



**Town of Easton
Town Administrator's Report
4th Quarter Fiscal Year 2011
June 30, 2011**

This is my nineteenth 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, 2011 through June 30, 2011. I encourage everyone to read the report and note the volume of important services being performed.

**Thomas Stone, Fire Chief
Fire Department**

Calls for Service

The Easton Fire Department responded to 767 calls for service during the months of April, May, and June 2011. There were 361 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	246	115
May	256	123
June	265	123

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; Stonehill College – Duffy Academic Center - renovation, Southeastern Regional School - addition/renovation, Sawmill Village, Welsch Woods, 785 Washington St.

Captain Jeff Webster the Fire Prevention Officer attended the monthly meetings of the Fire Prevention Association of Mass. as well as their annual conference. He also attended the regular monthly meetings of the South Shore Fire Prevention Association.

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 Congressional Fire Service Institutes Conference in Washington DC, and the Annual New England Fire Chief's Association Exposition.

Training

The following training classes were attended by members of the department: Critical Incident Stress Management, Fire Act Grant, Chapter 148A fire code ticketing, Mass. State Police Fireworks presentation, and Mass Sheltering Procedures.

Other

I attended several meetings as well as a public hearing held by the Firehouse Study Committee. Captain David Beals, Lieutenant Evan Malone, and Firefighter Glenn Corbett also made informational presentations to the committee. As part of their research, the Firehouse Study Committee members; Selectman Sean Noonan, Stephen Merlin, and Keith Graveline participated in a "mini fire academy" that was conducted by Capt. Beals, Capt. Walsh, Capt. Webster, Lt. Malone, FF McRae, FF Salve, FF Mills, FF Stone, FF Dzialo, FF Baker, and FF Carroll.

I represented the Town of Easton at meetings regarding the Bristol County Regional Dispatch Feasibility Study.

The FY-2012 fire department operational and Capital Expense budgets were submitted to the Town Administrator, Board of Selectmen, Finance Committee and Capital Budget Committee for review.

Police Department Allen Krajcik, Police Chief

(4/1/2011 – 6/30/2011)

Total Incidents

3554

Arrests	45
B/E Businesses or buildings	6
B/E Homes	17
B/E Motor Vehicles	20
Robbery	1
Rape	0
Citations	671
Motor Vehicles Crashes	91

TRAFFIC SAFETY

There was (again) a slight decrease in the number of vehicle crashes during fourth quarter; we went from 97 crashes during the previous quarter to 91 this quarter. We have been continuing to increase our traffic enforcement efforts and are using directed patrols that are focused on problem areas in town. The Five Corners reconstruction project has begun. This is a State project that will continue through the fall and possibly into next year. Motorists are being asked to seek alternate routes during the construction. During the construction a 12in gas main was ruptured causing significant traffic problems. We had to detour traffic away from the Five Corners for almost 20 hours.

We unfortunately had to respond to a fatal motor vehicle crash on Main Street near the Brockton line. This was the first fatality in almost two years. Our officers continue to conduct traffic enforcement at various locations based primarily on crash history and citizen complaints.

We want to remind people that texting while driving is illegal.

CRIME DURING THIS PERIOD

Unfortunately, we had our first homicide since 2004. This was a case of domestic violence and the suspect is presently incarcerated, awaiting trial.

We had a decrease in robberies (from 6 to 1) this quarter as compared to last. The number of housebreaks (17) was about the same for the previous quarter. We have had an increase in shoplifting incidents and also an increase in drunk driving arrests.

TRAINING

All of our dispatchers are now training in "EMD" which stands for emergency medical dispatching. This training was paid for by a state grant. Dispatchers were taught how to give emergency medical care to people over the telephone. This information is crucial in many instances such as when someone is having a heart attack or is choking.

Our detectives attended a four day advanced interview and interrogation course and our newest detective, Leonard Coe, has attended several investigators' schools to train him in his new role as a detective.

The police department's firearms instructors have also received training at armorer's schools and have been recertified as Massachusetts Criminal Justice Training Council firearms instructors.

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
- Attended the quarterly Executive Loss Committee Meeting
- 3 - Canoe River Aquifer Advisory Committee Meetings
- 6-DPW Managers Meetings
- 2-OCPC Joint Transportation Committee Meetings

Attended the Selectmen's Meeting on April 11th to discuss the FY2012 DPW Budget and the appropriation of Chapter #90 Funds.

Attended the Capital Planning Committee Meeting on April 13th to request funding for the North Easton Village District Sewer Project.

On April 20th I attended a ceremony in Marlboro to accept the "Drinking Water State Revolving Fund Award for Sustainable Public Health Protection" for showing exceptional creativity and dedication to public health protection for our Solar Photovoltaic Installation from the Environmental Protection Agency.

A very successful Household Hazardous waste collection day was held on Saturday April 16th at the DPW on Center Street with 471 residents participating.

The Community Pride Roadside Cleanup was held on Saturday April 16th and Sunday April 17th with dozens of Easton residents assisting the DPW in the 4th annual cleanup.

The DPW assisted with the set up for the Town Election on April 26th.

Arbor Day was celebrated on Friday April 29th with the planting of a Tree at the Police Station.

The Water Division held its Annual Open House and Poster Contest on Saturday April 30th at 417 Bay Road with approximately 100 attendees.

The Canoe River Aquifer Advisory Committee held its annual Awareness Day on Saturday May 14th in conjunction with the Mansfield Water Division tours of the new Treatment Plant were given and canoes were available for use on the river with twenty members and guests in attendance.

.The DPW assisted with the setup of the annual Town Meeting on May 16th at the Oliver Ames High School.

Provided testimony in support of the Old Colony Planning Council at the Boston Transportation Planning Certification Review Old Colony Metropolitan Planning Organization on Wednesday June 1, 2011.

