



**Town of Easton
Town Administrator's Report
3rd Quarter Fiscal Year 2015
March 31, 2015**

This is my thirty-fourth 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 January 1, 2015 through March 31, 2015. This quarter saw record-breaking snowfall bringing with it unprecedented responses from our Public Safety and Public Works personnel, who I want to recognize for their commitment to excellent service. I would also like to thank the citizens of Easton for their patience and cooperation with snow removal operations during this difficult winter. Additional notable events worth special mention are:

- The Easton Fire Department saw Fire Fighter Tiago Medeiros graduate from the Fire Academy and join Group 3 effective March 20, 2015.
- The Easton Police Department welcomed three new Officers following their graduation from the Police Academy: Officer Greg Woodward, Officer Stephen Sutton and Officer Daniel Perry.
- The Department of Public Works responded to twenty three snow and ice events with a total accumulation of 107 inches of snow, applying 2,410 tons of road salt and 20,935 gallons of magnesium chloride.
- The record snowfall resulted in over *6,000 hours* of snow removal by the Buildings and Grounds and Highway Divisions, which is equivalent to approximately *three years* of forty hour work weeks.
- Good neighbors from all over Easton helped the Fire Department dig out hundreds of buried hydrants using our new Fire Hydrant GIS application.
- After over 34 years of dedicated service, Delores "Del" Kent retired from her position as Director of the Council on Aging and former Health Agent Kristin Kennedy has begun serving as Interim Director.

I. Public Safety

Fire Department

Kevin Partridge, Fire Chief

The services the department provided during the 3rd quarter of FY 15 are:

Calls for Service

The Easton Fire Department responded to 943 calls for service during the months of January, February, and March, 2015. 482 medical calls, with 404 patients transported to area hospitals during this time period. There were 461 fire related calls. The monthly break-down is as follows;

	<u>Fire Calls for Service</u>	<u>Medical Calls / Patients transported</u>
January	310	156/130
February	370	157/128
March	263	169/146

Mutual Aid was **provided** to neighboring communities for:

- **Fire apparatus 9 times**
- **Ambulance 14 times**

Mutual Aid was **received** from neighboring communities for:

- fire apparatus 6 times**
- ambulance 30 times**

Personnel

FF Michael Shulman was granted a lateral transfer from Easton fire to Gloucester Fire Department.

FF Tiago Medeiros who was hired in October to fill a vacancy graduated from the Massachusetts Firefighting Academy on March 20, 2015 and was assigned to Group 3.

Highlighted Responses

January 4, 2015, House Fire 864 Washington street. Engine 4, Ladder 1, Ambulance 2 and Car 1 responded to a report of a fire in the bathroom of a dwelling. Upon arrival Eng. 4 crew found a fire in the ceiling which originated from the bathroom ceiling fan. Crews extinguished the fire which had extended to the roof area. Smoke damage extended beyond the bathroom to other areas of the house. Crews kept the fire confined and damage was limited to the bathroom, the family was able to reenter the home the evening of the fire.

February 12, 2015, Auto body/Auto repair shop fire at 5 Hayward Street. The department responded at 7:26 P.M. with Engine 2,4,5, Ladder 1, Car 1 to a report from the Police who responded to a burglar alarm, that Easton Auto, and Bill's Auto were on fire. The fire which consumed the two businesses went to 3 alarms bringing in 6 Engines and 3 Ladder Trucks mutual aid to assist at the fire and cover the station in town. Easton crews began with an internal

attack on the fire, when the fire broke through the roof of the structure crews were backed out and fought the fire defensively. Three large water supply lines were laid to fight the fire, high snow banks and narrow roads contributed to difficult access by the multiple apparatus that were needed. Crews fought the fire for approx. two hours before the fire was out and overhaul began. Crews remained on scene until 2 A.M. The cause of the fire was not determined but arson is not believed to have been the cause.

Snow Storms

During the months of January, February, and March the town experienced record snow fall and dealt with issues of buried fire hydrants, narrowed roadways, stuck apparatus, and numerous lightweight building collapses from the weight of the snow. The Sally Blair Ames field house was closed for two weeks due to damage to the roof structure from the weight of the snow.

Fire Prevention / Inspections

Smoke Detector plan reviews -----	6
Smoke Detector & Carbon Monoxide Detector Inspection-	49
Installation or Alteration of Fuel Burning Equipment-----	15
Tank removals-----	1
Propane Installation inspections-----	9
Sprinkler System Installation/Alteration/Repair-----	1
Fire alarm Installation/Repair -----	2
Underground Flammable Storage -----	1
Underground Tank Removal-----	1
Flammable Storage_-----	0
Blasting or Cutting & Welding-----	3
Tank Truck Inspections-----	3
Open Air Burning -----	775
Agricultural Burning Permit-----	4

On-going plan reviews and construction meetings were attended along with periodic inspections on the following major projects

- Assisted Living Facility on 684 Depot is moving along with all structural elements nearly complete.
- 686 Depot Street construction of a Medical Facility which will house two doctors' offices is nearing completion.
- 244 Washington Street – building two was inspected and the fire alarm and sprinkler system were approved, occupancy is being allowed.
- Sally Blair Ames Sports complex, fire alarm and sprinkler installation are in the process.
- Plans were reviewed and meeting with Architect and Engineers was held for 3 Washington Street, for a new medical office building.

Revenue

The department received \$ 358,651.32 in revenue from **ambulance billing**:

- January - \$ 105,820.41
- February - \$ 130,862.08

- March - \$ 121,968.83

The department received \$ 6,355.00 in revenue from **fire permits and inspections:**

- Plan reviews- 6
- Sprinkler plan/inspection- 4
- Smoke Detector/CO inspections- 49
- Fire Reports- 2
- Fire Alarm Installation/Insp. 2
- Oil Burner permit/inspection- 15
- Propane permit/inspection- 9
- Tank removal/Install 1
- Gas Station Registrations 0
- Cutting & welding 3
- Tank Truck Inspection 3

Training

January

- Training on the new UTV Kubota – operations and driving the Kubota
- M&M Rounds, Lecture by Dr. Crowley on cervical and back trauma
- Paramedic 12 Lean Competency. Medics went through the yearly required competency and refresher training course on EKG and 12 lead interpretations.
- Paramedic completed Capnography training, each Medic and Intermediate received refresher training on utilizing the Lifepak 15 for interpreting waveform capnography on patients both respiratory and intubated.

February

- All groups Walk-thru at new Assisted Living “ The Residence at 5 Corners
- Water supply operations- Establishing water supply with hydrants buried in snow. Discussion on utilizing tank water, best hydrant may not be the closest.
- M&M Rounds, Lecture by Dr. Crowley on Asthma and anatomy review of the respiratory system.
- Each group reviewed MA OEMS advisory on Medical Orders on Life Sustaining Treatments (MOLST)
- Chief Partridge Attending the Annual Fire Chief's Association of Massachusetts Professional Development Conference

March

- Ice Rescue Training- all groups trained on cold water suits, Ice Rescue Board sand sleds.
- Walk Thru of new apartment building at 244 Washington Street

- M&M Rounds Dr. Crowley did case reviews and refresher training on Tachycardic heart dysrhythmias.
- EZ-IO training Colin Murphy training coordinator for the equipment provider completed refresher and update training for use of the EZ-IO. The Intermediates and Paramedics completed training.
- Captain Webster attending the Annual Fire Prevention Association of Ma professional development conference.

Department Injuries & Sick Time

Sick Time Use for 3rd Quarter- 93 Shifts

Injury on duty:

- 1- Fractured finger while fighting a fire in W. Bridgewater: the firefighter slipped on a fire hose and landed on his hand. 152 lost hours.
- 2- Right Knee strain, firefighter slipped on ice while removing a patient. No lost work time.

