

TOWN OF  
**DUXBURY**  
MASSACHUSETTS



**Annual Town Report**  
for the period covering  
July 1, 2013 through June 30, 2014

Town of Duxbury Website: [www.town.duxbury.ma.us](http://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



<u>Telephone Extension</u>	<u>Department</u>										
x5402	<b><u>Selectmen/Town Manager:</u></b> Address specific concerns to the Selectmen or the Town Manager; pay Parking Citations to the Parking Clerk; obtain Talent Bank Applications; obtain Employment Applications.										
x5451	<b><u>Town Clerk:</u></b> Obtain Birth, Death, Marriage certificates; Marriage licenses, dog licenses, business certificates, voter registration and election information.										
“0”	<b><u>Receptionist:</u></b> Resident (non-commercial) clamming permits; beach horseback riding permits; mooring applications, waiting lists and payments, conservation maps and general information.										
x5471	<b><u>Conservation:</u></b> Questions regarding ecology/conservation, whether or not in conjunction with building construction.										
x5410	<b><u>Human Resources Officer</u></b>										
x5412	<b><u>Employee Health Benefits</u></b>										
x5476	<b><u>Planning Board:</u></b> Questions regarding development of property.										
x5481	<b><u>Municipal Services:</u></b> Obtain building, zoning, plumbing, gas, wiring, home occupation, business occupation, sign, certificate of occupancy permits, and zoning and building code enforcement..										
x5491	<b><u>Board of Health:</u></b> 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; Liquor License Information.										
x5501	<b><u>Department of Public Works:</u></b> You may refer general questions to the DPW office, or specific issues can be addressed to the appropriate department: <table><tr><td><u>Animal Control</u></td><td>781-934-6424</td></tr><tr><td><u>Cemetery</u></td><td>781-934-5261</td></tr><tr><td><u>Highway</u></td><td>x 5510</td></tr><tr><td><u>Lands and Natural Resources</u></td><td>x 5515</td></tr><tr><td><u>Water Department</u></td><td>x 5521</td></tr></table>	<u>Animal Control</u>	781-934-6424	<u>Cemetery</u>	781-934-5261	<u>Highway</u>	x 5510	<u>Lands and Natural Resources</u>	x 5515	<u>Water Department</u>	x 5521
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<u>Lands and Natural Resources</u>	x 5515										
<u>Water Department</u>	x 5521										
x5432	<b><u>Assessing Department:</u></b> Obtain records and information pertaining to real property, motor vehicle excise tax, personal property, the boat excise tax and other matters.										
x5421	<b><u>Accountant’s Office:</u></b> Obtain information on the financial health of the town.										
x5449	<b><u>Treasurer/Collector:</u></b> Pay tax and water bills; obtain beach and transfer station stickers. Municipal lien requests.										

# Annual Report

July 1, 2013 – June 30, 2014

# In Memoriam

**John E. (Jack) Thomas**  
**October 10, 1957—April 27, 2014**



The Duxbury Fire Department lost one of their own on April 27th with the passing of active duty firefighter/EMT Jack Thomas. Jack, a longtime Duxbury resident, was a Duxbury firefighter for 28 years, a member of the Plymouth County Technical Rescue Team and also served as a Special Officer for the Duxbury Police Department. Jack was a longtime volunteer for Cops for Kids with Cancer and helped organize the annual Flight of the Angels Motorcycle Run. He loved dogs and enjoyed any charity motorcycle rides.

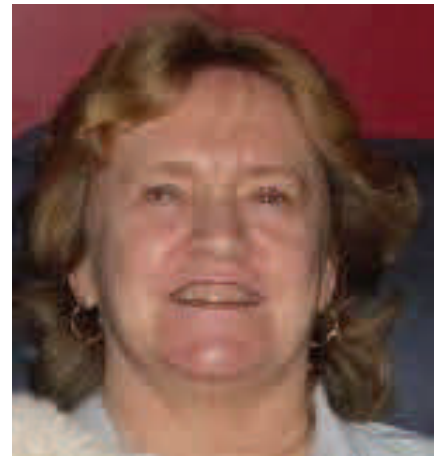
*Jack was very passionate about the fire service and the Duxbury Fire Department. Jack also loved motorcycling and was very proud of his daughter Michelle. He has been sorely missed by all members of Duxbury Fire Department. ~ Chief Kevin Nord*

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**Karen Nickerson Grisdale**  
**October 25, 1948 - September 6, 2013**

Karen was a fierce advocate for people with disabilities, especially the visually impaired, as well as for elders, especially those needing special services. For the last 15 years, Mrs. Grisdale was the Coordinator for Home-Delivered Meals for the Duxbury Senior Center. Prior to working at the Senior Center, she worked for almost 20 years for the Talking Information Center Radio Reading Service in Marshfield, as radio engineer and program director. She was beloved by the staff, volunteers and clients at both of those organizations. Mrs. Grisdale never let her blindness get in the way: she became one of the only visually-impaired people in the world to fly a plane from takeoff through landing and she mastered all the radio recording and broadcast equipment required at the Radio Reading Service, among many other things.

All who knew her admired Mrs. Grisdale's sense of humor, loyalty, dedication, caring, fairness and advocacy. She deeply loved her family, friends, and, of course, her pets (She was also an advocate for adopting shelter animals).





**Kevin S. McDonald**  
**March 4, 1951 - January 9, 2014**



Mr. McDonald enjoyed a lifelong career in the field of Municipal Government, serving as Duxbury's Inspector of Buildings / Director of Inspections from 1988 until his retirement in 1996. Those who worked with him remember Kevin as intelligent, devoted, and hard working with a great sense of humor. They felt lucky to have known such a good man.

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**Paul M. Canty, Sr.**  
**September 24, 1944 - July 26, 2013**



After retiring from an 18 year career at Donovan Electric Construction Co in Pembroke, Mr. Canty dedicated the next 25 years to serving the Town of Duxbury as the Wiring Inspector. In addition to his role in the Building Department, Mr. Canty gave back to the community. From childhood, Paul was actively involved with Camp Wing in Duxbury, a camp for inner-city children. Over the years, he served in many different capacities at his beloved camp and was a mentor to many.

*Paul was a major part of the Inspectional Services Department. His years of knowledge and experience provided us with an invaluable resource. Paul's historical recollection of the Town and its uniqueness provided us not only with amusement but great insight. He will be forever remembered and deeply missed. ~ Scott Lambiase, Director, Municipal Services*

# Retirement

**Nancy M. Oates  
Town Clerk 1983 - 2014**



In March 2014, Town Clerk Nancy Oates retired after 31 years of dedicated service to the community.

Mrs. Oates, serving as Duxbury's Town Clerk from 1983—2014, won her first election by only 3 votes and held the position through 10 consecutive elections. While Nancy enjoyed the many aspects of the job, including administering marriage licenses, birth and death certificates, taking town meeting minutes and voter registrations, running elections was her favorite of the Town Clerk's responsibilities. Nancy's elections were well run and she had, over the years, administered several recounts for elections too close to call.

Nancy was not destined to the position of Town Clerk. The Oates family moved to Duxbury in 1971. Nancy, who ran a nursery school, and Dick, a patent attorney, lead a very happy and bustling life raising their 9 children. In December of 1982, Nancy lost Dick, the love of her life, to cancer. The late Robert Troy, father of former town counsel Robert Troy, believed she would make a wonderful town clerk and suggested she run for office. Nancy, who was somewhat shy and nervous about making speeches and holding such a public position, decided to run as a means of supporting her family. The rest is history. Nancy left her mark, not only in the history of the office, but also in the memories of those whom she served throughout the major events of their lives, often accepting and recording records of marriages and births of those she taught in Nursery School.

Mrs. Oates, Duxbury thanks you for your years of service and devotion to the community and residents of Duxbury.

# DUXBURY'S SCHOOL PROJECT

In the fall of 2011, Town Meeting voters approved final design and construction funds for the new school building to be constructed on the site behind the existing middle school. Construction began in the summer of 2012 for a new building ready for occupancy in the fall of 2014.

The new co-located Middle and High School will be part of the 65+ acre St. George Street campus built in the area behind the former Duxbury Middle School which was comprised of parking lots, a football field and a cinder track. The School replaced the existing Duxbury Middle School as well as the existing Duxbury High School, which is located across St. George Street. The area of the existing Middle School will be developed with re-organized parking, improved vehicular path of circulation as well as active and passive recreational outdoor space. The 38 acre high school site will be developed for the replacement of athletic fields displaced on the middle school site and will include parking, vehicular and pedestrian circulation as well as a field house with restrooms, team areas, concession area and court for school and community use.

The School Committee and School Building Committee are grateful to the many dedicated town officials, committees and volunteers who have worked to develop the most cost-effective, educationally sound school building project for the town of Duxbury. Working in cooperation with the Massachusetts School Building Authority, Duxbury received the highest possible reimbursement rate available to the town.

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## DUXBURY'S "OLD" HIGH SCHOOL AND MIDDLE SCHOOL

Generations of students passed through these doors, many of whom still reside in town.



Ellison High School, built in 1968, was originally designed with a capacity of 600 students and served as Duxbury's Middle School. In the early 1970's, the high school students were moved to this building to accommodate the growing student population.

The Duxbury Middle School, constructed in 1961, was designed for 800 students and originally served as Duxbury's High School. In the early 1970's, the middle school students moved to this building.





## DUXBURY'S "NEW" CO-LOCATED HIGH SCHOOL / MIDDLE SCHOOL

Welcoming students in the fall of 2014, the Class of 2018 will be the first to graduate after four years of high school in the new building.  
Construction lasted 2 years from groundbreaking to occupancy.



Groundbreaking ceremony June 5, 2012



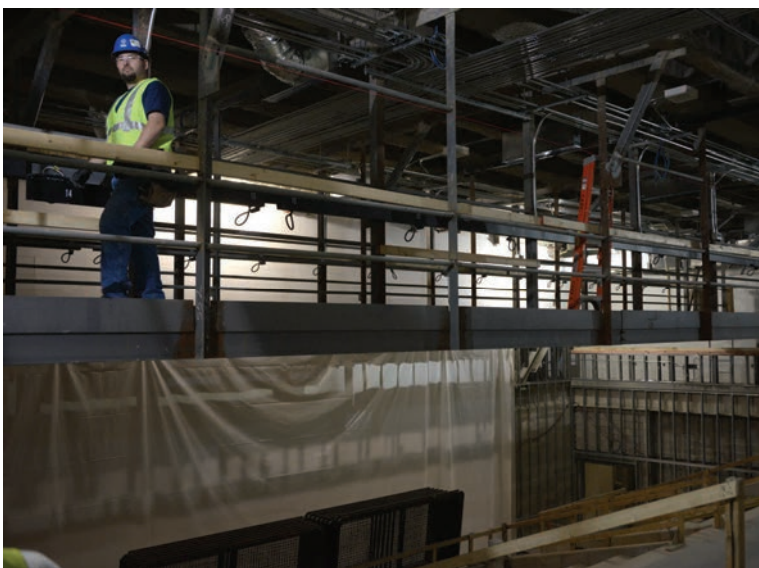
Preparing to hoist the last beam at the Topping Off Ceremony on April 11, 2013



Draco the Dragon at the Groundbreaking Ceremony

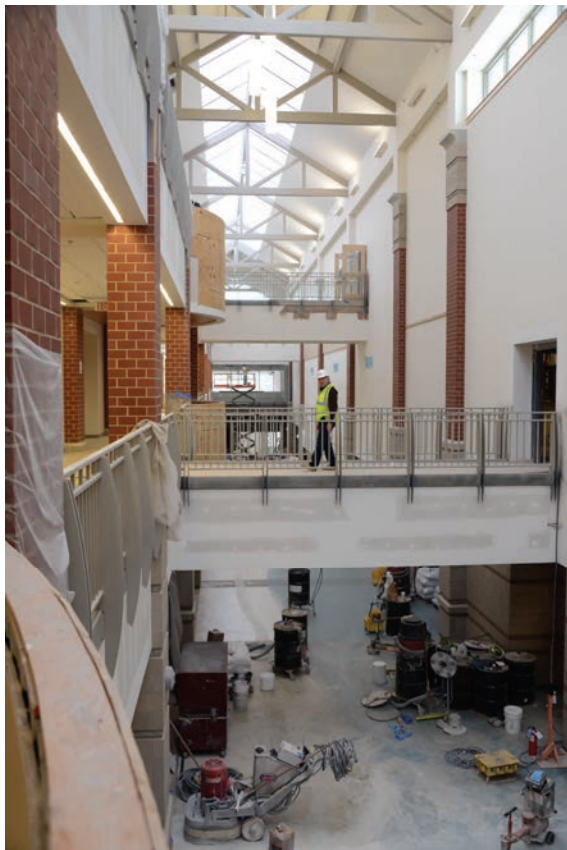


A view of the new library on the third floor.



Construction inside the "Black Box" theater

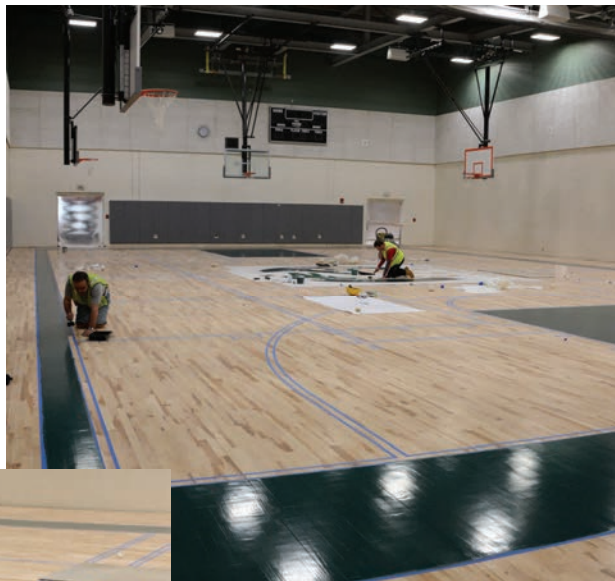




At left, a view from the 2nd floor balcony overlooking the “Main Street” concourse. Above, a look down the 3rd floor “hallway” balcony overlooking Main Street



Installation of the “Main Street” floor - the design replicating the topography of the Duxbury barrier beach including the back road, crossovers, bay, ocean and a plover.



Above left, preparing to install a floor in one of the two gymnasiums. Above right and center, putting the finishing touches on the hardwood, including a likeness of the new Duxbury Dragon logo designed by Caroline Anne O'Connor, DHS Class of 2014.



State of the art science lab under construction





The “old” Middle School was located very close to the new High School entrance.

The photo at right shows the Middle School entrance under construction. Below, the finished product.

While the Town took occupancy of the new school in June 2014, the ribbon cutting officially opening the building was held in August 2014.





## A NEW LOOK FOR THE DUXBURY DRAGONS

In 2014, the Duxbury Public Schools sponsored a Dragon Logo Contest to select a new “Duxbury Dragon” to represent all of the schools. The contest was open to all Duxbury residents, former alumni and current students. Voting on the final design was open to current students only. Caroline Anne O’Connor, DHS class of 2014, submitted the winning design. Her design process is shown below - from the original line drawing to the final product.

Dragon Development



1 - Original Sketch



2 - Refined Sketch



3 - Initial Color



4 - Color Added



Using this design, Caroline created another Dragon, as shown on the front cover. The cover design was a tribute to the “old” High School that was set to be demolished in 2015. The following paragraph is Caroline’s project statement describing her thoughts while creating the artistic tribute to the Eben Howes Ellison High School;

*As a participant in Duxbury High School’s Senior Project program, I created the art project titled “Duxbury High School 1968 – 2014”. Once I was accepted into the program, I was very determined, excited, and highly motivated to create a project that would honor the high school, especially since the Eben Howes Ellison Building will no longer be a part of Duxbury after this year. There are so many amazing memories from experiences my fellow classmates and I have had at DHS, and it is my ultimate goal to keep those memories alive.*

*So I began my project; an art piece that encompasses the cultural aspects of the DHS from 1968 – 2014. The final product is a 62 x 44 inch silk design, which incorporates the new DHS dragon logo and images of the iconic paintings, murals, and student work from 1968 – 2014 (the ‘old DHS’). I first began my project by archiving or taking pictures of those images from the old DHS. The next step was to edit each image using the computer graphics program “Photoshop”. Throughout the editing process, I mainly brightened and “cleaned” each individual picture while also maintaining its originality. After editing, I used “Photoshop” to place the images inside the body of the dragon logo and added the title “Duxbury High School 1968 – 2014”. The finished computer design was then printed on a silk sheet. Finally, I used many newly learned embroidery techniques to sew together the silk with different fabrics to create the Duxbury green border and make sturdy the tangible project.*

*Now, to those who are feeling nostalgic, I want you to realize that the old DHS memories are contained within this new DHS dragon logo. This means that the old memories will always live on in the new building. I truly hope my project allows people to remember the old DHS and treasure the significant role it has played on the lives of many students and teachers.*

Sincerely,  
Caroline A. O’Connor – Class of 2014

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Front Cover—(Duxbury Dragon Tribute) by Caroline Anne O'Connor; Pg. 4 (Jack Thomas) Courtesy of the Duxbury Fire Department; Pg. 4 (Karen Grisdale) Courtesy of the Grisdale Family; Pg. 5 (Kevin McDonald) Courtesy of the McDonald Family; Pg. 5 (Paul Canty) Courtesy of the Canty Family; Pgs. 6 (Nancy Oates) Courtesy of the *Duxbury Clipper*; Pgs. 7-11 (Duxbury High School, Middle School and co-located DHS/DMS) by Karen Wong; Pg. 12 (Dragons) Courtesy of Caroline Anne O'Connor; Pg. 15 (Selectmen & Town Manager) by Marianne Gonsalves; Pg. 115-116 (Solar Array and Plan of Land) Courtesy of the Alternative Energy Committee; Pg. 116-117 (The Grange, Red Barn at North Hill Golf Course, First Parish Church) Courtesy of the Community Preservation Committee; Pg. 120 (Planning Board) Courtesy of the Planning Board; Pg. 124 (Lindsey Rakers) Courtesy of the Duxbury Free Library; Pg. 139 (Marine Unit 1 - Vigilance) Courtesy of the Harbormaster; Pg. 145 Courtesy of the Design Review Board; Pg. 152 Courtesy of the Police Department; Pg. 154 (Powder Point Bridge) Courtesy of the Department of Public Works); Pgs. 157 Courtesy of the Duxbury Water Department; Back Cover - (Goodbye DHS) by Howard Merritt



# Town Administration

Board of Selectmen

Town Manager



**Board of Selectmen: Shawn Dahlen, Chair; Ted Flynn, Clerk; David Madigan, Vice Chair**



**Town Manager, Rene' Read**

## Board of Selectmen

This year has been another outstanding year for Duxbury. Through the efforts of many volunteers and our professional town staff, we have successfully continued to support the mission of our community:

*The mission of the Town of Duxbury is to deliver excellent services to the community in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community and preserve the unique character of our town.*

Efforts to meet our mission are not without challenges and obstacles that require creative solutions to provide the best possible services to our residents. We accomplish all that we do because we have a dedicated, professional administrative team and volunteers who give their time and expertise to the town. Thank you all for your time and efforts for the residents of Duxbury.

The Board of Selectmen and administration have had a busy year dealing with many issues that affect Duxbury as well as planning and implementing solutions consistent with our mission:

- The summer started off with a review of beach management policies in an effort to support the recreational interests of those who enjoy Duxbury Beach and at the same time protect wildlife that depend on it for habitat. Although it was a banner year for numbers of Piping Plovers nesting on the beach, the efforts of the staff allowed access to beach with minimal closures.
- Due to efforts of the Alternative Energy Committee, we signed a lease AEC Duxbury Solar to construct a substantial Solar Photovoltaic System at the transfer station that will help subsidize the town's energy costs in future.
- The BOS approved a Naming Policy for Town Properties.
- The Town Manager appointed Brian Cherry as our new Facilities Director. This position was approved by town meeting when voters recognized the importance of having professional management of all town buildings. Our buildings are a significant asset and expense, as evidenced by the town's recent investment in new facilities including the Crematory, Fire Station, Police Station, and the new Middle/High School.
- To create efficiencies through regionalization, the town administration reached out to surrounding towns to share Emergency Dispatch Services. The Selectmen signed the first inter-municipal agreement for Emergency Dispatch Services with the town of Plympton.
- The Selectmen and administration facilitated a resolution between NSTAR and abutting land owners to deal with clear cutting of trees and other vegetation within NSTAR transmission line easements. Through several meetings and site visits, common ground was found and mitigation measures were agreed to in order to lessen the impact on many residents.
- Along the same lines Duxbury partnered with the towns of Marshfield and Scituate to appeal new proposed FEMA flood maps that significantly increase the flood insurance for many residents. Errors in the FEMA mapping policies were found and we still awaiting revised maps.
- A group of volunteers is worked diligently with administration to lobby state and federal representatives to get Duxbury Harbor dredged. The harbor was last dredged in 1997. Significant shoaling is having a negative impact on users of the bay and impeding public safety response efforts.

Fiscal Year (FY) 2014 marked the first year of the real estate tax increase to fund the new building projects. At town meeting and via a subsequent ballot question, voters approved the capital costs and borrowing for the Crematory, Fire Station, Police Station, and the new Middle/ High School, and excluded the debt (from the Proposition 2 ½ levy limit). The Selectmen and administration recognize this tax increase is a challenge to many of our residents. Through the efforts of the Selectmen, Town Manager Rene' Read, and Finance Director John Madden, the town sold \$83,477,000.00 in bonds to cover the capital costs of these projects. The great news is our AAA bond rating allowed us to sell the bonds at 2.61%, thereby achieving significant interest savings over the life of the bonds. However, the borrowing for these projects raised the amount needed from taxation to \$52,916,082.72, or a 16% increase over FY13, including a \$6,118,351.00 increase in total debt exclusions. In a typical year, Proposition 2 ½ and new growth combined generally increase the operating budget by about 3.5% per year. As a result, the new building projects increased the tax obligation by about 12.5% in FY14.

The FY14 tax increase should represent the largest increase in taxes as a result of this borrowing and in future years the excluded debt will roll off the amount to be raised in taxes as the bonds are paid off.

It takes a team effort to manage a town. Our team is composed of the Town Manager, department heads and staff, our elected officials, and the many dedicated volunteers who give time and expertise. We all have something to offer and we all have different perspectives. When we work together and listen to each other, we make the team stronger. We want to thank all of you for your role in that team and also thank the residents who have trusted us with the responsibility to meet Duxbury's mission.

Respectfully submitted,

Shawn Dahlen, Chair  
David J. Madigan, Vice Chair  
Theodore J. Flynn, Clerk

## **Town Manager**

To the Residents of Duxbury,

The period from July 1, 2013, to June 30, 2014, proved to be another interesting year filled a variety interesting occurrences here in Duxbury.

The presence of Piping Plovers on Duxbury Beach and the impacts of their arrival took center stage at the beginning of this fiscal year when, in early July, Duxbury Beach re-opened after a period of closure lasting over 30 days. At least eighteen pair of these threatened species of birds arrived in Duxbury and several nested in critical access areas along the beach resulting in the need for this temporary closure. Once the birds fledged, the opening that followed allowed beach patrons to have access to approximately 11,000 linear feet of beachfront which, according to the Harbormaster's office, was almost unprecedented for an opening following this type of closure.

As a result of these extraordinary conditions, I committed myself to the public in future years by stating that our office, working with the Endangered Species Officer in conjunction with the Duxbury Harbormaster's office, would share information pertaining to the presence of Piping Plover on Duxbury Beach via periodic updates on the status of nesting pairs inhabiting the beach and the potential impacts that may be experienced by beach patrons. This information was provided on a regular basis throughout the course of the following nesting season via numerous media and informational outlets and worked well to provide advance notice to beach patrons. This is a practice that I intend to continue in coming years.

When the beach was re-opened, and the allowed maximum capacity of 500 off road vehicles (250 resident and 250 non-resident pursuant to the Beach Management Plan) were permitted to enter, that maximum capacity was reached around 10:00 a.m. during peak usage days. Our suggestion to beach patrons is that if you wish to obtain a parking spot on the beach, we encourage both resident and non-resident beach guests to arrive early as limited entry is granted on a first come, first served basis and can matter greatly if the weather is favorable for beach-going conditions. As always, it is the Town's objective to allow for safe and appropriate access as conditions allow. We look forward to continuing our collaborative efforts with the members of the Duxbury Beach Reservation, Inc. (the owners of Duxbury Beach from whom the Town leases the property) to determine ways of improving public education, beach access and methods of improving beach access sticker systems including exploring the possibility of an electronic (RFID) sticker system.

Later in the summer, we welcomed our new Facilities Director Brian Cherry to the Town of Duxbury. Following a brief period acclimation, Brian began to make immediate contributions by reviewing a number of systems and engaging in several projects all of which helped to set the stage for more effective cost management, preventative maintenance programs and greater savings in a variety of departments.



During the March 2014 Town Meeting, the voters approved a balanced budget which was presented in a format new to Duxbury in a document intended to provide greater clarity and detail to the voters. A number of other constructive changes occurred at that Town Meeting most notably, projecting on screen motions in an effort to provide more information and greater clarity to the voters partaking in the process. Also at that meeting, the Town bade farewell to our long-time Town Clerk, Nancy Oates, who served the residents of Duxbury for 31 years. For many residents, Nancy was the first person they met when visiting Duxbury's Town Hall (myself included) and she always provided a warm welcome to anyone visiting the office seeking assistance. I, along with the townspeople of Duxbury, wish her a long, happy and healthy retirement.

Only weeks later at the annual town election, Duxbury voters elected Susan Kelley as our new Town Clerk. Shortly after the election, Susan left her position in this office as the Executive Assistant to the Town Manager and quickly acclimated herself into her new role. Although the proverbial shoes she had to fill in her new role were large, she also left a significant void in her former position that would be filled later in the year by Nancy O'Conner who quickly familiarized herself in the operations of our office and began making immediate positive contributions to the office.

In the early spring, I, along with the Harbormaster's staff, a number of local maritime business owners and similarly interested parties continued work which would last throughout the course of the year pursuing a number of options related to dredging. This undertaking is one that encompasses both the Federal channel that serves our harbor in addition to the smaller "piggyback" dredging projects that will be served by this type of waterways improvement project. Our work ranged from discussions with representatives from Plymouth County regarding their purchasing and staffing a county-wide shared dredge to exploring funding options at the Federal level which culminated in a meeting held at the Duxbury Bay Maritime School during which Rep. Keating came to discuss this topic. Most recently, we have been holding a series of work sessions during which we have had productive meetings with representatives from the Army Corps of Engineers designed to assist us in obtaining Federal funding for the project. We look forward to continuing our work with all of these individuals and are optimistic that our efforts will provide a favorable outcome for Duxbury.

Not long after my arrival here in Duxbury, I had the good fortune to meet with Harry Katz, Chairman of the No Place for Hate Committee (an organization which is part of the Duxbury Interfaith Council), who kindly offered his assistance to me in whatever capacity I thought might be of benefit to the Town. During our visit, I seized upon the opportunity to explain to him that prior to my arrival here in Duxbury, my predecessor Richard McDonald and I had had several conversations on the difficult subject of suicide. Richard noted to me that Duxbury suffered what seemed to be a large number of suicides and I explained to Harry that sadly Richard's observations were true. Within my first six months on the job, the Town of Duxbury lost five of her citizens to suicide. During our conversation, Harry and I agreed that we could only begin to change something once its existence had been acknowledged and we worked on a strategy that we believed could be of benefit to Duxbury.

As a result of our discussion, Harry, working in concert with other members of the Interfaith Council, was very quick to mobilize resources from a number of vantage points and helped begin a difficult yet important conversation on this subject. The members of the Interfaith Council were all very kind and certainly supportive in helping spread the message of suicide and its prevention by way of print media and from the pulpit. These efforts resulted in an extremely important program hosted by the Duxbury Free Library entitled, "Is Suicide Epidemic in Duxbury?"

Many of the attendees at that meeting had been impacted by the devastating effects of loss by way of suicide and all agreed that one loss of this type is simply too many. With the collective help of those people at that event, and through the conversation that was begun as a result of that meeting, I do hope that we, as a community, will be able to reach those individuals who so desperately need assistance and continue to provide support to those who have already been affected. My commitment to the Town is to continue the discussion and move forward in the months ahead using whatever methods I have to broaden the discussion and help stem this tragic tide.

As the spring returned, so did the Piping Plovers in even larger numbers than ever before. By the end of June, twenty six pair had nested along the beach. This time, the birds chose nesting areas that did not adversely impact the ability of beach patrons to gain access but their presence in more locations did cause the need for tighter restrictions on areas in which those patrons could visit. The beginning of the beach season proved to be excellent with terrific weather and working in concert with the Duxbury Beach Reservation, we were able to provide beach access and adequate parking without any closures.

I am extremely grateful to all of the Department Heads and their respective staff members who all continue to be extremely helpful to me and supportive in the execution of my duties. I am fortunate to working with such a warm, friendly and talented group of co-workers.

My sincerest thanks go to Nancy O'Connor, Executive Assistant, and C. Anne Murray, Assistant to the Board of Selectmen and Town Manager's office, for their tremendous efforts in helping me on a day-to-day basis and making sure that our office runs smoothly – I appreciate all they do and I extend my sincerest thanks to them both.

Finally, I am truly grateful to our citizens who serve on the many boards, committees and other volunteers who serve our community and help to make Duxbury the wonderful place that it is. They serve tirelessly, their assistance is invaluable and I deeply appreciate all they do for the Town of Duxbury – thank you!

Please know that I am happy to make myself available to hear your concerns and answer your questions and I encourage you to please stop by our offices at your convenience.

Respectfully submitted,

Rene' J. Read, Town Manager  
Town of Duxbury, MA

# Town Clerk's Report



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## Town Officials

Annual Town Meeting - March 8, 2014

Special Town Meeting - March 8, 2014

Annual Town Election - March 22, 2014



## Town Clerk

2014 was a year of transition for the Town Clerk's office.

Long-time Town Clerk, Nancy Oates, retired after 31 years in office. On March 29, 2014, a newly elected Town Clerk was sworn into office to fulfill the 2 year unexpired term left by Mrs. Oates' retirement. My thanks to Assistant Town Clerk Linda Salvati for her help and dedication to making the transition an easy one.

During FY2014, the Town Clerk's office recorded and certified minutes for the Annual and Special Town Meetings held on March 8, 2014 and served as the Chief Election Official for the Annual Town Election on March 22, 2014.

**Vitals Records:** The office registered 82 Births, 40 Marriages and 186 Deaths that occurred in Duxbury. (*The number of deaths includes Duxbury residents and non-residents who passed away in the Town*). The staff produced 1,212 certified copies of vital records, generating revenue of \$12,120, and 102 Burial Permits generating \$1,020.

**Dogs:** The sale of dog licenses, valid April 1st - March 31st of the following year, were brisk during the months of February and March as renewal information was sent to residents in the annual census. During the 6 month period of January - June 2014, 1,427 dogs were licensed generating revenue of \$9,942.

This spring, the Clerk's office assumed the responsibility for issuing the Harbormaster's dog walking permits for Duxbury Beach, issuing over 700 by the end of June. These permits, currently free of charge, are required for all resident and non-resident dogs taken on the beach between the months of April and September.

**Other:** When not processing vital records, licensing dogs, or recording and reporting Town Meeting and election results, the staff was busy processing annual census forms, producing the annual list of residents, maintaining the State's Voter Registration System, renewing Business Certificates, and collecting Non-Criminal fines on behalf of the Harbormaster Department and Animal Control Officer, issuing raffle permits and processing genealogy requests, among other things. In addition, the Town Clerk's office now offers Notary Public services for customers with proper identification.

We would like to take this opportunity to thank the residents of Duxbury and our fellow employees for their continued support.

Respectfully Submitted,  
Susan C. Kelley  
Town Clerk



Susan Kelley  
Town Clerk



Linda Salvati  
Assistant Town Clerk

# Town Officials

July 1, 2013 to JUNE 30, 2014

## **ELECTED**

### **SELECTMEN**

David J. Madigan, Chair	2015
Theodore Flynn, Vice Chair	2017
Shawn M. Dahlen, Clerk	2016

### **ASSESSORS**

June Albritton, Chair	2017
Linda Collari, Vice Chair	2015
James G. MacNab, Clerk	2016

### **MODERATOR**

Friend S. Weiler, Sr.	2015
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### **TOWN CLERK**

*Susan C. Kelley	2016
*(Nancy M. Oates until 03-28-14 retirement.)	