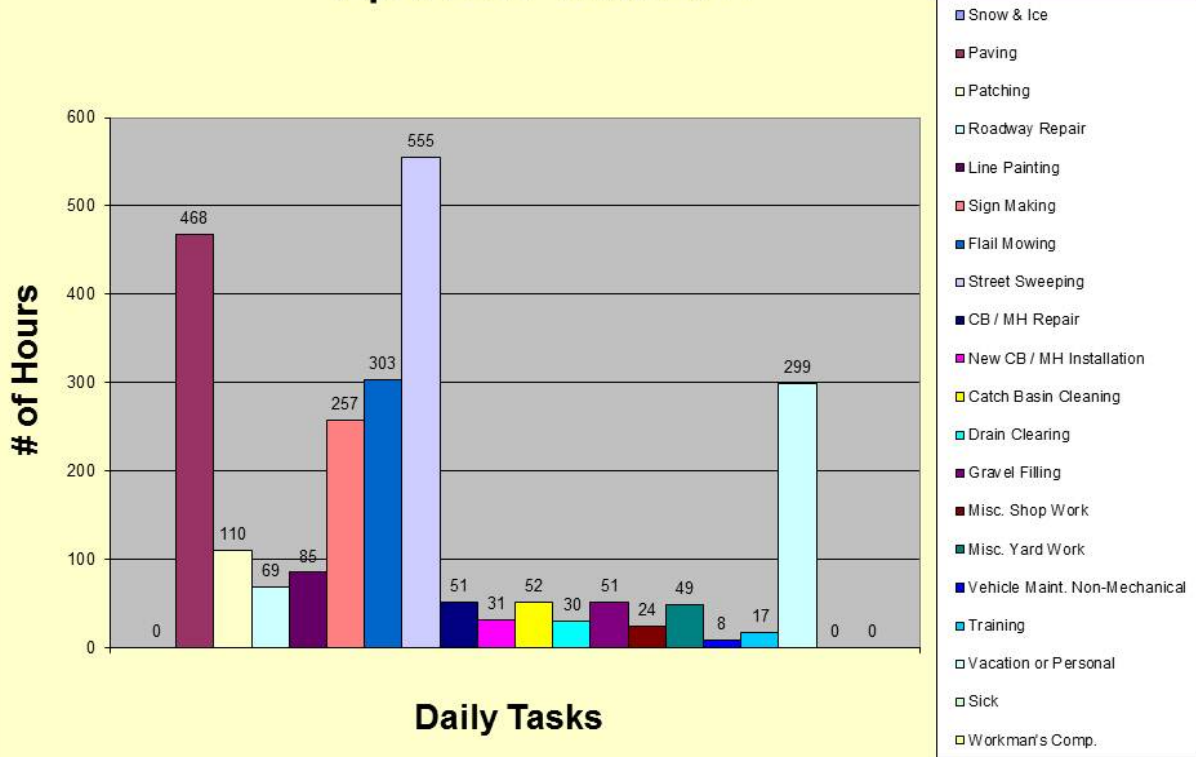
Conducted a self-evaluation review with the Town Administrator and the DPW Operation Managers.

Participated in the award ceremony on June 30th recognizing Easton as a Green Community hosted by The Department of Energy Resources Commissioner Mark Sylvia who presented Easton with a check for \$168,300.00 for energy saving projects. Operations Managers Maurice Goulet and Jack Marsh will provide detailed reports of their Divisions.

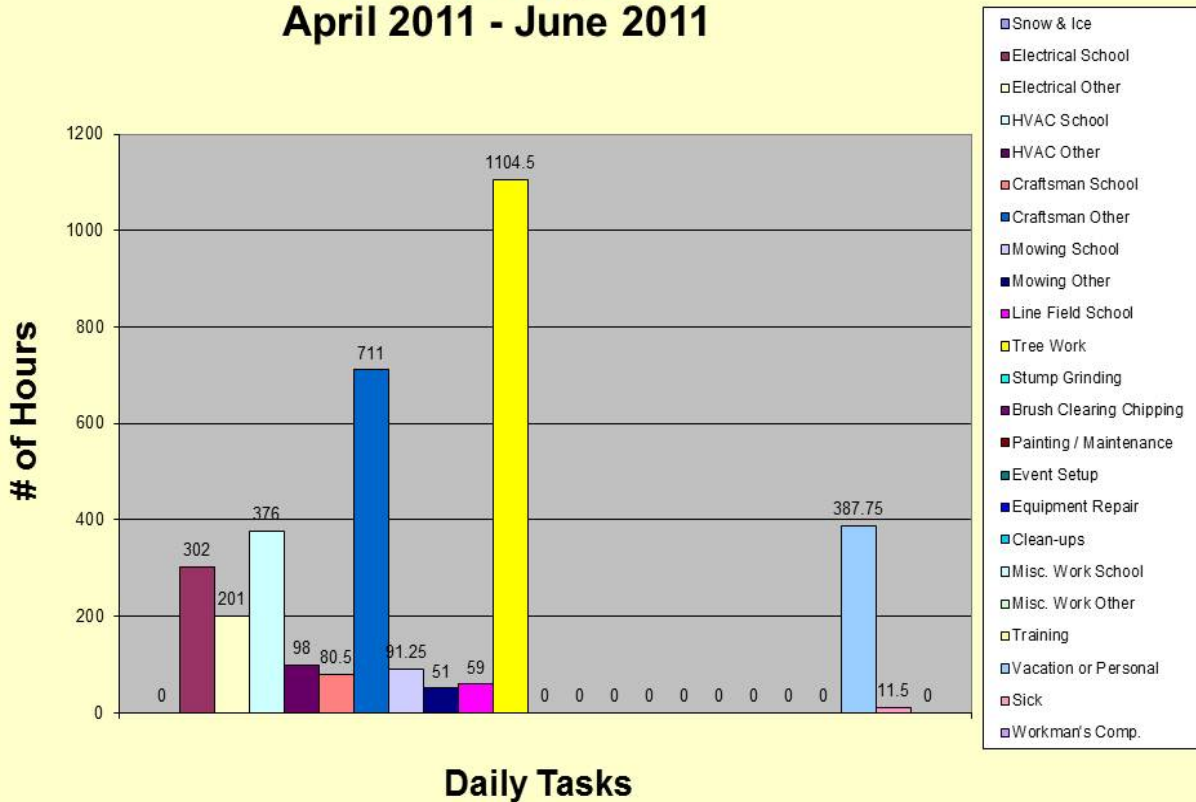
DPW Operations Division
April 1, 2011 –June 30, 2011
Moe Goulet, Operations Manager

