

Town of Shirley, Massachusetts

7 Keady Way, Shirley MA 01464



Annual Town Report 2022



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Department Directory

Department	Contact Information
<i>Accountant</i>	(978) 425-2600 ext. 226 7 Keady Way, Shirley MA 01464 accountant@shirley-ma.gov
<i>Assessors</i>	(978) 425-2600 ext. 220 7 Keady Way, Shirley MA 01464 assessors@shirley-ma.gov
<i>Ayer-Shirley Regional School District</i>	(978) 772-8600 115 Washington Street, Ayer MA 01432
<i>Board of Health</i>	(978) 425-2600 ext. 260 7 Keady Way, Shirley MA 01464 health@shirley-ma.gov
<i>Building Inspector</i>	(978) 425-2600 ext. 264 7 Keady Way, Shirley MA 01464 building@shirley-ma.gov
<i>Cemetery Committee</i>	(978) 425-2600 ext. 233 7 Keady Way, Shirley MA 01464
<i>Conservation Commission</i>	(978) 425-2600 ext. 245 7 Keady Way, Shirley MA 01464 conservation@shirley-ma.gov
<i>Council on Aging</i>	(978) 425-1390 9 Parker Road, Shirley MA 01464
<i>Department of Public Works</i>	(978) 425-2628 158 Great Road, Shirley MA 01464
<i>Fire/ Ambulance Department</i>	(978) 425-4334 8 Leominster Road, Shirley MA 01464
<i>Hazen Memorial Library</i>	(978) 425-2620 3 Keady Way, Shirley MA 01464 shirley@cwmars.org

<i>Planning Board</i>	(978) 425-2600 ext. 240 7 Keady Way, Shirley MA 01464 planning@shirley-ma.gov
<i>Police Department</i>	(978) 425-2644 11 Keady Way, Shirley MA 01464
<i>Recreation Commission</i>	(978) 425-2600 ext. 270 7 Keady Way, Shirley MA 01464 rec@shirley-ma.gov
<i>Select Board</i>	(978) 425-2600 ext. 200 7 Keady Way, Shirley MA 01464 selectboard@shirley-ma.gov
<i>Sewer Commission</i>	(978) 425-2600 ext. 236 7 Keady Way, Shirley MA 01464 sewer@shirley-ma.gov
<i>Shirley Water District</i>	(978) 425-2245 124 Ayer Road, Shirley MA 01464 brian@shirleywater.com
<i>Treasurer/Tax Collector</i>	(978) 425-2600 ext. 210 7 Keady Way, Shirley MA 01464 treasurer@shirley-ma.gov
<i>Town Administrator</i>	(978) 425-2600 ext. 200 7 Keady Way, Shirley MA 01464 mmcgovern@shirley-ma.gov
<i>Town Clerk</i>	(978) 425-2600 ext. 205 7 Keady Way, Shirley MA 01464 clerk@shirley-ma.gov
<i>Zoning Board of Appeals</i>	(978) 425-2600 ext. 255 7 Keady Way, Shirley MA 01464 zba@shirley-ma.gov

www.shirley-ma.gov

Federal, State & County Officials

U. S. Senators

ELIZABETH WARREN

Washington, D.C. Office
309 Hart Senate Office Building
Washington D.C. 20510
Phone: (202) 224-4543

Boston Office
2400 JFK Federal Building
15 New Sudbury Street
Boston MA 02203
(617) 565-3170
www.warren.senate.gov

EDWARD J. MARKEY

Washington, D.C. Office
255 Dirksen Senate Office Building
Washington D.C. 20510
(202) 224-2742

Boston Office
975 JFK Federal Building
15 New Sudbury St
Boston MA 02203
(617) 565-8519
www.markey.senate.gov

Representative in Congress - 3rd Congressional District

LORI TRAHAN

Washington, D.C. Office
2439 Rayburn HOB
Washington D.C. 20515
Phone: (202) 225-3411

Lowell Office
126 John Street, Suite 12
Lowell MA 01852
Phone: (978) 459-0101

Governor

CHARLES BAKER

Massachusetts State House, 24 Beacon St.
Office of the Governor, Room 280
Boston MA 02133
T: (617) 725-4005, (888)870-7770
F: (617)-494-9083

Attorney General

MAURA HEALEY

Boston Office
One Ashburton Place, 20th Floor
Boston MA 02108
(617) 727-2200

Central Massachusetts Office
10 Mechanic Street, Suite 301
Worcester MA 01608
(508) 792-7600

Secretary of the Commonwealth

WILLIAM F. GALVIN

Secretary of the Commonwealth
Citizen Information Service
McCormack Building
One Ashburton Place, Room 1611
Boston MA 02108-1512
Phone: 617-727-7030
Toll Free: 1-800-392-6090
Fax: 617-742-4528
E-mail: cis@sec.state.ma.us
<https://www.sec.state.ma.us/>

Senator in General Court

JAMES ELDRIDGE

State House
24 Beacon St, Room 511C
Boston MA 02133
T: (617) 722-1120
F: (617) 722-1089
James.Eldridge@masenate.gov

Representative in General Court

DANILLO SENA

State House
24 Beacon Street, Room 39
Boston MA 02133
(617) 722-2014
Danillo.Sena@mahouse.gov

Middlesex District Attorney

MARIAN T. RYAN

The Middlesex District Attorney's Office
15 Commonwealth Ave
Woburn MA 01801
(781) 897-8300
middlesexda.com

Middlesex South Registry of Deeds

MARIA C. CURTATONE

208 Cambridge Street, PO Box 68
Cambridge MA 02141
(617) 679-6300
middlesexsouth@sec.state.ma.us

Middlesex Registry of Probate

TARA E. DECRISTOFARO

208 Cambridge Street
East Cambridge MA 02141
(617) 768-5800
Tara.DeCristofar@jud.state.ma.us

Middlesex Sheriff

PETER J. KOUTOUJIAN

Middlesex Sheriff's Office
400 Mystic Ave, 4th Floor
Medford MA 02155
T: (781) 960-2800

TOWN COMMITTEES/BOARDS/COMMISSIONS

Name	Term Expiration	Appointed/Elected
Benjamin Hill Park		
Donald Farrar	2023	Appointed
Rhonda Billings	2022	Appointed
Becky Boucher	2022	Appointed
Neil Guthrie	2023	Appointed
James Thibeau	2024	Appointed
Bobbi Jo Colburn	2023	Appointed

Board of Assessors		
Dorothy Wilbur	2024	Elected
Eric Harrington	2023	Elected
Michael Roy	2024	Elected

Board of Health		
Joseph Howlett II	2022	Elected
Daniel Taylor III	2023	Elected
Jey Rivera	2024	Elected

Select Board		
Andree Jean Jacques	2022	Elected
Bryan Sawyer	2024	Elected
Debra Flagg	2023	Elected

Cemetery Committee		
Renee Cook	2023	Appointed
Cathy Lahousse	2023	Appointed
Peg Lorenz	2024	Appointed
Ingrid Adam	2024	Appointed
Barbara Yocum	2024	Appointed

Name	Term Expiration	Appointed/Elected
Center Town Hall Committee		
Holly Haase	2024	Appointed
Linda Malone	2022	Appointed
Kathleen Schraven	2023	Appointed
Mary Sullivan	2024	Appointed
David Swain	2023	Appointed
Alison Tocci	2023	Appointed
Sarah Rakip	2024	Appointed

Communication Committee		
Mary Ellen Jones	2022	Appointed
Holly Haase	2022	Appointed
Melissa Lynch	2022	Appointed
Michelle Scally	2022	Appointed

Conservation Commission		
Cindy Phelps	2023	Appointed
Marie Elwyn	2023	Appointed
Robert Burkhardt	2024	Appointed
Jeff DiNardo	2022	Appointed
Jennifer McGuinness	2024	Appointed
Assoc. Members:		
Heidi Ricci	2022	Appointed

Constable		
James Dumas	2024	Elected
Keith J. Keady	2022	Elected
James C. Mickel	2023	Elected

Name	Term Expiration	Appointed/Elected
Council on Aging		
Vicki Landry	2025	Appointed
Marie Elwyn	2023	Appointed
Hans Onsager	2025	Appointed
Mary Wade	2024	Appointed
Christine Andersen	2023	Appointed

Name	Term Expiration	Appointed/Elected
Historical Commission		
Paul Przybyla	2024	Appointed
Ann Dempsey	2024	Appointed
Nancy Anderson	2022	Appointed
Sonia Razzetti	2023	Appointed
Donna DiRusso	2024	Appointed

Honor Roll Planning Committee		
Dwight M. Detillion	2024	Appointed
George Lambert	2024	Appointed
Aaron Griffin	2024	Appointed

Cultural Council		
Marie Elwyn	2023	Appointed
Doris Huxley	2023	Appointed
Melissa Lynch	2023	Appointed
Dina Samfield	2023	Appointed
Susan Hutchinson	2023	Appointed
Emilie Faucher	2022	Appointed
Holly Haase	2024	Appointed

Household Hazardous Waste Oversight Committee		
Jaqueline Esielionis	2022	Appointed
Donald Farrar	2022	Appointed

Library Trustees		
Tom Lynch	2024	Elected
Doris Barreiro	2022	Elected
Beth Quinty	2022	Elected
Julia O'Keefe	2024	Elected
Judy Stanislaw	2023	Elected
David Cook	2023	Elected

Emergency Management Director		
Troy Cooley	2022	Appointed

Finance Committee		
Anthony Lively	2023	Appointed
Brian Hildebrant	2023	Appointed
Diane Parker	2023	Appointed
Bruce Somes	2022	Appointed
Michael Swanton	2022	Appointed

Marijuana Establishment Review Sub-Committee		
James Yocum	2024	Appointed
Patricia Krauchune	2024	Appointed
Janet Tice	2024	Appointed
Catherine Lahousse	2024	Appointed
Police Chief Santiago	2024	Appointed

Government Study Bylaw Sub Committee		
William Oelfke	2024	Appointed

Moderator		
Leonard "Chip" Guercio	2024	Elected

Greenway Committee		
Marie Elwyn	2023	Appointed

Montachusett Regional Planning Commission		
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Patricia Garrigan	2022	Appointed
Brian Goldberg	2023	Appointed
Sherry Anders	2023	Appointed
Betsy Colburn Mirkovic	2024	Appointed
Name	Term Expiration	Appointed / Elected
MCI Community Relations Committee		
Debra Flagg	2024	Appointed
Andree Jean Jacques	2024	Appointed
Troy Cooley	2024	Appointed
Meredith Marcinkewicz	2024	Appointed
Bryan Sawyer	2024	Appointed

Nashoba Valley Technical High School Committee		
Brian Fulmer	2022	Appointed

Nashua River Wild & Scenic River Stewardship Council		
Heidi Ricci	2024	Appointed
Hans Onsager (Alt)	2024	Appointed

Open Space and Recreation Committee		
Heidi Ricci	2024	Appointed
Laura Thomas	2024	Appointed
Brian Goldberg	2024	Appointed

Personnel Board		
Holly Haase	2024	Appointed
Paul Przybyla	2024	Appointed

Planning Board		
William Oelfke	2022	Elected
Barbara Yocum	2025	Elected
Janet Tice	2024	Elected
Sarah Widing	2026	Elected

Barbara Yocum (Commissioner)	2022	Appointed
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Name	Term Expiration	Appointed / Elected
Recreation Commission		
Michael McSweeney	2024	Elected
H. Keith Begun	2024	Elected
Jay L. Duffner	2022	Elected
Linda C. Cournoyer	2023	Elected
Brad Price	2023	Elected

Regional School District		
Christopher Rupprecht	2024	Elected
James D. Quinty	2022	Elected
Joyce L. Reischutz	2023	Elected

Sewer Commission		
Robert Shuler	2024	Elected
Paul A. Wilson	2023	Elected
Leonardo Guercio	2022	Appointed
Donald "Butch" E. Farrar Jr.	2023	Appointed
Hough Muffoletto	2024	Appointed

Town Clerk		
William C. Oelfke	2022	Elected

Veterans Events Committee		
Norm Albert	2024	Appointed
Dwight M. Detillion	2024	Appointed
Kathy Mitchell	2024	Appointed
Jessica Myshrall	2024	Appointed

Thomas Satriale	2023	Elected
Bonnie Lawrence (Assoc. Member)	2022	Elected

Name	Term Expiration	Appointed/ Elected
War Memorial Trustees		
Tristum Darby	2024	Elected (V)
Norman G. Albert	2022	Elected (V)
Scott Bulger	2022	Elected (NV)
Matthew Callahan	2023	Elected (V)
Harold J. Smith Sr.	2023	Elected (NV)

Zoning Board of Appeals		
Leonardo Guercio	2023	Appointed
Kevin Kelly	2022	Appointed
Lee Mirkovic	2022	Appointed
Brian Hildebrant	2023	Appointed
James Yocum	2022	Appointed
Dave Swain (Assoc. Member)	2022	Appointed

SELECT BOARD

Fiscal Year 2022 began with the approval of the Housing Production Plan (HPP) by the Select Board at a joint meeting with the Planning Board. Montachusett Regional Planning Commission representatives worked closely with the Planning Board to develop the Housing Production Plan. The HPP goals are based on assessment of community, including an implementation strategy. This is important to the Town of Shirley, as there are currently 106 deed-restricted housing units, which is about 4% of all housing in Shirley. The goal is 10%. This is an opportunity for the town to take a proactive step in creating affordable housing.

The Select Board voted to support the Flags for Forgotten Heroes project, a suicide awareness flag display. The Flags for Forgotten Heroes places 660 flags to represent the number of Veterans we lose to suicide. Approximately 22 veterans a day commit suicide, five first responders commit suicide every day, and one active duty member commits suicide every day. The project coincided with Suicide Awareness Month in September.

The Select Board began moving forward with the revitalization of Fredonian Nature Park based on the previously approved Americans with Disabilities Act (ADA) study funded by Mr. Eric Shapiro of Phoenix Park and the Lexvest Group. The project capitalizes on past efforts started by Former Conservation Commission Chair Dave Bortell and the Master Plan identifying the need for an ADA compliant park. Town staff met with Sherry Anders of the Greenway Committee to discuss next steps, which involved Department of Public Works (DPW) cleaning up the overgrown trail.

Shirley Police Chief Santiago, along with Shirley Police staff began working towards the required Police Reform/Certification and Accreditation. Governor Baker signed Police Reform in December 2020, creating statewide police mandates. Some aspects require departments to review and assess all policies and the certification of all police officers. The newly formed Post Commission can revoke an officer's licensure for improper conduct.

Shirley Select Board members voted to accept \$2,282,453 in American Rescue Plan Act (ARPA) funding. The first installment totaled \$1,141,226.28. The Board voted to support the first round of spending ARPA money including the replacement of Fire Engine 5 - \$650,000, purchase of an ambulance - \$350,000, revenue loss Benjamin Hill Pool - \$100,000, police station roof - \$70,000, Town Offices roof - \$70,000, Hazen Memorial Roof - \$70,000, Social Services Coordinator - \$16,000, and Police Reform Accreditation - \$10,000.

The Town received a Community Compact grant and assistance from Department of Revenue, Division of Local Services Technical Assistance Bureau grant. One was for a financial forecast for the town for the next five years. The other grant was for Best Practice/Financial Management. Also, cash management has been removed from the management letter annual independent audit.

The Select Board created a Community Preservation Study Sub-Committee and began working with the Center Town Committee to discuss needed improvements and repairs to the iconic Center Town Hall.

The Select Board voted to submit a letter of support for the acquisition of a 39 +/- acre parcel on Townsend Road by Massachusetts Department of Fish and Game. This parcel has been owned by the Farrar family for over 100 years and directly abuts Mulpus Brook Wildlife Management Area. The parcel is mostly wetlands and will provide access for people to potentially hunt, birdwatch, and enjoy nature.

The Town contracted with ClearGov, a transparency tool that will allow residents to access where their tax dollars are spent through a portal on the Town web site. There are several tabs, such as overview, revenue, expenses, and projects. This website is a great visual tool. Another feature is for residents to plug in how much they pay in taxes, so that they can see how much of their taxes are spent throughout the town and the breakdown that each department receives. The Town also made a significant investment in upgrading the older phone system, to a new IP system.

As the new calendar year 2022 rolled around, the Select Board began working with various town boards and committees to discuss two specific matters, the new MBTA Communities legislation and possible truck exclusion. The Select Board applied for two grants through MRPC to study the matters. DLTA and Unified Planning Work Program (UPWP) grants were approved and awarded to the Town of Shirley.

MBTA Communities is a multi-family zoning requirement. Enacted as part of the economic development bill in January 2021, new Section 3A of M.G.L. c. 40A (the Zoning Act) requires that an MBTA community shall have at least one zoning district of reasonable size in which multi-family housing is permitted as of right and meets other criteria set forth in the statute: Minimum gross density of 15 units per acre; Not more than ½ miles from a commuter rail station, subway station, ferry terminal or bus station, if applicable; No age restrictions; Suitable for families with children. For Shirley, this will be a minimum of 750 units. That is the minimum for all commuter rail towns. The first step was for the Town to submit the MBTA Community Information Form by May 2. Communities initially were required to create an overlay district by June 2023.

The Town authorized the Greenway Committee to apply to the Nashua-Squannacook-Nissitissit Wild and Scenic Rivers Stewardship Council for a community grant. The Greenway Committee explored potential projects that would fit with this grant. One necessary step toward ADA accreditation for Fredonian Park is to manage the invasive plants along Catacunemaug Brook. Ms. Anders drafted the grant proposal provided to the Select Board for long-term invasives management plan for the area, and establishing a group of volunteers in Shirley. A professional would train volunteers and provide a workshop for the community. This established committee could work on the area and in other areas in the town. The Greenway Committee asked for the grant application to be submitted by the Select Board as required. The grant was approved.

The Town formally created two committees to address the concerns of traffic and housing. The Board voted to create a Traffic Advisory Committee and a Housing Committee.

The Town held a March Tax Title Auction and redeemed \$240,985.94 in back taxes.

