, part time and seasonal employees; the related employee/employer deductions, taxes and wage reporting.

Beach and Transfer Station Permits

Below is a comparison chart of FY09 and FY10 permit sales. There was an increase in all permits issued for FY10. Non-resident on-line purchases increased by 32% in FY10 (\$377,710.00 in FY09 compared to \$498,340.00 in FY10).

<u>The \$\$ Amount</u>	<u>1/1/09-06/30/09</u>	<u>1/1/10-06/30/10</u>	<u>Difference</u>	
Non-Res(incl online)	\$ 732,940.00	\$ 864,775.00	\$ 131,835.00	
Res OS/PK	\$ 499,785.00	\$ 510,745.00	\$ 10,960.00	
Shellfish	\$ 73,485.00	\$ 76,630.00	\$ 3,145.00	
Transfer Station	\$ 144,025.00	\$ 144,668.00	\$ 643.00	
<u>Total</u>	<u>\$ 1,450,235.00</u>	<u>\$ 1,596,818.00</u>	<u>\$ 146,583.00</u>	10.11% increase

Mooring and Shellfish Fees

In fiscal year 2010, the Town issued 1,021 mooring permits, 1,274 shellfish permits, 750 dog-walking permits, and 32 horseback riding permits for total revenue of \$211,189.00.

I am very appreciative of the efforts of my staff; Maureen Connolly, Mary Leach, Dolores Marchewka, Kelly Smith and Diana Wang for their hard work and dedication. I would also like to thank Jane McNiff, Meridythe Reed, Pat Costello and Ann Hamadeh for their contribution during peak times in this office.

Respectfully submitted,

Thomas J. Connolly, CMMT, CMMC
Treasurer/Collector

TRUST FUNDS

Balances may be found in the Accounting records

ANNA BIGELOW DAVIS FUND

As per the will of Anna Bigelow Davis: "one part to the Town of Duxbury, the principal thereof to be invested and the net income therefrom to be employed for the purpose of establishing and maintaining at the Duxbury High School, an Art Scholarship Fund for needy students who have studied art in the Duxbury High School Art Department."

ANNIE DREW DUNHAM SCHOLARSHIP FUND

"Under term of Will (Accepted ATM 3/14/64, Art. 45) Article Sixteen: (b) Three-fourths thereof I give to the Town of Duxbury, in trust, nevertheless, to invest, reinvest, and from time to time to change the investments at the discretion of said trustee, and annually (January first to December first) to pay the net income therefrom derived in a scholarship to, or on behalf of, a student selected as hereinafter provided, in furtherance of his or her education in any branch of learning which such student prefers, and which student is a resident of Duxbury who is graduating from, or has graduated from, Duxbury High School (or if Duxbury no longer shall have its own high school, then the regional or district high school of which Duxbury is a participant). Selection of such student (preferably one in the then-current graduating class) shall be made before June first of each year by a group made up of the following members: The Superintendent of Schools of the Town of Duxbury (or if Duxbury shall no longer have its own school superintendent, then the superintendent of the regional or district school of which Duxbury is participant); the Principal of the Duxbury High School (or if Duxbury shall no longer have its own school principal, then the principal of the regional or district school of which Duxbury is participant); and the members of the Duxbury School Committee.

Should the group herein before provided, or any of them, be unwilling to accept the responsibility of selecting students, to receive such scholarships, the Town of Duxbury, may, at any regular or special Town Meeting, appoint alternates for said principal, Superintendent, and members of the School Committee, and such alternate or alternates may substitute for the person or persons unwilling or unable to participate in such selection.

The fund hereby created shall be known as "The Annie Drew Dunham Scholarship Fund", and the scholarship shall be known as "The Annie Drew Dunham Scholarship".

AGNES E. ELLISON FUND

"The income to be used for the under-privileged children in need of medical attention, particularly to alleviate blindness and deafness."

ARTHUR D. EATON CEMETERY FUND

Last Will and Testament of Arthur D. Eaton - Article Tenth:

"All the rest, residue and remainder of my estate to the Town of DUXBURY, a municipal corporation within said County of Plymouth, and Commonwealth of Massachusetts, IN TRUST NEVERTHELESS, the income therefrom to be expended annually by the Cemetery Trustees of said Town, insofar as may be necessary for the perpetual care of said Eaton Lot, so-called, being Lot #1259 in Mayflower Cemetery, wherein is buried the body of my late Mother, Edna L. Eaton, and in which my body is to be buried as aforesaid, and for flowers and the placing thereof annually in front of the monument on said lot on Memorial Day, and for a wreath and the attaching thereof, annually, to said monument on Christmas Day, the balance of said income in each year to be used for the general care, improvement, and the embellishment of the 'old portion' so-called, of said Mayflower Cemetery: said fund to be known as the "Arthur D. Eaton Fund".

BENJAMIN M. FEINBERG TRUST FUND

"I give and bequeath to the inhabitants of the Town of Duxbury, Massachusetts for educational purposes the sum of fifteen hundred (\$1,500) dollars. Said sum shall be held in trust by the Town of Duxbury and the Principal thereof shall be invested so that the members of the School Committee of said Town may make an annual award to a member of each year's graduating class of the high school, who intends to

pursue his or her education further, either in a college, university, trade school or other institution of higher learning. It is my desire that preference be given to a student who may be in need of financial assistance. The amount of such award shall be determined by the Trustees and shall be paid out of the annual income or out of the undistributed income

"The term 'Annual Income' shall be the 'net income' as herein defined, for the 'fiscal year' of the Fund which ends prior to the date of graduation for which such award is to be made. The term 'net income' as herein used shall include income received from all sources, other than gains from sales or exchanges of property, held by such Fund, after deducting all expenses property chargeable against income. Any gains or losses from sales or exchanges of property held by such Fund shall be regarded as an addition to or as a charge against Principal. The fiscal year of such Fund shall be the twelve-month period commencing with the first day of the month in which such fund shall be created."

EBEN H. ELLISON TRUST FUND

"Annual Town Meeting, April 28, 1990, Article 36, moved and seconded that the Town vote to accept a gift from Eben H. Ellison Trust and authorize the Board of Selectmen to establish procedures regarding the use of such gift in accordance with Article 36 of the warrant:

"To see if the Town will vote to accept a certain sum of money from the Eben H. Ellison Trust to be invested by the Treasurer, in which no more than one-half the income derived there from shall be disposed of for the support and maintenance of the William P. Ellison Playgrounds, and the remaining income to be used for a worthy Town need or project. All funds are to be allocated at the discretion of two Trustees, Elton F. Drew and Clarence W. Walker, or their successors.

All funds not so expended in any year shall be reinvested by the Treasurer. The sum of Five Hundred (\$500.00) dollars, Two Hundred Fifty (\$250.00) dollars per trustee per year, from the income shall be paid to the Trustees."

EDMUND A. DONDERO SCHOLARSHIP FUND

Special Town Meeting held May 5, 1986, Article 5, it was moved and seconded that the Town appropriate and transfer \$1,000.00 from Free Cash to establish a scholarship fund, in the name of and to honor Edmund A. Dondero, the income from which is to be used toward the payment of college tuition and expenses for a deserving student interested in pursuing a career in government service, with the scholarship funds to be administered and applied under the Board of Selectmen.

EDWARD P. HOBART SCHOLARSHIP FUND

As per Will of Ruth C. Hobart-

"Article Fifth: I give and bequeath unto the Town of Duxbury, a municipal corporation within said County of Plymouth and Commonwealth of Massachusetts, the sum of Ten Thousand dollars (\$10,000), IN TRUST NEVERTHELESS, the net income to be paid in annual scholarships to be determined by the amount of income available for distribution in each year. Any excess over the amount necessary to make one or more full scholarships of Five Hundred Dollars (\$500.00) each shall be paid in conjunction with income earned in the year following, or subsequent years, to aggregate a full Five Hundred Dollars (\$500.00) scholarship."

HARRIETT S. CROZIER SCHOLARSHIP FUND

"Under term of Will - 22nd, A. Scholarship Fund of the Town of Duxbury, Massachusetts, in memory of my late sister, Marion A. Crozier".

HARRY C. & MARY E. GRAFTON MEMORIAL SCHOLARSHIP FUND

"To establish two one-year scholarships for needy Duxbury High School seniors who plan to continue their education. The Trustees contemplate that this will be an annual award, and that each recipient will be supported for up to four consecutive years (at \$1000 per year upon satisfactory completion of the prior year) for college, or vocational training. Thus, future grants from the Grafton Trust to the Town for this purpose could be increased to a total of \$8,000 in a given year".

HELEN DELANO HOWE SCHOLARSHIP FUND

"Twenty-sixth: I give and bequeath the sum of One Hundred Twenty-Five Thousand (\$125,000) to the Town of Duxbury to establish in this Massachusetts town, a separate fund to be known as the Helen Delano Howe Scholarship Fund, the income of such fund to be awarded annually on an objective and non-discriminatory basis, in one or more scholarships, to students residing in said town who desire to continue their education after high school in an educational institution, as defined in Section 170 (b) (1) (A) (ii) of the Internal Revenue Code of 1986, as amended (the 'Code'), with preference to those students intending to enter the teaching profession. Said scholarships are to be awarded and administered by the process usually employed in the selection of scholarship candidates in named Town. Such awards may be made to students upon their graduation from high school and the recipients thereof shall continue to be eligible for annual awards, providing that student remains academically and personally qualified and worthy, in the discretion of the awarding authority until the student has received the bachelor's degree."

HERITAGE FUND

The Board of Selectmen voted to adopt the following motion at their meeting of July 9, 1990:

"Moved the Town Accountant be authorized to transfer \$14,000 from the Excess and Deficiency (E & D) Fund to Duxbury Heritage Fund to be established by the Town Treasurer. Said action being consistent with the Motions adopted under Article 14 of the Special Town Meeting of March 1988, and Article 2, of the Special Town Meeting of November 1988.

The Duxbury Heritage Trust Fund shall be for promotion of the Town of Duxbury's natural, historical and cultural heritage. The Board of Selectmen shall enact rules and regulations to govern the Fund and may accept contributions to the Fund and may expend investment earnings of said Fund. Said Fund is established with the \$14,000 contribution given to the Town on behalf of the Town's 350th Anniversary Celebration.

The Town Treasurer shall each year submit to the Board of Selectmen a written account summarizing the assets, contributions and expenditures of said fund. The Selectmen may appoint a committee to advise and assist the Board in the administration of said Fund."

ISABELLE FREEMAN TRUST FUND

"I bequeath and devise to the Town of Duxbury, Massachusetts, but in TRUST nevertheless for the following uses and purposes: to maintain my house lot at 155 Depot Street, Duxbury, Massachusetts, in conservation for use as, but not limited to, a bird sanctuary. Such money to be included in this bequest shall be held intact, the income there from to be used for minor repairs of the real estate.

Should the income from such money exceed the operating and maintenance expenses of said real estate, then the Trustees may, in their discretion, expend appropriate portions of the income to provide ambulance services in the Town of Duxbury, Massachusetts, but for no other purposes.

I nominate as Trustees for this bequest to the Town of Duxbury, Massachusetts, its duly elected Board of Selectmen.

ISABELLE V. FREEMAN POWDER POINT TRUST

"Income to be expended under direction of the Selectmen for Ambulance Services only."

JAMES BUECHLER BOOK FUND

Gift left in memory of James Buechler, a former teacher, for the schools to purchase books.

JONATHAN AND RUTH FORD TRUST FUND

"Net income only, of said funds, is to be paid by said Town from time to time each year to or for the benefit of those residents of said Town who are, in the sole discretion of said Town, financially unable to secure badly needed medical and/or nursing care, supplies, hospitalization, operations, x-rays, and/or assistance (including dental work) deemed necessary by said Town in any case."

KING CAESAR'S FUND

"To provide for relief of the poor and elderly citizens of said Town; and to assist any citizen of said Town who is, in the judgment of the Selectmen, otherwise unable to pay in obtaining proper medical, dental, psychiatric and nursing care by establishing, equipping and maintaining, through the Plymouth Community Nurse Association or otherwise, a program or programs of preventative medicine and a clinic or clinics for furnishing such care at convenient and accessible locations in said Town and by other appropriate means. Within 90 days following the payment to the Selectmen, they shall submit to the trust a written report as to the objects or purposes for which said payment has been or is to be expended."

LADIES UNION FAIR ASSOCIATION OF DUXBURY TRUST FUND

Accepted at Annual Town Meeting, March 14, 1964, Article 32. Income to be used for the general care of the old section of Mayflower Cemetery.

LUCY E. EWELL TRUST FUND

"Income to be paid over" annually to the authorities in charge of the 'Upper Cemetery' on Keene Street in the part of the Town of Duxbury called ASHDOD, to be expended by them for the care, improvement and embellishment of said cemetery."

LUCY HATHAWAY TRUST FUND

"Income to be 'applied for the purpose and in the proportion hereinafter specified':

- (a) One-fourth of said income to be applied to the care and improvement of the public streets in said Town of Duxbury;
- (b) One-eighth of said income to be applied to the care of shade trees within the limits of the public highways in said Town of Duxbury;
- (c) One-sixteenth of said income to be applied to the care and improvement of Mayflower Cemetery in said Town of Duxbury;
- (d) One-fourth of said income to be applied to the support of the public schools in said Town of Duxbury;
- (e) One-sixteenth of said income to be applied to the purchase of books for the public library in said Town of Duxbury;
- (f) One-eighth of said income to be applied to the care and maintenance of the public landings in said Town and the approaches thereto;
- (g) One-eighth of said income to be applied to the maintenance and care of public bridges in said Town."

MARGERY S. PARCHER MEMORIAL TRUST FUND

Special Town Meeting held November 23, 1987, Article 18, it was moved and seconded that the Town vote to approve the establishment of the Margery Parcher Memorial Trust Fund, said Fund to be used to enhance the Town of Duxbury's Annual Fourth of July activities as directed by the Board of Selectmen on the advice of the Fourth of July Committee.

MARIETTA F. RUSSELL SCHOOL LIBRARY FUND

"Received from the Estate of Marietta F. Russell, check for \$1,500.00 bequeathed to the Town of Duxbury by said Marietta F. Russell, under and in accordance with the provisions of Paragraph 14 of her Will, in memory of her parents, Edward B. Russell and Katherine A. Russell, to be held in Trust, and the income therefrom to be used annually for the purchase of books for the Library of the Duxbury High and Elementary Schools."

MARIETTA F. RUSSELL SCIENCE MATERIAL FUND

"Received from the Estate of Marietta F. Russell, check for \$500.00 bequeathed to the Town of Duxbury by said Marietta F. Russell, under Paragraph 34 of her said Will, the income therefrom to be used for the purchase of science materials for the Elementary and High Schools."

MARY E. CARR NEPTON SCHOLARSHIP FUND

"Terms of Will- Clause 6. All the rest, residue and remainder of my estate, both real and personal, I give, devise and bequeath to my Trustee hereinafter named, in trust as follows:

(a) To establish a fund to be called 'The Mary E. Carr Nepton Scholarship Fund of the Town of Duxbury'.

(b) The said fund to be held by the Town Treasurer of Duxbury, Massachusetts, as a trust fund, the net income therefrom to be used from time to time for the payment of a part or all of the tuition of needy male students at a recognized college or other institution of higher learning."

MOLLY HOPKINS TAFT LIBRARY SERVICE SCHOLARSHIP AWARD

"To provide a living memorial and at the same time to encourage academic excellence by Duxbury High School students, and especially those who are active in school library activities.

Basis for Selection of Recipient:

Academic excellence is required. If there is a Library Service Club, or equivalent student activity in assisting with the maintenance of library systems, selection should focus on a college-bound student who has participated in such activities. Demonstrated knowledge of library access procedures and unusual familiarity in the use of reference material could aid in selection in lieu of library service although library service is preferable. Performance, not "need" is to be prime consideration. Special consideration is to be given to a student who qualifies well in the two foregoing conditions and has been accepted by Wellesley College, Molly's alma mater.

In the event the student who is thought to most nearly meet the above described conditions elects to not accept this award it should be allowed to accumulate that year, since it is intended that the recipient be selected on academic excellence and library service or unusual facility with and knowledge of reference material accession. Also, in the unlikely event that there is no suitable candidate the fund should be allowed to accumulate.

The award is to be made to reach recipient only one time; it is intended for college expenses during the first year. In the event that the designee cannot attend a school of higher learning in the same calendar year in which the award was made -- for whatever reason--the amount awarded is to be held in the Fund for up to three years for that person's use when electing to go forward with his education. If not claimed by the end of the three-year period, the award is voided and amount of the award reverts unconditionally to the Fund.

If there is a direct descendent of Molly Hopkins Taft (Molly Malvina Taft) who wishes to participate in the selection of the recipient, that person will, after obtaining School Department recommendations, have the right to determine who will be selected for the award, since it is believed that such person is more likely to understand the intent of this Fund."

MYLES STANDISH HOMESITE FUND

"Annual Meeting, Town of Duxbury 3/1/30 - Article 15 - Voted unanimously that the Town accept the homesite of Myles Standish at Standish Shore and send thanks to the Trustees of the Standish Monument Association.

Annual Meeting, Town of Duxbury 3/7/31 - Article 30 - Voted unanimously that the Town accept the gift of \$1,133.16 from the Standish Monument Association, the income from this amount to be used for the care of the lot at Standish Shore where the original Myles Standish house was located.

Annual Meeting, Town of Duxbury 3/12/60 - Article 21 - Voted to authorize the Town Treasurer to accept from time to time any and all money which may be donated to the Myles Standish Monument Fund."

NELSON T. SAUNDERS MEMORIAL TRUST

Special Town Meeting held April 28, 1990, Article 9, moved and seconded that the Town vote to approve the establishment of the Nelson Saunders Memorial Trust Fund of which the principal and interest may be used for shellfish propagation and cultivation for the Town of Duxbury as approved by the Board of Selectmen on the advice of the Shellfish Advisory Committee.

RICHMOND G. WIGHT FUND

Annual Town Meeting held March 11, 1989, Article 36, moved and seconded that the Town accept a gift from the Estate of Richmond G. Wight and authorize the Board of Selectmen to establish procedures regarding the use of said gift in accord with the provision of the Will of Richmond G. Wight. "The gift to the Town of Duxbury is in trust, the income, current and accumulated, to be used in the discretion of the Selectmen or such other persons as may be designated by the Town to exercise such authority, for those proposed beneficial to the Town and its inhabitants for which adequate public funds are not available. Preference shall be given, but not limited, to uses related to the history of the Town, the preservation of historical places and buildings, and the encouragement of all forms of art and artistic appreciation and endeavor within the Town. Payment may be made to charitable organizations for such purposes."

THOMAS D. HATHAWAY FUND

"Income to be expended annually in the purchase, planting and replanting of shade and ornamental trees and shrubbery on and in the several Town ways and highways in said Town of Duxbury and in the care of the same, but should the Selectmen of said Town in any year or years think there was more money from said income than could be well expended for the foregoing purposes they may expend a portion of said income as shall seem to them expedient in improving the sidewalks in said Town of Duxbury."

WESTON-THOMPSON FUND

"To the Town of Duxbury, Massachusetts, the sum of Ten Thousand Dollars, to be held and administered by the Town Treasurer, with the advice and consultation of the Trustees of Trust Funds, as an endowment to be known as the "Weston-Thompson Fund". The income from said endowment shall be used to provide scholarships for graduates of Duxbury High School who wish to pursue their education in the vocations, such as, but not limited to, carpentry, plumbing, electrical work, auto mechanics, and electronic services, and who would, without financial assistance, be unable to advance in their chosen fields. The selection of the recipient or recipients of this award each year shall be made by the principal of Duxbury High School and the superintendent of the Duxbury school system."

WILLIAM P. ELLISON CHARITABLE TRUST

Special Town Meeting held March 11, 1984, Article 4, moved and seconded that the Town vote to accept a gift from the estate of William P. Ellison and authorize the Board of Selectmen to establish procedures and decide upon uses of said gift that are to be for exclusively public purposes. The Board of Selectmen voted March 27, 1989 to approve the use of the Ellison gift for lights at Chandler Field.

WILLIAM PENN HARDING LIBRARY FUND

"Income to be paid by the Town Treasurer to the trustees of the Public Library of said Town, sometimes called the 'Wright Memorial Library' to be expended by them in the month of May each year, in the purchase of recent books on Science, Art or Travel of a popular and instructive character, which books shall be placed in said library for general circulation. Said bequest shall be designated as 'William Penn Harding Library Fund' which designation shall be printed or written in all books so purchased when placed in said Library."



GENERAL GOVERNMENT

CABLE ADVISORY COMMITTEE

DUXBURY CULTURAL COUNCIL

FOURTH OF JULY COMMITTEE

INFORMATION SERVICES

PERSONNEL BOARD

WAR MONUMENT COMMITTEE

CABLE ADVISORY COMMITTEE

The Cable Advisory Committee advises the Board of Selectmen and the Town Manager on cable-related matters. Although the Committee strives to identify and address the concerns of Duxbury's cable customers and to monitor their satisfaction with the service being provided, federal law limits municipal oversight of cable service provided by a traditional cable company or by the local phone company. The Town has no jurisdiction over channel lineup, rates, or Internet service.

The major achievement of this past year was the granting of a cable TV franchise by the Board of Selectmen to Verizon on June 14. This will enable Verizon to offer over its FiOS network cable TV, as well as phone and Internet services. Duxbury will finally have a competitive cable TV market. Although 70 percent of the town was FiOS-ready as of the granting of the franchise license, Verizon has five years to completely wire the town.

As of the writing of this report, the Committee has not yet reached a cable franchise licensing agreement with Comcast. Comcast purchased the Adelphia license as part of Adelphia's bankruptcy proceedings and has been operating under the Adelphia license that expired in 2004. We are hopeful that an agreement will be reached by the end of 2010.

The major issue of contention with both Verizon and Comcast has been over the future operations of Duxbury's Public, Education, and Government (PEG) channels. The committee has insisted that the Town retain all three channels. While there will be changes in the operation of the PEG channels, subscribers will hopefully see enhanced content on all three channels. The Committee will be working to minimize any disruption in these services during the transition period.

Respectfully submitted,
William J. Kearney, Interim Chair

DUXBURY CULTURAL COUNCIL

The Duxbury Cultural Council (DCC) awards funds from the Massachusetts Cultural Council (MCC) to support the arts, humanities and interpretive sciences in the community. In FY 10 the DCC received more than 20 grant applications totaling over \$10,000. DCC awarded grants totaling \$6,500 to 14 projects, giving preference to multi-generational and culturally diverse programs in Duxbury and nearby local communities.