	<u>Unit</u>	Apr.	May	Jun.	Total	<u>Unit</u>
<u>HIGHWAY</u>						
Snow & Ice	event	0	0	0	0	event
Paving	event	3	6	9	18	event
Patching	event	4	2	1	7	event
Line Painting	event	0	0	7	7	event
Sign Making	event	13	16	14	43	event
Flail Mowing	event	0	0	19	19	event
Street Sweeping	event	19	15	2	36	event
CB/MH Repair	ea	0	3	3	6	ea
New CB/MH Installation	ea	0	0	3	3	ea
Catch Basin Cleaning	event	0	2	4	6	event
Drain Clearing	event	2	2	0	4	event
Vehicle Inspections	ea	0	0	0	0	ea
<hr/>						
<u>BUILDING & GROUNDS</u>						
Tree Work	ea	64	36	79	179	ea
Stump Grinding	ea	0	0	0	0	ea
Event Setups	event	0	0	0	0	event
Brush Clearing/Chipping	event	0	0	0	0	event
Mowing School	event	0	9	9	18	event
Mowing Other	event	0	1	5	6	event
Line Field School	event	0	9	6	15	event
Clean-ups	event	0	0	0	0	event
Electrical School	event	15	20	15	50	event
Electrical Other	event	11	14	18	43	event
HVAC School	event	16	19	17	52	event
HVAC Other	event	7	7	9	23	event
Craftsman School	event	4	4	4	12	event
Craftsman Other	event	19	19	19	57	event

Highway Division Daily Log April 2011- June 2011



Building and Grounds Division Daily Log April 2011 - June 2011



Water Division
April 1, 2011 – June 30, 2011
John J. Marsh, Operations Manager

Read meters, process data	21,515
Process Calculate & export data to vendor for water bills	7,296
Miscellaneous service bills	34
Prepared bills for property transfers	44
Gallons of Water Pumped and Treated	181,188,000
Replaced meters	283
New service applications	4
Installed new services	6
Water Conservation Letters Processed & Mailed	116
Meter Replacement Letters Mailed (#1)	254
Meter Replacement Letters Mailed (#2)	62
Meter Replacement Letters Mailed (#3)	50
Meter Replacement Letters Mailed (#4)	19
Total Letters Mailed	385
Meter Replacement (Door Hangers)	9
Answered Service and Maintenance requests	623
Renewed Services	0
Service Leaks Repaired	5
Hours of Leak Detection Performed	66
Dug up & repaired main leaks	2
2" Water Main(s)	0
4" Water Main(s)	0
6" Water Main(s)	2
8" Water Main(s)	0
10" Water Main(s)	0
12" Water Main(s)	0
16" Water Main(s)	0
Repaired hydrants	5
Dug up & replaced hydrants	2
Routine hydrant maintenance	80
Frozen Services	0
Reviewed plans for backflow devices	0
Surveyed buildings for cross connections	0
Tested backflow prevention devices	0
Took delivery of bags of hydrated lime	1,500
Took delivery of barrels of chlorine	43
Photovoltaic Energy Production (Solar Power) in kWh	11,393
Collected bacteriological samples & delivered to laboratory	149

III. Public Services

Town Clerk's Office
Jeremy Gillis, Town Clerk

Training:

The Office of the Town Clerk continues to further education for all members of the staff. Training conducted this quarter included classes on the new statewide birth registration system, Accounting, Green Technologies for the Office, and refresher courses on everyday items such as business certificates and voter registration. Through his membership on the Executive Boards of both the Massachusetts and New England Clerk Associations, the Town Clerk was able to meet with several state and federal officials to discuss topics ranging from voter ID at the polls to unfunded local mandates affecting the Clerk's office and/or the Election Process.

Elections/Voting:

Between April 1st and June 30th we registered new 126 new voters. On April 26th, we conducted the Annual Town Election. Two candidates won seats on the Finance Committee via write-in votes, and the race for Housing Authority was decided by a mere 2 votes. The results are as follows with winners in highlighted in yellow:

BOARD OF SELECTMEN (3 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
TODD M GORNSTEIN	79	162	54	123	97	67	582
All Others	3	8	2	2	3	3	21
Blanks	40	84	26	70	35	28	283
Total	122	254	82	195	135	98	886

BOARD OF SELECTMEN (1 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
DANIEL J MURPHY	95	169	52	128	103	65	612
DAVID C. NELSON	26	77	28	62	27	26	246
All Others	1	2	0	0	0	0	3
Blanks	0	6	2	5	5	7	25
Total	122	254	82	195	135	98	886

BOARD OF ASSESSORS (3 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
GERALD J NOONAN	89	178	57	131	97	62	614
All Others	0	2	0	1	0	1	4
Blanks	33	74	25	63	38	35	268
Total	122	254	82	195	135	98	886