The Town of Shirley received \$144,716.83 in funding through Winter Recovery Assistance Program (WRAP). The spending deadline for WRAP funding is June 30, 2023. This program is under the Massachusetts Department of Transportation. WRAP provides supplemental funding for cities and towns to improve their transportation networks in response to harsh winter weather. Program funding is distributed via a formula based on each municipality's share of locally owned road mileage.

Two major infrastructure matters ended the fiscal year. The Town began working with an engineering firm to do the assessment and initial engineering on the culvert on Whitney Road. Also, Town staff met with an engineering company about submitting a Complete Streets Grant. The goal is to continue from Hospital Road to the town line, installing a barrier between the roadway and new walkway, as well as installing period lighting along the road/walkway. The engineering company will determine how to get power to that side of the street.

Respectfully submitted,

Debra Flagg
Bryan Sawyer
Andree Jean Jacques

TOWN CLERK

This report covers July 1, 2021 to June 30, 2022 (Fiscal Year 2022). It includes records of the following elections and town meetings:

Elections:

May 3, 2022 – Annual Town Election

Town Meetings:

November 15, 2021 – Special Town Meeting

May 9, 2022 – Annual Town Meeting

I would like to thank the residents of Shirley for the opportunity to continue to serve as your Town Clerk. I have now worked as your Town Clerk for 5+ years and thoroughly enjoy working with and for all of you. I would also like to thank the participants of the Senior Work-Off Program who provide vital assistance to the day-to-day functioning of the office (Kathie Bradley, Nancy Landry, and Judy Stanislaw). And finally, I would like to thank our MANY dedicated town election workers, including, but not limited to, the Election Warden, Kathie Bradley, and Election Clerk, Rosalind Ferguson, all of whom do an excellent job helping our elections run smoothly.

Besides Elections and Town Meetings, there are other duties that are performed by the Town Clerk's Office on a daily basis that are vital to the Town operations. These include Annual Street Listings, Dog Licenses, and Vital Records processing. The Annual Street Listing includes preparing, mailing out, processing and following up on the Annual Street Listings (commonly known as the Town Census). This is a massive undertaking mailing out and receiving and processing over 3,000 forms. I thank the residents for their cooperation in the effort. Dog licenses are also a big portion of the workload in the Town Clerk's office with over 900 dogs in Town to be licensed annually. Thanks to Kathie Bradley for following up on overdue dog licenses, which is never an easy task. Again, I thank the residents for working with us on this task to get all dogs in Town properly licensed. Processing new births, deaths and marriages as well as providing official copies of them as requested, keeps the office busy as well.

Again, thank you for your continued support.

Respectfully submitted,

William Oelfke

Town Clerk

Town of Shirley

TOWN CLERK

7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

William Oelfke, Town Clerk



TEL: (978) 425-2600,x205
Fax: (978) 234-9112

OFFICIAL RESULTS - ANNUAL TOWN ELECTION – MAY 3, 2022

TOTAL VOTERS THAT VOTED IN THIS ELECTION – 565

TOTAL VOTERS IN SHIRLEY – 4,347

PERCENTAGE OF VOTERS THAT VOTED IN THIS ELECTION – 13 %

1. BOARD OF ASSESSORS – 3 YEARS – -
 - a. WRITE IN WINNER – ERIC HARRINGTON - 3
 - b. OTHER WRITE INS – (NONE MORE THAN 2 VOTES) - 67
 - c. BLANKS – 495
2. BOARD OF HEALTH – 3 YEARS –
 - a. JOSEPH HOWLETT II - 438
 - b. WRITE INS – 2
 - c. BLANKS – 125
3. CONSTABLE – 3 YEARS
 - a. KEITH KEADY - 433
 - b. WRITE INS – 3
 - c. BLANKS – 129
4. LIBRARY TRUSTEE – 3 YEARS (2 POSITIONS)
 - a. DORIS BARREIRO - 383
 - b. ELIZABETH QUINTY - 457
 - c. WRITE INS – 2
 - d. BLANKS – 288
5. PLANNING BOARD – 5 YEARS
 - a. WILLIAM OELFKE - 462
 - b. WRITE INS – 0
 - c. BLANKS – 103
6. PLANNING BOARD ASSOCIATE – 2 YEARS
 - a. BONNIE LAWRENCE – 411
 - b. WRITE INS – 0
 - c. BLANKS -154
7. RECREATION COMMISSION – 3 YEARS
 - a. JAY DUFFNER - 426
 - b. WRITE INS – 2

- c. BLANKS – 137
- 8. REGIONAL SCHOOL COMMITTEE – 3 YEARS
 - a. JAMES QUINTY – 310
 - b. ELIZABETH I JOHNSON - 249
 - c. WRITE INS – 0
 - d. BLANKS – 6
- 9. SELECT BOARD – 3 YEARS –
 - a. ANDREE JEAN JACQUES - 414
 - b. WRITE INS – 10
 - c. BLANKS – 141
- 10. TOWN CLERK - 3 YEARS
 - a. WILLIAM OELFKE - 472
 - b. WRITE INS – 1
 - c. BLANKS - 92
- 11. WAR MEMORIAL TRUSTEE (VETERAN) – 3 YEARS
 - a. NORMAN ALBERT - 456 -
 - b. WRITE INS – 1
 - c. BLANKS –108
- 12. WAR MEMORIAL TRUSTEE (NON-VETERAN) – 3 YEARS
 - a. WRITE IN WINNER - SCOTT BULGER - 6
 - b. OTHER WRITE INS – 7
 - c. BLANKS - 552

WILLIAM OELFKE

TOWN CLERK

<p style="text-align: center;">Minutes of the Special Town Meeting November 15, 2021</p>
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Moderator Chip Guercio opened the Special Town Meeting on Monday, November 15, 2021, at 7:15 p.m. at the Ayer Shirley Middle School Gymnasium, 1 Hospital Road. This year's Special Town Meeting was held in the Gymnasium instead of the Auditorium as in previous years due to the COVID 19 concerns. One hundred (100) fold up chairs were placed 6 feet apart in all directions on the gym floor to provide adequate social distancing. Nine (9) "non-voter" seats were available in the front of the gym as well. Masks were highly recommended but not mandated by law. Microphones were available to the moderator, the Chairman of the Board of Selectmen, and the Chairman of the Finance Committee. One standup microphone was available to voters in the center aisle with sanitizer available next to the microphone for those concerned. Voter cards were not used due to COVID 19 concerns and all votes were either hand counted by tellers or by raising of the hand by the voters.

The Town Clerk confirmed the Town Meeting was properly posted. Mike Detillion led the meeting in the Pledge of Allegiance. The Town Clerk had sworn the following people to serve as tellers/counters: James Thibault, Beth Quinty, Ted Landry and Mike Detillion. Judy Stanislaw and Nancy Landry checked voters into the meeting from the Cafeteria. Kathie Bradley greeted voters as they arrived in the gym and directed them to their socially distanced seats. Fifty three (53) voters in total checked in.

Tim Zessin, Town Counsel from Kopelman and Paige, was in attendance and seated on the "stage" along with the Town Administrator Mike McGovern, three (3) members of the Board of Selectmen, one (1) member of the Finance Committee and Town Clerk Bill Oelfke.

Copies of the warrant were put on the Town's website, properly posted by the constable, and were available at the check-in area for attendees to bring into the meeting to refer to.

Article 1: Part Time Social Service Coordinator

Debra Flagg moved, seconded by Bryan Sawyer, that the Town amend the budget approved under the Motion for Article 4 of the May 10, 2021 Annual Town Meeting, by transferring \$8,000 from American Rescue Plan Act receipts to increase Line 2022-01 (Town Administrator) of the budget for the purpose of hiring a Social Service Coordinator.

Hand Count Vote: Moderator Declared Passed by Majority.

Article 2: Zoning Bylaw Amendment to Change Board of Selectmen to Select Board

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to amend the Zoning Bylaws as printed under Article 2 in the Warrant. Article 2 in the Warrant stated "To see if the Town will vote to amend the Zoning Bylaws of the Town by deleting, in each instance in which

they appear, all references to “Board of Selectmen,” “Selectmen” and “Selectman” and inserting in their place the words, “Select Board” or “Select Board member” or “Select Board members”, as appropriate, and further to authorize the Town Clerk to make any non-substantive, ministerial revisions to ensure that gender and numerical issues in related text are revised to properly reflect such change in title; or take any other action relative thereto.”

Hand Count Vote: Moderator Requested Tellers to count voters since this a 2/3rd vote. Yes 46; No 3; Moderator Declared Passed by 2/3rd.

Article 3: Office of the Treasurer/Collector Demand Fee

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to approve Article 3 as printed in the warrant. Article 3 stated “To see if the Town will vote to increase the demand fee for delinquent real estate, personal property and motor vehicle bills from \$15.00 to \$20.00, pursuant to the provisions of MGL Chapter 60, Section 15(2), which authorizes such fees for each written demand provided for by law, so long as the fee does not exceed \$30.00; or take any other action relative thereto.”

Hand Count Vote: Moderator Declared Passed by Majority.

Article 4: Roadway and Street Names Bylaw Amendment

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to amend Article XXIX of the General Town Bylaw as printed under Article 4 in the warrant. Article 4 in the warrant stated “To see if the Town will vote to amend General Town Bylaw - Article XXIX - Roadway and Street Names, as on file and available for viewing in the office of the Town Clerk, to delete Section 5, which stipulates that the list of qualified veterans must be exhausted before other individuals are considered, and further, to authorize the Town Clerk to make any non-substantive, ministerial revisions to renumber the remaining sections accordingly; or take any other action relative thereto. “

After some brief discussion explaining the current bylaw and the amendment requested, the vote was made.

Hand Count Vote: Moderator Declared Passed by Majority.

Article 5: PEG Access Receipt Reserved for Appropriation

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to appropriate the sum of \$28,110.90 from the PEG Access and Cable Related Fund for FY22 cable-related expenses.

Hand Count Vote: Moderator Declared Passed by Majority.

Motion made by Debra Flagg, seconded by Bryan Sawyer, to dissolve Special Town Meeting at 7:41 p.m.

Hand Count Vote: Moderator declared Passed by Majority.

Respectfully submitted,

William C. Oelfke
Shirley Town Clerk

<p align="center">Minutes of the Annual Town Meeting May 9, 2022</p>

Moderator Chip Guercio opened the Annual Town Meeting on Monday, May 9, 2022, at 7:15 p.m. at the Ayer Shirley Middle School Auditorium, 1 Hospital Road. This year's Annual Town Meeting was held back in the Auditorium, after a 2 year break from that location due to COVID 19 concerns. Masks were available at the check in table if needed but were not mandated. The first three rows in the front of the auditorium far left side were available for non-voters. Microphones were available to the moderator, the Chairman of the Board of Selectmen, and the Chairman of the Finance Committee, as well as three stand up microphones within the auditorium for voters to use. Voter cards were again used for voters to hold up for the moderator to see while voting on an article.

The Town Clerk confirmed the Town Meeting was properly posted. Mike Detillion led the meeting in the Pledge of Allegiance. The Town Clerk had sworn the following people to serve as tellers/counters: James Thibault, Beth Quinty, Ted Landry and Mike Detillion. Judy Stanislaw and Kathie Bradley checked voters into the meeting from outside the Auditorium. Eighty-five (85) voters in total checked in.

Tim Zessin, Town Counsel from Kopelman and Paige, was in attendance and seated on the stage along with the Town Administrator Mike McGovern, Assistant Town Administrator Aubrey Thomas, all three Board of Selectmen members, Brian Hildebrant, Chairman of the Finance Committee, and Town Clerk Bill Oelfke.

Copies of the warrant were put on the Town's website, properly posted by the constable, and were available at the check-in area for attendees to bring into the meeting to refer to along with copies of various handouts.

Article 1: Accept Annual Town Report

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 1 as printed in the warrant. The warrant stated "To accept the reports of the Select Board and other Town Officers for the Fiscal Year July 1, 2020 and ending June 30, 2021".

Card Vote: Moderator declared Passed by Majority.

Article 2: Rescind Vote under Article 6 of the May 10, 2021 Annual Town Meeting: "Appropriate Capital Items for FY2022"

Debra Flagg moved, seconded by Bryan Sawyer, to rescind its vote in favor of Article 6 of the

Department	Requested Project/Equipment	FY22
DPW	2022 Freightliner 108 Truck replacing 2001 7400 Dump Truck	239,782
Fire	Headquarters Façade Repair	20,660
Police	Replace 2014 Interceptor w/2021 Hybrid Cruiser	56,615
Police	Radar Trailer	11,287
Capital Projects FY2022		328,344

May 10, 2021 Annual Town Meeting approving borrowing in the amount of \$328,344 to fund items in the Town's FY2022 Capital Plan.

Card Vote: Moderator declared Passed by majority.

Article 3: Accept Salary Classification Plan & FY 2023 Wage Scale (See Appendices A & B)

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 3 as printed in the warrant. The warrant stated "To see if the Town will vote to accept the Salary Classification Plan, as set forth in Appendix A and amend the FY23 Wage Scale to include a 1% COLA effective July 1, 2022, as set forth in Appendix B; or take other action relative thereto."

Card Vote: Moderator declared Passed by Majority

Article 4: Appropriate Omnibus Operating Budget for FY 2023

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to raise and appropriate the total sum of \$16,059,206 for the Omnibus Operating Budget of the Town for the period beginning July 1, 2022 through June 30, 2023, as printed in the warrant under Article 4, all in order to defray the operations and other necessary and proper charges, costs, and expenses of the Boards, Commissions, Committees, Officers, and Departments of the Town, together with the payment of debt service, for said Fiscal Year 2023, with each department considered to be a separate appropriation.

Moderator read each line item and the dollar amount proposed for each line item in the category and asked voters to say "HOLD" if they wished to discuss a specific item in more detail. There were three (3) HOLDS on the line items. They were 2022-13 (Town Administrator-Energy/Street Lights); 2022-42 (Roads & Grounds Maintenance); and 2022-60 (Ayer Shirley Regional School Assessment). All questions relating to hold items were answered to the satisfaction of the questioners.

Card Vote: Moderator declared Passed by Majority.

Article 5: Approve Five-Year Capital Improvement Plan (See Appendix C)

Moved by Debra Flagg, seconded by Bryan Sawyer, to approve and accept the FY 2023 Capital Budget, together with the capital budget for the ensuing four years, said five-year plan known as the Capital Improvement Plan, as set forth in Appendix C.

Card Vote: Moderator declared Passed by Majority

Article 6: Appropriate Capital Items for FY2023

Debra Flagg moved, seconded by Bryan Sawyer, appropriate the sum of \$80,650.00 for the purpose of purchasing and equipping the capital item listed in Article 6 of the printed warrant, including all related and incidental expenses, and, as may be necessary in connection therewith,

to authorize the Town to enter into lease/purchase agreements for such items for terms of up to or exceeding three years; and, as funding therefor, that the Town authorize the Town Treasurer, with the approval of the Select Board, to borrow said amount pursuant to G.L. c. 44, §7 or any other enabling authority and issue bonds and notes therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs. This vote requires a 2/3rd vote.

Department	Requested Project/Equipment	FY23	Funding Source
DPW	4 Metric Ton Compact Excavator	80,650	Bond

Total Cost FY23 CIP **\$80,650**

Card Vote with Count from Tellers: Count 58 Yes; 1 No; Moderator declared Passed by 2/3rd vote (borrow article)

Article 7: Appropriate Sewer Enterprise Fund Budget for FY 2023

Debra Flagg moved, seconded by Bryan Sawyer, that the Town vote to approve Article 7 as printed in the warrant. The warrant stated “to vote to appropriate the total sum of \$783,142 to defray Sewer Enterprise direct and indirect costs, and, to transfer the sum of \$75,000 from Retained Earnings and \$124,012 from Sewer Betterments and to raise the sum of \$584,130 from FY2023 Wastewater receipts to fund the total costs of the Sewer Enterprise Fund for FY2023 as follows, or take any action relative thereto.

Line Number	Department	Description	FY2022 Approved	FY2023 Budget Request	FY2023 FinCom Recommended Balance Budget
2022-71	Sewer Enterprise	Personnel Services	21,918	23,675	
2022-72	Sewer Enterprise	Ordinary Expenses	606,006	560,455	
2022-73	Sewer Enterprise	Debt	195,288	199,012	
Subtotal	Sewer Enterprise		823,212	783,142	FinCom Approval

Card Vote: Moderator declared Passed by Majority

Article 8: Appropriate Ambulance Department Enterprise Fund Budget For FY2023

Debra Flagg moved, seconded by Bryan Sawyer, vote to approve Article 8 as written in the warrant. Warrant stated “to appropriate the sum of \$384,043 to defray Ambulance Enterprise direct costs and indirect costs, and to raise the sum of \$384,043 from FY2023 Ambulance Enterprise receipts to fund the total costs of the Ambulance Enterprise Fund for FY2023 as follows, or take any other action relative thereto.”.

Line Number	Department	Description	FY2022	FY2023	FY2023 FinCom Recommend Balance Budget
			Approved	Budget Request	
2022-74	Ambulance Enterprise	Personnel Services	294,572	295,180	
2022-75	Ambulance Enterprise	Ordinary Expenses	62,698	62,698	
2022-76	Ambulance Enterprise	Debt Service	27,315	26,165	
Subtotal	Ambulance		384,585	384,043	FinCom Approval

Card Vote: Moderator declared Passed by Majority

**Article 9: Appropriate for the Curbside Solid Waste/Recycling
Enterprise FY 2023 Budget**

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 9 as printed in the warrant. The warrant stated “will vote to appropriate the sum of \$543,250 to defray Curbside Solid Waste/Recycling Enterprise direct and indirect costs, and to raise the sum of \$504,720 from FY2023 Curbside Solid Waste/Recycling Enterprise receipts and raise and appropriate the sum of \$38,530 for the total costs of the Solid Waste Enterprise Fund for FY2023, as follows; or take any other action relative thereto.”

Line Number	Department	Description	FY2022	FY2023	FY2023 FinCom Recommended Balance Budget
			Approved	Budget Request	
2022-77	Trash Enterprise	Personnel Services	-	-	
2022-78	Trash Enterprise	Ordinary Expenses	430,500	543,250	
2022-79	Trash Enterprise	Debt Service	-	-	
Subtotal	Trash Enterprise		412,500	543,250	FinCom Approval

Card Vote: Moderator declared Passed by Majority.