Applicant	Project	Approved
From MCC Funds		
Art Complex Museum	Japanese Tea Ceremony	\$400
Art Complex Museum	Student Outdoor Sculpture	400
Bay Players	"Plaza Suite"	300
Chandler PTA	Theatre Works	800
Duxbury Free Library	Haiku Poetry	300
Friends of Duxbury Council on Aging	Dinner Theater	400
North River Arts	34 th Festival of Arts	400
Pilgrim Festival Chorus	2009-2010 Concert Season	250
Pilgrim Hall Museum	Treasure Hunts	200
Snug Harbor Chorus	Concert	400
South Shore Art Center	"55 th Arts Festival"	150
	Sub-total	\$4,000

From Self Funding (DCC Fundraising)

Gurnet Theatre	Theatre Project	\$1500
South Shore Conservatory	Cinderella	500
	Summer Arts Festival	500
	Sub-total	\$2,500
	Grand Total	\$6,500

The awards reflected the MCC FY 10 allotment of \$4000. October 15, 2009 marked the deadline for applications. The DCC met to award the grants on November 10, 2009. By the January 15, 2010 deadline, DCC submitted to MCC 11 successful applications with supporting material. In addition, the Committee met on March 31, 2010 to approve 3 additional projects from self-funding.

DCC had no members depart during the reporting period and received no new members. DCC was fortunate to have 11 experienced members. As of June 30, Eija Heward has resigned and Alice Vautrain completed her term as Chairman. Barbara Kiley was elected as new Chairman, Helen Fowler will continue as Secretary, and Mary Beth MacQuarrie as Treasurer. Several new members are being considered.

The Duxbury Cultural Council is indebted to the Massachusetts Cultural Council representative, Kylie Sullivan for her guidance and support. MCC continues to designate DCC as a "streamlined council", a classification given to cultural councils that have demonstrated a history of sound judgment in granting practices and whose members have completed all required training courses.

Respectfully submitted,

Alice Vautrain, Chairman
Helen Fowler, Secretary
Mary Beth MacQuarrie, Treasurer

Marcy Bravo
Rebecca Chin
Laura Doherty
Eija Heward

Barbara Kiley
Anthony Pilla
Janet Ritch
Larry Smith

FOURTH OF JULY COMMITTEE

Each year the Fourth of July Activities Committee begins preparations in February, and 2010 was no different. Much effort goes into the planning of this community event, and various subcommittees are instrumental in pulling off a successful weekend of activities that include the Beach Party and 4th of July Parade. The Committee also promoted the 4th of July Road Race, which the Duxbury Education Foundation took over; the South Shore Bay Band Concert, which takes place in front of the High School during the holiday weekend; and the Cornerstone Lodge's 4th of July Breakfast, which has become a traditional event.

The Committee set a budget of \$36,000 for both the beach party and the parade. We received \$10,000 from the appropriation at the 2009 annual town meeting and worked tirelessly for several months to raise additional funds to cover the expenses. Our annual appeal letter for donations to the Margery Parcher Fund went out to all residents early in May. By the end of the fiscal year (June 30), we had received the additional amounts needed. We are very grateful to the many residents who made donations and to local businesses that placed ads in our parade booklet.

The Committee selected its parade theme, "American Pastimes," with the goal of creating a theme that would generate lots of floats. Each year between 10-15 community groups create floats for the parade, and they truly make the parade a hometown experience. Due to a variety of reasons, the number of floats seems to be diminishing, which is why the committee decided to make floats a priority and even increased the cash prizes for float awards by about 30 percent.

The 4th of July Activities Committee also selects a community member who signifies the spirit of Duxbury to serve as parade marshal. This year the Committee selected Andre Martecchini because of his many years of service to the Town as a selectman and for his involvement in several town committee and activities.

Many people helped the Committee during the parade and beach party, from parade judges and parade monitors to a loyal group of volunteers who collected pallets and built the bonfire. We thank the truck owners and drivers who pulled floats. We thank Mass Hauling for again donating the dumpster for the beach party. Finally, we thank the police, fire, and harbormaster departments for their assistance.

Respectfully submitted,
Katy Gaenicke & Rich Potash, Co-Chairs

Committee Members:

Don and Nancy Reed

Dave and Linda Robinson

Amy and Brian Hill

Janet Ritch

Connie Siegel-Dennis

Jeff Goldman

Walter Osborne

Terry Reiber

Jamie MacNab

Bob Dente

Bill and Maggie Kearney

Sue Lawrence

Barbara Munsey

Joan Edgar

Terri Woodworth

Steward Ruggles

Rob Ali

INFORMATION SERVICES

As predicted in Fiscal Year 2009, the economic difficulties of Fiscal 2009 have followed us into Fiscal Year 2010. As we begin planning for Fiscal Year 2012, the indicators are pointing to more of the same. Despite the sober economics of our times, we continue to make progress.

Through reliable and necessary technical services, the Town of Duxbury receives many benefits, including efficiency. Technical services are continuously reviewed and examined to determine their applicability in the current environment. Where improvement to delivery of services is possible, the improvements are implemented. This year several new programs/technologies were introduced. They included a document management system, a wide format printer/scanner for electronically managing plans and maps, an on-line registration system for Percy Walker Pool, Recreation and Before and After Dark, a software system for the ambulances, and several upgrades to network infrastructure. These systems will bring many benefits to not only the people who work for the town, but to its citizens as well.

Duxbury has many dedicated and creative thinkers. It has been my pleasure to interact with these dynamic individuals and to receive the direct benefit of their experience, knowledge and creativity. It is through and for them that I derive great pleasure in bringing an ever increasing scope of services to Duxbury.

Respectfully submitted,
Mary E. MacQuarrie
IS Administrator

PERSONNEL BOARD

The Board worked with the Human Resources Officer to formalize the Town's hiring process, update the employment application, create a general release form, establish background investigations for new

employees, review numerous draft policies and manage the merit based performance evaluation process.

In addition, the Personnel Plan was updated to provide employees with five family sick days annually from available sick time and paid time off for employees hired before July 1, 2010 working fewer than 20 hours per week.

The Board meets on a regular basis to with the Human Resources Officer to support the Town Manager, supervisors and employees covered by the Personnel Plan, and to discuss and review matters related to human resources. Going forward, the Board will continue to review and update the Personnel Plan as necessary.

Respectfully submitted,

Rob Molla, Jean Riley, Sandy Salmela, Anita Stiles and Wayne Heward-Chair

WAR MONUMENT COMMITTEE

Memorial Day 2010 brought our saga to a conclusion. In a beautiful ceremony attended by the largest number of townsfolk assembled in one place in many years, the memorial was rededicated. It was the end of a wonderful and rewarding effort by many people. The memorial looks like it has been there for the eighty years it has existed. No member of the Committee has received anything but compliments on the entire proceedings.

The Monti Granite Company of Quincy, Massachusetts, did the final assembly and installation. Thanks to the Duxbury Community Garden Club for all the flowers and gentle tending of them. Eagles Nest Landscaping, once again, donated their services as they swapped in the engraved bricks and made all the final adjustments. The entire D.P.W. deserves a "well done". They assisted in many ways, planting grass, installing sprinklers and working on the front staircase.

Thanks to the dedicated efforts of your Committee and, with a wonderful sense of community, the entire monument restoration came in on time and on budget.

Purchase of memorial bricks is still possible, as we already have five more to install this fall. Feel free to remember that special person by purchasing a brick.

We note with sadness that we lost a key member, a good friend, and major supporter of our Committee in the passing of David Cutler this spring.

Your committee is made up as follows: Katherine Pillsbury, former Town Historian; Bryan Felty, Video Expert; Beverly Johnson, Cemetery Trustee; Terry Vose, Chair, Historical Commission; Holly Morris, Chair, Community Preservation Committee, Russ Pratt, Representing the American Legion; Pam Smith, Architectural and Design Specialist; Patrick Browne, Executive Director of the Rural and Historical Society; Gil MacNab, representing the interest of several honorees.

Respectfully respected,
Joe Shea, Chairman



HEALTH & HUMAN SERVICES

AFFORDABLE HOUSING TRUST

COUNCIL ON AGING

DUXBURY HOUSING AUTHORITY
(STATE AGENCY)

KING CAESAR ADVISORY COMMITTEE

LOCAL HOUSING PARTNERSHIP

MUNICIPAL COMMISSION ON DISABILITY

VETERANS' SERVICES

AFFORDABLE HOUSING TRUST

The Housing Trust concentrated its efforts for the year on gaining the final approval of the Housing Assistance Program instituted by the Town. Working closely with the Department of Housing and Community Development (DHCD) we strived to be sure that our program was able to secure and count on the Subsidized Housing Inventory. Any housing that was purchased by the grant program took up most of our efforts throughout the year. Final approval was granted by DHCD, and we subsequently hired Dennis Falcione as the Town's Lottery Agent to run the program for the Committee.

We look forward to several families being able to acquire housing in Duxbury, which is deed restricted and affordable in perpetuity.

Respectfully submitted by:

Brendan Keohan, Chairman

Committee Members are: Martha Himes, Elizabeth Sullivan, Harold Moody, Esq., Laura Schaeffer and Diane Bartlett, Ex Officio

COUNCIL ON AGING

Our Duxbury Senior Center continues to evolve and meet the many needs of our community. The DSC staff and volunteers have expanded popular educational and recreational opportunities. They have been busy as have our participants! Here are some examples:

Life Long Learning (L3) offered 10 classes and registered 200 participants for Fall 2010 programs; Cardio Combo, Tai Chi and Zumba continued to attract new members; conversational French and Spanish were introduced; the genealogy club attracted new members who wrote their family history and genealogy; "Stepping Out" organized several trips to Boston area theatres to enjoy opera. In fact, Program Planning organized and offered 42 different programs monthly with a total of 197 programs each month, including 22 cultural/educational trips and 14 supper club events or 2,364 programs annually.

The Intermissions Program provided caregivers with 600 hours of respite while their loved ones were engaged in meaningful activities.

Fiscal 2010 was a big year for us "partnering" with other organizations:

- *Spring Into Healthy Living* was a 10-week fitness and education program to promote health and exercise seniors. This program was funded by the Grafton Foundation and successful because of a partnership with Plymouth Fitness, Rehabilitation Hospital Cape and Islands and Jordan Hospital.
- *Matter of Balance* was an 8-week evidence-based program which teaches seniors how to reduce the risk of falling and how to incorporate a personal exercise plan to increase strength and flexibility. This program was funded by the Action Boston Community Development (ABCD), Elder Services and Maine Health's Partnership for Healthy Aging.
- *Wisdom Works* was a 4-week program which provided mature workers with self assessment tools and job search strategies needed to find gainful employment in today's workforce. This program was provided in partnership with Executive Office of Elder Affairs and Keystone Associates.
- *How to Be a Better Caregiver* was a presentation by Teepee Snow. This program was provided in partnership with Norwell VNA and the Visiting Angels.

We also partnered with outside organizations to host additional training for our staff and the staff of COA's on the South Shore and Cape Cod.

- Our bus drivers attended Safe Transportation under the ADA, Wheel Chair Securement and Coaching the Van Driver offered in partnership with MARTAP.
- Donna Ciappina, DSC Outreach Coordinator, planned and implemented a four-part educational mental health series including: Alcohol and Substance Abuse: A Hidden Epidemic Among Elders; Mental Health and Aging; Assessment and Interventions; Who Takes Care of the Caregiver? Relax, Release and Renew, and Loss and Grief Recover; Engaging Elders. This series was made possible through the incentive Grant from the Executive Office of Elder Affairs.

With the increase in programs DSC witnessed an increase in program participation:

- DSC welcomed 31,940 visitors and participants
- The Food Service staff prepared 10,538 meals, 4,218 congregate meals, 1,138 meals for the respite program and 5,182 Home Delivered Meals
- SADIE 1 provided 3,001 rides to shopping, banking, post office and to the Senior Center for lunch and activities
- SADIE 2 provided 824 rides to medical appointments and 274 rides with the help of our medical transportation volunteers
- The Outreach Staff made 2,050 contacts with seniors and caregivers providing information and referral, case management and advocacy services. Of these 1,500 were case management, advocacy and care giver support and 500 were general information contacts. In addition, the Outreach Dept. offered two support groups this year; the Alzheimer's Disease Early Stage Support Group met 14 times and the General Caregiver Support Group led by the Norwell VNA and Hospice met 12 times.
- The DSC hosted 475 meetings and rentals; 340 were town/moderator appointed committee meetings and 85 private rentals during the evening. We also made the building available for 50 private rentals during daytime hours.
- And all of this was made possible by the 246 volunteers who gave 23,741 hours of service. (Using the Executive Office of Elder Affairs dollar value of \$20.85 per hour, the gift of time is worth \$494,999.85).

Our Duxbury Senior Center continues to be recognized for its program excellence. In March the NCOA (National Council on Aging) awarded us it's accreditation as the 173rd senior center nationwide and the 10th in Massachusetts to receive national accreditation from the National Institute of Senior Centers. In addition to achieving this prestigious award we also received the Innovation Award from Massachusetts Council on Aging (MCOA) for the *Intermissions Program* which is our social day program for clients with Alzheimer's disease. Congratulations to the dedicated staff and volunteers.

We must also offer our thanks to the Friends of the COA for their continued support. Their gift of time and talents and their fundraising efforts makes so much more possible at the senior center. Thank you!

And finally, did you know:

- The DSC newsletter "Duxbury Doings" is published monthly and available at the reception desk AND online!
- We can help you arrange transportation to medical appointments?
- We can help you burn some calories with many activities- Zumba?
- We have a lively Thursday Night Potluck group- join us!
- We have a Face book Group- log on and become a fan!
- The baby-boomers are participating in many events- groovy!

We cherish the gift of a Senior Center to the citizens of Duxbury. It is thriving and has become an example nationally of how a center can add energy, programs and life to the overall community. We welcome your stopping-in to see what's happening- it's a busy place.

Respectfully submitted,

Pamela Campbell Smith, Chair
John Madden, Chair Emeritus
Ann Antonellis
Marcy Bravo
Rev. Catherine Cullen
Ken Fortini
Peter Muncey
Dick Sigrist
Matthew Walsh

Dick Whitney
Bill Campbell, alternate
Shirley McMahon Oktay, alternate
Ninky Savage, alternate
Rev. Elizabeth Stevens, alternate
Beverly Walters, alternate
Henry Milliken, associate
Jim Taylor, associate

DUXBURY HOUSING AUTHORITY (STATE AGENCY)

The Housing Authority continues to manage and operate fifty-two elderly and handicap units at Duxborough Village located on Chestnut Street, and seven scattered site family units which consist of four two-bedroom and three three-bedroom units. We manage in conjunction with the DMR, 8 units on Merry Ave for special need clients and 4 units for special need clients on Cordwood Path. In addition, we administer 13 Federal Section 8 Housing Choice Vouchers and 3 Massachusetts Rental Vouchers.

This year we completed all the roofs at our Elderly Development located at 59 Chestnut Street. The Housing Authority is attempting to find the funding to do more projects at this site, such as windows, sidewalks and repair/replace the driveway.

As always, we would like to thank our Fire and Police Departments for their dedication and service they provide us, as well as the Town Manager, Building Inspector, Board of Health, Water Department, Department of Public Works, and all the Town Boards and Committees, for their continued support in helping us to reach our goal to provide affordable housing to all who may need it.

Thank you.

Respectfully submitted:

Linda M. Bacci – Executive Director

Brendan Keohan – Chairman
John Griffin – Vice Chairman
Beverly Walters - Member
John Todd – Member
Linda Garrity – State Appointee

KING CAESAR ADVISORY COMMITTEE

The King Caesar Trust Fund was established by the terms of the will of William Bradford Weston in 1916. The Fund provides financial assistance to help to pay the medical and dental expenses of Duxbury residents, who would otherwise be unable to pay for the services or recommended equipment.

While the Board of Selectmen has fiscal authority for the King Caesar Trust Fund, they rely on the King Caesar Advisory Committee (KCAC) to review client cases and make recommendations. The King Caesar Advisory Committee consists of three individuals and an intake case worker. The three members have traditionally included individuals with medical backgrounds and a member of the Duxbury Interfaith community.

By vetting cases before they are brought to the Board of Selectmen, the KCAC can often find other resources and/or make referrals to other agencies. For those individuals who have no other options and

financially cannot afford the medical treatment, the gift of William Bradford Weston has stood the test of time and is appreciated today as it has been for almost a century.

The undersigned members of the KCAC are proud to serve to help the less fortunate in the Town of Duxbury. We encourage any financially-needy Duxbury resident with medical or dental needs to seek assistance from the King Caesar Trust Fund rather than go without needed medical care. Requests can be made to our staff liaison in the Selectmen's Office or to any of the KCAC members. All requests are treated with the utmost respect, understanding and confidentiality.

The King Caesar Advisory Committee members also encourage the more fortunate members of the Duxbury community to follow the example of William Bradford Weston's and to make a donation payable to the "King Caesar Fund" (c/o the Selectmen's office) to assure the solvency of the Fund to aid future generations.

Respectfully submitted,

Diane Barker, R.N., Chair; Rev. Catherine Cullen; Carol Langford, M.D; and
Judith Hatch, R.N., King Caesar Fund Intake Case Worker
C. Anne Murray, Staff Liaison to the King Caesar Advisory Committee

LOCAL HOUSING PARTNERSHIP

The Local Housing Partnership (LHP) has spent the majority of the year moving forward with two housing developments voted at previous Town Meetings: Camp Wing/Temple Street site and Franklin/Lincoln Street site. The LHP also considered the purchase of property on which to move a building donated to the Town, however, the article to provide funding for that project was indefinitely postponed at Town Meeting.

The LHP recommended and the Town awarded a contract for plans and specs to Abacus Architect + Planners of Boston for the Camp Wing/Temple Street site. The LHP, through ongoing meetings with Abacus, hopes to soon complete the design for six (6) two bedroom units to be built on the site. The \$150,000 approved by Town Meeting will be applied to plans and specs for the rehabilitation of the existing Grange building and for construction of a new building where the old Fire Station stood on Franklin Street.

Throughout the year the members of the LHP were present for the Zoning Board of Appeals meetings regarding the approval of the 214 unit Island Creek Development Chapter 40B Development.

The LHP thanks the citizens of the Town for continued support of affordable housing.

Respectfully submitted,
Diane Bartlett, Chair

Members: Denece McCann Clinton, Barbara Kelley, Brendan Keohan Brain Murphy, Andre Martecchini, Matthew Walsh, Esq., John Todd, Bruce Bygate, George Wadsworth

MUNICIPAL COMMISSION ON DISABILITY

The Duxbury Municipal Commission on Disabilities meets on the first Wednesday of each month, with the exception of July and August. Our purpose is to advocate for the disabled. We welcome anyone interested in our mission to come to our meetings. New members are always welcome. We assisted in the workplace accommodations for a vision-challenged Town employee. We also advised the Tarkiln Building Committee about their project in repairs and renovation of the Tarkiln Building. Plans for the

new fire station and the police station were also discussed. Finally, we verified compliance with accessibility at voting locations.

Respectfully Submitted,
Pat Randall, Chair
Patty Cristoforo

Joe Shea
Jerry Nightingale

Marcia Solberg
Nancy Shine

Rei Kock

VETERANS' SERVICES

The Duxbury Office of Veterans Services, located in the Duxbury Senior Center, continues to serve Veterans, their spouses, widows and/or dependents by counseling, advising, and assisting in procuring federal and state benefits or entitlements for which they may be eligible. Veterans must have served a minimum of 90 days of active duty and have been discharged under honorable conditions.

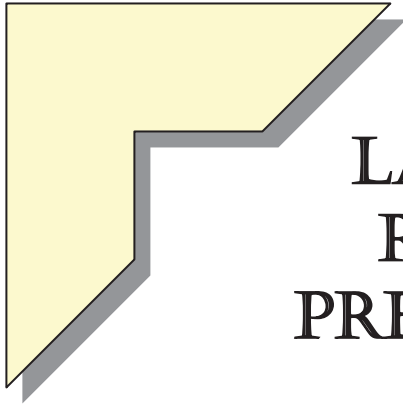
On the state and local level, we seek benefits for financial assistance, medical treatment, heating fuel assistance, tax abatements, housing, employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursed back to Duxbury.

Our Department also provides assistance in obtaining federal benefits, such as service-connected disabilities, non-service pensions, enrollment in the VA Healthcare System and educational benefits. We provide veterans and dependents assistance in obtaining military records, replacement of medals, and ordering grave markers.

Eligibility for benefits may require appointments at the office in Duxbury, the client's home, the JFK Building in Boston, or one of the nearby VA hospitals. An investigation of assets and other sources of income is performed, such as Social Security, VA pensions, and unemployment compensation. These reviews are done to limit financial exposure to the Town and to the State. The Federal government does not automatically grant benefits to veterans. Benefits must be applied for with the appropriate documentation. The Veterans Service Officer also visits hospitalized veterans and those in nursing home and eldercare facilities.

Respectfully submitted,

Michael J. Thorp
Acting Veterans' Service Officer



LAND USE & RESOURCE PRESERVATION

AGRICULTURAL COMMISSION

ALTERNATIVE ENERGY COMMITTEE

BEACH COMMITTEE

COMMUNITY PRESERVATION COMMITTEE

CONSERVATION COMMISSION

DUXBURY BAY MANAGEMENT COMMISSION

HISTORICAL COMMISSION

INSPECTIONAL SERVICES DEPARTMENT

- BOARD OF HEALTH
- BUILDING
- DESIGN REVIEW BOARD
- WEIGHTS & MEASURES
- ZONING BOARD OF APPEALS

OPEN SPACE & RECREATION COMMITTEE

PLANNING BOARD

SHELLFISH ADVISORY COMMITTEE

TARKILN COMMITTEE

TOWN BUILDING COMMITTEE

TOWN HISTORIAN

AGRICULTURAL COMMISSION

It is the policy of this community to conserve, protect, and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products, and for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lies within a community where farming activities occur and are encouraged. Such farming activities may include, but are not limited to, activities that cause noise, dust, and odors. Buyers and occupants are informed that any property within the Town of Duxbury may be impacted by commercial agricultural and farming activities.

The Duxbury Agricultural Commission (DAC) continued to examine productive uses for town owned land. The DAC supported the Conservation Commissions decision to monitor Community Supported Agriculture (CSA) on private land. The commission also sent a letter for bill H751 in support of small plot farming to the D.A.R. The commission is looking forward to a productive year.