### **SCHOOL COMMITTEE**

Mary Lou Buell, Vice Chair	2016
Maureen C. Connolly	2017
John P. Heinstadt	2015
Kellie Bresnehan	2016
Anne R. Ward, Chair	2017

### **PLANNING BOARD**

John P. Bear, Chair	2015
Scott C. Casagrande	2017
Cynthia L. Fiorini, Clerk	2018
Brian E. Glennon, II	2018
Jennifer W. Turcotte	2016
David C. Uitti	2019
George D. Wadsworth, Chair	2019

### **LIBRARY TRUSTEES**

Paula S. Harris, Chair	2015
Lamont Healy	2016
Brooke H. McDonough, Secretary	2017
Elane S. Mutkoski	2015
Donna M. Ryan , Vice Chair	2017
Laura F. Sullivan	2016

### **DUXBURY HOUSING AUTHORITY**

**Pauline A. Flynn	2015
Michael Thorp	2017
John J. Todd, Chair	2015
Bertrum Walters	2018
James Borghesani, Government Appointee	

*(\*\*Alden Ringquist resigned 2013; David M. O'Connell served 7-01-13 to 04-29-14; Pauline Flynn appointed to serve until the 2015 Annual Town Election at which time the seat expiring 2016 will be on the ballot for a 1 year unexpired term.)*

## **APPOINTED BY THE MODERATOR**

### **CEMETERY**

Diane C. Barker	2014	Emmett Sheehan	2018
Robert F. Hayes	2016	Elizabeth B. Stevens	2015
Beverly A. Johnson	2017		

### **DUXBURY BEACH COMMITTEE**

*William Benjes, Jr.	2013	Sandra Sweetser	2015
*Sara Fargo	2014	Philip Thorn	2014
Pauline A. Flynn	2016	Ronald D. Wolfe	2016
*Matthew Ali	2015	Donald C. Beers, <i>Ex-Officio</i>	
*Michael McLaughlin	2016	Matthew M. Clancy, <i>Ex-Officio</i>	
Susan Rourke, Chair	2014	Joseph M. Grady, <i>Ex-Officio</i>	
<i>*Designee of Duxbury Beach Reservation, Inc.</i>			

### **ELECTRONIC BALLOTING COMMITTEE**

Carol Chapman *	2016	Susan C. Kelley***	2016
Robert E. Doyle	2016	James J. Sullivan, III (Chair)	2016
Florence Gregg	2016	David E. Tobin	2016
Ellen Lee Jordan	2016	Anne Ward	2016
OPEN **	2016		
<i>* Carol Chapman resigned 03-2014</i>			
<i>**Susan Kadar resigned 02-14-13</i>			
<i>***resigned effective 01-16-14</i>			

### **FINANCE COMMITTEE**

Eugene V. Blanchard	2015	Eleanor C. MacKay	2014
Kathleen P. Muncey	2014	Mark Kelly	2016
Jeffrey Lick	2014	Frank Mangione	2016
Adam Earle	2015	Elizabeth (Betsy) H. Sullivan, Chair	2015
Jeffrey Lick	2014	Vincent Walsh	2016

### **FISCAL ADVISORY COMMITTEE**

Karen E. Barry	2014	James B. Lampert	2015
James Borghesini	2015	David J. Matthews	2016
Alexander B. Chin	2014	Nancy von Stackelberg, Chair	2016
William Kohler	2016	Ling Wong	2015

### **PERSONNEL BOARD**

Elizabeth D. Hartford	2016	Alexander K. Salmela	2014
Wayne C. Heward, Chair	2014	Anita L. Stiles	2015
Stephen Shay	2015		

### **WATER ADVISORY BOARD**

Freeman Boynton, Jr.	2014	George D. Wadsworth	2016
Paul W. Keohan	2015		

### **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  
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 - Susan C. Kelley until 03-29-2014  
Finance Director - John Madden  
Fire Chief - Kevin Nord  
Harbormaster/Shellfish Constable - Donald C. Beers  
Health Agent - Tracy Mayo  
Manager Buildings and Grounds - James Savonen  
Parking Clerk - C. Anne Murray  
Police Chief - Matthew M. Clancy  
Recreation Director - Gordon H. Cushing  
Sealer of Weights and Measures - Jane Zulkiewicz  
Town Account - Claudette Coutu  
Treasurer/Collector - Thomas Connolly  
Veterans' Services Officer - Michael J. Thorp  
Water Superintendent - Peter Mackin  
Weigher of Coke, Coal and Hay - Jane Zulkiewicz  
Wharfinger - Donald C. Beers

### **BLAIRHAVEN COMMITTEE**

Mike Barbour	Joe Jannetty
John Brawley, Duxbury Bay Mgt Comm Rep	Tony Kelso, Town Historian
*Sam Butcher (as of 05-12-11)	Pat Loring, Open Space Committee Rep
Robert "Red" Fawcett	Holly Morris, Secretary
Michael J. Gill	Betsy Sullivan, Chair - BOS Designee
Joe Grady, Conservation Administrator	

### **CANINE COMMITTEE**

Holly Morris	<i>Ex-Officio:</i>
Steve Schroeder, Chair	Don Beers, Harbormaster
Jason Wolfson	Peter Buttkus, DPW Director
	Joe Grady, Conservation Administrator
	Tracy Mayo, Health Agent
	Eddy Ramos, Animal Control Officer

### **TOWN IT INFRASTRUCTURE COMMITTEE (AD HOC)**

Gail Callahan, IT Director, Duxbury Public Schools  
Mary Beth MacQuarrie, IT Administrator, Town of Duxbury  
Bob George  
Ling Wong  
Terry Watson



### **POWDER POINT BRIDGE COMMITTEE**

Margaret Kearney, Citizen/Duxbury Beach Reservation  
Jeff Lewis, Citizen/Engineer/Highway Safety Committee  
Andre Martecchini, Citizen/Engineer/former Selectman

#### *Ex-Officio:*

Donald C. Beers, Harbormaster  
Peter Buttkus, Director of DPW  
Bruce O'Neil, DPW Operations Manager

### **TOWN BUILDING COMMITTEE**

Paul Brogna  
Lee Kennedy  
Elizabeth Lewis  
Frank Mangione (Chair)  
Andre Martecchini  
Dennis Nolan

Adam Yanulis

#### *Ex-Officio:*

Peter Buttkus, DPW Director  
Scott Lambiase, Dir. of Municipal Services  
John Heinstedt, School Committee

### **375<sup>TH</sup> COMMITTEE**

Anne Antonellis, Co-Chair  
Karen Barry  
Pam Campbell-Smith  
Tony Chamberlain  
Josh Cutler  
Susan Kelley  
Tony Kelso, Co-Chair  
Don Reed  
Nancy Reed

Janet Ritch  
Stuart Ruggles  
Sandy Sweetser  
Bill Thayer  
Matthew Vigneau  
Robert C. "Terry" Vose  
Myrna Walsh  
Candy Weiler  
Patrick Browne, *Ex-Officio*

## **ALL OTHER APPOINTED TOWN OFFICIALS**

### **Appointed by Elected Officers or Committees**

Assistant Town Clerk – Linda B. Salvati by the Town Clerk

Deputy Assessor – Stephen Dunn by the Assessors

Library Director - Carol Jankowski by the Library Trustees

Assistant Library Director - David Murphy by the Library Trustees

Planning Director - Thomas Broadrick by the Planning Board

Superintendent of Schools - Benedict Tantillo, III, by the School Committee

## **APPOINTED BY THE SELECTMEN**

### **AFFORDABLE HOUSING TRUST (Town of Duxbury) / Revised membership as of 03-25-13\***

Diane Bartlett, Chair	2016	Laura Schaefer	2014
Shawn Dahlen, Selectmen's Rep	2016	George D. Wadsworth	2015
Martha Himes	2016	Matthew Walsh	2014
Leslie Lawrence	2015		

*\* Passage of 2013 ATM Article 29; March 2013 disbanded the Local Housing Partnership (LHP) and provided for a consolidation of LHP members and Affordable Housing Trust members to carry on the work of affordable housing in Duxbury.*

### **AGRICULTURAL COMMISSION**

Lisa Betteridge	2014	Carl O'Neil	2015
Jeffrey A. Chandler	2015	Earl Ricker	2015
Orie Fontaine	2016	Roger W. Ritch	2014
Gregory D. Morris	2016		

### **ALTERNATIVE ENERGY COMMITTEE**

Stephen Campbell	2016	Jim Goldenberg	2015
Tom Burton	2015	Leslie Lawrence	2016
Josh Cutler	2014	Lew (Lewis N.) Segall	2016
John Doherty	2014	Lynn Smith	2015
Susan Fontaine	2015	Charles "Sandy" von Stackelberg	2016
*Robert Schnibbe	2014		

*\*(Donald Greenbaum resigned 11-15-13. Robert Schnibbe appointed on 11-25-13)*

### **BOARD OF APPEALS**

Judith (Judi) A. Barrett	2018	Wayne Dennison	2015
Paul Boudreau	2017	Scott Zoltowski, Chair	2014
Freeman Boynton, Jr.	2016		

### **BOARD OF APPEALS (ALTERNATES)**

John Baldwin	2014	Borys Goynycz	2014
Jill Cadigan-Christenson	2014	Emmett Sheehan	2014
*Robert Crowell	2014		
*Resigned 07-31-13			

### **BOARD OF HEALTH**

David Brumley, MD, Chair	2015	Karen Tepper, Vice Chair	2015
Bruce Bygate	2014	Clinton Watson	2016
Jerry Janousek	2014		

### **BURIAL AGENT TO THE BOARD OF HEALTH**

Susan C. Kelley\*\* 2016

\*Nancy M. Oates 07-01-13 until 03-28-14 retirement.

\*\*Appointed 04-22-14.

### **COMMUNITY PRESERVATION COMMITTEE**

*Liaisons (3 year terms):*

*James Borghesani, Housing Authority	2015	<u>Two at large:</u>	
Cynthia Ladd Fiorini, Planning Board	2016	Tony Kelso	2015
Holly Morris, Conservation Comm.	2016	Sarianna Seewald	2014
Kathy Palmer, Open Space Comm.	2016		
Robert C. (Terry) Vose, III, Hist Comm	2016		

*\*appted. 05-19-14 to fill the open seat*

**CONSERVATION COMMITTEE**

Sam Butcher	2014	Joseph Messina, Chair	2015
Thomas J. Gill, III	2014	Holly Morris	2016
Dianne Hearn	2016	Corey Wisneski	2016
Barbara Kelley	2015		

**CONSTABLE**

Melissa S. Blair	2014	Alden Ringquist	2014
Richard A. DeLisle	2016		

**COUNCIL ON AGING**

Anne Antonellis (Chair)	2016	Marilyn Murphy	2016
*Shelley Beeby	2015	Richard Whitney	2015
Marcy Bravo	2016		
Paul Brogna	2016	<b><u>ALTERNATES:</u></b>	
Pamela Campbell-Smith	2014	Susan C. Kelley (appted. 10-07-13)	
Carol Chapman	2015	Shirley M. Oktay, Alternate	2015
Susan Grunwald	2016	Corienne Poore, Alternate	2015
**Harry Katz	2014	Terri Scott, Alternate	2015
John B. Mattes	2014	Betsy Stevens, Alternate	2015
Peter Muncey	2014		

**ALTERNATES** are expected to serve in an advisory role, unless a quorum is not present. These members are usually past Council on Aging Board members.

**ASSOCIATES** are nominated and approved by the Council on Aging Board to serve in a non-voting advisory role. Associate Members are to be approved at the Annual Board Meeting. Bill Campbell, Ken Fortini, Henry Milliken, Ninky Savage, Jim Taylor, & Beverly Walters.

**DESIGN REVIEW BOARD**

Susan Bourget	2015	Stephen Williams	2016
Judith Hall	2016		
Nancy Johnson	2014	Robert M. Mustard, Jr. (Alt.)	2014
Sarah B. McCormick, Chair	2014	Heidi Pape Laird (Alt.)	2014

**DUXBURY BAY MANAGEMENT COMMITTEE**

William "Skip" Bennett	2014	Chuck Leonard	2014
John Brawley	2015	Joseph Messina	2016
Linda Brodie	2016	Mark Manganello	2015
Sam Davenport, Chair	2015	Don Beers, <i>Ex-Officio</i>	2014
Jackson S. Kent, III	2016		

**DUXBURY CULTURAL COUNCIL**

Craig Bloodgood**	2016	Judith Montminy	2015
Helen Fowler	2014	Janet Ritch	2014
Marilyn Greenstein**	2016	Janet Schwartz, Chair	2016
Elizabeth Hills	2015	Marion Thayer*	2016
Carol A. Langford	2014	Candy Weiler	2015
Mary Beth MacQuarrie	2016		
<i>*Appted. 12-09-13; **Appted. 01-06-14</i>			

**ECONOMIC ADVISORY COMMITTEE**

John Bear, Planning Board, Chair	2015	*OPEN, At Large	2015
Georgia Cosgrove, At-Large	2016	John M. Stanton, Business Rep.	2014
Wayne F. Dennison, ZBA	2014	Thomas Tucker, Business Rep.	2015
Clark J. Hinkley, At-Large	2014	Charles J. Weilbrenner, Business Rep.	2016
David Madigan, Selectmen's Rep	2015		
<i>* John B. Mattes Resigned 12-0-13</i>			

**FOURTH OF JULY Committee -Appointed 4-08-13 until 4-30-14 (July FY-14)**

Joan Edger	Katy Gaenicke	Jeff Goldman, Co-Chair
Amy Hill	Brian Hill	Margaret Kearney
William Kearney	Sue Lawrence	James MacNab
Barbara Munsey	Rich Potash	Donald Reed
Nancy Reed	Terry Reiber	Janet Ritch
David Robinson	Linda Robinson	Stuart A. Ruggles
Janet Skaggs	Terri Woodward, Co-Chair	

**HIGHWAY SAFETY COMMITTEE**

Richard Brennan	2014	Dep. Chief Chris West, Fire Dept. Rep.	2015
Paul Brogna, Co-Chair	2014	OPEN	2014
Jeff Lewis, Co-Chair	2014		
Phillip Tuck	2016	<i>Ex Officio:</i>	
Fred Von Bargaen	2015	Peter Buttkus, DPW Director	2015
		Officer Tim Wigmore, Police Dept. Rep.	2016

**HISTORICAL COMMISSION**

Retta (Lee) Adams	2014	** Robb D'Ambruoso (appt. 8-12-13)	2016
Tag Carpenter	2016	***Christopher Tice (appt. 10-07-13)	2014
*Arthur Evans (appt. 10-07-13)	2014	Robert C.(Terry) Vose, III, Chair	2016
Leslie Lawrence	2015		
*( <i>Laura Ricketson Doherty resigned 08-01-13</i> )			
**(David C. Utti resigned 07-22-13)			
*** (Ted (Edward C.) Weihman resigned 09-11-13)			

**KING CAESAR COMMITTEE ADVISORY**

Diane Barker	2016	Rev. Catherine Cullen	2014
Dr. Carol Langford	2015	Anne W. Hills, RN** (Intake Worker)	2014
* <i>Judith F. Hatch, RN (07-01-13 to 01-01-14)</i>			
** <i>Appointed on 01-13-14</i>			

**LOCAL HISTORICAL DISTRICT COMMITTEE**

James Hartford, Chair (DR&HS Rep.)	2015	Peter T. Smith (AIA Rep.)	2013
Gerald W. Kriegel (LHD Rep.)	2014	Brady Wyrzten (LHD Rep.)	2013
Audrey Macdonald (Bd. of Realtors Rep.)	2015		

**ALTERNATES:**

Pamela Campbell-Smith	2014	William S. Thayer	2014
Renee Mierzejewski, Alternate	2014	Robert C. "Terry" Vose, III	2014

**LOCAL HOUSING PARTNERSHIP** (Disbanded with passage of 2013 ATM Article 29; March 2013.)**LOGAN AIRPORT COMMUNITY ADVISORY COMMITTEE**

Thomas A. Broadrick	2016
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**MBTA ADVISORY BOARD**

Thomas A. Broadrick	2014
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**METROPOLITAN AREA PLANNING COUNCIL REP**

David J. Madigan	2015	Tom Broadrick	2015
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**MUNICIPAL COMMISSION ON DISABILITY**

Patty Cristoforo	2016	Patricia E. Randall	2016
Reino A. Kock, Mun. Emp. Rep.	2015	Marcia G. Solberg, Chair	2014
Jerry Nightingale	2014	Lynn Smith	2015
		OPEN	2014

**NUCLEAR ADVISORY COMMITTEE**

*Patrick J. Gagnon, M.D.	2014	Nancy Landgren	2015
Rebecca Chin, Co-Chair	2014	Nancy Dean Nowak ( <i>appt. 6-03-13</i> )	2016
**James Lampert	2015	Joseph Waldstein ( <i>resigned 05-08-14</i> )	2014
Mary Elizabeth Lampert, Co-Chair	2016		

*\*appointed 07-29-13 to fill an open seat.*

*\*\*Daniel E. Ryan resigned 10-08-13*

**OLD COLONY ELDERLY SERVICES**

*Donna Ciapinna, Delegate (appt.12-09-13)	2014
Joanne Moore, Liaison	
*Linda Hayes resigned 12-04-13	

**OLD COLONY PLANNING COUNCIL (Aging)**

Richard Whitney, Delegate	2014
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**OLD COLONY PLANNING COUNCIL (Planning)**

Thomas A. Broadrick, Delegate	2015
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**OPEN SPACE COMMITTEE (formerly known as Open Space and Recreation Committee)**

Paul Costello	2015	Paul Keohan	2016
Kathy Cross	2015	Patricia Loring	2016
Brian Glennon, II, Planning Bd Rep	2016	Kathy Palmer	2014
Lorrie Hall	2014	Jacques Pelletier	2015
		Philip Tuck	2014

**PLYMOUTH COUNTY ADVISORY BOARD**

Shawn Dahlen	2014
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**RECREATION ACTIVITIES COMMITTEE**

Brian Campbell	2015	Stewart McEntee	2015
Greg Chandler	2016	Brian Tonis	2014
Brendan Donnelly	2015	Gordon Cushing, <i>Ex-Officio</i>	2014
Brooks Holmes	2016		

**REGISTRARS OF VOTERS**

Paul Christo, Chair	2013	*Susan C. Kelley (Town Clerk)	2013
Miriam McCaig	2015	Mary Ellen See	2015
<i>*Nancy C. Oates until 03-28-14 retirement</i>			

**SHELLFISH ADVISORY COMMITTEE**

*Dan Baker	2015	Robert Loring	2015
Donald C. Beers, <i>Ex-Officio</i>	2016	John McCluskey	2016
John Brawley	2015	Kenneth S. McKim	2016
Linda K. Brodie	2014	Greg Morris	2014
Alan Hoban, Chair	2016	Clinton Watson	2014
<i>*Dan Baker deceased 08-29-13</i>			

**SIDEWALK & BIKE PATH COMMITTEE**

John Edwards	2015	Jerry Polak	2015
Nancy Johnson	2016	Peter J. Sullivan	2014
Michelle MK Hatfield, Chair	2015	Sarah Weihman	2016
Eileen Kelliher	2015		
Elaine Philbrick	2014		

*\*Steve Berall resigned 01-15-13*

*\*\*Kevin Pennell resigned 03-29-13*

**SOUTH SHORE COALITION (MAPC)**

David J. Madigan, Selectmen	2015	Scott Casagrande, Planning Board Rep	2015
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**SOUTH SHORE RECYCLING Cooperative**

Peter Buttkus  
Ed Vickers

**TOWN COUNSEL**

Arthur P. Kreiger, Anderson & Kreiger, LLC

**TOWN HISTORIAN**

"Tony" (James A.) Kelso	2015
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**TOWN MANAGER**

René J. Read

**WIND ADVISORY COMMITTEE**

Tom Burton	Alternative Energy Rep	2014
Susan Fontaine	Alternative Energy Rep	2015
Andreas K. Klein	Citizen-at-Large, Chair	2015
Bob Knapp	Citizen-at-Large	2016
*Joanne Levesque	Duxbury Wind Wise Rep	2015
Dan Ryan	Duxbury Wind Wise Rep	2014
Jim Savicki	Citizen-at-Large	2014

*\*Jack Murphy resigned 07-10-13*

**ZONING BYLAW REVIEW COMMITTEE (as of 1-28-13 revised membership & scope):**

Judi Barrett	ZBA Rep
Freeman Boynton, Jr.	Citizen-at-Large
Scott Casagrande	Citizen-at-Large
Nancy A. Johnson	Design Review Board Rep
Kathy Muncey	Citizen-at-Large
Mary Steinke	Citizen-at-Large
George Wadsworth	Planning Board Rep

**Annual Town Meeting  
Saturday, March 8, 2014  
Performing Arts Center  
Duxbury, MA**

The Annual Town Meeting was called to order by the Town Moderator on Saturday, March 8, 2014, at 9:00 AM and recessed at 9:19AM for the Special Town Meeting which started at 9:20AM and adjourned at 11:15AM, at which time the Annual Town Meeting began and was recessed for lunch at 12:20PM until 1:20PM and continued and adjourned at 5:40PM until Monday, March 10, 2014 at 7:30PM and adjourned sine die at 10:27PM. The Meeting was held at the Performing Arts Center, Alden St., Duxbury, MA.

**Article 1 – Subject: Election** - Article 1 in the Informational Warrant is a notice to inhabitants of the coming election; no vote is required. Moved and seconded that the Town bring in their votes for the following offices: one Selectman for a term of three years; one Assessor for a term of three years; one Moderator for a term of one year; one Town Clerk to fill an unexpired term of two years; two School Committee\_Members for a term of three years; two Planning Board Members for a term of five years; two Library Trustees for a term of three years, and for any other matters that may be brought forward to the voters on the town ballot.

**Announcement Only**

**Article 2 - Subject: Reports** - Moved and seconded that the Town receive the reports of town officials, boards, committees, and commissions. **No Reports**

**Article 3 - Subject: Salaries of Elected Officials** - Moved and seconded that the Town fix the compensation of the elected Town Officers for the twelve month period beginning July 1, 2014 as set forth in the column entitled “Finance Committee Recommended FY15”

			BOS	Finance Committee
	Appropriated FY14	Requested FY15	Recommended FY15	Recommended FY15
<b>Moderator</b>	\$40	\$40		**
<b>Selectmen</b>				
Chair	\$2,000	* \$2,000	*	* \$2,000
Member	\$1,500	* \$1,500	*	* \$1,500
Member	\$1,500	* \$1,500	*	* \$1,500
<b>Assessors</b>				
Chair	\$2,000	\$2,000		\$2,000
Member	\$1,500	\$1,500		\$1,500
Member	\$1,500	\$1,500		\$1,500
<b>Town Clerk</b>	\$80,000	\$80,000	\$65,000	\$65,000

\* = The Board of Selectmen takes no position on these items.

\*\* Finance Committee recommended a salary for the Moderator of \$40.

**Motion Carried**

**Article 4 - Subject: Personnel Plan Revision** - Moved and seconded that the Town amend the Town Personnel By-Law, originally accepted March 12, 1955 and last amended March 9, 2013, by incorporating the changes shown on the handout entitled “Recommended Changes to the Town Personnel By-Law”, a copy of which is on file in the Town Clerk’s office, and to raise and appropriate the sum of \$85,000.00 for the purposes of this article, to be expended under the direction of the Town Manager.

**Motion Carried**

**Article 5 - Motion 1 Subject: Operating Budget** - Moved and seconded that the Town appropriate the sum of \$34,989,571 as the General Fund Operating Budget of the Town for the purposes and in the amounts specified below, and to meet said appropriation, raise the sum of \$34,223,763 and to transfer the sum of \$765,808, of which;

\$107,056 shall come from the Water Enterprise Fund revenue for Lines #15, 42, 79, 80, 81 and 82;

\$17,683 shall come from the Percy Walker Pool Enterprise Fund revenue for Lines #15, 79, 80, 81 and 82;

\$100,000 shall come from the Pension Reserve Fund for Line #82;

\$541,069 shall come from the Fund Balance Bond Premium for Line #87,

and further, to raise the sum of \$18,913 to fund items #97 and #98, Percy Walker Pool Operating Budget, to be expended under the direction of the Town Manager.

<b>TOWN OF DUXBURY</b>					
<b>Operating Budget - Fiscal Year 2015</b>					
<b>LINE #</b>	<b>-</b>	<b>FY 2014 BUDGET</b>	<b>FY 15 DEPT REQ</b>	<b>FY 15 TOWN MGR</b>	<b>FY 15 FIN COMM</b>
	<b>GENERAL GOVERNMENT</b>				
	113 - Town Meeting				
1	Expenses	3,650	3,650	3,650	3,650
	114 - Moderator				
2	Salaries	40	40	40	40
	122 - Selectman/Manager				
3	Salaries	253,366	242,798	242,798	242,798
4	Expenses	19,150	15,000	13,800	13,800
	129 - Historical Commission				
5	Expenses	200	200	200	200
	131 - Finance Committee				
6	Salaries	0	1,500	0	0
7	Expenses	500	450	450	450
	133 - Finance Director				
8	Salaries	102,445	114,450	114,460	114,460
9	Expenses	3,175	2,950	3,150	3,150
	135 - Accounting				
10	Salaries	212,127	214,107	214,107	214,107
11	Expenses	8,300	8,380	8,380	8,380
	136 - Audit				
12	Expenses	43,610	43,610	43,610	43,610

**TOWN OF DUXBURY**

**Operating Budget - Fiscal Year 2015**

<b>LINE #</b>		<b>FY 2014 BUDGET</b>	<b>FY 15 DEPT REQ</b>	<b>FY 15 TOWN MGR</b>	<b>FY 15 FIN COMM</b>
	141 - Assessors				
13	Salaries	218,515	203,958	204,322	204,322
14	Expenses	21,885	25,385	25,385	25,385
	145 - Treasurer/Collector				
15	Salaries	247,414	252,986	252,692	252,692
16	Expenses	57,900	95,150	46,650	46,650
	151 - Legal Services				
17	Expenses	252,000	295,000	270,000	270,000
	152 - Human Resources				
18	Salaries	102,025	114,205	114,205	114,205
19	Expenses	22,960	30,660	30,660	30,660
	155 - Information Systems				
20	Salaries	86,100	148,980	158,980	158,980
21	Expenses	199,800	199,798	199,798	199,798
	158 - Tax Title				
22	Expenses	13,000	8,000	8,000	8,000
	161 - Town Clerk				
23	Salaries	123,690	126,756	111,423	111,423
24	Expenses	4,100	4,200	4,200	4,200
	162 - Elections				
25	Salaries	15,400	35,400	22,210	22,210
26	Expenses	19,100	20,400	20,400	20,400
	171 - Conservation Comm				
27	Salaries	132,570	133,873	128,848	128,848
28	Expenses	12,200	12,200	12,200	12,200
	175 - Planning Board				
29	Salaries	106,749	106,749	106,749	106,749
30	Expenses	10,000	10,000	9,700	9,700
	197 - Facilities Management				
31	Salaries	80,000	90,000	120,000	120,000
32	Expenses	1,000	2,000	2,800	2,800
	<b>Subtotal, General Government</b>	<b>2,372,971</b>	<b>2,562,835</b>	<b>2,493,867</b>	<b>2,493,867</b>



**TOWN OF DUXBURY**

**Operating Budget - Fiscal Year 2015**

<b>LINE #</b>		<b>FY 2014 BUDGET</b>	<b>FY 15 DEPT REQ</b>	<b>FY 15 TOWN MGR</b>	<b>FY 15 FIN COMM</b>
	<b>PUBLIC SAFETY</b>				
	210 - Police				
33	Salaries	2,775,091	2,808,097	2,805,913	2,805,913
34	Expenses	281,400	325,700	324,700	324,700
	220 - Fire				
35	Salaries	2,562,514	2,746,508	2,746,423	2,746,423
36	Expenses	277,220	289,405	286,005	286,005
	241 - Municipal Services				
37	Salaries	405,432	413,404	413,404	413,404
38	Expenses	46,000	48,600	84,100	84,100
	295 - Harbor/Coastal Mgmt				
39	Salaries	233,553	247,955	247,955	247,955
40	Expenses	23,475	23,700	25,700	25,700
	<b>Public Safety</b>				
	Salaries	5,976,590	6,215,964	6,213,695	6,213,695
	Expenses	628,095	687,405	720,505	720,505
	<b>Subtotal, Public Safety</b>	<b>6,604,685</b>	<b>6,903,369</b>	<b>6,934,200</b>	<b>6,934,200</b>
	<b>PUBLIC WORKS</b>				
	192 - Central Building Services				
41	Salaries	59,396	59,396	59,396	59,396
42	Expenses	252,600	246,200	255,400	255,400
	194 - Tarkiln Community Center				
43	Expenses	13,000	11,550	11,550	11,550
	292 - Animal Control				
44	Salaries	62,525	77,491	77,491	77,491
45	Expenses	7,900	7,200	7,200	7,200
	294 - Lands & Natural Resources				
46	Salaries	421,475	432,387	432,387	432,387
47	Expenses	43,300	41,300	41,300	41,300
	418 - Central Fuel Depot				
48	Expenses	311,000	312,000	312,000	312,000
	419 - DPW Administration				
49	Salaries	260,854	268,785	268,785	268,785
50	Expenses	86,200	56,150	56,150	56,150

**TOWN OF DUXBURY**

**Operating Budget - Fiscal Year 2015**

<b>LINE #</b>		<b>FY 2014 BUDGET</b>	<b>FY 15 DEPT REQ</b>	<b>FY 15 TOWN MGR</b>	<b>FY 15 FIN COMM</b>
	421 - Vehicle Maintenance				
51	Salaries	149,797	151,111	151,111	151,111
52	Expenses	117,500	104,000	104,000	104,000
	422 - Highway/Road Maintenance				
53	Salaries	444,923	447,171	447,171	447,171
54	Expenses	69,500	70,500	70,500	70,500
	423 - Snow and Ice				
55	Salaries	60,000	60,000	60,000	60,000
56	Expenses	110,000	111,000	111,000	111,000
	424 - Street Lights				
57	Expenses	38,000	36,000	36,000	36,000
	431 - Transfer Station				
58	Salaries	222,505	225,060	225,060	225,060
59	Expenses	551,000	541,000	520,700	520,700
	440 - Sewer				
60	Salaries	15,544	15,788	15,788	15,788
61	Expenses	181,000	170,600	170,600	170,600
	491 - Cemetery				
62	Salaries	383,981	392,726	392,726	392,726
63	Expenses	157,550	178,550	178,550	178,550
	<b>Subtotal, DPW</b>	<b>4,019,550</b>	<b>4,015,965</b>	<b>4,004,865</b>	<b>4,004,865</b>
	<b>HUMAN SERVICES</b>				
	541 - Council on Aging				
64	Salaries	366,417	381,882	381,882	381,882
65	Expenses	123,600	134,350	133,080	133,080
	543 - Veterans Services				
66	Salaries	23,565	24,036	24,036	24,036
67	Expenses	91,400	116,625	116,925	116,925
	840 - Ply. Cty. Coop. Ext.				
68	Expenses	200	200	400	400
	<b>Subtotal, Human Services</b>	<b>605,182</b>	<b>657,093</b>	<b>656,323</b>	<b>656,323</b>

**TOWN OF DUXBURY**

**Operating Budget - Fiscal Year 2015**

<b>LINE #</b>		<b>FY 2014 BUDGET</b>	<b>FY 15 DEPT REQ</b>	<b>FY 15 TOWN MGR</b>	<b>FY 15 FIN COMM</b>
	<b>LIBRARY &amp; RECREATION</b>				
	610 - Library				
69	Salaries	917,998	952,406	939,334	939,334
70	Expenses	309,899	328,239	308,739	308,739
	630 - Recreation				
71	Salaries	160,251	164,428	164,428	164,428
72	Expenses	1,150	850	850	850
	633 - Beach Life Guards				
73	Salaries	17,550	18,900	18,900	18,900
74	Expenses	750	950	950	950
	632 - North Hill Golf Course				
75	Expenses	2,000	2,000	2,000	2,000
	692 - Public Celebrations				
76	Expenses	3,500	3,000	3,000	3,000
	<b>Subtotal, Library &amp; Recreation</b>	<b>1,413,098</b>	<b>1,470,773</b>	<b>1,438,201</b>	<b>1,438,201</b>
	<b>SHARED COSTS (Town &amp; Schools)</b>				
	<b>EMPLOYEE BENEFITS</b>				
79	916 - Medicare	483,105	510,000	510,000	510,000
80	915 - Life Insurance	12,500	12,500	12,500	12,500
81	914 - Employee Life & Health Insurance	6,800,000	6,600,000	6,300,000	6,300,000
82	911 - Contributory Pensions	2,500,871	3,256,964	2,818,619	2,818,619
83	909 - Non-Contributory Pensions	20,000	20,000	20,000	20,000
84	945 - Workers Compensation	231,000	228,396	228,396	228,396
	<b>Subtotal, Employee Benefits</b>	<b>10,047,476</b>	<b>10,627,860</b>	<b>9,889,515</b>	<b>9,889,515</b>
	<b>OTHER SHARED COSTS</b>				
85	945 - Fire, Liability, Insurance	323,225	401,017	401,017	401,017
86	132 - Reserve Fund	105,000	108,000	108,000	108,000
	<b>Subtotal, Other Shared Costs</b>	<b>428,225</b>	<b>509,017</b>	<b>509,017</b>	<b>509,017</b>

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2015					
LINE #		FY 2014 BUDGET	FY 15 DEPT REQ	FY 15 TOWN MGR	FY 15 FIN COMM
	<b>DEBT SERVICE - TOWN &amp; SCHOOL</b>				
87	710 - Principal Payments	4,461,889	5,746,053	5,746,053	5,746,053
88	751 - Interest on Bonded Debt	4,636,391	3,147,530	3,147,530	3,147,530
89	752 - Interest on Temporary Notes	40,000	10,000	160,000	160,000
90	753 - Bond Expense	10,000	10,000	10,000	10,000
	<b>Subtotal, Debt Service - Town &amp; School</b>	<b>9,148,280</b>	<b>8,913,583</b>	<b>9,063,583</b>	<b>9,063,583</b>

**Motion Carried**

**Article 5 - Motion 2 Subject: School Operating Budget** - Moved and seconded that the Town appropriate the sum of \$31,933,458 as the General Fund School Operating Budget for the purposes and in the amounts specified below, and to meet said appropriation, raise the sum of \$31,933,458, to be expended under the direction of the School Committee:.

