



**Town of Easton
Administrator's Report
4th Quarter Fiscal Year 2010
June 30, 2010**

This is my fifteenth quarterly report issued as Town Administrator of Easton. These quarterly reports will be mostly a summary of individual quarterly reports submitted by department heads. This report covers the period from April 1, 2010 through June 30, 2010. I encourage everyone to read the report and note the volume of important services being performed, but a few highlights worth special mention are:

- The Easton Police Department has made traffic enforcement a priority by almost doubling the number of traffic stops made.
- The Town Clerk reports that 795 voters turned out for the Special Town Meeting, but a disappointingly low 416 (3%) voted in the annual Town Election.
- On Tuesday May 4th the Easton Water Division was honored at the State House during the National Drinking Water Week Celebration by receiving an award from the DEP for their continued excellence in providing safe drinking water to the residents of Easton.
- An average of 374 people per day visited the Ames Free Library.
- Council on Aging Vans made 2237 trips with seniors or disabled persons to medical appointments, a 6% increase.
- It was with great regret that I accepted the resignation of Planning Director Alice Savage who despite her relatively brief tenure made a lasting and positive impact on the Town.

Fire Department
Thomas Stone, Fire Chief

Calls for Service

The Easton Fire Department responded to 844 calls for service during the months of April, May, and June 2010. There were 317 patients transported to area hospitals during this time period. The monthly breakdown is as follows;

	<u>Calls for Service</u>	<u>Patients transported</u>
April	284	95
May	281	119
June	279	103

Fire Prevention / Inspections

On a daily / weekly basis, routine scheduled inspections were made of the following – Smoke Detectors / Carbon Monoxide Detectors, heating system replacements, tank removals and installations, vehicle transfer tanks inspections, etc. Residential and Commercial plan reviews were completed as needed. Quarterly inspections of health care facilities were completed.

On-going plan reviews and construction meetings were attended along with periodic inspections on the following major projects; new dormitory at Stonehill College, renovation work at the old Merkert Science Building at Stonehill College, major renovation work at 21 Bristol Drive, and the Beacon Communities project at the Shovel Shop complex.

Meetings / Seminars Attended

I attended the regular monthly meetings of the Fire Chiefs Association of Massachusetts, the Bristol County Fire Chiefs Association, the Norfolk County Fire Chiefs Association, and the Massachusetts Emergency Management Agency's Region II Local Directors. I also attended the annual New England Association of Fire Chief's Exposition, the Tri-State Firefighters Exposition, and the annual Congressional Fire Services Conference.

I also participated in multiple agency field exercises. One exercise held in Mansfield tested the State-wide Fire Mobilization Plan. The other exercise was a mock disaster drill held in Attleboro. Both drills were designed to bring a number of agencies together (local, state, federal, and private industry) as well as test the activation of large quantities of resources.

In May and June, DPW Director Wayne Southworth, DPW Director of Operation Maurice Goulet, and I met with FEMA representatives on several occasions. A Federal "State of Emergency" was declared back in March during the heavy rainfall period. An application and related documents have been filed through FEMA to recoup some of the expenses incurred by the Town of Easton during that time frame.

Other

Back in January we were notified that our American Reinvestment and Recovery Act grant application had been approved in the amount of \$109,360 for overtime funding to backfill positions vacated due to the lay-offs. To date, we have utilized \$45,996.07 in grant funding. As a result, we have been able to maintain the minimal staffing level necessary to keep all three fire stations open.

On June 20, 2010 two (2) new firefighter/paramedics were hired. Thomas Baker and Jonathan Carroll joined the department and have been going through a process of orientation training. They are scheduled to attend the Massachusetts Firefighting Academy in September. Firefighters Baker and Carroll were appointed to fill funded positions that were vacated earlier in the year.

In June, our four (4) pumping engines were sent to Greenwood Emergency Vehicles for their annual pump certification tests. Our Ladder Truck and ground ladders were also tested back in January. The annual testing is necessary to ensure the safety of our firefighters and to maintain the town's Insurance Services Organization (ISO) rating.

In April, Firefighter/Paramedics Rich Salve, Mike Greene, Darren Stone, and John Dzialo worked with School Resource Officer Gurney and other Easton Police officers to conduct a mock automobile accident drill at the Southeastern Regional School.

I would like to thank Firefighter/Paramedic Brendan McCarthy for 15-years of service to the Town of Easton. In May, Brendan resigned in order to begin a new career. We wish him the best of luck.

Police Department Allen Krajcik, Police Chief

Total Incidents	4032
Total Calls for Service	1787
Arrests	52
B/E Businesses or buildings	7
B/E Homes	14
B/E Motor Vehicles	16
Robbery	0
Rape	0
Citations	1205
Motor Vehicles Crashes	88

TRAFFIC SAFETY

The number of traffic crashes was down slightly this quarter and the number of citations issued was up slightly. The department has received a traffic enforcement grant from the State and we are participating in the "Click it or Ticket" enforcement program. This program emphasizes enforcement of the seat belt law.

CRIME

The number of residential housebreaks was up slightly despite the arrest of an individual who we believe was responsible for many of our breaks. This individual has been indicted by a grand jury and will be charged with being a career criminal as well as burglary. We had no robberies or rapes reported to us this quarter.

TRAFFIC ENFORCEMENT

The number of traffic stops during fiscal year 2010 has doubled since FY09. Easton Police Officers have made 4,452 traffic stops this year. I have made traffic enforcement a priority for our department and the officers have done an outstanding job in enforcing traffic laws.