Respectfully submitted,
Jeffrey Chandler, Chairman

ALTERNATIVE ENERGY COMMITTEE

The Duxbury Alternative Energy Committee consists of eleven appointed members. They are: Frank Duggan, (Chair) Andre Martecchini (BOS Designee), Leslie Lawrence, Lynn Smith, Donna Theodossiou, Geoffrey Wilkinson, John Doherty, Josh Cutler, Jim Goldenberg, John Murdock and Donald Greenbaum. (Christopher Donato -Selectmen's Liaison)

The Committee has listened to, evaluated, and considered several alternative energy saving technologies, some of which are being considered for possible future capital building projects. Alternative energy saving technologies being considered by the Committee for applicability to the Town, range from distributed on- site power generation, solar, geothermal, biomass, wind and alternative fuel vehicles. We have had numerous presentations from experts and companies involved with each of the above mentioned technologies. As with many new technologies, some have a lot of promise for the correct application, especially if State or Federal grants can be leveraged to help advance project pay-backs. The Committee continues to explore possible avenues for such grants.

The Committee's current work and focus is following up on the town approved initiative of developing a community scale wind turbine to help off-set escalating energy cost at municipally owned buildings. This year Town Meeting unanimously approved a Community Scale Wind Facilities by law. The Committee also applied for and received a grant from the Massachusetts Clean Energy Center for \$65,000.00 to fund a full feasibility study for a community scale wind turbine project.

Other efforts being worked on by the Committee are the ongoing "energy benchmarking" of the Town's buildings. Benchmarking is a tool used to evaluate a building's energy consumption against similar building peers. This effort usually yields indicators as to a building's energy performance or lack thereof, and can lead to the identification of possible energy saving measures for the building that could be addressed.

Meetings were held at least once a month during which presentation were made by various wind developers, solar developers and other experts on methods of developing and financing alternative energy projects. The Committee also attended multiple meetings during the year with Selectman and various town officials to keep them abreast of our activities, warrants, grant applications and efforts to make Duxbury a more energy efficient, "green community".

Some of the specific activities of the Committee during fiscal 2010 included the following:

- Receipt of the Preliminary Survey of Potential Wind Project Sites in the Town of Duxbury, Massachusetts dated October 27, 2009.

- Presentation at an open meeting of the Board of Selectman on December 21, 2009 at which the Duxbury Board of Selectmen endorsed the Committee's proposed bylaw to allow a Community Scale Wind Facility that would be presented for a vote at Town Meeting.
- During January 2010 the Committee established an outreach effort to town voters by issuing news releases to the Duxbury Clipper on some of the Committee's efforts as well as publishing a website with news of our activities. The website is www.duxburywind.com:
- Attendance at a public hearing on Monday, January 25th 2010 at the Senior Center, during which the Duxbury Planning Board endorsed the Alternative Energy Committee's proposed Bylaw Amendment for presentation to the voters at Town Meeting.
- Attendance at a Duxbury Finance Committee meeting on February 2, 2010 after which the Committee endorsed the proposed Wind Town Articles.
- Presentation to Town Meeting on March 15, 2010 during which the town voters approved both AEC warrants to move Duxbury forward in our quest for a Municipal Wind Turbine.
- On May 1, 2010 members of the Alternative Energy Committee, Sustainable Duxbury, and Town officials visited Massachusetts Maritime Academy in Bourne, to view the school's renewable energy portfolio which consists of: wind, solar, microturbines, tidal and more. The trip was geared towards providing town officials and other interested parties information about emerging renewable technologies and their successful implementation:



Committee Members & Town Officials Visit Massachusetts Maritime Academy

On June 17th, 2010 Duxbury received a grant from the Massachusetts Clean Energy Center for \$65,000.00 to fund a feasibility study which will look at specifics as to wind speed, acoustics, transportation and interconnect issues. A contract is expected to be executed in Fiscal 2011 with Sustainable Energy Development, Inc., (SED), the company that will conduct the feasibility study.

The Committee will continue to explore other alternative, energy saving technologies and make recommendations to the Selectmen as applicable opportunities arise. Pending the outcome of the wind facilities feasibility study, one of the Committee's main goals in 2011 will be following up on our success in 2010 with warrants at 2011 Town Meeting for a Design and Construction Grant towards a Community Scale wind turbine.

Respectfully submitted,
Frank Duggan, Chairman

BEACH COMMITTEE

The Duxbury Beach Committee consists of twelve members, including the Chief of Police, the Harbormaster and the Conservation Administrator, three designees of the Duxbury Beach Reservation, Inc., and six members at large. The Committee was created to provide advice to the Board of Selectmen, the Town Manager, the Finance Committee and any other relevant town agency, on the use and management of the town leased portion of the beach on the safe, sanitary and enjoyable use of the beach for recreation.

During the FY 2010, the Committee considered and made recommendations concerning the application by Missy and Dana Battista for a seasonal beer and wine license for Blakeman's. After discussion, the Committee unanimously supported the application.

The members as of June 30, 2010 were:

Susan Rourke
Harvey McCormick
Robert Ali
David Savage

Ronald Wolfe
Pauline Flynn
Dan Baker
Terry Keleher

Bill Benjes
Don Beers (ex-officio)
Tom Gill (ex-officio)
Matthew Clancy (ex-officio)

COMMUNITY PRESERVATION COMMITTEE

Acknowledgements

The Community Preservation Committee (CPC) would like to express its appreciation to the many groups and individuals who have made this a successful program, including: Betsy Sullivan and the Board of Selectmen, Town Manager Richard MacDonald, Finance Director John Madden and the Accounting Department, members of the Finance and Fiscal Advisory Committees, the Planning Department, the five boards from which the CPC draws its membership, and Town Counsel Robert Troy. Special thanks to Conservation Administrator Joe Grady and Pam Johnson who oversee the complex administrative needs. The Committee again recognizes and appreciates the attendance of Frank Mangione, member of Fiscal Advisory, and George Wadsworth, member of Planning Board and Water Advisory Board, who actively participate in the discussions. The CPC also acknowledges the invaluable contributions and dedication of Dr. Lynne Devnew, who served as representative of the Historical Commission on the CPC since 2007. And finally, with great appreciation, the CPC recognizes the late John Cutler for his ardent support of the Community Preservation Act.

About the Act and Sources of Funds

The Community Preservation Act is a state statute that enables towns, such as Duxbury, to address urban sprawl and development pressures. It's an important financial resource for protection of open space which protects our groundwater, scenic vistas, wildlife habitat and farmland. It allows for the preservation and restoration of our unique historic features and resources. In addition, it provides funding for the development and reuse of buildings and the purchase of land for affordable housing for elderly, young families and handicapped adults. CPA funds may also be used for recreational purposes (with certain restrictions).

The Act allows communities to raise funds through a surcharge of up to 3% on local property taxes and creates, with funds from the Registry of Deeds and land court filings, a significant state matching fund, the *Community Preservation Trust Fund*. Duxbury adopted the CPA in 2001 and voted to raise the local share of its fund through a 3% surcharge on property taxes. Only communities that adopt the 3% surcharge are eligible for multiple rounds of funding from the State Trust Fund. The Act mandates that 10% of all receipts must be dedicated to each of the three purposes; open space, historic preservation and affordable housing. The money does not have to be spent within that year; it can be banked for future use. Only 5% of all receipts may be spent on administrative purposes and money remaining in that account is returned to the CPA General Fund each year.

The Community Preservation Committee is charged with implementing the Act and making recommendations for town meeting approval for the funding of eligible projects. It is comprised of seven members who represent the Conservation Commission, Planning Board, Open Space & Recreation Committee, Historical Commission and the Housing Authority. Two members serve as members at large. The CPC makes its determinations in alignment with the Open Space, Planning, Housing and Historical planning documents; reviews proposals with a list of criteria that the Committee developed; receives input from the Selectmen and town boards; and holds at least one public informational meeting before it makes its final recommendations to Town Meeting.

Fiscal Year 2010

Fiscal year 2010 surcharge receipts, excluding abatements, totaled \$1,193,825. The economic downturn and increase in communities adopting the Act significantly reduced the distribution of the state match in October 2009. Duxbury's commitment to the 3% surcharge made it eligible for multiple rounds of funding and receipt of a 38% state match, or \$449,196. There is pending legislation (SB 90) that seeks to broaden the language of the Act, such as the definition of "rehabilitation," and to stabilize the state match at an optimistic 75%. This would be funded with an increase in the fees at the Registry of Deeds. The median single family Duxbury home assessed value for FY 2010 is \$502,500. The median single family tax bill is \$5,935 and the CPA surcharge for the median priced house is \$178.

The CPA is an outstanding investment for Duxbury. Since 2002, Duxbury collected \$9.2 from local CPA surcharges and nearly \$7.4 million from state matching funds. An additional \$4.8 million has been received in grants, donations, and gifts in kind to complete projects. This does not take into account the many hours of donated labor. Despite the economic downturn, this program continues to provide a significant return on our tax dollars.



Farmers Market at Tarkiln, Summer 2009

The 2009 annual town meeting approved the expenditure of \$435,720 of Community Preservation funds for the Tarkiln Partial Restoration Project. Tag Carpenter, representing the Tarkiln Committee, kept the CPC apprised of ongoing developments, calling attention to bids that came in under budget and donation of materials and services. The Friends of Tarkiln reorganized with the assistance of Susanna Sheehan formed a non-profit organization for the purpose of fund raising, purchasing of materials and organizing volunteer workdays.

The South Hall Foundation was restored, the roof was replaced and a new septic system was completed in 2009. Over a thousand hours of volunteer labor have brought life into this project; honoring our town's

history and instilling community pride. On August 26, 2009, Tarkiln was officially listed by the National Park Service on the National Register, thus recognizing its importance in our nation's history and eligibility for grant monies.

Voters also approved appropriation of \$75,000 for the restoration of the War Monument, which originally stood in Boomer Square yet met an unfortunate accident that is unclear in the annals. Remnants of the monument were uncovered by Mr. Joe Shea who envisioned the restoration. A committee, appointed by the Town Manager, was chaired by Mr. Shea and comprised of Beverly Johnson, Katherine Pillsbury, Pamela Smith, Patrick Browne, Russell Pratt, Terry Vose, Gil MacNab, Josh Cutler, Bryan Felty, Holly Morris, and David Cutler. David Cutler spearheaded a highly successful fundraising campaign to meet the total restoration cost of \$100,000 and raised additional money for the brick walkway. A group of volunteers erected a plywood mock up for town meeting purposes and some materials were donated for landscaping. The striking monument was completed in the spring of 2010, erected on the Town Hall campus and received a formal dedication on Memorial Day.

Community preservation projects encourage volunteer activity; developing a greater appreciation of our natural and historic assets. The annual Christmas tree sale at the Jaycox Tree Farm, which draws support from Scouts and other volunteers, was again successful and attracted people from Boston and throughout the south shore. In April, the Open Space Committee and the DPW worked together to clear the overgrowth hiding the historic Keene Mill on Camp Wing Conservation land. Both the Jaycox Tree Farm and portions of the Camp Wing Conservation Land were acquired with Community Preservation funds.



Keene Mill at Camp Wing Conservation Land

In the spring of 2010 a request for proposal for the development of the Grange site into affordable housing was finalized. The lottery agent for the Housing Assistance Program, which was funded with Community Preservation funds in 2009, was approved by DHCD. The CPC also released an informative brochure explaining the CPA and highlighting CPA funded projects.

At the 2010 annual town meeting the voters approved the FY 2011 CPC operating budget of \$76,405 and the 10% allocation for the purpose of Open Space, Community Housing and Historic Preservation in the sum of \$458,430 or \$152,810 for each purpose.

The voters approved Article 23 for the appropriation of \$55,000 for the restoration of the First Parish Church windows. The total cost of project for the ten enormous double hung windows and four smaller

fixed windows is \$106,000. The church is listed on the National Register of Historic Places and the Massachusetts Historic Register. It has been described as a “crowning” example of Duxbury’s civic architectural heritage from the shipbuilding and international maritime trade. The discussion at the 2010 town meeting was lively and town counsel’s opinion was called upon, yet the majority ruled that the church served a public purpose; recognizing the importance of preserving this important historical asset. The church will accept an historic restriction for the benefit of the Town of Duxbury.

The voters also approved Article 24 for the appropriation of \$90,000 for the restoration of the Crossroads for Kids, Inc. Isaac Keene Barn at Camp Wing. The barn was built c. 1870, and at the time of construction it was noted as the largest barn in Duxbury, “impressive and extraordinary.” It is listed on the Massachusetts Historic Register. Camp Wing serves as a day camp to over 600 youth, including Duxbury children; provides ball fields for local Little League; and serves as a team building retreat for local schools, such as Alden and Bay Farm Montessori. CPA funds will be used for the first phase of restoration and will include engineering and architectural evaluation of the barn and stabilization of one corner of the barn’s foundation. A capital campaign is underway to meet the total projected cost of restoration, \$340,000. The barn will be used for a variety of activities. Crossroads for Kids, Inc. will accept an historic restriction for the benefit of the town of Duxbury.



Isaac Keene Barn at Camp Wing



Article 25 was approved, calling for the funding of a three year survey of local historical properties. The \$55,000 appropriation will pay for the inventory of 47 date-boarded structures; 49 barns, stables and outbuildings; and inventory 86 properties within the Shipbuilder's District, including buildings built between 1780-1850.

Article 26 approved the appropriation of \$185,000 for the purchase of 60 acres of land off Congress Street for open space and possible water supply purposes. The Conservation Commission has been interested in acquiring the bogs and associated lands for decades because it links existing open space for wildlife corridors and trail connections and it encompasses surface waterways and riparian areas along the Green Harbor Watershed. In addition, the land is within the Aquifer Protection overlay District. The existing cranberry bog has been incorporated into the US Department of Agriculture's Wetland Reserve Program and will no longer be farmed.

Article 28 was approved for the appropriation of \$150,000 for the exterior historical restoration and development costs, including plans and specifications, for two affordable housing units at 153 and 159 Franklin St, the site of the Duxbury Grange.

Respectfully submitted,

Holly Morris, Chair (Conservation Commission)
 John Bear (Planning Board)
 Dr. Lynne Devnew (Historical Commission)
 Tony Kelso (Member at Large)
 Brendan Keohan (Housing Authority)
 Pat Loring, Vice Chair (Open Space Committee)
 Sarianna Seewald (Member at Large)

Community Preservation Funded Projects FY 2002 – FY 2011

Project	Date FY	Historic	Open Space	Housing	Recreation	Total
Delano Farm	2002/ 2003		1,374,000	336,000		1,710,000
Congress St.	2002/ 2003		64,000	256,000		320,000
Hamadeh Property	2002/ 2003		115,000			115,000
Keene St. Playing Field	2002/ 2003				125,000	125,000
King Caesar Roof & Wharf	2002/ 2003	89,200				89,200
Total	2002/ 2003	89,200	1,553,000	592,000	125,000	2,359,200

Project	Date FY	Historic	Open Space	Housing	Recreation	Total
Swanson Property	2004		76,000			76,000
Wright Building Analysis	2004	50,000				50,000
Conservation Fund	2004		100,000			100,000
Stewardship for Open Space Acquisitions	2004		32,479			32,479
Total	2004	50,000	208,479			258,479
Town Graphic Information System	2005		13,800			13,800
Keene St. Playing Field	2005				71,500	71,500
Tarkiln Building Study	2005	35,000				35,000
Island Creek Historic Fish Ladder	2005		70,700			70,700
Historic O'Neil Dairy Farm	2005		1,550,000			1,550,000
Wright Building Plans and Specifications	2005	153,000				153,000
Jaycox Tree Farm	2005		620,000			620,000
Total	2005	188,000	2,254,500		71,500	2,514,000
Wright Building Reconstruction	2006	2,947,343				2,947,343
Bluefish River Firehouse	2006	9,800				9,800
Town Green Irrigation	2006		23,000			23,000
Jaycox Legal Expenses	2006		8,000			8,000
Total	2006	2,957,143	31,000			2,988,143
Island Creek Historic Fish Ladder	2007		35,000			35,000
Round Pond & O'Brien Cranberry Bogs	2007		281,000			281,000
Nudd Bog	2007		237,000			237,000
Housing Consultant	2007			30,000		30,000
Alden House Window Restoration	2007	30,000				30,000
Total	2007	30,000	553,000	30,000		613,000
Historic Survey	2008	6,000				6,000
High School Playing Field, Site Work/Drainage	2008				500,000	500,000

Project	Date FY	Historic	Open Space	Housing	Recreation	Total
Tarkiln Plans & Specifications	2008	125,000				125,000
Total	2008	131,000			500,000	631,000
Grange Purchase	2009			70,000		70,000
Homeownership Program	2009			500,000		500,000
Berrybrook Fields	2009		2,163,000			2,163,000
Camp Wing Open Space & Housing Land	2009		815,000	225,000		1,040,000
Total	2009		2,978,000	795,000		3,773,000
Camp Wing Housing Plans & Specifications	2010			50,000		50,000
Recycling of Houses	2010			100,000		100,000
Tarkiln Restoration	2010	435,720				435,720
Historic Survey	2010	9,000				9,000
WWI Memorial Monument Restoration	2010	75,000				75,000
Conservation Fund	2010		77,450			77,450
Total	2010	519,720	77,450	150,000		747,170
Grange Housing Project	2011			150,000		150,000
Congress St. Cranberry Bogs and Land	2011		162,000			162,000
Camp Wing Isaac Keene Barn	2011	85,000				85,000
Historic Survey	2011	55,000				55,000
First Parish Windows	2011	50,000				50,000
Total	2011	190,000	162,000	150,000		502,000
Combined Total	2002-2011	4,155,063	7,817,429	1,717,000	696,500	14,385,992

CONSERVATION COMMISSION

The role of the Conservation Commission is to administer the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, s 40 and the Town of Duxbury Wetlands Protection Bylaw, Chapter 9 of the Town's General Bylaws, and related regulations. The purpose is to protect wetland resource areas and adjoining land areas by controlling activities deemed likely to have a significant or cumulative adverse effect upon protection of resource area values, including but not limited to the following: protection of public or private water supply; groundwater; flood control; erosion and sedimentation control; storm damage prevention, including coastal storm flowage; prevention of water pollution; fisheries, shellfish, wildlife habitat, rare species habitat, recreation, agriculture, aquaculture and aesthetics.

Programs of the Conservation Commission not only include wetland protection but land management and land acquisition. In August the Conservation Commission became the owner of a small parcel of land on South River Lane West. This 3.67 acre piece brings the total acreage of Conservation Commission holdings to 2,543.45 acres. Town Meeting approved the purchase of 60 acres from the Crowell family located of West St. The former cranberry bogs will no longer be farmed because the right to grow cranberries on this land has been sold to the federal government as part of a wetland restoration program. This land will become town property around the first of the year and push our total protected acreage to over 2,600 acres.

The hard work of John McGrath brought the MA Division of Marine Fisheries back to Island Creek for the fourth year of stocking. Twelve hundred herring from Town Brook in Plymouth were released in Island Creek Pond to breed and reproduce before returning to the ocean. It was hoped that herring would return this past spring but very few were observed in the ladder. Next year we should begin to see adults returning to spawn in the ponds after five years at sea.

Mike Seigfried and Steve Ripley were student interns working on conservation land this season. Along with regular land maintenance activities, they rebuilt the boardwalks at the Lansing Bennett Forest and blazed new trails at the Thaddeus Chandler Sanctuary and operated the weed harvester on Island Creek Pond.

Another successful Christmas tree season took place at the Jaycox Tree Farm on December 5 and 6. We sold over 200 trees. With Phil Benjamin's assistance our first forest stewardship plan was completed for the 37 acre Whiton Woods with the help of a grant from the State of Massachusetts. The plan will guide us in land management for this parcel.

The Coastal Pollution Remediation Program administered by MA Coastal Zone Management awarded the Town of Duxbury \$120,515.00 for the second phase of reconstruction of storm drainage along Crescent Street. This project was administered by Department of Public Works Director, Peter Buttkus. The Massachusetts Department of Environmental Protection also awarded the Conservation Commission \$58,000 to further assess pollution sources from roadway drainage along the Kingston Bay area. This work is a continued effort to identify and reduce pollution from entering into the Nook area of Kingston Bay. The hope is to end swimming beach closures and to open additional shellfish beds for harvest.

This year we banded the largest number of osprey chicks ever on the South Shore. With the help of Norman Smith from the Trailside Museum, a total of 24 chicks were banded on 11 poles between Quincy and Plymouth; 8 chicks were born Duxbury. Since 1990 when the program began, 226 chicks have been banded on the south shore.



Osprey Nest

With the submission of additional action items, our Open Space and Recreation Plan was approved for an additional two years. The Town's Plan is now valid thru June 2015.

Dianne Hearn, Holly Morris, and Corey Wisneski were reappointed to the Conservation Commission for an additional three years. They continue to dedicate volunteer time to conservation efforts in Duxbury.

The Conservation Commission wishes to thank the DPW Director Peter Buttkus, Ed Vickers, Doug Dondero, Jim Savonen and Bruce O'Neil from the Department of Public Works for their valuable assistance in maintaining the conservation areas in Duxbury.

Respectfully submitted,

Joseph Messina, Chairman
Thomas Gill III, Vice-Chairman
Samuel Butcher
Dianne Hearn
Barbara Kelley
Holly Morris
Corey Wisneski

DUXBURY BAY MANAGEMENT COMMISSION

The Duxbury Bay Management Commission (DBMC) consists of nine members serving three year staggered terms and appointed by the BOS. Members must have an interest in the Bay, including but not limited to, aquaculture, boating, commercial and not-for-profit waterfront users, ecology, shellfish and finfish, or have experience that enhances the diversity of the Commission. The Commission is not a regulatory body, but instead serves in an advisory role for the BOS and for other Bay related committees and groups.

Mission: To finalize, implement and maintain a management plan that will enhance and preserve the ecological health, pristine waters, and natural beauty of Duxbury Bay for future generations while sustaining harmony among all its uses.

Powers and Duties: To evaluate and review any proposed change in Bay use and access, inclusive of structures, and all Bay related issues requiring the action of the Board of Selectman (BOS), Duxbury Conservation Commission (DCC), Zoning Board of Appeals (ZBA), Planning Board (PB), Harbormasters Office and Board of Health (BOH) involving Coastal Resource Areas as defined in M.G.L. c.131 S40 and the Town of Duxbury Wetlands Bylaw (Chapter 9 General By-Laws of the Town of Duxbury).