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2015					
LINE #		FY 2014 BUDGET	FY 15 DEPT REQ	FY 15 TOWN MGR	FY 15 FIN COMM
	<b>EDUCATION</b>				
	300 - Duxbury Schools				
77	Salaries	24,259,774	25,259,774	25,176,353	25,176,353
78	Expenses	6,673,684	6,873,684	6,757,105	6,757,105
	<b>Subtotal, Education</b>	<b>30,933,458</b>	<b>32,133,458</b>	<b>31,933,458</b>	<b>31,933,458</b>

A motion was made and seconded to reduce Line #78, Expenses, by \$1.

A motion was made and seconded to move the previous question, ending debate of the proposed amendment. **Motion Carried.**

Voting the proposed Amendment. **Motion Failed.**

A motion was made and seconded to move the previous question. **Motion Carried.**

Voting Article 5, Motion 2 as presented: **Motion Carried.**



**Article 5 - Motion 3 Subject: Water Enterprise Fund** - Moved and seconded that the Town appropriate the sum of \$2,182,954 from Water Enterprise Fund revenue for the purposes and in the amounts specified below, and further that \$107,056 be raised to fund indirect costs associated with the Water Enterprise Fund appropriated in the General Fund as identified in Article 5, Motion 1, to be expended under the direction of the Town Manager.

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2015					
LINE #		FY 2014 BUDGET	FY 15 DEPT REQ	FY 15 TOWN MGR	FY 15 FIN COMM
	<b>OPERATING BUDGET - WATER</b>				
	450 - Water				
91	Salaries	670,884	677,588	677,588	677,588
92	Expenses	1,002,616	1,005,521	987,247	987,247
	<b>Subtotal, Operating Budget - Water</b>	<b>1,673,500</b>	<b>1,683,109</b>	<b>1,664,835</b>	<b>1,664,835</b>
	<b>DEBT SERVICE - WATER</b>				
93	710 - Principal Payments	559,674	404,995	404,995	404,995
94	751 - Interest on Bonded Debt	99,904	93,124	93,124	93,124
95	752 - Interest on Temporary Notes	27,000	10,000	10,000	10,000
96	753 - Bond Expense	13,000	10,000	10,000	10,000
	<b>Subtotal, Debt Service - Water</b>	<b>699,578</b>	<b>518,119</b>	<b>518,119</b>	<b>518,119</b>

**Motion Carried**

**Article 5 - Motion 4 Subject: Percy Walker Pool Operating Budget** - Moved and seconded that the Town appropriate the sum of \$378,264 for the Percy Walker Pool Operating Budget for the purposes and in the amounts specified below, and to meet said appropriation, use the sum of \$359,351 from Percy Walker Pool Enterprise Fund revenue and transfer the sum of \$18,913 from the General Fund, and further \$17,683 be raised to fund indirect costs associated with the Pool Enterprise Fund appropriated in the General Fund as identified in Article 5, Motion 1, to be expended under the direction of the Town Manager.

TOWN OF DUXBURY					
Operating Budget - Fiscal Year 2015					
LINE #		FY 2014 BUDGET	FY 15 DEPT REQ	FY 15 TOWN MGR	FY 15 FIN COMM
	<b>OPERATING BUDGET - PERCY WALKER POOL</b>				
	631 - Pool				
97	Salaries	194,592	194,592	205,516	205,516
98	Expenses	176,873	178,087	172,748	172,748
	<b>Subtotal, Percy Walker Pool</b>	<b>371,465</b>	<b>372,679</b>	<b>378,264</b>	<b>378,264</b>

**Motion Carried**

**Article 6 - Motion 1 Subject: General Fund Capital Budget** - Moved and seconded that the Town appropriate the sum of \$1,254,716.00 as the General Fund Capital Budget of the Town, for the purposes and in the amounts specified as follows, and to meet said appropriation, transfer the sum of \$1,254,716.00, of which;

\$799,342.00	shall come from Free Cash
\$ 57,874.00	shall come from Insurance Recovery Receipts Reserved for Appropriation
\$250,000.00	shall come from Overlay Surplus
\$110,000.00	shall come from Sale of Lots & Graves Receipts Reserved for Appropriation
\$ 12,500.00	shall come from Article 6 of the March 2013 Annual Town Meeting - Refurbish Frame Rails on Ladder #1
\$ 25,000.00	shall come from Crematory Construction,

to be expended under the direction of the Town Manager.

Article 6 Capital Projects Requests					
Line #		Fiscal 2015 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>GENERAL GOVERNMENT</b>				
	<b>Assessing</b>				
1	Valuation of Property (The Village at Duxbury)	10,000	10,000	10,000	10,000
2	Relisting of Commercial Properties	7,965	7,965	7,965	7,965
	<b>Information Systems</b>				
3	New Town-wide Communications Network - Phase III	100,000	100,000	100,000	100,000
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>117,965</b>	<b>117,965</b>	<b>117,965</b>	<b>117,965</b>
	<b>PUBLIC SAFETY</b>				
	<b>Police</b>				
4	Replace Command Vehicle	35,500	41,342	35,500	41,342
5	Replace Firearms	23,500	23,500	23,500	23,500
	<b>Fire Department</b>				
6	Replace Shift Commander Car #3	47,000	47,000	47,000	47,000
7	Refurbish Frame Rails on Ladder 1	24,000	24,000	24,000	24,000
8	Replace Portable Radios (35)	130,000	100,000	100,000	100,000
	<b>Harbormaster</b>				
9	Repair Town Pier	4,000	4,000	4,000	4,000
	<b>PUBLIC SAFETY TOTAL</b>	<b>264,000</b>	<b>239,842</b>	<b>234,000</b>	<b>239,842</b>

Article 6 Capital Projects Requests (continued)					
Line #		Fiscal 2015 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>PUBLIC WORKS</b>				
	<b>Lands &amp; Natural Resources</b>				
10	Purchase SCAG Mower	13,520	13,520	13,520	13,520
	<b>Highway</b>				
11	Replace 2004 Ten Wheel Dump Truck H-15	207,359	207,359	207,359	207,359
	<b>Cemetery</b>				
12	Replace Cemetery Maintenance Building	350,000	350,000	350,000	350,000
13	Purchase HRRW Blower/Vac	7,280	7,280	7,280	7,280
	<b>DEPARTMENT OF PUBLIC WORKS TOTAL</b>	<b>578,159</b>	<b>578,159</b>	<b>578,159</b>	<b>578,159</b>
	<b>HUMAN SERVICES</b>				
	<b>Council On Aging</b>				
14	Second Floor Carpet Replacement	14,000	14,000	14,000	-
15	Replace Ellison Room Dining Chairs (30)	7,250	7,250	7,250	7,250
	<b>HUMAN SERVICES TOTAL</b>	<b>21,250</b>	<b>21,250</b>	<b>21,250</b>	<b>7,250</b>
	<b>LIBRARY &amp; RECREATION</b>				
	<b>Library</b>				
16	Replace Roof & Repair Cupola	300,000	300,000	300,000	300,000
	<b>North Hill Golf Course</b>				
17	Replace Clubhouse Indoor Carpet	6,000	6,000	6,000	6,000
18	Powerwash & Paint Clubhouse	5,500	5,500	5,500	5,500
	<b>LIBRARY &amp; RECREATION TOTAL</b>	<b>311,500</b>	<b>311,500</b>	<b>311,500</b>	<b>311,500</b>

Motion Carried

**Article 6 - Motion 2 Subject: School Capital Budget** - Moved and seconded that the Town appropriate the sum of \$50,000 as the General Fund School Capital Budget for the purposes and in the amounts specified below, and to meet said appropriation, transfer the sum of \$50,000 from Free Cash, to be expended under the direction of the School Committee.

Article 6 Capital Projects Requests					
Line #		Fiscal 2015 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>DUXBURY SCHOOLS</b>				
19	Purchase Computers & Laptops	300,000	0	0	0
20	Life Safety System Upgrade - Chandler	50,000	50,000	50,000	50,000
	<b>SCHOOL DEPARTMENT TOTAL</b>	<b>350,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

**Motion Carried**

**Article 6 - Motion 3 Subject: Water Enterprise Capital Budget** - Moved and seconded that the Town appropriate the sum of \$606,374 as the Water Enterprise Capital Budget, for the purposes and in the amounts specified below, and to meet said appropriation, transfer the sum of \$606,374 from Water Enterprise Retained Earnings, to be expended under the direction of the Town Manager.

Article 6 Capital Projects Requests					
Line #		Fiscal 2015 Request	Town Manager Recommendation	Fiscal Advisory Recommendation	Finance Committee Recommendation
	<b>WATER ENTERPRISE FUND</b>				
21	Replace Evergreen Well Roof	24,000	24,000	24,000	24,000
22	Replace 2004 Backhoe	104,249	104,249	104,249	104,249
23	Rehabilitate Mayflower Street Wells	60,000	60,000	60,000	60,000
24	Rehabilitate Depot Street Well Site	80,000	80,000	80,000	80,000
25	Replace 2007 3/4 Ton Utility Truck #4	38,125	38,125	38,125	38,125
26	PCE Main Pipe Replacement	150,000	150,000	150,000	150,000
27	System Rehabilitation	150,000	150,000	150,000	150,000
	<b>WATER ENTERPRISE FUND TOTAL</b>	<b>606,374</b>	<b>606,374</b>	<b>606,374</b>	<b>606,374</b>

**Motion Carried**



**Article 6 - Motion 4 Subject: Percy Walker Pool Enterprise Capital Budget** - Moved and seconded that the Town appropriate the sum of \$65,000 as the Percy Walker Pool Enterprise Capital Budget for the purposes and in the amounts specified below, and to meet said appropriation, transfer the sum of \$65,000 from General Fund Free Cash, to be expended under the direction of the Town Manager.

<b>Article 6 Capital Projects Requests</b>					
<b>Line #</b>		<b>Fiscal 2015 Request</b>	<b>Town Manager Recommendation</b>	<b>Fiscal Advisory Recommendation</b>	<b>Finance Committee Recommendation</b>
	<b>POOL ENTERPRISE FUND</b>				
28	Remove & Replace Pool Water	65,000	65,000	65,000	65,000
	<b>POOL ENTERPRISE FUND TOTAL</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>

**Motion Carried**

**Article 7 - Subject: Union Contracts** - Moved and seconded to indefinitely postpone this Article. **Motion Carried.**

**Article 8 - Subject: Revolving Funds** - Moved and seconded that the Town re-authorize revolving funds under M.G.L. Chapter 44, Section 53E½ for the programs and the purposes as follows, and further authorize department receipts of such programs be credited to respective revolving accounts, to be expended without further appropriation by the officer so designated and not to exceed the FY2015 dollar limit indicated.

<b>Program</b>	<b>Purpose</b>	<b>Department Receipts</b>	<b>Expended under direction of:</b>	<b>FY 2015 limit</b>
<b>Senior Center</b>	Senior Center program operations	Senior Center program fees	Director, Council on Aging	\$175,000
<b>Jaycox Tree Farm</b>	Supplies for and operation of Tree Farm	Revenues of Tree Farm	Conservation Administrator	\$20,000
<b>Hazardous Materials Response</b>	Replacement, repair, and purchase of equipment and supplies and for administrative and firefighter wage expenses associated with fire operations and responses to hazardous materials incidents	Reimbursements allowed under MGL c. 21E ½ for response to hazardous materials releases	Fire Chief	\$50,000

**Motion Carried**

**Article 9 - Subject: Duxbury Beach Lease** - Moved and seconded that the Town raise and appropriate the sum of \$600,000.00 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 an area of land excluded at High Pines used by the Duxbury Beach Reservation) and to authorize the Board of Selectmen to execute a lease in the name and on the behalf of the Town for the period beginning July 1, 2014 and ending June 30, 2015 on such terms as may be approved by the Board of Selectmen.

**Majority Vote Required**

**Motion Carried**

**Article 10 - Subject: Fourth of July** - Moved and seconded that the Town raise and appropriate and/or transfer from available funds, the sum of \$15,000.00 to fund the Town of Duxbury's Fourth of July parade and ceremonies, to be expended under the direction of the Town Manager. **Motion Carried**

**Article 11 - Subject: Solid Waste Disposal** - Moved and seconded that the Town authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste, for a period not to exceed twenty (20) years, commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interest of the Town. **Motion Carried**

**Article 12 - Subject: Amend By-Law – Duxbury Beach Committee** - Moved and seconded that the Town

- 1) delete in its entirety Subsection 6.6.2.b of the General Bylaws;
  - 2) re-alphabetize the current Subsection 6.6.2.c as "6.6.2.b;"
- and
- 3) substitute in current Subsection 6.6.2.c the word "Residents" for the word "Improvement",

so that the amended by-law reads as follows:

#### **6.6. DUXBURY BEACH COMMITTEE**

- 6.6.1. The Duxbury Beach Committee shall consist of twelve Members appointed by the Moderator, which shall include the Police Chief, the Harbormaster/Shellfish Warden and the Conservation Administrator or their designees; three designees of the Duxbury Beach Reservation, Inc., and six members at-large, one of whom shall be a Duxbury Beach year-round resident, to three-year staggered terms.
- 6.6.2. The Duxbury Beach Committee shall have the following powers and duties:
  - a. The Committee shall advise the Board of Selectmen, the Town Manager, the Finance Committee and any other relevant agency of the Town on the use and management of the town leased portion of the beach, and make recommendations to the Town Manager for the coordinated management of the beach so that its use will be a safe, sanitary and enjoyable recreation experience, and for the proper maintenance of the Powder Point Bridge.
  - b. The Committee shall consult and cooperate with the Duxbury Beach Reservation, Inc., the Gurnet Saquish Association and the Duxbury Beach Residents Association, for the protection and preservation of the beach.

**Motion Carried**

**Article 13 – Subject: Grant Easement - Nstar: Solar Farm, Mayflower Street** - Moved and seconded that the Town authorize the Board of Selectmen to grant, on such terms and conditions as the Selectmen shall determine, to NSTAR Electric Company, and their respective successors and assigns, a non-exclusive easement, substantially in the location shown on a plan dated October 10, 2013 prepared by American Capital Energy, Inc. on file with the Town Clerk, to access, erect, construct, operate, maintain, connect, extend, replace, and remove a pole or poles which may be erected at different times with the necessary conduits, cables, wires, anchors, guys, supports and fixtures appurtenant thereto, for the transmission and/or distribution of electricity upon, over and across that certain parcel of land on Mayflower Street as now laid out and shown as property ID 092-500-039 on the Town of Duxbury Assessor's Map. **Motion Carried**

**Article 14 Subject: Acquire Easement For Fiber Optic Cable – Ricker Property** – Moved and seconded to indefinitely postpone this Article.

**2/3 Vote Required. Motion Carried by Unanimous Vote**

**Article 15 – Subject: CPC Operating Fund** - Moved and seconded that, upon recommendation of the Community Preservation Committee, the Town appropriate the sum of \$27,100.00 from the Community Preservation Fund FY 2015 anticipated revenues in accordance with MGL Chapter 44B, for expenses and charges for the operations of the Community Preservation Committee, for the fiscal year beginning July 1, 2014 and ending June 30, 2015 inclusive, said funds to be expended under the direction of the Town Manager. **Motion Carried**

**Article 16 – Subject: CPC Allocations** - Moved and second that, upon recommendation of the Community Preservation Committee, the Town reserve for future appropriation the sum of \$162,000.00 from the Community Preservation Fund FY 2015 anticipated revenues for the purpose of meeting the requirements of the Community Preservation Act, MGL Chapter 44B, Section 6, with 10% of said amount reserved for Open Space, 10% of said amount reserved for Community Housing (Affordable), and 10% of said amount reserved for Historic Resources (Preservation). **Motion Carried**

**Article 17 – Subject: Conservation Fund** - Moved and seconded that, upon recommendation of the Community Preservation Committee, the Town appropriate the sum of \$48,000.00 from the Open Space Reserve of the Community Preservation Fund to be added to the Conservation Fund, to be used under the direction of the Conservation Commission for any purpose authorized by MGL Chapter 40, Section 8C, and in accordance with Chapter 44B. **Motion Carried**

**Article 18 – Subject: CPC: Kayak Racks** - Moved and seconded that, upon recommendation of the Community Preservation Committee, the Town appropriate from Undesignated Fund Balance of the Community Preservation Fund, the sum of \$5,000.00 to purchase and install kayak racks, and any signage that may be necessary to better manage recreation at the Shipyard Beach and Cove Street landings.

A motion was made and seconded to move the previous question. **Motion Carried.**

**Voting the main motion: Motion Failed- Vote Yes - 40, Vote No - 80**

**Article 19 – Subject: CPC: Historic Archives Digital Scanner Purchase** - Moved and seconded that, upon recommendation of the Community Preservation Committee, the Town appropriate from the Historic Resources Reserve of the Community Preservation Fund, the sum of \$3,300.00 to acquire a scanner, and portable hard drives, and fund administrative expenses for a publically accessible online database of Town of Duxbury historical documents and artifacts. **Motion Carried**

**Article 20 – Subject: CPC: Survey of Historic Properties and Submitting Applications To The Massachusetts Historical Commission and National Register** - Moved and seconded that, upon recommendation of the Community Preservation Committee, the Town appropriate from the Historic Resources Reserve of the Community Preservation Fund, the sum of \$30,000.00 for contracted work for the purpose of surveying historic properties and submitting applications to the Massachusetts Historical Commission and the National Register of Historic Places. **Motion Carried**

**Article 21 - Subject: Net Metering Purchase Power Agreement** - Moved and seconded that the Town authorize the Town Manager to negotiate the terms of and authorize the Board of Selectmen to execute, on such terms and conditions as the Town Manager and Board of Selectmen deem in the best interest of the town, a Net Metering Power Purchase Agreement with Future Generation Wind, LLC (“FGW”), subject to future Town Meeting approval for any renewal term that extends the Agreement more than 25 years, for the purchase of net metering credits to be generated from FGW’s planned wind energy project to be co-located with the Mann Farms cranberry farm off Head of the Bay Road in Buzzard’s Bay, Massachusetts (the “FGW Project”).

Ms. Joanne Levesque made a motion to amend the Article as follows:

Approval of Warrant Article 21, the net metering power purchase agreement with Future Generation Wind, LLC, is to be dependent on the completion of an independent “study committee’s” final report. The “study committee” is to be appointed by the Board of Selectmen and tasked with providing full disclosure to Duxbury town officials and residents as follows:

- the “study committee” will fully vet the integrity of the financial projections as provided in the Future Generation Wind “Offer” spreadsheet dated February 24, 2014; and
- the “study committee” will perform a thorough review and consideration of the documented public health implications resulting from industrial wind turbine operation emissions, as requested by the Bourne, MA Board of Health in their letter to Duxbury Town officials dated March 3, 2014 and also by both Plymouth and Bourne residents who live adjacent to the Future Generation Wind project;
- the “study committee” shall be provided six months to complete their report.

The motion to amend the article was seconded.

A motion was made to move the previous question ending debate of the proposed amendment. **Motion Carried.**

Voting the amendment - **Motion failed:** Yes 44 No 80

A motion was made to move the previous question. **Motion carried.**

Voting the main motion as presented – **Motion Carried.**

**Meeting adjourned at 5:30 PM, Saturday, March 8, 2014 until 7:30PM, Monday, March 10, 2014**

**The meeting re-convened on Monday, March 10, 2014 at 7:30PM.**

**Article 22 – Subject: Town-Wide Compensation And Classification Study -**

Moved and seconded to indefinitely postpone this Article. **Motion Carried**

**Article 23 - Subject: Real Estate Disposition – Sale Of Former Duxbury Police Station Property On West Street -**

Moved and seconded that the Town authorize the Board of Selectmen to sell, convey, release or otherwise dispose of any interests in all or any portion of the property located at 443 West Street, Duxbury, Massachusetts, which parcel is shown on Assessor’s Map 069, Block 507, Lot 11, subject to the provisions of Chapter 30B of the Massachusetts General Laws, and further that such disposition to be on such other terms and conditions the Board of Selectmen deem appropriate, which may include the reservation of easements and restrictions.

**2/3 Vote Required. Motioned Carried**

**Article 24 - Subject: Amend Zoning By-Laws: Medical Marijuana Moratorium -** Moved and seconded that the Town amend the Town of Duxbury Zoning By-laws by adding a new section under Article 600 – Special Regulations as follows:

### ***617 TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS***

There is hereby enacted a temporary moratorium on the location of any medical marijuana treatment center in any zoning district. The temporary moratorium will end on June 30, 2014 unless this moratorium is sooner repealed by Town Meeting upon recommendation of the Planning Board. The moratorium enacted by this paragraph will provide Town boards and officials sufficient time to determine the best way to regulate facilities that grow, process and sell marijuana for medical use in light of the enactment of Initiative Petition for the Humanitarian Medical Use of Marijuana effective January 1, 2013 and regulations relating thereto promulgated by the Massachusetts Department of Public Health.

A motion was made by Cynthia Ladd Fiorini for Brian Glennon on behalf of the Duxbury Planning Board to amend the main motion as follows:

I move to amend the main motion under Article 24 by replacing the date June 30, 2014 with the date December 31, 2014 in the second sentence of Article 24, so that the second sentence reads “The temporary moratorium will end on December 31, 2014 unless this moratorium is sooner repealed by Town Meeting upon recommendation of the Planning Board”

The motion to amend was seconded. Majority vote required: **Motion Carried**

Voting main motion as amended, 2/3 vote required: **Motion Carried.**

**Article 25 - Subject: Long-Term Lease Authorization 235 Crescent Street** - Moved and seconded that the Town authorize the Board of Selectmen to lease a portion of the property located at 235 Crescent Street, Duxbury, Massachusetts, which parcel is shown on the Duxbury Assessor's Map 111, Block 509, Lot 43, described in a deed recorded with the Plymouth County Registry of Deeds in Book 2467, Page 230, and which portion is depicted on a plan entitled, "235 Crescent Street" dated January 9, 2014, on file with the Town Clerk, for telecommunications purposes on such terms and conditions and for such consideration as the Board of Selectmen shall determine to be appropriate, such lease to be for a term of up to twenty (20) years; and further to grant such access and utility easements on said property as may be necessary or convenient to serve the facilities installed pursuant to said lease.

A motion was made by Mr. Paul Keohan, on behalf of the Water & Sewer Advisory Board, to amend the main motion as follows:

Amend the first line of the article to read:

"To see if the Town will authorize the Board of Selectmen, *(to be added)* acting as the Water Department Commissioners, to lease a portion of the property located at 235 Crescent St...."

Amend the sixth line of the article to read:

"...terms and conditions and for such consideration, *(to be added)* payable to Water Department's Enterprise Account as the Board of Selectmen shall determine to be appropriate, such lease to be..."

Motion was seconded. Voting the amendment: **Motion Failed.**

Voting the main motion: **Motion Carried.**

**Article 26 - Subject: Long-Term Lease Authorization 0 Church Street**

Moved and seconded to indefinitely postpone this Article. **Motion Carried**

**Article 27 - Subject: Civil Fingerprinting**

Moved and seconded to indefinitely postpone this Article. **Motion Carried**

**Article 28 - Subject: Special Police Force And Retired Officers** - Moved and seconded that the Town authorize the Board of Selectmen to petition the General Court to enact legislation to establish a special police force not subject to Massachusetts General Laws Chapter 31 (Civil Service) to augment the regular police force as needed and enabling retired officers of the regular force to join this special force. **Motion Carried**

**Article 29 - Subject: Pilgrim Nuclear Power Station Post Operation** - Moved and seconded that the Town approve a resolution to support:

**Decommissioning** (immediate dismantlement) as opposed to **Safstor** (deferred dismantlement) when the Pilgrim Nuclear Power Station ("Pilgrim") permanently ceases to generate electricity,

AND

2) Requiring removal from the spent fuel pool of spent fuel which has been more than five years removed from Pilgrim's reactor, to be relocated to dispersed and hardened dry cask storage whether before or after Pilgrim ceases to operate,

AND

3) Limiting storage of waste at Pilgrim to only those wastes generated at Pilgrim,

AND

4) Continuing offsite radiological emergency planning with all costs to off-site communities funded by Entergy so long as any fuel remains on-site at Pilgrim,

And further to request that the Town Clerk of Duxbury forward the text of the resolution, as approved, to the Town of Duxbury's State and Federal legislative delegations, the Boards of Selectmen within the emergency planning zone of the Pilgrim Nuclear Power Station EPZ, the Nuclear Regulatory Commission and the Entergy Corp., so that the intent of the citizens of Duxbury is widely known.

**Motion Carried**



**Article 30 - Subject: Heightened Railings At The New School** - Moved and seconded that the Town approve a resolution as follows:

Be it resolved that:

Whereas, Town Meeting considers the railings on the second and third floor corridors and balconies overlooking the entranceways, and on the two third-story walkways that bridge the three-floor atrium, as currently designed in the new 1,700 student three-story combination High School and intermediate school now under construction, are insufficient in height for adequate school safety; therefore, Town Meeting request urges that the School Committee direct the railings to be redesigned or retrofitted using structural glass, plastic, aluminum rods or other material of equal strength and quality, prior to occupancy of the school, and that the School Committee identify funding for such redesign such as from uncommitted contingency funds previously appropriated under Article 1 of the October 29, 2011 Special Town Meeting.

Mr. Doyle moved to amend the motion as it was not the most recent iteration of his motion. The amendment read as follows:

I move that the Town adopt a resolution as follows:

Be it resolved that:

Whereas, Town Meeting considers the railings on the second and third floor corridors and balconies overlooking the entranceways, and on the two third-story walkways that bridge the three-floor atrium, as currently designed in the new 1,700 student three-story combination Middle-High School now under construction, are insufficient in height for adequate school safety; therefore, Town Meeting requests that the School Committee direct the railings to be redesigned or retrofitted to a greater height prior to occupancy of the school, and that the School Committee identify funding for such redesign and retrofit such as uncommitted contingency funds previously appropriated under Article 1 of the 2011 Special Town Meeting.

The motion to amend was seconded. Motion Carried.

Voting the motion as amended: **Motion Carried.** Yes 73, No 59

**Article 31 - Subject: Re-Authorization of The South Shore Recycling Cooperative Inter-Municipal Agreement** -

Moved and seconded that the Town extend the term of the Inter-Municipal Agreement for regional cooperation in the provision of solid waste and recycling services for the South Shore Recycling Cooperative for an additional term through June 30, 2018 and, further, authorize the Board of Selectmen to execute and deliver an amended Inter-Municipal Agreement, a copy of which is on file in the office of the Town Clerk, to effect the extension of the term and other changes set forth therein. **Motion Carried**

**Article 32 - Subject: Electronic Balloting** - Moved and seconded that the Town authorize the Electronic Balloting Committee to pursue, at no cost, the use of Electronic Balloting for the March 2015 Town Meetings.

Mary Lampert moved to amend the motion as follows:

“...pursue the same procedure as this year at no cost and the Electronic Balloting Committee provide a detailed recommendation as to how electronic balloting be used in the future”

The motion was seconded. Voting amendment: **Motion Failed.**

Voting main motion: **Motion Carried.**

**Motion Carried**

**Meeting Adjourned sine die at 10:30 PM, Monday, March 10, 2014.**

**Attendance: 275**

I hereby certify the minutes of the meeting and the methods of achieving them were voted at the Annual Town Meeting.

Respectfully submitted,

Nancy M. Oates  
Duxbury Town Clerk

**Special Town Meeting  
Saturday, March 8, 2014  
Performing Arts Center  
Duxbury, MA**

The Special Town Meeting was called to order by the Town Moderator at 9:15 AM and was adjourned sine die at 11:15 AM. The meeting was held at the Performing Arts Center, Alden St, Duxbury, MA.

**Article 1 - Subject: Supplemental Appropriations** - Moved and seconded that the Town transfer from available funds sums of money to supplement appropriations previously voted under Article 5 of the Annual Town Meeting of March, 2013 for the Fiscal Year beginning July 1, 2013 for line items in the budgets of various Town Departments as follows:

Item #	Department	Budget	Adjustment	Revised FY14 Budget	Funding Source
1	423 – Snow & Ice Removal – Personal Services	\$60,000	\$60,000	\$120,000	Free Cash
2	423 – Snow & Ice Removal – Other Expenses	\$110,000	\$170,000	\$280,000	Free Cash
3	141 – Assessor – Personal Services	\$218,515	\$9,050	\$227,565	Dept. 914 – Health Insurance
4	210 – Police – Other Expenses	\$281,400	\$21,500	\$302,900	Dept. 914 – Health Insurance
5	491 – Cemetery – Other Expenses	\$157,550	\$22,000	\$179,550	Free Cash
6	631 – P.W. Pool – Other Expenses	\$176,873	\$7,500	\$184,373	Dept. 631 – P.W. Pool – Personal Services
7	294 – DPW Lands and Natl. Resources – Other Expenses	\$43,300	\$10,000	\$53,300	Dept. 294 – DPW Lands and Natl. Resources – Personal Services
8	DPW Vehicle Maintenance – Other Expenses	\$117,500	\$20,000	\$137,500	(\$10,000) Dept. 419 DPW Admin – Personal Services; (\$10,000) Dept. 419 DPW Admin. - Other Expenses

**Motion Carried.**

**Article 2 - Subject: Unpaid Bills** - Moved and seconded that the Town appropriate the sum of \$587.05 to pay the following unpaid bills of previous fiscal years which may be legally unenforceable due to the insufficiency of an appropriation; and to meet said appropriation, transfer the sums of:

\$98.40 from Town Clerk – Current Year, Other Expenses,

\$48.76 from Conservation – Current Year, Other Expenses,

AND

\$439.89 from Information Services – Current Year, Other Expenses

VENDOR	DEPARTMENT	AMOUNT
WB Mason	Town Clerk	98.40
WB Mason	Conservation	48.76
Verizon	Information Services	439.89

**9/10 Vote Required. Motion Carried**

**Article 3 - Motion 1 - Subject: Union Contracts (Library)** - Moved and seconded that the Town appropriate the sum of \$16,300.00 for the purpose of funding a Collective Bargaining Agreement with Duxbury Free Library Employees, Service Employees International Union, Local 888, for the fiscal year beginning July 1, 2013 and ending June 30, said appropriation, transfer the sum of 2014, and for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to meet \$2,000.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting and transfer \$14,300.00 from Free Cash. **Motion Carried**

**Article 3 - Motion 2 - Subject: Union Contracts (Duxbury Patrol) - Passed Over**

**Article 3 - Motion 3 - Subject: Union Contracts (Duxbury Police Commanders)** - Moved and seconded that the Town appropriate the sum of \$7,875.00 for the purpose of funding a Collective Bargaining Agreement with Duxbury Police Commanders Association, for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to meet said appropriation, transfer the sum of \$2,595.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting and transfer the sum of \$5,280.00 from the Town Manager/Selectmen Personal Services appropriation approved under Article 5 of the March 2013 Annual Town Meeting. **Motion Carried**

**Article 3 - Motion 4 - Subject: Union Contracts (Dispatchers)** - Moved and seconded that the Town appropriate the sum of \$99,000.00 for the purpose of funding a Collective Bargaining Agreement with Public Safety Dispatchers Union, MCOP Local 376A, for the fiscal year beginning July 1, 2012 and ending June 30, 2013, and for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to meet said appropriation, transfer the sum of \$47,900.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting and transfer \$51,100.00 from Free Cash. **Motion Carried**

**Article 3 - Motion 5 - Subject: Union Contracts (Clerical)** - Moved and seconded that the Town appropriate the sum of \$47,100.00 for the purpose of funding a Collective Bargaining Agreement with Town of Duxbury Secretaries and Clerks, SEIU Local 888, for the fiscal year beginning July 1, 2012 and ending June 30, 2013 and for the fiscal year beginning July 1, 2013 and ending June 30, 2014 and for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to meet said appropriation, transfer the sum of \$19,800.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting, \$7,500.00 from the Property & Liability appropriation approved under Article 5 of the March 2013 Annual Town Meeting, and transfer \$19,800.00 from Free Cash. **Motion Carried**

**Article 3 - Motion 6 - Subject: Union Contracts (Firefighters)** - Moved and seconded that the Town appropriate the sum of \$111,000.00 for the purpose of funding a Collective Bargaining Agreement with Duxbury Permanent Firefighters' Association, International Association of Firefighters Local 2167, for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and to meet said appropriation, transfer the sum of \$111,000.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting. **Motion Carried**

**Article 3 - Motion 7 - Subject: Union Contracts (School - Teachers)** - Moved and seconded that the Town appropriate the sum of \$200,000.00 for the purpose of funding a Collective Bargaining Agreement with Duxbury Teachers Association, for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and to meet said appropriation, transfer the sum of \$200,000.00 from Free Cash. **Motion Carried**

**Article 3 - Motion 8 - Subject: Union Contracts (DPW)** - Moved and seconded that the Town appropriate the sum of \$22,550.00 for the purpose of funding a Collective Bargaining Agreement with Duxbury DPW Employees, AFSCME, Council 93, Local 1700, for the fiscal year beginning July 1, 2014 and ending June 30, 2015, and to meet said appropriation, transfer the sum of \$16,900.00 from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting, and transfer \$5,650.00 from Water Enterprise Retained Earnings. **Motion carried.**

**Article 4 - Subject: Transfer to the Percy Walker Pool Enterprise Fund** - Moved and seconded that the Town appropriate the sum of **\$14,600.00** to supplement appropriations previously voted under Article 5 of the Annual Town Meeting of March 9, 2013 for the Percy Walker Pool Enterprise Fund, and to meet said appropriation, transfer the sum of **\$14,600.00** from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting. **Motion Carried**

**Article 5 - Subject: Transfer to the Pension Reserve Fund** - Moved and seconded that the Town appropriate the sum of **\$100,000.00** to the Pension Reserve Fund, and to meet said appropriation, transfer the sum of **\$100,000.00** from Free Cash. **Motion Carried**

**Article 6 - Subject: Transfer to Other Post Employment Benefits Trust Fund (OPEB)** - Moved and seconded that the Town appropriate the sum of **\$200,000.00** to the Other Post Employment Benefits Trust Fund (OPEB), and to meet said appropriation, transfer the sum of **\$200,000.00** from the Town Health Insurance Trust appropriation approved under Article 5 of the March 2013 Annual Town Meeting. **Motion Carried**

**Article 7 - Subject: Transfer to the Stabilization Fund** - Moved and seconded that the Town appropriate the sum of **\$200,000.00** to the Stabilization Fund, and to meet said appropriation, transfer the sum of **\$200,000.00** from Free Cash. **2/3 Vote Required. Motion Carried**

**Article 8 - Subject: Repeal of Chapter 112 of Acts of 2005** - Moved and seconded that the Town authorize the Board of Selectmen to petition the General Court to repeal Chapter 112 of the Acts of 2005 (An Act Establishing an Affordable Housing Trust Fund in the Town of Duxbury). **Motion Carried**

**Article 9 - Subject: Housing Allocation Plan for FY15** - Moved and seconded that the Town adopt a plan for the allocation of the resources of the Duxbury Affordable Housing Trust Fund for Fiscal Year 2015 as set forth under Article 9 of the Special Town Meeting Warrant, with the exception of item D, entitled "Rental Assistance Program," which shall be deleted. **Motion Carried**

**Article 10 - Subject: Amend Zoning By-Laws: Affordable Housing Trust Fund** - Moved and seconded to indefinitely postpone this Article. **2/3 Vote Required.**

**Article 11 - Subject: Town Clerk Elected/Appointed** - Moved and seconded that the Town Authorize the Board of Selectmen to petition the Legislature for special legislation to change the position of the Town Clerk from a position elected by the voters at the Town's Election to a position appointed by the Town Manager,

***AND***

To amend the General By-Laws by deleting Section 3.4, by deleting the last phrase in subsection 3.10.1 beginning with the word "except" and ending with the word "election" and by adding "Town Clerk" in Section 5.3 to the list of officials appointed by the Town Manager, such By-Law amendments to take effect only if such special legislation is enacted and upon the expiration of the term of the Town Clerk then in office.