II. Department of Public Works **Wayne Southworth, DPW Director**

During the Months of April, May and June I attended the following meetings:

- 1 Department Head Staff Meeting
- 1 Quarterly Executive Loss Committee Meeting
- 3 Canoe River Aquifer Advisory Committee Meetings
- 4 DPW Managers Meetings
- 2 OCPC Joint Transportation Committee Meetings
- 1 Plymouth County Water Works Training Seminar

The DPW provide a training seminar for Students from the Southeastern Regional Technical High School who are participating in this year's Envirothon regarding water quality protection issues.

The DPW assisted with the preparation of the Special Town Meeting on April 5th.

The DPW attended the Conservation Commission Meeting regarding the issuance of an Order of Conditions for the 5-corners roadway improvements.

A meeting was held by the Town Administrator regarding the long pond dam improvements with the Town Manager from Stoughton and his engineering staff.

A very successful Household Hazardous waste collection day was held on Saturday April 24th at the DPW on Center Street with 524 residents participating.

The Community Pride Roadside Cleanup was held on Saturday April 24th and Sunday April 25th with dozens of Easton residents assisting the DPW in the 3rd annual cleanup.

The DPW assisted with the set up for the Town Election on April 27th.

Arbor Day was celebrated on Friday April 30th with the planting of two Tulip Trees at the Ames Free Library. Twenty-five residents and Town officials were present for the program.

The Water Division held its Annual Open House and Poster Contest on Saturday May 1st at 417 Bay Road with approximately 100 attendees.

The Canoe River Aquifer Advisory Committee held its annual Awareness Day on Saturday May 8th with twenty members and guests present with a program at the Mansfield Fish and Game Club.

On Tuesday May 4th the Easton Water Division was honored at the State House during the National Drinking Water Week Celebration by receiving an award from the DEP for their continued excellence in providing safe drinking water to the residents of Easton.

On May 10th we attended a FEMA Briefing regarding reimbursements for storm related activities between the emergency declarations of March 12th through April 26, 2010.

The DPW gave a presentation on the FY11 Budget to the Board of Selectmen on June 7th.

The DPW assisted with the set up of the annual Town Meeting on May 17th and June 14th at the Oliver Ames High School.

Operations Managers Maurice Goulet and Jack Marsh will provide detailed reports of their Divisions.

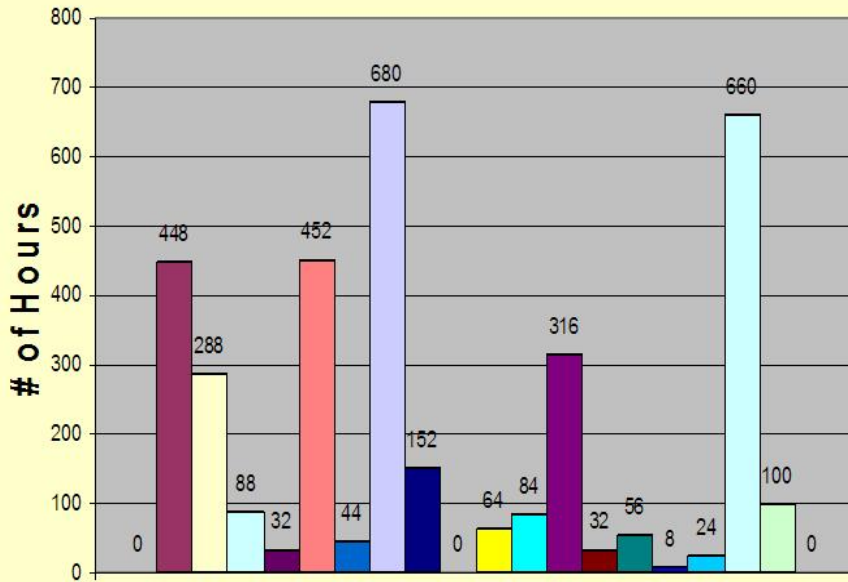
**DPW Operations Division
 April 1, 2010 through June 30, 2010
 Moe Goulet, Operations Manager**

<u>HIGHWAY</u>	April	May	June	Total	
Snow & Ice	0	0	0	0	event
Paving	54	44	27	125	tons
Patching	0	35	0	35	tons
Line Painting	0	0	2	2	event
Sign Making	15	16	18	49	event
Flail Mowing	0	1	5	6	event
Street Sweeping	16	13	2	31	event
CB/MH Repair	4	2	21	27	ea
New CB/MH Installation	0	0	0	0	ea
Catch Basin Cleaning	5	2	3	10	event
Drain Clearing	2	1	2	5	event

BUILDING & GROUNDS

Tree Work	35	56	59	150	ea
Stump Grinding	0	4	2	6	ea
Event Setups	0	0	0	0	event
Brush Clearing/Chipping	0	0	0	0	event
Mowing School	2	14	16	32	event
Mowing Other	5	19	16	40	event
Line Field School	10	7	0	17	event
Clean-ups	0	0	0	0	event
Electrical School	17	15	18	50	event
Electrical Other	15	14	14	43	event
HVAC School	15	14	19	48	event
HVAC Other	9	7	10	26	event
Craftsman School	9	6	7	22	event
Craftsman Other	20	10	15	45	event

