

2022



**ANNUAL
REPORT**



Town of Westwood

Town of Westwood - 126th Annual Town Report

Town of Westwood - 126th Annual Town Report

In Memoriam

Rory Paul Laughna



Personnel Board

Pedestrian and Bicycle Safety Committee

Eucharistic Minister and Finance Committee Member
at Saint Margaret Mary's Parish

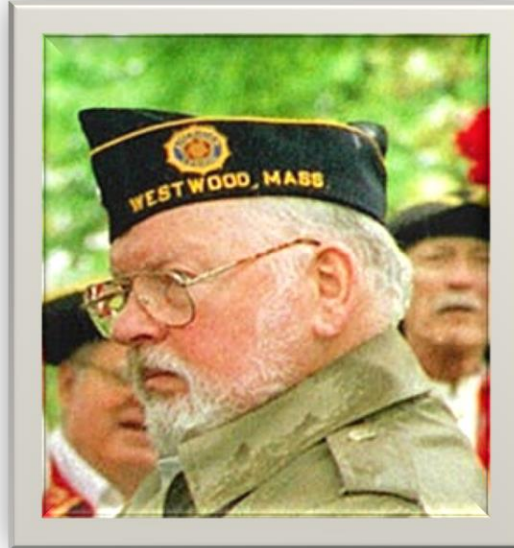


Rory had a long successful career in finance and was a member of the Board of Directors of Family of Friends, Inc., an organization founded by his father in Sanford, Florida, providing residents, a safe place to live life independently while continuing to receive the care needed.

Town of Westwood - 126th Annual Town Report

In Memoriam

James Morgan Sullivan



Longtime Veterans Agent for the Town of Westwood

Member of the Board of Assessors

Cemetery Commissioner

Past Commander of the Westwood American Legion Post

Past President of the Westwood Rotary Club

Past District Governor of Rotary International

United States Air Force - Veteran of Korea



Veterans' Memorial Park was conceived by Jim Sullivan, Veterans' Services Officer of 23 years. Through Jim's vision, funds were allocated at Town Meeting to move the existing veterans' monument on Lakeshore Drive to its current location at High Street and Pond Street intersection, between the Old and Baker cemeteries.

Town of Westwood - 126th Annual Town Report

Table of Contents

General Interest.....	3	Board of Health Annual Report.....	82
Statewide Office Holders & State Representatives	5	Historical Commission Annual Report	82
Elected Officials of the Town	6	Housing Division Annual Report.....	84
Appointed by the Town Moderator	8	Housing Authority Annual Report	85
Appointed by the Select Board	9	Housing Partnership & Fair Housing Committee Annual Report	87
Town Appointments and Staff.....	17	Licensing Division Annual Report.....	88
<i>TOWN GOVERNMENT</i>	21	Pedestrian and Bicycle Safety Committee Annual Report	91
Select Board/Town Administrator Annual Report.	22	Planning Division Annual Report	93
Procurement Department Annual Report.....	29	Planning Board Annual Report	95
Town Counsel Annual Report.....	30	Regional Councils and Boards Annual Report.....	98
Personnel Board Annual Report	31	Zoning Division Annual Report.....	100
Affirmative Action Annual Report	40	Zoning Board of Appeals Annual Report	101
<i>FINANCE</i>	41	<i>PUBLIC SAFETY</i>	102
Finance and Warrant Commission.....	42	Westwood Fire Department Annual Report	103
Town Accountant Annual Report	44	Westwood Police Department Annual Report....	107
Town Treasurer Annual Report.....	48	Parking Clerk Annual Report.....	111
Town Tax Collector Annual Report	50	<i>DEPARTMENT OF PUBLIC WORKS</i>	112
Board of Assessors Annual Report.....	51	Department of Public Works Annual Report	113
Town Clerk's Vital Statistics.....	52	Board of Sewer Commissioners Annual Report.	118
Town Elections and Voter Registration Information	54	Stormwater Management Committee Annual Report	119
Town Clerk's Annual Report.....	56	Keeper of the Pound Annual Report.....	120
Permanent Building Commission Annual Report .	59	Cemetery Commission Annual Report	121
Information Technology Department Annual Report	62	<i>HUMAN SERVICES</i>	122
<i>COMMUNITY & ECONOMIC DEVELOPMENT</i> ... 65		Human Services Department Annual Report.....	123
Community & Economic Development Division Annual Report	66	Aid to the Elderly and Disabled Taxation Fund Annual Report	125
Building Department Annual Report.....	71	Commission on Disability Annual Report.....	127
Conservation Division Annual Report	74	Council on Aging Annual Report	131
Conservation Commission Annual Report	76	Westwood Public Library Annual Report	134
Health Division Annual Report.....	78	Board of Library Trustees Annual Report	142
		Westwood Memorial Day Committee Annual Report	143

Town of Westwood - 126th Annual Town Report

<p>Recreation Department Annual Report 144</p> <p>Recreation Commission Annual Report 151</p> <p>West Suburban Veterans' Services District Annual Report 152</p> <p>Youth & Family Services Annual Report 153</p> <p><i>EDUCATION</i> 159</p> <p>Westwood School Department Annual Report... 160</p> <p>Blue Hills Regional Technical School Annual Report 162</p> <p><i>OTHER WESTWOOD BOARDS /NORFOLK COUNTY COMMISSIONS</i>..... 165</p> <p>Westwood Cultural Council Annual Report 166</p> <p>Westwood Environmental Action Committee Annual Report 167</p> <p>Dedham-Westwood Water District Annual Report 170</p> <p>Lifeworks, Inc. Annual Report 173</p>	<p>Norfolk County Commissioners Annual Report.. 176</p> <p>Norfolk County Mosquito Control District Annual Report 177</p> <p>Norfolk County Registry of Deeds Annual Report 179</p> <p><i>APPENDICES</i> 180</p> <p><i>APPENDIX A</i>..... 181</p> <p><i>ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)</i>..... 181</p> <p><i>INDEPENDENT AUDITOR'S REPORT</i> 181</p> <p><i>APPENDIX B</i>..... 182</p> <p><i>ELECTIONS & TOWN MEETINGS</i> 182</p> <p><i>ANNUAL TOWN ELECTION RESULTS</i>..... 182</p> <p><i>ANNUAL TOWN MEETING MINUTES</i>..... 182</p> <p><i>STATE PRIMARY ELECTION RESULTS</i> 182</p> <p><i>STATE ELECTION RESULTS</i> 182</p>
--	--

Town of Westwood - 126th Annual Town Report

General Interest

Westwood was incorporated as a Town on April 2, 1897. It is made up of a community of 16,266 residents, located 12 miles southwest of Boston. Westwood is situated at the junction of Route 95/128 and 93 and provides an excellent location for its residents with easy access to Boston, with all the elements of a beautiful suburban community. Westwood also has two commuter rail lines and full MBTA bus service on Routes 1 and 1A (Washington Street).



Westwood is recognized for the quality of its education. There are five elementary schools, a Middle School, and High School. Students consistently score in the top percentiles on national tests, MCAS, and the majority of students graduating from high school go on to higher education. The Town also encourages and maintains many recreational areas and facilities, including numerous conservation areas, playgrounds, ball fields, and an indoor pool facility.

The Town of Westwood, Massachusetts is governed by the Select Board, which comprises three members elected for three-year overlapping terms. The Town adopted a Home Rule Charter, which provides for the Select Board, Open Town Meeting, and Town Administrator form of government.

Population: 16,266

Area: Approximately 10.56 square miles – 6,758 acres

Elevation: On Boston base, 374 feet, High Rock Lane section

Road Miles in Westwood: 95

Town Hall – Built in 1910, located at 580 High Street

Carby Street Municipal Office Building - Built in 2004, located at 50 Carby Street


Wentworth Hall: Rebuilt in 2022, located at 273 Washington Street

Town Departments Office Hours:

Monday, Wednesday, and Thursday: 8:30 am to 4:30 pm

Tuesday: 8:30 am to 7:00 pm

Friday: 8:30 am to 1:00 pm

 2022		
Assessed Valuation: \$5,555,333,488		
Tax Rate Year FY23	CLASS	TAX RATE
	Residential	\$14.30
	Commercial	\$27.63
	Industrial	\$27.63
	Personal Property	\$27.63

The Carby Street Municipal Office Building includes the Department of Public Works (DPW) and the Department of Community and Economic Development (DCED). DCED integrates all of the town's Land Use Divisions: Building, Planning, Health, Conservation, Licensing, Historic Preservation, Housing, and Zoning. The DPW includes the following departments: Cemetery, Engineering, Facilities, Highway, Recycling & Waste Management, and Sewer. *The DPW's hours are Monday – Friday 7:00 am to 3:00 pm.*

Town of Westwood - 126th Annual Town Report

Wentworth Hall, located at 273 Washington Street includes the [Department of Youth and Family Services](#) and the [Islington Branch Library](#). Visit their website for more information.

Election and Voter Information

Qualifications for Voter Registration: Must be a U.S. citizen, 18 years old, and a resident of Westwood. You may register to vote online: www.sec.state.ma.us/ovr/, in-person, or by mail.

Individuals aged 16 & 17 may pre-register to vote and once they turn 18, they will be automatically registered to vote and a notification will be sent to them.

Election laws require voters to be registered 20 days before all Elections and Town Meetings; and 10 days before a special Town Meeting. Special registration sessions are announced in local newspapers, online, and through Westwood Media Center.