Article 10: Fredonian Park

Debra Flagg moved, seconded by Bryan Sawyer, to transfer from free cash the sum of \$15,000 to be used for improvements, including ADA accessibility, and maintenance of Fredonian Park, including all incidental and related costs.

Card Vote: Moderator declared passed by Majority.

Article 11: To Fund the Other Post Benefits Trust (OPEB)

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 11 as printed in the warrant. Article 11 states “vote to transfer from Free Cash a sum of \$10,000 to be added to the Post-Employment Benefits Trust Fund.”

Card Vote: Moderator declared Passed by Majority

Article 12: Fire Communications

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 12 as printed in the warrant. The warrant stated that the “Town will vote to transfer from Free Cash the sum of \$10,700 to install fiber optic cable to upgrade fire communication repeater/receiver system, including all incidental and related costs; or take any other action relative thereto”.

Card Vote: Moderator declared Passed by Majority

Article 13: Town Master Box Fire Alarm Cable and Center Town Hall Alarm Box

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 13 as printed in the warrant. The warrant stated that the “Town vote to transfer from Free Cash the sum of \$33,500 to upgrade cable for the municipal master box fire alarm system and to install a new fire alarm box in Center Town Hall, including all incidental and related parts; or take any other action relative thereto.”

Motion made by Mr. James Quinty to table article to get further information on the issue. Seconded by an audience member. After much discussion in favor of the actual warrant article, Mr. Quinty withdrew his motion to table the article.

Card Vote: Moderator declared original motion Passed by Majority

Article 14: Special Purpose Stabilization Fund

Debra Flagg moved, seconded by Bryan Sawyer, to vote pursuant to GL c40, Section 5B to create a new special purpose stabilization fund, to be known as the Municipal Facility and Infrastructure Repair and Maintenance Fund (the so-called “FIRM Fund”), which fund may be expended by a 2/3 vote of Town Meeting for repair and maintenance of municipal infrastructure and facilities. The motion requires a 2/3rd vote.

Card Vote Counted by Tellers: Yes 61; No 1; Moderator declared Passed by 2/3rd Vote

Article 15: Transfer to the General Stabilization Fund

Debra Flagg moved, seconded by Bryan Sawyer, to transfer from free cash a sum of \$240,000 to the General Stabilization Fund.

Card Vote: Moderator declared Passed by Majority

Article 16: Transfer to the Capital Stabilization Fund

Debra Flagg moved, seconded by Bryan Sawyer, to transfer from free cash a sum of \$145,000 to Capital Stabilization Fund.

Card Vote: Moderator declared Passed by Majority

Article 17: Transfer to the Special Purpose Stabilization Fund

Debra Flagg moved, seconded by Bryan Sawyer, to transfer from free cash a sum of \$250,000 to Special Purpose Stabilization Fund.

Card Vote: Moderator declared Passed by Majority

Article 18: Accept Chapter 90 Funds

Debra Flagg moved, seconded by Bryan Sawyer, to approve Article 18 as printed in the warrant. The warrant stated that the Town will “vote to authorize the Town to accept and expend any funds allotted or to be allotted to the Town by the Commonwealth of Massachusetts under the so-called Chapter 90 program for the construction, reconstruction, and improvement of Town roads; or take any other action relative thereto.”

Card Vote: Moderator declared Passed by Majority

Article 19: PEG Access Receipt Reserved for Appropriation

Debra Flagg moved, seconded by Bryan Sawyer, to appropriate from the PEG Access Cable Receipt Reserved for Appropriation Account the sum of \$57,457.21 for cable related expenses in FY 23.

Card Vote: Moderator Declared Passed by Majority

Article 20: Income Limit Increase for Senior Tax Deferral

Debra Flagg moved, seconded by Bryan Sawyer, to vote pursuant to the provisions of Massachusetts General Law Chapter 59 Section 5, Clause 41A(2), to adopt a higher maximum qualifying gross receipts amount of \$40,000; to be effective for any fiscal year beginning on or after July 1, 2022.

Card Vote: Moderator declared Passed by Majority

Respectfully submitted,

William C. Oelfke
Shirley Town Clerk

POLICE DEPARTMENT



It is an honor for me to present the 2022 Shirley Police Department Annual Report. I have served this community for the past 19 years, and six years as your chief of police. I am humbled, honored and forever grateful to continue to serve this great community.

The Shirley Police Department was established as a full-time police department on February 10, 1936 at a meeting held in Shirley Village by a vote of its citizens. In February, the police department celebrated 87 years of serving the citizens of Shirley. We continue with those traditions but have evolved, and are proud to be a modern, diverse and inclusive Police Department that serves the residents of Shirley by using law enforcement best practices, creatively contribute to the social wellbeing and quality of life for our residents, business owners and visitors that live, work and visit our community.

For 2023, the men and women of the Shirley Police Department look forward and will continue to build on the partnership in the community which as a result has improved the quality of life for our citizens, employees, business owners and visitors. We will continue in our commitment to enhance our community policing efforts and proactively explore law enforcement best practices to decrease and deter criminal activity within the Town of Shirley. We continue to build great partnerships in the school district, working with school leadership.

On a monthly basis we continue to support the Council on Aging with the Senior Center Veteran's Breakfast. And we continue to host Coffee with a Cop to engage our citizens and the public with meaningful dialogue.

On May 16th, 2022 we welcomed, Police Officer Jacob Noll to the department after graduating from the Boylston Regional Police Academy. Noll is originally from Shirley, and will be a great fit and addition to the Shirley Police Department. In June, we were honored to receive the "Manny Tube" flotation device donated to the department by the 267 Foundation which was named in honor of Worcester Police Officer Emmanuel (Manny) Familia who drowned on June 4th, 2021 while trying to save a 14 year old Troy Love from a pond at Green Hill Park in Worcester, MA. The "Manny Tubes" were placed in each police cruiser for water safety operations.

On December 13th and December 14th, 2021 we held our fifth annual Shirley Police Department “Toys from Cops” Toy Drive. The toys collected were donated to the Shirley Friendship Fund and needy families in Shirley. We also welcomed several new police officers to the department, Police Officer Chhaya Uong and Police Officer Emily Vincent who each have numerous years of police experience. Police Officer Uong speaks a second language, and is of Cambodian descent, and Police Officer Vincent is a certified sexual assault investigator and has attended the School Resource Officer Basic Training Course.

My goal is to continue to offer the best possible police services to the community, while enhancing the safety and quality of life of residents, business owners, and visitors that live, work and visit the Town of Shirley.

In 2022 we saw a decrease in certain crimes. For 2023, we will continue with a pro-active community policing approach to solving problems in our community and enhancing services to the citizens of Shirley. Leveraging social media platforms helps the Shirley Police Department connect with a broad audience, sharing our mission and encouraging dialogue.

STATISTICS

January 1, 2022-December 31, 2022

Arrest: 67	All Other Offenses: 22
MV Citations: 486	Sexual Assault: 2
Homicide: 0	Theft from Building: 4
Theft from Motor Vehicle: 2	OUI: 3
Intimidation: 9	Robbery: 0
Criminal Complaints/Summons: 60	Assault: 9
MV Accidents: 54	Burglary/B&E: 4
Restraining Orders: 28	Larceny: 13
Police Incident Reports: 549	Motor Vehicle Thefts: 2

Calls for Service: **30,603 ****

Calls for Service includes officer initiated activity and building checks

In closing, I would like to thank the men and women of the Shirley Police Department, the desk clerk and our public safety admin assistant for providing quality, honorable and dedicated service to the citizens of Shirley. I would also like to thank Chief Troy Cooley and the Shirley Fire Department, DPW Director David Schwartz and the Department of Public Works, my fellow

Department Heads, the Ayer Shirley Regional School District, Town Administrator Michael McGovern, the Select Board, and Finance Committee for their leadership and support to this agency.

We will honor these principles by knowing that, “the ability of police to perform their duties is dependent upon public approval of police action, and police at all times should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police” (Sir Robert Peel, 1829).

Respectfully submitted,

Samuel Santiago, BS, MSCJ, MPA

Chief of Police

SHIRLEY FIRE DEPARTMENT

The Shirley Fire Department (SFD) responded to 1,300 calls for assistance to the community. Such incidents included but were not limited to emergency medical services, alarm activations, building fires, motor vehicle fires, brush/wildland fires, motor vehicle accidents, and other emergency services. Further, we continued our many civic activities such as Student Awareness of Fire Education (S.A.F.E) lessons at our local schools, Senior S.A.F.E. at the senior center, and various public events throughout the community.

The mission of the Shirley Fire Department remains an unyielding commitment to excellence in our service to the citizens and visitors within the Town of Shirley, by protecting the lives and property of the community from emergencies involving Fire, Medical, Hazardous Materials and Environmental Causes. The driving values motivating our personnel are a spirit of cooperation, loyalty to the organization and community, and a positive outlook toward the future of our Department and town.

The department currently has a roster comprised of 7 Full time fire fighter EMT's, 15 on call Fire fighters who live in town, and 15 part time or Per-Diem fire fighters. We are currently covering the station 24-7 with 2 personnel using full time and part time personnel.

We received several grants this year around \$100,000 in total the biggest being from PSAP which is going to purchase Radio upgrades to make our radios tri band and allow us to use one radio to talk to multiple agencies. The other was an equipment grant that will allow us to continue to update our rescue equipment.

In closing, the Department would like to thank the citizens of Shirley for their continued support. We at SFD are also extremely appreciative for the cooperative spirit and support of the Police and the Public Works Departments. Our regionalization with the Town of Ayer's communications center continues to provide high quality dispatching from each of the hard-working and dedicated men and women of the Ayer-Shirley Regional Communications Center.

Respectfully submitted,

Troy O. Cooley
Chief of the Shirley Fire Department



Department of Public Works Annual Report



The Shirley Department of Public Works provides continuous high quality, cost effective and essential services to the Town of Shirley's residents and visitors. Public Works First Responders handle emergencies 24 hours a day, 7 days a week, 365 days a year keeping roadways clear; stormwater flowing; and maintaining safe access to public buildings. Frequently emergencies arise during challenging conditions – high winds, driving rains, freezing cold, blinding snow, high heat, and humidity – and not infrequently during the middle of the night, on a holiday and for several nonstop hours.

The crew of the Shirley Public Works take pride in the work and service they provide to the community. Not every Public Works project or operation necessarily gains the attention of the public or is mentioned in every annual report. Many efforts go about in the background every day to keep the Town operations and public services running smoothly. This in no way diminishes their importance or essential nature.

A new dome has been erected at our Clark Road facility to enhance access and provide adequate sand and salt mixture to the residents of Shirley during the winter months. We are a small crew and manage to accomplish a plethora of undertakings and are fortunate to have talented employees who can perform preventive maintenance and in house repairs on several costly pieces of equipment throughout the year. In collaboration with the Fredonian Park and Nature Center, we assisted with the beautification project and partnering with the Shirley Fire Department, hung the holiday lights at Whitely Park. Roof repairs, trash barrel deliveries, employee training, painting, assisting a contractor, setting flags out for patriotic holiday recognitions, maintenance on public buildings, driveway permits, grass mowing, brush clearing, street signage, street lighting ...the list goes on and on. The opportunity to work on a myriad of needs certainly keeps things interesting and the crew busy. Ultimately, we know our work has meaning and doing it well allows us to take satisfaction in that work.

Winter 2022 brought a typical amount of snow and ice over the course of the season. We used 589 tons of salt throughout the year. With a lot of storm activity at night and the early morning hours, residents do not usually get to see these individuals working many long hours and often under the worst of conditions to make sure the Town's roadways are as safe as they can be for the motoring public. Sometimes this can be difficult and often challenging because each one is different from another, but we rise together and work as one, especially when we are shorthanded. I genuinely want to thank all the local sub-contractors for their dedicated service to the Town of Shirley.

During the Summer, 850 feet of Townsend Road, 2,050 feet of Little Turnpike Road, 1,165 feet of Walker Road, 670 feet of Clark Road, 425 feet of Rodman & Wetherbee Roads and 2,200 feet of Hazen Road were resurfaced. Crack sealing was conducted on Phoenix, Shaker and Harvard Roads in the Fall.

Stormwater management is required by Federal Regulation Section 309 of the Clean Water Act. The DPW assisted the Planning Board by continuing to develop the Environmental Protection Agency's mandated Stormwater Management Plan to maintain general compliance with the regulation of the State/Federal MS4 Permit. The DPW has continued to clean the Catch basins, rebuild Catch basins, repave around the manhole and catch basin lids as well as street sweeping to remain in compliance. We cleaned 400 catch basins removing 202.45 tons material which is hauled away to an environmental landfill in Nashua, New Hampshire. Eleven catch basins were rebuilt.

As Director of Shirley Department of Public Works, I would like to acknowledge the crew; Kenneth Gilman, Ronald Brower, Dennis Levesque and Toni Bragdon for their hard work and dedication to provide essential, quality services to the community. I also want to thank the citizens of Shirley for their support and patience. Thank you to the other Town Departments, Town Manager, and Select Board for their guidance and support throughout the year. It is a pleasure working with you.

David N. Schwartz
Director



Resident Sand/Salt dome on Clark Road



Catch basin repairs

SEWER COMMISSION

In FY22 the Sewer Commission continued their working relationship with Weston and Sampson Services. Weston and Sampson provide all routine operation and maintenance of the sewer system and the Industrial Pre-treatment Program. They inspect the six pump stations located in the sewer system and perform routine and preventative maintenance on them. They also provide 24/7 coverage for emergencies that may arise, such as clogs in the system, mechanical failures and grinder pump alarms.

The Sewer Commission Office sends out sewer usage bills quarterly. Bills are mailed out in March, June, September and December. Bills are based on the winter month's water usage and this information is provided by the Shirley Water District.

The Sewer Commissioners meet on the first Wednesday of the month at 7:00 pm to conduct their routine business. Any questions or concerns that the public would like to discuss with them, please feel free to attend one of their monthly meetings. If you would like to be placed on the agenda, please contact the office 48 hours in advance.

The Sewer Commission would like to thank all the Town Boards and Departments for all their hard work and cooperation throughout the year, to Tom Frost from Weston and Sampson for his daily dedication in maintaining the integrity of the system, to Erin Deforge the Administrative Assistant to the Sewer Commission for her daily managing of the Sewer Commission Office. Also, the Sewer Commission would like to give a special Thank You to Shirley Water District for the continuing help that they provide through out the year.

Respectfully Submitted,

Leonardo Guercio, Chairman
Robert Schuler, Vice-Chair
Donald Farrar
Hugh Muffoletto
Paul Wilson

CEMETERY COMMITTEE

The Shirley Cemetery Committee oversees and administers the Town's two active municipal cemeteries: Shirley Center Cemetery, established in 1755, and Village Cemetery, dating to 1849. Both are listed in the National Register of Historic Places and are within the boundaries of state and local historic districts. The Cemetery Committee meets the second Tuesday of each month at 6:00 p.m.

Death certificates and burial permits are under the jurisdiction of Shirley's Town Clerk. The Department of Public Works (DPW) continues its charge of cemetery upkeep and burials. This work includes overseeing mowing of the cemeteries, contracted by the Town in FY22 to Guthrie Brothers Landscaping of Shirley, MA. Other "ordinary expenses" were funded by the Cemetery Committee's General-Fund budget of \$6,714.

During Fiscal Year 2022, there were 17 burials in Shirley's Cemeteries: seven in Center Cemetery and 10 in Village Cemetery. Of these, eight were cremains burials and nine were full burials. Ten burial lots were sold: six in Center Cemetery and four in Village Cemetery.

Special accomplishments of the Shirley Cemetery Committee in FY 2022 have included the following:

- * Gravestones Services of New England repaired and cleaned 16 gravestones in Center and Village Cemeteries at a cost of \$3,900, funded by proceeds of the cemetery Perpetual Care Fund.
- * Archivist Ingrid Adam completed organizing and cataloging the cemeteries' maps, now safely stored in the fireproof Town Vault. The work of sorting and filing burial records continues, as mandated by Massachusetts General Law. This includes historic cemetery records transferred to the Cemetery Committee from the Shirley Historical Society and Hazen Memorial Library in FY22.
- * The Committee contracted with Goldsmith, Priest & Ringwall of Ayer to survey the back portion of Shirley Shaker Meadows to help determine the feasibility of future use as a natural burials site. The expense of \$3,500 was funded from Free Cash, approved by 2021 Annual Town Meeting (Article 16).
- * The Department of Public Works shortened the commemorative signs in Center Cemetery to seven feet and painted the silver poles black.

The Cemetery Committee extends thanks to Shirley DPW employees, including former DPW Director Brandon Kelly and current Director David Schwartz, and former Administrative Assistant Cathy Mayotte and current Assistant Toni Bragdon, for their work with the cemeteries. The Committee also acknowledges Veterans' Agent Mike Detillion and the American Legion for placing flags on our veterans' graves.

Respectfully submitted,

Shirley Cemetery Committee

Barbara Yocum, Chair

Peg Lorenz, Secretary

Renee Cook, Treasurer

Catherine Lahousse, Public Relations

Ingrid Adam, Archivist

February 2023

NASHOBA ASSOCIATED BOARDS OF HEALTH

Nashoba Associated Boards of Health continues to serve the Shirley Board of Health in meeting the challenges of environmental and public health needs in your community. As the pandemic specific requirements and guidance were eased, and the State of Emergency ended in June, we have provided assistance to your Board's return to pre-pandemic public health activities.

- The agency staff informed, educated and stayed current with the COVID-19 information from the Department of Public Health to help residents in your community navigate the changes.
- Our public health nursing staff were still providing contact tracing and outreach in your communities (including regional COVID-19 vaccination clinics), while reaching out to Councils on Aging to establish well adult clinics and conduct regular fall flu clinics.
- Our VNA continued their home health activities in your community.
- As a recipient of a Public Health Excellence Grant, we have brought on staff to increase our presence in food service establishments and provide improved communication, and public health education to the Nashoba District.