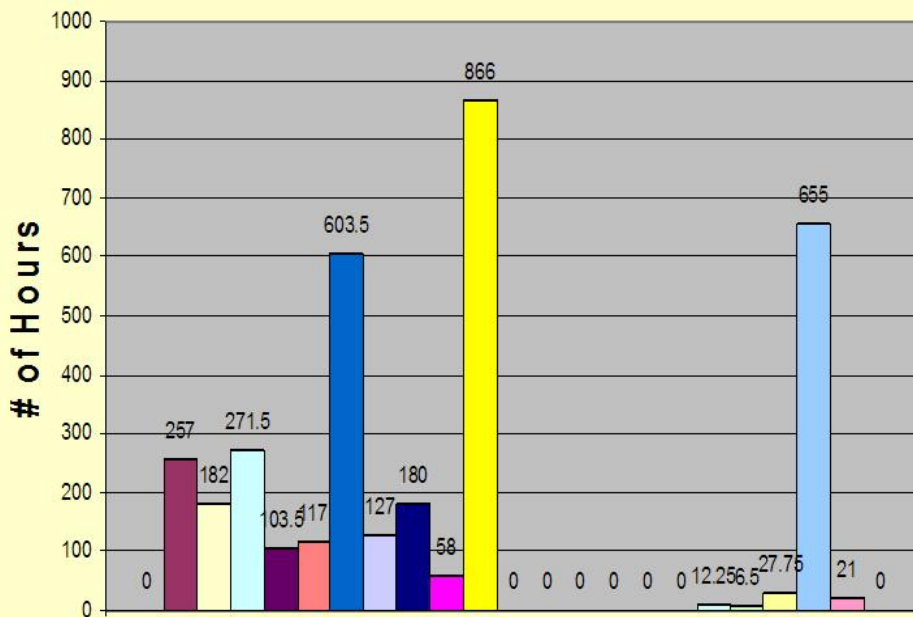
Highway Division Daily Log April 2010 - June 2010



Daily Tasks

- Snow & Ice
- Paving
- Patching
- Roadway Repair
- Line Painting
- Sign Making
- Flail Mowing
- Street Sweeping
- CB / MH Repair
- New CB / MH Installation
- Catch Basin Cleaning
- Drain Clearing
- Gravel Filling
- Misc. Shop Work
- Misc. Yard Work
- Vehicle Maint. Non-Mechanical
- Training
- Vacation or Personal
- Sick
- Workman's Comp.

Building and Grounds Division Daily Log April 2010 - June 2010



Daily Tasks

- Snow & Ice
- Electrical School
- Electrical Other
- HVAC School
- HVAC Other
- Craftsman School
- Craftsman Other
- Mowing School
- Mowing Other
- Line Field School
- Tree Work
- Stump Grinding
- Brush Clearing Chipping
- Painting / Maintenance
- Event Setup
- Equipment Repair
- Clean-ups
- Misc. Work School
- Misc. Work Other
- Training
- Vacation or Personal
- Sick
- Workman's Comp.

Water Division
April 1, 2010 – June 30, 2010
John J. Marsh, Operations Manager

Answered service and maintenance requests	652
Read meters, process data	21403
Process Calculate & export data to vendor for water bills	7,268
Miscellaneous service bills	88
Prepared bills for property transfers	66
Processed municipal liens	0
Replaced meters	156
New service applications	6
Installed new services	4
Renewed services	6
Service Leaks Repaired	5
Hours of Leak Detection Performed	143
Dug up & repaired main leaks	0
2" Water Main(s)	0
4" Water Main(s)	0
6" Water Main(s)	0
8" Water Main(s)	0
10" Water Main(s)	0
12" Water Main(s)	0
16" Water Main(s)	0
Repaired hydrants	3
Dug up & replaced hydrants	1
Routine hydrant maintenance	46
Gallons of water pumped & treated	186,701,000
Reviewed plans for backflow devices	1
Surveyed buildings for cross connections	48
Tested backflow prevention devices	79
Took delivery of bags of hydrated lime	1,400
Took delivery of barrels of chlorine	29
Collected bacteriological samples & delivered to laboratory	123
Frozen services	0

III. Public Services

Town Clerk's Office
Jeremy Gillis, Town Clerk

Training:

Through his membership on the Massachusetts Town Clerks Association Executive Board, the Town Clerk met with various state and local officials concerning the new ethics and open meeting law changes.

Elections/Voting:

Between April 1st and June 30th we registered new 147 new voters. This represents an increase of 58 voters over the same time period last year.

On April 5, we conducted a Special Town meeting dealing with the Shovel Shop. A total of 795 voters took part in this meeting. On April 27 we conducted the Annual Town Election. Turnout was as follows:

PRECINCT	ACTIVE VOTERS	INACTIVE VOTERS	TOTAL	# VOTED	% VOTED
PRECINCT 1	1611	110	1721	49	3%
PRECINCT 2	2604	147	2751	148	5%
PRECINCT 3	2385	185	2570	32	1%
PRECINCT 4	2398	110	2508	92	4%
PRECINCT 5	2631	122	2753	63	2%
PRECINCT 6	2465	150	2615	32	1%
TOWN OF EASTON	14094	824	14918	416	3%

On May 14, we conducted the Annual Town Meeting for the Town. A total of 249 voters took part in this meeting.

Inspectional Services
Mark Trivett, Inspector of Buildings

April 1, 2009 – June 30, 2009

Permit Activity	
Building Permits	106 of which 9 were for New Single-family Units
Foundation Permits (New Single-family)	7
Certificates of Inspection	2
Demolition Permits	4
Electrical Permits	173
Plumbing Permits	70
Gas Permits	53
Mechanical Permits	2
Trench Permits	31
Miscellaneous	143
Total Receipts	\$146,570.00
Inspections	
Building Inspectors	344
Inspector of Wires	216
Plumbing & Gas Inspector	154

Total Calls for Inspections	714
Other Activities	
Meetings with Town Administrator	5
Meetings with Town Counsel	4
Meetings with Development Review	2
Fire Department Meetings/Emergency Calls	2
Meetings with Design Professionals, Developers, Attorneys	12
Department Head Staff Meetings	1
Building Officials Seminars for Continuing Education	4
Court Appearances	0
Commission on Disabilities Meetings	2

Board of Health
Mark Taylor, Health Agent

Staff:

The main working force that reported to the Board of Health office is composed of, one fulltime Health Agent and one full time Clerk as well as one part time Health Agent and one part time Health Inspector. One outside consultant was hired to help purge and reorganize the filing system.