BOARD OF HEALTH (3 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
GILBERT A HEINO	89	197	58	136	96	63	639
All Others	0	2	1	1	0	1	5
Blanks	33	55	23	58	39	34	242
Total	122	254	82	195	135	98	886

HOUSING AUTHORITY (5 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
SANDRA CONANT	57	122	22	70	66	40	377
ELAINE SEARS	44	98	48	85	53	47	375
All Others	0	2	0	0	0	0	2
Blanks	21	32	12	40	16	11	132
Total	122	254	82	195	135	98	886


SCHOOL COMMITTEE (3 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
CAROLINE S. ONEILL	67	167	46	107	97	58	542
LAURIE L. HAN	68	127	39	95	76	42	447
All Others	1	4	1	2	0	3	11
Blanks	108	210	78	186	97	93	772
Total	244	508	164	390	270	196	1772

TURNOUT							
PRECINCT	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
ACTIVE VOTERS	1624	2559	2316	2342	2597	2475	13913
INACTIVE VOTERS	79	178	164	140	154	154	869
TOTAL VOTERS	1703	2737	2480	2482	2751	2629	14782
VOTED 04/26/2011	122	254	82	195	135	98	886
PERCENTAGE VOTED 04/26/2011	7%	9%	3%	8%	5%	4%	6%

FINANCE COMMITTEE (ONE YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
IRWIN COHEN	6	9	0	4	10	9	38
KRISTINE ABRAMS	10	2	0	4	4	3	23
JAMES HAMILTON	1	1	4	0	0	0	6
RONALD CUPPLES	1	0	0	0	0	0	1
KEITH GRAVELINE	1	0	0	0	0	0	1
JUDI BENSON	1	0	0	0	0	0	1
RICHARD MCGRAIL	1	0	0	0	0	0	1
DAVID MILLS	0	1	0	0	1	0	2
SHARYN KATZ	0	1	0	0	3	0	4
PATTY LOCKE	0	1	0	0	0	0	1
All Others	5	8	3	35	13	6	70
Blanks	96	231	75	152	104	80	738
Total	122	254	82	195	135	98	886

FINANCE COMMITTEE (THREE YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
KIMBERLY DUBOIS	65	142	42	101	79	49	478
JACK WAKSMAN	57	117	37	95	71	46	423
DAVID MILLS	3	7	2	2	14	4	32
KRISTINE ABRAMS	2	0	0	0	0	1	3
JAMES HAMILTON	2	0	0	0	0	0	2
IRWIN COHEN	0	4	0	0	0	1	5
SHARYN KATZ	0	2	0	0	2	0	4
EDWARD JACOBSEN	0	0	1	0	0	0	1
KEITH GRAVELINE	0	0	0	1	0	0	1
ANN MARTIN	0	0	0	0	1	0	1
MICHAEL BOSSE	0	0	0	0	2	0	2
All Others	0	0	0	6	2	0	8
Blanks	237	490	164	380	234	193	1698
Total	366	762	246	585	405	294	2658

FINANCE COMMITTEE (2 YEAR)							
Candidate	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
FREDERICK ISLEIB	77	150	51	110	83	58	529
All Others	3	4	30	3	2	2	44
Blanks	42	100	1	82	50	38	313
Total	122	254	82	195	135	98	886

LOCAL TOWN ELECTION			A TRUE COPY ATTEST:	
EASTON, MASSACHUSETTS				
Tuesday, April 26, 2011				
JEREMY P GILLIS, CMC TOWN CLERK		JEREMY P GILLIS, CMC		
		TOWN CLERK		

The Housing Authority race, decided by a mere 2 votes was petitioned for a recount. On June 15th, with assistance from Town Clerks from Westwood, Stoughton, Sharon, Foxboro, Tewksbury and several dedicated volunteer citizens, a hand recount of the ballots was conducted. After just one hour, the ballots were counted and the results were the same, again displaying the accuracy and integrity of Easton's voting equipment and process. This recount was conducted at no cost to the Town.

On May 16, we conducted the Annual Town Meeting for the Town. A total of 502 voters took part in this meeting. Though several warrant articles contained somewhat controversial subjects, Town Meeting was able to address all 50 articles in one night.

Inspectional Services
Mark Trivett, Inspector of Buildings
April 1 – June 30, 2011

Permit Activity	
Building Permits	108 of which 20 were for New Single-family Dwellings, 1 New Commercial Building
Foundation Permits	9 New Single-family Dwellings, 1 Commercial
Certificates of Inspection	48
Demolition Permits	3
Electrical Permits	154
Plumbing Permits	81
Gas Permits	63
Mechanical Permits	4
Trench Permits	21
Miscellaneous	102
Total Receipts	\$103,846.62
Inspections	
Building Inspectors	365
Inspector of Wires	231
Plumbing & Gas Inspector	162
Total Calls for Inspections	758
Other Activities	
Meetings with Town Administrator	5
Meetings with Town Counsel	5
Meetings with Development Review	3
Fire Department Meetings/Emergency Calls	11
Meetings with Design Professionals, Developers, Attorneys	14
Department Head Staff Meetings	0

Building Officials Seminars for Continuing Education	5
Court Appearances	0
State Building Code Appeals	0
Commission on Disabilities Meetings	0

Board of Health
Mark Taylor, Health Agent

Staff:

The main working force that reported to the Board of Health office is composed of one full-time health agent, as well as one part-time health agent and one part-time health inspector. One senior citizen volunteers to add in the back up of day-to-day filing and cover phones.

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 current licenses.