FY2010 activities: The Commission's principal activities during FY2010 were as follows:

- Drafting a State of the Bay Report which will provide data collected over the past five years on water quality, bay use, and resource abundance and diversity.
- Worked with the Harbormaster Department to draft revised mooring regulations which have been adopted by the Board of Selectmen.
- Worked with the Harbormaster Department to address problems with moorings in the Snug Harbor mooring fields.
- Worked with the Division of Marine Fisheries to secure the fourth year of stocking herring in Island Creek Pond. The first returning herring are expected in the spring of 2011.
- Provided comments on a variety of projects with the potential to affect the bay. These included several piers.
- Worked with the Shell Fish Advisory Committee in drafting amendments to the Town's aquaculture regulations.
- Initiated an update of the 2005 Bay Management Plan.
- Coordinated providing information requested by the Corps of Engineers in connection with maintenance dredging.

The Commission meets on the second Thursday of each month. Meetings are at the Senior Center and begin at 7:00 PM.

Respectfully submitted,
Jon McGrath, Chair (7/1/10)

Commission Members and officers as of 6/30/10

Ned Lawson - Chair

Shawn Dahlen - Vice Chair & BOS liason

John Brawley-Clerk

David Grossman

Don Merry

JR Kent

Joe Messina

Jon McGrath

Corey Wisneski

HISTORICAL COMMISSION

In August and September the Historical Commission (DHC) determined the only submission for approval to the 2010 Annual Town Meeting would be for the continuation of the survey of historic properties. The schedule for the survey would be from three to five years rather than for one year which had been the request in the past meetings.

Norman Tucker distributed a list of 30 properties to be targeted to include date-boarded houses that have not yet been surveyed, barns identified by a study by the Massachusetts Historical Commission (MHC), town cemeteries, an update of the Old Shipbuilder's District, which was listed in the National Register of Historic Places in 1986, and structures within that district which had not been individually inventoried. Priority for inclusion will be those houses that have been date-boarded but not surveyed and are the oldest structures. The amount which was approved at the 2010 Annual Town Meeting, for the article was \$55,000.

Terry Vose was assigned to follow up on the Commission's request for office space at the Tarkiln building. He will also get a list of items needed at Tarkiln, which can be a resource when applying for grants.

Members of the DHC expressed their thanks to Norman Tucker for his work on the application for the designation of Tarkiln Community Center in the National Register of Historic Places.

Demolition applications approved:

- 237 Washington Street, to demolish the north addition from front to back;
- Tarkiln Community Center, to change the rear entrance on the 1925 connector to accommodate the handicap ramp;
- 159 Franklin St.(the old firehouse),complete demolition;
- 28 Cedar Street, complete demolition
- 155 Surplus St., partial demolition;
- 1070 Tremont St., a partial demolition involving the removal of two windows on the driveway side of the house. (Note: Other windows were removed without an application to or approval of the DHC);
- 98 Surplus St., demolition of windows;
- 28 Sunset Rd., partial demolition of wall to add on to the structure;
- 11 River Lane, demolition of exterior wall to replace windows, with the DHC recommendation that the new windows adhere to the existing style of the front windows.
- 40 Possum Run, replace windows in older portion of the structure with the recommendation that they adhere to the existing style and size of the present windows;
- 1027 Union Street, replacement of windows with the above recommendation;
- 344 Winter Street replacement of eight windows to fit in present casings with above recommendation;
- 98 Surplus St., window replacement.

Site visits were made to 13 Moulton Road and 60 Ocean Road North with no applications received to date.

The DHC met with Patricia Pappas, Director of Cemeteries, and members of the Cemetery Trustees, to discuss the process of having Standish Cemetery and Mayflower Cemetery placed on the National Register of Historic Places.

In a meeting with Scott Lambiase, Director of Inspectional Services, members expressed concerns about the Commission's frustrations and difficulties on more than one occasion in its efforts to effectively implement the Town's demolition bylaw. As a result of sharing information, Scott agreed to post notice regarding due diligence to contractors; consider fines of up to \$200 per day for violations, and work more closely with the Commission, which will now be included on sign off lists for all building permits.

Respectfully submitted,

Barbara A. Kiley, Chair 2009-2010

Members: Lee Adams, Lynne Devnew, Laura Doherty, James Nihan, Norman Tucker, Robert Vose, III

INSPECTIONAL SERVICES DEPARTMENT

The Inspectional Services Department offers this report for inclusion into the FY10 Town Report. The report includes the breakdown of the **2,108** permits issued by the Department. Permitting has been consistent with the previous year's numbers, and we continue to update and add features to our website and Contractor's Information Center.

Once again, I thank my staff for their commitment to their duties and their support to me and to the Zoning Board of Appeals, the Health Department, the Historical Commission and the Design Review Board.

I would also like to thank the Town Manager and the Board of Selectmen for their continued support.

Respectfully submitted,
Scott J. Lambiase
Director of Inspectional Services

BOARD OF HEALTH

The Duxbury Board of Health consists of five members appointed for three-year terms by the Selectmen. The duties of the Board of Health relative to the protection of public health, the control of disease, the promotion of sanitary living conditions and the protection of the environment, include: enforcement of State Sanitary Codes; as well as smoking rules and regulations; oversight of the permitting for septic systems, restaurants, semi-public and public swimming pools, beaches and recreational camps for children.

The Board of Health retained its current membership with Dr. David Brumley as Chairman and Clinton Watson as Vice Chairman. Clint Watson was reappointed for an additional three-year term. Board Members continue to actively participate as Board of Health liaisons with other local committees and boards.

The Duxbury Bay Area Regional Medical Reserve Corps (MRC), a partnership between Duxbury, Hanson, Marshfield, Pembroke and Whitman, is a group of concerned residents with clinical or administrative skills, who will assist the Town's Health Department and other responders in a local, large-scale public health emergency. These volunteers also help at regular public health services/events, such as triathlons and the H1N1 flu clinics. MRC members attend training workshops and occasionally engage in drills to reinforce the training they received.

During the period of July 1, 2009 through June 30, 2010, the Board received and granted eighteen (18) requests for variances to Duxbury Supplementary Rules & Regulations and Title 5; and approved a Green Burial Site @ St. John's Church on Washington Street.

The Massachusetts Department of Public Health placed an intern, who is studying Community Health Nursing at Worcester State College Graduate School, with the Board of Health Office. The intern submitted several press releases and disseminated information focusing on educating the public about prevention and awareness to our residents. The Board continues to collect and disseminate information on communicable disease to the schools and community. Our goal is to help the community of Duxbury prevent, prepare for, and respond to disasters, pressing public health needs and emergencies of all kinds.

Respectfully submitted,

Dr. David Brumley, Chair
Clinton Watson, Vice-Chair

Jerry Janousek
Bruce Bygate

Karen Teppe

Permits Issued:

Disposal System Construction Permits	104
New Systems and Repairs of Existing Systems	54
Percolation Tests	37
Installers Permits	16
Septage Haulers Permits	6
Solid Waste Permits	45
Food Establishment Permits	
Miscellaneous Food Permits	
(includes farmers market, milk & cream, catering, bakery, etc.)	74
Miscellaneous Health Permits:	
(includes camps, swimming pools, tanning facilities, barns, dumpsters, wells, tobacco)	89

TOTAL BOARD OF HEALTH PERMITS	425
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<i>Building Permits Issued:</i>	<i>Total No.</i>	<i>Estimate</i>
Attached Garage	1	\$112,400
Building Relocation	2	\$25,800
Business Occupancy	10	
Demolitions	15	\$154,000
Detached Garages - Residential	3	\$85,200
Fences	1	\$2,000
Foundations	10	\$172,190
Non-Residential Additions/Alterations	15	\$3,308,041
Non-Residential Buildings New Occupancy Permits	3	\$337,000
Pier, Walkway, Platform	1	\$20,000
Portable Toilets	39	
Quick Permits	222	\$1,892,159
Residential Accessory Buildings	13	\$415,942
Residential Additions/Alterations	190	\$7,230,426
Retaining Walls	1	\$25,000
Sign Permits	22	
Single Family Houses	15	\$7,595,740
Single Family Dwellings – Modular	2	\$436,320
Solar Panels	2	\$13,808
Spa	1	\$6,500
State Inspections	61	
Swimming Pools	14	\$344,700
Trench Permits	122	
Wood and/or Coal Stove Permits	15	\$82,500
Zoning Permits	11	\$36,500
Electrical Permits	362	
Plumbing/Gas Permits	530	
TOTAL BUILDING PERMITS:	1683	\$22,296,226

INSPECTIONAL SERVICES FEES COLLECTED

Board of Appeals-Fees	\$4,750
Board of Health	\$71,000
Building	\$212,582
Copies	\$6035
Plumbing/Gas	\$36,785
Weights and Measures	\$1,921
Wiring	\$24,259
TOTAL	\$351,900

DESIGN REVIEW BOARD

The Design Review Board, with five members and two alternates appointed by the Selectmen, meets the fourth Tuesday of each month and makes recommendations on special permits to the Zoning Board of Appeals. Before an application for a special permit is heard by the ZBA, the Design Review Board examines the application and evaluates the design, considering scale, mass, proportion, roof lines, and materials.

Special permits govern renovations or additions to residences deemed “non-conforming”, because they are on non-conforming lots. We also review applications for commercial buildings and for large projects termed 40Bs. Finally, we review changes proposed for homes within “cluster” zones.

If the application or proposal is for an addition, we consider compatibility with the existing structure, how the addition will harmonize with the neighborhood, and what the impact will be on the neighbors. If the proposal is for new construction, we apply the same principles. If we think a design is in need of some alterations, we make suggestions as to they can be done.

During the past year from June 30, 2009 to June 30, 2010, we examined 19 applications for special permits, one of which was for a 40-B, and three of which were for cluster

Respectfully submitted,

Sarah B. McCormick, Chair

Members: Judy Hall

Nancy Johnson

Robert Mustard

Alternate: Sue Bourget

WEIGHTS & MEASURES

Summary of work completed July 1, 2009 through June 30, 2010:

Scales:

Over 10,000 pounds	1
100 - 1,000 pounds	2
10 - 100 pounds	30
10 or fewer pounds	3

Motor Fuel:

Gas Pumps	62
Diesel Pumps	2
Adjustments	7

Weights and Measures Tips for Consumers:

A Common Consumer Complaint: I just filled my 19 gallon gas tank and it took 20.3 gallons. How can that be, especially when the Sealer of Weights and Measures has found that the dispenser is operating correctly? Answer: Some customers fill the fuel tank beyond the pump’s automatic shut off. This can draw fuel into the vapor head space. This is the portion of the tank compartment at a level above the filler pipe. The filler pipe and the vapor space are not considered part of the tank’s capacity.

Respectfully Submitted:

Harold Tuttle, Sealer of Weights and Measures

ZONING BOARD OF APPEALS

As of June 30, 2010, the Board of Appeals had five members: Dennis Murphy, Chair; Judith Barrett, Vice Chair; Jill Cadigan-Christenson, Clerk; Michael Gill, and Scott Zoltowski. There were two Associate members: Dimitri Theodossiou and Paul Boudreau.

During the reporting period from July 1, 2009 through June 30, 2010, the Board of Appeals reviewed twenty-six (26) matters, including:

- twenty-seven (27) applications for a special permit,
- five (5) requests to amend or transfer permits
- three (3) zoning enforcement appeals, and
- one (1) application for a comprehensive permit.

Of these matters reviewed by the Board of Appeals during the reporting period, seventeen (17) were granted zoning relief, three (3) were denied, five (5) were withdrawn and one (1) remained pending.

Respectfully submitted,
Dennis Murphy, Chair

OPEN SPACE & RECREATION COMMITTEE

The Open Space Committee makes the following report of activities/changes in FY 2010:

- 1) Fall Foliage Festival (October)
- 2) Earth Day Cleanup in April at the Keene Mill Foundation
- 3) Annual Scavenger Hunt in May, at the Myles Standish Monument. Sixteen families took part.
- 4) Addition of New Members: Jacques Pelletier, Kathryn Cross, and Cynthia Ladd-Fiorini
- 5) Accepted resignation of Scott Zoltowski and thanked him for his years of service.

Respectfully Submitted,
Paul F. Costello, Chairman

PLANNING BOARD

Despite a continued national economic downturn a number of applications were submitted to the Duxbury Planning Board during fiscal year 2010. For the first time since fiscal year 2006 the Planning Board reviewed four new definitive subdivision plans and one definitive subdivision modification, with all applications pending at the close of the fiscal year. One of those definitive subdivision applications would create seven lots off of Bow Street, triggering the Inclusionary Housing Bylaw. Seven Approval Not Required plans were endorsed, creating only one new lot that also triggered the Inclusionary Housing bylaw. An offsite location was approved through a special permit and one additional unit is expected to be added to the Subsidized Housing Inventory. In addition, an Administrative Site Plan Review was approved that will help to revitalize a business area on Railroad Avenue that had been neglected since the Goodrich Lumber Yard and Back River Fish Market vacated several years ago.



***Pictured (top row L-R): Brendan Halligan, Harold Moody, Josh Cutler;
(front row L-R): George Wadsworth, Amy MacNab, John Bear, Cynthia Ladd-Fiorini.***

The Planning Board actively participated in Annual Town Meeting 2010, sponsoring and supporting warrant articles. One of those articles, sponsored by the Alternative Energy Committee, supported by the Planning Board and approved at Town Meeting, proposed a new Wind Facilities Zoning Bylaw that created a permitting process for municipally-owned wind facilities. The Planning Board will serve as the special permit granting authority for municipal wind facility permits. The Administrative Site Plan Review Zoning Bylaw was amended to remove exempt organizations such as religious and educational institutions as a result of successful appeal by a local private school. A proposed citizen's petition to amend Lot Coverage regulations was the subject of debate at Town Meeting but eventually was indefinitely postponed as it was not supported by the Planning Board or Board of Selectmen and did not appear to have sufficient support from residents.

After Town Meeting the Planning Board appointed two study groups to research and review potential revisions to Lot Coverage and Parking regulations and also to review and propose amendments to Zoning Bylaws that would help reinforce existing regulations that preclude multiple dwellings on a lot.

The Planning Board maintained stability in membership with no changes during the past fiscal year. In March 2010 John Bear ran unopposed and was re-elected to serve for a five-year term. At a subsequent Planning Board meeting, Amy MacNab was elected to continue as Chairman, with George Wadsworth serving as Vice-Chairman and Cynthia Ladd Fiorini serving as Clerk.

Board members continue to actively participate as Planning Board representatives on other local and regional committees and/or boards: Affordable Housing Trust, Alternative Energy Committee, Community Preservation Committee, Economic Advisory Committee, Land Use Group, Local Housing Partnership, Metropolitan Area Planning Commission – South Shore Coalition, Massachusetts Bay Transit Authority Advisory Board, and the Open Space Committee.

In addition to its primary work with the Planning Board, the Planning Department also serves as limited staff for the Economic Advisory Committee, Local Housing Partnership, Local Historic District Study Committee, and Alternative Energy Committee.

The Board would like to thank Thomas Broadrick, Planning Director, and Diane Grant, Administrative Assistant, for their support during the past fiscal year, and town residents for their continued participation

and input. In the coming year, as always, the Planning Board looks forward to serving the best interests of the residents of the town of Duxbury.

Planning Board members:

Amy M. MacNab, Chair
George D. Wadsworth, Vice-Chair
Cynthia Ladd Fiorini, Clerk

John P. Bear
Josh Cutler
Brendan P. Halligan

Harold F. Moody, Jr

SHELLFISH ADVISORY COMMITTEE

The fiscal year began with notice that the Board of Selectmen had approved the Bay Management Plan. Several Shellfish Advisory Committee members played key roles in working with the Duxbury Bay Management Commission in the drafting of this plan. With recognition of this management plan providing context for aquaculture The SAC continued its deliberations early in the year on revising and updating the aquaculture rules and regulations. We met numerous times in public meetings and held many joint meetings with representatives of the Bay Management Commission to assure that our direction would be consistent with the Bay Management plan as adopted. As part of our ongoing responsibilities, the Committee undertakes a comprehensive two year mandatory review for all aquaculture licenses after initial issuance. In FY 2010, we undertook comprehensive reviews for license holders who approached the mandatory two year license reviews. Each was presented to the public through the advertised public hearing process prior to being brought before the Board of Selectmen for further review and approval. We expect that our ongoing activities with respect to revision of aquaculture rules and regulations will carry forward also into FY2011. We shall continue to welcome comments, input and participation in our meetings which will be scheduled and posted from time to time during the fiscal year. We expect to present the results of our revisions to the aquaculture rules and regulations, developed in coordination with the DBMC, to the Board of Selectmen in FY 2011.

The issuance of new aquaculture licenses remains under an indefinite moratorium declared by the Board of Selectmen.

Respectfully submitted,

A. P. Hoban
Chairman

TARKILN COMMITTEE

The Tarkiln Community Center is a Town-owned historic building located at 245 Summer Street. Tarkiln was operated by the Duxbury School Department from 1871 until 1949. The Tarkiln facility consists of two one-room schoolhouses, the first of which was constructed in 1871, and the second in 1908, with a connector building constructed in 1925 to provide central heating and indoor plumbing. The building was operated as a community center until closure due to storm damage in 2006. The Tarkiln property also includes two tennis courts and two Little League baseball fields.

Under the direction of the Town Manager and CPC, the Tarkiln Committee and the architect of record, Durland/Van Voorhis Architects of New Bedford, assembled plans for the partial restoration project. The Committee established a plan with three major phases to be put out to bid separately. This was done to better control costs and to improve the Town's ability to react to existing conditions found during construction. The Tarkiln Committee also worked closely with the Town Manager, the Director of Inspectional Services and the Department of Public Works Director, during the creation of the restoration plans.

The first phase of the project consisted of replacing the building's roof. In October 2009, JT Cazeault and Sons Roofers, Inc., of Plymouth, installed a new roof at Tarkiln for \$22,900, well under the estimated

cost. Company president and Duxbury resident, David Cazeault, included extras that were not part of his contract, but were approved by the Town's Tarkiln Committee. These enhancements included, copper valleys, all new fascia boards on the kitchen addition, and new roof and flashing on basement stairwell cover.

The second phase involved installing a new septic system. Fredrickson Jones Contracting of Walpole performed the septic work in the front yard of Tarkiln in December 2009. This project also came in under budget at \$22,000. The septic system design maintains the front yard area as available usable space, up to and including the ability to bear vehicular traffic.

The third phase accomplished the 2009 Town Meeting goal of partial restoration of Tarkiln sufficient for operation. Interior improvements include all new handicapped accessible bathrooms, replacement of the building's heating, plumbing, and electrical systems, and interior updates. Exterior improvements include new handicap accessible entrances. Restoration of historically accurate details to the façade was an additional option. The options specified in the bid package were 1) Air Conditioning, 2) Exterior Storm Windows, and 3) Restoration of the dual front entry doors on each school house.

The bid package was released in January 2010. Twelve bidders responded, with the low bidder, Campbell Construction of Peabody, MA. The contract was provisionally awarded on March 24. An initial construction meeting was held at Tarkiln in April. Options 1 and 2 were taken. Option 3 was declined at contract award to reserve sufficient contingency from the budgeted funds.

In addition to assisting with the procurements and negotiating design details to keep the project within budget, The Tarkiln Committee has supported the project in many other ways, including:

- Developing recommendations for a business plan and a rental rate structure, and gathering information about future occupancy.
- Sponsoring and attending volunteer workdays throughout the Summer and Fall to clean up the interior, paint the building's exterior and perform light interior demolition.
- Coordinating volunteer labor and materials that resulted in the stripping and re-siding of one of the building's exterior rear walls. The Committee gratefully accepted volunteer labor from Emmett Sheehan's Eagles' Nest Landscaping of Duxbury and Scott Thrasher and his crew.
- Meeting regularly with the private volunteer group the Friends of Tarkiln. The Friends of Tarkiln have come forward to support the effort to restore Tarkiln as a community center. This non-profit group plans events and fund-raisers. The Friends are making gifts to the Town of wish list items that enhance the building's role as a community center, but are not included in the partial restoration budget.
- Coordinating with the Friends of Tarkiln to remove asbestos found in areas of the building. The Friends of Tarkiln executed a private contract with Banner Environmental Inc. of Duxbury, with the Town's permission, to remove hazardous asbestos. This single project alone saved Duxbury taxpayers at least \$12,000.

As of June 30 2010, the Partial Restoration project was well underway. Work had been temporarily suspended by Campbell construction due to family circumstances.

Respectfully submitted,

Tarkiln Committee: R. Taggart Carpenter (Chair),
Richard Cowen
Robert C. Vose, III
Susanna S. Sheehan
Steve Wonka



Site Work at the Tarkiln Building

TOWN BUILDING COMMITTEE

The Town Building Committee is responsible for working with individual Building Committees on new building projects and for developing a long-range plan for the maintenance and replacement of Town and School buildings. Its membership is made up of residents with engineering, architectural and construction backgrounds.

In the past year, the Committee has met with representatives of the Crematory, School, and Public Safety Buildings Committees. We also met with the Department Heads who also serve as Building Managers to review the status and long range replacement needs that they may have.

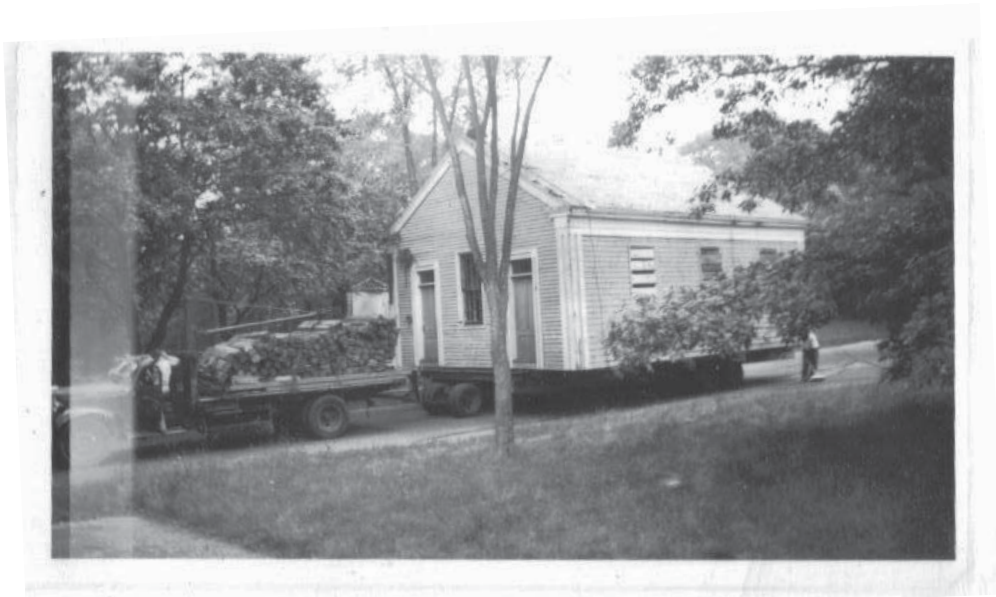
The Committee members are P. Brogna, L. Kennedy, E. Lewis, A. Martecchini, D. Nolan, and A. Yanulis. In addition, J. Heinstadt represents the School Committee. P. Butkus (DPW Director) and S. Lambiase (Director of Inspectional Services) are advisory members.