The Board of Health staff team included other professionals with disciplines that helped in providing public health services. These individuals did not report to the office daily nor occupy the office. They were the public health nurse, animal inspectors and the Board of Health

Training and Seminars:

During this quarter the following Trainings and Seminars were attended. This to insure the Town of Easton, through the Board of Health, stays up to date on emergency preparedness and to maintain the current licenses.

They were as Follows:

- Massachusetts Soil Evaluator (class room)
- Community Sanitation Seminar
- Medicare billing training
- 3 Coalition meetings
- 3 Medical Reserve Corps Meetings

Field Work:

Over the quarter we provided inspectional services to the community. Below is a summary of our field work activity:

Complaint investigations (including follow ups) – est. 29
Camp inspections and Permits-6
Food inspections– est.-48
Food re-inspections- est. -17
Pre-opening food inspections-2 on mobile food
Temporary food permits-2
Reportable disease notifications -32
Public and Semi public swimming pool inspections-8
Pool Complaints -0
Tanning Parlor Inspections-1
Dumpster site visits-3
Dog Bit investigation-1

Title V

Disposal Work Permits Issued -35
Certificates of Compliance-15
Variances-8
High Ground Water Determinations-5
Soil evaluations – 19
Soil classification sites (per hole) – est 85
Percolation witness tests – est 49
Sieve sample collection – est 10
Open Well inspections – 29
Final inspection – 28
Septic installation inspections – est 17
Semi-public Swimming Pool permits – est 6
Construction sites visited – 0
Transport offal truck inspections – 2
Housing Inspections – 0

EEE and West Nile

During this quarter we are seeing a heavy increase in Mosquito activity. There have been no reports of EEE or West Nile in the town of Easton.

Board of Health Public Hearings:

The Board of Health meets in a public forum. Within this quarter the Board of Health met 6 times. The Board had one public hearing on changing of the body art regulation to reflect an apprentice licensing public.

Projects:

This past quarter the office of the Board of Health undertook a massive project of purging and re-organizing its files. This was done with the contract help of King Info systems. We also continued our work with Ms Amy Palmer, MPH an emergency planner from the Bristol County Emergency Preparedness Coalition, and Jennni Manni regional organizer of the Greater Taunton Medical Reserve Corps to help organize and set up Emergency Dispensing Sites for the town.

Energy Conservation:

Continuing to conserve energy this quarter, efforts were made by turning off all electrical devices when not in use or when the office was closed. We recycled all paper and cardboard waste generated in the office. Our daily inspections were scheduled to be within the same vicinity in town to prevent excess gasoline use.

Clinics:

The VNA provided several valuable services over the last quarter. The public health nurse was available every fourth Monday at Town Hall for the public. This service allows residents to come in and talk to a licensed nurse about health care. The nurse was available the first Tuesday every month 9:30 AM – 10:30 AM at Parker Terrace Community Room, and the third Tuesday of every month 9:30 AM – 10:30 AM at the Elise Circle Community Room for blood pressure and Blood Sugar Screening.

Reportable Disease:

Blood Pressure: 39
Blood Sugar Testing: 14
Cholesterol screenings:7
Lyme line lists: 10 with 6 follow ups
Chronic Hepatitis C: 5 Chronic Hepatitis B: 1 case
2 new cases of Campylobacter, 1 case of suspected Mumps
5 Pediatric and 4 Adult Vaccines administered.
No Mantoux Testing Requested.

Meetings:

There were 8 meetings attended during this quarter. These meetings involved topics such as Department staff, Board of Health Public Hearings, and Board of Health staff inspectors' meetings, Emergency Dispensing Site/Medical Reserve Corps meetings. Department head meeting as well as core group meetings.

Ames Free Library

Madeline Miele Holt, Executive Director

FY 2010 - Library Productivity Statistics Fourth Quarter and Year-to-Date (June)

	4 rd Quarter	% Change From Period	Same FY 09	Full Year	% Change From Same Period FY 09
Circulation	45,844	9%		169,342	15%
Interlibrary Lending					
Borrowed	7,064	-0.8%		28,247	7%
Loaned	7,101	29%		23,865	12%
Programs	173	-7.5%		510	-13%
Program Attendees	1,913	-21%		7,995	13%
Computer Sessions	2,118	1%		7,750	-4%

Key Events

Circulation Statistics:

- We experienced a 9% increase in circulation this quarter over the past year, and a nice 15% jump for the total year – good results despite the being closed during two months while moving back from the temporary library.
- Looking back five years to FY 2005, annual circulation at that time was only 88,562. At almost 170,000 in total circulation now, we have generated 91% growth in that time period.
- Libraries have certainly become more important than ever despite prior predictions of their demise!

Library Attendance:

- 28,061 people visited the library in the third quarter, an average of 374 a day. Since we installed the door counter five months ago, we've had almost 50,000 visitors (48,679).
- Libraries our size in the area average 2-3,000 visits a week. At our current rate, we are close to the middle of that range.

eNewsletters:

- Approximately 5,000 residents receive either a monthly newsletter or a special bulletin listing new items in the library via e-mail. Open rates for these e-mails range from 23%-40% depending on the month and the content. While we regret cutting back on printed newsletters, savings in printing and postage costs as well as staff time are significant.

Facilities:

- We are currently looking for a business tenant for 56 Main St. The teen book collection is being moved back to the main library after a six-month trial period at running a teen library there. Without sufficient staff to keep the building open more than three hours a day, we were unable to build public enthusiasm.
- Forest Systems has left Queset House. The facility will continue to be used for library programs and a plan is being developed to rent space for conferences, social events, private parties, etc.