They are as follows:

- Mass System inspector certification
- MHOA Communities sanitation seminar
- Environmental Conference Boston
- Sever save re-certifications
- 4 Coalition meetings
- 2 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. 16 with 3 revisits
Camp inspections and Permits-11
Food inspections– est.-82
Food re-inspections of the - est. -34
Food complaints inspections – est. 4
Pre-opening food inspections- 0
Bed and breakfast.-0

Temporary food permits-2
Reportable disease notifications -29
Public and Semipublic swimming pool inspections-7
Pool Complaints -0
Beach-1
Tanning Parlor Inspections-0
Dumpster site visits-3
Dog Bit investigation-0

Title V:

Disposal Work Permits Issued -26
Certificates of Compliance-8
Variances-14
High Ground Water Determinations-11
Soil evaluations – 25
Soil classification sites (per hole) – est 48
Percolation witness tests – est 25
Sieve sample collection – est 6
Open Whole inspections – 28
Septic installation inspections :18, Final inspection – 14
Semi-public Swimming Pool permits – est 7
Construction sites visited – 1
Transport offal truck inspections – 2
Housing Inspections – 4

EEE and West Nile:

During this quarter we are start to see a up tic in Mosquito activity. There had been no reports of EEE or West Nile in the Town of Easton as of June 30th.

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 has two disciplinary hearings on for a trash vendor and one for a septic installer the does work in town. The installer is still under disciplinary action.

Projects:

Septic Betterment Program: The Office of the Board of Health is continuing the task of restarting the septic betterment program through the office of the Department of Environmental Protection. The program will allow the lending of money to home owners to repair failed septic systems or to tie in to a sewer system and pay back the town at a low interest rate of 2% over 10 or 20 years. A warrant article was presented at town meeting and passed with a 2/3rds vote.

Our office has worked on rates of interest as well as timelines to having loans paid. Kristin Kennedy will be observing other towns in the upcoming future to see how they issue their loans. The Board of Health is aiming for a start date of mid-September.

This office has established in conjunction with the Town Administrator a budget for Fiscal 2012 this included the reduction of our Office Clerk.

Work has continued with Ms. Amy Palmer, MPH an emergency planner from the Bristol County Emergency Preparedness Coalition, a call down drill has been performed as well as a set up drill of our EDS site located at the Olmsted/Richardson School.

Jenni Manni, Regional Organizer of the Greater Taunton Medical Reserve was out on Maternity Leave for most of this quarter. We only met once to continue our work of organizing/training of volunteers, which includes obtaining the necessary credentials for Emergency Dispensing Sites for the town.

Energy Conservation:

Continuing to conserve energy this quarter, efforts were made to turn 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 second Thursday of each month the nurse is available at Frothingham Hall from 10:00 a.m. to 11:00 a.m. The nurse was available the first Tuesday every month 9:30 a.m. – 10:30 a.m. at Parker Terrace Community Room, and the third Tuesday of every month 9:30 a.m. – 10:30 a.m. at the Elise Circle Community Room for blood pressure and Blood Sugar Screening.

Reportable Disease:

Blood Pressure: 53

Blood Sugar Testing: 17

Cholesterol screenings:5

Lyme line lists: 9

Chronic Hepatitis C: 4 Chronic Hepatitis B: 1 case

Dengue Fever 1, Salmonella:1,

Tuberculosis new cases-2 and 12 follow up.

0 new cases of Campylobacter, 0 case of suspected Mumps

3 Pediatric and 1 Adult Vaccines administered 4 were flu vaccine.

0 Mantoux Testing Requested.

2 People were exposed to a patient with a confirmed case of Measles both people were able to show proof of immunity

Communicable Disease Investigations-16 New and 2-follow up

Meetings:

There were five 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 2011 – 4th Quarter and Full-Year Statistics

	4 nd Quarter	%Change from FY 10	Full Year	% Change from FY 10
Circulation	44,244	-3%	176,400	4%
Interlibrary Lending				
Borrowed	7,142	1%	28,961	3%
Loaned	4,837	-32%	21,689	-10%
Programs	228	32%	750	47%
Program Attendees	2,779	45%	9,523	20%
Computer Sessions	2,228	5%	8,239	6%

Fourth quarter activities show a dramatic and ongoing increase in our programming and attendance, owing to staff energy and community interest. Many programs are conducted by talented and involved residents; the variety of topics is bringing in audiences of different ages and interests, expanding the library’s reach into the community. The large numbers of program attendances include babies and toddlers for frequent story times, groups of class visitors, movie goers for our new film series, and others. Programs this year also included concerts and cultural events organized in Queset Garden. Notably, visits to the library numbered almost 100,000 people for the year and the door count for June alone set a new high, 10,188 visitors; up 19% from the year before.

Circulation declined slightly in the 4th quarter and increased modestly at 4% for the full year. We are actively watching this trend to determine if changes in book borrowing are due to competitive ebooks and internet resources. Nevertheless, the loss of 2 hours open per week is seen as at least a partial explanation for modest circulation declines per month. We are lending less to SAILS member libraries, possibly due to the 48% cut to our materials budget which prevents buying the breadth and number of titles that we had in the past.

June Highlights

Children’s Programs

Highlights include: Mandarin Chinese Lessons – offered by a volunteer (60); Parkview school visits to the library (162); Summer Reading Kickoff at Oakes Ames Hall (118); TD Bank -sponsored storytelling (30)

Adult and Teen Programs

Tech Talk - All About Google Services – lecture by Easton resident, Kevin Kidd (20); Magic Club (53); medieval reenactment staged by the Society of Creative Anachronisms (30).