Dog Licenses

All dogs, 6 months and older, must be licensed by the Town Clerk's office before March 31st. Licenses are \$10 for spayed/neutered dogs and \$15 for male or female dogs. Proof of valid vaccination and spaying/neutering must be on file at the Town Clerk's Office. Licensing is based on the calendar year beginning January 1st. The Town may charge a late fee of \$25 after March 31st for failure to license. Licensing may be done in person, by mail, or online. Residents with more than 4 dogs, 3 months or older, are required to obtain a Kennel License per Westwood zoning bylaws. See Section 2.0 for a definition. All kennels in residential zoning districts must obtain a special permit through the Zoning Board of Appeals per Westwood Zoning bylaws Section 4.3.3.9.

For questions regarding voting or dog licensing, please contact the Town Clerk's office at (781) 326-3964.

Quarterly Tax Bills

Due and payable August 1st, November 1st, February 1st, and May 1st. Tax bills are due the next business day if one of these dates falls on a weekend. Payments made after the due date are subject to interest at 14% per diem from the due date. Motor vehicle excise tax and sewer usage bills are due and payable thirty days from the issue date. Payments received after the due date a subject to interest at 12% per diem from the due date. For questions about tax bills, contact the Collector's office at (781) 320-1015.

For more information visit the Town of Westwood website at www.townhall.westwood.ma.us



Town of Westwood - 126th Annual Town Report

Statewide Office Holders & State Representatives

STATEWIDE OFFICE HOLDERS FOR THE COMMONWEALTH			
GOVERNOR	Maura Healey	617-725-4005	State House, 24 Beacon St. Office of the Governor, Room 280 Boston, MA 02133
LT. GOVERNOR	Kim Driscoll	617-725-4005	State House, 24 Beacon St. Office of the Governor, Room 280 Boston, MA 02133
SECRETARY OF STATE	William Francis Galvin	800-392-6090	One Ashburton Place Boston, MA 02108
AUDITOR	Diane DiZoglio	617-727-2075	State House Room 230 Boston, MA 02133
TREASURER	Deborah Goldberg	617-367-6900	State House, Room 227 Boston, MA 02133
ATTORNEY GENERAL	Andrea Joy Campbell	617-727-2200	
US SENATOR	Elizabeth A. Warren	617-565-3170	2400 JFK Federal Building 15 New Sudbury Street Boston, MA 02203
US SENATOR	Edward J. Markey	617-565-8519	975 JFK Federal Building 15 New Sudbury St Boston, MA 02203
REPRESENTATIVES – 11 TH NORFOLK DISTRICT			
Congressman	Stephen F. Lynch	617-428-2000	One Harbor Street, Suite 101 Boston, MA 02210
State Senator	Michael F. Rush	617-722-1348	State House 24 Beacon St., Room 208 Boston, MA 02133
State Representative	Paul McMurtry	617-722-2080	State House 24 Beacon St., Room 26 Boston, MA 02133
Governor's Council –	Christopher A. Iannella, Jr.	617-725-4016	State House 24 Beacon St., Room 360 Boston, MA 02133
Norfolk County District Attorney	Michael W. Morrissey	781-830-4800	45 Shawmut Road, Canton, MA 02021

Town of Westwood - 126th Annual Town Report

Elected Officials of the Town

Member	Board	Position	End Date
Board of Assessors			
Nancy C. Hyde	Board of Assessors	Member	2024
Christopher McKeown	Board of Assessors	Member	2025
Mark F. Murphy	Board of Assessors	Member	2023
Board of Library Trustees			
Nancy T. Donahue	Board of Library Trustees	Member	2025
Paul T. Fitzgerald	Board of Library Trustees	Member	2025
Mary Masi-Phelps	Board of Library Trustees	Member	2024
Mary Beth Persons	Board of Library Trustees	Member	2023
Maria B. Ryan	Board of Library Trustees	Member	2024
Maureen Von Euw	Board of Library Trustees	Member	2023
Housing Authority			
Erik K. Alden	Housing Authority	Member	2026
Elissa Gordet Franco	Housing Authority	Member	2023
Christine Previterra	Housing Authority	Member	2025
Louis Rizoli	Housing Authority	Member	2024
State Appointee	Housing Authority	vacant	
Planning Board			
Joshua C. Ames	Planning Board	Member	2025
Philip M. Giordano	Planning Board	Member	2023
Kathleen Wynne	Planning Board	Member	2025
Christopher Pfaff	Planning Board	Member	2024
Ellen Larkin Rollings	Planning Board	Member	2024
Blue Hills Regional Vocational School Commission			
Sheila Vazquez	Regional Vocational School Commission	Westwood Representative	2024
School Committee			
Anthony "Tony" Mullin	School Committee	Member	2025
Dorothy "Dori" Parmelee	School Committee	Member	2025
Charles Donahue Jr.	School Committee	Member	2023
Amanda Phillips	School Committee	Member	2023
Maya Plotkin	School Committee	Member	2024
Select Board			
Robert R. Gotti	Select Board	Member	2024
Marianne LeBlanc Cummings	Select Board	Member	2025
Michael F. Walsh	Select Board	Member	2023
Sewer Commission			
Diane Hayes	Sewer Commission	Member	2024

Town of Westwood - 126th Annual Town Report

David Krumsiek	Sewer Commission	Member	2025
Francis X. MacPherson	Sewer Commission	Member	2023

Town Clerk

Dorothy A. Powers	Town Clerk	Town Clerk	Tenure
-------------------	------------	------------	--------

Town Collector

Elaine de Reyna	Town Collector	Tax Collector	2023
-----------------	----------------	---------------	------

Town Moderator

James O'Sullivan	Town Moderator	Town Moderator	2023
------------------	----------------	----------------	------

Town Treasurer

James Gavin <i>Resigned 9/15/22</i>	Town Treasurer	Town Treasurer	2024
Philip N. Shapiro <i>Appointed 10/1/22</i>	Town Treasurer	Town Treasurer	2024

Town of Westwood - 126th Annual Town Report

Appointed by the Town Moderator

Member	Board	Position	End Date
Finance and Warrant Commission			
William Bruce	Finance and Warrant Commission	Member	2025
John Carey	Finance and Warrant Commission	Member	2025
James Ferraro	Finance and Warrant Commission	Member	2024
Lauren Fitzpatrick	Finance and Warrant Commission	Member	2024
Rene Gauthier	Finance and Warrant Commission	Member	2023
Michael Gay	Finance and Warrant Commission	Member	2023
George Hertz	Finance and Warrant Commission	Member	2024
Angeila Hughes	Finance and Warrant Commission	Member	2023
Caitlyn Jurczak	Finance and Warrant Commission	Member	2025
George Laham	Finance and Warrant Commission	Member	2023
George Maroun	Finance and Warrant Commission	Member	2025
Kristina Patyjewicz	Finance and Warrant Commission	Member	2024
Christopher Poreda	Finance and Warrant Commission	Member	2023
Sean Weller	Finance and Warrant Commission	Member	2025
Alexander Yale	Finance and Warrant Commission	Member	2025
Permanent Building Commission			
Ken Aries	Permanent Building Commission	Member	2025
Brian Bayer	Permanent Building Commission	Member	2025
Lyle Coghlin	Permanent Building Commission	Member	2025
John J. Cummings III	Permanent Building Commission	Member	2024
Nancy C. Hyde	Permanent Building Commission	Member	2025
William Scoble	Permanent Building Commission	Member	2023
Personnel Board			
Celeste Goldkamp	Personnel Board	Member	2024
Lamars Hughes	Personnel Board	Member	2024
Douglas Hyde	Personnel Board	Member	2025
Rachel Lipton	Personnel Board	Member	2023
Joan Courtney Murray	Personnel Board	Member	2024

Town of Westwood - 126th Annual Town Report

Appointed by the Select Board

Member	Board	Position	End Date
Aid to the Elderly and Infirm			
Patrick Ahearn	Aid to the Elderly Infirm	Member	2023
Lina Arena-DeRosa	Aid to the Elderly Infirm	Member	2023
John Curran	Aid to the Elderly Infirm	Member	2023
Laurie DeStefano	Aid to the Elderly Infirm	Member	2023
Pam Dukeman	Aid to the Elderly Infirm	Member	2023
Josepha Jowdy	Aid to the Elderly Infirm	Member	2023
Stephanie McManus	Aid to the Elderly Infirm	Member	2023
Emily Parks	Aid to the Elderly Infirm	Member	2023
Phil Shapiro	Aid to the Elderly and Infirm	Member	2023
Michael Walsh	Aid to the Elderly and Infirm	Member	2023
Air Traffic Noise Abatement Officer			
Michael Walsh	Air Traffic Noise Abatement Officer	Member	2023
American with Disabilities Act Coordinator			
Christopher T. Coleman	American with Disabilities Act Coordinator	Member	2023
Audit Committee			
Michael Papetti	Audit Committee	Member	2023
Susan Flanagan Cahill	Audit Committee	Member	2024
Daniel Lipton	Audit Committee	Member	2025
Board of Health			
Shelley Reeve	Board of Health	Member	2023
Roger Christian	Board of Health	Member	2024
Carol Ahearn	Board of Health	Member	2025
Building Survey Board			
John Deckers	Building Survey Board	Building Surveyor	2023
Cemetery Commission			
Thomas Aaron	Cemetery Commission	Member	2023
Frank Jacobs	Cemetery Commission	Member	2024
Bill Sebet	Cemetery Commission	Member	2025
Christopher T. Coleman	Cemetery Commission	Ex Officio Member	2023
Brendan Ryan	Cemetery Commission	Ex Officio Member	2023

Town of Westwood - 126th Annual Town Report

Charter Review Committee

Peter Cahill	Charter Review Committee	Member	2023
Paul Fitzgerald	Charter Review Committee	Member	2023
Nancy Hyde	Charter Review Committee	Member	2023
John Loughnane	Charter Review Committee	Member	2023
Dorothy Powers	Charter Review Committee	Member	2023
Patrick Ahearn	Charter Review Committee	Ex-Officio	2023
Christopher T. Coleman	Charter Review Committee	Ex-Officio	2023