**Moved and seconded to indefinitely postpone this Article.  
Voted to leave the Town Clerk position elected by the voters.**

I hereby certify the minutes of the meeting and the methods of achieving them were voted at the Special Town Meeting. Meeting adjourned sine die at 11:15AM, Saturday, March 8, 2014.  
Attendance 224

Respectfully submitted,  
Nancy M. Oates  
Duxbury Town Clerk

**Annual Town Election**  
**Saturday, March 22, 2014**  
**Duxbury Middle School Gymnasium**  
**Duxbury, MA**

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
<b>Selectmen</b>							
Theodore J. Flynn	210	224	138	95	109	110	886
Write Ins	7	5	7	0	1	0	20
Blanks	70	53	35	33	24	29	244
Total	287	282	180	128	134	139	1150
<b>Assessor</b>							
June e. Alberitton	212	215	139	88	105	109	868
Write Ins	1	0	0	0	0	0	1
Blanks	74	67	41	40	29	30	281
Total	287	282	180	128	134	139	1150
<b>Moderator</b>							
Friend S. Weiler, Sr.	217	223	144	96	105	108	893
Write Ins	4	4	3	0	0	1	12
Blanks	66	55	33	32	29	30	245
Total	287	282	180	128	134	139	1150
<b>Town Clerk</b>							
Catherine M. Callahan	108	97	64	41	54	48	412
Jacqueline Oates Haskell	29	32	24	17	12	15	129
Maureen A. Herrmann	6	12	3	2	9	2	34
Susan C. Kelley	144	140	89	68	56	74	571
Write Ins	0	0	0	0	0	0	0
Blanks	0	1	0	0	3	0	4
Total	287	282	180	128	134	139	1150
<b>School Committee Vote 2</b>							
Anne R. Ward	183	186	118	86	86	92	751
Maureen C. Connolly	216	201	130	84	100	89	820
Write Ins	2	5	6	3	3	4	23
Blanks	173	172	106	83	79	93	706
Total	574	564	360	256	268	278	2300
<b>Planning Board Vote 2</b>							
George D. Wadsworth	193	200	134	82	103	98	810
David C. Uitti	188	188	123	75	87	89	750
Write Ins	2	3	2	0	2	1	10
Blanks	191	173	101	99	76	90	730
Total	574	564	360	256	268	278	2300
<b>Library Trustees Vote 2</b>							
Donna M. Ryan	206	206	137	89	108	96	842
Brooke H. McDonough	220	213	140	90	102	97	862
Write Ins	1	2	0	0	0	2	5
Blanks	147	143	83	77	58	83	591
Total	574	564	360	256	268	278	2300

I hereby certify the results of the Duxbury Annual Town Election held on March 22, 2014 at the Duxbury Middle School Gymnasium from 8am - 8pm.

Respectfully Submitted  
Nancy M. Oates  
Duxbury Town Clerk



# Finance



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Assessing Department  
Economic Advisory Committee  
Finance Committee  
Finance Director  
Fiscal Advisory Committee  
Human Resources  
Town Accountant  
*(Including financial reports)*  
Treasurer/Collector  
Trust Funds

## Assessing Department

Fiscal Year 2014 was an Interim Revaluation year for the Town. This consists of a review of all sales occurring during calendar year 2012. Overall the average residential single family property increased in value by 1.5%. Within individual neighborhoods there were value fluctuations ranging from -5.08 to +5.13. After analysis of the all the data from the Director of Assessing Steve Dunn, the Board reviewed the information and received approval from the Department of Revenue Bureau of Accounts for the FY2014 tax rate of \$16.15. The process was completed in time for the tax bills to be issued on schedule as in prior years.

At this year's Annual Town Election in March, June E. Albritton was re-elected to her tenth term on the Board of Assessors. June was originally appointed to the Board on November 4, 1986 due to a resignation and has been serving on the Board, uninterrupted since that time!

FY 2014 was the first year the new Community Preservation Act percentage of 1% went into effect. \$100,000 of value on all residential property also became exempt from the surcharge. The Board saw a 50% drop in exemption applications for the CPA Surcharge and the Actual CPA warrant for 2014 was reduced by 68% from FY 2013.

The Board 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 \$12,934.32 was received under this program.

Jeffery L. Funk was hired on September 2, 2013 as the department's Appraiser / Property Lister, filling the vacancy left by the retirement of an employee. Jeff had spent 12 years at Vision Government Solutions and his extensive application knowledge has enabled the Department to utilize the capabilities of the software at a much faster pace than anticipated. Jeff also set up a new cyclical inspection program in compliance with the DOR which will keep the Town within the nine year cycle. Completing this process in-house by an employee of the Town who grows more and more familiar with the Town each day helps the Department to maintain a consistent database.

The new growth for FY 2014 was \$362,549, a less than -1% difference from the 2013 figure.

### Notable Assessment Statistics

Respectfully submitted,

<u>Assessment Data</u>	<u>FY 2014</u>	<u>FY 2013</u>
Taxable Real Estate	\$3,230,648,070 1.88%	\$3,171,081,900
Personal Property	\$45,889,560 5.29%	\$43,585,780
Total Real and Personal	\$3,276,537,630 1.92%	\$3,214,667,680
Average Single Family Assessment	\$568,400 1.50%	\$560,000

Board of Assessors

Linda M. Collari, Chair; James G. MacNab, V. Chair, June E. Albritton, MAA, Clerk

## Economic Advisory Committee

The Economic Advisory Committee (EAC) mission is to support, promote, and foster economic strategies, working with the local business community. The committee is made up of designees from the Board of Selectmen, Planning Board and Zoning Board of Appeals. The selectmen also appoint three local business owners and three citizens at large. The board for most of this fiscal year included John Bear, Georgia Cosgrove, Wayne Dennison, Kurt Franke, Clark Hinkley, David Madigan, John Stanton, Tom Tucker, and Chuck Weilbrenner.

John Bear serves as Chairman with Georgia Cosgrove as Vice Chair. Monthly meetings are held on the first Wednesday, and we meet at eight AM to fit business owner's schedules. It has been very productive having several members, especially retailers, who are actively involved in our Neighborhood Business Districts.

The EAC focuses on three areas:

Business Development - This activity includes efforts to attract new businesses to fill vacancies in Neighborhood Business Districts. There are now active businesses in both the Railroad Avenue former Millbrook lumber yard and the former Jeep dealership at Cox's Corner. Business Development is working with the retail property owners in Hall's Corner to encourage them to focus on replacement retailers that will succeed and increase traffic for other stores. One aspect of that effort is to favor retailers over personal and professional services.

Business District Enhancement - This initiative looks for ways to improve the primary business districts, with a focus on the largest, Hall's Corner. A long term effort is to improve the traffic and parking patterns, which currently divide the district into several discrete sections as opposed to a cohesive shopping destination. The committee applied for grants from state agencies for assistance and study in this area in each of the last three years, and was awarded two District Local Technical Assistance grants this spring that funded market analysis, parking and pedestrian traffic studies for Hall's Corner. EAC members conducted interviews and arranged for local publicity in support of the studies, which were conducted by planning and traffic professionals from the Old Colony Planning Council, one of two regional planning agencies to which the Town belongs. That study will be completed in the fall of 2014, and will provide baseline information for a second study to be conducted by the Metropolitan Area Planning Council in late 2014. The study by MAPC will focus on redevelopment options to re-vitalize Hall's Corner. The EAC also invited the Town Planner for Scituate to review the changes underway in that town in the Scituate Harbor retail district.

The Permitting Process - The EAC continued to explore options for re-use of the former Battelle marine research property adjacent to the Snug Harbor Business District, and is ready to work with any new owner. We recommended a partial redevelopment of the property that would preserve historic houses on Washington Street, while changing zoning to allow condominiums, providing tax revenues, and meeting the needs of the community. Any use other than marine research would be limited to about eight single family homes to comply with current Residential Compatibility zoning.

Respectfully submitted,  
John Bear, Chair

## Finance Committee

Another year has flown by, but changes that have been "building" are definitely showing their impact. Our job as Finance Committee is to review the operating budget and make recommendations. We also weigh in on the Capital Budget and all Articles presented at Town Meeting, both Annual and Special. We start our work in September and meet regularly to review the budgets requested by the Department Heads. I would be remiss if I didn't offer my thanks and admiration to John Madden (Finance Director) and his team. The voluminous detail is presented in an organized and transparent manner giving us, as a volunteer group, the ability to study and understand a mountain of information. After we tackle the Operating Budget and Capital Budget recommendations from Fiscal Advisory, Articles need to be vetted and an opinion rendered. Our work continues up to the day of Town Meeting as many times required when ideas hit the light of day and sometimes need adjustment.

Membership in Finance Committee can be demanding, but our members put in long hours to bring thoughtful and informed recommendations to Town Meeting. As FY14 closed we "retired" several of our members, Vinnie Walsh, Kathy Muncey, and Jeffrey Lick. We thank them for their service to the Town and know their efforts will be appreciated for years to come.

Our newest arrival was the hiring of René Read as our new Town Manager. He enters at an interesting period in Duxbury history. Against a background of change, he is charged with maintaining our culture and "ambiance" while providing impeccable services. We know that his Department Managers and partners at the School will provide total support to achieve these goals. René's background in municipal management, and (better yet) the fact that he is a Duxbury resident, has provided a unique credential that has proven invaluable. We are fortunate to have him.

FY14 saw the impact and completion of many of the major projects the Town has voted recently. The Fire and Police Station are up and running providing an efficient and attractive work space for their departments. The improvements made

for these departments will serve the Town for years to come having replaced or repaired facilities that had become an impediment to providing the quality services expected by the community. The schools were preparing to launch a new Middle School–High School complex, and the tax implication to the community has been felt keenly. We decided as a community to support improving these buildings and to provide the best educational environment possible. I believe that has been accomplished and the team of School, Town and community members that worked tirelessly on this project should be congratulated. We have cleaned house and built our new facilities while providing the services expected during day to day life in Duxbury. We are now faced with the less pleasant task of paying for them.

The biggest impact will be the debt for all our new construction. We have secured low rates, made schedules of payment and planned for the impact the debt exclusion will bring. If we were a private sector company we could expand our revenue through various means, but as a municipality our options are limited. The single best opportunity for controlling spending is an evaluation of our structure, technology, and systems TOWN WIDE to ensure the most efficient use of funds. We must look to consolidate duplicate efforts in departments that accomplish the same goal, maximize our buying power through volume purchases, and look to technology to make the efforts of our workforce as impactful as possible. Several Articles for TM 2015 will address these goals. A study of our IT departments in the School and the Town and a plan to consolidate these departments will go a long way to bringing the Town and schools forward in this effort. All departments are IT driven, whether it is communication, finance, HR or office equipment, every group depends on technology. A second initiative will be the forming of a government study committee. I can almost hear the groans of “again”, but it has been ten years since we looked at our structure and changes could help us manage our financial challenges. Town government is a living organism and must be reviewed regularly to validate its effectiveness and efficiency. This committee should make recommendations on how we conduct business, communicate with our constituents and manage our staff.

Typically, we save our appreciation for members of this committee until their tenure is complete. Breaking with this tradition, I would like to give a salute to two members of this committee that have contributed above and beyond for many years. Gene Blanchard has served on Finance Committee for many years. He brings balance, wise counsel and unfailing attention to detail. We would be less without him. Frank Mangione is our core. He takes notes (when no one else will), he attends all meetings town wide and reports their endeavors and will without complaint fulfill any task we ask of him. We are a better committee due in large part to his dedication and support. It is volunteers such as these two gentlemen who make town government in Duxbury succeed.

Thank you again for the opportunity to work with such dedicated and engaging people.

Respectfully submitted,  
Betsy Sullivan, Chair

## Finance Director

Fiscal year 2014 continued a trend of years of financial challenge. It should come as no surprise to anyone that revenues remain flat while the cost of providing services to the residents of Duxbury continues to increase. Local Aid grew by slightly more than 4% primarily due to a 52% increase in Veterans’ Services reimbursements. Chapter 70 revenues increased by 2.57% while Undesignated Governmental Aid, formally known as Lottery increased by 2.36%. The past three years has shown an average annual increase of 2.45%; 1.54 percent over a five year period.

At the same time, Local Assessments increased by 16.36 percent from the previous year. The past three years has shown an average annual increase of 18.9%; 10.82 percent over a five year period. These increases have been the result of astonishing increases in Charter School Assessments which increased 54.32% over FY 2013; 199.42 percent on average over three years; and 119.83 percent over a five year period.

Local receipts increased by slightly more than 6% driven primarily by Motor Vehicle, Earnings on Investments, and Fines and Forfeits revenue. Over a three year period however, revenues have increased less than 4 percent annually.

The construction of the Middle School/ High School progressed to the point that in June the building was deemed move-in ready. There remains approximately \$77 million left to be bonded for its completion, but those decisions will be made during FY 2015.

The FY 2014 operating budget, totaling \$65,572,925, represents an increase of nearly 15% over the FY 2013 budget. Debt service showed an increase of almost 260% due to the onset of the bonds provided to fund the excluded construction projects. The FY 2014 operating budget, net of Debt Service increased approximately 3.6 percent. Funded entirely with recurring revenue, this budget provided for the same level of services historically delivered by the municipality.

Again this year the Town was able to substantially increase its reserves. At the March 8<sup>th</sup> STM, \$200,000 was transferred into the Stabilization Fund. Additionally, \$100,000 was added to the Pension Reserve Fund, and \$200,000 added to the OPEB Trust Fund. At the same Town Meeting, over \$500,000 was voted to fund Collective Bargaining Agreements.

The Town was able to dedicate over \$1.6 million to a comprehensive C.I.P. program. From these funds, the Town was able to replace and update equipment for the DPW, provide improved communications systems for the Fire Department, and continue upgrades to the Town's communication infrastructure.

In the area of Health Insurance, the Finance Department spearheaded an effort to expand dental insurance to the Town's retiree population. We argued that this addition, at no cost to the Town, was in fact a wellness program that would ultimately reduce claims cost to the Town's Health Insurance Trust Fund. This was clearly a win for everyone.

As the fiscal year came to a close, the Town sold \$3,489,000 in General Obligation bonds. This total was made up of \$2.2 million for repairs to the Powder Point Bridge, \$864,000 for the installation of the Pine Street water mains, and a refunding of an existing Sewer bond of \$425,000. The interest rate for the entire package was 1.41%. The savings on the bond refunding was slightly more than \$16,500. While the amount of the bond may seem small in comparison to the previous \$83 million bond sale, most important is that based on the financial and management policies of the Town, Standard and Poor's reaffirmed its AAA rating for Duxbury.

Thanks again to the many people who were able to make all this happen.

Respectfully submitted,  
John M. Madden, Finance Director

## **Fiscal Advisory Committee**

The Fiscal Advisory Committee consists of eight members appointed by the Moderator. It is responsible for reviewing fee increases and capital projects and making recommendations to the Town Meeting, The Finance Committee and the Board of Selectmen.

Capital expenditures are usually defined as purchases of equipment or building construction that exceed \$25,000 and have an estimated life of 3 years or more. Each fall, the various department heads submit their capital requests to the Town Manager, and then meet with the Fiscal Advisory Committee, months before Town Meeting, to review them. The requests almost invariably total more than the amount of money that is likely to be available. The task of the Fiscal Advisory Committee is to review the requests and reasons for them, determine relative priorities, and recommend to the Town Meeting which requested items should be approved and funded at a level consistent with the Town's fiscal position.

In addition, the FAC presents to Town Meeting a forward looking view into expected future long term capital needs. We strive not only to give Town Meeting an understanding of the Town's current and future capital requirements, but also some insight into the likely tax effect of current and potential future expenses.

The Fiscal Advisory Committee is also responsible for reviewing all department requests for fee increases, and making fee recommendations to the Selectmen. We typically only approve fee increases when the rising costs are greater than the amount of revenue derived from the existing fee.

Respectfully submitted,

Nancy von Stackelberg, Co-Chair  
James Lampert, Co-Chair  
Karen Barry, David Matthews, Ling Wong, Jim Borghesani, Alex Chin and Bill Dixon.

# Human Resources

This Department is staffed by; Human Resources Director - Jeannie Horne, Human Resources Assistant - Marianne Gonsalves, and Benefits Specialist - Phylis Hughes. It operates under the policy direction of the Personnel Board and the regular management of the Town Manager. Our work serves approximately 250 town employees, 480 school employees, and more than 400 combined retirees. This department provides compliance with and interpretation of the Town's Personnel Bylaws, collective bargaining contracts, employee policies and procedures, recruitment and selection of new employees, orientation and administration of benefit plans, legal compliance, training, employee relations, compensation, risk management, and labor relations.

## **Policies and Procedures**

The Human Resources Department works with the Town's Labor Counsel and the Personnel Board to review policy and recommend revisions as necessary. This year the Board of Selectmen adopted two new employee policies; Reasonable Suspicion and Progressive Discipline.

## **Recruitment, Selection and Retention**

Our talented and dedicated employees continually provide excellent service and subject matter expertise to the citizens of Duxbury. This department assists Town departments with the employee hiring, separation and retirement process. In an effort to formalize responsibilities and expectations, the Town continues its enterprise-wide job description effort involving supervisors, employees, and union representatives.

## **Benefit Administration**

This department administers employee benefits for all town, school, and retired employees. We provide related communication and education, prepare required government reports, participate in audits, and manage the annual enrollment and related benefit fair for; health, dental, life, cancer and disability insurance, as well as medical and dependent flexible spending accounts. Our self-insured health plans are carefully in compliance with the Affordable Care Act and in partnership with our Insurance Committee.

## **Labor Relations**

The Human Resources Director interprets and administers the terms of collective bargaining agreements, individual employment contracts, and acts as liaison to Labor Counsel and union representatives. This position provides research and comparability studies to the Selectman, Personnel Board, Town Manager, Finance Director, Labor Counsel, and various members of management.

## **Compensation and Performance**

The Human Resources Department, Town Manager, Finance Director and Personnel Board work together to manage the total compensation, annual performance evaluation, and merit award processes to provide equitable and frequent opportunities for dialog about expectations and performance for non-union employees.

## **Risk Management**

Employee well-being remains an operational and strategic priority. The Risk Management Committee ensures that the Town's control measures create a safer work environment. This committee, comprised of the Human Resources Director, Human Resources Assistant, Executive Assistant to the Town Manager, Facilities Director, Town and School Departments, meets quarterly with the Town's workers compensation, general liability, property, and automobile insurance Loss Control Manager from Massachusetts Inter-local Insurance Association (MIIA).

The Town's risk exposure is further limited by; Injured on Duty insurance (for Fire, Harbormaster and Police employees), our occupational health provider 'Jordan on the Job', training opportunities, and equipment and programs funded through related grants.

Again, we participated in the "MIIA Rewards" program, and received a credit of \$30,225 towards our overall premium costs due to our improved risk management procedures during FY 13. We thank the employees for helping us obtain this significant credit by making timely reports of losses, participating in the Risk Management Committee and taking advantage of our training opportunities.



### **Training**

Whenever possible we utilize no-cost training resources through MIIA and AllOne Health, our Employee Assistance Provider (EAP). Through these partnerships we continued to offer 'cluster' training for the surrounding communities and our employees. These trainings target areas of concern and loss experience.

### **Wellness Activities**

The Town continues to encourage good health, better lifestyle awareness, and greater physical fitness for employees. We continue to see an increase in the number of employees participating in the fitness reimbursement benefit.

Our jobs are rewarding, challenging and enjoyable, thanks to the employees and citizens of Duxbury. 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 Director  
Marianne Gonsalves, Human Resources Assistant  
Phylis Hughes, Benefits Coordinator

## **Town Accountant**

The Town prepared and submitted, for the tenth year, The Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2013 and received the Certificate of Achievement for Excellence in Financial Reporting for the tenth 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 2014 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 \$586,769 more than budgeted for the fiscal year ending June 30, 2014. State aid to the Town increased from budgeted by \$69,953.00 while Motor Vehicle Excise taxes came in \$429,183 more than budgeted, as well as an increase of \$523,999 in licenses and permit. General Fund expenditures came in approximately \$763,909 less than budgeted. Some of the budgets that returned unexpended funds which attributed to this surplus were the Selectmen for \$26,429, Legal Services for \$21,899, Tax Title returned \$12,738, Elections & Registration returned \$12,999, the School Department returned \$86,136, DPW Management returned \$58,951, Snow & Ice returned \$32,242, turned \$15,993, health insurance returned \$189,707, fire, liability and worker's compensation returned \$75,235, and short term interest in the amount of \$32,702 attributed to the surplus.

The Town is awaiting the certification of the 2014 General Fund Free Cash, the Retained Earnings for the Water and Pool Enterprise Funds from the Department of Revenue.

The Town, for the fifth year has 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

















































































## Treasurer/Collector

The Treasurer/Collector is pleased to submit the annual report for the fiscal year ending June 30, 2014. 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 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 are still 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, 2014**

CDs	\$784,829
Disbursement Accounts	\$149
Money Market	\$40,191,602
<u>Trust Funds</u>	<u>\$15,563,992</u>
Balance June 30, 2012	\$83,451,910

#### **Town of Duxbury**

June 14, 2014  
Balance Per  
Collector's Detail

#### **Real Estate Taxes**

Levy of 2009	480.04
Levy of 2010	2,368.50
Levy of 2011	5,347.67
Levy of 2012	52,991.92
Levy of 2013	156,335.17
Levy of 2014	771,033.20
	<hr/>
	988,556.50

#### **Community Preservation**

Levy of 2009	14.35
Levy of 2010	16.29
Levy of 2011	-1,331.71
Levy of 2012	1,493.44
Levy of 2013	2,914.77
Levy of 2014	6,508.92
	<hr/>
	9,616.06

**Real Estate Tax Liens/Tax Title** 81,376.46

**CPA Tax Liens/Tax Title** 649.09

**Deferred Property Taxes (Chap 41A)** 317,281.02

<b>Taxes in Litigation (Taxes &amp; WL)</b>	<b>0.00</b>
<b>Tax Foreclosures/Tax Possessions</b>	<b>686,466.45</b>
<b>Other Departmental Receivables</b>	
<b>Veterans' Services</b>	<b>0.00</b>
	<b>0.00</b>
<b>Personal Property Taxes</b>	
Levy of 2006	228.11
Levy of 2007	327.19
Levy of 2008	2,378.59
Levy of 2009	1,815.18
Levy of 2010	3,051.01
Levy of 2011	2,092.39
Levy of 2012	341.68
Levy of 2013	2,336.52
Levy of 2014	11,641.77
	<hr/>
	24,212.44
<b>Motor Vehicle Excise</b>	
Levy of 2001	6,210.05
Levy of 2002	8,622.72
Levy of 2003	8,643.68
Levy of 2004	5,957.83
Levy of 2005	4,755.22
Levy of 2006	7,430.11
Levy of 2007	4,979.29
Levy of 2008	4,222.60
Levy of 2009	4,210.85
Levy of 2010	5,202.22
Levy of 2011	14,910.78
Levy of 2012	15,196.97
Levy of 2013	46,504.21
Levy of 2014	177,792.23
	<hr/>
	314,638.76
<b>Boat Excise</b>	
Levy of 2005	15.00
Levy of 2007	627.00
Levy of 2008	1,022.00
Levy of 2009	1,896.00
Levy of 2010	1,176.89
Levy of 2011	1,960.75
Levy of 2012	2,328.03
Levy of 2013	3,054.80
Levy of 2014	6,717.09
	<hr/>
	18,797.56

**Water Liens**

Levy of 2013	648.05
Levy of 2014	3,458.17
	<hr/> 4,106.22

**Sewer Liens**

Levy of 2014	1,566.00
	<hr/> 1,566.00

**Service Liens**

Levy of 2014	104.50
	<hr/> 104.50

**Demand Lien**

Levy of 2013	80.00
Levy of 2014	400.00
	<hr/> 480.00

**Water Enterprise**

Levy of 2010	-6,261.64
Levy of 2011	231.56
Levy of 2012	545.52
Levy of 2013	297.99
Levy of 2014	203,681.57
	<hr/> 198,495.00

**Water Service Fees**

Levy of 2010	-75.00
Levy of 2011	25.00
Levy of 2012	0.00
Levy of 2013	25.00
Levy of 2014	372.35
	<hr/> 347.35

**Marshfield Resident Water**

Levy of 2010	0.00
	0.00

**Sewer User Fees**

Levy of 2010	-124.68
Levy of 2011	184.00
Levy of 2012	0.00
Levy of 2013	0.00
Levy of 2014	15,856.74
	<hr/> 15,916.06

**Snug Harbor/Blue Fish Sewer Betterment**

Levy of 2014	0.00
	0.00

**Snug Harbor/Blue Fish Sewer Committed Interest**

Levy of 2014	0.00
	0.00

**Bay Road Sewer Betterment**

Levy of 2014	0.00
	0.00

**Bay Road Sewer Committed Interest**

Levy of 2014	0.00
	0.00

**Title V Betterment**

Levy of 2013	0.00
Levy of 2014	0.00
	0.00

**Title V Committed Interest**

Levy of 2001	0.00
Levy of 2013	0.00
Levy of 2014	0.00
	0.00

**BETTERMENTS UNCOMMITTED TO RE****Snug Harbor/Blue Fish Betterment**

Levy of 1999	64,766.60
Levy of 2003	16,399.92
	<hr/>
	81,166.52

**Bay Road Betterment**

Levy of 2003	288,136.44
	<hr/>
	288,136.44

**Title Five Betterment**

Levy of 2000	0.00
Levy of 2001	2,064.96
Levy of 2002	4,550.61
Levy of 2003	6,405.60
Levy of 2004	14,277.66
	<hr/>
	27,298.83

I am very appreciative of the efforts of my staff; Linda Baker, Maureen Connolly Dolores Marchewka and Jill Stewart for their hard work and dedication. I also want to wish Dolores the best of luck in her retirement. This Department truly appreciates the work of Kathleen Nemes and Janice McAuley 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 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 therefrom 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':**

- One-fourth of said income to be applied to the care and improvement of the public streets in said Town of Duxbury;
- 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;
- One-sixteenth of said income to be applied to the care and improvement of Mayflower Cemetery in said Town of Duxbury;
- One-fourth of said income to be applied to the support of the public schools in said Town of Duxbury;
- One-sixteenth of said income to be applied to the purchase of books for the public library in said Town of Duxbury;
- One-eighth of said income to be applied to the care and maintenance of the public landings in said Town and the approaches thereto;
- 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 designate 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



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Duxbury Cultural Council

Facilities

Fourth of July Committee

Information Services

Personnel Board

# Duxbury Cultural Council

In September 2013, press releases were sent to all area newspapers announcing the next DCC grant cycle, grant criteria, and deadline. Information was also available on line and in flyers placed around Duxbury.

In October 2013, after receiving 26 grant applications totaling \$15,175.00 in requests, the Board voted to fund 17 applicants with the state allotted \$4,250.00; adding some residual DCC funds, the grant total came to \$4,931.00. Applications approved were:

- William Alberti “Mixing the Mediums: Art & Activities”
- The Art Complex Museum “Japanese Tea Ceremony”
- Bay Players, Inc. “2013-2014 Season”
- Choral Art Society of the South Shore “Choral Concerts”
- Duxbury Free Library “Bubbleology: The Secret World of Bubbles Revealed”
- Fruitlands Museum “Centennial Anniversary Program”
- Fuller Craft Museum “[Sense]ation Days”
- Micah Greene “William Shakespeare’s Hamlet Prince of Denmark”
- Shari Heller “PineFest- A Pine Barrens Multicultural Celebration”
- Mass Audubon South Shore Sanctuaries “Bats Eat Bugs, They Don’t Eat People”
- North River Arts “38<sup>th</sup> Annual Festival of Arts”
- Pilgrim Society/Pilgrim Hall Museum “Treasure Hunts”
- Plymouth Guild, Inc. “47<sup>th</sup> Annual Plymouth Guild Juried Art Show”
- Snug Harbor Community Chorus “Activities and Performances”
- South Shore Art Center, Inc. “SSAC Arts Festival ART STARS Invitational”
- Sandy Sweetser “Senior Art Program”

Congratulatory/rejection letters were sent out to all applicants. The list of recipients reflects varied programs in the Arts, Humanities, and Sciences that the DCC supports to encourage ideas, activities, and family events on the South Shore.

On March 29<sup>th</sup>, the DCC held a fundraiser, “KickstART Spring”. This first time event was an evening of hors d’oeuvres, cocktails, music, and a silent auction with works donated by area artists. This highly successful evening was held at the Senior Center and raised \$1,614.98, after expenses, for additional funding for DCC grants and activities. The event not only was a fun evening for everyone but brought together many South Shore artists.

As of June, all Board members were compliant with town and state forms/laws. Information on the DCC website was updated in June, clarifying grant criteria.

Board Meetings are usually held on Thursday mornings at the Senior Center; meeting agendas are posted in the Selectmen’s Office prior to meetings. Between meeting dates, DCC business consists of reimbursing grant recipients, complying with state mandates: filling out an annual report to the MCC and getting the town accountant to sign off on the LCC Account Form, and completing this Town Committee Report.

Respectfully submitted,  
Janet Schwartz, Chair

Board Members: Craig Bloodgood, Therese Dimuzio, Suzanne Errasti, Betty Hills, Carol Langford, Mary Beth MacQuarrie, Judith Montminy, Janet Schwartz (chair), Marion Thayer, and Candy Weiler.

## Facilities

In FY 13 the town decided to consolidate services as it relates to Facilities Management. I was hired in August of FY 14 to manage the newly created Facilities Department. The department serves the town's 63 facilities, including school owned buildings. The facilities department is responsible for building maintenance, including preventative, corrective, building envelope, mechanical, electrical, plumbing, new construction, renovations, etc. The facilities department is also responsible for creating and implementing a 10 year capital improvement plan.

We spent the first year analyzing the buildings; identifying all of the assets that need to be maintained and inputting the data into a Computerized Maintenance Management System. This system allows us to track all work that is conducted in each facility. Preventative work orders were then created for each asset. Each building designee can also submit corrective maintenance work requests on behalf of their buildings and the facilities department responds to and conducts the repairs.