Police Department
Allen Krajcik, Police Chief

Total Incidents –	2915
Arrests	27
B/E Businesses or buildings	1
B/E Homes	2
B/E Motor Vehicles	1
Robbery	5
Rape	0
Citations	259
Motor Vehicles Crashes	120

Crime

There was a significant increase in the number of robberies this quarter. This was because of two individuals working together who held up four businesses within a few days of each other. Those two individuals have been arrested.

We have had three suspected heroin overdose fatalities this quarter. This is very significant and alarming. There has been a statewide increase in usage of opioids and in deaths due to overdose. Our detectives have made several arrests of major heroin dealers in town but the addiction problem cannot be solved by arrests alone.

Personnel

Three officers have joined our department after graduating from police academies. Officer Greg Woodward and Officer Stephen Sutton both graduated from the State Police Academy in New Braintree and Officer Daniel Perry graduated from the Plymouth Police Academy. All three officers are now participating in a ten week field training program.

Allen Krajcik
Chief of Police

II. Department of Public Works

David J. Field, P.E., Director of Public Works

I am pleased to submit this 3rd quarter report for FY2015. During this quarter I attended the following meetings:

- (2) Board of Selectmen Meetings
- (1) Municipal Building Committee Meeting
- (1) Executive Loss Committee Meeting
- (3) OCPC Joint Transportation Committee Meetings
- (1) MassDOT Innovation Conference
- (1) Plymouth County Water Works Meeting
- (1) Supervisor Drug and Alcohol Training

During the 3rd quarter we had twenty three (23) snow and ice events with a total accumulation of 107 inches of snow. During that time the DPW applied 2,410 tons of road salt and 20,935 gallons of magnesium chloride. The total cost of snow and ice operations during this quarter was \$996,560. During this quarter the Town of Easton and much of area received unprecedented snowfall and extremely cold temperatures which did not allow for melting in between events. In a span of 16 days Easton received over 5 feet of snow, and within a span of 28 days received 89 inches.

The sheer volume of snow and back-to-back nature of the events resulted in over 10,000 man-hours of snow and ice removal for DPW crews and contractors. Removal of snow was needed at nearly every intersection, as well as from sidewalks and parking lots, and this removal resulted in thousands of additional man-hours after storm events were concluded. In addition to snow removal from roads, sidewalks, and parking lots, the DPW coordinated the removal of snow from municipal and school buildings over a two week period.

While snow and ice removal is a typical function for any DPW, this winter proved to be especially difficult, and I want to recognize the hard work and dedication of all of the DPW employees including Highway Supervisor Jay Conceison and Operations Manager Maurice Goulet for their efforts.

DPW continued to administer the Commonwealth Connect application which allows residents to report issues from their mobile phones or via the Town website. The application is currently set up to allow reporting of potholes, streetlights, trees, and other issues. During the 3rd quarter, DPW received 35 service requests (13 for potholes, 1 for trees, 2 for streetlights, 19 others) using the application.

7 streetlights were maintained by our streetlight maintenance contractor during the third quarter.

As part of the GIS improvement Project, the DPW was able to publish a web application which allowed residents and the Fire Department to view the location and status of snow clearing around hydrants. This is one example of the new capabilities that exist with the new GIS platform. 377 data points were submitted by residents regarding the status of hydrants.

Following the substantial completion of the Main Street portion of the North Easton Revitalization Project, DPW worked with BETA Group to repackage the remaining parking lot portion and electrical service undergrounding work into a new bid package. Bids for the project were opened 4/17/2014 and the project was awarded to Sunshine Paving Corporation for \$522,616. Construction began in July and was substantially completed in September. Installation of the LED light fixtures was completed in October. Remaining work includes the completion of service undergrounding work on Main Street.

The North Easton Village wastewater treatment plant (WWTP) began full operations in May. During the 3rd quarter of FY2015 the plant treated 1,033,570 gallons of wastewater. During this time the average daily flow to the plant was 11,500 gallons per day.

In a continuation of the energy management services contract, the Town has been working with Ameresco to complete the investment grade audit. The investment grade audit is the first part of an energy management services project which will lead to the energy efficient infrastructure upgrades that would ultimately be funded from the energy savings resulting from those upgrades. The final audit was completed in September. The proposed project includes \$3.18 million in energy conservation measures. In addition to the energy conservation measures Ameresco has proposed a separate power purchase agreement for installing solar photovoltaic systems at the Middle School and High School. Under the proposed agreement the Town would save \$1.4 million over the 20 year life of the panels. Both projects were approved at Special Town Meeting in November and the contract was signed in March. Construction is scheduled to begin in the spring of 2015.

The DPW has been working closely with Dore and Whittier to wrap up the comprehensive assessment of all municipal and school buildings. The final reports have been completed and the results of the assessment were presented to the Board of Selectmen and School Committee in July. DPW staff is currently working to input the identified capital and maintenance needs into our computerized maintenance management software.

As part of the Pavement Management Program, DPW published the three year plan for roadwork in March. Highlights for the upcoming year include the paving of Center Street, Bay Road, Foundry Street, Main Street, Church Street, Norton Avenue, and Short Street, as well as significant crack sealing throughout town. The FY2016 roadwork is estimated to cost \$2.3 million.

As part of the Town Hall Repointing Project, the DPW went out for bids for masonry repairs to chimneys, retaining walls, and building elevations in August. Bids were opened on September 5th and the low bidder was Folan Waterproofing with a bid of \$213,270.00. The contract was awarded in October and Folan has obtained the needed building permits to begin the work. Construction was originally scheduled to begin in January, but was delayed due to snow. Crews began setting up scaffolding and mobilizing equipment in late March. The project is anticipated to be completed in the summer. This project is being funded with CPA funds and is the first phase of masonry repairs and restoration at the Town Offices.

The DPW has continued to work with BETA Group to advance the design of the Depot Street corridor project. The proposed project includes roadway, sidewalk, and drainage improvements from Fox Ridge Road to Washington Street. The DPW and BETA presented several options for the signalization and improvement of the intersection of Center Street and Depot Street to the Historical Commission and the Board of Selectmen. 25% plans were submitted to MassDOT in September. After comments are received back from MassDOT and addressed a design public hearing will be advertised and held. DPW is also working with the Old Colony Planning Council to have this project programmed into the upcoming 4 year TIP.

The DPW has begun working with BETA Group to develop conceptual design options for intersection improvements and the signalization of Elm Street and Washington Street. Conceptual options were presented to the Board of Selectmen in January. Following the meeting with the Board, BETA submitted the Project Need Form which is the first step in the TIP project initiation process with MassDOT.

The DPW sent five representatives to the funeral of Tolland CT DPW worker David Ridzon who was killed in the line of duty. The Easton DPW joined hundreds of other DPW employees from the New England region in a show of respect and support for the family and the Tolland DPW.

Some of the other projects that the DPW has been involved with this quarter include:

- Queset Commons Development
- Mansfield Sewer Intermunicipal Agreement
- Union Street at Washington Street Intersection Project
- Moreau Hall MSBA Roof Replacement Project
- Fleet Management Software Implementation
- FEMA Reporting for Snow and Ice Declarations

I would like to welcome our newest employee Mark Piantedosi to the Highway Division. Mark joined the DPW in February filling a vacancy left from a retirement in October.