Chief Procurement Officer

Christopher T. Coleman	Chief Procurement Officer	Chief Procurement Officer	2023
------------------------	---------------------------	---------------------------	------

Commission on Disability

Anne Berry Goodfellow	Commission on Disability	Member	2023
Mary Ann Carty	Commission on Disability	Member	2023
Jette Meglan	Commission on Disability	Member	2023
Constance Rizoli	Commission on Disability	Member	2023
Mary Sethna	Commission on Disability	Member	2023
Michelle Fiola-Reidy	Commission on Disability	Member	2024
Frances MacQueen	Commission on Disability	Member	2024
Stephanie Finegold	Commission on Disability	Member	2025
Rania Kelly	Commission on Disability	Member	2025
Missy O'Regan	Commission on Disability	Member	2025
Elizabeth Polin	Commission on Disability	Member	2025
Marianne LeBlanc Cummings	Commission on Disability	Select Board Liaison	2023

Compensation Agent

Board

Position

End Date

Christopher T. Coleman	Compensation Agent	Compensation Agent	2023
------------------------	--------------------	--------------------	------

Conservation Commission

Board

Position

End Date

Elias Fares	Conservation Commission	Member	2023
Vesna Maneva	Conservation Commission	Member	2023
Debra Odeh	Conservation Commission	Member	2024
Grace Weller	Conservation Commission	Member	2024
Stephen David	Conservation Commission	Member	2025
RJ Sheer	Conservation Commission	Member	2025
Todd Sullivan	Conservation Commission	Member	2025
Karon Skinner Catrone	Conservation Commission	Ex Officio Member	2023

Council on Aging

Town of Westwood - 126th Annual Town Report

Margery Eramo	Council on Aging	Member	2023
Robert Folsom	Council on Aging	Member	2023
Mary Masiello	Council on Aging	Member	2023
Jessie Turbayne	Council on Aging	Member	2023
Robert Murray	Council on Aging	Member	2024
Stephanie Ramales	Council on Aging	Member	2024
Louis Rizoli	Council on Aging	Member	2024
Tony Antonellis	Council on Aging	Member	2025
Jim O'Sullivan	Council on Aging	Member	2025

Dedham Westwood Water Commission

James Fox	Dedham Westwood Water Commission	Member	2023
Gary Yessaillian	Dedham Westwood Water Commission	Member	2024
Mark Phillips	Dedham Westwood Water Commission	Member	2025

Election Officers

Russell Agrusa	Election Officers	Election Officer	2023
Elaine Arpe	Election Officers	Election Officer	2023
Sheryl Beirdan	Election Officers	Election Officer	2023
Michelle Berluti	Election Officers	Election Officer	2023
Joan Broderick	Election Officers	Election Officers	2023
Mitchell Burek	Election Officers	Election Officer	2023
Roger Christian	Election Officers	Election Officers	2023
John Cloherty	Election Officers	Election Officer	2023
Thomas Daly	Election Officers	Election Officer	2023
Claudia Duff	Election Officers	Election Officer	2023
Brita Frederickson	Election Officers	Election Officer	2023
Marie Keeler	Election Officers	Election Officer	2023
Jennifer Kinnear	Election Officers	Election Officer	2023
Theresa Laham	Election Officers	Election Officer	2023
Lynne Lawless	Election Officers	Election Officer	2023
Barbara Laws	Election Officers	Election Officer	2023
Carole Lefebvre	Election Officers	Election Officer	2023
Nancy Looney	Election Officers	Election Officer	2023
Joseph Margolin	Election Officers	Election Officer	2023
Dolores Marmol	Election Officers	Election Officer	2023
Kathleen McDonough	Election Officers	Election Officer	2023
Karen McGilly	Election Officers	Election Officer	2023
Patrice McGinnis	Election Officers	Election Officer	2023
Ann Neville	Election Officers	Election Officer	2023
Douglas Obey	Election Officers	Election Officer	2023
Joan O'Brien	Election Officers	Election Officer	2023
Terry O'Neil	Election Officers	Election Officer	2023

Town of Westwood - 126th Annual Town Report

Mary Anne O'Sullivan	Election Officers	Election Officer	2023
Puneetha Palarurthi	Election Officers	Election Officer	2023
Karen Poreda	Election Officers	Election Officer	2023
Susan Scales	Election Officers	Election Officer	2023
William Sebet	Election Officers	Election Officer	2023
Steven Springer	Election Officers	Election Officer	2023
Julia Thistlethwaite	Election Officers	Election Officer	2023
Sarah Thomas	Election Officers	Election Officer	2023
Jane Wiggin	Election Officers	Election Officer	2023
Wendy Wilhelm	Election Officers	Election Officer	2023
Jennifer Zonderman	Election Officers	Election Officer	2023

Fair Housing Director

Chris Coleman	Fair Housing Director	Fair Housing Director	2023
---------------	-----------------------	-----------------------	------

Historical Commission

Jack Patterson	Historical Commission	Member	2023
Lura Provost	Historical Commission	Member	2023
Eric Alden	Historical Commission	Member	2024
Nancy Donahue	Historical Commission	Member	2025
Marilyn Freedman	Historical Commission	Member	2025
Margaret Hoyt Rustrian	Historical Commission	Member	2025

Housing Partnership Fair Housing Committee

Abraham Glaser	Housing Partnership Fair Housing Committee	Member	2023
Victoria Makrides	Housing Partnership Fair Housing Committee	Member	2023
Michael McCusker	Housing Partnership Fair Housing Committee	Member	2023
Louis Rizoli	Housing Partnership Fair Housing Committee	Member	2023
Christopher Pfaff	Housing Partnership Fair Housing Committee	PB Liaison	2023
Kathleen Wynne	Housing Partnership Fair Housing Committee	PB Alternate Member	2023
Christopher T. Coleman	Housing Partnership Fair Housing Committee	Ex Officio	2023
Marianne LeBlanc Cummings	Housing Partnership Fair Housing Committee	Select Board Liaison	2023

Lien Process Board

Marianne LeBlanc Cummings	Lien Process Board	Select Board Liaison	2023
Mark Murphy	Lien Process Board	Member	2023

Long Range Financial Planning Committee

Town of Westwood - 126th Annual Town Report

Julianne Bride	Long Range Financial Planning Committee	Member	2023
Nancy James	Long Range Financial Planning Committee	Member	2023
Kyle Jordan	Long Range Financial Planning Committee	Member	2023
Melissa McDonagh	Long Range Financial Planning Committee	Member	2023
Joe Previtera	Long Range Financial Planning Committee	Member	2023
Skip Wells	Long Range Financial Planning Committee	Member	2023
Rob Gotti - Select Board	Long Range Financial Planning Committee	Member	2023
Nancy Hyde - Board of Assessors	Long Range Financial Planning Committee	Member	2023
Chris Pfaff - Planning Board	Long Range Financial Planning Committee	Member	2023
Maya Plotkin - School Committee	Long Range Financial Planning Committee	Member	2023
Phil Shapiro - Town Treasurer	Long Range Financial Planning Committee	Member	2023
Patrick Ahearn	Long Range Financial Planning Committee	Ex-Officio	2023
Chris Coleman	Long Range Financial Planning Committee	Ex-Officio	2023
Molly Kean	Long Range Financial Planning Committee	Ex-Officio	2023
Todd Korchin	Long Range Financial Planning Committee	Ex-Officio	2023
Nora Loughnane	Long Range Financial Planning Committee	Ex-Officio	2023
Stephanie McManus	Long Range Financial Planning Committee	Ex-Officio	2023
Emily Parks	Long Range Financial Planning Committee	Ex-Officio	2023

MAPC Representative

Steven Olanoff	MAPC Representative	Representative	2025
Philip Giordano	MAPC Representative	Alternate	2023

Massachusetts School Building Authority

Robert Gotti	School Building Committee/MSBA	Member	2023
--------------	--------------------------------	--------	------

MBTA Advisory Board

Steven Olanoff	MBTA Advisory Board	Representative	2023
----------------	---------------------	----------------	------

Municipal Hearings Officer

Christopher T. Coleman	Municipal Hearings Officer	Hearing Officer	2023
------------------------	----------------------------	-----------------	------

MWRA Advisory Board

Robert Rafferty	MWRA Advisory Board	Representative	2023
Todd Korchin	MWRA Advisory Board	Alternate	2023

Norfolk County Advisory Board

Michael Walsh	Norfolk County Advisory Board	Member	2023
---------------	-------------------------------	--------	------

Norfolk County Selectmen's Association

Michael Walsh	Norfolk County Selectmen's Association	Member	2023
---------------	--	--------	------

Town of Westwood - 126th Annual Town Report

Parking Clerk

Christopher T. Coleman	Parking Clerk	Parking Clerk	2023
------------------------	---------------	---------------	------

Pedestrian and Bicycle Safety Committee

David Atkins	Pedestrian & Bicycle Safety Committee	Member	2023
Maria Costantini	Pedestrian & Bicycle Safety Committee	Member	2023
Enkelejda Klosi	Pedestrian & Bicycle Safety Committee	Member	2023
Michael Kraft	Pedestrian & Bicycle Safety Committee	Member	2023
Tom McShane	Pedestrian & Bicycle Safety Committee	Member	2023
Steven Olanoff	Pedestrian & Bicycle Safety Committee	Member	2023
Michael Tinsley	Pedestrian & Bicycle Safety Committee	Member	2023
Kathleen Wynne	Pedestrian & Bicycle Safety Committee	Planning Board Liaison	2023
Francis Baker	Pedestrian & Bicycle Safety Committee	Ex Officio	2023
Christopher T. Coleman	Pedestrian & Bicycle Safety Committee	Ex Officio	2023
Steve Conley	Pedestrian & Bicycle Safety Committee	Ex Officio	2023
Todd Korchin	Pedestrian & Bicycle Safety Committee	Ex Officio	2023