Submitted by
F. Mangione, Chair

TOWN HISTORIAN

What does a Town Historian do? That question perplexed me when I agreed to become Duxbury's Town Historian a year ago. It will follow me perhaps my whole tenure as I explore this important job, but one that has few defined duties.

Duxbury has been fortunate to have four Town Historians since 1938 when the office was created. Dr. Reuben Peterson (1938-1942) of Powder Point was Duxbury's first historian, after ably leading the 1937 Tercentenary celebrations. Many of Duxbury's historic sites were identified and he began, with the help of many others, to make Duxbury be proud and aware of its considerable historic resources.



The Island Creek Schoolhouse was built in 1848. In this photo, dated 1944, the schoolhouse is being moved by Walter Prince from the corner of Tremont and Parks Street to what was then Duxbury High School (currently the Duxbury Free Library). It became the "Home Economics" lab cottage for the school. It stood until 1997 when it was taken down for the library and playground reconstruction.

Walter R. Hunt (1943-1950) was Duxbury's second Town Historian. He was historian during the tumultuous World War II years and the immediate post wartime. His town reports are time capsules themselves, as he records big events of the time, including the first bread line in Duxbury held outside the A & P. He also always commented on important weather such as "THE CHRISTMAS WAS WHITE" in 1948.

Dorothy Wentworth of Standish Shore took the office of Town Historian to a whole new level with her thirty year reign from 1951-1984. She was a native of New Hampshire, but became fascinated in Duxbury history after discovering in her husband's family's deed that the land was once part of the Brewster and Standish farms. She made every aspect of Duxbury's history her consuming interest and wrote down, commented upon, and gathered more photos, books and ephemera on Duxbury history than an army could have done! She also talked to and wrote down many long time Duxbury residents recollections that provide continuing insight into Duxbury that otherwise would be lost. Not enough can be said about her success in making Duxbury people everywhere knowledgeable and cherishing of their own history.

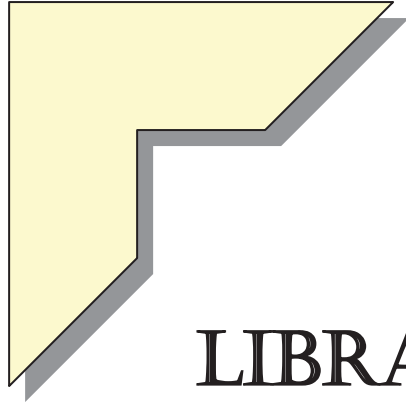
Katherine Pillsbury more than ably stepped into the job of Town Historian after Dorothy Wentworth's retirement and stayed an active and visible historian for twenty five years from 1984-2009. Katherine worked tirelessly to promote Duxbury's history through serving on many committees, speaking at numerous town meetings, and more importantly, continuing the job of gathering and disseminating knowledge of Duxbury history to her fellow citizens. I am lucky to have her as a continuing mentor and valued sounding board. It was under Katherine's watch that Duxbury restored the Wright building that now houses the archives of the DRHS and town records and is a huge boon to the office of town historian. Carolyn Ravenscroft, the archivist for DRHS, answers many inquiries and truly serves as a deputy town historian for everything from casual questions to in depth scholarly explorations.

So what does a town historian do, particularly a 21st century Town Historian? I am humbled to be following our first four historians and realize they too had to make their own way and find different means in their eras to promote and encourage Duxbury history.

Duxbury history is endlessly fascinating and being created at this moment, so in this year of 2010 in collaboration with many people, groups, committees we will work together to gather, and try to capture Duxbury history for the future and understand it for what it can tell us about ourselves.

Respectfully Submitted,

Tony Kelso
Town Historian



LIBRARY & SCHOOLS

DUXBURY FREE LIBRARY

SCHOOL COMMITTEE

SCHOOL SUPERINTENDENT

DUXBURY FREE LIBRARY

In FY2010, the Library welcomed 193,386 visitors. Library staff circulated 257,457 items at our main desk and lent 39,594 items to other libraries. We answered 8,537 reference questions, and we held 234 children's programs, 159 teen programs, and 82 adult programs. Ongoing series in FY2010 were monthly *Poetry Circle*, *Library Book Group*, *Fourth Friday Films*, *Sunday Salon Series*, *Tech Talks*, and author visits in conjunction with Westwinds Bookshop.

After nine years of service, Nancy Delano retired from the Board of Library Trustees. Laura Sullivan, past president of the Friends of Duxbury Free Library (FOL), was newly elected, and incumbent Ted Flynn was re-elected for three-year terms. Eighteen loyal volunteers provided hours of service shelving materials, mending items, providing Friday morning story times, and assisting staff with projects. Library associate, Denise Hovis, left her position after many years; that position remains unfilled.

The Library continued to expand its interactive website, duxburyfreelibrary.org. Library cardholders can search for items, place holds, and manage their library accounts. All residents can sign up to receive e-mail newsletters of new or recommended titles – books, audio books, music, and films. Anyone can also make or cancel museum pass reservations, ask a reference question via e-mail or *Instant Messaging*, and register for programs. The Library provides wireless service throughout the building, as well as internet ports for laptops and a net book for use in the library. Users can always *Book a Librarian* for one-on-one instruction on using the internet, the library and its online resources.

The American Library Association invited Young Adult Librarian, Ellen Snoeyenbos, to present at its national conference in Washington, DC, on her very successful teen book groups. Fourteen Duxbury students accompanied her and were outstanding in their behavior and their presentations!



We continue our collaboration, *Threads from Duxbury's Past*: a rotating exhibit of historic fashion from the Duxbury Rural & Historical Society. An archival case on the Library's upper level holds items from the DRHS collections under the direction of Madelon Ali.



Friends of Duxbury Free Library funded all of the summer programs for teens and children, as well as the adult programs throughout the year. FOL funds purchased over \$10,000 in books, video, and audio materials. In addition, it provided \$2,100 for *Mango Online Languages* and almost \$6,000 for *Best Friends* books. Without these gifts to supplement our collection spending, the Library would not have met the state requirements for certification in FY10.

Children's Staff "traveled" the world preparing for the FY11 Summer Reading Program

The generosity of Duxbury Free Library, Incorporated, allow the library to meet its state-mandated materials expenditure requirement by supplementing the budget for books, museum passes, and audio-visual materials. The Harry Grafton Foundation awarded \$4,000 to provide elementary age technology in the children's department.

***Friends of the Duxbury Free Library
Officers present a check to underwrite
programs and purchase materials.***



Respectfully submitted,
Elaine Winquist, Library Director

Library Trustees:

Theodore Flynn, Chair
James Mandrell, vice-Chair

John Britten
Paula Harris

Laney Mutkoski
Laura Sullivan

SCHOOL COMMITTEE

On behalf of the School Committee, our 3,400 students and hundreds of dedicated staff, I appreciate the opportunity to share with the community an overview of the challenges and highlights of the 2009-2010 school year.

The 2005-2010 Strategic Plan, developed with significant community input, proved to be an important tool to focus the work of school improvement and to guide critical decisions regarding curriculum, professional development, teaching and learning, instructional technology and capital spending with student achievement as the overall goal. The next plan will need to reflect the ever-changing requirements in state and federal mandates, the proliferation of technology in education, the needs of all types of learners, a new generation of teachers, and major construction projects, against a backdrop of a stagnant economy.

Budget: Fiscal year 2010 can best be described as a roller coaster for the schools with cuts in local aid and special education circuit breaker funds, ongoing contract negotiations with all of our unions, and increasing maintenance on the middle and high school buildings. On the upside, we had the opportunity to apply limited state and federal stimulus dollars to specific areas of the operating budget and benefited from careful energy management, savings from retirements, and stable enrollment. At March Town Meeting, the voters approved an operating budget of \$27,946,458 for FY 2011, a *one percent* increase over the FY10 budget of \$27,646,458. In recent years, the School Committee has raised fees for athletic and co-curricular participation to avoid cutting programs, and has pursued cost-savings in other areas with the least impact on our core business of teaching and learning. We are well aware of the gravity of this economic climate and appreciate the ongoing support of the community, parents and the Duxbury Education Foundation. We will continue to work to deliver the high-quality 21st century education that Duxbury residents expect and that students will need to be college and career ready.

Facilities: To address the aging conditions and barriers to the educational program at Duxbury High School and Duxbury Middle School, the School Building Committee engaged architects Dore & Whittier to complete a feasibility study on both buildings. The study, approved by the voters in 2009 and completed on time and under budget, outlines six options for replacing DMS and DHS. It was presented at Town Meeting 2010 and is available for review. The School Building Committee and the Massachusetts School Building Authority (MSBA) will work to apply the findings of the study to achieve

the most cost-effective, educationally-appropriate solution for replacing the middle school and high school. We are pleased to report that the Chandler roof project, approved by the voters in 2009, was completed on time and under budget. The town received a 40 percent reimbursement from the MSBA for this project. Another major improvement to our school facilities was the installation of the artificial turf field at Duxbury High School. This million-dollar project was funded primarily with private donations and through use of the CPA.

Achievement: Duxbury students continue to excel in academics, athletics and the fine and performing arts, and somehow also find time to make contributions to those in need in our community and as far afield as Haiti and Africa. Duxbury is well-represented at selective colleges and universities, the service academies and schools of technology, art and music. More than 100 students were inducted into the National Honor Society. Twelve of our teams won league titles, the boys golf team won the state championship and DHS again won the prestigious Dalton Award. Our wind and string ensembles were again selected to perform at Carnegie Hall. The School Committee applauds the efforts of each and every student to take advantage of the opportunities offered in our schools, and we celebrate the many achievements of teachers, staff and coaches.

Leadership: After three years as superintendent of schools and eleven years in administration at Alden and DMS, Susan K. Skeiber announced her decision to leave Duxbury Public Schools. The School Committee recognizes her service to the schools and to the town and wishes her well in her future endeavors. The School Committee conducted an executive search for a new superintendent and hired Dr. Benedict Tantillo as the new superintendent of schools. The School Committee is grateful to the many dedicated teachers who retired this year. We also recognize the efforts of George Cipolletti and Karen Wong during their six years on the School Committee.

Please read on for detailed reports from each school. Much more information about the district is available on the school website www.duxbury.k12.ma.us.

Respectfully submitted,
Anne Ward, Chairman
John Heinstadt, Vice-chairman
Mary Lou Buell
Maureen Connolly
Gary Magnuson

SUPERINTENDENT REPORT: DUXBURY PUBLIC SCHOOLS

District Overview

The Duxbury Public Schools continually strives to be a community of learners that appreciates and respects the diverse contributions of all while inspiring a passion for learning, a desire to make a difference and the courage to act with integrity. We sustain our mission by providing a high quality, comprehensive education enabling students to make connections between learning and life, preparing them to meet the challenges of the 21st Century.

As a dynamic and progressive community, we are committed to the following values and goals:

Core Values

- Building a community of trust
- Making personal connections
- Working to full potential daily
- Accepting personal responsibility
- Acting with integrity
- Communicating clearly, honestly and directly
- Respecting differing values, beliefs and opinions
- Understanding and appreciating the full range of diversity

- Sharing time, energy and resources
- Demonstrating pride in our work and contributions to the school system
- Appreciating the caring and supportive Duxbury community

Overarching Goals

- To provide relevant professional development for teachers, administrators and support staff
- To identify and cultivate leadership at every level
- To maintain a comprehensive, updated curriculum through a defined process of assessment, research and development and evaluation
- To support the development of the whole child through a balanced program of meaningful and rigorous curriculum, enrichment and co-curricular activities
- To maintain a clean, healthy and safe environment
- To provide state of the art facilities that supports the educational program
- To maintain a positive, respectful and nurturing culture
- To utilize faculty as a resource for problem solving with their students
- To ensure collaborative decision makers regarding curriculum and professional development
- To acknowledge and celebrate outstanding achievement and performance
- To maintain positive parent-teacher-student partnerships that support each other
- To foster respectful and courteous interactions between and among students, educators, parents and community members
- To support the work of the school councils and organized parent groups
- To maintain partnerships between the schools and the community
- To maintain a high quality educational program in a fiscally responsible manner

Strategic Plan

Comprehensive professional development always addresses items in the district's strategic plan. Three major goals successfully addressed during 2009-2010 were:

Curriculum Mapping

Curriculum mapping is a process detailing the curriculum in terms of the skills and content to be presented, the assessments to be utilized and the essential questions to be addressed. These maps provide a curriculum that is both horizontal by grade/course as well as vertical across grade levels. It provides for a detailed account of the curriculum to be taught to all students. It is essential to understand that the development of curriculum must be continuously revisited and refined in order to ensure it is current and defines the high expectations of learning for all. Understanding by Design (UbD) templates also continue to be developed with the curriculum maps. These templates provide the detail necessary for instruction.

Assessment

The first part of this goal was to develop and implement a building-based process that uses data from common assessments with common rubrics for grading. This allowed teachers to alter instruction to improve student achievement. Student writing was an integral part of this assessment process.

Digital Learning Tools (Instructional Technology)

Digital learning tools (technology) are an essential part of learning in 21st Century schools. The district continues to incorporate effective digital learning tools into every unit of the curriculum maps and UbD templates. Teachers utilize Web 2.0 learning tools (technology) during the course of the school year and share their use with those in their grade level and/or department.

School Building Committee

The School Building Committee engaged in a Feasibility Study through the architectural firm of Dore and Whittier. This firm was selected by the committee to enter into initial research and conceptual design work with the district. Their work with the district included assistance with the development of the district's Statements of Interest (SOI) which was submitted to the Massachusetts School Building Authority (MSBA). Feedback from MSBA was extremely positive. The study also included an assessment of existing conditions and systems at each school. An additional component of this study was a three-day visioning session with educational consultant, Dr. Frank Locker. The visioning committee which was comprised of teachers, administrators, parents and community members reviewed current and future educational trends. The committee's work resulted in the building design of several concept models that address instructional best practices for future generations.

Special Education

The Duxbury Public Schools remain dedicated to providing a free and appropriate education to all children in the least restrictive environment. High expectations for achievement are maintained throughout the district for all students including those with disabilities. Special education services are designed to allow students with disabilities to participate in the general education setting to reach their maximum potential. The district's co-teaching model combines the experience, knowledge and skills of general education teachers, special education teachers, therapists and other support staff to ensure the opportunity for academic, social and emotional development in the mainstream environment. Students who may require more intensive services may receive them through learning centers or substantially separate settings individually or in small groups. Particular focus was directed toward co-teacher training with targeted emphasis in the elementary and middle schools. Workshops were also provided to teachers regarding differentiated instruction, Six Traits of Writing and utilizing data to develop an effective Response to Intervention (RtI) model.

Maintaining Safe Schools

Fostering and maintaining an educational environment where our children are accepted and respected is a fundamental tenet of the school district. We persist in our efforts to embrace differences and demand personal and group accountability. Students are taught how to peacefully resolve differences and make healthy, safe choices. Our educational programming stresses a safe and connected community building self-esteem, pride and confidence. We recognize that conflict is a natural process requiring honest, direct and respectful communication. The school district's consistent response to disrespectful, inappropriate and bullying behaviors provides students with an educational environment that maximizes their academic, social and personal potential.

Chandler School Summary

Provided by Principal Suzanne Billingham

Over 700 Chandler students completed a wonderfully successful 2009-2010 school year. It was a pleasure to welcome over 175 Kindergarten students and their families to the Early Childhood School. The Chandler staff continues to stress high standards, compassion and professionalism.

Student Achievements

- There were over 200 children who participated in the *Super Reader* and *I Read with the Principal* Programs.
- There was record student involvement in the Science Fair.
- The PTA Reflections contest demonstrated the tremendous creativity of the students.
- School administration successfully continued the Wonderful Work Achievement Awards.

Ongoing initiatives

- Differentiated Instruction training continued to be a primary focus with best practice presentations by the Chandler faculty.
- Response to Intervention (RtI) training with Dr. Chris Parker improved tiered instruction in the classroom.
- Co-teaching professional development by Dr. Kathy Porcaro and Linda Tetreault increased instructional best practices for all faculty.
- Enhanced literacy training with common rubrics and anchor paper development began this year.

Staff Highlights

- Several faculty members received their advanced degrees.
- Staff created virtual learning environments that align with 21st Century skills, i.e., blogging and global collaboration.

Enrichment Highlights

- High-end Learner Project continues to raise learning expectations and standards for all children.
- The Independent Investigation Method (IIM) of research continued to assist children's learning and achievement.
- *Super Reader* Program remains a smashing success.

Community Initiatives

- PTA Helping Hands (book donations for districts in need, doll making for hospitalized children, supply collection for servicemen in Iraq and Afghanistan) was a highlight of the year.

- Chandler parent volunteering remains at an all-time high and is truly appreciated. We look forward to welcoming all of our Chandler students for the 2010-2011 school year. A new science curriculum with many exciting hands-on unit activities will be implemented. All K-2 students will participate in a new and exciting Chandler School Read Aloud, as we continue to focus on early literacy skills.

Alden School Summary,

Provided by Principal Christopher Trombly

The students, faculty and families of Alden School enjoyed a fruitful, enriching year. We worked hard to teach and learn from one another, both about material in the content areas, the creative and performing arts and – just as important – about how to be a community marked by R.E.S.P.E.C.T. (responsibility, effort, spirit, pride, excellence, cooperation, and teamwork).

Student Achievements

- Alden School students joined their counterparts from Chandler to participate in the K-5 Science Fair, which was held in April and sponsored by the PTAs and Battelle Laboratories.
- Students participated in the PTA's annual "Reflections" program, whose topic, this year, was "Beauty is..." Several of our students were named finalists at the state-level (Mia Quigley; Declan Quigley; Bobby Maimaron; Mati Fantom; Alex Heppenstall; Michael Gill); four more were state-wide award winners (Abigail Macleod; Katherine Reynolds; Sam Roberts; Nat Davenport).

Ongoing Initiatives

- Teachers worked with Rachel McAnallen (Ms. Math) from the University of Connecticut to enhance instructional strategies in order to increase student achievement in math.
- Teachers worked with Jaime Bailey from the Bureau of Education & Research using the *Six Traits in Writing* instruction program.
- Classroom teachers and special educators worked throughout the year with Dr. Kathy Porcaro on how to implement co-teaching models most effectively.
- Classroom teachers, reading teachers and special educators worked throughout the year with Dr. Chris Parker on tiered instruction and using assessment data to refine work with students (Response to Intervention).
- The entire faculty joined with colleagues from Chandler to work with Liz Davis and Amy Carrithers from DESE on assessing reading comprehension skills through written answers to MCAS-type open response questions.
- Faculty continued to work at investigating and experimenting with instructional technology and web-based resources for incorporation into students' learning.

Staff Highlights

- Grade 4 teacher Rachel Stadelmann was one of five finalists for DESE's statewide Teacher of the Year program.
- Honored at the Spring 2010 banquet of the Plymouth County Education Association were: Cindy Dacey, Shannon Held, Joan Harper, Denise Lamare, Patti MacLennan, Al Phillips, Patti Pietrantonio, Carl Swanson and Susan Sylvester.
- Grade 3 teacher, Dr. Carl Swanson, serves as an editor for the *Journal of Singing*, the academic journal published by the National Association of Teachers of Singing, had an article published (in German) – in the *Journal of the European Voice Teachers' Association*.
- Faculty members, captained by Grade 5 teacher, Al (Downtown) Phillips, competed against the Harlem Rockets in a basketball game to raise funds for the Alden PTA.

Enrichment Highlights

- Assistant Principal Karen Fruzzetti worked with various organizations/agencies in the community to ensure a robust offering of after-school activities for Alden-aged students.
- For the second year, students had the opportunity to participate in the PTA-sponsored "Battle of the Books."
- The PTA-sponsored "Passport Club" was introduced with great success!
- Grade 5 students competed against teams of adults from the community in the PTA-sponsored *Are You Smarter than a Duxbury 5th Grader?*

The Alden School PTA sponsored the author in residence program for the third consecutive year.

Community Initiatives

- Alden School students continue to give back to the community by participating in activities and contributing to drives offered by the PTA's *Reach Out* program.
- Students from Alden School learned about and made contributions to support students in Rwanda. Two students from the DHS African Service Project made presentations to each of school's three grades in the spring about the important work that they have been doing.
- Two Alden School students, moved by images of earthquake-ravaged Haiti, solicited donations of goods from local merchants and offered them as prizes at a school-sanctioned raffle to raise funds to support relief efforts.
- Numerous Alden School students participated in the Duxbury Education Foundation's annual spelling bee to help support an organization that has been so supportive of us.
- The Alden School PTA, in conjunction with the Chandler School PTA, began a grant-a-wish program, whereby community members could direct their donations to specific, teacher-submitted projects.

The 2010-2011 academic year promises to be as fruitful, enriching and busy as years past. The faculty at Alden School will continue efforts to "meet students where they are" – to differentiate instruction according to students' specific learning styles and current levels of mastery and understanding. We are excited to begin our second year of implementing the co-teaching model of special education service delivery; to make good use of our refined benchmark assessments in literacy and math; to introduce the community to the literacy plan that we recently wrote with our colleagues at Chandler School and to partner with such groups as the Duxbury Education Foundation and – of course – the Alden School PTA, whose tireless efforts and endless generosity have permitted us to continue to engage our students in meaningful, creative teaching and learning experiences.

DMS Summary

Provided by Principal Blake Dalton

DMS celebrated a fantastic and action-packed school year. DMS faculty remains committed to providing a rigorous and authentic learning environment. School traditions such as W.E.B., Nature's Classroom, beach research trips, school-wide reads and summer achievement assignments remain a staple. DMS went on-line with its course selection process and piloted a parent portal for access to student's records. Work on curriculum alignment continued.