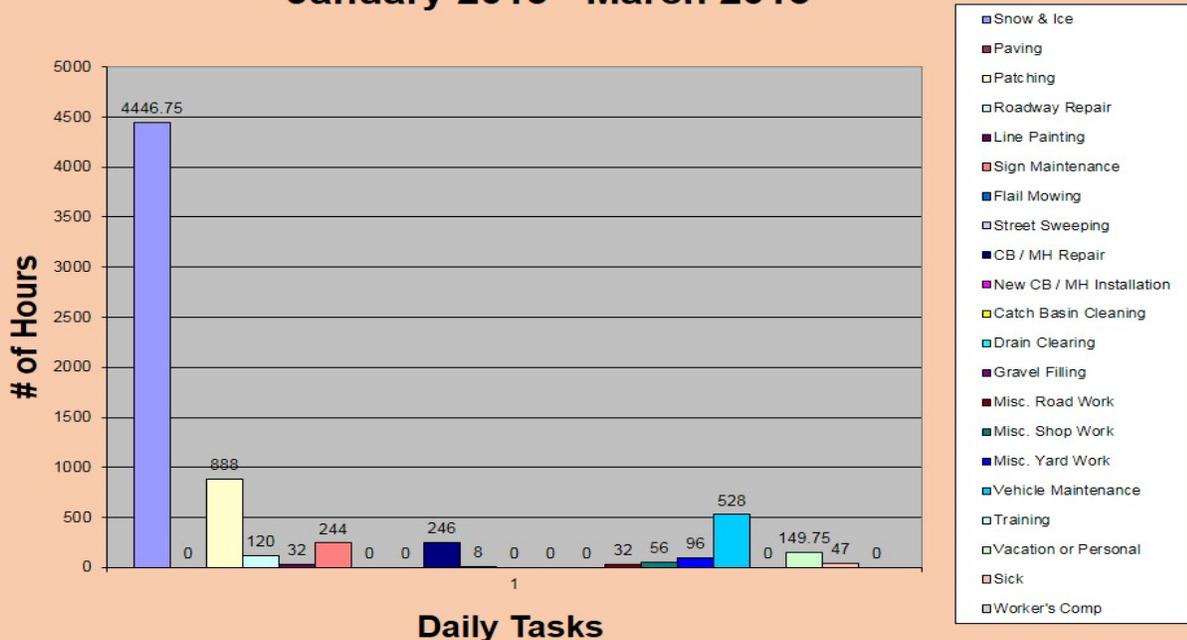
Operations Managers Maurice Goulet and Jack Marsh will provide detailed reports of their respective Divisions.

Department of Public Works Operations Division
Maurice Goulet, Operations Manager

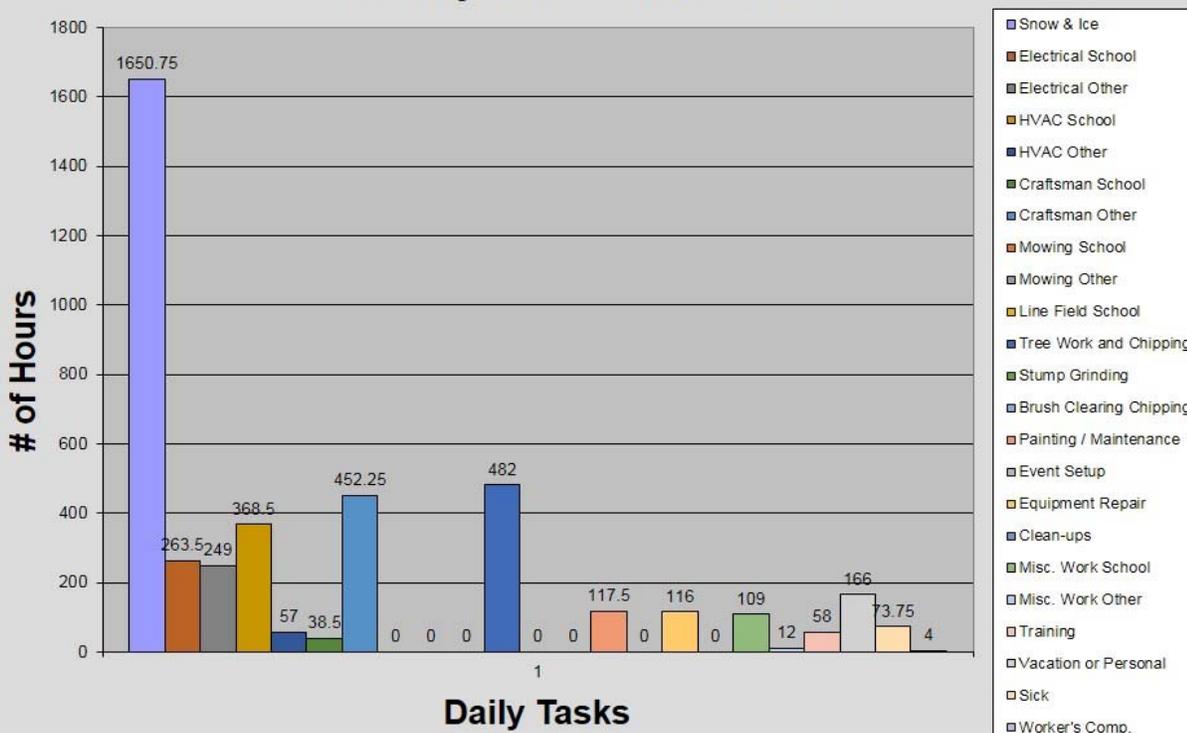
3rd Quarter: (January 2015 thru March 2015)

DPW OPERATIONS DIVISION	Unit	Jan.	Feb.	Mar.	Total	Unit
<u>HIGHWAY</u>						
Snow & Ice	event	8	9	6	23	event
Paving	event	0	0	0	0	event
Patching	event	11	1	18	30	event
Roadway Repair/Work	event	0	0	4	4	event
Line Painting	event	0	0	1	1	event
Sign Maintenance	event	11	1	15	27	event
Flail Mowing	event	0	0	0	0	event
Street Sweeping	event	0	0	0	0	event
CB/MH Repair	event	8	1	10	19	event
New CB/MH Installation	event	1	0	0	1	event
Catch Basin Cleaning	event	0	0	0	0	event
Drain Clearing	event	0	0	0	0	event
<u>BUILDING & GROUNDS</u>						
Tree Work	ea	18	0	24	42	ea
Stump Grinding	ea	4	0	9	13	ea
Event Setups	event	0	0	0	0	event
Mowing School	event	0	0	0	0	event
Mowing Other	event	0	0	0	0	event
Line Field School	event	0	0	0	0	event
Clean-ups	event	0	0	0	0	event
Electrical School	event	17	7	18	42	event
Electrical Other	event	16	9	18	43	event
HVAC School	event	18	10	18	46	event
HVAC Other	event	4	2	8	14	event
Craftsman School	event	0	0	7	7	event
Craftsman Other	event	15	8	21	44	event

Highway Division Daily Log January 2015 - March 2015



Building and Grounds Division Daily Log January 2015 - March 2015



Water Division

John J. Marsh, Operations Manager

Read meters, process data	22,202
Process Calculate & export data to vendor for water bills	7,541
Miscellaneous service bills	110
Prepared bills for property transfers	63
Gallons of Water Pumped and Treated	122,042,000
Replaced meters	171
New service applications	3
Installed new services	5
Water Conservation Letters Processed & Mailed	52
Meter Replacement Letters Mailed (#1)	220
Meter Replacement Letters Mailed (#2)	110
Meter Replacement Letters Mailed (#3)	22
Meter Replacement Letters Mailed (#4)	0
Total Letters Mailed	352
Answered Service and Maintenance requests	521
Renewed Services	0
Service Leaks Repaired	0
Hours of Leak Detection Performed	0
Dug up & repaired main leaks	14
2" Water Main(s)	0
4" Water Main(s)	1
6" Water Main(s)	1
8" Water Main(s)	12
10" Water Main(s)	0
12" Water Main(s)	0
16" Water Main(s)	0
Repaired hydrants	2
Dug up & replaced hydrants	0
Routine hydrant maintenance	0
Frozen Services	9
Reviewed plans for backflow devices	0
Surveyed buildings for cross connections	14
Tested backflow prevention devices	96
Took delivery of bags of hydrated lime	450
Took delivery of barrels of chlorine	22
Photovoltaic Energy Production (Solar Power) in kWh	5,382
Collected bacteriological samples & delivered to laboratory	126

III. Public Services

Town Clerk's Office

Jeremy Gillis, Town Clerk

Elections/Voting

While there were no Elections or Town meetings this Quarter, the Office was nonetheless busy with processing the Town Census and preparing for the Annual Town Election to be held on April 28.