Recreation Commission

Ann Marie Delaney	Recreation Commission	Member	2023
Katie Collins	Recreation Commission	Member	2024
Mitchell Katzman	Recreation Commission	Member	2024
Paul Tucceri	Recreation Commission	Member	2024
Theresa Laham	Recreation Commission	Member	2025
Fouad Matar	Recreation Commission	Member	2025
Sheila Moylan	Recreation Commission	Member	2025
Joyce Cannon	Recreation Commission	Associate Member	2023
Rania Kelly	Recreation Commission	Associate Member	2023

Regional Transportation Advisory Council

Philip Giordano	Regional Transportation Advisory Council	Member	2023
-----------------	--	--------	------

Registrar of Voters

John Cummings	Registrar of Voters	Member	2024
Margery Eramo	Registrar of Voters	Member	2023
Dorothy Powers	Registrar of Voters	Member	2025
David O'Leary	Registrar of Voters	Member	2025

Three River Interlocal Council

Joshua Ames	Three River Interlocal Council	Member	2023
Christopher Pfaff	Three River Interlocal Council	Alternate Member	2023

Town of Westwood - 126th Annual Town Report

Town Perambulator

Stephen Springer	Town Perambulator	Town Perambulator	2023
------------------	-------------------	-------------------	------

Westwood Cultural Council

Nancy Donahue	Westwood Cultural Council	Member	2023
Marie Ryan	Westwood Cultural Council	Member	2023
Jennifer Crummet	Westwood Cultural Council	Member	2024
Anne Foss Innis	Westwood Cultural Council	Member	2024
Tomo Lazovich	Westwood Cultural Council	Member	2024
Elizabeth Nicosia	Westwood Cultural Council	Member	2024
Jennifer Ryan	Westwood Cultural Council	Member	2024
Joan Murphy	Westwood Cultural Council	Member	2025

Westwood Environmental Action Committee

Brian Bayer	Westwood Environmental Action Committee	Member	2023
Maria Costantini	Westwood Environmental Action Committee	Member	2023
Julie Gervais	Westwood Environmental Action Committee	Member	2023
Stephen Harte	Westwood Environmental Action Committee	Member	2023
Juliana Belding	Westwood Environmental Action Committee	Member	2025
Leslie Greffenius	Westwood Environmental Action Committee	Member	2025
Ann Marie Kline	Westwood Environmental Action Committee	Member	2025
Kate LaCroix	Westwood Environmental Action Committee	Member	2025
Sue McGown	Westwood Environmental Action Committee	Member	2025
Robert Gotti	Westwood Environmental Action Committee	Select Board Liaison	2023
Thomas Philbin	Westwood Environmental Action Committee	Ex Officio	2023
Ellen Rollings	Westwood Environmental Action Committee	Ex Officio	2025

Youth and Family Services

Janica Midiri	Youth and Family Services	Member	2023
Patricia Tucke	Youth and Family Services	Member	2023
Gioia Ciancirulo	Youth and Family Services	Member	2025
Christy Harrison	Youth and Family Services	Member	2025
John Loughnane	Youth and Family Services	Member	2025
Diana M Martucci	Youth and Family Services	Member	2025
Brad Pindel	Youth and Family Services	Member	2025
David Russell	Youth and Family Services	Member	2025

Town of Westwood - 126th Annual Town Report

Mary Carol Waters	Youth and Family Services	Member	2025
Katy Colthart	Youth and Family Services	Ex Officio	2025
Mary Ellen LaRose	Youth and Family Services	Ex Officio	2025
Danielle Sutton	Youth and Family Services	Ex Officio	2025
Nyla Bacchus	Youth and Family Services	Student Member	2024
Lily Donnellan	Youth and Family Services	Student Member	2024
Seowon Park	Youth and Family Services	Student Member	2024
Ethan Walsh	Youth and Family Services	Student Member	2024
Nicole Midiri	Youth and Family Services	Student Member	2025
Julia Ritzenberg	Youth and Family Services	Student Member	2025
Jeremy Stern	Youth and Family Services	Student Member	2025
Daniel Tryder	Youth and Family Services	Student Member	2025

Zoning Board

John Lally	Zoning Board of Appeals	Member	2023
Mark Callahan	Zoning Board of Appeals	Associate Member	2023
Keith Flanders	Zoning Board of Appeals	Associate Member	2023
Michael McCusker	Zoning Board of Appeals	Member	2024
Linda Walsh	Zoning Board of Appeals	Member	2024
Danielle Button	Zoning Board of Appeals	Associate Member	2024
Sean Coffey	Zoning Board of Appeals	Associate Member	2024

Town of Westwood - 126th Annual Town Report

Town Appointments and Staff

Member	Position	End Date
John J. Cronin Public Service Award Committee		
Patrick Ahearn	Member	2023
Christopher T. Coleman	Member	2023
John Cronin	Member	2023
Stephanie McManus	Member	2023
James Galvin	Member	2023
Robert Gotti	Member	2023
Molly Kean	Member	2023
Veterans Services Director (Ceremonial)		
Christopher T. Coleman	Ceremonial Director	2023
Veterans Day/Memorial Day Committee		
Janice Barba	Member	2023
Christopher T. Coleman	Member	2023
John Deckers	Member	2023
Melinda Garfield	Member	2023
Patricia Healey	Member	2023
Ellen Hurley	Member	2023
Mary Ellen LaRose	Member	2023
Charlotte Lynch	Member	2023
Christopher McKeown	Member	2023
Michelle Miller	Member	2023
Jared Orsini	Member	2023
Richard Paster	Member	2023
Dorothy Powers	Member	2023
Brendan Ryan	Member	2023
Paul Sicard	Member	2023
Danielle Sutton	Member	2023
Joseph Vinci	Member	2023
Town Appointments and Staff		
Joan Courtney Murray <i>retired</i>	Affirmative Action Officer	2023
Molly Kean	Affirmative Action Officer	2023
Michael McLean	Assistant Building Inspector	2023
Michael Perkins	Assistant Building Inspector	2023
Kevin Malloy	Assistant Plumbing Inspector	2023
Brendan Ryan	Assistant Public Works Director	2023
Susan Perry	Assistant Recreation Director	2023

Town of Westwood - 126th Annual Town Report

Paul Angus	Assistant Wiring Inspector	2023
Joseph Doyle	Building Commissioner	2023
John Deckers	Building Surveyor	2023
Dorothy Powers	Burial Agent	2023
Nora Loughnane	Community and Economic Development Director	2023
Karon Skinner Catrone	Conservation Agent	2023
Paul Sicard	Constable	2023
Michelle Miller	Contract Compliance Officer	2023
Lina Arena-DeRosa	Council on Aging Director	2023
James Gavin	Custodian Tax Title	2023
James McCarthy	Director of Facilities	2023
Pamela Dukeman <i>retired</i>	Finance Director/Asst. Town Administrator	2023
Stephanie McManus	Finance Director/Asst. Town Administrator	2023
John Deckers	Fire Chief	2023
John Deckers	Forest Warden	2023
Jared Orsini	Hazardous Waste Coordinator	2023
Jared Orsini	Health Director	2023
Joan Courtney Murray <i>retired</i>	Human Resources Director	2023
Molly Kean	Human Resources Director/Asst. Town Administrator	2023
Donna McClellan	Information and Technology Director	2023
Danielle Sutton	Human Services Director	2023
Jeffrey Silva	Keeper of the Lockup	2023
Brendan Ryan	Keeper of the Pound	2023
Elizabeth McGovern	Library Director	2023
Harold Knight	Plumbing Inspector	2023
Jeffrey Silva	Police Chief	2023
Todd Korchin	Public Works Director	2023
Richard Adams	Recreation Director	2023
Jared Orsini	Right to Know Inspector	2023
Brendan Ryan	Solid Waste Coordinator	2023
Marie O'Leary	Town Accountant	2023
Christopher T. Coleman	Town Administrator	2023
John Curran	Town Assessor	2023
Dorothy Powers	Town Clerk	2023
Open	Town Planner	2023
Karon Skinner Catrone	Tree Warden	2023
Katy Colthart	Youth and Family Services Director	2023
Karyn Flynn	Zoning Board of Appeals and Licensing Agent	2023

Member	Position	End Date
--------	----------	----------

John J. Cronin Public Service Award Committee

Patrick Ahearn	Member	2023
Christopher T. Coleman	Member	2023
John Cronin	Member	2023

Town of Westwood - 126th Annual Town Report

Stephanie McManus	Member	2023
James Galvin	Member	2023
Robert Gotti	Member	2023
Molly Kean	Member	2023

Veterans Services Director (Ceremonial)

Christopher T. Coleman	Ceremonial Director	2023
------------------------	---------------------	------

Veterans Day/Memorial Day Committee

Janice Barba	Member	2023
Christopher T. Coleman	Member	2023
John Deckers	Member	2023
Melinda Garfield	Member	2023
Patricia Healey	Member	2023
Ellen Hurley	Member	2023
Mary Ellen LaRose	Member	2023
Charlotte Lynch	Member	2023
Christopher McKeown	Member	2023
Michelle Miller	Member	2023
Jared Orsini	Member	2023
Richard Paster	Member	2023
Dorothy Powers	Member	2023
Brendan Ryan	Member	2023
Paul Sicard	Member	2023
Danielle Sutton	Member	2023
Joseph Vinci	Member	2023