We look forward to continuing our work with **Shirley's Board of Health** to meet the public health, environmental and nursing needs of your community.

Environmental Health Department

The Nashoba Sanitarian serving your community is always available at our Ayer office and he has regular hours in the Town Hall to serve your residents and work with your Town Hall staff.

Food Service Licensing and Inspections

13

This office licenses, inspects, responds to complaints and conducts follow up on concerns in licensed operations. Some of the inspection done this year were in response to COVID complaints.

Recreational Permitting and Inspections

2

This office licenses, inspects and responds to complaints regarding recreational camps for children, bathing beaching and public and semi-pools. We sample bathing beaches weekly, providing the results to community partners, to ensure swimming only occurs at the public and semi-public beach which meet State regulations.

This office inspects dwelling units for compliance with the State Sanitary Code upon compliant and prior to occupancy. We issue orders to affect corrective actions, reinspect and initiate legal action if necessary. Similarly, complaints from residents concerning unsanitary conditions or pollution are investigated.

Title 5 related work – On-site Sewage Disposal

We received 5 applications for soil testing (testing necessary for the design of a sewage disposal systems) and witnessed 17 tests performed (perc tests and soil evaluation holes).

We received 11 applications for sewage disposal systems and reviewed 20 plans for new and replacement systems.

Our office prepared 9 sewage disposal system permits for the Board's review and approval: 4 for new construction and 5 for the replacement of failed systems.

We conducted 13 inspections during the construction of sewage disposal systems.

We reviewed 23 Title 5 inspection reports and we were available to provide consultation to your residents on matter relating to sewage disposal systems.

Private Well related services

Private wells are regulated by local regulation and we issued 3 well permits for new and replacement private water supply wells.

We review water quality and quantity reports and interpret the results for your residents.

Rabies Clinics – Animals Immunized (Due to COVID-19, clinics were limited in 2022)

Nashoba Nursing Service & Hospice

Nashoba's Certified Home Health Registered Nurses visit and provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24-hour basis, catheter care, case management and referral to other services as needed.

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

<u>Nursing Visits</u>	1020
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<u>Home Health Aide Visits</u>	93
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<u>Rehabilitative Therapy Visits</u>	564
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Medical Social Work Visits	22
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Community Health Nursing

Nashoba’s Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

The Nashoba nursing team reviewed, investigated and reported on all mandated communicable and infectious diseases (including COVID-19) while working closely with the Massachusetts Department of Public Health’s (MDPH) epidemiology team. Though this daily reporting and investigation work is not always visible, it is vital to protect the public from the spread of disease and includes:

- Working with MDPH and other local boards of health to identify and manage clusters of disease/exposures in the District.
- Contact tracing for our member communities and teaching about the processes of Isolation and Quarantine. Teaching risk reduction, infection control measures and disease management.
- Serving as a resource for individuals and businesses interpreting the everchanging information on the disease and the State’s response to the pandemic.
- Working with school nurses and childcare providers in the District to provide information, offer advice and support and assist with contact tracing in the schools and daycare centers as needed.
- Collaboration with all municipal staff, including Councils on Aging, to address questions about COVID-19 (and other diseases), exposures and actions which may be necessary to address these exposures.

Communicable Disease Number of Cases:

Babesiosis	3
Calicivirus/Norovirus	1
Giardiasis	1
Haemophilus influenzae	1
Hepatitis C	13
Human Granulocytic Anaplasmosis.....	3
Influenza	111
Legionellosis.....	1
Salmonellosis.....	1
SARS-CoV-2 (COVID-19).....	767

The Nashoba nursing staff provided monitoring and guidance to travelers and residents testing positive for TB infection (not contagious) **119** throughout the district this calendar year, and have also been managing **2** active TB cases in the District since Spring/Summer 2022 and continue to date. The towns in the Nashoba District fall into a **LOW RISK TB** category (as defined by MDPH).

In addition to the mandated disease surveillance and reporting, our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways including:

- Monthly well adult clinics have been & continue to be offered throughout the district. Nashoba nursing staff conducted **159** total clinics this year, including **9** clinics in Shirley. Clinics provide the opportunity for residents to meet with the nurse for blood pressure checks, blood sugar screening, general health counselling, resource information and referrals as needed. Districtwide flu clinics are held in the fall.
- Nashoba conducted seasonal flu clinics in each community to make vaccinations available to everyone, including homebound residents. We administered **2130** flu shots to community members, including **105** Shirley residents.
- We conducted regionalized COVID-19 vaccine clinics the first quarter of the year until the public demand/interest in the vaccine waned. In an effort to increase vaccine accessibility, clinics were also held at local food pantries, shelters, churches, schools, businesses, etc. A total of **509** district community members were vaccinated for COVID-19 in the 2022 calendar year.
- The nurses are available for & have made home visits to make general assessments, assist with coordinating care and services, provide support/teaching and make referrals to other local community resources.
- Nashoba has offered community outreach and educational programs covering topics such as disease prevention, chronic disease management, emergency preparedness, mental health awareness, and overall wellness.
- Nashoba staff attend and regularly participate in collaborative meetings, trainings and conferences to keep current with the latest developments in local public health.
- Nashoba staff facilitated several meetings with key stakeholder groups to promote partnership, encourage strong regional communication, and foster working relationships. This has helped to identify common goals and guide future public health initiatives and outreach.

Community Health- Communications and Public Health Education Summary

The Public Health Educator/Communications Specialist (PHE/CS) role has evolved since its inception in Sept 2021 to best support the needs of the District. In the past year, the PHE/CS has been communicating timely and relevant public health information to towns and stakeholders,

and providing educational opportunities across the District with a social determinants of health (SDOH) lens. This work has included:

- Developing educational programs and presentations both independently and collaboratively with the PH nursing team- Harm reduction, emergency preparedness, etc.
- Providing education and advocacy related to treatment and de-stigmatization of substance use disorder
- Maintaining up-to-date distribution lists, communicating within the district via channels such as quarterly newsletters, regular email updates, etc. pertaining to public health news, information and events such as flu and rabies clinics. Exploring ways to diversify communication methods to reach as many community members as possible.
- Building and maintaining relationships with stakeholders through meetings and attending community events to represent NABH
- Serving as a resource for community members with public health related questions across a broad range of topics; developing a robust, in-depth Resources page for the website (which is currently being finalized)
- Attending trainings with an emphasis on health equity and public health service regionalization. MDPH has prioritized these areas because research has shown they have the biggest impact on health outcomes for the broadest range of people.
- PHE/CS has utilized an SDOH lens to identify health inequities that most impact the NABH region to focus efforts and collaborate with community partners to lessen these gaps.
- Developing educational and communications materials for district and individual towns by request including print, electronic, presentation, and TV/news media materials
- Maintaining and improving upon NABH website to keep info relevant and accessible. Maintaining agency social media to reach more people in district with current, relevant and seasonal public health information.
- Organizing events to facilitate the exchange of information such as a Spring Wellness Festival and first regional informal local board of health gathering.

Respectfully submitted,

Nashoba Associated Boards of Health

Joseph Howlett II
Dan Taylor
Jey Rivera
James Garreffi
Sandi Hill
Ira Grossman

COUNCIL ON AGING

Mission Statement: To serve the seniors of Shirley with services which enhance their lives and provide for their needs.

Shirley Council on Aging
9 Parker Road
Shirley, MA 01464
Phone: 978- 425-1390
Fax: 978-425-1392

Open Monday through Thursday
8 AM to 3 PM

COA Board Meetings — 2nd Thursday of the month at 11 am.

<https://www.shirley-ma.gov/council-aging>

<https://www.facebook.com/ShirleyCouncilonAging/>

The Center provides a gathering place for residents to enjoy social, recreational, health and educational activities. We strive to support healthy aging with programs that offer connection, wellness and life enrichment.

We were impacted by recovering from the COVID pandemic for the entire fiscal year. Programs and plans are slowly normalizing as we maintain strong socialization across the community. Our visitor count is increasing as we pivot to help residents cope with uncertainty.

The Council on Aging (COA) has six employees: COA Director Marilyn Largey — 32 hours a week, Elisabeth Dinning, Outreach Coordinator - 10 hours a week, Michelle Oelfke, Administrative Assistant/Dispatcher - 24 hours a week, Priscilla Turnbull Van driver — 19 hours a week, Doug Perry Van Driver — 16 hours per week and Bob Lindgren Back up Van Driver. The Director is funded by our Town Budget and the Outreach Coordinator is funded by an annual State grant. The drivers and a portion of Administrative Assistant/Dispatcher position are funded by the Montachusett Regional Transit Authority (MART).

Volunteers: The Center depends on the strength of volunteers. Without our amazing group of volunteers, we would not be able to offer the activities and services that we do. We appreciate every one of our valuable volunteers for their gifts of time, energy and expertise. Thank you!

Volunteer opportunities include program coordination, food service workers, Meals-on-Wheels drivers, newsletter support, crafters, artists, and computer tech support, The Shirley Schools and Fire and Police Departments also contribute to make this a strong welcoming center for all.

PROGRAMS AND SERVICES

Outreach Services:

The mission of Outreach is to make contact with residents and help them navigate social service in the areas of Health, Safety, Nutrition, Housing, and Finance.

Our Outreach Coordinator can explain community programs, public benefits, provide application support, and act as an advocate to residents in need. Residents and caregivers can meet with the Outreach Coordinator at the Senior Center, over the phone, or request a home visit. Everything discussed is completely confidential.

Common Topics include:

- Caregiver Support - Home Health Services
- Financial Asst. - Housing Alternatives
- Meals on Wheels - Legal Aid
- Fuel Assistance - SNAP (Food Stamps)

Durable Medical Equipment: We have medical equipment such as walkers, wheelchairs, shower chairs, and canes which are available on loan to residents for as long as they need them.

Meals on Wheels— We deliver meals five days a week to homebound elder residents. Making Opportunity Count provides us the meals for those who need help with meal preparation or are unable to attend a community dining site because of health issues or a lack of transportation.

Sand 4 Seniors—Call us during the winter season and we will bring you a bucket of sand to help prevent slips and falls.

SNAP (Food Stamps) - In 2020 we became an outreach partner with the Department of Transitional Assistance, UMASS Medical and the USDA. This gives us the ability to manage SNAP applications on line directly through the DTA website.

Grief Counseling — Second Wednesday of the month at 11 am. Offering Friendship, Understanding and Hope with suggestions/techniques to help manage grief. 'Conversations About Death' is about transforming the pain of grief into the elixir of hope. It takes people out of the isolation society imposes on the bereaved and lets them express their grief naturally. Provided by Lucia Camara, Bereavement and Spiritual Care Provider with Nashoba Nursing Services and Hospice.

Transportation -We provide transportation services in partnership with MART. It is a low cost alternative for travel in and around the area. The Van can take you to medical appointments, grocery shopping, to a friend's house, and social events. The MART Van is a wheel chair-accessible van for residents age 60 plus or disabled. All rides are \$1 each way. Medical Rides are prioritized, Van

Hours: Mon Thurs 8:15 am - 4 pm Fri 8:15 am - 11:30am.

To schedule your ride call Monday -Thursday from 8:30 am - 1:30 pm.

Or leave a message after hours. 48 hours' notice required for all rides.

978-425-1390

Social Service - Partnerships

We partner with community organizations to provide programs and referrals to help residents live with dignity, make informed choices and Age in Place.

SHINE - Provides free health insurance counseling to all Massachusetts Medicare beneficiaries. People who have Medicare or are about to become eligible are encouraged to meet with a counselor to learn about benefits and options available. SHINE Counselors are available here at the Center. Call to make an appointment.

Nashoba Nursing Services and Hospice— (NNS&H) is a Medicare certified agency, which is commonly referred to as a Visiting Nurse Association (VNA).Under the auspices of the Nashoba

Associated Boards of Health (NABH), a Regional Health Department, NNS&H provides quality home health, hospice and community health to 16 member towns. They provide a monthly wellness clinic at the Center the 2nd Thursday of the month from 9:30 to 10:30 am. The clinic allows for personalized, one-on-one attention from a nurse. Offered services include blood pressure and blood sugar screenings, diet/nutrition information and teaching, medication review and assistance with identifying and coordinating community resources and referrals. All ages are welcome to attend.

Aging Services of North Central Massachusetts (formerly known as Montachusett Home Care) This Aging Services Access Point (ASAP) supports 21 towns in north central Massachusetts. They provide comprehensive information and quality services so that older people, individuals with disabilities, and their families are empowered to make personalized choices to ensure a life of dignity, safety, and respect.

Making Opportunity Count - The mission of MOC is to alleviate poverty and deliver a variety of services including child care, education, workforce development, nutrition, health, and community and housing support. MOC provides Meals on Wheels and provides food for weekly lunches here at the Center.

Social Activities

Socialization is an important factor in our lives. The lack of social contact has dramatic effects on self-worth and happiness and is a leading cause of depression. We offer many activities to help keep minds and bodies healthy. Activities are based on interest and we are open to creating new programs.

Drop-In Café: Have a cup of coffee or tea, read one of two subscription newspapers, thanks to a generous grant from SCF, meet with friends or make new friends to enjoy the energy that a group of your peers can bring to you. You can often find Arts & Crafts projects happening in the Café and simple projects that take no more than an hour. It's a great way to find out what's happening in Town and at the Center.

Movie & Pizza: First Wednesday of the month.

Games: Bingo, Bridge, Dominos, and Scrabble are just a few of the many games to play. You can make a jig saw puzzle, play chess/checkers or find a book in our library. We welcome new games and groups.

Computers: We have two public computers for your use. We only ask that you log off any accounts you used and be considerate of others waiting for a PC.

Wii Bowling: Keep your mind and body in shape with Wii Bowling. Bring out your competitive nature and be cheered on by team mates.

Special Classes: We offer Watercolor painting and Coloring groups. Throughout the year we have a variety of arts & crafts, gardening, and cooking classes.

Physical Fitness

Physical fitness does not have to be hard. It can be fun, especially when done with a group of friends and peers.

At the center we offer programs to help you maintain your balance and keep your core muscles strong.

Strength, Flexibility & Balance

Learn the basics or increase your endurance. This class has every level of ability.

Qigong and Yoga

Practice typically involves moving meditation, coordinating slow-flowing movement, deep rhythmic breathing, and a calm meditative state of mind.

Respectfully submitted, Marie Elwyn, Chair of the COA Board Council on Aging

Board Members: Christine Andersen (Secretary), Mary Wade (Vice Chair), Vicky Landry and Hans Onsager

Marie Elwyn
Chair COA Shirley MA
2-16-23

VETERANS' SERVICES

Contact Information:

Office Hours: Monday 4:00 PM to 7:00 PM, appointments anytime.

Address: 7 Keady Way, Shirley, MA. 01464

Phone Number: 978-425-2600 x280

E-Mail: mdetillion@shirley-ma.gov

Town of Shirley and the Department of Veterans' Services agree to support veterans in need with financial assistance through the Chapter 115 program until such time they are able to get assistance long term from other sources. Currently our planned budget to assist veterans remained the same from last year's budget. We are committed and continue to help veterans and their families both financial help as well as federal assistance. The number of veterans requesting assistance for FY22 increased from last year.

Shirley's payout to support Chapter 115 \$66,368

Shirley's reimbursement from the state \$49,776

Shirley's cost to support Chapter 115. \$16,592

Unfortunately, the Town of Shirley lost six veterans this year. The impact to our community and our lives is great. Our thoughts go out to the families of those veterans.

Veteran Services was instrumental this year in getting Compensation Benefits to eight veterans which increased their benefits. We also assisted six veterans and family members with Pension Benefits.

Veteran Services would like to thank the Friends of Shirley and Loaves and Fishes for their continued support to our veterans in these challenging economic times.

Our thanks to the community for attendance and support on Veterans' Day and Memorial Day. Your support means a lot to the veterans.

Shirley Veterans Services office hours are 4:00 P.M to 7:00 P.M. every Monday at the Town Clerk's Office in the Town Office Building. The Veterans' Agent is available any time and can be reached at 978-425-2600 x280.

Respectfully submitted,

Dwight M. Detillion

Veterans' Service Officer

CONSERVATION COMMISSION

Administration

This report covers FY2022 from July 1, 2021, through June 30, 2022.

The Commission can be contacted at 7 Keady Way, Shirley, MA 01464; **(978) 425-2600 ext. 245**; or by e-mail at conservation@shirley-ma.gov. Office hours are on Tuesday from 10:00 AM to 2:00 PM, or by appointment.

Additional information is available on the Conservation Commission's webpage at: <https://www.shirley-ma.gov/conservation-commission>. The webpage has information on: Conservation Commission Duties & Responsibilities, Members, News and Announcements, Calendar, Meetings (Dates, Deadlines, Legal Ads), Policy Documents, Agendas, Minutes, links to information on the Shirley Non-Zoning Wetlands Bylaws, Wetlands Protection Act (regulations, forms and instructions), Community Gardens (application/ground rules), Open Space & Recreation Plan, Shirley Trails, Invasive Plants, Ticks, Wildlife, etc.. The Town of Shirley website homepage is at <https://www.shirley-ma.gov>.

The Conservation Commission reminds property owners that those projects (including sheds, tree removal, pools, etc.) within 100 feet of a wetland (brook, pond, swamp, etc.) or in floodplain areas must be reviewed by the Commission. In addition, work within 200 feet of a perennial stream may also require a filing. Please call the office at if you have any questions regarding wetland issues or, if you are uncertain whether you should file, particularly if you are a new homeowner. The Commission encourages residents to retain native vegetative borders between their lawns and adjacent wetland and waterway buffer areas.

The Conservation Commission reviews applications and issues permits for work, within and adjacent to wetlands and waterways, to administer the Massachusetts Wetlands Protection Act (WPA) regulations and the Shirley Non-Zoning Wetlands Bylaw. The Commission also responds to many requests for comments on applications submitted to the Building Inspector, Planning Board, Zoning Board of Appeals, and Select Board.