This quarter saw 157 new voter registrations in Easton. This is a decrease of 25 over the same time period last year. This is quite remarkable however, as this is not an "election heavy" year. The Office also processed 760 registration changes, a decrease of 44 over the prior year.

The office processed 4957 census forms between February 19 and the quarter's close.

Records Management

With the assistance of dedicated senior Tax Workers, the Office has been able to locate, separate, collate and individually files over 4000 sets of meeting minutes for various boards and committees. These minutes are in the process of being scanned and will be then uploaded to the Town's website via the "Minutes-On-Demand" feature. This work will continue throughout the year until all filed minutes, with their respective agendas, are available on the website.

Training

Consistent with the Office's mission statement, a continuing education is a necessity in an ever-changing landscape of laws and regulations. This quarter the Town Clerk attended a variety of training sessions:

- Microsoft Outlook
- Voter Registry Information System
- Municipal Attorney's Roundtable
- Managing Aggressive Behavior

The Assistant Town Clerk attended the following sessions:

- Registry of Vital Records and Statistics: Back to Basics
- Municipal Attorney's Roundtable
- Managing Aggressive Behavior

The Town Clerk has remained active in his capacity as 2nd Vice President for the Massachusetts Town Clerks' Association and as an Executive Board member of the Tri-County Clerks' Association continually conferring with State and Federal Officials on matters pertaining to Election Reform and vital records. This quarter the Town Clerk attended 2 Executive Board meetings for the Massachusetts Town Clerks' Association as well as 1 Tri-County board meeting. In addition, the Town Clerk made 2 trips to the Massachusetts Statehouse to work on bills to modernize the election process in Massachusetts.

Inspectional Services

Mark Trivett, Inspector of Buildings

Permit Activity	
Building Permits (includes Roof/Siding/Window/Door)	116 – 0 of which were single-family dwellings; 2 for multiple-family dwellings
Foundation Permits	2
Certificates of Inspection	57
Demolition Permits (Buildings)	3
Electrical Permits	128
Plumbing Permits	63
Gas Permits	63
Mechanical & Sheet Metal Permits	25
Trench Permits	3
Sign	6
Tent	1
Solid Fuel Burning	5
Total Receipts	\$57,891.00
Inspections	
Building Inspectors	548
Inspector of Wires	164
Plumbing & Gas Inspector	322
Total Calls for Inspections	
Other Activities	
Meetings with Town Administrator	5
Meetings with Town Counsel	5
Meetings with Development Review	4
Fire Department Meetings	9
Emergency Calls	10
Meetings with Design Professionals, Developers, Attorneys	8
Department Head Staff Meetings	0
Building Officials Seminars for Continuing Education	5
Court Appearances	2
ECAT Appearance	0
Selectmen's Meeting	1
Historical Commission	0
Economic Development Council	2
EPermitting Trainings	0

Board of Health

Mark Taylor, Health Agent

Training and Seminars

The Board of Health and its staff stay informed on emerging Public Health topics, emergency preparedness initiatives and current trends by participating in meetings, seminars, conference calls and drills. The staff is also required to attend trainings to maintain licenses and certifications. This quarter the following programs were attended:

- 2 Bristol County Public Health Emergency Preparedness Coalition meetings
- MEHA Onsite Waste Water disposal and treatment seminar
- South Eastern Regional Executive Board meeting for the Environmental Shop
- 1 Ebola and 2 Seasonal Flu conference calls hosted by the Department of Public Health
- 2 meetings of the Easton Emergency Preparedness Group in response to forecasted weather events

Board of Health

The Board of Health met in a public forum 4 times this quarter. The Board of Health took action on 5 requests for approval of variances to facilitate the upgrading of failed septic systems. In addition the BOH considered the following topics:

- Influenza Outbreak and the poor matching of this year's vaccine to the flu strain present this year.
- Measles outbreaks throughout the country and the fact that Massachusetts does not allow for a philosophical exemption to required vaccines.
- Preventative measure that may be used to reduce incidence and occurrences of Tick-Borne and Mosquito-Borne Illness.
- The formation of a Committee to look into Citizens' concerns regarding possible contamination in the North Easton aquifer protection district and Shovel Shop Pond. This later became the Shovel Shop Pond Water Quality Working Group
- The approval of a pilot program to evaluate the effectiveness of a septic technology that has yet to be approved for large applications, such as a condo association.

Septic Betterment Program

Two betterment application were reviewed and approved for changes from their original applications. One new project was approved.

Emergency preparedness

Work continued to refine plan to be used if an event necessitated the need to distribute a prophylaxis or medication to a large number of residents. Plans for a "drive thru" type of distribution have been reviewed with Police Chief Krajcik and tested during a site visit.

The Greater Taunton Medical reserve Corps (MRC) continues to recruit and train volunteers. The MRC has approximately 87 members.

Health Promotion and Wellness

Opportunities were provided for blood pressure and blood sugar testing along with Cholesterol testing. Through a contract with Community VNA, we were able to fulfil statutory requirements associated with reportable disease follow-ups. A total of thirty nine (39) reportable diseases were referred for followed up. Education was provided and the required reports were submitted to the state.

Inspections

Department staff visited licensed Food Establishments 129 times on routine business and investigated 2 complaints associated with licensed food establishments. Permits were issued for the repair or construction of 9 septic systems. Certificates of Compliance were issued for 9 completed projects. Due to the snow, construction efforts were light and 11 construction inspections were conducted. A total of 11 sites were evaluated for suitability for onsite septic systems.

The Ames Free Library **Uma Hiremath, Executive Director**

"In my job I sometimes have had to get quick, last minute help finding a movie and you are the only library that gets back to me right away and always helps me. I am a resident of Easton and frequent the library and I think we have the best in the Commonwealth! ~ Christine Quinn

FY2015 – Library Productivity Statistics **As of March 2015**

	<i>FY15 YTD</i>
Circulation	116,374
Programs	927
Program Attendees	9,789
Visitors to Main & Queset	90,261 67,091+ 23,170
Computer Usage	12,891
Museum Passes	674
Volunteer hours	1,368
Reference Questions	6,599
Enewsletters sent in March	5,960

Circulation Highlights

- The library had the seventh highest circulation of libraries within the 74-member SAILS consortium.
- 37,729 items were either loaned or borrowed within the consortium YTD.
- At 1,118 uses, the library had the fourth highest use of the online app *Bookmyne*.
- 4,240 e-books, 561 e-magazines and 1,355 digital audio books were checked out YTD.
- Online databases were used 7,670 times.

Programs

The number of programs held at the library increased 23.1 % relative to the previous year.

For Adults

- Cultural Council funding allowed for two original presentations – one was a hands-on workshop on pastel painting with award-winning artist, Greg Maichack. Another was a riveting celebration of Women's History Month in March with John Adams reenactor, George Baker, who made Abigail Adams come alive through stories, facts and songs.
- Author talks by male romance writer Kevin Symmons and local author, Dorothy MacNeill Dupont.
- General talks featured an advisory session on the art of business networking as well as a more personal one on making love last.

- The monthly Foodie Group hosted food blogger Rick Pessin; a session on knife skills; and a panel discussion with local meat, poultry, seafood and dairy farmers.
- Films screened at the library were *The Theory of Everything* and *The Grand Budapest Hotel*.
- Book discussions featured *The Cairo Affair*; *The Crossing Places*; *Before I Go To Sleep*; *Orphan Train*; *The Bully Pulpit*; and *The Light Between Ocean*.
- *Trip Talks* featured L. Rubinacci's detailed presentation on the lesser known areas around Santa Fe, New Mexico and M. Holt's post-retirement cruise down the Danube.
- Residents continued to facilitate regularly scheduled programs with A. Donahue's weekly meditation and tea group; J. Brown's monthly one-on-one sessions on car repair and car problems; E.Hand's biweekly genealogy sessions; and Easton poets, R. Berg and G. Comeaux' monthly workshops on writing/editing poetry.
- Financial talks covered topics like Social Security; retirement; college financing; helping 'big kids' own their own homes; and estate planning talks that were offered during day and evening hours to attract different demographics.
- A new crafting group was added to the growing number of knitting, quilting and beading programs. On March 18, the Drop-In Embroidery Group was launched by resident Beth Lindsay.
- Local artists who exhibited their work at the library were Linda Clary (watercolors); Karole Nicholson (pastels); and Claire Dalton (jewelry). A personal collection of snowmen accrued over years by resident P. Vogler was also exhibited.