Town Appointments and Staff

Joan Courtney Murray <i>retired</i>	Affirmative Action Officer	2023
Molly Kean	Affirmative Action Officer	2023
Michael McLean	Assistant Building Inspector	2023
Michael Perkins	Assistant Building Inspector	2023
Kevin Malloy	Assistant Plumbing Inspector	2023
Brendan Ryan	Assistant Public Works Director	2023
Susan Perry	Assistant Recreation Director	2023
Paul Angus	Assistant Wiring Inspector	2023
Joseph Doyle	Building Commissioner	2023
John Deckers	Building Surveyor	2023
Dorothy Powers	Burial Agent	2023
Nora Loughnane	Community and Economic Development Director	2023
Karon Skinner Catrone	Conservation Agent	2023
Paul Sicard	Constable	2023
Michelle Miller	Contract Compliance Officer	2023
Lina Arena-DeRosa	Council on Aging Director	2023
James Gavin	Custodian Tax Title	2023

Town of Westwood - 126th Annual Town Report

James McCarthy	Director of Facilities	2023
Pamela Dukeman <i>retired</i>	Finance Director/Asst. Town Administrator	2023
Stephanie McManus	Finance Director/Asst. Town Administrator	2023
John Deckers	Fire Chief	2023
John Deckers	Forest Warden	2023
Jared Orsini	Hazardous Waste Coordinator	2023
Jared Orsini	Health Director	2023
Joan Courtney Murray <i>retired</i>	Human Resources Director	2023
Molly Kean	Human Resources Director/Asst. Town Administrator	2023
Donna McClellan	Information and Technology Director	2023
Danielle Sutton	Human Services Director	2023
Jeffrey Silva	Keeper of the Lockup	2023
Brendan Ryan	Keeper of the Pound	2023
Elizabeth McGovern	Library Director	2023
Harold Knight	Plumbing Inspector	2023
Jeffrey Silva	Police Chief	2023
Todd Korchin	Public Works Director	2023
Richard Adams	Recreation Director	2023
Jared Orsini	Right to Know Inspector	2023
Brendan Ryan	Solid Waste Coordinator	2023
Marie O'Leary	Town Accountant	2023
Christopher T. Coleman	Town Administrator	2023
John Curran	Town Assessor	2023
Dorothy Powers	Town Clerk	2023
Open	Town Planner	2023
Karon Skinner Catrone	Tree Warden	2023
Katy Colthart	Youth and Family Services Director	2023
Karyn Flynn	Zoning Board of Appeals and Licensing Agent	2023

TOWN GOVERNMENT

Town of Westwood - 126th Annual Town Report

Select Board/Town Administrator Annual Report

SELECTBOARD

Robert R. Gotti, Chair

Michael F. Walsh, Clerk

Marianne C. LeBlanc Cummings, Third Member

Staff

Christopher T. Coleman, ICMA-CM, Town Administrator

*Pamela Dukeman, Assistant Town Administrator & Finance Director
(Retired-October 2022)*

Stephanie McManus, Assistant Town Administrator & Finance Director

Molly Kean, Assistant Town Administrator & Human Resources Director

Joan Courtney Murray, Human Resources Director (Retired – June 2022)

Patrick Ahearn, Town Counsel

Patricia Healey, Assistant to the Town Administrator

Michelle Miller Peck, Procurement Manager

Janice Barba, Administrative Analyst

Ellen Hurley, Support Staff



Select Board

The purpose of this annual report is to highlight the efforts, initiatives, and accomplishments from 2022. In May 2022, the Select Board was reorganized, and Robert Gotti was elected Chair, Michael Walsh was elected Clerk, and Marianne LeBlanc Cummings, was newly elected and assumed the title of Third Member.

The Select Board consists of three individuals elected for staggered three-year terms and is empowered by Massachusetts General Laws, Westwood's Town Charter, and its Bylaws to serve as the Chief Executive Authority on all matters involving Westwood. The Select Board approves a balanced budget, which incorporates decisions on department requests, capital expenditures, and allocation of funds; prepares the warrants for Annual and Special Town Meetings; prepares and approves ballot questions for the town election if there is a general override, debt exemption, and/or capital exclusion requests or some other referendum issue; and meets with engineering consultants to review and coordinate Town projects and with legal counsel to review matters involving collective bargaining, employee relations, litigation, and other legal matters. The Select Board has an open-door policy, hearing requests and complaints of Town residents and businesses and taking appropriate action, and schedules hearings and informational meetings on matters of importance to the community.

Town Administrator

The Town Administrator is the Chief Administrative Officer of the town and is directly responsible to the Select Board. The Town Administrator supervises, directs, and is responsible for the efficient administration of all municipal functions under the administrator's control as may be authorized by the Charter, Town By-law, Town Meeting Vote, or the Select Board vote, including all Department Heads and employees appointed by the Town Administrator or the Select Board, and their respective departments, and shall coordinate activities of all town departments.

An Executive Function Group, which consists of the Town Administrator, Assistant Town Administrator/ Finance Director, Assistant Town Administrator/Human Resources Director, Town Counsel, the Police and Fire Chiefs, the Director of Public Works, the Community Development Director, the Youth & Family Services Director, the Information Systems Director, the Town Clerk, and the Assistant to the Town Administrator

Town of Westwood - 126th Annual Town Report

continue to meet before Select Board Meetings to discuss, implement and report on the overall plan for municipal administration and prepare issues for Select Board action.

John J. Cronin Public Service Award

The John J. Cronin Public Service Award, which is named after the former Town Treasurer, is given in honor of John Cronin's long and dedicated service to the Town. In 2022, Edward "Ned" Richardson was awarded the John J. Cronin Public Service Award at the May 2022 Annual Town Meeting.

Ned Richardson served the town in varying capacities for the better part of two decades, first serving as a member of the Permanent Building Committee and later on the Planning Board. He was instrumental in the creation of the Town of Westwood Development Guide, which provided a comprehensive guide of bylaws, rules, and regulations governing the town's land use development process. During his tenure on the Planning Board, the Board directed the development of the Comprehensive Master Plan and the development of the Open Space and Recreation Plan, the first comprehensive effort to prioritize open space and recreation goals. In addition, Mr. Richardson has been an active member of the American Legion Post 320 for thirty-eight years and served as the Grand Marshall for the 2021 Memorial Day Observation and Ceremony.

Year in Review

The town began its review of the Town Charter, a process that is completed every ten (10) years. In March 2022, the Select Board appointed five members to serve on the Charter Review Committee to review the town charter and make recommendations to the Select Board for amendments, and ultimately to town meeting for adoption.

The town introduced the "Westwood Word" a new and improved color print publication to be distributed three times per year, in April (Spring), September (Fall), and January (Winter). The newsletter highlights events around town and spotlights town staff or resident achievements. The newsletter is mailed to all residential homes.



Facilities and Land Use

As the town emerges from the COVID-19 pandemic, municipalities across the nation received federal funds via the American Rescue Plan Act. The American Rescue Plan Act or ARPA is a federal stimulus bill to assist with public health and economic recovery from the COVID-19 pandemic. The town will use a portion of its designated funding for a town-wide accessibility assessment for the review of buildings, roads, etc. for accessibility (\$25,000); additional social service programs to provide residents with essential direct services (\$150,000); repair of the Library HVAC unit (\$100,000), and to provide funding for the School Street playground to update and expand equipment and for accessible elements (\$190,000).



At the 2022 Annual Town Meeting, residents approved an article to purchase the American Legion Hall for \$700,000. The building is located at 90 Deerfield Avenue and contains over 4,700 square feet of building space. The building will be used for additional town office space, recreation space, and community meeting space.

Hale Education has extended an opportunity for the town to participate, along with the town of Dover, MA, and private donors, in the purchase of a Conservation Restriction on Hale's of approximately 1,100 acres of open space, of which over 550 acres are in Westwood. The Conservation Restriction would protect the land from development, at a cost to the town, and would require Town Meeting approval. At the time of printing, discussions are still ongoing.

In 2022, the town welcomed a few new businesses as part of the Islington Redevelopment Project, the Muffin House, and Neroli Mercato.

Town of Westwood - 126th Annual Town Report

Hanlon-Deerfield School Building Project

In 2022, a groundbreaking ceremony was held on the grounds of the new school. Construction on the new elementary school began in the fall of 2022 and the new school is scheduled to open in February 2024.



In August 2022, the Select Board approved the bond for the Hanlon-Deerfield School Building Project for \$56.6 million, and the 2022 bond issuance is the largest in town history. In addition, the Select Board voted to use ARPA funding for \$1.1 million in HVAC system work for the new Hanlon Deerfield Elementary School Project.

Sustainability and Energy Conservation

The town received a 2022 Green Communities grant award of \$90,000 bringing the total of Department of Energy Resources (DOER) grants to approximately \$1,390,000.

The 2022 funds will be used to install LED lighting at the Sheehan Elementary School and an HVAC upgrade with air cleaning at the Thurston Middle School. The total value of the over 50 projects completed under the Green Communities program exceeds \$ 2,500,000 with resultant savings in utility costs and greatly improved utility infrastructure.

In addition, the Select Board approved a plan to install electric vehicle charging stations at the Westwood Police Station and Wentworth Hall.



As part of Solar Phase II, the Select Board approved preliminary plans to install solar parking arrays in the Council of Aging parking lot area and the Westwood Police Station parking lot area. These solar arrays will be part of the anchor project to install solar parking arrays in the Westwood High School parking lot. The solar plan is a direct result of the goals established by the 2020 Comprehensive Plan to set guidelines for conservation, sustainability, and resiliency, which included incorporating renewable energy sources at all town properties.