During FY22, the Commission held 23 public meetings / hearings. Administration of the wetlands protection statutes required the Conservation Commission to review/issue the following documents:

Requests for Determination of Applicability	5
Determinations of Applicability	5
Notices of Resource Area Delineation	0
Orders of Resource Area Delineation	0
Notices of Intent	11
Orders of Conditions	9
Certificates of Compliance	7
Extension Permits	0
Amendments	0
Violations	0
Enforcement Orders	3
Emergency Certifications	0

The Commission collected \$2,960.00, the Commission's share of the WPA filing fees, in FY22. These fees are maintained in a special account, can only be used to administer the WPA, and are typically used to defray some of the Commission's expenses. The Commission also collected \$457.50 in filing fees under the Shirley Non-Zoning Bylaw in FY22.

The Conservation Commission received and responded to 257 phone calls and office visits in FY2022 related primarily to the Wetlands (WPA & Local Bylaws).

Open Space & Recreation Plan, Greenway Committee, Acquisitions & Stewardship

The Conservation Commission maintains and acquires open space for the Town of Shirley. Open space is valuable to town residents as passive recreational land (hiking, bird watching, etc.), for protecting water resources, for providing important fish and wildlife habitat, and for enhancing the overall desirability of living in our community. The Massachusetts Division of Fisheries and Wildlife and the U.S. Fish and Wildlife Service also preserve open space within Shirley. Additionally, some residents have set aside private land in conservation restrictions.

The current Open Space and Recreation Plan (OSRP) has expired and the Open Space & Recreation Committee is working on an updated Plan. Additional information is available on the OSRP Committee's website at: <https://www.shirley-ma.gov/open-space-and-recreation-plan-committee>.

The Conservation Commission continues to work with the Greenway Committee to protect Shirley's river, stream, and pond resources and in the acquisition of land to protect these resources as guided by the Open Space and Recreation Plan under the authority of M.G.L. Chapter 40 Section 8C, for conservation purposes and other non-acquisition means as may be lawful. Additional information is available on the Greenway Committee's website at: <https://www.shirley-ma.gov/greenway-committee>.

Trails

Trail improvements, and other routine property maintenance, has been generally accomplished with the help of volunteers. We are grateful to the everyone who has helped over the many years.

VOLUNTEERS are desperately needed to continue this invaluable work. Anyone interested in volunteering to help with the maintenance of our Conservation Areas (trails, kiosks, signs, parking areas, etc.) should contact the Shirley Conservation Commission.

The following is a list of some of the properties where you can find trails:

- Birchwood Hills (private / Conservation Restriction)
- Valley Farm (private / Conservation Restriction)
- Holden & Ronchetti Conservation Areas

Trail maps are attached to trees/posts at strategic points in the above-mentioned areas. The maps greatly assist trail goers as they navigate their way throughout the Town's natural and scenic areas. The Conservation Commission is looking into the idea of providing "Q Codes" at various trailheads to reduce the amount the cost of printing trail maps. Trail information and maps of the "Shirley Trails" can be found on the Conservation Commission webpage.

Longley Acres Conservation Area (Farm)

The Longley Acres Conservation Area on Whitney Road, which was acquired in April 2003, is under the care, custody, and control of the Conservation Commission. The present caretakers, Steve and Kim Hampson, can be contacted at longleyacres@gmail.com.

The Longley Acres property has been self-sufficient to-date as far as labor and materials expenses for maintenance and improvements. These expenses have been paid for by a combination of donations, hay sales, book sales, grants, and rental income. The public is welcome to enjoy the property daily from sunrise to sunset.

We continue to sell *As Seasons Change: A Collection of Poems by Melvin Proctor Longley, Sr.* The Longley family compiled the poems and generously donated all proceeds from the first edition to the Longley Acres Maintenance Fund. We also still have copies of Betsy Colburn's must-have reference *Vernal Pools: Natural History and Conservation*. These two books are still available at the Conservation office.

The *Community Garden* at Longley Acres was established in 2010 to provide access to plots for local gardeners. There are 10 Plots that can be rented for a \$25/year fee (\$12/year for Senior Citizens, Low Income Families, and Students). A flyer, application form, and ground-rules are posted on the Conservation Commission's website and applications are accepted each spring on a first-come, first-served basis.

The Commission continues to focus on maintenance needs for the house and barn in order to preserve the site and buildings and to prevent deterioration and ensure user safety.

The Conservation Commission continues to work on the caretaker's license agreement language for the Longley Acres / MCI Mitigation. The agreement expired on December 31, 2016. A new License Agreement has been drafted, but not finalized/signed. The Commission will also continue work on the license agreement for pasturing animals on a small field directly abutting property located on the premises at 27 Whitney Road and the license agreement to hay/mow the fields.

Forest Management

The Commission continues to pursue grant funds for habitat management, and outreach and education activities related to previous management carried out on the Pumpkin Brook Link Conservation Area in accordance with an approved Forest Stewardship Plan. The Conservation Commission's goal is to have a Forest Stewardship Plan for all of the properties under the care, custody, and control of the Conservation Commission.

Town Permits

- *Review of all Town Permits by Conservation Commission:* The Commission continues to review, and provide comments for all permit applications submitted to any Town Board, Commission, or Department [FY2022: Building Permits (7); Driveway Permits (1); ZBA Variances (6); Planning Board Site Plan Reviews (4) and Stormwater (1); BOS Earth Removal Permits (1)].
- *Incorporating "Certificate of Compliance" (COC) into Building Permitting Process:* The Conservation Commission continues to work with the Building Inspector's Office on the issuance of occupancy permits until the Conservation Commission signs off on the "Certificate of Compliance" (COC) for new construction on properties that have an existing "Order of Conditions" (OOCs). This has helped with the obstacles that homeowners have faced in getting as-built plans completed.

Staff (As of June 2022)

Conservation Agent	Michael Fleming	19 hours per week
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Mike has been the Conservation Agent since March 6, 2016.

Clerk	Maria Criscenzo	10 hours per week
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(Shared with Planning Board & Zoning Board of Appeals / 28 hours per week total)

Maria has been the Clerk since April 11, 2022.

Events / Meetings / Conferences

The Conservation Agent and/or Members of the Conservation Commission attended the following events / meetings / conferences, some were held virtually due to COVID-19 during FY2022:

- Attended the "Mass Land Conservation Conference"
- Attended the "Massachusetts Association of Conservation Commissions Annual Environmental Conference"

- Attended the “Massachusetts Association of Conservation Commissions Fall Conference”

Members

Members of the Conservation Commission in FY2022 included:

Jennifer McGuinness, Chair	E. Heidi Ricci, Associate Member
Bob Burkhardt, Vice-Chair	Betsy Colburn, Associate Member
Marie Elwyn, Member	
Cynthia Phelps, Member	
Susan Gillham, Member	
Stuart Sears, Member	
Gaynor Bigelbach, Member	

Remembrance

Sadly, Bob Burkhardt, longtime (30+ years) Conservation Commission Member, passed away on April 25, 2022. Bob served as Vice Chair of the Conservation Commission at the time of his passing. Bob gave a lot of himself to the Town of Shirley, and the people of Shirley, now and in the future, will benefit from it.

Respectfully submitted,

Jennifer McGuinness, Chair	Betsy Colburn, Associate Member
Susan Gillham, Vice-Chair	E. Heidi Ricci, Associate Member
Marie Elwyn, Member	
Cynthia Phelps, Member	
Stuart Sears, Member	
Gaynor Bigelbach, Member	
Daniel Knapp, Member	

GREENWAY COMMITTEE



Pumpkin Brook, Credit: Sherry Anders

This is the second Annual Report submitted by the Shirley Greenway Committee, which began meeting in June of 2020. The Greenway Committee was established to:

- Conserve and enhance waterfront land to protect and preserve Shirley's river, stream, and pond resources, and coordinate with other greenway efforts in the Nashua River Watershed.
- Work with Town Boards, Commissions, and Departments in the implementation of the Town of Shirley's Open Space and Recreation Plan.
- Work with the Board of Selectman, Conservation Commission, and landowners for the acquisition of land for conservation and recreation purposes, and other purposes protected by Article 97 of the Massachusetts constitution.

Forest Legacy Project: The Greenway Committee worked with the Nashua-Squannacook-Nissitissit Wild and Scenic Rivers Stewardship Council to identify tracts of land in Shirley for inclusion in a Forest Legacy Grant Application. The project included more than 2,000 acres of forestland in 10 towns within the Nashua River Watershed with the intent to create an extensive greenway corridor along the Nashua River and its tributaries. This landscape scale effort aimed to promote both climate resilience and water resource protection. The application was submitted July 12, 2021. The project ranked highly but was not funded in this first round; in April of 2022 the decision was made to revise and resubmit.

Housing Production Plan: In Fall of 2021 the Greenway Committee reviewed the Montachusett Regional Planning Commission (MRPC) Town of Shirley Housing Production Plan 2021-2025, noting that a number of the municipal properties listed as potential affordable housing sites had not been fully vetted (e.g., land donated to the Town for conservation was included in the list). These sites listed in Appendix I of the Plan were reviewed in detail by committee members Betsy Colburn Mirkovic and Trish Garrigan. Comments and recommendations were provided to the Planning Board.

Fredonian Park and Nature Center: Former Conservation Commission Chair Dave Bortell made a new sign for Fredonian Park and Nature Center along Catacunemaug Brook to replace the previous damaged one. In August of 2021 the new sign was installed by a landscaping crew provided by Shirley resident John Hillier, with Greenway Committee members Trish Garrigan and Sherry Anders present. Marie Elwyn and Sherry Anders continued communications with Dave Bortell and Town Administration to implement recommendations outlined in a 2018 Americans with Disabilities Act (ADA) Review of the park conducted by Deborah Ryan and Associates, with the aim of making Fredonian Park the Town's first ADA-accredited park and nature trail. A first and necessary step outlined in the 2018 ADA review was to remove dense invasive vegetation around the pond and along the brook. In February of 2022, The Greenway Committee applied for and received a Wild and Scenic Rivers Community Grant on behalf of the Shirley Select Board in the amount of \$4,423.00. This enabled the Town of Shirley to contract with Ecological Landscaper Catherine Rooney to provide a site assessment and long-term management plan for invasive species removal and restoration of the park and to train community volunteers to assist with the invasive plant removal.

In May of 2022, Catherine Rooney conducted a site visit of the park to make an initial assessment. Sherry Anders filed a Notice of Intent with the Shirley Conservation Commission on behalf of the Select Board for the removal and treatment of invasive vegetation and restoration of the area with beneficial native plants. The project was filed as a MassDEP Ecological Restoration Limited project. In June of 2022 a Wetlands Permit was issued and work could begin pending the installation of erosion controls around water resource areas.

Shirley Trails Document: The Greenway Committee has continued revising a draft document that contains guidance on creating and enhancing trails on town property, and on remediating unauthorized or poorly conceived trails; the aim of this guidance is to make new volunteers and residents aware of the need for authorization by the Conservation Commission to create trails on town properties, and to promote the creation of safe and enjoyable trails for users while minimizing negative ecological impacts.

Shirley Trails Vision: The Greenway Committee, Open Space and Recreation Plan Update Committee, and Shirley Trails Group have been collaborating in discussion of a broad, long-term trail vision for the Town of Shirley that could potentially connect current trail areas, create greater access to trail routes from the MBTA Commuter Rail Station and downtown area, and incorporate multi-use trails that would serve a wider range of interests and abilities. The potential for multi-town collaboration was explored in a public Greenway Committee meeting held at the Montachusett Regional Planning Commission (MRPC) headquarters on April 14th, 2022 with representation from the Lunenburg Conservation Commission, the Lunenburg Snow Riders, North County Land Trust (NCLT), MRPC, Massachusetts Department of Fish and Game, and the Town of Shirley's Conservation Agent, Michael Fleming.

Shirley Trails Website and Downloadable Maps: The Greenway Committee created and launched a web-based Trail and Paddling Guide highlighting Shirley Trails and Waterways. Shirley resident Ward Baxter generously supplied professional quality trail maps of public lands in Shirley which can be downloaded from the website, www.shirleytrails.com.

Squannacook Wildlife Management Area Oak Woodland/Barrens Restoration Project: MassWildlife has developed a plan to convert/restore the forestland at the Squannacook Wildlife Management Area (WMA) into an 'Oak Woodland/Barrens' habitat to support increased biodiversity.

MassWildlife plans to begin the project with a timber harvest, with up to 70% of the forest canopy slated for removal. This will be followed by the use of prescribed fire, herbicide application, and other forest management techniques to continue the conversion and management of the area. Phase 1 is slated to take place on 215 acres of land located in North Shirley and Townsend along the Squannacook River. MassWildlife hopes to expand the project to include additional phases, in collaboration with other conservation partners that would encompass more than 2,000 acres of land.

Sherry Anders and Brian Goldberg attended a site walk with project leader Tom Wansleben in August of 2021, and the Committee has conducted ongoing outreach with MassWildlife, the Nashua River Watershed Association, The Wild and Scenic Rivers Stewardship Council, and other experts, with the aims of (1) seeking a more complete understanding of the benefits and impacts of this project, particularly as they pertain to Shirley's water resources; and (2) advocating for responsible stewardship. The Squannacook River and the Greenway along it is subject to both State and Federal protections and includes Zone 1 and Zone 2 Wellhead Protection Areas identified by the Shirley Water District as potential future water supply sources.

Land Protection Summary/Cost of Community Services Analysis: The Greenway Committee and Open Space and Recreation Plan Update Committee collaborated in preparing summary statistics identifying the ownership and percentage of permanently protected and partially protected lands in Shirley, verified by the Town Assessor. We also consulted with UMass expert Paul Catanzaro on conducting a Cost of Community Services Analysis comparing residential development, commercial development, and open space. He recommended doing the calculations with diverse representation from town boards and committees, but also suggested that every analysis yields the same result: protected open space costs less in services and therefore is a net gain regarding property taxes.

Bemis Community Partnership: The Bemis Company, in collaboration with North County Land Trust (NCLT), expressed an interest in exploring potential uses for surplus land off of Myles Lane and Clark Road that would serve broader community interests. Bemis and NCLT consulted with the Greenway Committee and held a site walk on January 10, 2022 with Sherry Anders (Greenway Committee), Brian Goldberg (Greenway and Open Space and Recreation Plan Update Committee) and Laura Thomas (Open Space and Recreation Plan Update Committee), as well as Town Conservation Agent Mike Fleming. Ideas discussed included a community garden, pocket park, affordable housing, and the possibility of daylighting Trout Brook.

Benton MacKaye Appalachian Trail 100th Anniversary Event: On August 7th, 2021 the Greenway Committee co-sponsored this event with the Shirley Historical Society and Freedom's Way National Heritage Area, celebrating Shirley resident Benton MacKaye's legacy as creator of the Appalachian Trail. John and Trudy Phillips of Lynchburg, VA, active volunteers with the Natural Bridge Appalachian Trail Club, spoke to a packed audience about their two-year experience hiking the entire 2,200 mile hiking trail from Georgia to Maine. Richard Evans, a Shirley native now living in Robbinsville, NC, gave a talk on the 287-mile Benton MacKaye Trail on the Smoky Mountain ridges spanning northern Georgia to western North Carolina, which provides vital wilderness protection as a companion trail to the Appalachian Trail. Following the presentations, Paul Przybyla and Robert Adam led a tour around the MacKaye historical sites in Shirley Center. MacKaye biographer Larry Anderson was also in attendance.

ShirleyFest: Greenway Committee Members Trish Garrigan and Brian Goldberg represented the Greenway Committee at ShirleyFest on September 18, 2021, which had been postponed from its usual June date due to covid-19. Trish Garrigan, Brian Goldberg, and Sherry Anders (alternating) represented the Greenway Committee at ShirleyFest on June 4, 2022 as well, joining forces with the Conservation Commission and the Open Space and Recreation Plan Update Committee to provide the public with information about conservation and outdoor recreation opportunities in Shirley.

Shirley Council on Aging, Massachusetts COA Walk Massachusetts! Program: Marie Elwyn catalyzed a partnership with the Shirley COA in support of their participation in the Massachusetts COA Walk Massachusetts! Program. Trish Garrigan attended a Shirley COA Board Meeting to recommend trail walks on public lands in Shirley. Co-sponsorship of a summer trail walk was planned.

Newsletter: The Greenway Committee continues to publish a quarterly newsletter with the aim of educating and engaging the public on topics relating to Shirley's natural resources and open space. Local historian Paul Przybyla has been a regular contributor, adding pieces that blend great writing, town history, and local nature highlights.

The Greenway Committee meets on the 3rd Tuesday of every month at 6:30pm and welcomes public participation. Meeting and contact information is posted on the Town's website.

Respectfully Submitted,

Sherry Anders, *Chair*

Marie Elwyn, *Vice Chair*

Trish Garrigan, *Secretary*

Betsy Colburn Mirkovic, *Member*

Brian Goldberg, *Member*

HISTORICAL COMMISSION

During fiscal year July 2021 to June 2022, the Historical Commission/Shirley Center Historic District Commission held seven meetings. Nine Certificates of Appropriateness were issued to homeowners in the Shirley Center Historic District. Seven of the approvals were for repairs and maintenance to buildings. The Commission thanks the homeowners in the district for their investments in maintaining the historic fabric of their homes. Their appreciation for the special historic design and character of Shirley Center is reflected in the care they give to their homes.

This year the Commission welcomed Donna DiRusso as a new member. We are grateful for her interest in preserving the historic buildings and landscape of Shirley. The Commission now has all of its positions filled.

The dominant initiative taken by the Historical Commission this year was its continuing advocacy for the town's adoption of the Community Preservation Act. Members Sonia Razzetti, Nancy Andersen and Ann Dempsey completed their research of the benefits of the Community Preservation Act (CPA) and made their report to the Planning Board, Conservation Commission and Recreation Commission. Their work showed that adoption of the CPA would result in needed funds for historic preservation, open space, and affordable housing for the town of Shirley. In October 2021 the Select Board favorably received their CPA Report and appointed a CPA Implementation Committee consisting of representatives from the Planning Board, Conservation Commission and Historical Commission. Starting in February, 2022, the CPA Implementation Committee members Janet Tice, Marie Elwyn, Nancy Andersen, and Paul Przybyla have had bi-weekly meetings. The details of CPA implementation, choice of tax surcharge options, experiences of area towns with use of CPA funds, and components of successful ballot campaigns have all been reviewed at their meetings. The goal is a final report to the Select Board in late summer and a warrant article at the Fall 2022 town meeting.