Community Connections:

- Easton Reads Together activities related to the selected books, Last Child in the Woods and Walk in the Woods, started in May are in full swing for the summer. With members of the NRT, Children's Museum, and other town agencies, we have hosted many programs including seminars and presentations that have been filmed for Easton's Cable Access TV station.
- The library has an active presence on cable TV and YouTube, thanks to the help of ECAT and our assistant director, Uma Hiremath. Uma has filmed Ed Hands' nature walk series, Easton Landscapes: Natural and Manmade.

Development:

- Marion Wingfield joined the staff as part-time development manager.

- The second annual appeal was mailed at the end of May to 6,559 library card holders. Thanks to the Friends of the Library and library staff we were able to lower mailing costs this year. As of 7/15, we raised \$13,000 from 190 donors. We are extremely grateful to the people in town who have shown their appreciation for the library. An online donation button is available for credit card donations through the library's website at www.amesfreelibrary.org.

Programs

Interesting programs this quarter included:

- House Architecture in New England – presented by the principals of the firm Albert, Richter, and Tittman.
- Alzheimer Education Program
- Arbor Day Celebration – including tree gifts from the Town of Easton, Easton Garden Club, and the Richman Family
- School vacation week puppet show
- Hula Hoop classes for adults and children
- The summer reading kick-off brought a large audience of 122 people to Oakes Ames Hall to see Jungle Jim's Wild about Balloons Show. Everyone had a great time, although the lack of air-conditioning had some people leaving early. The program was filmed by Easton Cable Access.

Grass roots, community generated programs now include:

- Foodie Group – now in its third year, the Foodies this quarter hosted a Cinco de Mayo Party drawing a crowd of almost 60 people
- Spanish and French Conversations Groups – each started by individuals; participants range from college students to retirees; each started with a few people and are growing.
- Magic: The Gathering – a teen-generated program started in the library by a group of three teens, this program now attracts eleven kids, aged 12-14 years. For those not in the know, according to Wikipedia:
- “Magic: The Gathering (colloquially Magic or MTG) is a collectible card game created by mathematics professor Richard Garfield and introduced in 1993 by Wizards of the Coast. Magic is the first example of the modern collectible card game genre and still thrives today, with an estimated six million players in over seventy countries. [1] Magic can be played by two or more players each using a deck of printed cards or a deck of virtual cards through the Internet-based Magic: The Gathering Online or third-party programs.”

Council on Aging Del Kent, Director

During the fourth quarter of FY2010, the Council on Aging was a resource for elders, their families and the community-at-large by providing services and programs to enhance quality of life and enable our elders to live with dignity while maintaining health and independence. We provided 7673 units of service to 607 individuals. This is a 13% increase in services over the previous quarter and since we first moved into the Frothingham Hall Community Center. The Council on Aging members met with the director three times for a total of 6 hours to discuss program initiatives and set policy for COA programs and activities.

Transportation:

The number of ride requests increased 6% during this past quarter, as we transported 129 elderly or disabled residents 2237 times for medical appointments, the hot lunch program, shopping, social and recreational activities, exercise programs, hairdressers and work. There has been a steady increase in ride requests during the past fiscal year. We implemented extended hours of service with funding through the Brockton Area Transit Authority from the Federal New Freedom Initiative. Although we have extensively advertised this new service, we have only had a few requests for rides during the extended hours, but we expect the program to grow in the coming year.

Nutrition Programs:

Participation in the Old Colony Elderly Services nutrition program remained strong, as 2355 meals were served at the Parker Terrace meal site or delivered to the homebound with 92 elderly residents participating in the program during the quarter. 12 Council on Aging volunteers contributed approximately 190 hours of service while delivering the meals on wheels. COA volunteers also delivered Food Pantry groceries to elderly and disabled residents in need.

Financial Programs:

Our SHINE (Serving Health Information Needs of Elders) volunteers helped 26 individuals with health insurance information or assistance in completing health insurance forms. We are very pleased to have our volunteer Stephen Sundell certified as a new SHINE counselor and join our long time SHINE counselor, Dave DeVore, in helping seniors with their health insurance questions. Our Outreach Coordinator hosted a Retirement Options seminar, presented by Chris Dunlea and Scott MacDonald, for 9 of our seniors.

Outreach Programs:

Our Outreach Coordinator facilitated 5 educational programs which included Sleep & Aromatherapy, Preventing Healthcare Fraud, Shingles, Osteoporosis and TOPs Weight Loss Program along with a Day of Beauty at the Southeastern Regional High School. She mailed program/services information to residents turning age 65 and made 8 home visits to elderly residents in addition to delivering meals on wheels when volunteers were unavailable. There was also a Digital Photography workshop that attracted a group of 27 seniors. Because of the strong interest in this topic, we will try to offer additional workshops in the fall.

Health Promotion:

Our exercise and tai chi classes (supported with funds from Stonehill College) finished in June and will resume at Frothingham Hall in September. New wellness programs at Frothingham Hall during the past quarter included Yoga and Zumba classes. These, too, will resume in September. The foot care and hearing screening clinics, as well as the Reiki sessions, continued in the Keefe Community Center at Parker Terrace and additional Reiki sessions were offered in the Frothingham Hall Community Center. In addition to the Blood Pressure clinics, sponsored by the Easton Board of Health at Elise Circle and Parker Terrace, a new monthly Blood Pressure clinic was held at Frothingham Hall.

Recreation/Socialization:

COA recreation/socialization activities held during the quarter included the monthly birthday lunches, a weekly knitters group, and weekly line dancing and quilting classes in the Keefe Community Center at Parker Terrace. There were also weekly cribbage and bridge groups in the Fitzgerald Community Center at Elise Circle. In our new space at Frothingham Hall Community Center, we held Art and Swedish Weaving classes and hosted a Games Group. We will continue to develop new opportunities for seniors to come together for socialization and recreation.