Student Achievements

- DMS continued its tradition of celebrating student achievement at its annual academic awards night where 32 students received the Hojlo Character award.
- Presidential Academic Fitness awards were given to 41 students. These students achieved a 4.0 grade point average throughout their 3 years at DMS

Ongoing Initiatives

- Several DMS faculty attended a 3-day visioning workshop as part of the new building feasibility study. The highlight of the workshop was the discussion about the possibility of a co-located facility with DHS.
- DMS took part in the X2 parent portal pilot as several staff members opened their grade books for on-line parental viewing.
- DMS continued its technology curriculum integration. With the help of the DEF, DMS purchased iPad's, iTouches and continued to advance 21st century skills in the classroom.

Staff Highlights

- DMS began the year with 13 new faculty members dedicated to student achievement.
- Four faculty members attained their Certificate of Advanced Graduate Studies degree.

Enrichment Highlights

- A faculty-student basketball game raised over \$2,500 for the Haiti Relief Fund.
- The DMS School Improvement Club made a huge impact on the building by starting a recycling program, redesigning hallway murals to highlight the Character Counts program and hosted a school clean up day where students and staff help clean up trash around the campus.
- The DMS RAP club continued its tradition of a winter food drive to help support the local food banks.
- The DMS running club co-hosted the second annual DMS 5K.

Community Initiatives

- DMS PTA won the award for the highest number of new members.
- Faculty volunteered and contributed to the DEF phone-a-thon fundraiser
- The PTA co-hosted the 2nd annual DMS 5K run and family celebration.
- Faculty and the Student Union continued to develop programs to support middle school aged children.
- The School Council developed and distributed its semi-annual survey to elicit feedback which would contribute to continuous improvement.

As always, we will continue our focus on authentic learning as we imbed technology and project-based learning into student instruction. Proven best practices in education such as co-teaching and differentiated instruction will continue. The new student growth model as a way to show and celebrate individual student growth is very exciting. We are delighted that the prospect of a new middle school looms on the horizon as we continue to support our building as it has reached its useful lifespan. And as always, we look forward to building relationships with our community of learners.



Three members of the Duxbury High School Jazz Ensemble perform at the Performing Arts Center

DHS Summary

Provided by Principal Andrew Stephens

The high school has had another exemplary year. Our reorganization of the DHS Guidance program better served all students. The second full year of the student advisory program, which gives students a varied program and a four-year connection with a member of the staff met with tremendous positive feedback. The Student Council worked very hard to bring *Rachel's Challenge* to the school. The Africa Service Project continued its connection with *The Invisible Children* program and was one of the top fundraising programs in the country. The faculty moved forward with the development of departmental common assessments and is making significant progress in our NEASC accreditation process. We continue to increase our level of technology and the faculty members have explored Web 2.0 initiatives with various forms of instructional technology (blogging, podcasting, etc).

Student Achievements

- Graduating seniors continue to meet with success: 92% of our seniors are going to four year colleges, 5% will attend two year colleges, 2% are entering the workforce, and 1% will be joining the military.
- Twelve seniors were accepted into Ivy League schools.
- DHS had a National Merit Scholarship finalist and nine students who received commendations.
- Two juniors were selected as National Merit Scholarship Program semi-finalists.
- Thirty-three students were named as AP scholars for having received a score of '3' or higher on three separate AP tests.
- Students continue to perform well above the state and national averages on the SAT tests and MCAS
- Art students received recognition from the Boston Globe Art Contest.
- Over thirty seniors participated in the Senior Project, which had them develop and complete service projects during the last quarter of the school year.

Ongoing Initiatives

- DHS expanded its co-teaching initiative to better serve all students by increasing number of co-taught classes. We also provided ongoing professional development and collaboration time for these teachers.
- We continue to align curriculum and create UbD templates to ensure consistency of content and skill instruction between teachers.
- More common assessment opportunities for students within departments/content areas are being developed and refined.
- Significant progress with the accreditation process was made. School-wide rubrics that reflect the learner expectations for all of students were completed.
- Professional development workshops were provided that addressed different aspects of instructional technology (Google Docs, Blogging 101, Podcasting, etc.).
- Significant upgrades in our technology (SmartBoards, Projectors, Mobile Carts) were realized.
- The X2 parent portal was piloted.

Staff Highlights

- Athletic Director Thom Holdgate was named "Athletic Director" of the year by the state athletic directors association.
- Social Studies teacher Mr. Christopher Aukerman received the Singer Family Prize for Excellence in Secondary Education from the University of Rochester.

Enrichment Highlights

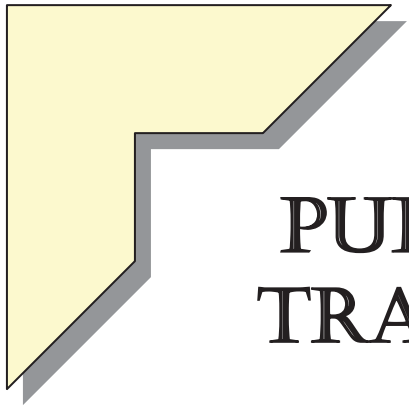
- Students in the wind ensemble program were the only high school students to be selected to play at the annual all-state convention. The string and wind ensembles made another successful trip to Carnegie Hall.
- The DHS Chamber Singers impressively performed with the Plymouth Philharmonic Orchestra in March.
- DHS students participated in three trips to Spain and Italy. The annual Italian exchange program was another success culminating with a visit to Duxbury by 15-20 Italian high school students.
- Our Best Buddies Program continues to flourish at DHS with a record number of student volunteers and participants.
- We brought *Rachel's Challenge* to the high school, which told a very sobering and emotional story about Columbine High School.
- The *Africa Service Project* continues to have a large number of involved students who raise community awareness about global issues.
- We completed our annual LINK Orientation program for incoming freshmen. The program grows stronger every year and is marked by very active participation by our LINK leaders.
- The drama program and Thespian Troupe had another successful year by putting on over 12 one-act or full-length plays and one musical.
- The Thespian Troupe made it to the state one act play semifinals.
- Our student-athletes continued a strong tradition of athletic success by winning numerous league titles and strongly competing in various state tournaments.

Community Initiatives

- Teachers continue to receive tremendous support from the Duxbury Educational Foundation (DEF).
- A DEF grant funded the first summer school in recent memory. Students were able to participate in an online summer program in English, Mathematics, Science and Health.
- The Duxbury Parent Connection brought a very meaningful program to parents concerning the Social Host Liability and the tragic story of a parent who lost her daughter to a senseless alcohol related accident.
- The Duxbury PTO was very active and generous with its support of our students and faculty through teacher grants, teacher appreciation days and offsetting the cost of our student planners. PTO support is essential in the planning and running of our prom and graduation ceremonies.
- Overall, we are truly fortunate to have such involved and generous organizations like the DEF, Parent Connection, the PTO and our numerous booster groups.

In looking to school year 2010-11, we have much to be proud of and have much work left to accomplish. We have significantly increased our capability to instruct students in 21st Century skills in the classroom. We will continue with our curriculum development and our uses of common assessments to inform our instruction. We eagerly look forward to the discussions around a new co-located building project.

Respectfully Submitted,
Dr. Benedict Tantillo, III
Superintendent of Schools



PUBLIC SAFETY & TRANSPORTATION

DUXBURY EMERGENCY MANAGEMENT AGENCY

FIRE DEPARTMENT

HARBORMASTER

HIGHWAY SAFETY ADVISORY COMMITTEE

MASSACHUSETTS BAY TRANSPORTATION ADVISORY BOARD

NUCLEAR ADVISORY COMMITTEE

POLICE DEPARTMENT

PUBLIC SAFETY BUILDING COMMITTEE

DUXBURY EMERGENCY MANAGEMENT AGENCY (DEMA)

The Agency is awaiting the South Shore Multi-Hazard Mitigation Plan for Duxbury. This plan is being drafted by the Metropolitan Area Planning Council. This plan is essential for FEMA funding for hazard mitigation grants. It is our hope that this plan will assist the Town in reducing property damage and/or loss of life from natural hazards.

The Agency continues to work with the Duxbury Nuclear Advisory Committee and seeks to ensure that the emergency policy and procedures for the Pilgrim Nuclear Power Station are up to date and adequate.

I wish to thank all that have assisted us in meeting our mission: mitigation, preparedness, response and recovery. Additionally, I wish to thank the Duxbury Nuclear Advisory Committee for its continued support and enthusiasm in our effort in making the community safer.

Respectfully Submitted,
Kevin Nord, Director

FIRE DEPARTMENT

I am proud to present our 2010 Duxbury Fire Department Annual Report. The men and woman of the Duxbury Fire Department are dedicated to providing quality and innovative fire, rescue, emergency medical services and life safety initiatives to a great community. In the last fiscal year, the Department responded to 1935 emergency calls. However, an unexpected trend that has made providing immediate response difficult, is the number of simultaneous calls. Last year a total of 762 incidents occurred. This means that while the on-duty shift is committed to an emergency, another call comes in for help while crews are still engaged in the previous call. Current staffing levels and increased reduction in budget makes this situation a challenge for any Department. This trend is being tracked and has increased over the last two years.

We are steadfast in our commitment to prevent fire and injuries through comprehensive public education programs and code enforcement. A total of 1843 permits were issued by this department, and a total of inspections 956 performed, each taking 30 to 45 minutes. Firefighters delivered 20 programs in the community and worked with parents, day cares, pre-schools, grade schools, senior groups, businesses and camps. This is a marked drop due to cuts in Public Fire Education funds.

The Public Safety Building Committee has spent an incredible amount of time trying to replace/renovate Station 1. Thankfully, last March's Town Meeting approved funds for design, and our hope is that the following Town Meeting will approve construction funds to complete this project.

Data July 1, 2009 to June 30, 2010

Emergency Calls 1,935, of those we received mutual aid 33 times, the breakdown is as follows:

FIRES, Structure, Brush, Rubbish, Vehicle: 44
EXPLOSION, OVERHEAT, (No Fire): 3
EMERGENCY MEDICAL/RESCUE: 1,328
HAZARDOUS CONDITION (No Fire) : 115
SERVICE CALL, Lockout, Animal Rescue, Water Problem etc: 147
GOOD INTENT CALLS: 39
FALSE ALARMS: 251
SEVERE WEATHER/NATURAL DISASTER: 11

Respectfully Submitted,
Kevin M. Nord, Chief of Department

HARBORMASTER

As an annual event the Department started the fiscal year assisting the Town of Plymouth with mutual aid assistance for managing their waterfront activity during the 4th of July fireworks display. Along with Plymouth and Duxbury Harbormasters, the Massachusetts Environmental Police and the United States Coast Guard were also present to assist with security.

In September, our Department worked with the Duxbury Police and Fire Departments to safeguard athletes participating in the annual Duxbury Beach Triathlon. Harbormaster personnel manned all three patrol boats to set up an event security perimeter. We had mutual aid assistance from the Plymouth and Kingston Harbormaster Departments to lend a hand with security and the well being of the athletes. In November and December, the Department worked at hauling floats, swim buoys, no-wake buoys, aids to navigation. The Duxbury D.P.W. assisted tremendously with hauling the gangways and the floats.

The Town Manager signed a Memorandum of Understanding with the U.S. Coast Guard in January 2010 providing federal authority to the Harbormaster Department. This is particularly important in providing security at the Plymouth Nuclear Power Plant.

Department personnel went through extensive training during the off season. Many training programs were provided by the Coast guard and involved port security. The Department was awarded a grant for drivers training that the three full time members of the department completed.

The Department made application to the 2010 Port Security Grant Program as a regional effort with the towns of Kingston and Plymouth. The projects included bay wide video surveillance system, a fast response vessel, and a mobile thermal imaging system. The Department was the applicant of the three projects and was awarded funding for a fast response vessel of \$183,289.00.

Marine Unit 2 remained in the water through the winter months to provide emergency protection for our commercial shell fishermen and others who access our waters in the off season. Department personnel worked on preparing the Marine Units for the upcoming season. This work included washing, waxing, painting, rewiring, radio installations, tune-ups, fiber glassing and general maintenance.

In March, town waterfront facilities, Department patrol boats and buoyage systems started to go back into the water. All Marine Units and town floats were launched by mid-May, and by June all aids to navigation, swim buoys and no wake buoys were on location.

Harbormaster personnel assisted the Duxbury Bay Maritime School with their annual "Opening of the Bay" festivities during Memorial weekend.

It's been a very active year for this division of the Department and an honor and privilege to serve this community.

Respectfully submitted,

Donald Beers

Harbormaster

Beach Management Operations

This was yet another successful year on Duxbury Beach. Permit sales for the summer of 2010 were as follows:

3,499 Resident Parking lot permits
2,977 Resident ORV permits

3,510 Non-Resident ORV permits
22 Horseback riding permits

In accordance with the beach management plan set forth by the Duxbury Beach Reservation and the Conservation Commission, all work on Duxbury Beach Road was coordinated with the Endangered Species Officer to ensure the safety of the endangered/threatened species present on Duxbury Beach.

Total restrictions for 2010 Resident permit holders within the ORV area were 0 times for the entire summer. Non-resident's total restrictions were 2 closures for a total of 2 hours for tidal issues. The start of the 2009 season was a mix of hot sunny days with some periods of rain, and no major storms. The end of the 2009 season brought long periods of very hot and clear days with almost no precipitation, and no storms. The start to the 2010 season continued with numerous above average hot sunny days through July and August with a very high volume of beach visitors on weekends and during the workweek.

Trash on Duxbury Beach was managed the same as last summer with barrels placed by Town DPW on pedestrian walkways strategically to eliminate household garbage from collecting, and help manage small litter. The "Carry-In Carry-Out" policy for rubbish and garbage was used again and worked well to keep the aesthetics of the Beach and keep unwanted scavengers from spreading the refuse along the beach. The Department also staffed a position to "sweep" the parking lots, and bridge to clean any litter and to clean the restrooms. This staff member also took care of maintaining the trash barrels, when necessary.

The Dog Walking permits and regulations were still in effect and were managed well. It was discussed that for next season the physical permit potentially be re-designed in a way which would allow it to be attached directly to the dog's collar for inspection. The number of Dog Walking permits issued for the 2010 season was 620 permits.

Duxbury Beach stands alone in its ability to allow the cohabitation of recreational beach visitors and endangered species. It was another safe and fun summer experience for those who had the opportunity to enjoy it.

Endangered Species Report

Summer 2010 Piping Plover Data:

- Nesting Pairs on Duxbury Beach: 11
- Total plover chicks hatched: 30
- Total number of chicks fledged: 16 chicks
- Fledge Rate for Duxbury Beach: 1.45 (*chicks per nesting pair*)
- State Fledge Rate: N/A

Adult Plover Mortality

- Witnessed/Recovered: 0
- Reported from other Agency: 0

Plover Chick Mortality

- Predation: Coyote/Exposure/Unknown: 14 (*coyote suspected for large percentage*)
- Motor Vehicle chick takes: 0
- Human chick takes: 0
- Dog chick takes: 0

Nest Mortality:

- Nests washed out by flood or surge tide/storm conditions: 0
- Nests lost due to suspected depredation: 4 (3 were 1st attempts, and 1 re-nest)
- Nests lost exposure/unknown/abandoned: 0
- Nests lost to Motor Vehicles: 0
- Nests lost to Dogs: 0
- Nests lost to Pedestrians: 0

Protection Mechanisms:

- All nests were protected by symbolic fencing and/or predatory exclosures
- Predatory Exclosures Erected: 0 (*see predator mitigation*)
- ESP Monitor Staff placed to monitor plover chicks
- Supplemented by regulatory pedestrian and vehicular signage

- ESP Patrols day and night
- Predator mitigation

Predator Mitigation:

This nesting season as you know the Duxbury Reservation Inc., Duxbury Harbormaster Department, and Mass Audubon worked closely with the USDA to execute a Crow mitigation management plan which has been used throughout Massachusetts and other surrounding coastal states. This program is designed by the USDA to target and eliminate problem “smart crows” which over time have learned and can teach other crows behavior of how to locate and prey on piping plover nests/eggs having a detrimental effect on productivity. This plan was executed just before the regular piping plover nesting season to ensure maximum effectiveness. We believe the total number of problem crows did not exceed 10, and in many cases these “smart crows” were observed in numbers of 5-7 strong on Duxbury Beach. We believe this mitigation, combined with exceptional weather made for a very successful nesting season. It was decided between the Endangered Species Division, USDA, and Mass Audubon, that no predator exclosures be erected, due to the use of such exclosures in the predator mitigation plan. We wanted to make sure that if there were by chance any “smart crows” left, they would not target legitimate plover nest exclosures.

It is also important to note that a pair of adult coyotes bred 3-4 coyote pups in late June which had an effect not only on tern nesting sites, but also unfledged piping plover chicks as shown above. There have been adult coyote(s) on Duxbury Beach, but when pups are present they will obviously consume more. While there was no direct predation witnessed of coyotes taking plover chicks, their (coyote) tracks show them in areas where unfledged piping plover and tern nests/eggs were present.

Nesting Habitat:

Piping Plover pairs nested in the same general areas as last year, including 1 nest in the Plum Hills area south by the Town line. Plover nests were located on the pedestrian beach, this season, and the “tilled” (burn) artificial habitat areas south of high pines on the bayside yielded 3 successful plover nests this season. After a quick rate of plant/vegetation re-growth in 2008 (affecting nesting habitat), it was decided by DBR to use a different technique to better sustain the artificial habitat, which worked well. Plovers also nested in the usual areas between the 1st and 2nd crossovers high enough on the beach where flood tides did not present a problem to them.

Monitors:

Twenty five monitors were employed this summer. The nesting books were again a great tool to keep monitors engaged in their duties, while making recordings at the pre-determined times throughout their shifts. The monitors attended the Mass Audubon Coastal Water bird training class, needed to fulfill the position of monitoring plover chicks on Duxbury Beach, which was held at their (MAS) Marshfield office. Monitors also assisted with informing beachgoers consistently of restrictions imposed on certain areas of the beach due to the presence of Endangered/Threatened species.

Massachusetts Audubon Society Coastal Waterbird Program:

The Massachusetts Audubon Society: Coastal Waterbird Program employed one seasonal coastal water bird biologist assigned to Duxbury Beach as well as a few other area beaches, no CWP intern was hired this season. Mass Audubon Biologist Gabrielle Gareau was charged with the responsibility of assisting the Endangered Species Division of the Duxbury Harbormaster Department with locating Piping Plover and Least Tern nests, nest monitoring, and the collection of scientific data. Overall the M.A.S Biologist assigned to Duxbury Beach was very professional in carrying out her duties, assisting the Endangered Species Division, and when handling questions/comments from the public. The CWP Biologist fulfilled all of the duties and responsibilities of her position on Duxbury Beach thus far.

Beach Operations:

Compared to the 2009 season which brought spring storms and frequent rain, the 2010 season brought the opposite end of the spectrum with no spring storms, above average temperatures, and very little rain. This not only played a role in daily operations, but also gave the piping plovers an opportunity to lay successful nests earlier and fledge chicks before August. Initial daily operations were affected by fiscal budget cuts which led to decreased beach coverage/patrols both day and night combined with a high volume of visitors not only on weekends, but consistently throughout the work week as well.

The new temporary ESP restricted area signs worked very well as they were clear and concise and large enough to see from a distance. The replacement UTV (Kawasaki Mule 4x4) functioned very well this season with a host of roles. The Mule was essential in setting up temporary symbolic in special restricted nesting areas where regular motor vehicles cannot operate, as well as routine patrol, aiding in locating missing children, and debris sweeps on the beach.

Shellfish Department

Shellfish harvesting in Duxbury is a regionally popular and important activity within the Commonwealth. The Town sold 1,402 resident and non-resident recreational shellfish permits totaling \$81,602.50. Recreational harvests included: Soft Shelled clams, Quahog, Razor clam, Mussel, Sea clam, and Oyster.

Shellfish resources were abundant and in very good condition that allowed other than the regular seasons, the Selectmen to declare and extend bonus shellfish seasons on the recreational and commercial harvesting of soft shelled clams (steamers) and the commercial harvesting of Quahog (hard shell clams). Commercial harvests included: Soft Shelled clams, Quahog, Mussel and Razor clams. The Town issued 75 commercial shellfish licenses totaling approximately \$8,710.00.

This was the third year that the recreational harvesting of oysters was allowed. A group of Duxbury aqua culturists annually provides and donates to the Town many hundreds of bushels of adult oysters and labor to allow a modest recreational harvest. Harvest areas were selected that considered access and opportunity, taking full advantage of this “put and take” program. Further, Island Creek Oyster donated several hundred thousand oyster seed that was located and broadcasted within the vicinity of these oyster beds. It is hoped that these resources will be available for recreational harvest the fall of 2011.

Continued improvements in the bay water quality have allowed the Commonwealth to continue the conditional opening and management of large tracks of tidal flats and shellfish beds once considered lost to coastal pollution. The Town’s efforts to solve our coastal pollution issues have had an impressive positive impact on our natural resources and our ability to enjoy them.

The Department has daily high visibility shore patrols during the time of low tides. These patrols and efforts are extremely important for natural resource management and protection. Shellfish violations were minimal. Shellfish violations include: digging out of season; harvesting without a permit or license; harvesting in closed or restricted areas; use of illegal tools; harvesting undersized shellfish and harvesting over bag limits. We are fortunate that our shellfish harvester is a well informed and a concerned individual.

Shellfish farms (aquaculture leases) are throughout the bay and appear to be very successful. There are approximately 82 acres leased and under cultivation. The annual lease fee of \$25 per acre accounts for approximately \$2, 050.00 a year. The Department works closely with the Shellfish Advisory Committee, the Duxbury Bay Management Commission, and this industry to assist wherever possible and practical, in effectively managing this historic bay activity. It has evolved into a very impressive local commerce program and stewardship of the bay.

It’s been a very active year for this division of the department and an honor and privilege to serve this community. With the provisions of our Shellfish Management Plan and the efforts of all involved, this wonderful natural resource will continue being a tremendous asset and tribute to this coastal community.

Respectfully submitted,

Donald Beers , Harbormaster

HIGHWAY SAFETY ADVISORY COMMITTEE

The Highway Safety Advisory Committee (HSAC) completed another very successful year serving the highway and safety needs of the citizens of Duxbury. This annual report covers the period from July 1, 2009 through June 30, 2010.