In December 2013 I presented the facilities department development plan to the Board of Selectmen. The presentation included a recommendation to create and hire the position of HVAC Technician. Senior Leadership agreed and the HVAC Technician was hired in July 2014. The HVAC technician provides the town with a more efficient and higher quality of building, as well as, a reduction in annual operating costs. The HVAC technician was funded by eliminating multiple preventative maintenance service agreements that various departments were utilizing. In addition, in the first three months of service, the HVAC Technician produced a \$23,000 savings as compared to what we would have paid to conduct such repairs with a contractor.

The department will continue to evolve over the next few years. We will look to modify a few existing positions through attrition. We have also begun to look at other services and how we can potentially consolidate service agreements such as fire safety systems and inspections, emergency generators, elevator, automation & controls, etc. These services are not cost effective to bring in-house but we will certainly benefit from entering into town wide agreements.

This has been a great year. I am thankful for the opportunity to work for the Town of Duxbury. I would like to thank the hiring committee for recommending me as well as The Town Manager and Superintendent of Schools for hiring me. I encourage local contractors to contact me if they feel that they can be of service to the town.

Respectfully submitted,  
Brian J. Cherry, Director of Facilities

## Fourth of July Committee

The Fourth of July Activities Committee once again planned and executed a successful and entertaining 4<sup>th</sup> of July Parade, although for the first time in decades, the parade had to be postponed to July 6 due to inclement weather. The committee also promoted the 4<sup>th</sup> of July Road Race, a free concert at the Senior Center with the South Shore Bay Band and Corner-Stone Lodge's 4<sup>th</sup> of July Breakfast. Unfortunately, the annual beach party had to be canceled due to the nesting piping plovers on the beach.

The Fourth of July festivities are funded by a combination of contributions to the Margery Parcher Fund and appropriation at the annual town meeting. The Committee thanks town meeting members for increasing the amount of the appropriation to \$15,000 at the March 8, 2014 meeting. Thanks to many generous donors, including local businesses that placed ads in our parade booklet; we received \$28,055 in donations.

The parade was truly special this year. The committee selected as its parade theme, "American Movie Favorites." The 4<sup>th</sup> of July Committee selected Nancy Oates, Duxbury's former town clerk for many years, to be Parade Marshal. This year we had some excellent floats, good marching bands, and an equestrian group. Due to the weather postponement, a few of the bands were not able to reschedule.

The 4<sup>th</sup> of July celebration is only possible due to the many volunteers and people behind the scenes who help before, during, and after the parade. The parade judges, parade monitors, and volunteers from the 4<sup>th</sup> of July Activities Committee make it happen. We thank the DPW workers at the Transfer Station who collected the pallets for the bonfire and ultimately had to dispose of them when we could not have the bonfire. We thank the truck owners and drivers who pulled floats. We thank Mass Hauling for again donating a huge trailer for the high school jazz band. We thank the volunteers from the Medical Reserve Corps who positioned themselves along the parade route to treat dehydrated parade participants. Finally, we thank the police, fire, and DPW departments for their assistance in making the celebration a success. We also say “thank you” to the good people of Duxbury. You are a big part of making this happen by supporting the 4<sup>th</sup> of July events. We could not have done it without our volunteers or without our townsfolk.

Respectfully submitted,  
Terri Woodward and Jeff Goldman, 2014 Co-Chairs

Committee Members: Rich Potash, Katy Gaenicke, Don and Nancy Reed, Dave and Linda Robinson, Amy and Brian Hill, Janet Ritch, Jamie MacNab, Bill and Maggie Kearney, Sue Lawrence, Barbara Munsey, Joan Edgar, Stu Ruggles, and Janet Skaggs.

## Information Services

I am proud to present the Fiscal Year 2014 Annual Report for Information Services. Fiscal Year 2014 is completed and it is time to review the progress that the IT department made from July 1, 2013 through June 30, 2014. As this report commences, we have completed the first quarter of FY 2015 and have submitted our requested budget for FY 2016. As we appraise our past progress while planning for our future, the advancements that we make are measured over this continuum of time.

Following our Duxbury IT Master Plan over this timeline has helped us stay true to the mission before us. It guides our decisions and provides us with a map to give direction. With our Master Plan in hand, budgets and capital plans are built allowing us to implement new systems, build upon collaborations, and improve efficiencies within the departments of Duxbury; thereby allowing the departments to better serve our citizens.

Fiscal Year 2014 saw the launching of a town wide shared telephone system. Alden and Chandler Schools, along with the Lt. Timothy Steele Field House were the first to get the system followed by the Town Hall and the Duxbury Fire Department. The newly constructed Duxbury Middle and High School followed. Along with an integrated telephone system, Duxbury began the planning for the implementation of new financial software. Of course, it is important to maintain and improve the current infrastructure, even as we bring in new services and systems. Not forgetting this essential piece of the Information Services, rolls outs, upgrades and replacements were performed according to plan.

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 meets on a regular basis with the Human Resources Director to support the Town Manager, supervisors and employees covered by the Personnel Plan. The Board discusses, reviews and advises on a variety of matters related to the overall human resources function.

In partnership with the Human Resources Director, the Board reviewed and approved the new Reasonable Suspicion and Progressive Discipline policies and it conducts periodic wage and salary surveys to ensure our wage structure compares favorably with other similar towns.

The Human Resources Director will continue to work with the Board to review and update the Personnel Plan, employee policies, and Personnel Plan positions in accordance with the Plan's Salary Administration Guidelines. Findings will be presented to the Board of Selectmen and Finance Committee as necessary.

Respectfully submitted,  
Wayne Heward-Chair  
Karen Butcher, Elizabeth Hartford, Steve Shay, and Anita Stiles



# Health & Human Services



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Affordable Housing Trust  
Council on Aging  
King Caesar Advisory Committee  
Municipal Commission on Disabilities  
Veterans' Services

## Duxbury Affordable Housing Trust

The Duxbury Affordable Housing Trust (DAHT) was founded in 2013 by an act of Town meeting as the successor organization to the previously merged Trust and Local Housing Partnership. The purpose of the Trust is to create and preserve affordable housing for the benefit of low and moderate income households. However, the Trust recognizes that affordable housing in Duxbury needs to be unique without singularly relying on Massachusetts General Law Chapter 40B, the Commonwealth's affordable housing law. The Trust has and will continue to look at the particular needs of the Duxbury community and its residents.

In Fiscal Year 2014, the DAHT held 15 meetings to carry out the business of the Trust. The Trust consists of seven members, all appointed by the Selectmen. At its initial meeting, the Trust elected a Chairperson and a Vice Chairperson. The Trustees are as follows:

Diane Bartlett, Chair, Martha Himes, Vice-Chair, Shawn Dahlen, Leslie Lawrence, George Wadsworth, Matthew Walsh, Laura Schaefer

During the course of FY 2014, the Trustees worked on various programs and projects. These included:

- Completion of the Commonwealth mandated Planned Production Plan
- Reviewed the Homeownership Buy Down Program with the Commonwealth Department of Housing and Community Development and the program consultant and temporarily suspended the program as the current subsidy is inadequate to successfully assist first time homebuyers in Duxbury
- Finished engineering and pre-permitting activities on the Grange, demolition of the old Grange, and prepared request for proposals for development of a new affordable house on the site.
- Continued engineering and pre-permitting activities on the Camp Wing site. Worked with Representative Josh Cutler to have erroneous conservation deed restriction removed. Met with the Zoning Board of Appeals regarding a 40B comprehensive permit.
- Organized a meeting of all stakeholders including residents, owner, state and federal legislators, and MassHousing regarding the expiration of federal low income housing rental subsidies at Island Creek. Contributed \$50,000 as needed municipal support to the Island Creek application for a Commonwealth Department of Housing and Community Development replacement grant subsidy. The grant was successfully awarded in FY 2015.
- Supported the creation of a strategic housing plan for Duxbury. Although the Planned Production Plan is in itself supposed to be an affordable housing plan, it addresses affordable housing in terms of Massachusetts General Law Chapter 40B requirements. The Trust supports an affordable housing plan that specifically addresses Duxbury's unique wants versus needs.

In addition to specific programs and projects, the Trust, its Chair and various trustees met with various stakeholders, legislators, residents, Duxbury boards, committees, members, and staff to carry out its business. The Trust continued to research and discuss options and alternatives for future affordable housing production and support. These include:

- Amnesty program for illegal apartments
- Odd lot development
- CDBG Consortium funding for down payment assistance and rehabilitation of existing housing
- Home Funds for down payment assistance
- Lincoln Street affordable housing opportunity

The Trustees continue to be concerned about the lack of affordable housing for Duxbury's younger residents and its elderly and about sustaining homeownership for our elderly residents.

Respectfully submitted,  
Diane Bartlett, Chair  
Report written by Laura Schaefer

## Council on Aging

Fiscal 2014 was all about working on National Accreditation, hosting training programs, providing innovative educational opportunities and expanding awareness about the many programs and services offered through the Duxbury Senior Center. It was also about meeting the needs of our growing senior population. Last year, we:

- 32,381 participants signed into participate in a diverse array of programs and activities offered at the Center
- Outreach made 1,536 contacts serving 211 seniors and caregivers through meetings at senior's homes and the senior center.
- Presented 25 Lifelong Learning classes
- Organized 4 Steppin' Out Programs
- Offered 12 Supper Clubs and 4 Cultural Trips
- Served 5,949 meals in Café Ellison
- Delivered 4,440 meals to the homebound of the community
- Served 3,840 items including soup, sandwiches, bagels and coffee from the Mayflower Café
- Provided 4,899 rides to stay seniors' independence
- Provided 2409 rides to medical appointments on SADIE 2. 266 Rides were provided by volunteers and 22 rides (11 clients) used the GATRA Medical Bus to go to medical appointments in Boston.
- Made space available for 321 community meetings and private rentals (294 was for evening usage and 27 were rentals). (BRAVO, BRAVO!!)
- Offered 208 days of respite to caregivers with loved ones with Alzheimer's disease
- Appreciated our 247 volunteers' gift of 21,673 hours of service. *Using the Independentsector.org dollar value of \$27.00 per hour, the gift of time is valued at \$585,171.*

In August, we hosted two training sessions funded by the Department of Public Health on Tai Chi for Healthy Aging. This 24-week evidence based program is proven to reduce falls by 40%. Four of our staff/volunteers have been trained to lead this program. We are proud to announce that our first group of participants completed the program in January and a second session of this program began in March 2014.

In September we kicked off the National Accreditation process which must be completed every 5 years (we were first accredited in August of 2009). During this process, staff, volunteers, participants, business leaders joined together to work on the self-assessment documentation which reviewed all aspect of senior center operation including: Purpose, Community, Governance, Administration and HR, Program Planning, Evaluation, Fiscal Management, Records and Reports and Facility. I am pleased to report that the accreditation binder will be mailed in September and the on-site review will take place later this fall.

In October, 180 adults from 16 communities on the South Shore enrolled in one of the 12 courses offered through our Lifelong Learning program. Evaluations from the program noted that participants "knew more about the subject matter, met new friends and had a better understanding of services offered at the center."

Over the Thanksgiving weekend, we organized the Annual Craft Fair and Bake Sale in partnership with the Duxbury Business Association and Holly Days, a community event to "shop local" and kick off the Holiday Season.

In January, the Board, Friends and staff hosted the 4<sup>th</sup> Annual Black Tie Bingo event which raised \$14,092.80 which was given to the Interfaith Council to help the community stay warm. We also said good-bye to Assistant Director, Linda Hayes as she took on the role of Director at the Scituate Council on Aging and Catherine Mavin retired after many years of dedicated service. Their departures compelled us to look at our organizational structure, make changes so that we are better able to meet the needs of the growing senior population. We promoted Suzanne Errasti to Front Office Manager, Barbara Munsey to Front Desk Administrative Assistant and Angela Sinnott to Program Manager. We also hired Carol Boudrieau as Program Coordinator and Debbie Blackington as Media Coordinator.

In February, 177 adults from 16 communities on the South Shore came out in the cold, to partake in the winter semester of the Lifelong Learning program. 13 courses were offered in the areas of music, art, literature, history, and current events. Once again the evaluations were outstanding! Participants said, they "benefited from the intellectual stimulation, gained knowledge in specific subject areas and benefited from the social interaction with peers and classmates."

In March we worked with MCOA to implement the NCOA Aging Mastery Program at nine sites in Massachusetts. This pilot program helps seniors to make small changes in their overall health to enhance the overall quality of their lives. While serving as a mentor to these sites, we also implemented the second round of the Aging Mastery Program in Duxbury.

In March/April the Friends hosted two fundraising events—Love Tennis and ½ Marathon Run to raise funds for the social day program offered for clients with Alzheimer’s disease.

And in May we hosted our first Annual Fitness day and we implemented a new fee structure for our exercise programs. Through a grant from the Grafton Foundation we have been able to reduce the price of all classes to \$5/pp. We hope that this change encourages seniors to take advantage of the wide variety of exercise classes and improve their flexibility, strength, balance and overall health.

Finally in June we received word from NCOA that Duxbury had been the site of the initial AMP program to earn the most points for participants making healthy behavior changes.

We look forward to 2015 working with the MCOA in expanding the AMP program throughout Massachusetts and working with NCOA to pilot the “Financial Mastery” and “Life Enrichment” competent to this innovative engagement program.

Respectfully Submitted,

Ann Antonellis, COA Board Chair  
Harry Katz, Vice Chair  
Susan Kelley, Secretary  
Shelley Beeby  
Marcy Bravo

Paul Brogna  
Steve Dubuque  
Peter Muncey, Jr  
Geraldine Thomson  
Richard Whitney

Shirley McMahon-Oktay, Alternate  
Corinne Poore, Alternate  
Terri Scott, Alternate  
Rev. Elizabeth Stevens, Alternate  
Matthew Walsh, Alternate

## 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 financially-needy Duxbury residents.

The Board of Selectmen relies upon the King Caesar Advisory Committee (KCAC) to review client cases and make recommendations to them. By vetting cases before they are brought to the Selectmen, the KCAC can often find other resources and/or make referrals to other agencies to assist clients.

Fiscal year 2014 saw some changes for the King Caesar Advisory Committee as Judy Hatch, RN, who served as the King Caesar Intake Case Worker since September, 2008 tendered her resignation effective January 1, 2014.

Judy was the face of the King Caesar Fund to its clients. During her tenure Judy saw the evolution of the fund as over the years the cases have become more complex. In spite of that, Judy served diligently during her tenure. The King Caesar Advisory Committee extends their thanks to her for her service.

In January, 2014 the King Caesar Advisory Committee welcomed Anne W. Hill, RN, as its new Intake Case Worker.

So almost 100 years after it was established through the generosity of William Bradford Weston, the King Caesar Fund, under the guidance of the King Caesar Advisory Committee, is continuing to help financially-needy Duxbury residents.

If you are a financially-needy Duxbury resident, who needs assistance with medical or dental expenses, or know a Duxbury resident who does, please contact the Selectmen's Office and our staff liaison will assist you. All inquiries are handled confidentially.

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

## **Municipal Commission on Disabilities**

The commission meets on a monthly basis except for the months of July and August. Our members' role is one of advocacy. During the last fiscal year we reviewed requests for waivers for access in historical buildings and made recommendations to the state's Architectural Access Board. We encouraged business owners to place signs at handicapped parking locations and to keep these areas free from snow. We continue to work on our website so as to be a resource to those who need our assistance.

Respectfully submitted,  
Marcia Gallagher Solberg, Chair

## **Veterans' Services**

The Duxbury office of Veterans' Services continues to serve Veterans, their spouses and/or dependents by counseling, advising, and assisting in procuring Federal and State benefits or entitlements for which they may be eligible. On the State and Local levels, we seek benefits for financial assistance; medical treatments; fuel assistance; tax abatements; housing; employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursable back to Duxbury.

The process may require appointments at the office or the client's home, or the JFK building in Boston, and at Department of Veterans Affairs (VA) Hospitals in order to verify and justify eligibility. An investigation of assets or other sources of income is performed to seek alternative sources such as Social Security, Social Security disability, and VA pensions for which the Veteran and/or spouse and dependents may be eligible. This investigation helps limit the financial exposure to the Town and the State. The Federal Government does not automatically grant benefits to Veterans. Veterans must apply for benefits. The Veterans' Service Officer also visits hospitalized Veterans and those in nursing homes and eldercare facilities.

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. The office supports town activities such as Memorial Day and Veterans Day.

The needs are growing very fast in today's post-Iraq conflict and continue in Afghanistan with Veterans arriving home to a very poor economy and needing transitional benefits such as employment training, job search, medical care and housing assistance. For the past year we have seen an increase of Veterans who have applied and who have been approved for benefits.

I also serve as VSO in Hanover and travel between the two towns based on need and/or appointment. The office is on the second floor of the Senior Center. It has discreet and excellent elevator access for older or handicapped Veterans, their spouses and dependents.

Respectfully submitted,  
Michael J. Thorp  
Veterans' Service Officer, Duxbury

# Land Use & Resource Preservation



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Alternative Energy Committee  
Community Preservation Committee  
Conservation Commission  
Open Space Committee  
Planning Board  
Sidewalk and Bike Path Committee  
Town Historian



# Alternative Energy Committee

The Duxbury Alternative Energy Committee consists of eleven appointed members. They are:

Jim Goldenberg (Chair), Leslie Lawrence, Lynn Smith, John Doherty, Josh Cutler, Tom Burton, Sandy Von Stackelberg, Susan Fontaine, Steve Campbell, Lew Segall, and Bob Schnibbee. (Ted Flynn -Selectmen's Liaison)

The Alternative Energy Committee continued work on several ongoing initiatives in 2014 and began to work on several new projects. Projects worked on this year included:

## Transfer Station Solar Array

The committee worked with American Capital Energy (ACE), the developer of the array, to complete the project this year. Work this year included helping to facilitate the granting of a utility easement required by NSTAR and working with the town and ACE to make modifications to the contract required by The Department of Energy Resources. The committee organized a groundbreaking ceremony on February 28, 2014 and the array was completed and began generating electricity in summer.



**Alternative Energy Committee member Josh Cutler speaking at ground breaking ceremony. Others attending from left to right, Town Manager Rene Read, former committee member Don Greenbaum, committee members Leslie Lawrence and Sandy von Stackleberg, and Selectmen Ted Flynn and Shawn Dahlen.**

## Kiosk Project

The committee continued to monitor the Kiosk project for the town's solar array. A local Eagle Scout is working on project to have an information kiosk installed at the array for his Eagle Scout project. The committee will be providing assistance with content for the kiosk as well as coordination with the developer and town officials.

## Video Chronicle of solar array

The committee contacted the high school video department and proposed the idea of having a student group create a video chronicle of the construction of the solar array. The Video Club agreed to work on the project and is in the process of creating the video which will be made available to the public.

## Future Generation Wind

Discussion were initiated with Future Generation Wind (FGW), the developer of a wind power project in Plymouth, MA, about potentially having Duxbury purchase a portion of the project's net metered electricity credits. Such an agreement would enable the town to save up to 30% on approximately half of it's annual electricity cost and by doing so, help provide FGW with a power purchase agreement necessary for it's project financing. The committee invited Keith Mann of FGW to present the opportunity to them first, and then helped arrange presentations to town officials, the Board of Selectmen, the Finance Committee and the Wind Advisory Committee. The town ultimately decided to pursue an agreement with FGW which led to the committee sponsoring and presenting an article at Town Meeting in March 2014 that authorized the town to enter into an agreement with FGW. The article was passed and an agreement was executed.

### Solar Hot Water

During this past year, the committee researched how the town might benefit from Solar Hot Water technology. It worked with BEAM Engineering, a solar hot water engineering firm to study the feasibility of solar hot water heating systems in town owned buildings. A list of eligible buildings was compiled and the study is ongoing.

### Hydro Power

The committee researched and discussed the potential feasibility of being able to harness the tidal conditions of Duxbury Bay to generate hydro power. The committee contacted Ocean Renewable Power Company, a Maine based hydro power firm, and is continuing to research future potential.



**Rendering of Future Generation Wind project**

In addition to the above referenced projects, the committee had meetings and presentation from various organizations including the town's Open Space Committee regarding a proposed tree preservation by-law and representatives the residential solar development company Solar City, who presented information about solar opportunities for Duxbury residents. The committee also began to discuss new initiative ideas it would like to consider for the upcoming year as well as opportunities arising from upcoming changes to it's membership and leadership.

Respectfully submitted,  
Jim Goldenberg, Chairman

## **Community Preservation Committee**

In fiscal year 2014 the Town raised \$431,810 at the 1% surcharge rate of the real property tax levy with \$100,000 per parcel of residential property value being exempt. This represents a 67.46% decrease from the prior fiscal year due to the reduction in the surcharge rate and the introduction of the \$100,000 exemption. State matching funds, based upon the prior fiscal year receipts, totaled \$774,590, representing a 58% state match. The median single family CPA surcharge was \$58.25.

The CPC welcomed two new members, Cindy Ladd Fiorini, representing the Planning Board, and Kathy Palmer, representing the Open Space Committee. Seven proposals were brought to the CPC, three were withdrawn and four were brought to the annual town meeting.

### The Year in Review:

The Grange, which was acquired for \$70,000 in 2009 with CPA funds for affordable housing, was disassembled. Habitat for Humanity could not raise the necessary funds during the economic downturn and the building fell into further disrepair. It has been determined that a new home, given some architectural reminders of the Grange, would be more appropriate for housing and more easily maintained.

Restoration of the Nathaniel Winsor Jr. house chimneys was completed. The house, built in 1807 is listed on the National Register of Historic Places and is located within the Old Shipbuilders Historic District. It serves as the Duxbury Rural and Historical Society's headquarters, storage for historical artifacts, and as a venue for educational programs. Gaps in the masonry of four chimneys resulted in water damage to the third floor and each chimney had to be removed to the roof line and reconstructed. Fifty percent of the \$75,000 project was funded with CPA funds, the remainder with donations.



**The Grange, Franklin Street**





The DPW cleared a number of trees and invasive plants at Blairhaven, opening up a magnificent vista. To the delight of many, including the DPW, goats were employed to devour the brambles and poison ivy.

Restoration of the red barn (c. 1710) at the Town's North Hill Country Club did not proceed as was planned. The Sheehan Family, who elected to undertake the fundraising for this project, withdrew their proposal given the many challenges at the golf course. The Sheehans requested that the funds be re-allocated to another worthy historical preservation project. The Community Preservation Committee wishes to thank the Sheehans for researching this project and gaining town meeting support.

The First Parish Church window restoration project was completed and a plaque was installed acknowledging the Town's contribution. Fourteen windows were restored and \$50,000 of town CPA funds went to the \$106,000 project. Built in 1840, the church served as the fourth meeting house in Duxbury and is listed on the National Register of Historic Places.



Restoration of the Temple Street Keene Mill foundation is gradually moving forward as an engineer was hired to draw up plans for the stabilization of the structure and the dam. Issac Keene built the saw mill in the 1860's and the large barn on the Camp Wing property, which received town CPA funds for restoration in 2011.

#### Town Meeting Articles:

Article 17 - the voters approved the appropriation of \$48,000 of CPA funds for the Conservation Fund. Replenishment of the Conservation Fund is a goal of the 2008 Duxbury Open Space and Recreation Plan.

Article 18 - brought to the CPC by the Harbormaster, requesting \$4,000 for kayak racks at Shipyard Beach and Cove Landing - failed.

Article 19 - sponsored by the Duxbury Historical Committee, the voters approved the appropriation of \$3,300 for a scanner and hard drives for the purpose of creating an index and database of pre-1850 documents within the town and to make these documents available via an online town website.

Article 20 - the voters approved the appropriation of \$30,000 for a three year survey of historic properties and the submission of applications to the Massachusetts Historical Commission and the National Register of Historic Places.

The CPC wishes to thank Joe Grady for his continued support and advice, and Pat Loring for her assistance in the Conservation Department. We would also like to thank John Madden, Steve Dunn and Claudette Coutu for timely financial assistance and Peter Buttkus and his team for the outstanding maintenance of town properties.

Respectfully submitted,  
 Holly Morris, Chair (Conservation Commission)  
 Tony Kelso, Town Historian (Member at Large)  
 Sarianna Seewald (Member at Large)  
 Terry Vose (Historical Commission)  
 Cindy Ladd Fiorini (Planning Board)  
 Kathy Palmer (Open Space and Recreation Committee)  
 Jim Borghesani (Duxbury Housing Authority)

## Conservation Commission

One responsibility of the Duxbury Conservation Commission is to protect wetlands. The task is achieved by administering the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, s 40 and the Town of Duxbury Wetlands Protection Bylaw. Wetland values protected by our local bylaw are 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

Another responsibility of the Commission is open space land acquisition and land management. In May the Conservation Commission became the owner of two tax title parcels. 34.38 acres were transferred from the Selectmen to the Conservation Commission for permanent open space protection. The Kaiser family also sold 7.5 acres to the Commission. Besides preserving the rural viewscape of Duxbury, these properties link to other conservation areas and provide areas for residents to walk and enjoy nature. These transfers bring the total acreage of the Commission holdings to 2,689.96 acres.

Steve Donovan was hired to perform year-round land maintenance activities on town owned open space. He organized Herring counters for the Island Creek fish way and they spotted 470 herring climbing the ladder. This was very encouraging news as it is the first confirmed herring to return since the ladder was reconstructed. Mickey McGonagle operated the weed harvester as a volunteer on Island Creek Pond this year. The weed harvest is invaluable to the health of the pond.

Another Christmas tree sale weekend took place at the Jaycox Tree Farm on December 7 and 8. A total of 132 trees were sold which was lower than previous years due to lag in the number of sellable trees on the plantation. Not knowing the farm would continue to operate, the former owner did not replant trees when he put the land on the market. We presently have no 7 to 9 year old trees. Since the Town bought the farm in 2005 we have replanted seedlings every year.

The osprey restoration project continues to be a great success story. With the help of Norman Smith from the Trailside Museum, a total of 38 chicks were banded on 15 poles between Quincy and Plymouth; 10 chicks were born in Duxbury. Since 1990 when the program began, over 20 nesting poles have been built and 350 chicks have been banded on the South Shore.

Dianne Hearn 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. Susan Ossoff was appointed as Administrative Assistant to the Commission in January. She brings valuable municipal experience which will foster new ideas in our office.

The Conservation Commission wishes to thank the DPW Director Peter Buttkus, Jim Savonen, Bruce Duffy, and Bruce O'Neil and the entire 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

## Open Space Committee

The Open Space Committee (OSC) met September to June on the third Tuesday of the month at the Duxbury Senior Center.

The Committee's activities included:

- In September, Kathy Palmer was nominated and accepted as the new OSC liaison to the CPC, replacing Pat Loring who stepped down from the CPC. Pat will continue to be the OSC Secretary
- Participated in the Duxbury Littersweep on the first Saturday in October.
- Hosted a fall Foliage Festival at Howland's Landing in October that was well attended. In addition to our advertising, the Philbrick goats, on site for land clearing, also contributed to the high turnout.
- We, as a committee, were very concerned about the cutting of mature trees. The OSC drafted a Tree Protection and Preservation Bylaw based on the Wellesley Tree Bylaw, with a goal of submitting the Bylaw as a 2015 Annual Town Meeting article.
- Committee members were asked to review the past Open Space and Recreation Plan Goals and Objectives and to begin to identify Goals and Objectives for the next 7 years. The OS&R Plan is due to the Mass Department of Energy and Environmental Affairs in June, 2015.
- In May the OSC hosted a scavenger hunt at the Myles Standish Monument. The event was well attended. Unfortunately the Mass Department of Conservation and Recreation (DCR) did not open the Standish Monument as promised.
- Paul Costello resigned his seat and position as Open Space Chairman in June. The committee thanked Paul for all his years of service on this committee and the many other volunteer services he has provided to the town. Kathy Cross was nominated and accepted as the new OSC chairperson.

Respectfully Submitted,  
Kathryn Cross, Chairperson (as of June, 2014)

Members: Paul Costello, Chairman (FY 2014), Brian Glennon, Planning Board Representative; Paul Keohan, Water and Sewer Advisory Board Representative; Lorrie Hall; Pat Loring, Secretary; Kathy Palmer, liaison to the CPC; Jacques Pelletier and Phil Tuck.

## Planning Board

The Planning Board is a seven-member board elected by the residents of Duxbury to serve five year terms. The Planning Board considers applications submitted under the Town of Duxbury Subdivision Rules and Regulations and the Duxbury Protective Bylaw, guided by Massachusetts General Laws Chapter 40A and Chapter 41, Section 81. With meetings scheduled for the second and fourth Mondays each month, the Planning Board met 17 times during fiscal year 2014 for a total of approximately 50 hours, in addition to the time board members spent at Annual Town Meeting and at the meetings of various town committees to which they are appointed by the Board of Selectmen as Planning Board representatives.

From July 2013 through June 2014 the Duxbury Planning Board approved one Administrative Site Plan Review and six Approval Not Required (ANR) plans, among other business. The Administrative Site Plan Review approved by the Planning Board was for a fitness company that was re-locating to a commercial property that was formerly a veterinarian's office. The applicants had a concurrent application with the Zoning Board of Appeals for a special permit for change in use. No change in parking or drainage was proposed, and the Site Plan Review was approved by the Planning Board in April 2014.



*Pictured (top row L-R): Scott Casagrande, David Uitti,  
George Wadsworth, John Bear;  
(front row L-R): Jennifer Turcotte, Brian Glennon,  
Cynthia Ladd-Fiorini.*

Seven Approval Not Required (ANR) plans were submitted to the Planning Board during fiscal year 2014. One ANR plan was withdrawn without prejudice at the applicant's request, and the other six were endorsed by the Planning Board as not requiring approval under Subdivision Control Law. Most of the ANR applications were either 50/50 land swaps or reconfiguration of existing lots, resulting in only one new potential lot available for residential development. One definitive subdivision is undergoing review as the fiscal year closes. If approved, Littletown Way, a two-lot subdivision off Tremont Street, would result in one additional lot available for development.

The Planning Board spent a considerable amount of time during the past year reviewing applications referred by the Zoning Board of Appeals (ZBA) for recommendations regarding planning issues. Along with approximately twenty special permits and /or appeals of Director of Inspectional Services determinations, the Planning Board provided referral recommendations for one new comprehensive permit for McLean's Way, a proposed 24-unit development off of Bow Street, providing three recommendation updates as traffic and drainage studies and peer review reports were submitted. The Planning Board also provided recommendations to the Zoning Board of Appeals for revisions to two other comprehensive permits: Island Creek North off Tremont Street for revised plans to change the occupancy from assisted living to "age restricted 55 plus," including an increase in parking and other changes; and Duxbury Woods off Tremont Street, for a proposed curb cut on State Route 3A.

The Planning Board also worked extensively with the developers of Duxbury Estates, a 44-unit Planned Development off of Summer Street, who were referred by the Zoning Board of Appeals to the Planning Board in order to re-negotiate a fee in lieu of affordable housing schedule, as the applicants were facing an installment payment due midway during construction. After multiple public meetings with input from the developers, homeowners, and other interested residents, the Planning Board was able to find a creative solution for moving forward which balanced the best interests of the Town of Duxbury, the developers and the homeowners.

As a result of proposed clearing along major transmission lines by NSTAR, the Planning Board held a joint public hearing with the Tree Warden in July for tree removal along ten scenic roads throughout the town. Approximately 20 members of the public were present for this public hearing and the Planning Board ultimately approved the proposed clearing and re-planting plans presented, with a total of 137 trees to be removed and approximately 211 re-plantings of lower vegetation to restore the scenic landscape along these public ways.

The Planning Board remained an unusually quiet participant in Annual Town Meeting this past year, again waiting on proposing any major revisions to the Protective Bylaw until the work of the Zoning Bylaw Review Committee is completed. Originally appointed by the Board of Selectmen in 2011, the Zoning Bylaw Review Committee continues to review inconsistencies in the Zoning Bylaws, with Scott Casagrande and George Wadsworth serving as Planning Board representatives.



The Planning Board did sponsor one Annual Town Meeting article, an amendment to Zoning Bylaws Section 600 – Special Regulations, for a new Section 617 that would institute a moratorium on the location of any medical marijuana treatment center in any zoning district. The original article placed a moratorium until June 30, 2014, and an amendment by the Planning Board passed on Annual Town Meeting floor in order to extend the moratorium to December 31, 2014. This article passed the two-thirds requirement as amended, and the Attorney General approved the article on April 7, 2014.

At town elections in March 2014 George Wadsworth was re-elected for a five year term, and David Uitti was elected for the first time after being appointed by a joint vote of the Planning Board and Board of Selectmen and serving on the Planning Board to fill a vacancy since June 2013. The Planning Board re-elected all officers from the previous year, with George Wadsworth as Chairman, Brian Glennon as Vice-Chairman, and Cynthia Ladd Fiorini as Clerk.

As mentioned earlier, board members actively participate as Planning Board representatives on other local and regional committees and/or boards: Alternate Energy Committee, Community Preservation Committee, Economic Advisory Committee, Affordable Housing Trust, Metropolitan Area Planning Council – South Shore Coalition, Massachusetts Bay Transit Authority Advisory Board, the Old Colony Planning Council, the Open Space Committee, and the Zoning Bylaw Review Committee. In addition to its primary work with the Planning Board, the Planning Department also serves as limited staff for the Economic Advisory Committee, the Zoning Bylaw Review Committee, and Alternate Energy Committee.