Other

- The “Best Library Bash” to celebrate the Best Small Library in America grant attracted 800 visitors. Events included a jazz duo – featuring musicians from Easton – face painting, balloon tying, and book raffles. The party was well covered by the local press. We honored to receive a citation from Governor Deval Patrick and later a congratulatory letter from Senator Scott Brown.
- The new shades were installed in the Children’s Room and donors were thanked at the party; we raised about 85% of the cost of the project.
- The second long range planning community visioning meeting produced many ideas for setting goals and objectives for the next few years. Our patron committee members chosen for this activity are anxious to continue participating in an advisory capacity.
- The Easton Garden Club has requested use of Queset House for a winter tree festival and will decorate the house and provide other in-kind services to our grounds.

Council on Aging Del Kent, Director

During the fourth quarter of FY2011, 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 8,886 units of service for 654 individuals, which is a slight increase in services over the previous quarter and a 15 % increase in services over the same time period last year. This time last year, we had just been in Frothingham Hall for 6 months and the increase reflects the number of new programs we are now offering over last year. The Council on Aging members met with the director three times for a total of 4.5 hours to discuss program initiatives and set policy for COA activities and services.

Transportation:

One hundred and one elderly or disabled residents received 2,188 rides to/from medical appointments, the hot lunch program, shopping, social and recreational activities, hairdressers and work during the quarter. There was a slight increase in the number of rides provided during the quarter compared to the winter quarter. However, there would have been a much larger increase if we had not taken measures to cut back on the number of rides provided. Our transportation funds were running out as the end of the fiscal year approached due to the overall increased demand for service this past year. We eliminated or cut-back some shopping trips, asked passengers to reschedule appointments and consolidated other trips. With a reduction in driver hours, our Outreach Coordinator provided 23 rides for elders in our COA minivan. Passengers and community members made additional donations towards the transportation program and the Council on Aging was granted a \$3,800 Reserve Fund Transfer. With all these measures, we were able to keep our vehicles on the road through the end of the fiscal year.

Nutrition Programs:

Participation in the Old Colony Elderly Services nutrition program remained strong as 2,425 meals were served at the Parker Terrace meal site or delivered to the homebound with 79 elderly residents participating in the program during the quarter. Although there was a slight decrease in the number of participants, there was a 10% increase in the number of meals served or delivered over the previous quarter. 12 Council on Aging volunteers contributed approximately 178 hours of service while delivering the meals on wheels. One of our 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 23 individuals with health insurance information or assistance in completing health insurance forms. Our Outreach Coordinator, Beverly Beavers, assisted 6 residents with either Fuel Assistance or "Food Stamp" applications.

Outreach Programs:

Ms. Beavers scheduled 4 community education programs during the quarter. These included programs on Retirement Options, the Power of Positive Thinking, Jewelry Making and the Road Scholar (formerly called Elder Hostel). She also coordinated a Day of Beauty at the Cosmetology Clinic at Southeast Regional Technical School and led the weekly Weight Loss Support program. Ms Beavers mailed program/services information to residents turning age 65 and made 9 home visits to elderly residents in addition to delivering meals on wheels when volunteers were unavailable. With the help of Jason Daniels, ECAT-Easton Community Access Television, Executive Director, COA volunteer Bob Green and COA shuttle van riders, the Council on Aging filmed a cable TV segment about the COA transportation program that aired during June. Additional TV segments on other COA programs are planned for the fall.

Health Promotion:

Our Exercise, Tai Chi, Zumba, Yoga, and Yoga Dance classes (supported with State funds from the Executive Office of Elder Affairs) continued during the quarter as did our Line Dancing classes and Walking Group. Blood Pressure and Cholesterol clinics, sponsored by the Board of Health, were held at Frothingham Hall. The foot care clinics, as well as the Reiki sessions, continued in the Keefe Community Center at Parker Terrace. Additional Reiki sessions and a hearing screening clinic were offered in the Frothingham Hall Community Center and a number of residents used our exercise equipment on a regular basis.

Community Education:

Physical Therapists from Braintree Rehab presented a program on vertigo and balance problems. COA volunteers offered classes on Digital Cameras, Basic Computer Skills, and Matter of Balance issues.

Recreation/Socialization:

COA recreation/socialization activities held during the quarter included the bi-monthly birthday lunch and a weekly quilting group in the Keefe Community Center at Parker Terrace. We held Art and Swedish Weaving classes and also hosted a Games Group,

Recreational Bingo, Bridge, Cribbage, MahJongg, and Poker groups at the Frothingham Hall Community Center. We will continue to develop new opportunities for seniors to come together for socialization and recreation.

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 2010 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 2011.
- 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.

Bill Year	Commitments	Number of Bills	Amount Billed	Date Issued	Date Due
2011					
	2	1395	333,147.06	4/4/2011	5/4/2011
	3	841	170,855.53	5/24/2011	6/23/2011
	99 (FARM PLATES)	124	8,650.00	5/24/2011	6/23/2011
	TOTAL	2360	512,652.59		

Bill Year	Commitments	Number of Bills	Amount Billed	Date Issued	Date Due
2010					
	8	35	4,706.45	4/4/2011	5/4/2011
	9	15	2,655.32	5/24/2011	6/23/2011
	TOTAL	50	7,361.77		

Treasurer/Collector Office

Teresa DeSilva, Treasurer/Collector

Real Estate bills were due for the fourth quarter on May 1st. This was the final payment for the real estate bills for FY2011. This quarterly bill contains all liens for delinquent water and trash accounts. These bills were mailed for December 31st. We continue to be aggressive in our tax title payment plan and collected \$215,049.92 for this quarter. We finalized all the documents needed for Town Meeting for successful passage of Section 18 for health insurance. In early May we held the annual benefits fair for all employees. This quarter we worked with a new service provider to get our online payment and e-billing system up and running for July.