The committee continued to work with the Massachusetts Highway Department on the final design for the improvements to the Winter Street/ Kingstown Way (Rt. 53) intersection. Design plans will include a new roundabout, similar to the one at Lincoln St. /Congress St. (Rt. 14). Completed plans are scheduled for late 2010. In addition, the committee studied a number of recommended safety and signage improvements on various streets and at numerous intersections in Town. These included Washington Street at Bayside Marine, East and Mayflower streets, Franklin Street/Route 53 at High Street, speed bumps on Powder Point Avenue, traffic issues at the school campus on St. George Street, Powder Point Bridge repairs, and signage at Bay Farm Montessori Academy.

The Committee continued to monitor the review of the Island Creek Village North expansion on Tremont Street (Rt. 3A) at exit 10 on Rt.3 with primary emphasis on the needed traffic improvements at the Rt. 3 off ramps both northbound and southbound. In addition, the Committee will closely follow the design of the needed repairs to the Powder Point Bridge and its potential impact to the roadway structure and to the Town.

The HSAC wishes to thank the Board of Selectman, Richard MacDonald, Town Manager, and the Police, Fire, and Public Works Departments for their continued cooperation and assistance. The committee welcomed Duxbury's new Police Chief, Matthew Clancy, into Town and his department's membership on the committee.

The committee looks forward again to another progressive and successful year serving and protecting the needs of Duxbury.

Respectfully submitted,
Joe Shea, Chairman
Fred Von Bargaen
Jeff Lewis
Peter Buttkus, Duxbury DPW

Diane Bartlett
Lt. Roger Banfill, Duxbury Police
Chris West, Deputy Fire Chief
Paul Brogna

MASSACHUSETTS BAY TRANSPORTATION ADVISORY BOARD

On February 8, 2010, my appointment became effective as Duxbury's representative to the MBTA Advisory Board.

In late 2009, the train speed on the Old Colony commuter rail line to Kingston was reduced from 70 mph to 50 mph due to the failing of 187,000 concrete ties. This resulted in slower, unreliable service, and it came on the heels of major fare and parking increases.

On February 23, 2010, the Executive Director of the MBTA Advisory Board was notified expressing the town's concern that the railroad should be rebuilt to its original specifications as soon as possible so that the former, faster schedule could be reinstituted.

On March 3rd, a written public comment on behalf of the Town of Duxbury was submitted to the MBTA Budget Office concerning the T's five-year capital improvement program (CIP), expressing the urgency to repair the Old Colony to its original operating condition and schedule. A recent aerial photograph of the Kingston parking lot two-thirds empty also was submitted, further emphasizing the need for timely repairs.

The MBTA responded to both submissions, writing that the railroad would be restored to its former operating and service standards.

On March 15th, the MBTA conducted a legislative briefing at the Transportation Building in Boston, and the T's assistant VP of design and construction detailed the timeline and cost of the \$91 million rebuilding project.

On June 28th, the project went to bid, and was to be awarded in August. If approved at the September Board of Directors meeting, construction is scheduled to begin in March of 2011 and end in late 2012. Weekday peak hour trains will operate normally during this period, but off-peak trains may be substituted with buses. No weekend trains or substitute buses will operate while the Kingston/Plymouth line is under construction.

At last word, the MBTA has hired a law firm to pursue litigation against the tie manufacturer and plans to replace the failing concrete ties with wood, which have a proven 25-30 year lifespan.



Aerial photo of Kingston commuter rail parking lot showing 720 empty spaces. Taken at Noon on August 3, 2009.

Respectfully submitted,
Richard S. Prone
Duxbury representative- MBTA Advisory Board

NUCLEAR ADVISORY COMMITTEE

Emergency Planning: The Committee regularly reviews the latest Duxbury Radiological Plan and Standard Operating Procedures. Potassium iodide (KI) is an over-the-counter substance to prevent thyroid cancer in the event of a radiological accident. Duxbury has stockpiled KI in our schools and shelters since 2000. The Committee worked to add to our stockpile of tablets liquid (KI) to service Duxbury's youngest population. It is free of charge from the government. Supply has been distributed to Chandler and Alden Schools, and any private schools, pre schools, and day cares that have requested it.

Town Meeting Articles: Two articles at Town meeting co-sponsored with DEMA passed unanimously. One related to enhancing Pilgrim's buried piping and tanks aging management program, so that it would be required by federal regulators to contain: a more robust inspection system; cathodic protection; a base line inspection prior to any license extension; and an effective wells monitoring program that adheres to well-established protocol for proper design of monitoring networks. These design standards include: a sufficient number of wells and screen placement; sampling frequency and selection of sampled contaminants to include tritium and a range of other radio nuclides that, taken together, serve as specific source indicators; split samples with the Massachusetts Department of Public Health; with all reports made public and available to the Commonwealth and local EPZ communities. Pilgrim's present program does not meet these accepted standards. The second article pertained to financial compensation from Entergy recognizing that the operation of the Pilgrim Nuclear Power Station and the storage of radioactive waste on site have an economic impact on the Town of Duxbury that deserves commensurate compensation from the licensee. At present the compensation is not equitable. The Town with the smallest population and land mass within the planning area, receives the most money. Duxbury has been consistently short-changed by Entergy.

Nuclear Matters: We continue to monitor and support all efforts to enhance security and require a safer method than Entergy plans, to store spent fuel onsite until a permanent solution away from the reactor becomes available many years in the future - specifically low density, open frame storage racks in the pool and hardened, dispersed dry casks. Pilgrim refuses to invest in a safer method of storage, and federal regulators refuse to require them to do so. In addition to spent fuel, all other radioactive wastes generated will remain onsite. Barnwell SC closed its doors to Massachusetts, and no other storage facility is available. The Committee remains concerned about persistent findings of radioactive tritium above expected levels in samples from the onsite monitoring wells. Tritium is a radioactive form of hydrogen that can cross the placenta, posing some risk of birth defects and early pregnancy failures. Ingestion of tritiated water also increases cancer risk. We are working with state and federal regulators to require a meaningful onsite monitoring system to detect radioactive liquids from going unmonitored offsite into the Bay. Currently, Pilgrim has 12 monitoring wells, 6 along the waterfront to cover a mile of shoreline; whereas Seabrook Station (NH) has 22 onsite monitors, and Indian Point (NY) over 40. Pilgrim's monitors were placed without recent subsurface studies of groundwater flow.

Respectfully submitted,
Mary Lampert, Co-Chair; Rebecca Chin, Co-Chair;
Millie Morrison
Henry Chang
Daniel Ryan
Barbara Pye

POLICE DEPARTMENT

I would like to take this opportunity to express my sincerest gratitude to the entire community for the



gracious manner in which I have been received as your new police chief. I have been welcomed warmly and for that I am truly appreciative. I'd like to express my thanks to Interim Chief Steve Doherty who played a major role providing the department and me with a smooth transition of command. Chief Doherty served Duxbury with distinction during a turbulent period for the department and the community. I also wish to thank our Town Manager, Mr. Richard MacDonald, and our Board of Selectmen for providing me the opportunity to serve this fantastic community.

Chief of Police, Matthew M. Clancy, being sworn in by Town Clerk, Nancy Oates, with Town Manager, Richard MacDonald, looking on

I would be remiss if I were to fail to acknowledge the citizen volunteers who comprised the Police Chief Search Committee. While their personal interests and backgrounds may have been diverse, their dedication to the Town of Duxbury and the Duxbury Police Department were clearly evident and quite remarkable.

Taking command of your police department in May of 2010, I have concentrated in these first few months with community outreach and organizational fact finding. By late Summer and early Fall I plan to move forward in a thoughtful and deliberate fashion with a series of operational changes with a goal of improved efficiency and responsiveness. I have been very impressed with the caliber of officers who serve you and are equally impressed with their dedication to community and willingness to embrace change. As an accredited police agency, the only police department on the South Shore presently with that prestigious status, your police department is presently at the forefront of professional standards and practices. The modifications I seek will be in concert with the standards set forth through the accreditation process and, at the same time, will better compliment my professional policing philosophies. Rest assured that these philosophies embrace community policing and community service at their core.

The Department continues to engage with the community through a number of very valuable programs. Well established outreach programs, many of which developed under the command of Chief Mark Deluca, afford your officers to ability to serve the needs of the community in educational and support roles, as opposed to merely providing law enforcement services. Through these programs officers are able to maximize our commitment to a partnership with the community. I plan to maintain such programs and to expand them when possible.

Operationally your police department must contemplate the worst of scenarios, plan and train our staff to be ready to address such events, and hope that these skills are never put to the test. In the post 9/11 world, public safety organizations are expected to collaborate through resource sharing and regional planning to provide an effective response to the new threats associated with terrorism. The skills and collaborations developed from these preparations translate locally into improved response tactics to the

inevitable threats from natural disasters, such as hurricanes, ice storms or other weather related emergencies. The Duxbury Police remain active in these regional homeland security initiatives, being active partners in several resources sharing collaboratives.

A major hurdle for the police department remains the inadequacy of the police facility. Constructed in the late 1960's for a department comprising of about a dozen officers, the building is literally falling down around us. Today your police force totals over 50 sworn officers, which includes 31 full-time police officers, several civilian employees, public safety dispatchers, as well as special police officers. Constructed with typical residential project materials, the current facility has simply worn-out its usefulness and effectiveness. The limitations of the current facility present a series of barriers that negatively affect operational effectiveness.



Representatives of our Police Department in the July 4 Parade

My greatest concern for the facility relates to a series of significant security and safety shortcomings, which would require substantial funding to address in the current building. The Town formed its first Police Station Building Committee in 1999. In the twelve years that have passed, the building continues to deteriorate while the cost of construction has skyrocketed during most of that period. It is my immediate goal to work tirelessly with the building committee, town management and the community to move this project to completion in the near future. Presently we enjoy a unique and favorable climate in the building industry where constructions costs are down notably, as influenced by the recessionary economy. It is my hope that the community will recognize the absolute need and agree with us that the time is now to address the police station issue, taking full advantage of this favorable market.

Acknowledging that difficult times are in our recent past, my focus, and that of the entire department, will be on the future. There are many challenges ahead that we intend to meet with the active participation of our community stakeholders. Resident input will be sought in a number of manners to ensure that our policing and service priorities remain in concert with the needs and concerns of the community. I encourage residents to feel free to contact me with any thoughts, criticisms, or input one may have relative to any of our services and programs we provide. The process of obtaining community feedback will become a major component in policy and program development, as well as patrol deployment strategies.

Respectfully submitted,

Matthew M. Clancy
Chief of Police

PUBLIC SAFETY BUILDING COMMITTEE

The Public Safety Building Committee has been working since 2007 to upgrade the Central Fire Station on Tremont Street and to replace the Police Station. The Police Station, built in the late 1960s, is in very poor condition, has numerous safety and code violations, is energy inefficient, and does not meet the operating requirements of today's Police Department. The Fire Station crew quarters and administrative spaces, like the Police Station, are wholly inadequate to meet the fire fighting and EMT requirements of today's Fire Department and need to be replaced. After an article to fund design and construction of the fire station and an article to design a new police station passed at the 2009 Annual Town Meeting (ATM) but failed at the subsequent debt-exclusion override election, the committee spent most of the year investigating ways to lower the costs of the projects.

After a number of meetings, the committee prepared an article for the 2010 ATM for \$292,000 to prepare design and bid documents for expansion and renovation of the Fire Station. The project includes demolishing the existing one-story (plus basement) crew quarters on the north side of the apparatus bay and replacing it with a new two-story addition with public administrative offices and operational space on the first floor and the crew quarters on the second floor. The program requirements and square footage of the addition were reduced from the plans presented at the 2009 ATM, thus reducing the estimated total project cost from approximately \$5.2 million to \$4.5 million. The article was proposed as a debt-exclusion override and it passed overwhelmingly at ATM and at the subsequent override election two weeks later.

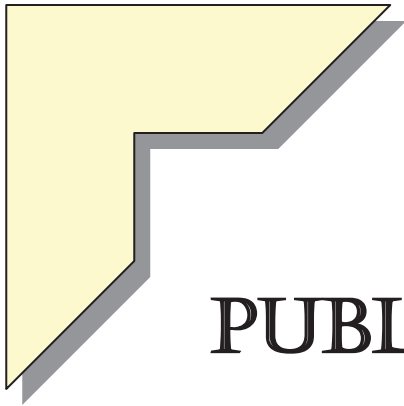
A capital request for \$30,000 was also submitted to the ATM for additional site investigation and conceptual design studies for a new Police Station. This request was included in the capital budget under Article 6. As of the 2009 ATM, the preferred site for a new Police Station was on the west side of the existing Transfer Station property with access from Mayflower Street. However, additional sites will be investigated as part of the additional site investigations.

After ATM and the elections, the Committee worked on preparing a Request for Proposal to select an architect/engineer team to design the fire station improvements and to perform site analysis and conceptual designs for the Police Station. On June 14, 2010, 13 architect/ engineering teams submitted proposals in response to the RFP. After short-listing and interviewing four firms, the committee voted on June 30, 2010 to recommend to the Town Manager that we negotiate and enter into a contract with the Carell Group, Inc.

The committee's goal is to prepare bid documents for the Fire Station project by December, 2010 so that we can have actual bid results in time to submit an article for construction funding for the 2011 ATM. We also intend to select a site and have a preferred conceptual design for the Police Station so that we can prepare an article for design funds for the 2011 ATM.

The committee recognizes that these projects are very expensive projects, especially in these tight fiscal times, but we also recognize that the conditions in these key public safety facilities are very poor, that there are numerous safety and code violations, and that they don't meet the operating needs of our Police and Fire Departments. We look forward to working with the Carell Group to develop the most cost effective solutions to address these issues and to provide the best public safety service to the citizens of Duxbury.

Public Safety Building Committee
Andre Martecchini, Chair



PUBLIC WORKS

ADMINISTRATION

ANIMAL CONTROL

CEMETERY

CREMATORY BUILDING COMMITTEE

HIGHWAY

LANDS & NATURAL RESOURCES

TRANSFER STATION

WATER & SEWER DIVISION

WATER ADVISORY BOARD

DPW ADMINISTRATION

As in other years, 2010 was a year of many changes in the Department of Public Works. Many projects were started and many were finished.

The Water Department saw the completion of the Birch Street Water Tank. This project has greatly improved water pressure and fire-fighting abilities in the northwest side of Duxbury. It also allows the Water Department two water pressure zones as compared to one.

The Highway Department had a fairly busy winter season. During the summer months they were just as busy doing paving work, funded through the State's Chapter 90 Program, and drainage projects town wide. The department has also been very busy with bridge, seawall and dam repairs.

The Cemetery Department continues to expand and clear areas of the Mayflower Cemetery to meet the future burial needs of the community. The last Annual Town Meeting approved moving forward with building a new state-of-the-art crematory to be constructed at the rear of the cemetery. Duxbury has one of the busiest crematories in the country, and the old facility cannot keep up with the increase in the number of cremations.

The Department of Lands and Natural Resources welcomed the new Manager of Buildings & Grounds, Doug Dondero. The Department has been doing an outstanding job of maintaining our trees, parks, buildings and athletic facilities.

The Department of Public Works has been working closely with the Department of Inspectional Services overseeing construction at the Tarkiln Community Center.

Our Animal Control Officer, his assistants and volunteers have been doing a wonderful job caring for and finding homes for lost and abandoned animals. The new facility, built a few years ago, makes these efforts possible. I would like to thank the Friends of the Animal Shelter who volunteer many long hours for this cause.

Last, but certainly not least, I would like to thank the dedicated men and women of the Department of Public Works for all of their hard work during the past year.

Respectfully submitted,
Peter Buttkus
Director of Public Works

ANIMAL CONTROL

The Duxbury Animal Control Department and the Shelter received over 4,500 phone calls from Duxbury residents, as well as from residents from other towns and other animal control officers for advice and assistance with animal issues. Some of these issues included: animal bites, quarantines, cats in trees, rescuing injured seals on the beach, barking dog complaints, rescuing exotic animals, barn inspections, wildlife, stray dogs and cats, preparing animals for rabies testing, and then transporting those tests to the State laboratory in Boston for examination and analysis.

The Animal Control Officer has responded to over 2,000 calls for injured and stray animals. These calls are answered at all times of the day and night, including weekends. The Duxbury Animal Control Officer is the Plymouth County Representative for the Animal Control Officers Association of Massachusetts and works closely with the Massachusetts Society for the Prevention of Cruelty to Animals (MSPCA) and the Animal Rescue League of Boston, as well as with other rescue groups throughout Massachusetts.

The Duxbury Animal Shelter housed over 400 animals in the past year, giving personal care to people's lost pets. Most of these pets were reunited with their families. Those remaining were adopted into loving

homes. The Town of Duxbury Animal Shelter and Animal Control Department provide a great service to the people and animals of Duxbury and will continue to provide these services in the future.

We also must acknowledge the dedication of the volunteers and “Friends of the Duxbury Animal Shelter” who give their valuable time and resources to the shelter. It is because of our volunteers that we have a great shelter that has a wonderful reputation throughout the State. I could never thank them enough.

Respectfully submitted,
Eddy Ramos
Animal Control Officer

CEMETERY

This past March at Town Meeting and a few weeks later at the ballot, the building of a new crematory / cemetery office was voted in. Since then the Crematory Building Committee has been hard at work finding an architect that could design a building that would be functional, have a good 50-year life span, be somewhat “green” and would have a calming and peaceful experience for families who choose to view cremations.

We are happy to say that the Crematory Building Committee has chosen *designLabs*, a Boston based architectural firm. The Committee is looking forward to working with *designLabs*, who bring a fresh perspective to the building and design of a crematory building. They base a good source of their knowledge on the European design concept in its clean lines and natural light. Their “something different” concept is embedding the building within a hill, with walls of poured concrete and a roof with natural plantings, all very green; the building itself will blend into the topography of the woods.

Funeral directors using the crematory will enter from Mayflower Street, and those using the cemetery will still be able to access from the cemetery grounds, giving privacy to families and the facility. The Crematory Building Committee has been working hard at choosing the best cremation equipment that will offer efficiency for this state-of-the-art facility. The Committee's intent is to open the new facility by Spring 2012.

On another note, the new section is complete; all lots are marked and ready for purchase. We have also seen the expansion between the cemetery grounds and the Council on Aging grounds. Trees were cleared to make room for new lots and graves. The Project, headed by DPW Director, Peter Buttkus, will begin after the completion of the new crematory.

We also were able to utilize the Mayflower Care and Improvement Fund to add drainage tanks where they are needed. We will also be utilizing the same Fund to pave an area of road.

Crematory business has remained steady despite the fact that Plymouth has opened their facility and has been operational for a year now. A reminder that our rules and regulations are on the Town of Duxbury website. You can also stop by the cemetery office to receive a copy.

This is the perfect opportunity for me to thank the many people who are dedicated to preserving the beauty of the town cemeteries.

To the Board of Cemetery Trustees who volunteer their time and hard work for the betterment of the Cemetery Department;
To the Crematory Building Committee for volunteering their time in ensuring a crematory facility that is worthy of the Town;
To the staff of three grounds - the men who make the grounds look like I have a staff of twenty;
To the technicians who work in the crematory;
To our administrative assistant who pulls it all together;
To our other DPW Departments - Water, Highway and Trees.

"Lives are commemorated, deaths are recorded. Families are reunited, memories are made tangible, and love is undisguised. This is a cemetery."

Respectfully submitted,
Patricia J. Pappas
Superintendent of Cemeteries and Crematory

CREMATORY BUILDING COMMITTEE

To compliment the public services of Mayflower Cemetery, Duxbury built a small crematory at the Cemetery approximately 30 years ago. Notwithstanding its modest beginning, the crematory has steadily grown in activity over the years, and last year it was the busiest crematory in New England. However, the current crematory is ill-designed and inefficient, and the facility and its equipment have reached the end of their useful lives.

At the 2009 Town Meeting, voters approved an appropriation (in part funded from an unused appropriation of the 2004 Town Meeting) for design of a new crematory facility. In July 2009, the Selectmen established the Crematory Building Committee, consisting of two Cemetery Trustees (Emmett Sheehan and Robert Hayes), another resident (Joe Shea), the Superintendent of Cemeteries/Crematory (Patricia Pappas), the Director of Public Works (Peter Buttkus), and the Director of Inspectional Services (Scott Lambiase). The Committee began work in August 2009 and in September 2009 requested proposals from interested experts to conduct a feasibility study for the new facility. A group, consisting of a civil engineering and planning company, an architect, and a crematory equipment/permitting consultant, was hired. That group, working with the Committee, completed a study (including data collection, case load estimates, competition analysis, proposed site analysis, conceptual site/building plans, and cost and cost benefit analyses) in December 2009. In connection with the feasibility study, the Committee sought advice on the project from several other Town committees and from interested residents. In January 2010 the Committee presented to the Selectmen the Final Feasibility Report, together with the Committee's unanimous recommendation to proceed with the project. The Selectmen concurred, and approved the project. In March 2010, the Committee proposed to Town Meeting an appropriation of \$2.6 million for related architectural, engineering, and design services and to construct and furnish a new facility for the crematory and cemetery offices, to be located at the back of the cemetery property abutting Mayflower Street. The proposed site is across the street and west of the current exit from the Transfer Station, and the facility will utilize the topography and existing trees on the site to maximum advantage. Town Meeting approved the project, and since the proposal was structured as a debt-exclusion item, the proposal went to the Town's voters as a ballot question. Voters approved the funding proposal in March 2010.

Following approval by the Town, the Committee requested proposals for architectural, engineering, and design services, and in May 2010 hired a project team for the project, consisting of a noted architect - DesignLAB Architects, Inc. - teaming with a renowned landscape architect, project engineers, civil engineers, and a crematory permitting consultant. The aim of the Committee, and the passion of the project team as a whole, is to create a state-of-the-art facility that is not only practical and efficient, but sustainable, respectful of the Cemetery and of Duxbury, thoughtfully integrated into the landscape, and inspirational as a healing and contemplated place. The Committee and project team are hard at work with this mission in mind. The schedule calls for design development and preparation of construction document in the fall of 2010, with construction to begin by early 2011, and for completion and first operation of the new facility by early 2012.

Respectfully submitted,
Robert Hayes, Chairman

HIGHWAY

Our winter operations started on December 14, 2009. We had 8 plowing operations, 31 sanding operations, and contractors were called in once to help with snow removal. The total snowfall for the season was 42". We used 4,144 tons of salt and an equal amount of sand. Winter operations ended on March 5, 2010.

The Department moved right into the Spring cleanup and began sweeping streets and sidewalks, cleaning and repairing basins and leaching systems. Stop-bars and parking lines were repainted at all town parking lots, and street signs were repaired.