The Planning Board would like to thank Thomas Broadrick, Planning Director, and Diane Grant, Administrative Assistant, for their support during the past 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 for fiscal year 2014:

George D. Wadsworth, Chair  
Brian E. Glennon, II, Vice-Chair  
Cynthia Ladd Fiorini, Clerk

John P. Bear  
Scott Casagrande  
Jennifer Turcotte  
David Uitti

## **Sidewalk and Bike Path Committee**

Between July 2013 and July 2014, the Sidewalk and Bike Path Committee actively investigated resources and opportunities for creating safe pedestrian and bicycle access in town. The committee gained two new members, Michelle Hatfield and Frank Turner, and began a new partnership with the state-wide organization, Massachusetts Safe Routes to School.

Conversations with the Art Complex Museum and the Alden House sparked an inquiry into creating a recreational path along Alden Street. Members were invited to present to the board of trustees of the Art Complex Museum at their annual meeting in July 2014.

Respectfully submitted,  
Michelle Hatfield, Chair

## Town Historian

A fun but challenging duty of a town historian is to come up with names for new town streets as developments come to be open.

The challenge is to come up with a historically accurate and interesting name for the street that is also not a duplicate or could be confusing to our Police and Fire Departments when they are responding to an emergency call.

For example there are 4 different Mayflowers in Duxbury- Street, Avenue, Lane and Road. Many great old Duxbury last names have already been used and since so much of the history of Duxbury involves the same families, in different parts of the town, you can see how more difficult it gets to find a street name that will work. Old names for sections of the town are great- although not all are suitable for a new street name. For example, not many families would wish to live on Alms-house Way. It is discovering and reviving those appropriate old names is the fun part.

As a sign of the uptick of the economy we have had 4 new street names issued this year :

Deacon's Path- The new condominium development off Woodbridge and Tremont Streets. It is named in honor of Deacon Levi Loring who owned all the land in the area. An old woods road rambled through the area , likely from the era of the Loring ownership.

Fisher Ridge Road- A cul de sac off Summer Street/Rt. 53. Not many old town names in this area, that has always been all woods and swamps, the wildlands of Duxbury. But Fisher cats certainly inhabit that area, and probably have for centuries, so "Fisher Ridge" seems like a perfect name.

Gudrun Way- A small subdivision off of Franklin Street. The Bartlett family had owned this land for many years, but the name Bartlett is already a street name. Gudrun is a Bartlett family name and honors their matriarch's first name , which is of Nordic mythology origin.

Littleton Way- This is a proposed small subdivision off of Tremont St. between Harrison and Depot Streets. This parcel was a challenge because the previous owners of the property over the years have been Chandlers, Bradfords, Petersons and Miles families. All of which are taken street names. Littleton was a forgotten old name for the area between the two streets, although a Little family only briefly lived there in the 1720s, but the name stuck for many more years. Why it stuck is mystery we probably won't ever know. So Littleton Way was the perfect solution to reviving a good old name and satisfying all the other criteria.

So as you travel about Duxbury , every street name tells a story, and even the newer streets reveal a rich history that lies close to the surface and retains Duxbury's unique character.

Respectfully Submitted,  
Tony Kelso, Town Historian

# Library & Schools



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Duxbury Free Library  
School Superintendent

- *Chandler Elementary School*
- *Alden Elementary School*
- *Duxbury Middle School*
- *Duxbury High School*

## Duxbury Free Library

FY2014 was a year of outstanding educational and creative activity at the Library--a community epicenter--as demonstrated by the number of offered programs and increased attendance. 11,156 persons enjoyed 338 children's programs, 142 young adult programs and 308 adult programs, a 41% increase in the total number of programs over the previous year. The year opened with an engaging summer reading program, *Dig in To Reading*, which brimmed with activities for residents of all ages. 525 children, 192 teens and 102 adults participated. One of the most popular family night programs was *Circus Minimus*: one hilarious creative performer who created a participatory circus atmosphere from just one suitcase! *Makerspace Mondays* were also popular with entire families, who dropped in to engage in hands on science based projects: creating balloon powered cars, KEVA plank structures, magnetic moveable circuits and do it yourself video game controllers. Westwinds Bookshop and the Library presented the annual *BookBreeze Literary Festival*, which spanned two fiscal years, beginning in June and wrapping up in September. Noted authors included Madeline Miller, George Howe Colt, Mitch Zuckhoff, and in the next season Patry Francis and Neil Swidey. 120 people crowded into the Merry Room to hear Kevin Cullen's tales of Whitey Bulger. The Library is noted for attracting authors and folks from all around the South Shore to appreciate and celebrate the written word.

The Library welcomed 171,330 people this year. Library staff circulated 229,079 items, with the demand for eBooks continuing to climb. The proliferation of smartphones and tablets encourages patrons to download reading material and sample the experience. Although many readers are completely won over, the demand for physical books remains strong. 6,788 reference transactions were conducted by staff. Many involved assistance with smartphones and tablets. In recognition of this shift, the Reference department team has consolidated collections and visited libraries that emphasize skill development and makerspace activities. Innovation, rather than information, is becoming a leading reference principle. A digital media lab proposal presented to the DFL Incorporated Board in April was enthusiastically supported and a unanimous decision was made to fund the project.

The Library completed year three of our Long Range Plan. Technology, programming and skill development was the focus. Innovative "makerspace kits" were developed and checked out by many patrons. Two examples of these instructional kits include how to play the ukulele (with an actual ukulele!), and how to develop a meditation practice. iPads were made available for internal checkout by patrons of all ages. *Tinkering Tuesdays*, a weekly after school electronics and digital media exploration program for upper elementary and middle school children was launched. New pre-school playgroups were formed to promote early literacy and encourage parent and child interactions. Interactive film experiences were offered, engaging entire families. The young adult PHILS group widened their participation by allowing 6th graders to join in. In October 2013, the Duxbury Free Library hosted three mini writer's conferences which inspired a brand new ongoing library program: a monthly writers group which combines actual writing, sharing projects and critical feedback.

In December, the Library partnered with the schools to promote National Computer Education week. Both online and offline experiences were offered to students to de-mystify computer coding and to encourage exploration of this career field. In light of the STEM and STEAM national initiatives, a new teen group, *Radiofaces*, began meeting twice a month to read through and produce funny plays to podcast. Teen groups also experienced soldering workshops and presented at a Cape Cod Makerspace Faire. During April vacation, teens and library staff took a field trip to GOOGLE headquarters. In November, the staff knitted their enthusiasm into a unique yarn bombing public art spectacle. A knitted dragon encircled the bike rack and trees were adorned with sweaters. The art event promoted the Library's two on-going knitting groups as well as a Sunday Salon event featuring an anthology of authors entitled, *Knitting Yarns*.

To celebrate the freedom to read, and to provide positive model readers for the students, Children's Librarian Jessica Lamarre photographed community dignitaries and created "Caught Reading" posters. Senior Center Director Joanne Moore, Superintendent Ben Tantillo, Town Manager Rene Read, Harbormaster Don Beers, police officers and firefighters and others now adorn the Library's Reading Wall of Fame.





The DFL Technology Plan was completely reviewed and revised by librarians Suzanne Gunnerson and Denise Garvin. A new laptop with upgraded Dreamweaver software enhanced the website's usability and flexibility. Changes were made to the website's main page to streamline the user experience. As Coordinator of Technology, Denise researched all options to address the demise of Windows XP support and began to upgrade all computers to Windows 7.

The Reading Garden Entrance Committee continued meeting throughout this year. As FY14 came to an end, the Committee had made significant progress. Working in partnership with the Town, a landscape design request for qualifications was advertised, and ultimately Ray Dunetz Landscape Architecture INC was selected.

Volunteers continue to add extraordinary value to everyone's experience at the Library. 62 volunteers contributed almost 957 hours of much appreciated support to the staff. Our faithful and dedicated volunteers tell children stories, unpack boxes, select holds from shelves, make phone calls and inspire us with their interest and devotion. This year, two volunteers assisted with custodial duties when both custodians were out sick and having surgeries. Our volunteers delight the staff with their contributions and suggestions. In June, a *Thanks for Popping In* themed volunteer appreciation luncheon was held in their honor.

The Friends of the Library continue to grow! A robust Board headed up by co-Presidents Leah Petro and Karen O'Brien conducted a very successful annual appeal. Language learning databases *Mango* and *Little Pim*, *Best Friends Books* and every summer reading program is fully funded by the Friends of the Library. The FOL also sponsors a yearly scholarship to a high school senior. This year's winner was Mattie Buchanan. Members of the Board continue to assist at each *BookBreeze* author event and *Sunday Salons*. In July, the FOL held the first Celebrity Author fundraiser at the home of Leah and Alec Petro. Pulitzer Prize winner Richard Russo charmed the crowd, reading from his memoir, *Elsewhere*. The FOL are ongoing Library advocates, ambassadors, and fund raisers who yearly contribute over \$20,000 for the purchase of books, materials and programs enjoyed by residents of all ages. This supplemental funding is essential in meeting our state mandate for materials expenditures. Meeting the first Tuesday of the month in the Setter Room, interested residents are always welcome!

The Duxbury Free Library is also extremely fortunate to have the interest and financial support of the esteemed Duxbury Free Library Incorporated Board. Throughout the years, this Board has yearly allocated funds to supplement the municipal operating budget and has occasionally financed special projects. The Incorporated Board is a venerated arm of the Library family.

As efforts to maintain the aging legacy building continue, this year's focus was to monitor roof conditions, patch when needed, manage the interior damage and prepare to launch the roof replacement project funded at the March 2014 Town Meeting.

March town election re-elected Donna Ryan and Brooke McDonough to the Board of Trustees. Donna Ryan was elected to Chair at the re-organizational meeting. The Board meets the second Tuesday of the month in the Setter Room at 8:00 AM, and welcomes residents to attend.

*Respectfully Submitted by Director Carol Jankowski*

Library Trustees

Donna Ryan, Chair

Brooke McDonough

Paula Harris

Laney Mutkoski

Lamont Healy

Laura Sullivan

## School Superintendent

As we close out the 2013-2014 school year, we continue to be proud of the achievements of our students and staff. They have been recognized for excellence in academics, athletics and the arts throughout the state, northeast and even nationally.

As much as we savored our accomplishments of last year, we anxiously awaited the next. The 2014-2015 school year is quite a milestone for the Duxbury Public Schools as well as the town. The new building, which houses the middle and high schools, is complete and opened for the students.

The building is a highly functional and aesthetically pleasing structure. Many thanks go to the School Building Committee for stewarding the entire building project from inception to completion, on time and within budget. It has been an enormous task.

The new building boasts the most current technology possible. All rooms have telephones, projectors and sound systems. Due to the iConnect program for grades 8-12 and a full saturation of technology for grades 6 and 7, our students will receive an education to match the needs of today and years to come. Because the elementary schools already had a robust wireless environment, the new building completes the District's vision of total technology integration.

To compliment our technology, we have updated much of the curriculum that is taught in grades K-12. We have a systematic method of reviewing, piloting and implementing curriculum changes. This curriculum review, along with professional development, ensures our students will receive the best education possible and that teachers are always current in their pedagogy.

We are very thankful for the support from the community for our schools. Parental support and staff dedication has been key to the success of our students and schools.

Please know that we will not stay on an educational plateau. A system is either moving ahead or falling behind. We will strive to always move forward.

Yours in Education,

Dr. Ben Tantillo  
Superintendent of Schools

## Chandler Elementary School - Grades Kindergarten - 2

The 2013-2014 school year was a very successful year for the Chandler students. It was our pleasure to welcome more than 650 young students and their families to Chandler School, Duxbury's Early Childhood School. Over 173 children and families participated in the second year of our very successful full-day Kindergarten program. The Chandler staff continues to stress high standards, compassion and professionalism. We look forward to supporting our students and their families as they begin their exciting educational journey through the Duxbury Public Schools.

### Student Achievements

- Chandler students, Preschool through Grade 2, participated in the development of the Outdoor Learning Space / Chandler Courtyard. Kindergarten students experienced authentic learning as they developed the Kindergarten Pumpkin Patch and monitored the life cycle from seed to fruit. Preschool through Grade 2 students developed flower beds, preparing and planting bulbs and monitoring growth of flowers, fruits and vegetables. During the summer, several Chandler families volunteered to water in the courtyard, using sponges and rainwater collected in our rain-barrels.
- Chandler second graders participated in a global collaboration opportunity, communicating with children in classrooms in Lebanon.
- Eighty-six Chandler students participated in the K-5 Science Fair, which was held in March at the PAC. The Science Fair was sponsored by the PTA and supported by Battelle Laboratories.

- Two hundred fifty Chandler students, Preschool through Grade 2, participated in the PTA sponsored *Super Reader* Program and read a favorite book with a Chandler Administrator at the end of the school year.
- The creativity of our Chandler students was showcased at the annual Duxbury Public School Art Show, which was held at the PAC from May 22 through May 24.

### **Enrichment Highlights**

- The PTA sponsored Super Reader Challenge was kicked off by a visit from Wally the Green Monster. Wally and a friend from the Boston Red Sox read a story to every Chandler student to provide incentive for students to read daily.
- All Chandler students participated in the PTA sponsored Science Enrichment opportunities. Second graders participated in the Museum of Science presentation, States of Matter. First graders enjoyed a presentation on the various elements of Balance and Motion. Kindergarten students enjoyed the hands-on Tidepools Alive presentation from the New England Aquarium.
- Kindergarten students enjoyed a live performance of Sir George and the Dragon presented by the Pumppernickel Puppets. This Literacy Enrichment program was supported by the PTA.
- Second graders worked with children's author, Kate Hanscom, listening to her most recent children's book and learning about the steps in publishing and how to make their writing stronger.
- Chandler first and second graders had the opportunity to enjoy the PTA sponsored theater presentation of "The Teacher from the Black Lagoon" at the PAC.

### **Ongoing Initiatives**

- All Chandler teachers participated in Professional Development in anticipation of the transition to the new **Massachusetts Model System for Educator Evaluation**.
- All Chandler educators, Preschool through Grade two, worked collaboratively to identify and create **District Determined Measures**, which are measures for assessing student learning for educators in all grades and subject areas in our district. The intent of this initiative is to improve educator practice and student learning.
- Several Chandler teachers attended monthly Technology Thursday meetings. This Professional Development offered the teachers opportunities to develop new strategies to use with students involving web-based applications, new iPad apps, and software for laptops.
- All second year teachers in the district participated in Ribas training, an opportunity to research current practice about instructional strategies that lead to the highest level of student achievement.

### **Community Initiatives**

- Chandler students, families, and staff continued to participate in the PTA sponsored Helping Hands Initiative, learning to support the Duxbury Community as well as the wider community. Students and families participated in the Spread the Word Book Drive, Thanksgiving Helpers, Operation Care Package, Holiday Helpers and Project Hospital Cheer. All of these events supported members of our community and the community at large.
- Chandler students, families, and staff members participated in the annual "Fitness Fair" to support scholarships for Duxbury preschool children, and to foster physical fitness in our young students.
- We are grateful to the Chandler PTA and the School Council for the many initiatives that support our efforts and for their dedication and hard work.

## Alden Elementary School - Grades 3 - 5

Alden School had many successful achievements, initiatives, and enrichment activities during the 2013-2014 school year. There is a strong partnership between students, teachers, parents and the community at Alden School. It truly is a wonderful place to learn.

### **Student Achievements**

- Students celebrated Literacy Month with a variety of daily activities for the month of November.
- Many students were published in the two editions of The Dragon Tales.
- Some fifth grade students were involved with a Project-Based Learning opportunity with the Outdoor Learning Lab and constructed a butterfly garden at Alden.
- The Elementary Science Fair was a success with over 200 students participating. The Alden and Chandler PTAs as well as Battelle Laboratories sponsored the event. Many adults from all four schools and the community were involved on the day of the event to judge the various projects.
- Alden students had their wonderful artwork displayed in the district's spring art show.
- Students' writings were showcased on the Academic Excellence boards during the year.
- Four students were winners and recognized for their science poetry entries in the Boston College Poetry Contest.
- Twelve students along with their teachers attended the Technology Summit in Burlington, MA showcasing their knowledge on Mystery Skype and 30 Hands.

### **Ongoing Initiatives**

- Social Thinking Curriculum was introduced to a third grade team and students benefited from this program and using the language involved for cooperative and social thinking.
- Alden partnered with Duxbury High School and offered classroom experiences for the year to students enrolled in the Early Childhood Class at the high school.
- The Instructional Support Team restructured the process on how to identify students requiring tier 2 and 3 support in a more efficient and successful manner.
- Mystery Skype offered students the opportunity to learn from others all over the United States and the world.
- Project-Based Learning opportunities continue to be a focus at Alden. Several classrooms developed business plans for their own businesses after consulting with various business owners and community members. A fourth grade team constructed a resort using many math skills and had the support of local architects and builders.
- The Responsive Classroom model and starting the day with Morning Meeting continues to bring a community spirit to Alden School.
- SAMR – Teachers engaged in Professional Development opportunities centered around improving student engagement and understanding through the SAMR model for technology integration. Teachers are engaging in redefining their lessons to provide students with challenges and opportunities they could not otherwise have if they didn't have the technology available.
- Through the generosity of the DEF, Alden School received a Laptop cart along with increased enrollment opportunities in the blended learning platform 30 Hands. Through this learning management system, teachers can flip instruction and maximize quality face-to-face class time where students are engaged in higher order thinking, creating, and problem-solving.
- Teachers and administrators spent time working collaboratively on the new evaluation system and setting goals for the school as well as individual goals.

### **Enrichment Highlights**

- The art teacher took advantage of an Outreach Program offered by the Museum of Fine Arts and skyped with some of our students relating art with the Revolutionary War.
- Hour of Code – All Alden students participated in this international movement to expose as many students worldwide as possible to the world of writing and working with code. In addition, many students took part in the after-school continuation of the course in Alden KidsCode Club.
- For the sixth year, students had the opportunity to participate in the PTA-sponsored “Battle of the Books.”
- The Passport Club completed its fifth successful year and is part of the school library program.
- *Are you Smarter than a Duxbury 5<sup>th</sup> Grader* continues to be a community event that is entertaining.
- The PTA sponsored the Author in Residence Program for the seventh year and we were fortunate to have Wendy Mass as our author for 2013.
- The Museum of Science presented different traveling shows for our fourth and fifth grade students.
- BFit program informed the students on healthy eating and the importance of exercise.
- The Bay Colony Educators presented to our fifth grade classes.
- Our third grade students took a historical tour of Duxbury. In collaboration with the Duxbury Rural and Historical Society, third grade 4 teachers developed a trip to help students make historical connections with our town during their early settlers study.
- Grade three students enjoyed Wampanoag visits from the Plimoth Plantation.

### **Community Initiatives**

- In October, members of the Duxbury Fire Department educated all third grade students about fire prevention and safety.
- Josh Cutler, State Representative, spoke with some fifth grade classes about state government. The presentation was part of a Project-Based Learning initiative.
- As part of a science unit, some fifth grade classes had the opportunity to learn from a Geotechnical Engineer who came to Alden to share his expertise.
- Alden School students participated in the Duxbury Education Foundation’s annual spelling bee to help support an organization that has been so supportive of Alden.
- Members of the Duxbury Post #233 American Legion came to Alden and spoke to the students on the importance of Flag Day.
- The Reach Out program and Kids Care Club offers opportunities for the Alden students to give back to the community. Some activities include a Thanksgiving food drive, adopting an endangered animal, collecting toiletries, a hat and mitten drive, and a walk-a-thon to support the Plymouth Area Coalition.

## Duxbury Middle School - Grades 6 - 8

DMS celebrated a fantastic and action-packed school year. DMS faculty remains committed to providing a rigorous and authentic learning environment. We have completed a very exciting move into the new building and successfully rolled out the iConnect initiative that put laptop computers into our 8<sup>th</sup> grade students' hands. School traditions such as W.E.B., Nature's Classroom, Pi Day, Rocket Day and the Duxbury Beach research trips have remained a staple. DMS continues to develop new online access opportunities for students and families. We began our Advisory program as a resource for digital citizenship. Duxbury Middle School secured Level One Status in the state MCAS by closing the achievement gap for students with special needs. Our faculty continues to expand and revise common assessment opportunities and utilize data to analyze and improve curriculum and instruction. Department heads, subject supervisors, and content specialists continue their work to understand and integrate aspects of the newly adopted Common Core into our curriculum. The year began with Alan November speaking to the staff on how to utilize technology tools to engage students. We continue to increase our level of technology integration in the classroom and faculty members continue to actively participate in professional development geared towards creating a more rigorous level of student assessment.

### **Student Achievements and Recognition:**

DMS continued its tradition of celebrating student achievement at the annual academic awards night where 28 students received the Hojlo Character award.

- Thirty-eight 8<sup>th</sup> grade students were recognized for excellence within subject areas for excellence in Math, English, Science, Technology, Social Studies, World Language, Music, Art, Health, and Physical Education.
- One Student was recognized for her exemplary demonstration of community service, highlighted in her involvement in Project 351.
- Presidential Academic Fitness awards were given to twenty-four students. These students earned High Honors for all terms in 7<sup>th</sup> grade and the first three terms of 8<sup>th</sup> grade.
- Seven students received a perfect score of 280 in ELA, and six received a perfect score of 280 in Math.
- The Town of Duxbury and Duxbury High School received state and national recognition for the quality of the educational program.
  - Boston Magazine ranked The Duxbury School District as 23<sup>rd</sup> (out of 147 Greater Boston communities) based on classroom size, per pupil expenditures, and AP and MCAS score data.
  - Duxbury High School is one of only 41 schools in the commonwealth that has been officially commended by the state for high achievement and for meeting our target set to narrow the gap for our high needs populations.
- DMS Music was recognized by the NAMM as an outstanding Music program.

### **Ongoing Initiatives**

- We are in our fourth year of our 6-12 Subject Supervisor model. Each supervisor (Math, Science, ELA, World Language, Social Studies, Guidance) is in charge of 6-12 personnel, and assessment. This year, we have two new Subject Supervisors for Math (Stephanie Molloy) and World Language (Erica Pappalardo).
- We are in year two of the implementation of the new state evaluation process. Last year, all non-professional teachers and half of the professional staff began their respective evaluation cycle. This year, every teacher is being evaluated and has worked to develop S.M.A.R.T. goals (specific, measurable, attainable, realistic, timely) for the school year.
- This is the second year of our use of the Academic Merit program. This software allows teachers to quickly assess and identify student strengths and weaknesses as they apply to reading and writing to text.
- Teachers continue to update and post their grade books to the X2 Student and Family Portal so parents and students can see up to date grade and assignment information.
- We began our iConnect program this year with each student in our 8<sup>th</sup> grade class receiving a new MacBook Air computer.
- The move into the new building continues to go well; with one of our focuses being the teachers' professional development on the new tools available in their classrooms (short-throw projectors, Media Master, TopCat, Apple TV).

- Each department continues to develop goals linked to the School Improvement and District Strategic Plan.
- Over the summer, teachers worked to integrate elements of the Common Core Standards into their curriculum maps.
- Departments continue to create and revise curriculum, common assessments, research assignments and develop Project Based Learning (PBL) opportunities.
- Throughout the summer, over seventy teachers participated in a three-day “Tech Camp” and other technology workshops.
- Second year teachers in the system participated in the RIBAS teaching methods course, which requires an intensive week where teachers examine, reflect, and review effective teaching practices and pedagogy.
- We have several staff members engaged in an “Apple Core” program that provides in-depth PD for Elementary – High School teachers around the Apple platform.
- DMS continues to maintain its co-teaching model with over twenty-five co-taught classes in Math, Science, Social Studies and ELA.
- Our special needs students have continually improved in their MCAS performance since the co-teaching model was implemented. Specifically, DMS met all of the state’s MCAS performance targets for students with disabilities and therefore helped secure the state Level One status.
- We began a new online academic recovery program. Six students completed the necessary academic recovery to move into the next grade with full academic credit.

### **Enrichment Highlights**

- The DMS Robotics Team had a very successful inaugural season and garnered a number of awards in the competitions over the course of the year.
- DMS continued to offer various Co-curricular clubs for our students, including After School Sports, Aquaculture, Art, Book, Creative Writing, Homework, International Culture, Knitting/Scrapbooking, various music clubs, Players, RAP (Respect All People), Running, Student Council, TEC (Technology Engineering Club), Yearbook and Robotics clubs.
- DMS Library celebrated the 15<sup>th</sup> anniversary of Harry Potter by inviting students and staff to hear the first chapters of each book in the series.

### **Community Initiatives**

- DMS Aquaculture Club donated a check for \$1000 to support Island Creek Oyster Foundation’s and Dr. “Tilapia for School Children.”
- The DMS running club raised over \$500.00 for the “Tilapia for School Children.”
- The PTO hosted the annual “Minute to Win It” evening.
- DMS participated in a very successful coat drive to help our community.
- Teachers continue to receive tremendous support from the Duxbury Educational Foundation (DEF), which has been a strong ally to our teachers and students.
- The Duxbury Parent Connection brought several timely presentations to our parents throughout the year.
- The Duxbury PTO was very active and generous with its support of our students and faculty through teacher grants, teacher appreciation days, as well as offsetting the cost of our student planners and presenters.

DMS looks back at 2013-2014 with great pride and sense of accomplishment. We are very proud of attaining the growth necessary to help secure the Districts Level One status. Our successful implementation of the iConnect program with our 8<sup>th</sup> grade class has already had an impact on the teaching and learning that is occurring in the building. We look forward to continued growth and focus on rigorous authentic assessments and the transformation / redefinition of what it means to be a student in today’s world.

## Duxbury High School - Grades 9 - 12

The high school has had another great year! Duxbury High School climbed in the state rankings for best high schools and received special commendation for our high achievement in MCAS. We have completed a very challenging move into the new building and seamlessly rolled out the iConnect initiative that put over 1400 computers in students' hands. Our Advisory program continues to be a strong element of our school program. Based on student and faculty feedback, we have integrated more college/career planning sessions and student safety information. Our faculty continues to work very hard to expand and revise common assessment opportunities and utilize data to analyze and improve curriculum and instruction. This is a continuing process. We continue to increase our level of technology access and the faculty members have actively participated in professional development geared towards a higher level of technology integration in the classroom. School personnel also worked very diligently to articulate the educational program for Duxbury High School as part of the building project process. Last, our department heads, subject supervisors, and content specialists continue to work hard to understand and integrate aspects of the newly adopted Common Core into our curriculum.

### Student Achievements and Recognition:

- Graduating seniors continue to meet with success: 91% of our seniors are going to four year colleges, 4% attend two year colleges, 1% went to the military or a gap year, 3% entered the workforce, and 1% are attending prep schools.
- Four (4) seniors were accepted to Ivy League schools. Fifty-one (51) students were accepted to highly selective institutions (those that accept fewer than 25% of applicants).
- DHS had twelve (12) students that received commendations as part of the National Merit Scholarship contest.
- The Town of Duxbury and Duxbury High School received state and national recognition for the quality of the educational program.
  - Boston Magazine ranked The Duxbury School District as 23<sup>rd</sup> (out of 147 Greater Boston communities) based on classroom size, per pupil expenditures, AP and MCAS score data.
- Duxbury High School had **ninety-two (92)** students (out of 263 – 526 total tests taken) who have earned the designation of AP Scholar by the College Board in recognition of their exceptional achievement on the college-level Advanced Placement Exams. Last year, we had eighty-eight (88) students (out of 240 – 481 total tests taken) who qualified. AP Examinations are administered in May and are scored on a 5-point scale ('5' is the highest). Most of the nation's colleges and universities award credit, advanced placement, or both for scores of '3' or higher. **82% of all AP students scored a three or higher on their respective tests. As a reference point, that average was 69% in 2007. Our students with 3's or higher has been at or above 82% since 2011.** This speaks to the quality of our AP program, teachers and to the hard work of the students.
- Our students were also recognized by the College Board for the following:
  - Forty (40) students qualified for the "AP Scholar Award" by completing three or more AP Examinations with scores of 3 or higher.
  - Twenty-two (22) students earned the "AP Scholar with Honor Award" by earning an average of '3.25' on all AP Exams taken and grades of '3' or higher on four or more of these exams.
  - Thirty (30) students qualified for the "AP Scholar with Distinction Award" by averaging at least a '3.5' on all AP Exams taken and scores of '3' or higher on five or more of these exams.
  - Additionally, three students achieved National AP Scholar status by receiving an average score of at least 4 on all AP Exams taken, **and** scores of 4 or higher on eight or more of these exams.
- Students continue to perform well above the state and national averages on the SAT tests and MCAS. Scores for last year's MCAS in ELA, Mathematics, and Biology were very impressive, with 97% of aggregate students achieving Proficient/Advanced scores in Mathematics, 95% in Biology and 99% in ELA. These are all improvements in our students' performance.
  - Duxbury High School is one of only 41 schools in the commonwealth that has been officially commended by the state for high achievement and for meeting our target set to narrow the gap for our high needs populations.
- DHS Music was recognized by the NAMM as an outstanding Music program.
- Art students received recognition from the Boston Globe Art Contest.



- Nearly 100 Music students were selected to the District and All-State groups.
- One music student (Olav Serres) has been selected to represent Duxbury in the National competition for music. This is the second student in three years from Duxbury who has received this honor.
- Nearly twenty seniors participated in the Senior Project, which had them develop and complete service projects during the last quarter of the school year, develop a product, and present it to a panel.

### **Ongoing Initiatives**

- The move into the new building went very well. One of the main initiatives for teachers is to learn to fully utilize the technology that is available in every classroom (short-throw projectors, Media Master, TopCat, Apple TV).
- We began our iConnect program this year with each student in the high school receiving a MacBook Air computer. Another initiative for teachers is to learn how to fully utilize these tools in their instruction.
- This is the second year of our use of the Academic Merit program that is geared towards assessing and identifying student strengths and weaknesses as they apply to reading and writing to text.
- We are in year two of the full implementation of the new evaluation process. Last year, all non-professional teachers and half of the professional staff began their respective evaluation cycle. This year, every teacher is being evaluated and has worked to develop effective and meaningful S.M.A.R.T. goals for the school year.
- This is the second year that teachers are required to update and post their grade books to the X2 Student and Family Portal. As a result, parents and students can see updated grade and assignment information on a regular basis. This negates the need to publish quarterly progress reports.
- Our Duxbury High School students performed very well this year on the Wordwright Challenge. Almost 600 school teams participate in this difficult reading challenge. Duxbury students performed exceptionally well in comparison to their peers nationwide.
  - At 9<sup>th</sup> grade, students placed seventh out of 138 school teams.
  - The 10<sup>th</sup> grade placed fifth out of 150 school teams.
  - 11<sup>th</sup> grade placed eleventh out of 151 school teams.
  - 12<sup>th</sup> grade placed second out of 157 school teams.
  - Two students from our school received highest honors for their cumulative performance. Freshman Theodore Adams was one of the 15 highest-scoring 9th graders out of approximately 13,000 participating 9th grade students. Sophomore Duncan Passell was one of the 9 highest-scoring 10th graders nationwide, out of approximately 14,000 participating 10th grade students.
- We are in the fourth year of our adoption of the Subject Supervisor model with each supervisor (Math, Science, ELA, World Language, Social Studies, Guidance) being in charge of 6-12 students (K-12 World Language), curriculum, and assessment. This year, we have two new Subject Supervisors for Math (Stephanie Molloy) and World Language (Erica Pappalardo).
- We are in the process of completing our Two Year NEASC Report that has us addressing key recommendations from our Decennial visit two years ago.
  - DHS was asked to (and did) present our assessment of Learning Expectations program at the most recent NEASC Showcase of Model Programs event.
- DHS is continuing a dual enrollment program through Syracuse University where students can take approved high school classes and receive college credit. We are running a Forensics course and look forward to more students participating in these course offerings.
- Each department has developed goals linked to the School Improvement and District Strategic Plan. Specifically, each department has developed content-based technology integration (1:1), Literacy, Project Based Learning, and Teacher Evaluations goals for the year.
- On October 15, 2014, all sophomores and juniors took the PSAT during school. Evidence clearly shows that students who take the PSAT twice experience a marked increase in their respective SAT scores.

Nearly every department had teachers conduct professional development activities over the summer to revise our curriculum maps to continue to integrate elements of the Common Core Standards. Additionally, department members worked to create and revise curriculum, common assessments, revise research assignments and continue with the

development of content-based Project Based Learning (PBL) opportunities. Teachers also participated in technology workshops. Every second year teacher in the system participated in the RIBAS teaching methods course, which requires an intensive week where teachers examine, reflect, and review effective teaching practices and pedagogy.