Respectfully submitted:

Paul Przybyla, Chair

Ann Dempsey

Nancy Andersen

Sonia Razzetti

Donna DiRusso

PLANNING BOARD

From the dates of July 1, 2021 through June 30, 2022 the Town of Shirley, Massachusetts Planning Board met twice monthly to discuss a variety of town business matters, applications, grants and procedures. Some applications and projects were ongoing past June 30, 2022.

All of the decisions and discussions were made in public hearings / meeting sessions according to MGL Open Meeting Laws.

In FY 2022 the Planning Board Granted:

Approval Not Required Plans (ANR) approved

103 Clark Road
35 Groton Road
21 Benjamin Road
18 Parker Road
109 Center Road
113 Squannacook Road
Little Turnpike Road, Map/Block/Parcel 74-18.3
42 Benjamin Road

Special Permit Approvals:

55 & 57 Great Road
68 Catacunemaug Road
65 Front Street

Site Plan Review Approvals:

Lot 1 & 2 Great Road

Misc. Decisions / votes:

Voted Janet Tice the primary representative for the Town of Shirley to the Montachusett Joint Transportation Committee.

Voted Barbara Yocum the primary representative for the Town of Shirley to the Montachusett Regional Planning Commission.

Bonnie Lawrence was appointed the representative of the Planning Board to the Housing Committee.

Developed a Low Impact Development Final Plan and Design Regulations Document.

Approved revisions to the Permitting Guidebook.

Met with Blair Haney of Montachusett Regional Planning Commission regarding HPP revisions.

approving a Housing Production Plan (HPP). The Planning Board has been working with Mr. Blair Haney of the Montachusett Regional Planning Committee (MRPC) for over a year on this document.

Voted to support the Community Preservation Act (CPA)

Worked with the Storm Water Committee on a Storm Water Management Resolution at the Thrive Facility on Lancaster Road

Janet Tice along with the Planning Board worked on creating a Town Trees and Stonewalls Bylaw. Approval is pending.

The Planning Board is working with Karen Chapman of the Montachusett Regional Planning Commission (MRPC) to identify possible parcels for development or redevelopment to promote economic development as part of the Grant work for the Town of Shirley Master Plan.

The Planning Board is working with Karen Chapman of the Montachusett Regional Planning Commission (MRPC) to identify possible parcels of land for Mass Community Act/40R Overlay District

Thank you,

Sarah Widing, Planning Board Chair

ZONING BOARD OF APPEALS

The Zoning Board of Appeals is a five-member body with two alternate positions appointed by the Select Board. It acts as a quasi-judicial body deciding whether or not to vary from the Shirley Zoning By-Laws by issuing Variances and Special Permits.

All matters which come to the Board are initiated by residents or businesses seeking relief from the Zoning By-Laws. The Board may grant relief of some nature to the applicant, usually with conditions attached to the grant. These conditions are designed to make the proposal less intrusive to neighbors or to ensure compliance with what the Board perceived to be important limitations on an applicant's proposal.

In FY 2022 the Zoning Board of Appeals granted:

4 Variance(s)

116 Squannacook Road

42 Parker Road

42 Benjamin Road (Two Variances, one relating to 3.3.2(b) minimum frontage and the other to 3.3.2(d) lot width)

Special Permit(s)

There were no Special Permits granted.

1 Comprehensive Permit(s)

42 Benjamin Road/Center Road ("Village at Shirley Station" 40B).

The Zoning Board of Appeals typically meets on the first Monday of each month at 7:00 PM.

The Select Board elected 0 new members to the Zoning Board of Appeals in FY 2021.

The Zoning Board of Appeals did a reorganization of the Board and appointed Vice Chair Kevin P. Kelly as the new Chairman and Chairman Lee M. "Chip" Guercio as Vice Chair on June 06, 2022.

The Zoning Board of Appeals graciously extends thanks to all other Town Departments for their reviews, comments, and recommendations for applications submitted to the ZBA.

Respectfully Submitted,

Kevin Kelly, Chair

Leonardo Guercio, Vice Chair

Lee Mirkovic, Member

James Yocum, Member

Brian Hildebrant, Member

Dave Swain, Alternate Member

INSPECTIONAL SERVICES

Building Inspector and Zoning Officer

The following information indicates the number and type of permits issued by the Building Department from July 1, 2021 through June 30, 2022.

BUILDING PERMITS

Building Permits	
New Homes	6
New Condo Units	0
Comm. New, Additions/Renovations.	16
Residential Additions/Renovations	245
Swimming Pools – In-ground/Above	5
Solar - Residential	31
Demolition	3
Sign and Use	17
Wood/Pellet Stove & Other	47
Total Permits	370

TOTAL BUILDING PERMIT FEES COLLECTED - \$ 210,690.00

Building, Electrical, Gas and Plumbing permits are issued through the Building Department. If you wish to seek general information on permits or code issues please contact 978-425-2600 Ext. 260.

If you would like to meet with the Inspector or schedule an inspection please call ahead.

This office would like to express thanks to all of the Inspectors, Land Use Boards and Committees for their expertise and timely assistance in helping applicants with their projects.

Respectfully submitted,
Donald E. Farrar, Jr. Local Inspector/Zoning Enforcement Officer

WIRING INSPECTOR

During July 1, 2021 to June 30, 2022, the Electrical Inspector received and issued 196 permits and collected \$17,125.00 in permit fees.

The Electrical Inspector can be reached at 978-425-2600 Ext. 265.

Respectfully submitted,
James Thibault, Electrical Inspector

INSPECTOR OF PLUMBING AND GAS FITTINGS

During July 1, 2021 to June 30, 2022, the Plumbing and Gas Inspector received and issued 133 permits and collected \$18,810.00 in permit fees.

The plumbing and gas installations are installed in compliance with the Massachusetts Plumbing and Gas Code.

Respectfully submitted,
Jeremy Pierce, Plumbing and Gas Inspector

SEALER OF WEIGHTS AND MEASURES

The job of Sealer of Weights and Measures entails both annual and periodic testing of the dispensing of products from pumps, and calibration of weighing devices for goods and services sold to the public.

All businesses in the Town of Shirley that use pumps or dispensers and weighing devices are inspected.

I would like to thank the Townspeople involved for their cooperation.

Respectfully submitted,
Eric Aaltonen, Sealer of Weights and Measures

Respectfully submitted,

Inspection Services

Sandi Hill
Donald Farrar Jr.
Jeremy Pierce
Jim Thibault

HAZEN MEMORIAL LIBRARY

While the COVID-19 pandemic continued to create challenges for the safe delivery of library services in the past year, our library staff have responded with creativity and resourcefulness to provide traditional services, as well as take advantage of new opportunities to serve library patrons in their homes. This has included new services to meet unprecedented needs.

Lobby Pickup Service

We continued the lobby pickup service for a year after the library fully opened on June 1, 2021. On average we fulfilled 290 pickup requests each month.

New Initiatives

Mobile Hotspots

With support from the Massachusetts Board of Library Commissioners, we launched a mobile hotspot lending program in October 2021. The hotspots provide wireless internet signal, and support up to 10 connected devices at a time. These were very helpful during the pandemic with students and adults working from home. The MBLC funding ends in September 2022, but we hope to continue the lending program with FY23 municipal funds.

Hazen 2 Home Delivery Service

Inspired by a local family, and funded by a grant from the Association for Rural & Small Libraries (ARSL), the library launched “Hazen 2 Home,” a new home delivery service for any Shirley resident who is homebound or unable to travel to the library. This service aims to bring library materials to residents facing health or transportation issues that prevent them from visiting the library in person. For information or to register, please contact us at 978-425-2620. We are accepting monetary donations for the ongoing support of the program, contact the library director to learn how to help.

Hazen Library now Fine Free

As of September 1, 2020 the Library has eliminated all fines for overdue materials. We recognize that overdue fines present an economic barrier to the access of library materials and services and can be a form of social inequity. Some of our community members have faced significant challenges during the past year and may have checked out items that are now extremely overdue. We wish to assure all patrons that no late fees will be charged on any overdue items returned, no matter how overdue, as long as items are returned in good condition. If you haven't visited for a while and your library card has expired, we can renew it for you, please give us a call or drop by during open hours.

Study Room

The library's new study space opened in July 2021 and is a welcome addition to the array of services offered to the community. The space is used for tutor/student meetings, zoom job interviews, home school studies and ESL instruction. The room holds up to 8 people and wifi is available. Call ahead or fill out our online form to reserve any of our meeting spaces.

Programs:

The library offered these programs from July 2021 to June 2022:

- Story Walks around the library lawn.
- Story times for infants through preschool.
- Craft kits to take and make at home: 864 total kits.
- Jungle Jim's Balloon Magic Show sponsored by Shirley Cultural Council.
- Cracklin' Campfire Tales with Mary Jo Maichack, sponsored by Shirley Cultural Council.
- Townwide Scavenger Hunt.
- Live animal Summer Reading kickoff event sponsored by Friends of the HML.
- Henna workshop
- Painting classes
- Summer Reading program with 259 participants.
- Halloween story walk and scavenger hunt.
- Book clubs: Historical fiction, and Science Fiction/Fantasy.

Thank You!

As always, we are grateful for support from organizations who share our commitment to the public library mission and whose efforts contribute greatly to our success. We thank the Family Partnership for child and family programs, the Shirley Cultural Council for program sponsorship, and the Shirley Charitable Foundation for museum pass support, web calendar funding and endowment fund assistance.

Many thanks to Mike Roy for his continuing leadership of the Science Fiction Book Club, and a big thank you to Vielka Jones for all of the volunteer hours dedicated to the library. To our newest volunteer Christine Adamson, thank you for helping us get the Hazen 2 Home delivery service underway.

Your Library by the Numbers:

FY22 CIRCULATION AND SERVICES

Category	FY22	FY21	+/-
Direct - at the Library	39,341	26,194	+ 13,147
Direct plus state-wide circulations	43,601	32,011	+ 11,590
Use of Electronic Collections:	8,969	7,150	+ 1,819
Total Direct Circulation Activity:	48,310	33,790	+ 14,520
Interlibrary Loans:			
Provided to other libraries	8,514	9,454	- 940
Requested from others	5,293	5,196	+ 97
Visit Counts:			
Total visits	18,790	2,215	+ 16,575
Number of days open	241	21	+ 220
Number of hours open	1,754	120	+ 1,634
Card Holders:			
# of Registered Borrowers	3,301	3,443	- 142
Avg. new Cards per month	15	4	+ 11

Library Holdings:	37,636	37,173	+ 463
Total # Items added	3,206	3,063	+ 143
Children's & YA Programs:			
# Programs held (some were virtual/outdoors)	69	33	+ 36
Attendance	730	516	+ 214
Adult Programs:			
# Programs held (some were virtual)	41	31	+ 10
Attendance	302	156	+ 146
Meeting Room Uses	175	15	+ 160

Hazen Memorial Library - Account Totals FY22

7/1/21 - 6/30/22	FY22 Budget	Detailed Expenditures from All Funding Sources					Endowment Fund	Total Expenditures
	Total Town Budget	Town Appropriation	State Aid to Public Libraries	Library Gift Fund + Hazen 2 Home Grant	Friends of the Library			
Expenses	\$56,137.00							
Books and digital format		\$38,899.99						\$38,899.99
Audios & Music		\$2,460.62						\$2,460.62
DVD/Movies		\$4,946.25	\$44.98					\$4,991.23
Print Serial Subscriptions		\$3,888.48						\$3,888.48
Materials to lend		\$113.02						\$113.02
Museum Passes					\$2,665.00			\$2,665.00
Repair and Maintenance		\$3,020.52						\$3,020.52
Maintenance Services		\$312.00						\$312.00
Office Supplies		\$512.18		\$36.77				\$548.95
Office Equipment		\$2,010.40						\$2,010.40
Office Furniture			\$2,873.09	\$673.88				\$3,546.97
Custodial Supplies		\$874.21						\$874.21
Online Cost		\$750.00	\$11,282.54					\$12,032.54
Postage		\$174.00						\$174.00
Book Processing		\$1,053.00		\$47.97				\$1,100.97
Other Supplies		\$108.92		\$269.15				\$378.07
Program Expenses			\$1,463.33	\$972.06	\$1,058.26			\$3,493.65
Programs				\$280.00	\$471.95	\$544.04		\$1,295.99
Subtotal:	\$56,137.00	\$59,123.59	\$15,663.94	\$2,279.83	\$4,195.21	\$544.04		\$81,806.61
Energy-Operations	\$17,000.00	\$10,220.77						\$10,220.77
Water/Sewer		\$1,767.95						\$1,767.95
(Payment to Perf. Contract)	-\$5,000.00							
Energy Subtotal:	\$12,000.00	\$11,988.72						\$11,988.72
Salary, Appointed		\$77,044.23						\$77,044.23
Wages, Hourly	\$ 130,993.00	\$126,499.72						\$126,499.72
Totals:	\$276,180.00	\$274,656.26	\$15,663.94	\$2,279.83	\$4,195.21	\$544.04		\$297,339.28

Friends of the Library

The Friends of the Hazen Memorial Library raise funds to support many popular programs such as museum passes, summer reading events and prizes, children's and after school programs.

In April 2022, the Friends of the Hazen Memorial Library along with the Friends of the Ayer Library and the Bull Run Sunday Speaker Series, presented a talk by renowned author and bird illustrator David Allen Sibley. This successful fundraiser helped to fund the museum passes and our summer reading program.

We are grateful to the Shirley Charitable Foundation for their donation that allowed us to renew many of our museum passes. You can find a list of the passes offered on our website or at the library.

Friends' flyers are available in the lobby (also at www.shirleylibrary.org). Please consider renewing your annual membership, or perhaps join for the first time. The membership year runs from January through December. The Friends are a 501(c)3 organization, and your donations are tax-deductible. We are grateful to our dedicated Friends of the Library who continued to support our library during another difficult year. FY22 Officers: Jennifer Colby, Jessica Myshrall, Shannon Lau, Sharon Landry and Meredith Marcinkewicz.

Hazen Memorial Library Endowment Fund

In 2016, the Trustees established an Endowment Fund with the Community Foundation of North Central Massachusetts, as a source of perpetual support for the library. Annual disbursements are designated for programs or other needs unmet by the annual budget.

All donations over the coming years will increase the annual distribution, which directly benefits the library. You can contribute using a pre-labeled envelope available at the library, or donate online via the Community Foundation of North Central Massachusetts' website at www.cfncm.org/donate-now. Click 'Explore all available funds' and in the search box type: Hazen. Click 'More Info', enter donation amount and details. Thank you for your support.

The Hazen Memorial Board of Library Trustees thank the Library Director and Staff, who exhibited a great deal of flexibility and innovation during the COVID-19 pandemic, and continued to safely provide library services to all of our patrons. We are grateful for your continued dedication to serving the Shirley community, and the Hazen Memorial Library.

Library Staff, FY22

Director, Debra Roy

Youth Services, Kathleen Buretta

Adult Services, Spencer Stevens

Library Aides, Janet Dumbleton, Lauren Dill, Cassandra Olson

Page, Tallulah Manning

Custodian, John Emanouil

Senior Tax Worker, Vielka Jones

Respectfully submitted,

Hazen Memorial Library Board of Trustees, FY22

Doris Barreiro, Chair

Julia O'Keefe, Vice Chair

Elizabeth Quinty, Secretary

Charles Waite, Treasurer

Thomas Lynch

Judy Stanislaw

BOARD OF ASSESSORS

Mission Statement

The staff of the Assessors' Office strives to serve the taxpayers of the Town of Shirley by valuation and classification of property in accordance with standards set by Massachusetts General Laws through the practice of policies and procedures that promote good public relations, provide user friendly access to data, maximize resources, and maintain equity, accuracy, and fairness. We welcome the opportunity to serve the public by answering questions, providing explanations, and we encourage all property owners to be knowledgeable about their property data and valuation.

FY2022

The total property valuation of \$805,018,149 includes \$118,857 in new growth this past fiscal year, which is a decrease of about \$25,200 from last year's growth number. After a review of home sales that occurred during calendar year 2020, the Board determined that property values would increase 1.7% from the prior year. The average residential property assessment is \$353,477. As in previous years, the Select Board voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate remains the same as residential properties. Therefore, the tax rate was set at \$15.48 per thousand of assessed value, a decrease of \$ 1.05 from the prior year. The Town relies heavily on individual homeowners for tax revenues as residential properties account for 88.42% of all properties in town. A total of 2,672, real estate and personal property tax bills were issued for Fiscal Year 2022.

Motor vehicle excise tax commitments resulted in \$937,226 in income to the town from all registered motor vehicles. A considerable workload is created from these bills due to collections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled, or transferred to another vehicle.

Data Collection and maintenance of current and accurate property inventory is a critical element in the development of uniform, fair market value. The Assessors continued their cyclical inspection program, in accordance with the Department of Revenue's recommendations that each property be inspected once in every ten years. The inspections are being conducted by our vendor, Patriot Properties Inc. In FY2022 we focused on the streets/roads listed below. Taxpayers are encouraged to view property assessment data for accuracy. Assessments may be viewed on the Town's website, www.shirley-ma.gov.

In Fiscal Year 2021 (prior year) of the 2,668 real and personal property tax bills that were issued, 8 resulted in abatement filings. The percentage of abatement filings was less than 1%. Approved abatements resulted in a \$363,442 reduction in value. In FY2022, the Board approved 96 qualified applications for personal exemption from real estate tax totaling \$101,356.70. Seniors, Disabled veterans, surviving spouses/minors, and the blind may qualify for varying amounts of tax exemptions, according to their personal circumstances. Shirley has adopted the additional property tax exemption under MGL Chapter 59 Section 50 ½. An additional \$19,970.36 was abated due to the Senior Tax Work-Off Program, which consisted of seventeen participants.

The Board welcomed Eric Harrington as a newly elected member in May of 2022. The seat on the Board was vacated by Elaine Davis-Curll. The Board is grateful for her time and contribution to the Board and the Town.