Currently, 52% of Westwood's municipal and school electricity comes from renewable sources.



Westwood High School



Council on Aging



Westwood Police Station

Annual Budget

Like any budget, there are always a host of competing needs from limited funds. Westwood has a strong tradition of financing its schools and direct town services to maintain our quality of life. It is also important for the budget to provide appropriate funds for the capital budget so that the Town's assets are well maintained. In addition, the Town must maintain appropriate balances in our reserve accounts, as well as provide for long-term liabilities such as pensions and OPEB. The budget must also balance the impact on our residents' tax bills and provide tax relief when able to do so.

Town of Westwood - 126th Annual Town Report

The approved budget included significant appropriations to reserve accounts, an increased level of capital funding, and the continuation of the annual appropriation to the Other Post-Employment Benefits (OPEB) and Stabilization Reserve Accounts. The resulting budget and reserve levels significantly contributed to the Town's reaffirmed Standard & Poor's AAA credit rating.

Comprehensive Annual Financial Report

For the 25th year in a row, the Town received a national award for its Comprehensive Annual Financial Report (CAFR).

Annual Audit

The Audit Committee reported that the external auditors had no material findings in the audit of the Town's financial operations and statements.

Collectors

The Tax Collector's office remains one of the leading collection departments in the Commonwealth with a real estate tax collection rate of 99%. The Treasurer's Office effectively managed the Town's Tax Title accounts.

Assessments

The Assessing Department updated property values as required. Finally, the Board of Assessors and the Select Board approved a tax classification that maintained a relative balance between the commercial and residential tax burdens.

Aid to the Elderly and Disabled Tax Fund

The Town established the Aid to the Elderly Account in 1999. The Fund is used to assist elderly residents in Westwood with paying their real estate tax bills. Each year, the Fund, overseen by the Aid to the Elderly and Disabled Committee, assists qualified senior residents by paying a portion of their annual tax bill. This has helped our most vulnerable residents remain in their homes and the community they love.

For many years, the Town was only allowed to collect donations for the fund. The 2016 Annual Town Meeting proposed a change that was approved by the State to allow Town funds to also be appropriated to the Fund. The fund distributes all funds - there are no overhead or administrative costs charged to the account.

In 2022, the Select Board voted to support matching funds of \$70,000 for the Aid to the Elderly account. The Committee was able to distribute approximately \$94,500, providing 53 recipients with \$1,800 for their real estate tax bills. At the 2022 Annual Town Meeting, town residents voted to appropriate \$300,000 to the Aid to the Elderly and Disabled Tax Fund to further subsidize the real estate tax burden of eligible seniors.

Hotel and Meals Tax Funds

The Select Board discussed with the Town Administrator and Assistant Town Administrator/ Finance Director a possible use for the Hotel and Meals Tax Funds received to date. The Town Administrator and Assistant Town Administrator/ Finance Director recommended that these funds be used for capital improvements. The Board continued through its budgeting process and proposed capital projects were presented to the Board beginning in the fall of 2022.

Human Resources

The Human Resources Department is responsible for the recruitment and hiring of all municipal employees. The Town Administrator works with various Department Heads and the Assistant Town Administrator/Director of Human Resources to recruit and hire the best quality candidates for open positions in the Town.

Town of Westwood - 126th Annual Town Report

Police Department

In 2022, the Select Board accepted a \$58,000 Westwood Police Community Impact Grant for Technology, to purchase computers and printers for use in patrol and investigative vehicles.

Fire Department

The town approved the use of University Station Development mitigation funds to conduct a Feasibility Study and Operational Study. The Feasibility Study is to focus on providing options and recommendations for the repair, renovations, or relocation of Fire Station One or the Main Fire Station. The Operational Study is to evaluate staffing and operational needs for the Fire Department with the current and projected growth in workload.

Department of Public Works

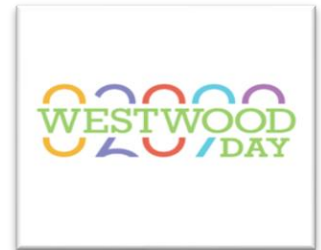


The Department of Public Works was awarded a Complete Streets Grant of \$356,813, which will be used to construct a new sidewalk from Booth Drive to Canton Street. The department was awarded a MassDOT Shared Streets and Spaces Grant of \$20,000 to purchase speed management signs along Clapboardtree Street and Pond Street.

Culture, Recreation, and Human Services

Recreation Department

Westwood Day 2022 was held on a beautiful September day with approximately 8,000 participants in attendance. Highlights included a roaming railroad, pumpkin decorating, inflatables, Westwood Fire and Westwood Police demonstrations, and several live performances. Westwood Day is managed by the Westwood Recreation Staff with the help of town staff and volunteers.



Community and Economic Development

The Wentworth Hall ribbon cutting was officially held on February 14, 2022, and was well attended by Town staff, the Select Board, Library Trustees, other Boards and Committee Members, and residents. Wentworth Hall houses the Youth and Family Service Offices and the Islington Branch Library, as well as a dedicated community meeting space. The official dedication of the building took place in August 2022, with the installation of the building plaque.

Goals for the Future

Evaluate and improve the Westwood WIRE, and social media outlets, and continue to improve communications with the Community.

The town will continue with efforts to enhance the town's affordable housing units, for the town to stay above the ten percent (10%) threshold on the Subsidized Housing Inventory (SHI).



The town began a preliminary review of the required decade review of the Town Charter and Bylaws, including consideration of changing some elected officers to be appointed, revising appointing authority, to consider replacing town meetings with a town council format, to name a few possible upgrades.

Continue to monitor and improve IT security, which includes enhancing cyber threat protection, and implementing a cybersecurity training program for all staff. Also, continue security assessment of municipal facilities and implementation of recommended enhancements.

Town of Westwood - 126th Annual Town Report

Employee Recognition

The Select Board recognized James Doherty, Department of Public Works, and Edward Harukewicz, Department of Public Works, for achieving 25 Years of Service to the Town. The Board thanked and honored both for their dedicated service to the Town.

Due to staff retirements, the town hired its first Assistant Town Administrator & Human Resources Director, Molly Kean, and a new Assistant Town Administrator & Finance Director, Stephanie McManus.

Remembrance

The Town remembers two residents who have passed away that left an impact on our community. We offer our sympathies to the families of James Sullivan and Rory Laughna.

Acknowledgments and Recognitions

The Town acknowledged two team members who retired in 2022, Pam Dukeman, Assistant Town Administrator/Finance Director, and Joan Courtney Murray, Human Resources Director. Both Pam and Joan were part of the Executive Function Group and played an integral role in the maintenance of town services and guiding town staff, residents, and appointed or elected town officials.

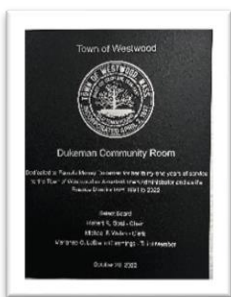
Pamela Dukeman

Pamela Dukeman retired on October 21, 2023, after serving thirty-one years in the Town of Westwood as Assistant Town Administrator and Finance Director and provided invaluable financial insight, guidance, and leadership to town residents, town staff, and the Select Board. During her tenure, Pam oversaw the Accounting, Treasurer, Collector, and Assessing Departments. She played an integral role in the coordination of financing for major capital projects, including Westwood High School, Senior Center, Thurston Middle School Modular Classrooms, Main Library, Islington Fire Station, Police Station, and the Hanlon-Deerfield Elementary School project.



Pam provided critical support in the tax review process and was part of several successful bond debt sales that resulted in lower interest rates and significant savings for the town. Pam supported the town's seniors with the creation of the Senior Property Tax Work-Off Program and the Aid to the Elderly and Disabled Tax Fund which provides appropriations to eligible seniors with real estate tax relief.

Through Pam's guidance, the town supported the Elementary School Building Project at the 2021 Special Town Meeting, and the 2022 bond issuance for the project is the largest in town history. During her tenure, the town received the Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report twenty-five years in a row.



Under Ms. Dukeman's tutelage, the town obtained a AAA bond rating with Standard and Poor's in 2008, which is still in effect today, and as of 2022, only twenty percent of Massachusetts communities hold a AAA bond rating. Pam built and lead a highly qualified financial team with exceptional professionalism all while continuing to make financial decisions in the best interest of the town. The town dedicated and renamed the Wentworth Hall large conference room the Dukeman Community Room.

Town of Westwood - 126th Annual Town Report



Joan Courtney Murray

Joan Courtney Murray served as the town's Human Resources Director from 2014 to 2022. She was tasked with transitioning about 440 employees and 400 retirees and spouses from health insurance plans with the former plan administrator into health plans administered by the Group Insurance Commission.

During the COVID-19 pandemic, Ms. Murray played an integral role in interpreting, communicating, and implementing the rapidly-evolving COVID rules and regulations, while maintaining efficient business operations and service delivery.

Throughout her eight years leading the Human Resources Department, Joan oversaw employee benefits administration; Worker's compensation, and long-term disability processes; maintained a collaborative working relationship with Westwood Schools and its employees; and worked closely with the Personnel Board to address employee and management requests. During her tenure, approximately 225 job openings were posted and close to 9,000 resumes were screened.

The town will miss both Pam and Joan's leadership, camaraderie, dedication, and guidance, and wish them both a healthy and happy retirement.

Appreciation from Select Board

On behalf of my colleagues on the Select Board, Michael Walsh and Marianne LeBlanc Cummings, I would like to thank the dedicated Town employees, Town officials, and volunteers who offer their time and expertise to the development and advancements of our community. We continue to live in such a thriving community because of the continued commitment to public service by Westwood's residents and staff. Without the selfless dedication of many, none of the above-mentioned accomplishments would have been possible.