For Youth

- Age-specific story times and book clubs were held regularly and continued to draw young audiences regardless of severe winter conditions.
- On February 28, *Take Your Child to the Library* attracted 30 happy participants.
- A Pumpernickel Puppets show during school break attracted over 60 kids.
- Teen Advisory Board meetings, Teen Gaming Nights, Teen Movie Nights, Magic gatherings, LEGO club meets and Teen Anime Meets were held regularly.
- Special programs for teens included easy sewing of cloth hearts with K.Korona; and cupcake decorating.
- Technology programs offered were 3-D printing workshops; Oculus Rift workshops; fun with robotics; Wearable Art with EL wires; and a Stop Animation movie workshop.

Facilities

- The library was closed on account of inclement weather on the following days:
 - January 26 : early closing at 4 pm
 - January 27
 - January 28 : late opening at 1 pm
 - February 2
 - February 3: successful staffing by three-staff crew from 10 am – 3 pm.
- Heating vents malfunctioned and were identified and fixed; long term preventive measures were discussed to prevent same issues from repeating next winter
- The Queset House elevator passed state inspection on February 18.

- Ceiling damage to Main Library was inspected by Insurance Adjuster who attributed damage to building error and gave check for \$35.55.
- An errant bat appeared in the Barrel Vault room and was removed at a cost of \$325.
- A 30-day Termination Notice was given to the renters at 56 Main Street for clearing the property by May 1, 2015.
- The ground floor room rental at 51 Main Street was terminated as of 1 April, 2015 to provide space for the Friends of the Library for Book Sale sorting.
- Josh Youman, a location scout, checked out Queset House for possible filming of next *Ghostbusters*.
- Trial Sunday service, funded by private donors, was successfully launched from 1pm – 4 pm on Sunday, April 12.

Community Connections

- Outreach reading was provided at the YMCA, preschools, elementary schools, and the Animal Protection Center by Youth Services Librarian, M.Hasler.
- Library staff (Hiremath) and library consultants (Thomas and Hurley) participated in periodic meetings as member of the committee on restoration of Oakes Ames Hall.
- M.Wingfield and U.Hiremath attended Chamber of Commerce meetings.
- U.Hiremath was an attendee at the February Legislative Breakfast at Norton and an *Envision Easton* Implementation meet on February 26.
- To encourage donations of sleepwear to Cradles to Crayons, staff celebrated Pajama Day at the library on February 18. A total of 32 PJ sets were finally donated.
- On March 5, *Artfully Ames* premiered with an exhibit of 2nd graders artistic rendition of the library. The exhibit continued at the library, YMCA and the Co-op for a month.
- Fernandes Lumber contributed toward a planned initiative for establishing 'Little Free Libraries' around Easton.
- The Center for Women and Enterprise and the Easton Chamber of Commerce joined with the library to launch the first of a series of workshops aimed at small business owners.
- Library received gracious donations on local history – *History of Unionville* from author Carl Holmander and an eclectic spiral-bound compilation by Oakes Ames Plimpton.
- Library supported NRT grant proposal for Family Outdoor Adventure Series.
- Library Knitting group set up collaboration with Project Sweet Peas to donate knitted goods to infants.

Staff

- J. Phillips' experiment in setting up a catalog run by a Raspberry Pi proved successful. This delicious sounding mini-computer is economical, cutting edge and freed up premium shelf space.
- U.Hiremath did a podcast on 'Library Classification Systems' on April 4.
- Dana Hourigan was added to the Per Diem roster to cover three hours a week at Queset.
- Stephanie McBain was added to the Per Diem roster to cover Saturday staffing.
- Per Diem staff, Kasia and Elizabeth, are no longer available and B.Lewis is no longer available to work at Queset on Tuesdays.

Fundraising

- By March end, the Annual Appeal attracted \$28,940 since being issued in December 2014.
- Hazel Varella of the Easton Historical Society was successful in getting a Cultural Council grant for \$500 to fund a program at the library. The Cultural Council also granted \$250 to partially fund a pastel workshop.
- The Shovel Town Cultural District promised \$562.97 following the Artisan's Faire and Tea held at Queset House in December.
- The MOMs Club of Easton held a fundraiser on January 24 and generously presented \$2,885 for children's programming to the library.

Easton Council on Aging Kristin Kennedy, Director

During the third quarter of FY2015, 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 older residents to live with dignity while maintaining health and independence. We provided more than 9,907 units of service for 695 individuals. The Council on Aging members met with the director three times for a total of 3 hours to discuss program initiatives and set policy for COA activities and services. This quarter marked the retirement of Dolores "Del" Kent after serving the town of Easton for over 34 years. A farewell party in January was attended by numerous seniors, staff, friends and dignitaries.

Kristin Kennedy, formerly of the Board of Health, assumed the role of interim Director of the Council on Aging. The Friends of Frothingham Inc. resumed their meetings and approved the purchase of a large screen television for the Main Hall at Frothingham Hall.

Transportation

Numerous snow storms and inclement weather made for difficult times for the COA transportation program. None-the-less, the COA provided over 1,937 rides this quarter. Although the roads were in good condition most days, plowed-in driveways and snow-filled walkways made transportation difficult for seniors and drivers alike. This fact and snow days resulted in a decrease in the number of rides. However, 103 residents were transported to medical appointments, the hot lunch program, shopping, social and recreational activities, hairdressers and work during the quarter. Percentage wise, there was an increase ridership which can be partly attributed to the harsh winter and seniors taking advantage of the transportation program rather than drive.

Nutrition Programs

Participation in Old Colony Elder Services nutrition program's congregate lunch and meals on wheels remained constant during the quarter. Over 2,683 meals were served at the Parker Terrace meal site or delivered to the homebound with 95 older residents participating in the meals program during the quarter. Seventeen (17) Council on Aging volunteers contributed approximately 253 hours of service while delivering meals on wheels, distributing day-dated breads and pastries or making Food Pantry deliveries to our older and disabled residents in need. Additional frozen meals were distributed several times to seniors this quarter in preparation for those days when volunteer drivers were unable to deliver meals.

Financial Programs

Our volunteer AARP tax preparers were extremely busy helping seniors file state and federal income tax returns. The AARP volunteers assisted approximately 120 hours helping 67 seniors had assistance in their tax returns from mid-February until the end of March. Our SHINE (Serving the Health Insurance Needs of Everyone) volunteers spent approximately 58 hours helping 23 individuals with health insurance information or assistance in completing health insurance forms. Our Outreach Coordinator Beverly Beavers continued Fuel Assistance and Supplemental Nutrition Assistance Program/SNAP (formerly the Food Stamps Program) applications.

Outreach Programs

Ms. Beavers scheduled 4 community education programs during the quarter including Healthy Cooking, Fall Fashion, Ready for an Emergency, and Drug Interactions. She also led the weekly Weight Loss Support program and mailed program/services information to residents turning age 65. Ms. Beavers also delivered meals on wheels and picked up the day-dated pastries donated by Roche Brothers Supermarket when volunteers were unavailable, delivered prescriptions to homebound individuals and made home visits.