The Assessors would like to thank Principal Assessor Jennifer Wilson for her professionalism and ongoing efforts to maintain fair and equitable assessments. The Principal Assessor and the Board would like to also thank Administrative Assistant Sheryl Belley for her service and wish her well. Sheryl left the Town in December of 2021 to take a wonderful opportunity in the private sector. Sheryl was an excellent employee of the Town and her professionalism and hard work will be missed.

The Board members and office staff also appreciate the help and support received from other town departments and townspeople.

Respectfully Submitted,

Michael Roy, Chairman, Board of Assessors
Dorothy Wilbur, Board of Assessors
Eric Harrington, Board of Assessors

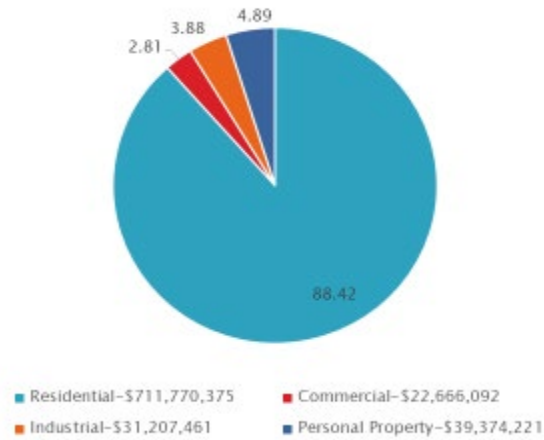
**FY2022 Cyclical Inspection
Areas**

Streets	<u>Total</u>
Leominster	43
Haskell	4
School	8
Weatherbee	9
Nashua	11
Rodman Ave	11
South	11
Shaker	28
Robertson Rd.	7
Catherine's	13
Amanda	9
Morgan Ln.	11
Kelsey	12
Chapel	38
Fredonian	35
Bemis	1
Keady	1
Maple St.	12
Kittredge Rd.	15
Brown	27

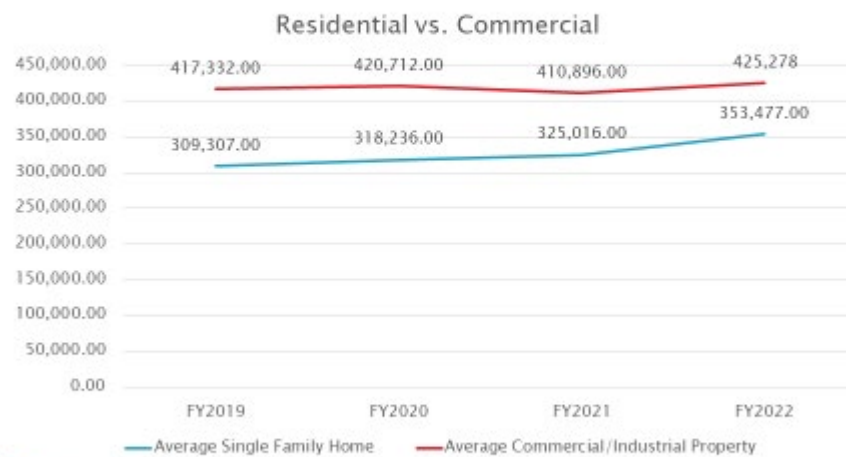
Total

306

Total Values by Property Type FY2022



Average Property Value History



TOWN TREASURER / TAX COLLECTOR

Payroll 2022			
<u>Benjamin Hill Pool/ Summer in Shirley</u>		<u>Police Department-Reserve & Part Time</u>	
Arakelian, Theresa	\$3,516.00	Rand, Brett	\$5,117.93
Brown, Trevor	\$2,337.38	Rice, Alan	\$8,097.68
Burden, Caitlyn	\$7,404.70		
Bush, Logan	\$2,556.46	<u>Police Department</u>	
Caldbeck, Savannah	\$2,866.68	Bragdon, Toni	\$44,107.08
Coss, Aidan	\$3,732.00	Bruin, Brandon	\$97,009.13
Davis, Madison	\$4,410.00	Cromwell, Alfreda	\$90,062.88
Farley, Annika	\$3,432.00	Euliano, Matthew	\$87,934.01
Ferreira, Kate	\$1,801.49	Gaumond, Patrick	\$1,115.39
Gensel, Clay	\$2,834.75	Hawthorne, Katie	\$39,082.28
Hedlund, Grace	\$3,318.91	Jean-Baptiste, Monicka	\$85,621.83
Heffernan, Paige	\$3,144.00	Manon, Dario	\$89,010.25
Heinle-Kieczka, Cole	\$2,400.00	McGuinness, William	\$47,303.08
Iannacone, John	\$3,912.00	Mola, Trudiane	\$6,425.98
Kohlstrom, Olivia	\$2,104.23	Noll, Jacob	\$62,529.94
MacLaughlin, Louisa	\$3,564.00	Ostolaza, Jesus	\$126,242.64
McLaughlin, Biskut	\$3,624.00	Romilly, Robert	\$88,485.14
Munkacsy, Zachary	\$2,235.04	Santiago, Samuel	\$105,238.62
Rakip, Piper	\$5,675.20	Spitzer, Mark	\$45,624.63
Russell, Jessica	\$10,132.03	Uong, Chhaya	\$16,788.74
Russell, Kelly	\$4,126.50	Vincent, Emily	\$10,595.86
Russo, Isabella Ruth	\$1,852.41	Yanis, Jared	\$17,842.00
Shortsleeve, Emma	\$4,473.00		
Soto, Emma	\$3,378.00	<u>Election Worker</u>	
Stern, Laura	\$361.00	Bigelbach, Gaynor	\$74.81
Stern, Steve	\$19,115.84	Bradley, Kathleen	\$890.63
Woodson, Terrell	\$2,214.00	Cady, Leslie	\$103.31
		Cady, Stewart	\$103.31
<u>Council On Aging</u>		Ferguson, Rosalind	\$1,193.44
Dinning, Elisabeth	\$8,211.05	Gray, Frances	\$142.50
Largey, Marilyn	\$45,673.07	Landry, Nancy	\$220.88
Lindgren, Robert	\$593.22	Landry, Thaddee	\$448.89
Oelfke, Michelle	\$21,193.52	Lapointe, Margery	\$217.32
Perry, Douglas	\$15,825.50	Marcinkewicz, Meredith	\$92.63
Quigley, Jordan	\$2,173.15	Marshall, Edward	\$135.38
Tarbell, Priscilla	\$14,929.27	Parker, Donald	\$92.63

		Richards, Theresa	\$92.63
<u>Department of Public Works</u>		Snow, Janice	\$142.51
Browsers, Ronald	\$61,861.91	Witherell, Laurie	\$220.88
Cota, Gary	\$1,255.81		
Gilman, Kenneth	\$80,071.80	<u>Snow Removal Operations</u>	
Ray, Michael	\$33,837.69	Gaudet, Theodore	\$1,008.19
Schwartz, David	\$108,431.63	Levesque, Dennis	\$25,499.72
Soucy, Gillis	\$1,300.00	Woodcome, Peter	\$1,218.88
<u>Fire Department</u>		<u>Ambulance/Fire On-Call (Con't)</u>	
Anderson, Andrew	\$31,683.71	Silva, Daniel	\$1,593.00
Cooley, Troy	\$107,996.99	Tracey, Cadance	\$90.00
Deshler, Albert	\$58,355.00	Wayne, Jared	\$621.00
Gardner, Bryan	\$51,990.90	Whittier, Michael	\$11,115.00
Lilley, Timothy	\$351.00	Wilson, Korey	\$27.00
McCormack, Thomas	\$19,776.99		
Sartoris, Nicholas	\$57,786.21		
Steele, Raymond	\$51,973.56	<u>Library</u>	
		Buckingham-Stone, Bonnie	\$12,121.88
<u>Ambulance/Fire On-Call</u>		Buretta, Kathleen	\$47,215.12
Callahan, Brian	\$2,091.50	Dill, Lauren	\$36,804.75
Callahan, Matthew	\$198.00	Dumbleton, Janet	\$16,415.61
Callahan, William	\$4,132.00	Emanouil, John	\$12,131.19
Cooley, Mackenzie	\$324.00	Manning, Tallulah	\$4,500.38
Davis, Jacob	\$36.00	Roy, Debra	\$78,273.67
Denning, Donald	\$1,926.00	Trainor, Erin	\$1,943.01
Ellis, Matthew	\$4,968.00	Venti, Patricia	\$9,685.34
Eramo, Benedict	\$1,053.00		
Farrar, Cory	\$4,060.50		
Farrar, Ryan	\$3,330.00	<u>Town Offices</u>	
Farrar, Sean	\$3,375.00	Bacon, Beverly	\$4,580.60
Fleming, Eric	\$1,647.00	Belley, Sheryl	\$3,001.60
Gianfriddo, Anthony	\$3,375.00	Belliveau, Amanda	\$6,644.69
Gryncewicz, Robert	\$6,165.00	Bliss, Christie	\$29,120.95
Hahn, Phillip	\$1,953.00	Cataldo, Edward	\$2,271.12
Harris, Daniel	\$46,659.88	Criscenzo, Maria	\$20,407.64
Hart, Kathryn	\$252.00	Davis-Curll, Elaine	\$100.00
Heil, Elsa	\$926.26	Deforge, Erin	\$34,342.49
Holmes, Joseph	\$15,431.70	Detillion, Dwight	\$7,145.58
Jordan, Derek	\$730.00	Driscoll, Tonya	\$2,518.64
Kelly, Seamus	\$17,469.00	Farrar, Donald	\$19,209.21
Kinahan, Zachery	\$171.00	Fleming, Michael	\$27,923.20
King, Adam	\$45,072.00	Hill, Sandra	\$60,474.05
Maldonado, Kyle	\$648.00	Largey, Tracy	\$4,118.25
Manning, Courtney	\$4,491.00	Lynch, Kristen	\$11,320.24
McCann, William	\$1,071.00	McGovern, Michael	\$142,423.04
McGloughlin, David	\$36.00	Oelfke, William	\$71,753.79
McLaughlin, Shane	\$42,817.89	Pierce, Jeremy	\$11,428.13
Mulcahy, Megan	\$261.00	Romero, Laura	\$2,072.18
Mulligan, Thomas	\$3,303.00	Roux, Emily	\$74,541.55

OConnor, Brandon	\$383.50	Schrock, Mellisa	\$3,642.60
Ouellette, Adam	\$117.00	Studley, Walter	\$4,380.84
Phillips, Zachary	\$1,629.00	Thibault, James	\$11,428.13
Poitras, William	\$588.50	Thomas, Aubrey	\$48,066.21
Regan, Christopher	\$972.00	Wilbur, Dorothy	\$125.00
Ross, Matthew	\$819.00	Williams, Gary	\$120.00
Sanborn, Jacob	\$6,147.00	Wilson, Jennifer	\$77,055.87
		Wages Paid in CY 2022	\$3,139,637.76

**TOWN COLLECTOR
FY2022 Receivables**

Motor Vehicle & Trailer Excise						
Year	Outstanding 7/1/21	Committed	Refunds	Abatements	Payments	Balance
2015	2,542.72			2,542.72		0
2016	2,825.11			2,612.61	212.50	0
2017	4,089.39			3,712.31	377.08	0
2018	5,068.58				477.61	4,590.97
2019	8,674.07		9.58	140.83	2,883.37	5,659.45
2020	25,514.13	79.28	1,566.81	1,647.99	13,422.75	12,089.48
2021	132,355.65	82,779.75	8,575.46	11,457.61	182,149.36	30,103.89
2022		818,766.84	3,290.59	16,533.55	746,752.52	58,771.36
Total		\$901,625.87	\$13,442.44	\$38,647.62	\$946,275.19	\$111,215.15

Personal Property						
Year	Outstanding 7/1/21	Committed	Refunds	Abatements	Payments	Balance
2012	82.06				82.06	0
2014	91.76				91.76	0
2015	1,116.34			825.17	291.17	0
2016	306.98				306.98	0
2017	387.27				305.16	82.11
2018	779.26				186.25	593.01
2019	829.36				296.28	533.08
2020	905.70				214.51	691.19
2021	2,113.22				955.84	1,157.38
2022		609,512.96			670,682.42	(61,169.46)
Total		\$609,512.96		\$825.17	\$673,412.43	(\$58,112.69)

Real Estate Taxes							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2016	1,898.65			1,898.65			0
2019	(116.85)		116.85				0
2020	820.96		10.05	3,769.77			0
2021	144,857.69		3,651.06	94,664.72	382.50	54,775.41	(1,313.88)
2022		11,853,301.02	12,551.51	26,583.22	123,108.35	11,597,176.02	118,984.94
Total		\$11,853,301.02	\$16,329.47	\$126,916.36	\$123,490.85	\$11,651,951.43	\$117,671.06

Supplemental Taxes							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2021	550.13					551.15	(1.02)
2022		11,263.61				8,523.78	2,739.83
Total		\$11,263.61	\$0.00	\$0.00	\$0.00	\$9,074.93	\$2,738.81

Sewer Betterments Committed To Tax							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2020	703.12			703.12			0
2021	11,650.05			7,031.25		4,618.80	0
2022		385,173.68		2,812.50		379,314.31	3,046.87
Total		\$385,173.68	\$0.00	\$10,546.87	\$0.00	\$383,933.11	\$3,046.87

Sewer Betterment Committed Interest							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2020	42.19			42.19			0
2021	2,736.07			2,538.18		197.89	0
2022		86,274.77		2,306.23	375.00	25,031.95	58,561.59
Total		\$86,274.77	\$0.00	\$4,886.60	\$375.00	\$25,229.84	\$58,561.59

Sewer Loan Added To Tax							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2021	938.75			938.75			0
2022		7,489.33				7,489.33	0
Total		\$7,489.33	\$0.00	\$938.75	\$0.00	\$7,489.33	\$0.00

Sewer Loan Interest							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2021	451.84			451.84			0
2022		3,746.48				3,746.48	
Total		\$3,746.48	\$0.00	\$451.84	\$0.00	\$3,746.48	\$0.00

Sewer Usage Added To Tax							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2020	336.15			336.15			0.00
2021	3,198.62			903.02		2,295.60	0.00
2022		33,421.59	5.08			31,080.46	2,346.21
Total		\$33,421.59	\$5.08	\$1,239.17	\$0.00	\$33,376.06	\$2,346.21

Trash Added to Tax							
Year	Outstanding 7/1/21	Committed	Refunds	Transfer to Tax Title	Abatements	Payments	Balance
2021	1,649.43			1,009.38		640.05	0
2022		18,142.46		191.76		17,411.89	538.81
Total		\$18,142.46	\$0.00	\$1,201.14		\$18,051.94	\$538.81

Massachusetts Department of Revenue, Division of Local Services
Bureau of Accounts ~ Automated Statement of Indebtedness

City/Town/District of : Shirley

FY2022

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2021	+ New Debt Issued	- Retirements	= Outstanding June 30, 2022	Interest Paid in FY2022
Buildings	386,300.00	0.00	72,550.00	313,750.00	15,657.23
Departmental Equipment	1,845,600.00	0.00	256,290.00	1,589,310.00	76,007.40
School Buildings	980,000.00	0.00	196,000.00	784,000.00	39,494.00
School - All Other	0.00	0.00	0.00	0.00	0.00
Sewer	135,750.00	0.00	27,150.00	108,600.00	5,470.73
Solid Waste	0.00	0.00	0.00	0.00	0.00
Other Inside	101,945.00	0.00	12,445.00	89,500.00	4,563.31
SUB - TOTAL Inside	\$3,449,595.00	\$0.00	\$564,435.00	\$2,885,160.00	\$141,192.67

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2021	+ New Debt Issued	- Retirements	= Outstanding June 30, 2022	Interest Paid in FY2022
Airport	0.00	0.00	0.00	0.00	0.00
Gas/Electric Utility	0.00	0.00	0.00	0.00	0.00
Hospital	0.00	0.00	0.00	0.00	0.00
School Buildings	0.00	0.00	0.00	0.00	0.00
Sewer	0.00	0.00	0.00	0.00	0.00
Solid Waste	0.00	0.00	0.00	0.00	0.00
Water	0.00	0.00	0.00	0.00	0.00
Other Outside	99,384.82	0.00	7,878.42	91,506.40	0.00
SUB - TOTAL Outside	\$99,384.82	\$0.00	\$7,878.42	\$91,506.40	0.00
TOTAL Long Term Debt	\$3,548,979.82	\$0.00	\$572,313.42	\$2,976,666.40	\$141,192.67
Short Term Debt	Outstanding July 1, 2021	+ Issued	- Retired	= Outstanding June 30, 2022	Interest Paid in FY2022
RANs - Revenue Anticipation	0.00	0.00	0.00	0.00	0.00
BANs - Bond Anticipation:	0.00	0.00	0.00	0.00	0.00
Buildings	0.00	0.00	0.00	0.00	0.00
School Buildings	0.00	0.00	0.00	0.00	0.00
Sewer	0.00	0.00	0.00	0.00	0.00
Water	0.00	0.00	0.00	0.00	0.00
Other BANs	0.00	0.00	0.00	0.00	0.00

SANs - State Grant Anticipation	0.00	0.00	0.00	0.00	0.00
FANs - Federal Gr. Anticipation	0.00	0.00	0.00	0.00	0.00
Other Short Term Debt	0.00	0.00	0.00	0.00	0.00
TOTAL Short Term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GRAND TOTAL All Debt	\$3,548,979.82	\$0.00	\$572,313.42	\$2,976,666.40	\$141,192.67

Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued 6/30/2022
Technology	04/27/15	9-F	90,926.00	37,094.00	53,832.00
Ambulance	04/27/15	9-G	190,000.00	180,000.00	10,000.00
					0.00
					0.00
					0.00
					\$63,832.00
SUB - TOTAL from additional sheet(s)					\$0.00
TOTAL Authorized and Unissued Debt					\$63,832.00