Recreation Department

Jennifer Hruniak, Recreation Director

Spring and summer are the busiest seasons for the Recreation Department. It was exciting to begin a number of our spring programs at Frothingham Hall this year. Our new facility allowed us to almost double the number of spring programs offered by the department. After school programs included running club with over 50 participants, girls volleyball with 33 enrolled, flag football with 20 participants and super sports with 14 children. Tennis had 29 participants, musical theatre class had 13 and 18 people enjoyed our bus trip to Ellis Island and the Statue of Liberty. New programs included hip hop dance, track and field, Zumba and kayak adventures for youth and adults with the Norton Kayak Company. Other spring programs that took place were mini sports, Lego playland, American Girl Doll Project Runway, Star Wars Jedi training, golf and chess.

The 2010 tee ball and pre-baseball season began in May. Thirteen teams played games each week during the 7-week schedule. The program ended with a trip to see a Brockton Rox game in which players and coaches got to march around the field before the game. Over 100 tickets were sold to this popular event. We thank all the coaches who worked so hard and volunteered their time to make this another successful season.

The Activate Easton Committee organized family oriented activities for each day of TV Turnoff Week, April 17-24, 2010. Activities included Bingo Night at Frothingham Hall and a scavenger hunt at Borderland State Park. We thank all the volunteers and organizations that helped with this program.

Activate Easton also kicked off our spring walk to school program on Massachusetts Walk to School Day, May 5, 2010. Over 900 students at Olmsted and Richardson

Schools celebrated by walking a one-mile route at the start of school. This event was followed by six weeks of "Walking Wednesdays". We thank the volunteers who chaperoned our walking school bus and walking recess programs. Parkview and Center Schools also celebrated Massachusetts Walk to School Day for the first time with a walk for all students during the school day.

The Friends of Frothingham Hall held a spring social for grades 5-7 on June 11th. Approximately 100 children came out to enjoy dancing, board games and Wii played on a giant screen. With such a good turnout, more socials will be planned in the future.

Our new building is getting plenty of use this spring. In May, CBT Architects presented their ideas for renovating Frothingham Hall to the community. These renovations will include a small addition to help make the building more user friendly while keeping valuable program space intact. We would also like to thank the DPW and the Easton Cub Scouts for cleaning up the exterior of the building and planting grass this spring.

During May and June, I spoke and/or met with the youth and adult sports leagues in town. The purpose of this dialogue was to identify and prioritize the field needs of each group. The Recreation Commission has toured a parcel of land for sale with the interest of developing recreational fields and facilities. There is also a state grant program offering partial reimbursement for the acquisition of land to be developed for recreational purposes. If land is acquired, the information gathered from each sports league will help to determine how to best develop the property.

Before opening the town pool this season it was determined the docks needed to be replaced due to deterioration. Much research took place to determine the most appropriate replacement option. At the Annual Town Meeting in May, the purchase of new docks for the town pool was approved. With the help of the DPW, new modular floating docks were installed this spring. We thank the DPW for all their help with this project and the SERD Committee for agreeing to partially fund the new docks.

Unfortunately, the Annual Town Meeting also brought department budget cuts. The position of Recreation Director will be eliminated as of September 30, 2010 and department expenses were reduced by \$5,750. These budget cuts caused us to re-evaluate some of our free programming. The Recreation Commission decided to eliminate the senior bbq and summer concert series this season.

Despite budget cuts, the department is busy taking registrations for our upcoming summer programs. Some of these programs are already under way with 19 children in our science workshops and close to 30 youth and adults playing in our ultimate Frisbee league. We look forward to a busy and exciting summer.

IV. General Government

Assessors Office

Robert Alford, Assistant Assessor

- Completion of review and decisions on overvaluation appeals from the Feb. 1st actual tax bill.
- The Board and Chief Assessors negotiated and resolved several Appellate Tax Board Appeals
- Continued building permit and 2009 sale review. Prepared the appraisal file for transfer to the billing file for the July 1st preliminary real estate tax bill. Easton is under the June 30th date for new construction.
- Reviewed and updated the personal property file for the July 1st personal property tax bill. This involves checking the tax status of all business properties in Town and taxing those businesses that are not exempt because they pay state corporate taxes in lieu of local taxes.
- Sent out Community Preservation Exemption applications to all taxpayers who received the exemption in fiscal year 2010.
- Helped taxpayers fill out the CPA form and reviewed all returned applications for compliance in order to receive the exemption.
- Inquiries by telephone and at the counter constitute about half of the staff time in this office.
- Processed hundreds of abatement requests on motor vehicle excise taxes primarily due to residents changing cars during the year and transferring plates to another car. The largest motor vehicle commitments are received from the Registry of Motor Vehicles during this quarter.

<u>Bill Year</u>	<u>Commitments</u>	<u>Number of Bills</u>	<u>Amount Billed</u>	<u>Date Issued</u>	<u>Date Due</u>
2010					
	1	19,140	2,063,867.50	2/22/2010	3/24/2010
	2	1232	264,704.28	3/29/2010	4/28/2010
	3	872	155,589.01	5/17/2010	6/16/2010
	99 (FARM PLATES)	131	8,641.25	5/25/2010	6/24/2010
	TOTAL	21,375	2,492,802.04		

	<u>Commitments</u>	<u>Number of Bills</u>	<u>Amount Billed</u>	<u>Date Issued</u>	<u>Date Due</u>
2009					
	7	471	16,176.42	2/22/2010	3/24/2010
	8	7	2,149.27	3/29/2010	4/28/2010
	9	52	4,940.49	5/17/2010	6/16/2010
	TOTAL	530	23,266.18		