- This past summer, nearly seventy teachers participated in a three-day 'Tech Camp' where they learned about different instructional technology tools.
  - This year, Alan November spoke with the staff at the start of the year about how to utilize technology tools to engage students. The faculty was very energized by the possibilities he discussed in light of the new technology available.
  - Assistant Principal Jim Donovan received Apple Certification (one of 127 in the country) to be a iLife Suite trainer.
  - We are also running an Apple Core program that provides in-depth PD for Elementary – High School teachers about the Apple platform
- We continue to align curriculum and create UbD templates to ensure consistency of content and skill instruction between teachers. This alignment is ongoing both for content and the skills that the standards require that we teach. A key area of focus continues to be Standard 10, which requires that each core subject weave reading and writing strategies instruction into its respective curriculum sequence. This remains a goal for the year.
  - DHS continues to maintain its co-teaching initiative to better serve all students with twenty-eight (28) co-taught classes in Math, Science, Social Studies and ELA. We also provided ongoing professional development and collaboration time for these teachers over the summer. This model has benefitted all of our students greatly by allowing us to provide a more heterogeneous learning environment. Our special needs students have continually improved in their MCAS performance since this initiative was implemented. Specifically, 100% of freshmen special needs students passed the Biology MCAS assessment, with 72% scoring in the Proficient/Advanced categories. In ELA, 100% of our sophomore special needs students passed the MCAS, with 95% scoring in the Proficient/Advanced categories. In Mathematics, 100% of sophomore special needs students passed the MCAS with 89% scoring in the Proficient/Advanced categories.
  - More common assessment opportunities for students within departments/content areas continue to be developed, refined, and analyzed.
  - We began a new online credit recovery and academic recovery program through FUEL education that has been very successful in meeting the diverse needs of some of our students.

### **Enrichment Highlights**

- The DHS Athletic program had another very successful year with many league titles and a state championship in Girls Hockey.
- The music program completed a successful trip to Carnegie Hall.
- Our Best Buddies Program continues to flourish at DHS with a record number of student volunteers and participants.
- The DHS Robotics Team had a very successful inaugural season and garnered a number of awards in the competitions over the course of the year.
- The Global Engagement Club has grown and competed in two Model UN competitions last year. The club aims to participate in more competitions this year.
- DHS began a Journalism Club and an Environmental Club, which will start this year.
- 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.

### **Community Initiatives**

- Teachers continue to receive tremendous support from the Duxbury Educational Foundation (DEF), which has been a strong ally to our teachers and students.

- The Duxbury Parent Connection brought Social Host presentations to the parents in the fall.
- The Duxbury PTO was very active and generous with its support of our students and faculty through teacher grants, teacher appreciation days, as well as offsetting the cost of our student planners and presenters. 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 14-15, we have much to be proud of and have much work left to accomplish. Our successful implementation of the iConnect program has already had an impact on the teaching and learning that is occurring in the building. We will continue with our curriculum development and our uses of common assessments to inform our instruction and will continue to work to implement the DPS Strategic Plan initiatives with a focus on technology integration in the classroom.

# Public Safety & Transportation



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Duxbury Emergency Management Agency

Fire Department

Harbormaster

- *Harbor Division*
- *Beach Management Operations*
- *Shellfish Division*
- *Endangered Species*

Highway Safety Advisory Committee

Municipal Services *(formerly Inspectional Services)*

- *Board of Health*
- *Building*
- *Design Review Board*
- *Historical Commission*
- *Weights & Measures*
- *Zoning Board of Appeals*

Nuclear Advisory Committee

Police Department

## Duxbury Emergency Management Agency

The Duxbury Emergency Management Agency (DEMA) continues to strengthen its ability to plan and mitigate all hazards. The Agency has a cooperative working relationship with all other Town Departments. This past year we were successful in securing a mobile 65KW generator through Homeland Security Funding. This unit can assist with emergency power to essential Town infrastructure and serve as a back-up to the emergency generator at Duxbury Regional Emergency Communications Center.

The Agency continues to work with the Duxbury Nuclear Advisory Committee (DNAC) and seeks to ensure that the emergency policy and procedures for the Pilgrim Nuclear Power Station are up to date and adequate. The DNAC was successful in sponsoring a Town Meeting vote to seek funds to purchase and install a fixed radiological monitor at Mat-takeset Court. This real time monitor detects any radiological emissions from the Pilgrim Power Station. DEMA and the DNAC partnered with the States Department of Public Health on this project for the purchase and install of this monitor. Lastly, FY14 we hired Ed Hartnett part time, who recently retired from Entergy's Planning Section. Ed has a wealth of knowledge and is a certified trainer. Ed has more than doubled our public outreach in training and assists with plan review and a myriad of other responsibilities in the DEMA office.

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

## Duxbury Fire Department

The past year at the Duxbury Fire Department was both exciting and sad. We saw the continued development of the Duxbury Regional Communication Center, promoted a Captain, hired a firefighter and three public safety dispatchers, but saw the sudden death veteran firefighter Jack Thomas. Statistically we have seen growth in call volume, inspections, public fire safety education and a slight dip in Ambulance transports. The Department also rolled out and has great success in social media by using Twitter to notify residents of emergent situations, road closures, power outages, public safety messages and to show residents what we are doing.

In April the Department mourned the loss of Firefighter John (Jack) Thomas. FF Thomas was an active duty member that left work sick and passed away five days later suddenly at home. Jack served the Town for 28 years and will be missed.

The Department promoted PJ Hussey to the rank of Captain. Captain Hussey is a 19 year veteran of the department and was assigned to an administration schedule to work on the department's accreditation. Public Safety Dispatcher and Call Firefighter Keith Nette, was selected as a career firefighter/paramedic and is waiting to attend the Mass Fire Academy in December.

The Duxbury Regional Emergency Communications Center (DRECC) saw growth and added two fulltime Public Safety Dispatchers (PSD). These new PSD are Kevin Doane and Matt Riggins. PSD Michael Mahoney also joined our staff to replace an open position created by Nette becoming a fulltime firefighter. The DRECC is an active emergency communications center answering 911 calls for both Plympton and Duxbury and dispatching for Police, Fire and EMS. The DRECC serves as a central communication point for other Departments such as DPW and Harbormaster. The DRECC was also selected by State 911 Commission to be one of four sites Statewide as a Beta test site for the Next Generation 911 System (NG911). This exciting new technology will allow for email, texting and sending pictures of emergencies. The DRECC falls under the Command of Captain Robert Reardon who has worked tirelessly to make it one of the best regional communications centers in the State.

Inspections are an area that occupied a significant amount of the administration staffs time. The new co-located High/Middle School demanded daily attention in the final phases of construction. This building is significant in size but also has the technology advances in fire detection, sprinkler systems and smoke removal systems. The Department is tasked with

ensuring the building is code compliant and safe for children. The Department also spends many hours visiting the local businesses in Town ensuring they are fire safe but also to conduct fire pre planning. This allows firefighters to understand a buildings construction, occupancy and mechanical systems prior to an emergency and allows for safety and efficiency in the mitigation the emergency.

I am very proud of our public fire education team. They are the firefighters that visit both Public and Private Duxbury Schools and educate our children to be fire safe. This program is funded through the Massachusetts Student Awareness for Fire Education (SAFE). We have been fortunate to apply and receive this grant annually. Social media has led to some sad displays of juvenile fire setting issues and in order to prevent the potential for a child's curiosity to lead him/her to disaster it is imperative we educate our Children.

Last year's Town meeting allowed us to replace a hydraulic rescue tool (JAWS) that was aged and heavy. This new tool utilizes the latest technology to make it more powerful but lighter for firefighter use. We spend a fair amount of time responding to motor vehicle crashes both in Town and on Route 3, this tool is a great improvement. We also demonstrated the ability to save the Town funds and work cooperatively with the Police Department. The \$15,000 appropriated at Town Meeting allowed us to purchase a utility body and re-use a Police Department pick up and retrofit it to meet our needs. This cooperative effort resulted in a savings \$30,000.

Training continues to be the staple of who we are. Firefighters today are expected to be more than just firefighters. Hazardous Materials, Specialized Rescue, Emergency Medical Services, response to manmade and natural disasters to mention a few of our responsibilities is daunting. The only way to stay safe and efficiently deal with our responsibilities is through constant learning, drilling, and training. Firefighters are constantly learning new things and practicing what they have learned. This proved to be essential as this last winter we saw many severe storms, making the job difficult and dangerous at times.

In closing, The Department is in fine shape with the great dedicated career firefighters, call firefighters, and professional public safety dispatchers. The equipment is properly maintained and replaced when necessary. The facilities are new and wearing well with proper learning environments, administration space and crew quarters. However, I am concerned of a rising trend that will affect our operation and our ability to continue to meet our mission, trend being the amount of simultaneous calls that are occurring. Last year 811 times, nearly half our call volume, we had units committed to a call and had another emergent call. The ability to split up crews and respond is becoming more difficult and ultimately prevents us from hitting our response time goals and in some cases can either allow a fire to grow in size or a patient suffering longer than needed. A testament to our ability is that out of the 811 times these simultaneous calls occurred, we requested and received from our neighboring communities, mutual aid only 46 times. That said we are depending on another Town nearly weekly to supply personnel & apparatus to complete our mission. I am forever cognizant of this, as we should not depend on our neighbors for day to day emergencies just when a large event occurs.

#### **Emergency Calls 2,138 for July 1, 2013 to June 30, 2014**

FIRES in STRUCTURES; 20

OTHER FIRES; Brush, Trash, Vehicle; 48

FALSE ALARMS; 285

MEDICAL CALLS; 1,291

MUTUAL AID GIVEN; 86

HAZARDOUS MATERIALS; 75

OTHER HAZARDOUS CONDITIONS; 75

ALL OTHER CALLS FOR ASSISTANCE; 278

#### **Code Enforcement**

Permits issued; 1245

Inspections; 731

Respectfully Submitted,

Kevin M. Nord, EFO  
Chief of Department

# Harbormaster

## Harbor

As in years past, the fiscal year began with our Department assisting the Town of Plymouth with mutual aid assistance for managing their waterfront activity for the 4<sup>th</sup> 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 Late July, our Department worked with the Duxbury Police and Fire Departments and the event organizer to manage and safeguard athletes participating in the annual Marshfield Duxbury Triathlon. The swim and run events occur on the outside Duxbury beach starting on the properties of Duxbury Beach Park. Harbormaster personnel manned department patrol boats to set up an event security perimeter and respond to any assist /rescue operatives. The fire department provided a rescue boat manned with a dive team. Department ATV's and UTV's provided the run event security perimeters and responded to any assist /rescue operatives.

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 patrol boats to set up an event security perimeter both north and south of the Powder Point Bridge. We had mutual aid from the Plymouth Harbormaster Department to assist with security and the well being of the athletes.

The Duxbury Harbormaster Department personnel attended many boards and committee meetings including Duxbury Beach Committee, Duxbury Bay Management Commission, Shellfish Advisory Committee, etc.

In October, the state funded pump-out vessel was refit with a new 135hp engine. This was a 75% state 25% town funded project.

The town worked diligently with members of the community, Plymouth County, Federal and State government to investigate and pursue all options regarding the dredging of Duxbury.

Because of winter bay activities and port security, the department keeps a patrol boat either in the water or weather prepared and response ready. The department continues to maintain a winter float and gangway at the Town Pier.

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.

Mooring and tender permits went on sale February 15, 2014. All existing mooring applicants and all waiting list applicants had their mooring bills mailed to them.

In the spring, town waterfront facilities and department patrol boats started to go back into the water. All Marine Units and town floats were launched by mid-May. Harbormaster personnel assisted the Duxbury Bay Maritime School with their annual "Opening of the Bay" festivities.

By the end of June, all aids to navigation, swim buoys and no wake buoys were on location.



**Marine Unit 1 "VIGILANCE"**

## **Beach Management**

This was yet another successful year on Duxbury Beach. At the time of this report permit sales for 2014 were as follows; 2,630 Resident Parking lot permits, 2,778 Resident ORV permits, 2,940 Non-Resident ORV permits, and 17 Horseback riding permits. In accordance with the beach management plan set forth by the Duxbury Beach Reservation Inc. 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 and habitat. Safe and appropriate access was successfully managed for pedestrians and ORV permit holders. Total permitted Off Road Vehicle (ORV) counts were managed (250 Resident and 250 Non-Resident) limits set by the current Duxbury Beach Management Plan. The max ORV limit of 250/250 is frequently managed below the 250/250 due to the presence of endangered/threatened species and or weather and tidal conditions. The Town DPW managed trash/litter by again locating barrels on pedestrian walkways at the parking lots strategically to assist in eliminating household garbage from collecting. The Special Duxbury Beach Dog Walking permits and regulations were still in effect and were managed accordingly. The number of Dog Walking permits issued for the 2014 season was 700 permits. Duxbury Beach stands alone in its ability to allow safe and appropriate access of recreational beach visitors while protecting state and federally listed endangered/threatened species and habitat. It was another safe and fun summer experience for those who had the opportunity to enjoy it.

## **Shellfish**

Shellfish harvesting in Duxbury is a regionally popular and important activity within the Commonwealth. The Town sold 1,108 resident and non-resident recreational shellfish permits totaling \$65,370.00. Recreational harvests included: Soft Shelled clams, Quahog, Razor clams, Mussels, and Sea clams. Shellfish resources were abundant and in good condition which, in addition to the regular seasons, allowed 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 68 commercial shellfish licenses totaling approximately \$7,750.00. There was no recreational harvesting of oysters this year.

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 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.

This year the department worked very closely with the Duxbury oyster industry and the Massachusetts Division of Marine Fisheries in managing new policies and procedures concerning vibrio and the harvesting of shellfish from aquaculture leases from May thru October. Vibrio is a naturally occurring bacteria found in all coastal waters. Simply the management plan put new standards in place regulating activities such as duration of time to process the shellfish product from the time of harvest to transportation. It included standards effecting shading, icing and temperature of the product as examples of the responsibilities mandated of the farmer. It was difficult and very expensive for our oyster farmers but they took it on and succeeded in setting the standard for the commonwealth and industry.

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



## **Endangered Species**

Overall nesting habitat and conditions for the 2014 season was suitable and plentiful enough this season to support 26 nesting pairs of Plover, up 9 pair from the 2013 season, and up 10 pair from the 2012 season. Generally, plovers nested in historical habitat areas including Plum Hills/Gurnet and mostly ocean side beach areas. With the presence of 8 nesting pairs of Plovers between the 1st cross over Ramp to North of Blakemans, there was no possible way to hold the 4th of July Beach Concert and bon fire for the second year in a row. Having this number of nesting plovers in this area has not been the norm in years past. Typically in the past there has been up to 4 or 5 plover nests within the described area. Reasons for the increased density of nesting plovers in this area is due to a number of variables but certainly is a fluid number in the future depending on habitat conditions. There could be more, there could be less. One thing we do know with some certainty is that they are a territorial bird. The Duxbury Beach Reservation (DBR) again contracted a group of USDA agents to selectively remove possible avian predators in the spring and early summer months from Duxbury Beach. One pair successfully nested, hatched, and fledged 3 chicks out of a nest cup 7a in the middle of Blakemans dinner parking lot (small mostly gravel lot south of the building). Of the 8 pairs in this area, 6 were successful in fledging 1 or more chicks. This shows in part (including cooperating weather and tidal conditions) the department's purpose and ability in managing limited safe and appropriate access while protecting the Plover's Habitat and Unfledged Chicks from humans, all their pets, and recreational activities. A greater number of plover nests/broods = "temporarily" (28-35 days) less access in given areas (ORV & pedestrian). There was 1 plover nest 13a located in the artificial habitat area bayside south of high pines, and it was agreed that the "tilled" areas should be slightly larger in the future and retain an irregular (over wash) shape. However, there are always exceptions to the rule as with nest 23a on the bayside located by ESO staff between the 1st and 2nd cross overs in a small approximate 3 meter diameter or less area of sand/small cobbles and dune grass. This hatching nest was located opposite of the 9 plover nests/territories on the ocean side between the 1st and 2nd cross overs. The last remaining Plover Chick was fledged at 35 days old on Sunday August 17th. There was still a small presence of Least Terns between the 1st and 2nd crossovers. Monday August 18th the remaining ORV closure between the 1st and 2nd crossovers was clear of any unfledged Piping Plover or Least Tern chicks and re-opened for ORV use. Upper Temporary Symbolic fencing (parallel to the dune) was removed when appropriate after September 15th. The potential ORV access of 250/250 was maintained through the remainder of August and throughout the fall for those who chose to enjoy it.

Respectfully submitted,  
Michael Pforr, Endangered Species Officer

## **Highway Safety Advisory Committee**

The Highway Safety Advisory Committee (HSAC) completed another very successful year serving the roadway and highway safety needs of the citizens of Duxbury. This annual report covers the period from July 1, 2013 through June 30, 2014.

The HSAC continued to work with the Massachusetts Department of Transportation in completing the final permitting and design for the new roundabout at the intersection of Winter Street/Kingstown Way (Rt. 53). With 2014 funding in hand, the project went out to bid in the Spring 2014 with the bid opening set for July 2014 and construction set to begin in the Fall. (Bids opened in July and construction work has begun in early December 2014).

In addition, the Committee studied a number of recommended safety and signage improvements on various streets and at numerous intersections in Town. These included Careswell Street, Hall's Corner, Landing Road, Powder Point Avenue, King Caesar Road, Pinewood Lane, Lincoln Street, Hounds Ditch Lane, Washington Street/ Mattakeesett Court, Duxbury Free Library, and at the Percy Walker Pool. We are still finalizing the work with the Town of Pembroke on the truck exclusion routes in and around the North St. and High Street St. areas of Duxbury. (High Street approved in November 2014).

The Committee continued to work with the School Building Committee and their consultants to develop the safest and most effective traffic and parking plans for the new schools. The results after the first two (2) years of construction have been positive. Continued emphasis is ongoing as we enter this most important demolition phase.

The Committee monitored the final construction work for the needed repairs to the Powder Point Bridge. 211 of the 550 piles received the fiberglass wrap treatment which should preserve these piles for many years to come.

The HSAC wishes to thank the Board of Selectman, Rene Read, Town Manager, and the Police, Fire, and Public Works Departments for their cooperation and assistance.

The Committee looks forward again to another progressive and successful year serving and protecting the needs of our citizens and the Town.

Respectfully submitted,

Jeff Lewis, Co-Chairman  
Paul Brogna, Co-Chairman  
Fred Von Bargaen  
Richard Brennan  
Philip Tuck

Thomas Brown, Duxbury Police  
Peter Buttkus, Duxbury DPW  
Chris West, Deputy Fire Chief  
Tim Wigmore, Duxbury Police

## **Municipal Services - Board of Health - Building Department - Design Review Board - Weights & Measures - Zoning Board of Appeals**

The Municipal Services Department offers this report for inclusion into the FY14 Town Report. The report includes the breakdown of the **2,863** permits issued by the Department.

New construction, additions, and renovations continue to be strong. The high volume of permitting, administrative tasks, and inspections are handled by the outstanding work performed by the Municipal Services staff.

I would like to thank the Town Manager and the Board of Selectmen for their continued support.

Respectfully submitted,  
Scott J. Lambiase  
Director of Municipal Services

## **Board of Health**

### Permits Issued:

Disposal System Construction Permits	
New Systems	62
Repairs of Existing Systems	59
Percolation Tests	67
Installers Permits	39
Septage Haulers Permits	17
Solid Waste Permits	6
Food Establishment Permits	69
Miscellaneous Food Permits	
(includes: milk & cream, catering, bakery, etc.)	91
Miscellaneous Health Permits:	
(includes: camps, swimming pools, barns, dumpsters, wells, tobacco)	104
Liquor Licenses	23
<u>Seasonal Licenses</u>	<u>2</u>
<b>TOTAL BOARD OF HEALTH PERMITS</b>	<b>539</b>

The Duxbury Board of Health consists of five members appointed for three-year terms by the Selectmen. The Board of Health's duties 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, overseeing the licensing, approval and inspection of septic systems, restaurants, semi-public and public swimming pools, beaches and recreational camps for children. The Board of Health is also responsible for overseeing liquor licensing.

Dr. Brumley was appointed Chairman and Clinton Watson as Vice Chairman of the Board of Health by the Selectmen for the upcoming year. Karen Tepper and Bruce Bygate are still present members of the Board of Health. Michael Count was appointed as a new member of the Board.

The Board would like to express their sincere gratitude and thanks to Jerry Janousek for his many contributions as a member of the Board of Health and wish him the best in his future endeavors.

The Board of Health adopted and approved Synthetic Drugs Regulations; this regulation went into effect on April 30, 2014.

The Board of Health appreciates the support and assistance of the Board of Selectmen, Municipal Services, and all Town Offices and agencies. A special thank you to James Dowd, Building Inspector for all his knowledge, help and coverage for the Health Agent while on maternity leave.

Respectfully submitted,

Dr. David Brumley, Chairman; Clinton Watson, Vice Chairman; Bruce Bygate; Karen Tepper

## Municipal Services Department

### Building Department -

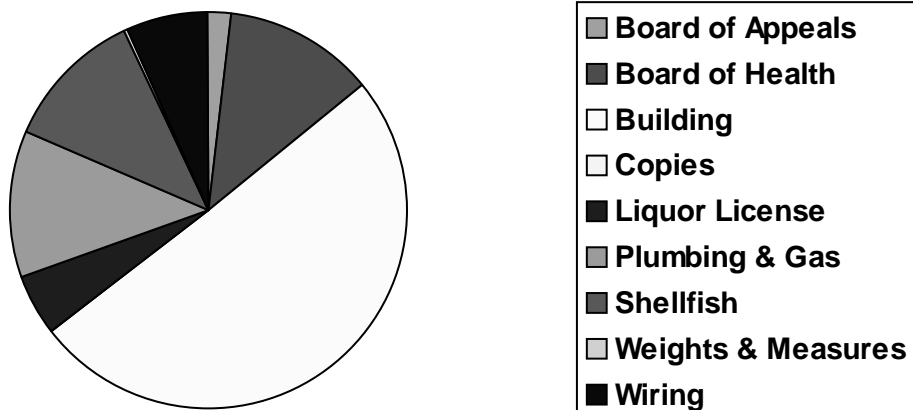
<u>PERMITS ISSUED:</u>	<u>Total No. Permits</u>	<u>Estimated Construction Costs</u>
Attached Garage	3	\$216,588
Business Occupancy	1	
Demolitions	22	\$262,800
Detached Garages - Residential	3	\$93,700
Fences	3	\$17,986
Foundations	13	\$242,660
Mechanical	30	\$512,250
Non-Residential Additions/Alterations	11	\$418,205
Pier Walkway Platform	2	\$37,760
Portable Toilets	22	
Quick Permits	227	\$2,084,676
Residential Accessory Buildings	11	\$417,805
Residential Additions/Alterations	201	\$8,108,216
Retaining Wall	1	\$4,200
Sign Permits	21	
Single Family Houses	26	\$7,821,690
Single Family Townhouse	22	\$5,293,660
Solar Panels	11	\$359,608
Stove	20	\$111,500
Swimming Pools – Above ground	2	\$6,000
Swimming Pools – In-ground	11	\$374,690
Temporary Trailer	1	
Trench Permits	159	
Zoning Permits	24	\$89,200

Building Department (continued)-

<u>PERMITS ISSUED:</u>	<u>Total No. Permits</u>	<u>Estimated Construction Costs</u>
Electrical Permits	606	
Plumbing/Gas Permits	871	

MUNICIPAL SERVICES FEES COLLECTED

Board of Appeals-Fees	\$11,050
Board of Health	\$75,819
Building	\$305,720
Copies	\$315
Liquor License Fees	\$30,925
Plumbing/Gas	\$72,871
Shellfish	\$70,935
Weights and Measures	\$2,208
Wiring	\$39,876
<b>TOTAL</b>	<b>\$609,718</b>



## Design Review Board

The Design Review Board, with five members and two alternates appointed by the Selectmen, meets once or twice monthly and makes recommendations to the Zoning Board of Appeals on Special Permit applications sent to us from the Building/Zoning Enforcement Officer. Current members are Sue Bourget, Judy Hall, Nancy Johnson, Sarah McCormick, and Stephen Williams; alternates are Heidi P. Laird and Lans Bouthillier.

The Design Review Board's primary responsibility is to review proposals from the standpoint of design and compatibility with and impact on the neighborhood. Our purview is to review signs for projects which might increase non-conformity as well as piers, cluster developments, commercial projects, freestanding and hanging signs and 40B proposals. All of the above require a Special Permit.

A large part of our work is to review an addition to an existing home or a rebuild of a home on an existing home site and to determine what the impact on the neighbors will be. If a design needs some adjustment or revision, we make suggestions as to how it can be accomplished. We look at topographical setting, historical context, massing of volumes, scale, proportion, materials, views and sightlines, and the use of particular building elements – rooflines, pitches, balance, repetition, windows, and doors, etc..

In recent years, much of the residential construction activity in Duxbury has involved additions or alterations to pre-existing structures on non-conforming properties. Unfortunately, under our Protective Bylaw, only a portion of these proposals are reviewed by the Design Review Board. Some of the projects not reviewed, when completed, fail to meet accepted design standards; recent examples include problems of scale and proportion, stylistic consistency (in fenestration, for example), and awkward rooflines. In many of these cases, the result is clearly detrimental to the neighborhood and to the town.

Because of this concern, we accelerated our pace of meetings over the past year and have been seriously engaged in producing a booklet of residential design guidelines for residents who are either building or renovating a home. We hope to have this completed fairly soon in 2015 and will have it available in the building department and in realtors' offices. Further, we are always available to serve as a sounding board or to review plans for anyone who is or who contemplates building.

During the past year we reviewed a total of twenty-two Special Permit applications.

Respectfully submitted,  
Sarah B. McCormick for the  
Design Review Board



The garage pictured is a rebuild of an older, smaller garage on the same footprint, and is an example of how an expanded garage can still be compatible with and complement the style of the older home.

# Historical Commission

Our commission had an extremely busy year in FY 2014 and accomplished a huge amount. Our largest achievement was to finish Stage III in our three year plan to survey the remaining 79 houses (of a total of 212) in the Old Shipbuilders' District which remained un-surveyed. This District has been on the National Register of Historic Places since 1986. We shall continue this type of survey work with Wendy Frontiero working through the Massachusetts Historical Commission.

Another three year project has begun with funding from Duxbury's Community Preservation Act. This plan focuses on mapping three neighborhoods for submission to the National Register of Historic Places including: Cedar Street and Cove Street; Old Town Hall/Selectmen's Office, First Parish Church and Mayflower Cemetery; High Street.

The Commission received 38 applications for demolition of buildings that were 75 years or older. These were all visited by the Commission to review the exterior changes planned. We held 6 hearings which produced the imposition of 2 6-month demolition delays.

## **Demolition Applications:**

- 7 Bay Road (built 1903) – total demolition, hearing held resulting in 6 month delay
- 57 Josselyn Ave (built 1925) – total demolition approved
- 500 Bay Road (built 1906) – total demolition approved
- 302 Washington Street (built 1803) – partial demolition approved
- 244 South Street (built 1800) – moved, partial demolition approved
- 325 Tremont Street (built 1709) – partial demolition approved
- 881 Tremont Street (built 1836) – partial demolition approved
- 88 Powder Point Ave (built 1875) – partial demolition approved
- 49 Brewster Street – total demolition approved
- 41 Marginal Way – total demolition approved
- 34 Bay Road – total demolition approved
- 9 Surfside West – total demolition approved
- 349 Washington Street – partial demolition, hearing held, application approved
- 205 Powder Point Ave – partial demolition approved
- 254 West Street – partial demolition approved
- 27 Sunset Road – partial demolition approved
- 152 Marshall Street – partial demolition approved
- 153 Franklin Street – total demolition approved
- 397 Washington Street – partial demolition approved
- 9 Lover's Lane – total demolition approved
- 277 Washington Street – partial demolition approved
- 339 Powder Point Ave – partial demolition approved
- 54 Bay Road – total demolition, hearing held, application approved
- 128 Upland Road – total demolition approved
- 37 Surplus Street – partial demolition approved
- 49 Soule Ave (built 1757) – total demolition, hearing held resulting in 6 month delay
- 31 Washington Street – partial demolition approved
- 150 Summer Street – total demolition approved
- 11 Sagamore Road – total demolition approved
- 8 Bayridge Lane (built 1945) – partial demolition approved
- 294 Saint George Street (built 1810) – partial demolition approved
- 25 Bayberry Lane (built 1886) – partial demolition approved
- 207 King Caesar Road – no action, application incomplete
- 27 Moulton Road (built 1928) – total demolition approved
- 35 Bradford Road – not regulated by the Commission
- 143 Gurnet Road – not regulated by the Commission

**Other activities:**

- Voted to host the new Duxbury On-line Historic Archives
- Revised instructions for demolition applications
- Created a video spot for PACTV Public Service Announcement Day
- Voted to apply the nomination of the Myles Standish Homestead site to the National Register of Historic Places
- Wrote a letter of support to the Massachusetts Historical Commission for the nomination of Duxbury Pier Light to the National Register of Historic Places
- Designed 3 double-sided signs for the Old Shipbuilders' District, paid for with CPA funds and installed by the Duxbury DPW
- Hosted a lecture at the Duxbury Free Library Salon Series on Archaeology of Plymouth County given by Dr. David Landon of the Massachusetts Historical Commission
- Wrote a letter of support for the nomination of the Myles Standish Cemetery to the National Register of Historic Places
- Discuss our bylaw infractions
- Wrote a letter of opinion concerning the proposed dock at 685 Washington Street to the US Army Corps of Engineers

Respectfully submitted,  
 Robert (Terry) C. Vose, III, Chair  
 R.T. (Tag) Carpenter, Vice Chair  
 Robb D'Amburoso, Clerk  
 Chris Tice, Arthur Evans, Nicole Walters

## Weights & Measures

Annual Report of the Sealer of Weights and Measures for FY 2014

### *Scales*

LBS	Calibrated	Sealed
Over 10,000	0	1
5,000-10,000	0	0
1,000-5,000	0	0
100-1,000	1	2
10-100	5	21
Less than 10	1	1
Weights	0	31

### *Retail Motor Fuel Meters*

Gas/Diesel	5	66
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### *Automated Retail Checkout Scanners*

Passed at 98% >	10 Sealed
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### *Net Weights Commodities checked*

20 individual items checked for compliance.  
 Town Transfer station and senior center scales inspected.



## Weights and Measures FYI -

When buying any deli items or take out by the pound, the weight of the container or packaging known as the "tare" should not be included in the total weight. Be aware of your purchases by observing the transaction, note the weight which should be visible to you and compare the printed label on the product or receipt.

Respectfully submitted,  
Jane Zulkiewicz  
Duxbury Sealer of Weights and Measures

## Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is a quasi-judicial body that hears and decides requests for special permits, variances, and comprehensive permits. The ZBA also handles appeals of decisions by the Building Commissioner/Zoning Enforcement Officer. It is composed of five members and two (or more) associate members appointed by the Board of Selectmen. The ZBA is guided by the Duxbury Protective Bylaw, the state Zoning Act (G.L. c. 40A), and case law. The ZBA normally meets on the second and fourth Thursdays of the month or as otherwise determined.

### 2014 APPEAL BOARD DECISIONS

July 1, 2013 through June 30, 2014

<u>Applicant</u>	<u>Case #</u>	<u>Decision</u>
• Casey, 27 Priscilla Avenue	2013-0008 / Special Permit	Granted
• Wiemeyer, 104 Tremont Street	2013-0009 / Amendment to Special Permit	Granted
• Vaughn, 546 Washington Street	2013-0010 / Special Permit	Granted
• Oleksiak, 500 Franklin Street	2013-0011 / Appeal	Granted (Violation overturned)
• Woodall, 15 Pine Point Road	2013-0012 / Special Permit	Granted
• Wright, 56 Surplus Street	2013-0013 / Special Permit	Granted
• Phalen, 64 Seabury Point Road	2013-0014 / Special Permit	Granted
• Giacchetto, Duxbury Estates	2013-0015 / Amendment to Special Permit	Granted
• Beaver/Briere, 302 Washington St	2013-0016 / Special Permit	Granted
• Cable Hill Realty Trust/Sheehan 143 Gurnet Road	2013-0017 / Special Permit	Granted
• Wilkinson/ 56 Massasoit Road	2014-0001 / Special Permit	Granted
• Lawson / 0 River Lane	2014-0002 / Amendment to Special Permit	Granted
• Deady / 257 Gurnet Road	2014-0003 / Special Permit	Granted
• Walkey / 341 King Caesar Road	2014-0004 / Special Permit	Granted
• Rachwalski /321 King Caesar Road	2014-0005 / Special Permit	Granted
• Benchwarmer Inc. 281/285 St. George Street	2014-0006 / Special Permit	Granted
• McLaughlin / 11 Ryan's Lane	2014-0007 / Special Permit	Granted
• Walsh/Janousek Franklin Street – Kennel	2014-0008 / Appeal	Denied
• Duxbury Kennel in the Pines, Oleksiak 500 Franklin Street	2014-0009 / Appeal	Withdrawn
• Fox & Daly, 30 Powder Point Avenue	2014-0010 / Special Permit	Granted
• Island Creek Village North 30 Tremont Street	2014-0011/Amendment to Comprehensive Permit	Granted
• MacNaught & Walkey, 207 King Caesar Rd	2014-0012 /Appeal	Voided
• Hoffman, 5 South Pasture Lane	2014-0013 / Special Permit	Granted
• Lawson, 39 Josselyn Avenue	2014-0014 / Special Permit	Granted



• Fitzgerald, 247 Gurnet Road	2014-0015 / Special Permit	Granted
• Paquette - Duxbury Fitness 612 Congress Street	2014-0016 / Special Permit	Granted
• McLean's Way – Reinhalter Bayside Properties, Bow Street	2014-0017 / Comprehensive Permit	(continued in FY 2015)
• Norris, 53 Ocean Road North	2014-0018 / Special Permit	Granted

Respectfully submitted,

Scott Zoltowski, Chair (through June 30, 2014)

**Current Members:** Wayne Dennison, Chair, Judith Barrett, Vice Chair, Kathleen Muncey, Clerk, Paul Boudreau, and Freeman Boynton, Jr.