Payroll warrants for April	Town	\$ 865,508.21
	School	\$ 2,224,761.52
Vendor warrants for April	Town	\$ 2,979,264.04
	School	\$805,187.19
Collections:	Real Estate	\$ 8,243,151.11
	Personal Property	\$ 194,261.13
	Motor Vehicle	\$ 332,341.83
	Water/Sewer	\$ 130,210.27
	Trash	\$ 131,232.20
Payroll warrants for May	Town	\$ 875,239.11
	School	\$ 2,200,968.85
Vendor warrant for May	Town	\$ 2,685,916.67
	School	\$ 671,459.87
Collections:	Real Estate	\$ 1,896,909.13
	Personal Property	\$ 7,705.54
	Motor Vehicle	\$ 180,016.58
	Water/Sewer	\$ 361,394.07
	Trash	\$ 22,160.91
Payroll warrants for June	Town	\$ 1,206,910.04
	School	\$ 6,165,794.86
Vendor warrants for June	Town	\$ 4,274,352.53
	School	\$ 966,649.72
Collections:	Real Estate	\$ 567,374.90
	Personal Property	\$ 8,451.30
	Motor Vehicle	\$ 193,487.67
	Water/Sewer	\$ 44,168.37
	Trash	\$ 75,198.63

Data Processing

Mike Deltano, Information Systems Manager

1. After many weeks working with Oracle on the Virtual Iron at the police station we have finally come down to the last obstacle. The onboard network cards are not supported by Virtual Iron and will not work correctly with the software. I installed Intel Pro1000 network cards which will work but I need one of those to network boot (PXE) for the VI management vlan. Unfortunately these HP DL360 G6's will only network boot to its own onboard network cards and not to the Intel cards. So I can run a virtual server on a node but I cannot move that server from one node to the other which defeats the purpose of having virtual machines which can fail over. I called HP but they were useless. I called Whalley computer and they will try some contacts at HP to see if there is a work around with the BIOS on these DL360's. HP did not come thru for Whalley either so I was forced to find 2 refurbished DL360 G5 servers which are on the Virtual Iron hardware compatibility list unlike the G6 servers.
2. Another drive failed on the Water server. I rebuilt it but this highlights, once again, the need to virtualize these old servers before one fails completely. This drive continues to fail every couple weeks. So far it has allowed me to rebuild it each time. This indicates to me that it is not a problem with the drive itself but likely a problem with the RAID cage.
3. I upgraded the rest of the desktop computers which were scheduled for this year. This includes computers at the Water Division, DPW, Police, Board of Health and Inspectional Services.
4. Worked with several phone system vendors to determine needs for equipment and pricing which will best suit the town. The systems we are looking at are Voice Systems, Mitel and Avaya.
5. Upgraded the Bit9 Parity server and all clients. There were a few glitches as usual and the SQL server had to be upgraded as well but all is running fine now.
6. Another UPS at the police station had a battery die. This caused a few problems with one of the servers but I replaced the battery and it is operating as normal.
7. Upgraded the Sophos Anti-Virus to version 9.7 across the network and the Sophos Enterprise Console to version 4.7.
8. After many months of looking at different email archiving solutions I finally decided to go with InBoxer which not only was one of my 2 preferred solutions but I also managed to talk them into giving me the 2nd and 3rd years of maintenance for free saving the town \$4000.
9. One of the 3 year old Police computers has a failed motherboard. Since I need to get one more year out of this computer I found a replacement motherboard which cost only \$70.

10. Configured 2 wireless access points for the Town Offices. I got these as a free 60 day promotional trial. At the end of the 60 days I talked them into giving me an additional free 60 days. If I can find a wireless projector for the selectmen's office next month then I will probably purchase the access points.

Planning & Community Development

Brad Washburn, Director

The department 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, and the Historical Commission and took on responsibility for supporting the newly appointed Agricultural Commission Steering Committee. The Department also supported the Board of Selectmen as requested.

Planning & Conservation

- Assisted with the Shovel Works project, specifically with items related to state permitting, design and construction of the wastewater treatment plant, conservation restriction and the historic preservation restriction.
- Worked with DOT consultants and OCPC on South Coast Rail Technical Assistance grant project for zoning changes for the Route 138 Priority Development Area and a traffic analysis for North Easton Village.
- Scheduled and conducted interviews with candidates in order to develop a pool of qualified engineering firms to provide road construction monitoring services.
- Continued construction monitoring at the Winterberry Hills residential subdivision project; provided guidance to developer seeking an amendment to the Order of Conditions issued for the project.
- Continued construction monitoring for the Dean Mill commercial development project.
- 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
- Completed steps necessary to obtain acceptance of Alderwood Drive, Oak Leaf Lane and Corey Drive at Town Meeting.
- Provided technical review for a variety of projects for the Conservation Commission that included forty public hearings and over thirty jurisdictional requests.
- Finalized zoning bylaw changes for Annual Town Meeting related to solar energy overlay, residential building height, signage and in-law apartments. Assisted the Planning & Zoning Board with public meetings and zoning subcommittee meetings to discuss the zoning changes.

- Finalized review of Wetlands Protection Bylaw and Regulations to identify redundancies, inconsistencies and confusing language. Oversaw Bylaw amendment, public hearing and warrant article preparation to accept amendment at Town Meeting.
- Reviewed the South Coast Rail Draft Environmental Impact Statement/Report and provided comments to the U.S. Army Corps of Engineers and the Massachusetts Environmental Policy Act office.
- Attended the American Planning Association and Massachusetts Association of Planning Directors conference. Attended sessions on affordable housing, zoning/land use, renewable energy, agriculture, etc.