Lastly, I am grateful for the opportunity to have served as the Chair of the Select Board and am grateful to the Town's residents for allowing me the opportunity to continue to serve as a Select Board member.

Special thanks from the Town Administrator

I wish to recognize all of our team members for their assistance to move the town forward and especially thank those with whom I served closely this year: Pamela Dukeman, Patrick Ahearn, Patricia Healey, Joan Courtney Murray, Dottie Powers, Janice Barba, and Ellen Hurley, along with two new staff members, Molly Kean, Assistant Town Administrator/Director of Human Resources, and Stephanie McManus, Assistant Town Administrator/Finance Director. Each in his or her way has capably assisted me over this year in carrying out my duties. I am very proud of all of the town staff for working so hard to provide valuable services to our residents during 2022.

Respectfully Submitted,
Robert R. Gotti, Select Board Chair
Christopher T. Coleman, ICMA-CM, Town Administrator

Select Board
Robert R. Gotti, Select Board Chair
Michael F. Walsh, Select Board Clerk
Marianne C. LeBlanc Cummings, Select Board Third Member



Town of Westwood - 126th Annual Town Report

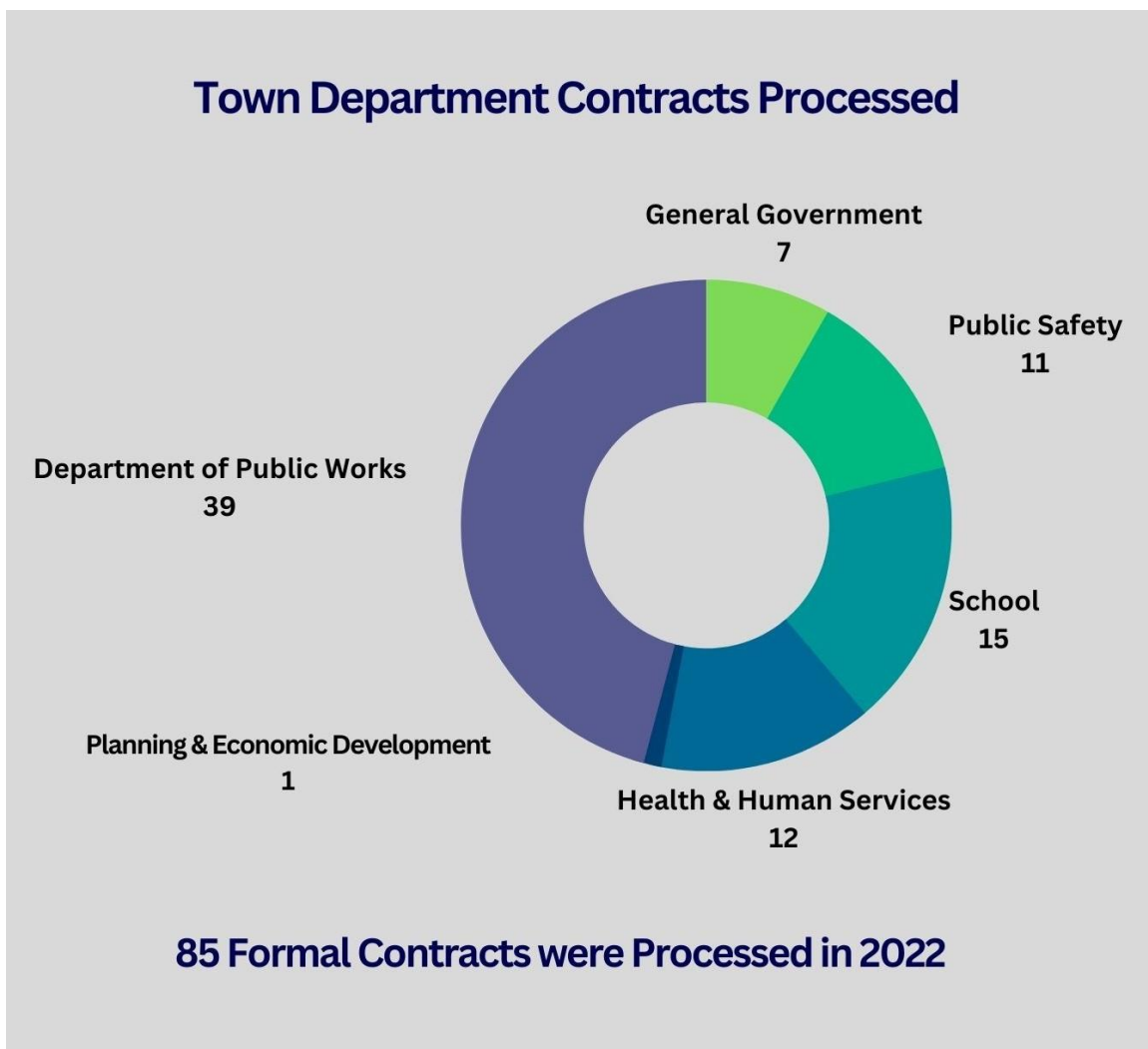
Procurement Department Annual Report

Christopher T. Coleman, Town Administrator & Chief Procurement Officer
Michelle Miller, Procurement Manager & Contract Compliance Officer

Mission

The Procurement Department, now in its fifty-ninth year, operates under the provisions of Chapter 41, Section 103, Massachusetts General Laws, as amended. This statute provides that the Procurement Officer shall purchase all supplies for the Town and every department.

The Procurement Department provides a unified purchasing system that ensures integrity and fairness with centralized responsibility for oversight of solicitations, vendor selection, negotiation, award, contract management, reporting, disposal of surplus property, and emergency logistical support for the benefit of all Town Departments.



Respectfully submitted,
Michelle C. Miller, Procurement Manager & Contract Compliance Officer

Town of Westwood - 126th Annual Town Report

Town Counsel Annual Report

Patrick J. Ahearn, Esq., Town Counsel

It has been another busy, productive, and challenging year. As the pandemic began to recede and morph into new strains of the virus the Town began to further move toward more normal operations. Some of the temporary measures that were put in place had to be properly extended and continued. All this while continuing to operate and provide services and protect the public, town employees, and the efficient operation of town government.



Over the past 12 months, we have been involved in matters in Norfolk Superior Court, Land Court, Dedham District Court as well as the Attorney General's Office, and the Norfolk Registry of Deeds, The Annual Town Meeting was held on Monday, May 2nd at Westwood High School Auditorium, this marked the first time that town Meeting would be held inside since the beginning of the pandemic. In an abundance of caution, at its April 11, 2022, meeting the Select Board moved to reduce the quorum to 45 voters. This reduction was a floor, not a ceiling and the Town had no problem meeting the quorum. 239 registered voters attended Town Meeting and passed all 21 out of 23 warrant articles up for consideration. All of the Select Board Articles and the Planning Board Articles passed. In November the Attorney General ruled that all the Planning Board Articles passed their review and became law.

In the spring the Select Board appointed a Charter Review Commission and tasked it with reviewing the Charter for recommended changes. The Commission has met regularly and even made an initial recommendation to have the Tax Collector and the Treasurer position be moved from elected positions to appointed positions to be considered at the Spring Town Meeting 2023. The Commission continues to meet and work towards a more thorough review of all aspects of the Charter and expects to have additional recommendations for the spring Town Meeting in 2024.

In November the Town completed the purchase of the American Legion building that started with the 2022 Town Meeting approval. This facility will give the town control of the land immediately behind the Police Station to allow for additional meeting space for the Town.

Over the past year, I have provided counsel to the Select Board, the Planning Board, the Zoning Board of Appeals, the Pedestrian and Bicycle Safety Committee, the Finance and Warrant Commission, the Town Moderator, various departments and elected and appointed officials on a variety of issues.

In closing, I want to thank all the elected and appointed officials as well as the outstanding town staff and the various boards with whom I have had the privilege of working over the past 12 months for their support, dedication to the Town, and their professionalism.

Respectfully submitted,
Patrick J. Ahearn, Esq., Town Counsel

Town of Westwood - 126th Annual Town Report

Personnel Board Annual Report

Douglas K. Hyde, Chair
Rachel A. Lipton, Vice-Chair

Joseph A. Emerson, Member
Celeste Goldkamp, Member

Lamars Hughes, Member
Joan Courtney-Murray, Member



Department Mission

To maintain fair and equitable Personnel Policies and to establish a system of personnel administration based on merit principles to ensure a uniform, fair and efficient application of Personnel Policies.

Pursuant to the authority granted by Article LXXXIX of the Constitution of the Commonwealth and Massachusetts General Laws, c. 41, §§ 108A & 108C, the Personnel Bylaw was adopted and took effect on July 1, 1987. Appointed by the Town Moderator, the Personnel Board provides checks and balances to all areas of government within its jurisdiction.

Personnel Board Members

The Personnel Board consists of five persons appointed to three-year overlapping terms. The current Board membership includes Douglas K. Hyde, Chair; Rachel A. Lipton, Vice-Chair; Members Celeste Goldkamp, Lamars Hughes, and Joan Courtney-Murray. Board members provide extensive experience in the areas of labor law, human resources, business, and technology management. Collective tenure for current Board members totals about 47 years, which emphasizes the dedication and commitment to service that members have shown to the mission of this Board.

During 2022, the Board experienced an unanticipated mid-year transition in membership. Sadly, Board Member Rory Laughna passed away in June 2022. During his seven-year tenure, Rory was an active and valued contributor who provided thoughtful insight to the discussion and motion on many agenda matters. We will miss not only his business acumen but also his great sense of humor. We are fortunate to have had Rory as a colleague.