Health Promotion

Our exercise and wellness classes included Flexible Fitness, Gentle Yoga, Senior Fitness, Tai Chi and Zumba. Over 40 individuals participated over 465 times in these Health Promotion classes during the quarter. Blood Pressure clinics, sponsored by the Board of Health and provided by a Community VNA nurse, were held at Frothingham Hall. The foot-care clinics and Reiki sessions continued in the Keefe Community Center at Parker Terrace and provided 52 units of service to 39 individuals.

Community Education

Eighty-two (82) seniors took part 226 times in our community and health education programs during the quarter, including those programs presented at the TRIAD meetings. TRIAD is a partnership of the Bristol County Sheriff's Department, the Easton Police Department and Easton seniors to develop and implement programs that enhance the safety and wellbeing of our older residents.

Recreation/Socialization

COA recreation and socialization activities held during the quarter included two bi-monthly birthday lunch and a weekly quilting group in the Keefe Community Center at Parker Terrace; as well as Swedish Weaving classes, Games Group, Recreational Bingo, Canasta, Cribbage, Mah Jongg, and Recreational Poker groups at the Frothingham Hall Community Center.

Program ideas or requests for further information may be directed to Kristin Kennedy, Director, Director of Health & Community Services, 15 Barrows Street, North Easton, MA. Telephone: 508-238-3160. E-mail: kkennedy@easton.ma.us.

Recreation Department

Anne Daley, Program Director

This was a busy winter for the department. The musical theatre and hip hop programs are now held in the Easton Middle School auditorium. They both ended the 8 weeks with a performance. The hip hop class performed first and was followed by the "Wizard of Oz", many people enjoyed the show. The wrestling program had over 40 participants. This is a great program thanks to the hard work from all the coaches. The Quickstart Tennis Program at the Brown/ Billone club and art were both enjoyed by many children from kindergarten through 8th grade. The Red Cross Babysitting and CPR/ First Aid programs filled up quickly. The second session of Lego engineering had 30 participants ages 5 – 11. We will definitely continue to offer this program.

Over 150 participated in March Madness basketball for girls and boys grades 6-8. The program ended with championship games where the winners received gold medals. Thank you to the custodians, teachers and student volunteers from the Easton Middle School, for all their help.

A new program offered was Science Exploration. Girls and boys grades 3-5 made slime, crystals, and lava lamps and built towers. After many requests we will offer this program again. We also brought back the girls volleyball program for grades 6-8. The program had over 50 girls and with the coaches and all the volunteer high school volleyball players, it was a great program.

Our adult programs were men's basketball, open gym basketball and co-ed volleyball. This season basketball and co-ed volleyball both had an increase in registrations.

The Recreation Commission is busy getting everything up and running for the spring. We are working on the Run for Rec road race on May 9th and the Duck Pluck on August 14th. With the help from our board we are setting up geocaches in town. This should be a fun activity for all ages.

The scheduling of the fields is underway and they are filling up quickly. Many organizations will be using the fields when they open in April including lacrosse, soccer, softball, Pop Warner football and Ultimate Frisbee. The storage shed at Keach Park is ready and the snack bar will be ready for the spring season.

We are now taking registrations for our spring programs. These programs include art, tee ball, running club, tennis at Browne Billone Club, track and field for grades 6-8, "Peter Pan" musical theatre, hip hop and kayaking. We are also accepting registrations for our upcoming "Run for Rec" road race May 9th.

Veterans' Services

Hsiu-Ann Tom, Director of Veterans' Services

Chapter 115 Recipients

January: 34 February: 25 March: 33

The number of Ch. 115 cases dropped in Q3 as a result of the semi-annual recertification process. These numbers are expected to significantly increase in Q4. The number of cases is not reflective of the actual number of recipients as dependents are counted as a single case. The true number of recipients well exceeds the total number of cases when spouses and dependent children are taken into account.

The department averaged \$16,982.00 per month in benefits paid, a significant decrease from the previous quarter. This can be attributed to fluctuations in the case load during the recertification period and a backlog in claims processing during my medical leave. These numbers will increase in Q4 once case processing has normalized.

Client Appointments

January: 65 February: 13 March: 94

These numbers reflect *scheduled* client appointments during Q3. The majority of clients coming to the office are *unscheduled* for an appointment and therefore not reflected here. The increase in appointments stems from increased outreach efforts and advertising the move to Frothingham Hall. February's numbers are low on account of my medical leave from January 29th until February 23rd.

Notes

The response from the community about the move to Frothingham Hall has been overwhelmingly positive. People like the new office and the convenience of coming to the COA. Veterans are referring other veterans which is the highest compliment for me. I will continue to work hard to retain this sense of good will.

VA Claims processing

I continue to assist veterans with all of their VA claims. I am currently working on well over 40 VA claims for disability, pension and burial benefits. Claims processing accounts for a significant portion of my workload. The process is lengthy and detailed however partnering with the VA Boston National Service Officer has helped ensure efficiency in filing claims. Together we work together to track and expedite pending claims which has resulted in shorter wait times for Easton's veterans to see their claims resolved.

Unscheduled visits

The move to the COA has helped to reduce the number of unscheduled appointments. Walk-ins are always welcome however the new system of having all visitors check in at the front desk allows the front office to make sure I can see a visitor before sending them to my office. Visitors are offered appointments in the event that I am unable to see them when they arrive. I now have dedicated blocks of time for completing administrative work, outreach work or home visits.

VSO Certification Exam

I am preparing for the upcoming Veterans' Services Officer certification exam required by Department of Veterans Services (DVS). All VSO's will be required to take and pass the exam this fall in order for towns to stay compliant with DVS directives. The MVSOA and DVS offer courses, training and study materials to assist VSO's in preparing for the exam which will cover federal, state and local benefit programs, VA regulations, Chapter 115 and 108 CMR, etc. The exam will ensure that all VSO's have basic knowledge of many areas of veterans' services and Massachusetts legislation governing veterans benefits. The exam will be a major focus of the June MVSOA/DVS training conference.

**IV. General Government
Assessor's Office
Robert Alford, Chief Assessor**

- Assisted taxpayers to explain the assessment and real estate tax/abatement process. Received 48 abatement applications. Inspected most of the abatement applications.
- Mailed out more than 1500 Form of List for Personal Property and Income and Expense forms to businesses. Listed the Form of List on our website. Answered questions on how to file the Form of List and Income and Expense forms. Sent out a second notice on Form of List.
- Helped taxpayers fill out the CPA and Exemption forms and finalized all applications to meet the deadline for filing.
- Chief Assessor attended DOR workshops on revaluations.
- Created the land splits for Fiscal Year 2016.
- Started inspecting building permits. Continued inspecting sales.
- Inquiries by telephone and at the counter constitute about half of the staff time in this office.
- Worked with Vision to update Oracle.
- Prepared motor vehicle commitments 1 & 2 for 2015. Total of 21,195 bills and \$2,954,983.43 in taxes. Prepared motor vehicle commitments 7 & 8 for 2014. Total of 590 bills and \$20,193.95.
- The abatements for January through March 31, 2015 were:

	2015	2014	2013	TOTALS
January	52,998.85	1268.96	238.65	54,506.46
February	3,948.15	1,573.46	32.50	5,554.11
March	24,194.15	1,236.59		25,430.74

Treasurer/Collector Office
Teresa DeSilva, Treasurer/Collector

During the third quarter of fiscal 2015 we received the largest motor vehicle commitment from the Registry of Motor Vehicles. The actual real estate bills were due February 2nd and this included betterments from the sewer district. Also additional FY 15 water bills were issued in January due on February 19th. During this quarter we decided to investigate and go forth with having a Tax Title Lien Auction. This quarter we were able to collect \$215,996.04 from our tax title payment plan program.