Data Processing

Mike Deltano, Information Systems Manager

1. Upgraded the Bit9 Parity server to version 5.1.1. However only about one third of the clients would upgrade. Had to work with 2 support technicians at Bit9 to find the problem on the server. All clients are now upgrading normally. Also found out there is a major upgrade coming out in June. That will be version 6.0.
2. Purchased and assembled a full size rack for the police station server closet. Moved the existing 5400 switch, patch panel and fiber termination panel to the rack. Also mounted the EqualLogic storage array for the completion of the virtualization project.
3. While testing the generator at the police station, several power fluctuations occurred which caused some records to lock on the police IMC dispatch server. After rebooting the server one of the drives in the RAID 5 array failed. I swapped it for a drive on one of the old servers at the town offices but it failed to rebuild. I tried another drive with the same result. This indicates that the storage array is damaged and if another drive is lost on that array the server will go down and data will be lost. Fortunately our old Mapper server is the same make and model so I brought that down to the police station and swapped all the drives over to that server. The failed drive was able to rebuild and the police server was only down for about 30 minutes.
4. The battery in the UPS for the school Business office server died. During a power outage the server went down and it seems the CMOS battery in the server died also. I just happened to have a spare CMOS battery and a spare RBC7 battery for the UPS. I took the server down and replaced both batteries and everything returned to good working order.
5. A computer at the school business office had a total failure and was beeping in intervals of 4. I suspected it was the power supply but HP insisted it was the motherboard. They sent me a motherboard and I replaced that but was still only getting a 4 beep interval. They then agreed with me that it was the power supply and sent me a new one.
6. A battery in a UPS for the Fire dispatch server died and needed to be replaced.

7. The Sonicwall ES300 spam filter developed several corrupted databases. I had to work with Sonicwall technical support to get them remoted into the spam filter so they could purge the corrupted databases and download new files.
8. The main anti-virus distribution server, Server7, started failing to download new updates and distributing those updates to all town computers. I had to work with Sophos technical support to find the problem and correct it. By morning all or most computers should be up to date.

Accounting

Wendy Nightingale, Town Accountant

Summary of Significant Departmental Activities

The last quarter of the fiscal year was extremely busy for the accounting department as it included two town meetings and a bond issue.

The Town Accountant worked with members of the finance team to prepare for a conference call with Moody's rating agency in anticipation of a long-term bond and short-term note issue that took place in April. After some discussion with the Town's financial advisors, First Southwest, it was decided that favorable interest rates would allow the Town the option of increased financing in order to preserve cash flow and available reserves. Additionally, a new capital stabilization fund was established at town meeting as a way of maintaining funding for debt service at current levels.

After much review, discussion and analysis, the fiscal 2011 operating and capital budgets were finalized and presented to town meeting for funding. It was another challenging year due to further cuts in state aid.

The Town Accountant attended training provided by the MA Municipal Auditors and Accountants Association in June.

Warrants processed: The accounting department processed a total of 85 warrants during the quarter, of which 13 were for town payroll, 14 were for school payroll, 39 were for town expenses/withholdings/refunds and 19 were for school expenses.

Planning & Community Development

Alice Savage, Director

In the fourth quarter of Fiscal Year 2010, the Department of Planning & Community Development continued to support the Conservation Commission and Planning & Zoning Board in their responsibilities as permitting agencies, and to provide technical and administrative support to the Affordable Housing Trust, Community Preservation Committee, Fair & Affordable Housing Partnership, and the Historical Commission. The Department also supported the Board of Selectmen as requested.

Historic Preservation

- Shovel Works
 - Assisted in the preparation of grant application to the Community Preservation Committee (CPC) seeking Community Preservation Act funds for historic preservation and restoration of the Shovel Works complex
 - Prepared warrant articles for town meeting seeking approval to appropriate the CPA funds.
- Continued to provide staff support to the Local Historic District Study Committee:
 - Finalize by-law
 - Preparation for Annual Town Meeting
 - Warrant article
 - Final public meeting
 - PR
 - Prepared documentation for submittal to Attorney General's office following successful passage at Town Meeting to adopt the Ames Local Historic District
- Coordinated Building Demolition Review for four properties.

Open Space

- Assisted in implementing recommendations of the Conservation Land Management Plan (CLMP)
 - Oversaw completion of the farmhouse improvements at Tufts Farm; conducted pre-bid on-site inspection, and reviewed proposals for tenancy, as recommended by the Conservation Land Management Plan
 - Conducted a public informational session to educate people on acceptable uses of Conservation Land and the prohibition of ATV use on town-owned property and specifically conservation land.
 - Conducted management area monitoring inspections; sent letters to abutters reminding them of the prohibition on ATV use within these areas.
 - Planned joint public informational session with Recreational Commission to promote awareness of availability of conservation and recreation land for public use and appreciation.
- Explored upcoming PARC grant opportunity and worked with Jen Hruniak, the Recreational Director on identifying potential projects for grant application.
- Worked with the Recreation Commission and the Community Preservation Committee on several potential land acquisitions that would meet the active recreation needs identified in the Recreation and Open Space plan.
- Worked with the Recreation Commission to start process for updating the Recreation needs section of the Recreation and Open Space plan.

Affordable Housing

- Development of 12A Highland Street
 - Coordinated receiving responses to the Request for Proposals to select a non-profit developer to construct a new, affordable home at 12A Highland Street, in conjunction with recommendations of the Affordable Housing Production Plan of 2005.
 - Coordinated presentations of South Shore Habitat for Humanity's proposal to the Board of Selectmen, the Historical Commission and neighbors on Highland Street.
- Coordinated application to the Community Preservation Committee and obtaining Town Meeting vote to appropriate CPA funds to support the first Year of the Easton Affordable Housing Trust Action Plan. The Affordable Housing Trust Action Plan,

developed with from a dozen Easton Boards and Committees and interested residents, provides a blueprint to help Easton homeowners stay in their homes, and to connect residents with additional housing resources.