Historic Preservation

- Finalized the Preservation Restriction for Oakes Ames Memorial Hall obtaining sign-off from the Board of Selectmen. The restriction is required as a condition of the CPA grant awarded for roof repairs at the hall.
- Awarded contract to Kathryn Grover/Larsen Associates for the Historic Property Surveys to be conducted in the Furnace Village and northern portion of Center Street.
- Prepared article for Annual Town Meeting amending the Demolition Review Bylaw to allow the Historical Commission to determine that a structure or portion thereof is not preferably preserved with conditions.
- Provided support and assistance responding to Requests for Comments from T-Mobile regarding placement of new cell towers.

Land Management

- Continued assisting with implementation of the recommendations of the Conservation Land Management Plan.
 - Oversaw completion of the Forest Management Plan for the Clifford G. Grant Management area
 - Presented to Commission
 - Prepared submittal for reimbursement to DCR Division of Forestry
 - Obtained vote from Commission to adopt plan
 - Scheduled date for public outreach session (September 17, rain date September 24)
 - Continued management area monitoring inspections; continued sending letters to abutters reminding them of the prohibition on ATV use within these areas; responded to complaints of mis-use of conservation land
 - Obtained commitment from the Wheaton Farm Committee who will work with the Friends of Easton Gardens to establish Community Gardens at the Wheaton Farm fields off Bay Road.
 - Discussed desire to put other suitable Wheaton Farm fields back into agricultural use with the Agricultural Steering Committee

- Contracted Amory Engineers to oversee repairs to Langwater Dam.
- Worked with the Recreation Commission and the Community Preservation Committee on assessing the feasibility of acquiring a parcel of land on Chestnut Street for multi-purpose playing fields. Oversaw obtaining appraisal; concept plan and discussions between the Town and seller. Prepared and submitted PARC grant application to the Executive Office of Energy and Environmental Affairs.
- Worked with The Trustees of Reservations on acquisition of a Conservation Restriction on the Governor Ames Estate. Assisted the Trustees with submission of CPA funding request. Oversaw obtaining appraisal; submitted the LAND grant application to the Executive Office of Energy and Environmental Affairs.

Affordable Housing

- Development of 12A Highland Street
 - Met with Habitat representatives to ensure efforts toward delivery of an affordable home on the site are still underway.
- Implementation of Affordable Housing Trust Action Plan
 - Completed all required documentation for the Homebuyer Assistance Program and identified a consultant.
- Easton Affordable Housing Production Plan update.
 - Finalized plan and obtained state approval.
 - Worked with consultants to complete renderings package for zoning proposals in plan.
- Implementation of Inclusionary Zoning Bylaw
 - Completed final set of affordable housing guidelines needed to implement the bylaw.
- Fielded resident requests for assistance and information regarding their housing needs.
- Worked with Greater Attleboro-Taunton HOME Consortium to obtain funding for the Shovel Works project.
- Assisted with outreach and lottery preparations for Winterberry Hills.
- Assisted residents with submission of a petition for rent control in the Town's mobile home community.
- Oversaw Town response to Sawmill and Welsch Woods MassHousing site approval applications.

Agriculture

- Prepared warrant article for Town Meeting for approval of a bylaw establishing an Agricultural Commission.
- Attended several workshops on agriculture and food security at the APA Conference (see above)
- Started a database of grant opportunities related to agriculture

General

- Coordinated development of a central town-owned property database. Provided stakeholders with documentation for ongoing upkeep and maintenance.

Improved Customer Service to Businesses and Residents

- Continued working with applicants to submit Conservation Commission filings through the online permitting system. All permit related documents are now available through the system. Next steps include moving the system onto our server and finalizing the online payment system.
- Continued updating the Planning & Zoning Board filing system to allow easier access to historical files and better customer service.

Town Counsel

**Attorney Jason R. Talerman
Blatman, Bobrowski & Mead, LLC**

The following represents our quarterly report relative to the various and diverse legal matters that we have handled and are handling on behalf of the Town of Easton for the fourth quarter of FY2011.

I. Litigation Matters

Easton Shovel Shop LLC

There are two separate actions that we are handling. The first is as a nominal defendant in appeal of the ZBA's issuance of a conditional comprehensive permit to the Applicant. Said appeal was filed by a group of concerned citizens. The appeal remains pending in Superior Court but has been stayed pending resolution of a settlement whereby Beacon Communities may assume control of the property to develop an alternative project that is the subject of a later ZBA permit. The second matter is an appeal by Easton Shovel Shop, LLC of the conditions of the ZBA's approval. Said Appeal, which was filed with the Housing Appeals Committee, also remains stayed pending resolution of settlement.

Gennis v. Planning & Zoning Board and TheGard 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.

Prospect Street Nominee Realty Trust v. Easton Conservation Commission

This is a recent M.G.L. c. 249, §4 appeal to Superior Court of a denial of approval under the Town's Wetlands Protection Bylaw. We are pleased to report that this appeal has been resolved.

II. Other Legal Matters

Beacon Communities Development - Ames Shovel Works

We continue to provide advice on a variety of matters pertaining to Beacon Communities' proposal for the redevelopment of the Ames Shovel Works.

Liquor Licensing

We continue to assist the Town on a variety of liquor licensing matters.

Alternative Energy

We have provided substantial assistance in the drafting of bylaws and other necessary elements for the Town's participation and promotion of the development of alternative energy.

Stonehill College

I have been working closely with the Building Inspector on issues pertaining to a large tent structure on the campus. At issue is whether certain zoning exemptions apply.

Community Preservation

We have been working with Planning staff re: new potential purchases.

Welsh Woods

We have been assisting the ZBA with review of this 40B application.

Town Meeting

We worked closely with various municipal departments in preparation for Special Town Meeting.

Miscellaneous

We have been working on a variety of other matters including, but not limited to: adoption of new zoning bylaws, offering of zoning opinions, review of new development proposals and the review and revision of a variety of municipal contracts. I also provide twice-monthly office hours at which I discuss, with various municipal officials, a variety of legal issues.