Long Term Debt Inside the Debt Limit Report by Issuance	Outstanding July 1, 2021	+ New Debt Issued	- Retirements	= Outstanding June 30, 2022	Interest Paid in FY2022
2/1/06 Sewer	127,000.00	0.00	25,400.00	101,600.00	5,118.10
2/1/06 Sewer	3,750.00	0.00	750.00	3,000.00	151.13
2/1/06 Sewer	5,000.00	0.00	1,000.00	4,000.00	201.50
2/1/06 Bldg Const - School	980,000.00	0.00	196,000.00	784,000.00	39,494.00
2/1/06 Bldg Remod - Fire	4,250.00	0.00	850.00	3,400.00	171.28
2/1/06 Bldg Rem - Police	2,500.00	0.00	500.00	2,000.00	100.75
2/1/06 Bldg Remodel	2,500.00	0.00	500.00	2,000.00	100.75
2/1/06 Bldg Remodel	13,650.00	0.00	4,550.00	9,100.00	546.00
2/1/06 Bldg Remodel	10,350.00	0.00	3,450.00	6,900.00	414.00
2/1/06 Bldg Remodel	6,000.00	0.00	2,000.00	4,000.00	240.00
6/19/15 Bldg Remod - Library	20,900.00	0.00	2,350.00	18,550.00	1,024.10
6/19/15 Bldg Remod - Town Hall	12,150.00	0.00	1,350.00	10,800.00	595.35
6/19/15 Bridge Reconstruction	48,945.00	0.00	5,445.00	43,500.00	2,398.31
6/19/15 Dept Equip - DPW	92,600.00	0.00	10,290.00	82,310.00	4,537.40
8/15/19 Dept Equip – Fire	633,000.00	0.00	75,000.00	558,000.00	26,315.00
8/15/19 Dept Equip – DPW	101,000.00	0.00	15,000.00	86,000.00	4,145.00

8/15/19 Dept Equip – Fire	135,000.00	0.00	15,000.00	120,000.00	5,625.00
8/15/19 Dept Equip – Fire	474,000.00	0.00	55,000.00	419,000.00	19,675.00
8/15/19 Dept Equip – Ambulance	111,000.00	0.00	23,000.00	88,000.00	4,315.00
8/15/19 Energy Conservation	234,000.00	0.00	47,000.00	187,000.00	9,115.00
8/15/19 Energy Conservation	80,000.00	0.00	10,000.00	70,000.00	3,350.00
8/15/19 Dept Equip – Fire	177,000.00	0.00	45,000.00	132,000.00	6,465.00
8/15/19 Public Way	36,000.00	0.00	5,000.00	31,000.00	1,455.00
8/15/19 Dept Equip – DPW	122,000.00	0.00	18,000.00	104,000.00	4,930.00
8/15/19 Computer Hardware	17,000.00	0.00	2,000.00	15,000.00	710.00
TOTAL	3,449,595.00	0.00	564,435.00	2,885,160.00	141,192.67

Long Term Debt Outside the Debt Limit Report by Issuance	Outstanding July 1, 2021	+ New Debt Issued	- Retirements	= Outstanding June 30, 2022	Interest Paid in FY2022
11/15/06 SSB TS-97-1170	6,461.82	0.00	1,648.42	4,813.40	0.00
5/22/13 SSB TS-97-1170-A	43,596.00	0.00	3,633.00	39,963.00	0.00
10/24/19 SSB	49,327.00	0.00	2,597.00	46,730.00	0.00
TOTAL	99,384.82	0.00	7,878.42	91,506.40	0.00

Short Term Debt Report by Issuance	Outstanding July 1, 20120	+ Issued	- Retired	= Outstanding June 30, 2021	Interest Paid in FY2021
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00	0.00

Respectfully submitted,

Emily Roux
Treasurer/Collector

TOWN ACCOUNTANT

Town of Shirley General Fund - Expense Budget FY22

			FY2021	FY2022	FY2022
Line Number	Department	Description	Approved	Appropriation Request	Total Per Dept
2022-01	Board of Selectmen	Personnel Services	187,575	93,670	
2022-02	Board of Selectmen	Ordinary Expenses	39,000	41,000	134,670.00
2022-03	Town Moderator	Ordinary Expenses	150	150	150.00
2022-04	Town Clerk	Personal Services	68,417	70,641	
2022-05	Town Clerk	Ordinary Expenses	6,613	4,495	75,136.00
2022-06	Elections	Personal Services	8,700	2,000	
2022-07	Elections	Ordinary Expenses	12,500	9,000	11,000.00
2022-08	Town Administrator	Personal Services	130,000	140,000	
2022-09	Town Administrator	Ordinary Expenses	700	700	
2022-10	Town Administrator - Legal Budget	Ordinary Expenses	40,000	45,000	
2022-11	Town Administrator - Computer Operations	Ordinary Expenses	136,149	148,500	
2022-12	Town Administrator - Office Machines	Ordinary Expenses	7,000	7,000	
2022-13	Town Administrator - Energy / Street Lights	Ordinary Expenses	100,500	100,500	
2022-14	Town Administrator - Repairs & Maint.	Ordinary Expenses	43,000	43,000	484,700.00
2022-15	Town Accountant	Personal Services	123,795	132,694	
2022-16	Town Accountant	Ordinary Expenses	3,100	3,100	135,794.00
2022-17	Finance Committee	Ordinary Expenses	85,081	52,500	52,500.00

2022-18	Town Assessor	Personal Services	63,300	76,130	
2022-19	Town Assessor	Ordinary Expenses	37,610	48,310	124,440.00
2022-20	Treasurer/Collector	Personal Services	113,789	121,321	
2022-21	Treasurer/Collector	Ordinary Expenses	43,600	47,600	168,921.00
2022-22	Conservation Commission	Personal Services	30,353	32,166	
2022-23	Conservation Commission	Ordinary Expenses	3,450	3,450	35,616.00
2022-24	Land Use - Planning & Zoning	Personal Services	-	-	
2022-25	Land Use - Planning & Zoning	Ordinary Expenses	3,600	3,600	3,600.00
2022-26	Inspectional Services	Personal Services	80,642	85,106	
2022-27	Inspectional Services	Ordinary Expenses	1,500	1,500	86,606.00
2022-28	Police	Personal Services	934,035	954,974	
2022-29	Police	Ordinary Expenses	106,516	106,821	1,061,795.00
2022-30	Communications Center	Ordinary Expenses	145,000	145,000	145,000.00
2022-31	Animal Control	Personal Services	7,355	7,594	
2022-32	Animal Control	Ordinary Expenses	3,250	3,250	10,844.00
2022-33	Fire	Personal Services	271,527	303,856	
2022-34	Fire	Ordinary Expenses	40,927	46,515	350,371.00
2022-35	Public Buildings	Personal Services	16,387	15,763	
2022-36	Public Buildings	Ordinary Expenses	85,775	78,619	94,381.00
2022-37	DPW General	Personal Services	339,364	366,917	
2022-38	DPW General	Ordinary Expenses	97,170	115,600	482,517.00
2022-39	Snow & Ice	Ordinary Expenses	82,860	82,860	82,860.00
2022-40	Roads & Grounds Maintenance	Ordinary Expenses	72,500	77,500	77,500.00
2022-41	Cemetery	Personal Services	-	-	
2022-42	Cemetery	Ordinary Expenses	6,714	6,714	6,714.00

2022-43	Board of Health	Personal Services	20,940	21,914	
2022-44	Board of Health	Ordinary Expenses	300	300	22,214.30
2022-45	Board of Health Recycling	Personal Services	5,641	5,810	
2022-46	Board of Health Recycling	Ordinary Expenses	44,530	44,530	50,340.00
2022-47	Health Services	Ordinary Expenses	23,406	24,576	24,576.00
2022-48	Landfill	Ordinary Expenses	14,460	14,460	14,460.00
2022-49	Council on Aging	Personal Services	43,284	50,289	
2022-50	Council on Aging	Ordinary Expenses	9,088	9,088	59,377.00
2022-51	Recreation	Personal Services	6,075	6,348	6,348.00
2022-52	Veterans	Personal Services	6,936	7,161	
2022-53	Veterans	Ordinary Expenses	94,300	94,300	101,461.00
2022-54	Library	Personal Services	200,694	208,043	
2022-55	Library	Ordinary Expenses	67,562	68,137	276,180.00
2022-56	Memorial Day	Ordinary Expenses	2,800	2,800	2,800.00
2022-57	Nashoba Valley Technical HS	Single Line Appropriation	724,345	745,724	745,724.00
2022-58	Ayer-Shirley Regional School Assessment	Single Line Appropriation	7,778,785	7,963,087	
2022-59	Ayer-Shirley Regional School Debt Assessment	Single Line Appropriation	450,697	468,637	8,431,724.00
2022-60	Health Insurance	Health Insurance	620,738	600,000	600,000.00
2022-61	Retirement	Retirement	818,964	812,736	812,736.00
2022-62	Medicare	Medicare	41,000	41,820	41,820.00
2022-63	Medicare Tax	Medicare Tax	-	-	-
2022-64	Unemployment Compensation	Unemployment Compensation	10,000	20,000	20,000.00
2022-65	Other Insurance	Other Insurance	195,700	201,571	201,571.00
2022-66	Montachusett Regional Planning	Montachusett Regional Planning	2,067	5,000	5,000.00

2022-67	Actuary Study – OPEB	Actuary Study - OPEB	3,500	-	-
2022-68	Debt Service	Debt Service	800,167	663,852	663,852.00
Subtotal	General Fund		15,565,485	15,705,300	15,705,300.00

The Town transfer the following sums to meet, in part, appropriations made at this Town Meeting

Indirect costs of the Sewer enterprise fund	40,429	40,429
Indirect costs of the Ambulance enterprise fund	9,703	25,703
Indirect costs of the SW&R enterprise fund		<u>19,300</u>
Total		85,432

Furthermore, the following projected needs are costs to the Town, but according to accounting rules established by the Department of Revenue, are not to be included in the appropriation order.

Overlay - Abatement & Exemptions	85,000	125,000
General Fund - Cherry Sheet Assessments	60,375	61,583
General Fund - Prior Years' Snow & Ice deficit	-	-

Town of Shirley
General Fund - Revenue
June 30, 2022

	FY22 Budget	FY22 Actual
<u>Tax Revenue</u>		
Personal Property Tax Prior Years	-	2,730
Personal Property Tax FY22	609,513	670,683
Real Estate Tax - Prior Years	-	51,153
Real Estate Tax FY22	11,704,648	11,585,271
Supplemental R/E Tax Rev - Prior Years	-	551
Supplemental R/E Tax Rev FY22	-	8,524
Tax Liens Redeemed	-	201,763
Rollback Taxes	-	8,821
Motor Vehicle Excise Tax - Prior Years	-	191,253
Motor Vehicle Excise Tax FY22	900,000	743,462
Penalty and Interest Property Tax	57,000	19,679
Penalty and Interest Excise	-	8,673
Penalty and Interest Tax Title	-	74,730
Payment in Lieu of Taxes	15,625	18,797
Tax Title	-	2,372
Meals Tax Revenue	40,000	56,034
Total Tax Revenue	\$ 13,326,786	\$ 13,644,945
<u>Intergovernmental Revenue</u>		
MCI Inmate Beds	324,500	290,472
Veterans Benefits	62,188	51,834

State Revenue-MISC	-	55,050
PILOT Reimbursement State Owned Land	106,113	106,113
Exemptions Veteran Blind Surviving Spouse	49,290	55,601
Unrestricted General Govt Aid	1,441,970	1,441,970
Total Intergovernmental Revenue	\$ 1,984,061	\$ 2,001,041
<u>Fees & Fines</u>		
Fees Misc	-	-
Fees Misc - Assessors	-	756
Fees Municipal Liens	18,000	9,900
Fees Demand and Warrant	35,000	34,904
Fees Misc - Town Clerk	23,000	25,747
Fees Wetlands ByLaw	-	790
Fees, Misc- Building Inspector	-	45
Planning Fees/Misc.	-	6,820
ZBA Fees/Misc.	-	1,767
Fees Police Detail Admin	-	2,716
Fees Misc - DPW	11,000	316
Fees Cemetery Grave Openings	10,000	10,175
Fees Misc - BOH	-	594
Fees Misc - Land Use	3,000	-
Fees License Flagging	-	-
Fines Parking		430
Fines RMV Citations	12,000	15,673
Library Fines Other	-	-
Total Fees & Fines	\$ 112,000	\$ 110,633
<u>Permits & Licenses</u>		
Permits Misc - Town Clerk	-	15
Permits Misc - Land Use	-	-

Permits Misc - Police	-	6
Permits Misc - Fire	-	7,275
Permits Misc - Bldg Insp	101,000	210,647
Permits Misc - DPW	-	2,362
Permits Misc - BOH	-	400
Permits Misc - Gas & Plumbing Inspector	12,000	18,930
Permits Misc - Wire Inspector	12,000	17,005
Permits Earth Removal - Selectmen	-	200
License Alcohol - Selectmen	-	9,175
License Misc - Nashoba BOH	-	40
License- Auto Dealer	-	1,200
Total Permits & Licenses	\$ 125,000	\$ 267,255
<u>Miscellaneous Revenue</u>		
Revenue Misc	-	11,700
Revenue Misc	-	2,700
Rentals Public Buildings	-	-
Solar Construction Rent/Lease	120,000	115,113
DEC Financial Management	5,500	2,750
Sale of Surplus Material	-	12,531
Interest Earnings	5,000	6,310
Transfer In of Indirects	93,432	85,432
Total Miscellaneous Revenue	\$ 222,932	\$ 236,536
General Fund Grand Total	\$ 15,771,779	\$ 16,260,409

Town of Shirley
Trust Funds
June 30, 2022

	Beginning Balance	Revenue	Expenditure	Transfer	Ending Balance
<u>Non-Expendable</u>					
NC Day Non-Expendable Trust	3,882				3,882
Cemetery Perpetual Care Non-Expendable	158,221				158,221
Grace E Winslow Non-Expendable	258,999				258,999
Bolton Longley Non-Expendable	729				729
Parker Trust Non-Expendable	4,000				4,000
Longley High School Non-Expendable	4,000				4,000
Parker Tomb Non-Expendable	4,295				4,295
Longley Inter/Primary School Non-Expendable	2,000				2,000
Longley Israel Cemetery Non-Expendable	500				500
Total Non-Expendable	\$ 436,626	\$	\$ -	\$ -	\$ 436,626
<u>Expendable</u>					
NC Day Fund Expendable	13,705	(274)			13,431
Cemetery Perpetual Care Expendable	27,402	3,438	3,900		26,940
Grace E Winslow Expendable	50,148	(5,328)	7,000		37,820
Bolton Longley Expendable	243	(15)			228

Parker Trust Expendable	2,924	(108)			2,816
Longley High Sch Expendable	83,088	(1,366)			81,722
Parker Tomb Expendable	22,094	(410)			21,684
Longley Inter/Prim School Expendable	4,480	(101)			4,379
Longley Israel Cemetery-Expendable	10,082	(164)			9,918
Shirley H. Griffin SMS Grad Award Expendable	609	(13)			596
Farnsworth - Expendable	961	2			963
Total Expendable	\$ 215,736	\$ (4,339)	\$ 10,900	\$ -	\$ 200,497
<u>Other Funds</u>					
OPEB Trust Fund	97,483	(16,928)		10,000	90,555
Stabilization Fund	1,446,037	(23,485)		50,000	1,472,552
Capital Stabilization	604,768	(7,984)		25,000	621,784
Conservation Land Acquisition	35,435	(742)	1,800	15,000	47,893
Total Other Funds	\$ 2,183,723	\$ (49,139)	\$ 1,800	\$ 100,000	\$ 2,232,784
Trust Funds Grand Total	\$ 2,836,085	\$ (53,478)	\$ 12,700	\$ 100,000	\$ 2,869,907

AYER-SHIRLEY REGIONAL SCHOOL DISTRICT

Contact Information:

Office Hours:	Monday-Friday 8:00am-4:00pm
Meeting Times:	
Address:	115 Washington Street
Telephone:	978-772-8600 Ext. 1508
Email:	mtowne@asrsd.org
Fax:	978-772-1863

Administration:

Superintendent:	Adam Renda, Ed.D.
Administrative Assistant:	Michelle Towne
Assistant Superintendent:	Charlie Caliri
Finance Director:	William Plunkett
Director of Special Education:	Tara Bozek
Coordinator of Operations:	Robert Briggs
Director of Student Services	Mary Beth Hamel
Director of Equity, Inclusion, and School Counseling:	Larainne Wilson
Director of Technology:	Mike Thibeault
Director of Food Services:	Thomas Houle
Director of Athletics:	Steve Kendall
Nurse Leader:	Rene Paine
ASRHS Principal:	Spencer Christie
ASRMS Principal:	Bryan Oelerich

Page Hilltop Principal:	Frederick Deppe
Lura A. White Principal:	Elisabeth Lewis

Regional School Committee:

Chair:	Joyce Reischutz (Shirley)
Vice-Chair:	Michele Granger (Ayer)
Secretary:	Erica Spann (Ayer)
Member:	Kevin Bresnahan (Ayer)
Member:	Jim Quinty (Shirley)
Member:	Chris Rupprecht (Shirley)

Our Vision

To create a dynamic, engaged learning community that provides equitable access and opportunity for all members, and empowers students to achieve at high levels by fostering intellectual rigor, creative expression, social-emotional well-being, and the agency to pursue meaningful paths and thrive as responsible citizens.

*(* Working Draft Vision Statement)*

Our Mission

To inspire students to achieve academic excellence through equitable, evidence-based curriculum and instruction, responsive and representative learning experiences that foster belonging, and community engagement that cultivates students' academic, creative, and social-emotional behaviors and skills.

*(* Working Draft Mission Statement)*


Core Values


We believe in...

- Every member of our learning community is responsible for the daily successes and challenges of all of our students.
- The social and emotional well-being of our students is paramount to their academic and personal success.
- Students' individuality is respected and honored in order for them to succeed at their highest level.
- Building relationships anchored in trust and respect with all stakeholders, educators, parents, guardians, and community members.



Shirley, Massachusetts
7 Keady Way, Shirley MA 01464

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Shirley Meeting House in the springtime: Photograph courtesy of Sherry Anders, Shirley MA.