Payroll warrants for January	Town	1,030,198.25
	School	2,364,370.11
Vendor warrants for January	Town	9,790,357.67
	School	955,015.16
Collections:	Real Estate	10,312,909.00
	Personal Property	164,659.31
	Motor Vehicle	29,878.05
	Water/Sewer	90,734.46
	Trash	93,301.16

Payroll warrants for February	Town	1,108,908.37
	School	2,356,512.54
Vendor warrant for February	Town	1,797,527.66
	School	806,448.44
Collections:	Real Estate	2,453,249.14
	Personal Property	151,144.05
	Motor Vehicle	663,546.97
	Water/Sewer	430,878.49
	Trash	130,679.56

Payroll warrants for March	Town	1,011,941.59
	School	2,422,584.10
Vendor warrants for March	Town	2,935,774.79
	School	954,051.85
Collections:	Real Estate	392,636.48
	Personal Property	57,785.15
	Motor Vehicle	1,562,579.18
	Water/Sewer	79,249.68
	Trash	20,782.34

Town Accountant
Wendy Nightingale, Town Accountant

Status of Fiscal Year 2015 Operating Revenues & Expenditures

<u>General Fund</u>	<u>Annual Budget</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance</u>	<u>% Collected/ Expended</u>
Revenues:				
Tax Levy	48,532,789	36,639,305	(11,893,484)	75.49%
Local Aid	12,855,146	9,807,026	(3,048,120)	76.29%
Local Receipts	6,434,741	5,708,362	(726,379)	88.71%
Use of Reserves/One-Time Revenues	2,196,770	2,196,770	-	100.00%
Other	547,753	410,814	(136,939)	75.00%
Total Revenues	70,567,199	54,762,277	(15,804,922)	77.60%
Expenditures:				
General Government	2,119,154	1,466,443	652,711	69.20%
Public Safety	8,385,535	5,948,793	2,436,742	70.94%
Education	37,166,713	23,589,626	13,577,087	63.47%
Public Works	2,676,089	2,698,202	(22,113)	100.83%
Human Services	837,276	626,020	211,256	74.77%
Culture & Recreation	520,914	392,405	128,509	75.33%
Debt Service	4,893,861	4,230,346	663,515	86.44%
State & Local Assessments	747,784	499,038	248,746	66.74%
Employee Benefits & Insurance	12,109,892	9,751,795	2,358,097	80.53%
Capital Outlay	549,807	350,708	199,099	63.79%
Unappropriated/Other Expenses	560,174	-	560,174	0.00%
Total Expenditures	70,567,199	49,553,376	21,013,823	70.22%
Net General Fund:	-	5,208,901	5,208,901	

<u>Water Enterprise</u>	<u>Annual Budget</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance</u>	<u>% Collected/ Expended</u>
Revenues:				
User Charges	2,842,584	2,436,039	(406,545)	85.70%
Investment Income	10,000	10,702	702	107.02%
Use of Water Surplus	50,000	50,000	-	100.00%
Total Revenues	2,902,584	2,496,741	(405,843)	86.02%

Expenditures:

Public Works	1,831,437	1,219,798	611,639	66.60%
Debt Service	473,394	381,307	92,087	80.55%
Capital Outlay	50,000	31,059	18,941	62.12%
Unappropriated/Other Expenses	547,753	410,814	136,939	75.00%
Total Expenditures	2,902,584	2,042,978	859,606	70.38%
Net Water Enterprise Fund:	-	453,763	453,763	

	<u>Annual Budget</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance</u>	<u>% Collected/ Expended</u>
<u>Sewer Enterprise</u>				
Revenues:				
User Charges	275,000	252,095	(22,905)	91.67%
Total Revenues	275,000	252,095	(22,905)	91.67%
Expenditures:				
Public Works	115,000	100,226	14,774	87.15%
Debt Service	160,000	-	160,000	0.00%
Total Expenditures	275,000	100,226	174,774	36.45%
Net Solid Waste/Recycling Enterprise Fund:	-	151,869	151,869	

	<u>Annual Budget</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance</u>	<u>% Collected/ Expended</u>
<u>Solid Waste/Recycling Enterprise</u>				
Revenues:				
User Charges	1,010,000	762,887	(247,113)	75.53%
Total Revenues	1,010,000	762,887	(247,113)	75.53%
Expenditures:				
Public Works	977,902	557,156	420,746	56.97%
Debt Service	32,098	569	31,529	1.77%
Total Expenditures	1,010,000	557,725	452,275	55.22%
Net Solid Waste/Recycling Enterprise Fund:	-	205,162	205,162	

Data Processing

Mike Deltano, Information Systems Manager

- Continued to work closely with Brian St. Marie, from Terminal, to upgrade our Exchange 2010 email server to Exchange 2013. It should have been easier than the 2003 to 2010 upgrade but there were a myriad of issues that kept slowing us down. Some user accounts just did not want to migrate over and the public calendars were very stubborn as well. But the project was finally completed and we should be good for several years to come.
- I upgraded 12 of the old HP DC6000 computers to the new Dell Optiplex 3020 computers with Windows 7 Professional 64 bit and Office 2013. 7 of these were at the Town Offices, 2 were at the DPW and 3 were at the Water Division. That leaves 9 more to do in the 4th quarter.
- Built a new virtual server for the School Business Office to replace the old virtual Windows 2003 32 bit server. I used Windows 2008 R2 64 bit and migrated over all user files and shares as well as the print server functions and shares.
- Built a new virtual server for the Assessor's Office to replace the old virtual Windows 2003 32 bit server. I used Windows 2008 R2 64 bit and migrated over all user files and shares as well as the print server functions and shares. I worked with Vision Appraisal to move the Vision software and upgrade the Oracle client to version 11 (from 9) so that it will be able to connect to the GIS database servers.
- One of the Assessors computers got some adware installed. I cleaned it out several times and finally managed to eliminate the source files.
- One of the Police detective computers also has a recurring problem with adware. I have cleaned that one out 3 times in the last 3 months. It stays clean for a few weeks and then starts up with something else. Only time will tell if that one stays clean after the last purge.
- One of the Planning computers got some kind of mal-ware but I was able to identify it quickly and neutralize it. It's much easier if I can get to them early before they invite all of their 'friends' to take up residence.
- Coordinated with a local vendor to come in on Presidents Day to re-terminate all of our fiber connections. They started very early in the morning with our Town Electrician and worked their way around town in about 2 days' time with minimal employee interruption. Once complete they were able to run a diagnostic test on all our lines and identify bad splice points out on the poles. That will be a project to work to correct those issues in FY2016.
- I have been working with another vendor to determine line of sight between buildings in order to put in wireless point to point units as a backup to our fiber wide area network. The wireless connection from Fire Station #1 to Station #2 works so well that I think this would add some redundancy that we have never had before and protect us if there is an emergency which would cause us to lose the fiber network for an extended period of time.

Town Administrator's FY2015 Third Quarter Report

Data Processing Productivity Ratios/Quantitative Measures											
Staff	Hours	Days in	Available	Less Absence Hours						Net	%
	per Week	Qtr	Hours	Vacation	Sick	Personal	Holiday	Other	Subtotal		
Michael Deltano	40	65	520	4	5	12	24	0	45	475	91.35%
	40	65	520	4	5	12	24	0	45	475	0.9134615

Planning and Community Development

Gary Anderson, Planning Director

The department continued its support of the Planning & Zoning Board and Conservation Commission in their responsibilities as permitting agencies, and to provide technical and administrative support to the Affordable Housing Trust, the Community Preservation Committee, the Historical Commission, Agricultural Commission and Economic Development Council. The Department provided support to the Board of Selectmen, as requested.