**Current Associate Members:** John Baldwin, Jill Cadigan-Christenson, Borys Gojnycz, Emmett Sheehan, and Scott Zoltowski.

Scott J. Lambiase, Director of Municipal Services

Taylor Plimpton Imrie, Administrative Assistant

## Nuclear Advisory Committee

The Committee is charged with reviewing the plans that the Town will use in the event of an accident at Pilgrim Nuclear Power Station, and making recommendations to the Board of Selectmen and the Town with respect to these and also other potential risks posed by our proximity to Pilgrim to our public health and safety. The ongoing disaster at Fukushima has provided an added sense of urgency and importance – particularly since the design of the reactors at the Pilgrim Nuclear Power Station and at Fukushima are essentially the same.

### Emergency Planning

**Plans & Procedures:** The Committee regularly reviews the latest Duxbury Radiological Plan and Standard Operating Procedures written for each town department, school, camp, group home, and Bay Path. The Committee reviewed the plan and procedures and found important weaknesses. Subsequently, the Board of Selectmen again refused to approve the plan when asked to do so by the state. The Committee, for example, recommended procedures for the Sea School, changes to DBMS' procedure and adding a procedure for the Town of Duxbury's Summer Camp Program.

**Evacuation Time Estimates:** The Federal government required Entergy to update its KLD evacuation time estimates (ETEs). The estimates are used for planning appropriate traffic control points in an evacuation and determining if the population can in fact evacuate in a timely manner. The draft evacuation time estimates unrealistically assume a full evacuation of the 10-mile EPZ in six hours. The ETE document was based on a telephone survey that asked respondents questions pertaining to evacuation. It failed to indicate that it was for a nuclear emergency; people behave very differently in a storm versus a nuclear disaster. Further it incorrectly assumed NRC's new rule calling for "staged evacuations" are realistic. A staged evacuation means that only the population 2 miles around will evacuate; then those in a segment or pie-shaped wedge from 2-5 miles; and last the segment may be extended from 5 or 10 miles downwind. We do not believe that Duxbury residents will remain in place once the word gets out that there is an evacuation ordered for the immediate neighborhood of Pilgrim, Duxbury Beach and Gurnet-Saquish Beach. Because the document will be used by FEMA and ME-MA to develop Duxbury's sheltering and/or evacuation plans, the Committee joined Pilgrim Watch is an ongoing adjudicatory proceeding with the NRC.

**Potassium Iodide (KI):** KI is an over-the-counter medication to help 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 liquid (KI) to service Duxbury's youngest population. Both tablets and liquid KI have been provided free of charge by the government; and supplies have been distributed to Chandler and Alden Schools, and to private schools, preschools and day cares that have requested it. The government has discontinued supplying liquid KI. The purchase by DEMA is being pursued. The Committee encourages all residents to get their own KI for home use. It is available at the fire department, Tremont Street and on-line.

**Emergency Siren Test:** Federal regulations require Pilgrim Nuclear Power Station to have the means to provide early notification and clear instruction to those, like Duxbury, within its Emergency Planning Zone. Emergency notification will be provided by outdoor sirens, social media, tone alert radios, MNS, as well as the EAS radio stations and television. The Committee worked with DEMA and developed a telephone survey to assess how many citizens heard the siren and understood its voice message. The result of the 2013 survey showed 40.3% of the respondents did not hear the sirens; and that 72.7% did not hear and understand the siren's verbal message. Despite repeated notices in the local papers that the siren test would take place, 67.9% did not know that the sirens would be tested. Fortunately the Town of Duxbury has been proactive and has purchased a rapid call system that can be used in a disaster. However, not all Duxbury residents have registered to receive these emergency calls, and phone lines could be down coincident with a disaster. Redundancy is important for public safety. If you have not registered with Duxbury's rapid calling system, you can do so online at Duxbury Emergency Management Agency's website or by a visit or call to the fire department.

**Legislation:** The Committee testified at the State House in support of legislation to increase funding to Massachusetts Department of Public Health so that they could expand both its offsite radiological monitoring program and its environmental monitoring program.

### **Risks, Safety and Health**

**Fukushima's Lessons:** The worst nuclear disaster in history occurred at the Japanese Fukushima Daiichi nuclear power facilities - 3 reactors blew up and one spent fuel pool opened to the environment. The Japanese reactors are the same design and age as Pilgrim. Since that time, the Committee has participated in NRC's on-going public meetings reviewing what lessons from Fukushima should be implemented. To date not one lesson from Fukushima has been put into place.

**Pilgrim Downgraded:** The Committee monitors Pilgrim's Event Reports to the NRC that recount problems at the reactor. Due to an extraordinary number of events reports, including two of serious nature, Pilgrim was downgraded and joins seven other most troubled reactors nation-wide.

**Spent Fuel:** Pilgrim's spent fuel is stored in a pool located in the upper floor of the reactor, outside primary containment with a thin overhead roof designed to give in an explosion. Therefore, the pool is vulnerable to an air attack, even from a small plane. The pool was designed to store 880 fuel assemblies; but because there is no reprocessing or a permanent offsite national repository, NRC gave Pilgrim approval to store 3,859 assemblies in the same space. The assemblies now are packed in a tight framed configuration placing us at risk of an uncontrolled fire, unlikely to be extinguished due to a high radiation field. A fire can occur if the coolant water drops to the top of the assemblies from acts of malice, human or mechanical error. The consequences of a pool fire would be devastating. A recent NRC study showed that if even a small fraction of the inventory of a spent fuel pool in a reactor designed like Pilgrim were released to the environment in a severe spent fuel pool accident, an average area of 9,400 square miles, considerably larger than Massachusetts would be rendered uninhabitable for decades, displacing as many as 4.1 million people. The Massachusetts Attorney General estimated that a fire in Pilgrim's pool would result in \$488 billion dollars in damages and 24,000 latent cancer deaths. Based on these studies, the Committee took part in NRC proceedings advocating thinning the spent fuel pool and moving the majority of the fuel assemblies to safer dry cask storage.

**Independent Spent Fuel Installation (ISFSI):** Entergy plans to start storing highly radioactive spent fuel in dry cask storage in 2015 because the pool is at its maximum capacity. Entergy does not plan to reduce the amount of spent fuel in the spent fuel pool; Entergy only plans to move enough spent fuel assemblies from the pool to cask storage to make room for in the next core offload. The pool will remain tightly packed, and there will be no reduction in the risk to the public. Committee members attended hearings in Plymouth held by the Plymouth Board of Selectmen and Zoning Board and expressed concern that the Plymouth ZBA is allowing the project without a Special Permit that would trigger public hearings and the opportunity to require conditions. The plan calls for a pad to hold spent fuel storage casks; each cask contains 68 used radioactive fuel assemblies. According to the Nuclear Regulatory Commission (NRC), the thin 0.5" stainless steel canisters may crack within 30 years; are subject to corrosion, especially in salt environments; and no current technology exists to inspect, repair or replace cracked canisters. The casks will be stored outside in the open with limited monitoring. The pad is located 100 yards from Cape Cod Bay at 25' mean sea level. Each cask weighs 40 tons, the equivalent of seven male African elephants. The casks will be transferred from the pool to the pad while the reactor is operating, despite the fact that Entergy was not required to do a consequence analysis of a cask drop. According to the NRC, the waste may remain onsite indefinitely.

**Tritium Leaks:** The Committee remains concerned about persistent findings of radioactive tritium, above expected levels, in samples taken from Pilgrim's onsite monitoring wells. The source of the tritium in the wells remains unknown. The sampling results are posted on MDPH's website.

**Town Meeting Articles:** At last year's Annual Town Meeting, Duxbury citizens approved an article, put forward by the Duxbury Emergency Management Agency and Nuclear Advisory Committee, to provide up to \$18,000 to purchase a radiological air monitoring station solar operated for Duxbury. MPDH agreed to pay to install, operate and maintain the monitor as part of its radiological air monitoring system. Today, Duxbury's monitor is up-and-running, recording data minute by minute. The project came in under budget, and the town actually spent only \$11,634.00. MDPH added a sizable amount so a weather station and solar panels could be added. Duxbury's monitor is an important addition to the town's public safety. If there should be an accident at Pilgrim, emergency planners now will have real-time accurate information, recorded right here, so they can make the right call on whether our citizens should evacuate or shelter. Also, epidemiologists will have accurate data to determine if there is a tie between any radiation health impacts that may occur in Duxbury to Pilgrim's emissions. The data is important to base evacuation decisions in an accident on real data showing where the plume is and to establish a record of releases for radiation-health studies.

Respectfully Submitted by: Mary Lampert, Co-Chair; Rebecca Chin, Co-Chair  
Nancy Landgren; Nancy Nowak; Patrick Gagnon; James Lampert; Marischka Dopp

## Police Department

It is my pleasure to present the 2014 Annual Report of the Duxbury Police Department to the residents of our community. The Department was busy in 2014 in a number of areas. As always, one of the keys to success has been the support and active partnerships with all town departments, boards and committees. We thank our Public Safety partners at the Duxbury Fire Department, Harbormaster's Department, and Duxbury Regional Emergency Communications Center for their professional support throughout the year. Most importantly, we thank the resident of the Town of Duxbury. 2014 brought the Department continued advancements in technology, several noteworthy personnel events, advances in school safety, and two major crime incidents.

From a statistical standpoint the newly reconfigured police department logged 22,523 documented activities in 2014 which include Harbormaster Division activity. The following are snapshots of specific services:

• Traffic Stops	3,761
• Radar & Radar Trailer Deployments	1,157
• Burglaries	42
• Domestic Disturbances	47
• Arrests/Criminal Complaints	<u>210</u>
Total Recorded Activities	22,523

The staggered integration of new technologies acquired through the new headquarters construction project continues to this day with most of the equipment being fully functional. The equipment, which includes hardware and software associated with digital forensics, evidence processing equipment and crime scene/auto crash scene reconstruction technologies are allowing us to greatly expand our in-house investigative capabilities making us far more efficient and effective in the investigation of crimes and serious crashes.

Under the direction and tactical expertise of Deputy Chief Steve McDonald, we have made great strides in 2014 with refreshing our emergency response plans to an act of violence at one of our schools. We have followed that up with a modification/modernization of how the school staff will now respond to such an event. A great deal of training has taken place to reinforce our officers tactical response while at the same time we have been active delivering training to staff members of the schools, Free Library, Duxbury Student Union and those from other campus safety partners.

In 2014 we experienced two highly unusual crime events. In March a family feud erupted into gunfire during a funeral possession along Route 3 in Duxbury. A gunshot victim was rushed by family to the Duxbury Police Station turning the parking lot of the station into a crime scene. A suspect was quickly identified and taken into custody in Plymouth without further incident thanks in part to the team work displayed by the Duxbury Police, State Police and Plymouth Police. I also credit the great work done during this chaotic event by the Public Safety Dispatch team at the Duxbury Regional Emergency Communications Center (DRECC) as being critical to the quick capture of the suspect.

In July residents of Alexander Way reported a suspicious box that had been discarded overnight on the shoulder of the road in their neighborhood. It was soon learned that the box contained the body of 55 year old Jose Milthon Azurdia-Montenegro of Guatemala. The deceased had only been in the county for a handful of days prior to the discovery of his body in Duxbury. The man appears to have no connection with the Town of Duxbury. This case is an ongoing investigation which has been joined by Federal Law Enforcement.

On the personnel front, special police officers Norm Tougas and Ed Delvecchio both retired after many years of dedicated service to the community. In March, Duxbury native and Iraq War veteran Matthew Donahue was appointed as our newest full time officer. In September, Officer Dan Brown was promoted to the rank of Sergeant following in the footsteps of his father Tom, a Duxbury Police Sergeant who we lost to cancer in 1991.



**Sgt. Dan Brown oath of Office**



**Rep. Cutler congratulates Sgt. Symmonds**

In July of 2014 Sgt. Dennis Symmonds reached a milestone of service to Duxbury by completing 40 years of service to the Town serving as a Full Time Firefighter before transferring to the Police Department. He was honored by the Town and the legislature for his accomplishment.

In January the department welcomed our newest officer of the canine variety. In 2013 canine Zar retired after a long and successful career. In January, canine officer Delta officially hit the streets as our new canine in partnership with Officer Ryan Cavicchi.

### **Police & Harbormaster Join Forces**

Early in 2014 the Harbormaster's Department was formally merged as a Division of the Police Department for all law enforcement and public safety functions. This merger is essentially an administrative action to ensure uniformity of training and practices for all Duxbury law enforcement services. The arrangement affords the Harbormaster's Division access to all Police Department resources such as the computerized records management systems and mobile data capabilities. The Police Department will in turn enjoy the force multiplier of having Harbormaster staff with expanded training available to assist police operations when necessary. There will be little or no change as to who will deliver your services and how they will be delivered.

As we enter into 2015 I close by thanking the men and women of the Duxbury Police Department for their hard work and dedication to community service.

Respectfully submitted,  
Matthew M. Clancy, Chief of Police



# Public Works



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DPW Administration  
Animal Control  
Cemetery Department  
Lands & Natural Resources

## DPW Operations

- *Highway Department*
- *Snow & Ice*
- *Transfer Station*
- *Vehicle Maintenance*

Water & Sewer Division  
Water & Sewer Advisory Board



## DPW Administration

Fiscal Year 2014 saw the completion of a major project for the DPW, the wrapping of 211 piles on the Powder Point Bridge. This major project completed using an epoxy concrete wrapping technology. It was a very complex, multi-faceted project that required involvement and support of many local and state agencies. From the planning, to obtaining state approval for the project, to getting funding through your town meeting vote, to the construction and finish of the project a lot of work was done, a lot of experience was obtained and we now have a completed project that the entire town can be proud of. I would like to thank the Bridge Committee, the Highway Department and Harbormaster Department for all of their dedication and hard work on this very challenging project.



**Powder Point Bridge Pile Wrapping Project**

2014 also saw the completion of the second phase of the Pine Street Water Main and Lake Shore Drive Culvert Projects. Pine Street residents who had failing wells were able to connect to town water and we now have enhanced fire protection capabilities in that area.

The winter of 2013–2014 started out slowly but quickly ramped up to another challenging season. Thank you to all the DPW Departments, especially the Highway Department, for the great work they do with snow and ice removal.

As 2014 came to end we entered into the planning and engineering stages of the Cemetery Department's new maintenance building start to come together. This building will replace the old office and garage seen from the entrance to Mayflower Cemetery from Route 3A. The new building will be constructed in the rear of the cemetery. The old building will be demolished and the land will be turned into grave lots.

In closing, I want to thank the Residents of Duxbury, the Board of Selectman, the Town Manager and all the dedicated men and women of the Department of Public Works for all of their support and hard work during the past year.

Respectfully submitted,  
Peter Buttkus  
Director of Public Works

## Animal Control

The Animal Control Department has received over 4,000 phone calls in the last year. We have responded to many different types of situations, from stray dogs and cats, to endangered or bothersome wildlife. Animal Control responds to calls at all hours of the day and night. We respond on weekends and holidays as well. We provide many services to the residents of Duxbury that other towns do not provide to their residents.

The Duxbury Animal Shelter is one of the cleanest and nicest town shelters in the state. We have housed hundreds of dogs and cats, giving them a clean, safe environment and providing them with the best care available until they are reunited with their families or placed with new families. We have a great team of volunteers that help make this possible.

I would like to thank the volunteers that give their time to help the animals and the town. I also want to thank the residents of Duxbury and the leadership town for their continued support of the Duxbury Animal Shelter and the Animal Control Department.

Thank you,  
Eduardo Ramos  
Animal Control Officer

## DPW - Cemetery Department

We are continuing our efforts to beautify the cemetery grounds and are moving forward toward replacing the former Cemetery Office and garage building. We will be moving that part of the business behind the current Cemetery Office/Crematory Building. The original building will then be demolished and in its place graves sites will be added. The front of the cemetery will be as it was before the buildings were established.

Our Cemetery Office and Crematory Building continues to be a source of pride as we continue to serve families locally and across the state. I have worked diligently this past year putting together updated Policies and Procedures for the crematory that will provide clear guidelines to Funeral Homes that use or will use our facility.

The Crematory Staff and Cemetery Crew continue to work diligently by caring for those using the Crematory and taking care of the cemetery grounds. They are a dedicated staff. I'd like to take this opportunity to thank them for all of their work. I'd like to also thank the Board of Trustees for their advice and guidance during the past year. Thank you also, to the entire DPW staff for their assistance this past year.

*"A cemetery is a history of people, a perpetual record of yesterday and a sanctuary of peace and quiet today. A cemetery exists because every life is worth loving and remembering ... always."*

Respectfully Submitted,  
Patricia J. Pappas  
Superintendent of Cemetery / Crematory

## Lands and Natural Resources

For the 23<sup>rd</sup> consecutive year, the Town of Duxbury proudly received the Tree City USA Award. This award is given by the National Arbor Day Foundation, United States Department of Agriculture Forest Service, and the National Association of State Foresters to communities that prove they are dedicated to beautifying and preserving their lands by having active forestry programs.

Luckily we did not have to deal with the numerous storms as we did in 2013. This break from bad weather allowed us more time to catch up on trimming and removing dead and hazardous trees. Tree hazards are caused by defoliation and age and can be found along our roadways and in our parks and conservation areas. Our department's top priority is to keep our streets and lands safe for our residents and visitors to our beautiful community. As always, we urge the residents to monitor any damage to their own trees.

In addition to our regular maintenance responsibilities, this year we were able to help Nstar with plantings at their road crossovers and clear out the old Grange Building to prepare for its demolition. We invited some goats to dine on poison ivy and brush at Blairhaven. The work done by the goats made it much easier and safer for our crew to enter the area and do the necessary clearing. With the help of the Highway Department we turned the area into a beautiful park, and installed benches for all to enjoy. We worked at the new crematory building where an irrigation well and system were installed to improve the appearance and maintenance of the grounds.

The Department of Lands and Natural Resources continues its efforts to serve the people of Duxbury by working with the other town departments, citizens and organizations to ensure that our public lands, buildings, trees, open spaces and athletic fields remain sources of pride for our community.

I thank the crew of the Department of Lands and Natural Resources for their hard work and dedication, the other town departments for their cooperation, the management staff for their support and guidance, and the residents for their assistance in taking great care and pride in the town's public spaces.

Respectfully submitted,  
James Savonen  
Manager of Buildings and Grounds

## **DPW Operations - Highway Department - Transfer Station – Vehicle Maintenance – Snow and Ice**

This year Duxbury 35 inches of snow fell in Duxbury. There were 36 sanding operations, eight of those turned into plowing operations. After winter we went onto street sweeping, catch basin cleaning and repairing, litter pick up and correcting drainage problems around town.

Our Road Maintenance Program included the repaving of 3.3 miles of roadway. Parks Street, Church St., Hicks Point Road, Soule Avenue and Temple Street were all resurfaced. Crack-sealing was done on many other roads as part of our Pavement Preservation Program.

As always I'd like to thank the staff of the Highway, Transfer Station and Vehicle Maintenance Departments for their dedication and hard work. I'd like to thank the other Town departments for their cooperation and I would also like to thank the residents of Duxbury for their support and cooperation throughout the year.

Respectfully submitted,  
Bruce O'Neil  
Acting DPW Operations Manager



## DPW - Water/Sewer Department

The following paragraphs summarize some but not all of the efforts necessary to keep the water running in Duxbury:

In addition to assisting with the daily operations of the department, the administrative staff was kept busy with the billing of approximately 5,500 accounts bi-annually and scheduling over 900 appointments for field technicians. Five hundred and two million gallons of water were pumped, treated and then distributed to consumers. The amount of water pumped but unaccounted for due to distribution system leakage was 1.2%. The maximum daily demand for water was 2.99 million gallons. The residential gallons per capita day usage was 82 gallons. The current performance standard for public water systems is 65 gallons per person per day. The entire field Staff participated in Emergency Response Plan training simulating pumping water with auxiliary equipment and generators along with non-essential facilities shut downs prior to an anticipated prolonged power outage.



The water distribution crew was kept busy with three major water main breaks and ten service line leaks in addition to replacing four fire hydrants. There were 254 tests performed on the various backflow prevention devices installed throughout the town. Technicians replaced 116 water meters that were ten years old or older. Work continued on the Pine Street Water Main project, starting at Pine Brook Way and laying main towards the Pembroke town line and finally connecting to the pipe at the end of Lake Shore Drive in Duxbury. The Culvert and associated dam structure were replaced at Lower Chandler Pond at the Pembroke/Duxbury town line to facilitate the installation of the water main (Pictured above).

A commercial diving company performed a thorough inspection of the interiors of the Captains Hill and Birch Street storage tanks on June 4, 2014. The interior surfaces were vacuumed prior to a visual inspection and both tanks were found to be structurally sound.



Truck #3 the primary site vehicle for water main breaks, equipped with a crane and hydraulic system was replaced with a newer model along with another department truck.

The water treatment staff was busy with ongoing upgrades and maintenance. Several pumping stations interiors received new coats of paint. The interior surfaces of the bulk chemical storage tanks were cleaned. All ten fluoride saturators were cleaned, rebuilt and returned to service. The master meters at all twelve wells were cleaned and calibrated. The two wells and pumping equipment at the Evergreen Water Treatment Plant were cleaned and redeveloped because of lost capacity (Pictured above).

On the sewer side of things, the shared 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. Preventative maintenance was performed on the many pumps and air blowers at the High School Wastewater Treatment Plant. Five grinder pumps were replaced on the Bay Road Shared Septic System.

I would 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. I would also like to take a moment and thank my entire staff for all of their hard work and dedication.

Respectfully Submitted,  
Peter Mackin  
Superintendent, Water and Sewer

## **DPW - Water/Sewer Advisory Board**

For the fiscal year ending June 30, 2014, the Water & Sewer Advisory Board worked on three principal projects: monitoring the completion of a new dam and water main on Lake Shore Drive completing the Pine Street project, assisting a citizen's group interested in installing a water main along Temple Street and tying in the dead end on Herring Weir Road, and continuing to monitor changes to the new SCADA system which will allow for more accurate pumping data. Discussions continued about the potential of a well site off Teakettle Lane.

The Board also continued to monitor the Massachusetts Department of Environmental Protection's Sustainable Water Management Act. This legislation would impact how much water the Water Department is allowed to provide to its users, especially during the summer when water consumption is at its peak. Currently, the Water Department issues watering bans and relies on the users to comply voluntarily.

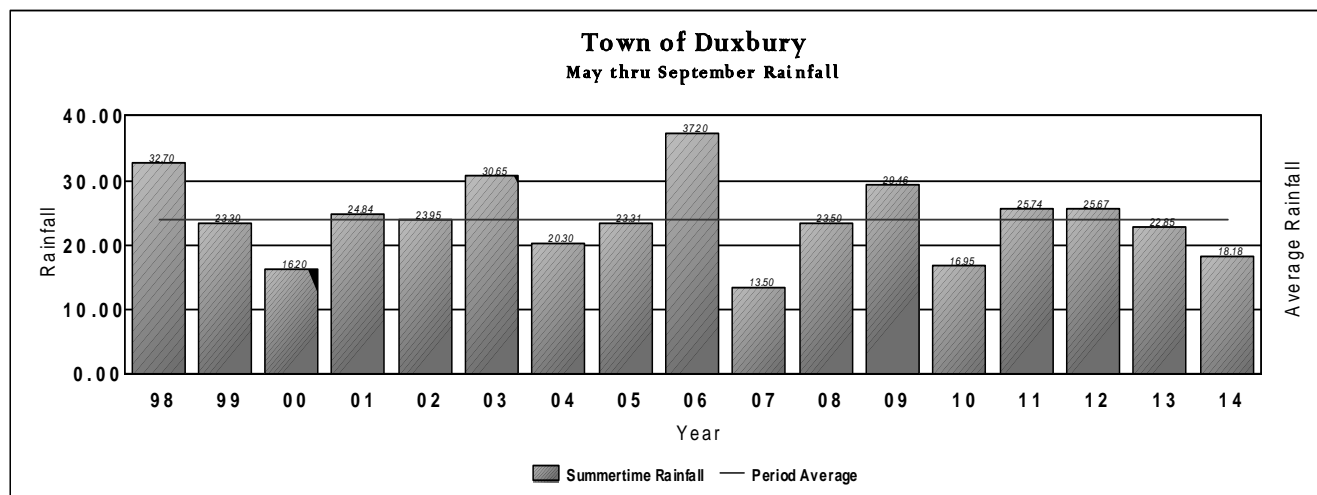
As noted last year, the Pine Street project was finished during the fiscal year 2014 when the dam was installed along with the water main eliminating the last dead end on Lake Shore Drive. The residents along this water main discovered the downside of interconnections when reversal of flows caused by a temporary shut down of the Evergreen Treatment Plant as the wells were cleaned and rebuilt, resulting in colored water complaints in the area as iron moved into the water column. This lasted a short period as water personnel opened hydrants and flushed the nearby water mains.

The Temple Street water main conceptual design was largely completed during this fiscal year. Needed easements were identified and will be attained before the Annual Town Meeting in March of 2015 which will consider this project for next year. Final plans and specifications along with bidding documents will be completed after approval by town meeting. As with the Lake Shore Drive project, the elimination of two dead end water mains is the primary logic behind this project.

The Annual Town Meeting in March of 2014, considered an article to permit the installation of a cell tower on the Captains Hill standpipe. We proposed an amendment to the article to require that the lease revenue be paid into the water department enterprise account, on the basis that the standpipe construction and maintenance was paid for by the rate payers. The town meeting rejected that amendment supporting the ongoing practice of continuing to have the rate payers subsidize the general tax and fee income in one way or another. Over time these practices impact the size of your water bill by increasing it over its normal size if the enterprise account accounting procedures were strictly followed. From time to time we have expressed concern over these practices, but raising money by raising the tax rates is difficult under proposition 2 & ½ where raising the water bill is not as difficult.

Water Department office personnel have changed this year as Chris Smyth, the office manager moved to California and Ginny Golden struggled with a chronic illness. Ginny retired from her job by June, 2014. Replacements for both positions have been interviewed with the office manager position being filled from within Town Hall personnel. The lengthy period required for filling these positions resulted in Peter Mackin, the Water Superintendent needing to take over many of their water department tasks during the interim. Over time Peter became very knowledgeable of the day to day office tasks resulting in some office procedures being changed from past practices.

By the spring of 2014, we were tracking increased pumping rates at all the stations. Peter continued to have his station meters tested for accuracy, and they largely passed meeting manufacture's factory specifications. As rainfall was tracked, we noted a fairly dry year going into the summer. The attached graph demonstrates the rainfall during the summer period showing this reduction. The billing for this period has not been released yet, but we expect a significant increase in revenue.



Respectively Submitted

George D. Wadsworth, Chairman  
Freeman Boynton, Jr., Clerk  
Paul Keohan

# Recreation



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## Recreation Department

- Percy Walker Pool
- Recreation Department
- North Hill Country Club



## **Recreation Department - Percy Walker Pool, Recreation, North Hill Country Club**

The Duxbury Recreation Department enjoyed a productive and busy past fiscal year managing the many different divisions within our framework. From the Percy Walker Pool to the Town owned North Hill golf course, playing fields, playgrounds, tennis courts and over 40 recreation program offerings, we are a productive department.

### **Percy Walker Pool**

This past year the Percy Walker Pool continued to be enjoyed by residents and non-resident alike. Hundreds of children utilized the Percy Walker Pool for swimming lessons, birthday parties, and school related programs. The Duxbury Public Schools utilized the Percy Walker Pool for its high school swim teams, 4<sup>th</sup> grade swim program and as a training facility for its various high school sports, including football.

The Percy Walker Pool reopened after extensive renovations in 2010. Since that time we have strived to break even under our new Town Meeting adopted Enterprise Fund, Ch. 44 Section 53E1/2. I am happy to report that at the end of FY 14 the Percy Walker Pool finally did achieve the break even status we have been striving for financially. This means that all costs, both direct and indirect have been covered by our revenue stream at the pool. Revenues for FY14 were \$353,000. Fees were increased by a Board of Selectmen vote on 6/30/14.

### **Recreation**

The Recreation Department offered over 40 year round programs to Duxbury residents in FY 14. The Recreation Revolving Fund generated revenues of \$285,000 and had expenditures of \$283,000. The Recreation Revolving Fund employed 85 part time employees and was also assisted by over 125 community volunteers. In FY14 over 2,700 residents registered for our programs.

The playing fields in the Town of Duxbury continue to be an extremely popular destination for our residents in Town. This past year over 6,000 residents used our playing fields. At the annual Town Meeting of 2012 voters authorized \$35,000 to be spent for a study for additional playing fields off of Chandler St. The beginning stages of this study began in FY 14. This study will provide the Town with useful information as it explores the possible expansion and installation of new recreational facilities in Town.

Through the Ellison Fund, land was cleared and plans were submitted to the Planning Board to install a parking lot at the Lincoln St. field.

Tennis courts at both Wadsworth Street and Tarkiln were completely rehabilitated. All structural and non structural cracks were filled, fabric installed and new coating material applied. The courts were lined and painted and new net posts and nets were installed at all 4 courts.

### **North Hill**

North Hill Country Club was the site of a severe lighting strike this past year. The Town of Duxbury and our Manager, Pilgrim Golf LLC, continue to repair and correct the severe damage caused by this strike. The Town received extensive damage to the irrigation system at the golf course as well as damage to dozens of trees.

The Town embarked on several Capital improvements at North Hill in FY 14. New fascia boards, exterior doors and trim were replaced on the exterior of the clubhouse and new carpet was replaced in the interior. Additionally, a \$95,000 trap and tee restoration project was also completed. All 9 holes at North Hill now have new forward tees.

The course saw about the same level of play in FY14 as it did in FY13. The Management Company and the Town of Duxbury are committed to improving conditions of this course in future years.

**Girl Scout House / Tarkiln Community Center / Fields / Ellison Playground**

The Recreation Department continues to schedule the rentals of the Girl Scout House and Tarkiln Community Center, as well as all playing fields in Town (except the turf field). Rental fees for the Tarkiln Community Center and athletic fields were increased by a Board of Selectmen vote on 6/30/14. Funds from the Ellison Fund were used to repair and update the Ellison Playground, which continues to be a popular play area for children of the community.

I would like to thank my staff at the Recreation Department and Pool as well as the Recreation Activities Committee for all their assistance during the past year.

Respectfully Submitted,

Gordon H. Cushing  
Recreation Director

# State and Local Information

## GEOGRAPHIC DESCRIPTION & 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:** 15,636  
(Town Clerk, 01/01/2014)

**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

**Year Incorporated as a town:** 1637

**Registered Voters**  
(Town Clerk, 01/01/2014)

Total Registered Voters	10,800
Democrats	2,064
Republicans	2,399
Other parties	28
Un-enrolled voters	6,309



## U.S. LEGISLATORS

**US Senator** Edward J. Markey  
218 Russell Senate Office Building  
Washington DC 20510  
(202) 224-2742

**US Senator** Elizabeth Warren  
SR-C2 Russell Senate Office Building  
Washington DC 20510  
(202) 224-4543

**US Congressman** Bill Keating  
315 Cannon HOB  
Washington, DC 20515  
(202) 225-3111

To contact U.S. Legislators via e-mail,  
please visit: [www.usa.gov](http://www.usa.gov)



## STATE AND COUNTY REPRESENTATION

**State Senator** Robert L. Hedlund  
State House, Room 313C  
Boston, MA 02133  
617-722-1646  
[Robert.Hedlund@masenate.gov](mailto:Robert.Hedlund@masenate.gov)

### **State Representatives**

Precincts 2-6 Rep. Josh Cutler  
State House, Room 437  
Boston, MA 02133  
617-722-2425  
[josh.cutler@mahouse.gov](mailto:josh.cutler@mahouse.gov)

Precinct 1 Rep. Thomas J. Calter  
State House, Room 472  
Boston, MA 02133  
617-722-2013  
[Thomas.Calter@mahouse.gov](mailto:Thomas.Calter@mahouse.gov)

**IMPORTANT TELEPHONE NUMBERS**  
**DUXBURY TOWN HALL: 781-934-1100**  
DEPARTMENT EXTENSIONS

Accounting & Finance	6009
Assessors	6010
Board of Health	6002
Building Department	6002
Conservation	6008
DPW	6003
Employee/Retiree Health Insurance & Benefits	6006
Highway	6003
Lands & Natural Resources	6003
Personnel (Human Resources)	6006
Planning	6007
Selectmen	6006
Town Clerk	6004
Town Manager	6006
Treasurer/Collector	6001
Water Dept.	6005
Zoning Board of Appeals	6002

<b>Other Important Numbers (Outside Town Hall):</b>	
<b>For Police &amp; Fire Emergencies</b>	<b>911</b>
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](http://www.town.duxbury.ma.us)  
**Town Address:** 878 Tremont St., Duxbury MA 02332

**Town Hall Hours:** Monday: 8 AM - 7 PM  
Tuesday- Thursday: 8 AM - 4 PM  
Friday: 8AM – 12:30 PM







[www.town.duxbury.ma.us](http://www.town.duxbury.ma.us)