The Department worked on many projects this year. We spent a lot of time at the Percy Walker Pool digging electric chambers, resurfacing, and loaming the entire site. At the Mayflower Cemetery, we installed five (5) new drainage chambers. At the newly renovated War Memorial, we grubbed out the site and constructed the foundation for the monument. We repaired damage to the seawall at Ocean Roads, North and South. The Department did a lot of drilling, pinning and resurfacing of the seawall and repaired the concrete steps that lead to the beach. We installed drainage at the Tarkiln Community Center and loamed the area where the building's septic system was installed. We re-established a bird sanctuary behind the Middle School and did repairs due to some drainage issues there. Roadway maintenance is one of the biggest jobs the DPW does each year, and this past year was no exception. We were able to grind down and resurface the pavement at Hall's Corner without receiving any complaints from the local businesses. We put down 4,358 tons of bituminous concrete and spread 4,108 gallons of crack-sealing material on our roadways. Once again the Vehicle Maintenance Department did an outstanding job.

The entire DPW crew deserves a lot of credit and thanks for their dedication and hard work. We are fortunate to have such a dedicated, well trained and courteous crew.

Respectfully submitted,
Ed Vickers
DPW Operations Manager

LANDS AND NATURAL RESOURCES

It is with great pleasure and enthusiasm that I submit my first Town Report as Manager of Buildings & Grounds for the Town of Duxbury. The Buildings and Grounds Department is responsible for the maintenance of public lands, athletic fields, public open spaces, trees that are on town property, town-owned buildings and the handicap access ramp at Duxbury Beach. We handle trash removal from all of these lands and facilities. We are also responsible for the maintenance and operation of the Central Fuel Depot which services all town departments. We work directly with the Recreation, School, Highway and Conservation Departments.

This year the Town celebrated its 19th year of receiving the Tree City USA Award. Also this year, our DPW Director, Peter Buttkus, was selected Tree Warden of the Year by his peers in the Massachusetts Tree Wardens and Foresters Association. A dedication ceremony was held at the Town Green with the planting of an American Beech tree and placement of a plaque in recognition of this honor. The Department and the Town are thankful to Peter for his hard work, dedication and vision. In April the annual Arbor Day Celebration was held at the Chandler School. N-Star continued tree pruning and removal of trees that are impacting or may impact electrical service. The state updates us weekly on the status of Asian Long Horn Beetle infestation in other parts of the State. The Tarkiln Renovation Project moved along well this year. We are grateful to all of the volunteers and committee members for their input, energy and hard work associated to this project and are eager to get the building on line soon.

Personally I want to thank Richard MacDonald and Peter Buttkus for giving me the opportunity to grow with this department. I also must thank the professional crew I was handed. I wish to thank my foreman,

Jim Savonen, for his valuable information and sense of humor and the DPW office staff their help and cooperation.

If you have any questions, suggestions or problems that the Department of Lands & Natural Resources may be able to help with please give us a call at 781-934-1100, Ext. 133.

Respectfully submitted,
Doug Dondero

TRANSFER STATION

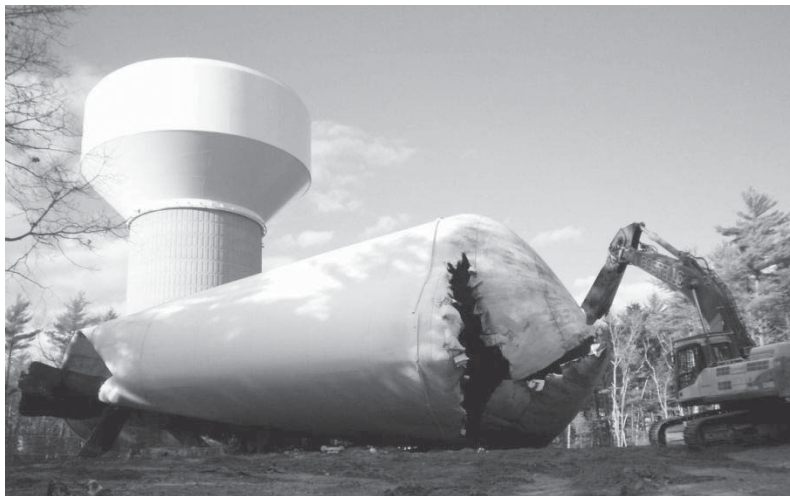
The Transfer Station personnel continue to work hard to increase our recycling efforts. The Town is being paid for all of the paper and cardboard that is recycled. For a while prices dropped, but now they are rising again. These revenues, combined with the savings realized by doing our own hauling, provide a significant financial benefit to the Town.

We are still recycling batteries, televisions, steel appliances, cellular phones, computer monitors, tires, mercury, motor oil, textiles and clothing. The residents of Duxbury are to be commended for their excellent recycling efforts for another year. Thank you!

I would like to extend my thanks to the staff of the Transfer Station, Highway, and Vehicle Maintenance Divisions of the Department of Public Works for their hard work and dedication to the job.

Respectfully submitted,
Ed Vickers
DPW Operations Manager

WATER & SEWER DIVISION



Birch Street Water Tank Demolition

treated, and then distributed to consumers. The Board of Selectmen voted in favor of a rate increase effective March 1, 2010, after a water rate study conducted in October 2009 suggested going from a 3-tier rate structure to a 4-tier structure, encouraging residents to be more diligent in their conservation efforts.

I would like to take this opportunity to thank my entire staff for their unwavering devotion and commitment to providing the best services possible to the residents of Duxbury. Without these highly capable and talented individuals none of the following would be possible.

In addition to assisting with the daily operations of the department, the administrative staff was kept busy with the billing of approximately 5,500 residents bi-annually and scheduling over 1,100 appointments for field technicians. A total of 491 million gallons of water was pumped,

Four leaks, discharging over 46,000 gallons of water per day, were discovered during a water leak detection survey conducted on the entire 125 mile distribution system. All of the leaks were repaired within four days of their discovery. The Distribution Crew was kept busy with nine major water main breaks and six service line leaks, in addition to replacing two fire hydrants, 266 meters, and installing radio-read boxes to insure continued accurate meter reading. Six of the 14 new service lines, along with 740' of 8" water main that was replaced on Bristol Drive, were laid by our Distribution Crew. I would like to thank the Highway Department for the use of their front-end loader on this project, which was used to expedite backfilling the trench. By utilizing Water Department staff and in-house equipment, we were able to see significant savings for the Town. G.I.S. mapping of the assets, i.e., hydrants and valves continued. There were 227 tests performed on the various backflow prevention devices installed throughout the town, as well as 16 cross connection surveys conducted at different commercial and institutional locations.

On August 18, 2009, divers were contracted to conduct an interior inspection of the Captain's Hill two million gallon water storage tank. In addition to gathering information on the overall condition and integrity of the structure, they were able to also remove the accumulated sediment found on the floor surface. The DEP granted approval to use the new elevated Birch Street tank on 12/1/09; however, due to a delay in modifications to the wells responsible for filling the tank, the tank did not go online until 2/16/09. Once online, the water distribution system was essentially split into two pressure zones. Demolition of the old Birch Street standpipe, erected in 1947, began on December 10, 2009. The DEP granted Duxbury approval to use the newly constructed Damon Wells on 8/14/2009. This new source physically started pumping into the distribution system on 8/19/2009.

Evergreen # 1, Evergreen # 2, Mayflower #1, Mayflower #2, and Lakeshore Drive Pump Stations were modified with new pumps, motors, and variable frequency drives to allow them to pump to the higher head pressure created by the new tank. Transient voltage surge suppressor units were also installed at these locations to protect the variable frequency drives. The Emergency Response Plan was updated from the 2004 version.

The newly appointed Supervising Treatment Foreman, Bob Sullivan, kept his crew busy with working on many upgrades. All ten fluoride saturators were cleaned, rebuilt and returned to service. Extensive renovations occurred at the Millbrook II pumping station, including painting and the replacement of a majority of chemical feed piping. A new flow transmitter was installed to replace an unserviceable unit installed in an inappropriate location. New slop sinks were installed to provide a more sanitary location to collect water samples at both Millbrook II and the Tremont I well house. The entire filter gallery and associated piping at the Evergreen Water Treatment plant received a fresh coat of paint. A new 100' sample service line was installed, and the two pump houses received modifications to their individual sample lines to provide more sanitary conditions in the collection of source water samples.

On the sewer side of things, the share septic systems at Wadsworth Field, Harrison Street and Cedar Street were examined by a Title 5 inspector and found to be in good working order. The Snug Harbor lift stations check valves were removed, cleaned and replaced, along with one of the high lift pump impellers that was found to be worn requiring replacement. Five grinder pumps were replaced at various houses that are connected to the shared septic systems. A dedicated outdoor electrical outlet was installed at the Wastewater Treatment Plant to provide power to the block heater and battery charger for the large tow-behind-generator, so that it would be ready for immediate use when needed.

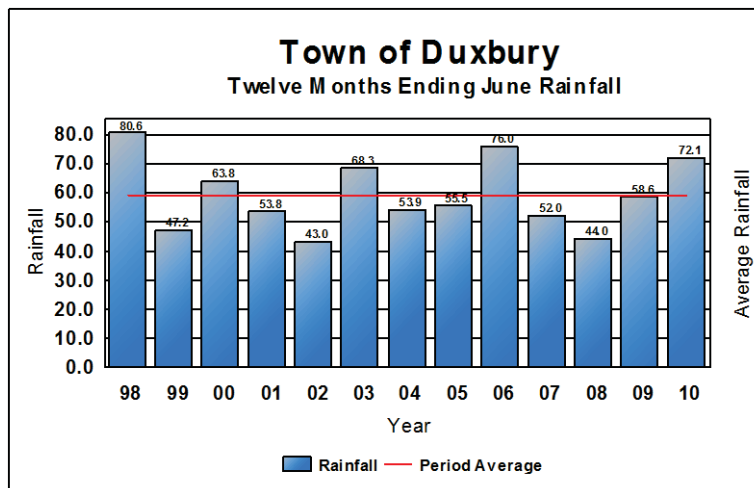
I would also like to thank the DPW Director, Town Manager, Board of Selectmen, and the Water and Sewer Advisory Board for their assistance and patience throughout the year.

Respectfully Submitted,
Peter Mackin, Water & Sewer Superintendent

WATER & SEWER ADVISORY BOARD

For the fiscal year ending June 30, 2010, our new superintendent, Peter Mackin continued to monitor the new pressure zone which includes a new standpipe, upgraded pump motors needed for the additional pressure and altitude valves to allow for the movement of water from the higher pressure zone to the lower pressure zone, noting that the movement of water from the high pressure zone to the low pressure zone was inadequate during peak demand periods. He expects to adjust the design with the engineers over the next year in order to get better performance. Rainfall for most of the year was higher than average with that changing towards the end of the fiscal year as summer loomed. Despite a very damp March, April thru June were unusually dry causing demand for water to increase significantly over the prior year. That combined with an approved water rate increase of greater than 15% will result in significantly higher revenues in the fall 2010 billing. Voluntary restrictions were approved in early July by the Board of Selectmen and demand for water was building towards the end of the fiscal year suggesting a near record peak day, and a near record withdrawal.

The chart below shows the rainfall for twelve months ending June 30th since the 1998 fiscal year. The current fiscal year is well above the average for that period coming in at third place. This amount of rainfall is unusual for Duxbury with the norm being closer to 58 inches for any twelve month period. This also meant that ponds and the aquifer had more than adequate rainfall for the hot and dry summer months, and water withdrawals for the water utility would not have a noticeable effect on the aquifer.



During the past year, the Board studied billed water levels in order to see if consumption was higher because of the higher pressure zone. This may be the unintended consequence of higher pressures for part of the Town, but the water billing data for the most recent fiscal year shows a 67 gallons per day per person billed residential water usage rate well below the 84 gallons per day per person recent history. The low temperature levels and high rainfall during the summer of 2009 seems to be the cause of that data. Although winter billed usage was lower than normal, the period of usage was less than six months. The new rates were not placed into effect until well into the period of usage, and not seen until after the period was completed, suggesting that this was not a response to the rate change. Pumping data during the summer of 2010 suggests record demands for water which will show up in the fall bills.

The Board also has begun studying the possibility of installing new and “smarter” water meters in the utility which will permit a more effective rate payer leak detection service. This will eliminate the rare high water bill caused by a consumer’s leaky water fixture in that they can be seen by this “smart” meter and reported back to the water user by office staff.

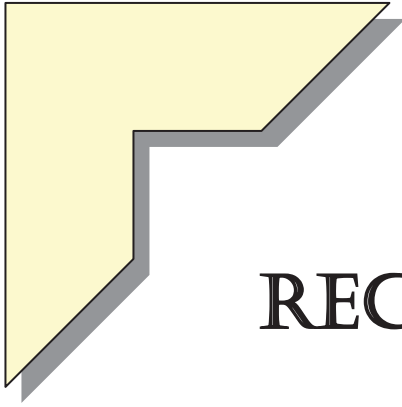
The Board is currently working with residents of Pine Street in order to examine the feasibility of installing a new water main on that street. This installation will also eliminate three dead end water mains improving flows in the area. And this Board is encouraging the study of a new source of water supply in the Town, in order to determine whether to purchase the land and easements necessary.

During the fiscal year, the Water and Sewer Advisory Board at the request of the Town Manager studied the concept of the privatization of the operation and maintenance of the utility, and maybe even the sewer operation. Although the sewer operation has been operated, in part, under contract, and the water operation has utilized private companies to perform specific tasks such as leak detection, billing, water main installation, standpipe maintenance among other tasks from time to time, it has never operated under a contract from another vendor. Our review is complete and our recommendations will be forwarded to the Town Manager soon.

The sewer operation studied the sewer mains in the Duxbury Beach area in order to determine whether infiltration was taking place during high tides. Although there seemed to be a correlation between high tides and greater sewer flows, all the piping connections seemed to be tight with no obvious infiltration of elevated water tables during high tides. A possible source of these elevated flows could be basement sump pumps emptying into the sewer lines, but further reviews need to be performed.

Respectfully Submitted,

George D. Wadsworth, Chairman
Freeman Boynton, Jr., Clerk
Paul Keohan



RECREATION

PERCY WALKER POOL
LONG-RANGE PLANNING COMMITTEE

RECREATION DEPARTMENT

- PERCY WALKER POOL
- PERCY WALKER POOL COMMITTEE
- NORTH HILL COUNTRY CLUB

PERCY WALKER POOL LONG-RANGE PLANNING COMMITTEE

Our fiscal year started with an actual closure of the Percy Walker Pool as we prepared for the renovation process to begin. Town Meeting had graciously approved the \$ 2.2 million needed to complete the rehabilitation of this facility which had been the goal of this committee for many years. By the end of the summer construction trailers had been set up on the site and the demolition process began in September. As the fall progressed so did the construction efforts. The majority of what had been the locker room, office, and mechanical room areas had been demolished and work began on the redesign of that space. New plumbing, electric, mechanical, air circulation and fire protection systems as well as a new roof were installed throughout the construction process. Pool systems such as water circulation, chlorine tank and balance tank were also replaced with state of the art systems. By early spring the new HVAC system was placed on the roof and the air quality in the building had never been better.

Some other very exciting improvements included the addition of a bank of new windows along the south side of the building which were installed in the late spring. The added light and open feeling has rejuvenated the atmosphere of the natatorium. The addition of new steps leading into the pool has helped swimmers of all ages, and the redesign of the locker rooms has been well received. The new reception and office area has provided the staff the space and security they had requested to improve workflow. New technology has allowed for online registration, a request by many residents, and has also been introduced to other town departments as a possible solution for other online registration systems. Lastly, the new multipurpose room has been hit for birthday parties and concession stands during swim meets.



June 1st 2010 opened the doors to the “newly renovated” Percy Walker Pool. The updates have been very well received by all the users and renters and the facility looks forward to many more productive years of service to the town.

Respectfully submitted,

Kathleen Coghlan, Chair

RECREATION DEPARTMENT

For the seventh consecutive fiscal year the Recreation Department has struggled with dwindling resources allotted through the budget process. We are hopeful that the future will bring a brighter fiscal situation that will allow us to maintain and expand our level of excellence. The Department in order to assist the Town through this difficult economic time made some major changes to how budgets and expenditures will be driven within the Department. For example: the newly opened Percy Walker Pool will be managed by an Enterprise Fund, thereby relieving the taxpayer of any fiscal burden for the operating of this important Recreational facility.

Percy Walker Pool

A great majority of the Department's resources were committed to the Renovation Project at Percy Walker Pool. The pool received a 2.2 million dollar facelift this past fiscal year and finally re-opened to the public on June 1, 2010.

Some of the highlights of this renovation include more natural light with the installation of windows facing the playing fields. Totally new HVAC systems including air conditioning and dehumidifying within all areas of the building were installed. A new roof was installed and all windows and doors were replaced in the interior and exterior of the facility.



Both the men's and women's locker rooms were completely refurbished, including new tiled floors, sinks, toilets, changing areas, shower stalls, etc. In addition, in these areas we added low flow faucets, toilets and sinks, as well as suit spinners and energy efficient hand dryers.

Another new and exciting improvement to the facility is the addition of a family locker room. This locker room will allow families with young children to use the bathroom, shower and change without having to interact with the general public in the main locker room areas.

The Pool also received a new filtration system, and many upgrades to the pool operation itself were included. The project also installed a brand new set of stairs into the pool area itself which can now be used by patrons of all ages.

Finally, the Pool received many coats of fresh paint and new energy efficient lights, all of which make our facility a cleaner, happier place to enjoy swimming. We hope that these long awaited improvements will have residents enjoying our municipal swimming pool for decades to come.

Recreation

The Recreation Department offered 40 year-round programs to Duxbury residents in fiscal year 2010. The Recreation Revolving Fund generated revenues of \$357,000 and had expenditures of \$335,000. The Recreation Revolving Fund employed 105 part time employees and was also assisted by over 200 community volunteers. In fiscal year 2010 over 3,300 residents registered for our 40 programs.

The playing fields in the Town of Duxbury continue to be an extremely popular destination for people in Town. This past year over 6,000 residents used our playing fields.

Of an exciting note for our Department is the implementation of online registrations for both Recreation and Pool programs. This new way to conduct business represented a major investment in both time and money for our Department. We are confident that even though this new change will experience growing pains, at the same time will result in a tremendous benefit for all customers of the Duxbury Recreation Department.

North Hill

This past year North Hill Country Club had approximately 28,000 rounds of play. The property continues to be a popular facility for golf, cross country skiing, running, sledding, and other leisure activities.

The operation of the Town owned North Hill Country Club continues to be performed by Johnson Turf & Golf Management. This management is currently mandated by the Massachusetts Court System, as the Town and the Management Company work through a lengthy litigation process.

In conclusion, I would like to thank my staff at the Recreation Department and the Percy Walker Pool for all their help and support during this past year. The Recreation Activities Committee, Percy Walker Pool Long Range Planning Committee and the North Hill Advisory Committee are to be commended for their hard work and dedication to the Town.

Respectfully Submitted

Gordon H. Cushing
Recreation Director

State and Local Information

GEOGRAPHIC DESCRIPTION AND STATISTICS FOR DUXBURY

Location: Eastern Massachusetts, bordered by Pembroke on the west, Marshfield on the north, Kingston on the south, and the Atlantic Ocean on the east and southeast. Duxbury is 33 miles south of Boston and 246 miles from New York City.

Total Area: 37.63 sq. miles

Land Area: 23.76 sq. miles

Population: 15,721
(Town Clerk, 01/01/2010)

Climate: (National Climatic Data Center, Plymouth Station)

Normal temperature in January: 26.5°F
Normal temperature in July: 71.0°F
Normal annual precipitation: 48.8"

TOWN

GOVERNMENT



Municipal Offices

878 Tremont St., Duxbury, MA 02332

Monday: 8:00 AM - 7:00 PM,

Tuesday through Thursday: 8:00 AM - 4:00 PM

Friday: 8am - 12:30 PM

Form of Government:

3-Member Elected Board of Selectmen
Town Manager
Open Town Meeting(s)

Year Incorporated as a town: 1637

Registered Voters

(Town Clerk, 01/01/2010)

Total	Number
Registered	10,898
Democrats	2,191
Republicans	2,476
Other parties	45
Un-enrolled voters	6,186



U.S. LEGISLATORS

US Senator John F. Kerry
218 Russell Senate Office Building
Washington DC 20510
(202) 224-2742

US Senator Scott P. Brown
317 Russell Senate Office Building
Washington DC 20510
(202) 224-4543

US Congressman Bill Keating
Rayburn House Office Building
Washington, DC 20505

To contact U.S. Legislators via e-mail, please visit: www.usa.gov



STATE AND COUNTY REPRESENTATION

State Senator Robert L. Hedlund
State House
Boston, MA 02133
617-722-1646
Robert.Hedlund@state.ma.us

State Representatives

Precincts 2-5 Daniel K. Webster
State House
Boston, MA 02133
617-722-2487
Rep.DanielWebster@hou.state.ma.us

Precincts 1 and 6 Thomas J. Calter
State House
Boston, MA 02133
617-722-2305
Rep.ThomasCalter@hou.state.ma.us

IMPORTANT TELEPHONE NUMBERS
DUXBURY TOWN HALL: 781-934-1100
DEPARTMENT EXTENSIONS

Accounting & Finance	132
Assessors	115
Board of Health	140
Building Department	125
Conservation	134
DPW	142
Employee/Retiree Health Insurance & Benefits	163
Highway	131
Information Systems	156
Lands & Natural Resources	133
STICKERS (Transfer Station & Beach)	147
Personnel (Human Resources)	143
Planning	148
Selectmen	149
Town Clerk	150
Town Manager	141
Treasurer/Collector	147
Water Dept.	129
Zoning Board of Appeals	122

<u>Other Important Numbers (Outside Town Hall):</u>	
For Police & Fire Emergencies	911
Fire (non-emergency)	781-934-5693
Police (non-emergency)	781-934-5656
Animal Control	781-934-6424
Cemetery	781-934-5261
Council on Aging (Senior Center)	781-934-5774
Council on Aging Bus	781-934-6800
Duxbury Free Library	781-934-2721
Harbormaster	781-934-2866
Housing Authority	781-934-6618
Percy Walker Pool	781-934-2464
Plymouth County Mosquito Control	781-585-5450
Recreation	781-934-7034
Schools Administration:	781-934-7600
Veteran's Services:	781-934-5774

Town Website: www.town.duxbury.ma.us
Town Address: 878 Tremont St., Duxbury MA 02332
Town Hall Hours: Monday: 8 AM - 7 PM Tues.- Thurs.: 8 AM - 4 PM
Friday 8AM – 12:30 PM