Infrastructure Improvement Projects

- \$1 million MassWorks grant for Queset Commons intersection improvements.
 - Coordinated revision of 25% design with Town's engineer.
- Initiated and participated in discussions with property owners related to the Town's Comprehensive Waste Management Plan upcoming sanitary sewer projects
- Provided comment and staff support for Town involvement in State road projects
 - Washington/Elm intersection
 - Washington/Union intersection
 - Depot Street reconstruction
- Rockery Design Charrette
 - Finalized report with steering committee

Land Protection/Recreation

- Wetlands Protection
 - Responded to two notifications of wetlands violations and continued follow-up on seven outstanding violations
 - Responded to two releases of noxious substances (untreated wastewater, home heating fuel) at the Easton Mobile Home Community
 - Provided technical assistance to the Shovelshop Pond Water Quality Working Group:
 - Coordinated and prepared for first meeting
 - Prepared draft RFP for LSP solicitation
- Open Space and Recreation Plan
 - Met with advisory group representing Recreation Commission, Agricultural Commission, Conservation Commission, and Stonehill's Agricultural program
 - Continued to work on updating the environmental and natural resources section
- Norton bog operation:
 - Notified owner to cease withdrawals from the upgradient Old and New Ponds owned by the Town
- Wheaton Farm Barn Repair
 - Sought additional bids for work to stabilize barn.
- Presented Open Space update to Board of Selectmen

Comprehensive Planning/Economic Development

- Continued coordination of Master Plan (Envision Easton) Implementation
 - Held Master Plan implementation kick-off meeting
 - Began posting implementation updates on social media

- Represented Town in YMCA Healthy Easton initiative to coordinate with Master Plan objectives and actions
- Participated in meetings on regional Comprehensive Economic Development Strategy and regional transportation needs with Old Colony Planning Council
- Worked with owners to help match businesses with available sites and navigate through the regulatory process
- Worked with Bicycle and Pedestrian Access working group to identify focus for advancing bicycle and pedestrian access within the town
 - Preliminary discussions with MBTA on possible ROW multi-use trail
 - Presentation to Old Colony Planning Council
 - Discussion with Southeast Regional Planning & Economic Development
 - Planning Bike Week walking and biking safety event

General Planning Activities

- Provided assistance to residents and developers preparing applications for submittal or review with the Conservation Commission and Planning & Zoning Board
- Coordinated, directed and conducted technical review for projects being heard by the Conservation Commission and Planning & Zoning Board
- Continued work toward instituting online permitting for planning-related permit applications

Zoning

- Continued Queset Commercial District rezoning project with Planning and Zoning Board
 - Coordinated consultant team work
 - Created project web page
 - Hosted community meeting to provide information for property owners and residents and hear comments and concerns
 - Coordinated zoning and sewer projects with the PZB and Board of Selectmen
- Coordinated design review guideline work with PZB
- Prepared zoning map changes for annual Town Meeting
- Prepared changes to parking requirement bylaw for annual Town Meeting

Development Projects

- Assisted the Planning & Zoning Board in reviewing development proposals and oversaw storm water management peer review
 - Provided guidance and direction to applicants including:
 - 3 Washington Street- Medical office building
 - 181 Washington Street- Office building with residence above
 - 266 Washington Street- Retail business with residence above
- Provided continued technical assistance on 40B Local Initiative proposals
- Oversaw Town peer review for completion of Queset Commons wastewater treatment facility
- Assisted the Conservation Commission with application review
 - Reviewed applications and provided comment and recommendations
 - Coordinated and oversaw review and inspections by technical consultant on several applications including
 - Solar array – off Bay Road, 71 Mill Street, several Bay Road properties

- Coordinated and oversaw construction monitoring by technical consultant on several projects including Queset Commons and Beechtree Estates off Depot Street.

Community Preservation

- Prepared 2015 CPA applications for funding decision process and provided staff support to Community Preservation Committee
- Drafted warrant articles for 7 recommended CPA articles for annual Town Meeting
- Coordinated next steps for Ali's Park- planned rehabilitation of Eastondale playground
- Revised preservation restrictions
- Coordinated meetings with staff and Committee representatives regarding funded projects and completed work
- Reviewed and inspected CPA-funded projects and administered reimbursement requests

Historic Preservation

- Evaluated proposed projects within the Local Historic District
- Assisted Historical Commission's consideration of draft Design Guidelines
- Assisted Historical Commission's Scenic Roads planning
- Worked with Town Counsel and Historical Commission to finalize and approve Local Historic District rules and regulations
- Continued review activities under the demolition review bylaw
- Continued monitoring and enforcement of existing preservation restrictions
- Assisted with Oakes Ames Memorial Hall comprehensive planning initiative
- Assisted with Annual Preservation Awards event at Stonehill College

Affordable Housing

- Provided technical assistance to the Board of Selectmen and others to support efforts to attain the 10% affordability threshold on the Subsidized Housing Inventory (SHI)
- Coordinated state review and approval of approved 40B Local Initiative Projects in anticipation of comprehensive permit filing
- Supported Rent Control Board in public hearing of tenants' petition for rent reduction for the Easton Mobile Home Park
- Continued accepting and evaluating applications for Homebuyer Assistance grant program
- Drafted RFP for proposed Small Development Project
- Assisted Affordable Housing Trust's review of CPA eligibility applications
- Responded to resident inquiries regarding affordable housing assistance

Staff Development

- Attended Housing Planners/Coordinators Network Meetings
- Attended 2014 CPCT conference
- Attended USACE New Programmatic General Permit webinar

Town Counsel
Blatman, Bobrowski & Mead, LLC
Attorney Jason R. Talerman

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 3rd and 4th quarters of FY 2015.

I. Litigation Matters

Easton MHC v. Conservation Commission

This is an appeal of an enforcement order issued by the Conservation Commission with respect to wetlands violations at a mobile home park. This case was dismissed.

Easton MHC v. Rent Control Board I

This is an appeal of a decision by the Rent Control Board to deny a rent increase and to order the owner to make repairs at the mobile home park. The case is pending but the Court denied an injunction by MHC.

Easton MHC v. Rent Control Board II

This is a recently filed appeal of a decision by the RCB to reduce the rent. The Court has denied MHC's Motion to Stay the reduction of rents. The case remains pending

YMCA v. Town of Easton

This litigation is a challenge to the Estimated Sewer Betterment assessed by the Selectmen. We moved to dismiss. The motion was denied but the merits of our defenses remain intact. In the meantime, the YMCA sought an abatement was denied and filed a new appeal. We are defending.

Archdiocese of Fall River v. Town of Easton

This litigation is a challenge to the Estimated Sewer Betterment assessed by the Selectmen on the Immaculate Conception Church. We moved to dismiss. The motion was denied but the merits of our defenses remain intact. The Plaintiff then sought an abatement, was denied and filed a new appeal.

Hinchcliff, et al v. Easton ZBA and Resource Property Development

This litigation is a land court appeal, by abutters, of the ZBA's grant of a comprehensive permit for a property on Williams Street. We are taking a nominal role - the permit recipient is defending the permit. The case remains pending and it is our understanding that settlement discussions between the neighbors and the developer are ongoing.

Easton v. Edwards, Trustee

This is a zoning enforcement case. We succeeded in obtaining an injunction against the property owner. Judgment entered against Edwards and the Court has found him to be in contempt. We are pursuing compliance.

Easton v. Altwein

This is a zoning enforcement case against an illegal trucking facility. We just recently filed the case and will be pursuing injunctive relief.

David Howe v. ZBA/ZBA v. David Howe

These are two cases arising from the ZBA's denial of variances for a restaurant at 114 Main Street. Settlement discussions are ongoing

II. Other Legal Matters

Liquor Licensing

We have assisted the Town in the administrative prosecution of numerous liquor license violations. Each such prosecution resulted in an agreed disposition for temporary suspension.

Queset 40R

We continue to assist the Town on a variety of issues regarding this matter.

Avalon 40B

We are working with the BOS and the ZBA on a LIP project near the Target site.

Meadow Brook 40B

We are working with the BOS and the ZBA on a LIP project off of Rte 138.

Brockton Casino

We are working with the casino applicant on eth development of an appropriate Surrounding Community Agreement.

Miscellaneous

We have been working on a variety of other matters including, but not limited to: new c. 40B proposals, adoption of new zoning bylaws, offering of zoning opinions, review of potential municipal purchases of land, review of new development proposals, assistance to the Conservation Commission on a variety of matters, preparation for Town Meeting 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.