- Published and coordinated receiving responses to a Request for Qualifications to update the Town's Affordable Housing Production Plan.
- Coordinated process for hiring Community Housing Planner. This is a part-time position that will be responsible for overseeing the development of the programs recommended by the Easton Affordable Trust Action Plan.
- Successfully passed Town Meeting adoption of Inclusionary Zoning requirement for Special Permit subdivisions.

Improved Customer Service to Businesses and Residents

- Continued implementation of PermitEyes, a software package that tracks permits issued by the Conservation Commission under the State Wetlands Protection Act and the Town Wetlands Protection Bylaw. Began planning for next phase which will allow residents and businesses to submit their applications online.
- Continued updating the Planning & Zoning Board filing system to allow easier access to historical files and better customer service.
- Added the form and instructions for submitting applications to the Historical Commission for Building Demolition Review to the Town's website. A flowchart of the process, including steps and timeframes, was also added.
- The Massachusetts Association for Conservation Commissioners eight-workshop training program was completed by Pam Almeida, Principal Clerk. This training helps the department provide expedient responses to residents and business owners inquiries.

General Government

- Assisted with preparation of presentations for Special Town Meeting and Annual Town Meeting.
- Prepared and presented Inclusionary Zoning Amendment to Planning & Zoning Board, Board of Selectmen, Affordable Housing Trust, Fair & Affordable Housing Partnership, and Town Meeting; worked with Inclusionary Zoning Working Group.
- Assisted with coordination of South Coast Rail Station Area Planning exercises.
- Worked with DHC to revise UCH-TIF application
- Attended workshop on EPA Brownfield grant opportunities.
- Assisted the Conservation Commission in reviewing new development projects such as the Dean Mill project, as well as other residential projects including septic repairs and house additions.
- Provided assistance to residents and developers preparing applications for submittal or review with the Conservation Commission and Planning Board.
- Assisted the Planning Board in reviewing new commercial and residential developments
- Assisted with preparation of presentations for Special Town Meeting and Annual Town Meeting.
- Long Pond Dam
 - Coordinated w/Amory Engineering on publication of bid notice and package
 - Coordinated w/Easton DPW
 - Coordinated and communicated with Stoughton DPW
 - Coordinated execution of construction license with property owner

- Coordinated response to MHC and public information session with neighbors regarding the Williams Street Village 40B proposal

Attorney Ellen Doucette, Town Counsel

Re: July 2010 Town Counsel Quarterly Report

I am hereby submitting the July 2010 quarterly report of Brackett & Lucas as Town Counsel relative to the various and diverse legal matters handled on behalf of the Town of Easton for the fourth quarter of FY2010.

I. Litigation Matters

Work was performed on the following litigation matters:

Stonehill College v. Town of Easton

Stonehill filed a complaint for declaratory judgment pursuant to G.L. c.231A, alleging that the Town is without authority to impose a penalty equal to double the amount of the building permit fee when work is begun without a building permit. An answer has been filed on the Town's behalf. Cross motions for Judgment on the Pleadings are scheduled for hearing in Bristol Superior Court on July 27, 2010.

Easton Shovel Shop LLC v. Easton Historical Commission

This is a complaint for certiorari review pursuant to G.L. c.249, §4, alleging that the EHC committed procedural errors in its administration of the Demolition Delay Bylaw as it applies to the Shovel Shop property. A hearing on the Plaintiff's Motion for Judgment on the Pleadings, which has been opposed by this office was originally scheduled for May 19 but was rescheduled by the court to July 27, 2010. This office received notice that the court has again rescheduled this hearing to August 26, 2010. As the demolition delay period expires on August 1, 2010, the hearing on the motion will be moot.

Gennis v. Planning & Zoning Board and The Gard Trust

This is an appeal of the endorsement of an ANR plan by the Planning & Zoning Board. The Planning & Zoning Board is a nominal party and we continue to monitor the litigation, but are not actively participating in the litigation.

V.G.R. Northeast v. Planning & Zoning Board and Aaron Wluka

This is an appeal of the P&ZB's decision granting a Residential Compound special permit to Aaron Wluka for property off of Guinevere Road. The plaintiff claims to be the owner of a small piece of land at the end of Guinevere Road which provides frontage and access to a portion of the property. As the town is not a stakeholder in this matter, we are monitoring and not actively participating in the litigation.

Holbrook, et al v. Eastondale Cottages, LLC

This is an appeal filed by the abutters in the Bristol Superior Court from the ZBA's issuance of a comprehensive permit on February 9, 2010 to Eastondale Cottages LLC for the property located at Pine/Washington Street. An appearance was filed on behalf of the ZBA. The plaintiffs have recently filed discovery requests with Eastondale Cottages but to my knowledge, Eastondale has not yet answered the complaint. We will monitor this matter and participate only when required to do so.

All litigation previously included involving the Conservation Commission has now been resolved.

II. Real Estate Matters

Beacon Communities Development – Ames Shovel Works

This office continues to provide assistance to the Board of Selectmen as needed with respect to Beacon Communities' proposal for the redevelopment of the Ames Shovel Works.

Five Corners Intersection – Eminent Domain Takings

This office has been negotiating outstanding issues regarding the eminent domain takings for the Five Corners Intersection reconstruction project as regarding the property owned by ExxonMobil and the relocation of existing monitoring wells as well as other site issues.

III. Miscellaneous Town Matters

Legal assistance was provided regarding the drafting and review of warrant articles for both the April 5, 2010 Special Town Meeting and the May 17, 2010 Annual Town Meeting. Legal assistance has been provided on an as needed basis to department heads, town boards, committees and commissions. Conferences continue to be held at the Town Offices every other Tuesday with those department heads, employees or board members who have issues to discuss or legal questions to be answered although the number of visits will be reduced for the summer months. These conferences are also used to review and discuss municipal contracts and/or bidding issues.

During this quarter, I also reviewed, revised and executed numerous contracts for both the town and the school department.