In August 2022, Board Member Joseph Emerson, Jr., stepped down from the Personnel Board due to relocation from Westwood. Joe served on the Board since 2005, many of those years as Chair. His leadership, legal expertise, particularly in the area of collective bargaining, and spot-on sensibilities were attributes that personified the Personnel Board. He was a dedicated and respected Member whose involvement validated the function of the Board. We are grateful for his 18 years of service.

Program/Service Areas

Major responsibilities of the Personnel Board include:

- Administering and proposing periodic revisions of the Town's classification and compensation plans.

Town of Westwood - 126th Annual Town Report

- Evaluating the classification of positions generally and specifically, including requests for reclassification, and causing a review of all positions in the classification plans at appropriate intervals in accordance with personnel practices.
- Monitoring the implementation and practices of the Town's personnel policies for all municipal employees, in consultation with the Town Administrator and Assistant Town Administrator/Director of Human Resources.
- Providing advice and assistance to the Town Administrator and Assistant Town Administrator/ Director of Human Resources on any aspect of personnel policies and practices.

2022 Personnel Board Activity Overview

The Board was asked to formally convene three times during 2022. Two of the meetings were held remotely via Zoom, and in October Board members gathered in person for the meeting. The June meeting included a Public Hearing, which was required to discuss amendments to the *Personnel Policies*.

Representative agenda items included:

- Approval of two new job descriptions and revisions to five existing job descriptions.
- Recommendations for placement of new/revised positions on their respective compensation plans, pending Town Administrator approval or union acceptance and ratification of changes.
- Approval of FY23 compensation plans, including Administrative, Technical, and Professional (ATP); Library ATP; Department of Public Works; Fire; Clerical; Police, Part-time, Seasonal, and Other (PTSO) and Recreation PTSO for the calendar year 2022.
- Addition of Juneteenth Independence Day in the *Personnel Policies* as a Recognized Holiday. Observance of holidays that fall on a Saturday.
- Approval of academic degrees as they relate to the Public Safety Education Stipend.

The Human Resources Department

Overview

Under the policy direction of the Personnel Board and Town Administrator, the Human Resources Department serves to:

- Ensure that the Town's mission and values are embodied in the business practices of its employees.
- Promote a work environment that is characterized by fair treatment of staff, open communication, personal accountability, trust, and mutual respect in accordance with the Town of Westwood Personnel Bylaw, policies, and procedures.
- Ensuring and administering fair recruiting, interviewing, and hiring practices for Town employees.
- Facilitate onboarding for all Town and School employees
- Administer employee classification and compensation plans.
- Advise department managers, supervisors, and employees on personnel matters.
- Maintain compliance with employment and labor laws and labor agreements.

Town of Westwood - 126th Annual Town Report

- Oversee FMLA, Injured on Duty, Workers' Compensation, Long-Term Disability, and other leaves of absence.
- Maintaining a centralized personnel data and record-keeping system in accordance with federal and state requirements.
- Manage the benefits enrollment and administration for all benefit-eligible Town and School employees and retirees
- Promotes wellness education through awareness programs.

The Assistant Town Administrator/Director of Human Resources serves as the Town's Recruitment Officer in all aspects of the employment process and is a participant in the Massachusetts Diversity, Equity & Inclusion Coalition which is missioned with sharing best practices and strategies for cultivating diverse and inclusive workplaces. The Assistant Town Administrator/Director of Human Resources is also a member of Westwood's Human Rights Task Force to advise Town management on ways to make Westwood a more welcoming and inclusive community.

Personnel Policy Administration

The Personnel Board and Assistant Town Administrator/Director of Human Resources are committed to ensuring a fair recruiting, interviewing, and hiring process for Town employees, and to maintaining a centralized personnel data and record-keeping system in accordance with state and federal requirements. Under the policy direction of the Personnel Board and administrative direction of the Assistant Town Administrator/Director of Human Resources, the Human Resources Department maintains equity, consistency, and open communication in upholding employment initiatives and policy. The HR Department is committed to providing employees a with stable work environment with equal opportunity for learning and personal growth. The department is accessible to staff and supervisors with regard to interpreting policy and responding to employment or benefit questions or concerns.

The Staff

During 2022, the Human Resources Department maintained its commitment to accuracy and efficiency in work processes while providing a high level of service delivery, notwithstanding the vacancy of a full-time Benefits Administrator. Mid-year the Human Resources Director retired and the position was restructured and reclassified as Assistant Town Administrator/Director of Human Resources to better represent the functions and responsibilities of the position to include broader management issues. The Department is now staffed by the Assistant Town Administrator/Director of Human Resources (ATA/HR Director), two full-time and one part-time Human Resources Generalist who assist Town and School employees, retirees, and other departments, while managing the Town's overall recruitment efforts, and maintaining compliance with federal and state requirements, among other tasks. The HR team services the Human Resources needs of approximately 260 Town employees, and 680 School employees, in addition to about 120 seasonal employees, and 425 Retirees and surviving spouses. The HR staff continues to demonstrate flexibility and creativity to meet department goals and address the needs of the Town's most valuable assets, its employees.

Human Resources Generalists assist in the overall operations of the Human Resources Office in the following ways:

- Serve as the initial contact for the Human Resources Department.
- Exercise responsibility for the maintenance of confidential departmental and personnel records.
- Prepare periodic reports and analysis of personnel data, such as salary, benefits, budgetary costs related to personnel and training, collective bargaining research and cost analysis, compliance, auditing, etc.

Town of Westwood - 126th Annual Town Report

- Act as a liaison to the Group Insurance Commission and other benefit providers to ensure proper enrollment of employees, maintenance of records, benefit open enrollment activities, training and education, invoice reconciliation, and other benefits administration matters as needed.
- Coordinate the hiring process in accordance with the Town's policy and any applicable regulation or contract requirement, including recruitment and hiring activities; establishes and communicate interview schedules and prepare correspondence related to job applicants.
- Communicate with new hires regarding onboarding paperwork; conduct background checks; set up pre-employment physicals; inform employees about benefit offerings; and create or update payroll records. Also communicates with staff upon leaving employment regarding off-boarding tasks and benefit terminations.
- Ensure that the Human Resources Department has up-to-date collective bargaining agreements, wage scales, and position descriptions on file. Upon request, provide copies to employees, department heads, and other municipal governments or organizations, unions, and Freedom of Information Act (FOIA) requests.
- Conduct research and analysis related to collective bargaining, compensation, classification, and benefits administration. Assist the ATA/HR Director with preparing for grievance hearings, arbitrations, negotiation sessions, etc.
- Assist with cost analysis during the collective bargaining process.
- Assist with the maintenance and administration of the Worker's Compensation and 111F programs, safety and training programs and initiatives, collective bargaining, EAP, benefits administration, paid leave time audits, and other departmental responsibilities.
- Coordinate with other staff to develop and implement an Employee Wellness and Training Program.
- Make recommendations on training, employee engagement, and wellness initiatives to the ATA/HR Director.
- Assist with organizing employee functions and special events.
- Provide administrative support to the Personnel Board.
- Attend Personnel Board meetings and, when requested, other Board, Task Force, and Working Group meetings; record, type, and distribute meeting minutes; prepare and distribute agendas and informational packets for Board members; prepare follow-up decision notices and payroll memos.
- Closely coordinate employee personnel actions with Payroll Department to ensure the processing of payroll memos, deductions, and attention to other payroll matters.
- Coordinate, prepare, track, and generate personnel change notices involving Human Resources transactions including new hires, promotions, and transfers, ensuring timely submission of salary changes, leaves of absence, terminations, etc.
- Work closely with the Finance Department on budget matters, reconciliation of personnel actions, and the maintenance of records using the Town's financial system and other Finance Department procedures.

Town of Westwood - 126th Annual Town Report

- Work closely with the Information Technology Department on the maintenance and use of the town's information systems. Initiate new hire access to IT systems.
- Maintain records related to the department's budget and process necessary internal procedures, and external billing and reconciliation for functional Human Resources areas.
- Maintain the department website and other applicable social media or recruitment websites, as needed, and make recommendations for updating the website, department manuals, and materials. Contribute HR information to the Town's social media platforms.
- Stay abreast of all areas of personnel management to ensure that the Town is following best practices in personnel management.
- Cross-train in all aspects of the Human Resources Department to assist in the maintenance of continuous service.
- Assist the public, departments, and employees by furnishing a variety of Human Resources information and assistance; resolve procedural/program problems and complaints; perform informational and referral services to employees and the general public.

2022 Human Resources Department Accomplishments

COVID-19 Related Activities:

Although the Year 2022 brought a great measure of relief from the intensity and warranted concern caused by the pandemic during the prior two years, the Human Resources Department was vigilant in keeping employees up-to-date on COVID quarantine guidelines and protocols. A Massachusetts-mandated policy regarding repayment of COVID-related sick leave was implemented in 2022. Human Resources teamed with Payroll to research sick leave usage and restore time to qualified employees.

Collective Bargaining:

- Ratified one-year Collective Bargaining Agreements (CBAs) for FY23 with the United Food and Commercial Workers (UFCW) Local 1445 (DPW) and the Police Superior Officers Association. Respective contracts included a 2.5% increase above the FY22 base salary schedules.
- The Service Employees International Union (SEIU) Local 888 (Clerical) signed a two-year CBA for FY22 and FY23 which included a 1.5% and 2.5% COLA increase, respectively, above the previous year's base salary schedule. A three-year CBA was ratified with the Westwood Traffic Supervisors for FY22 through FY24 to include a revised compensation plan for FY22 that was competitive with neighboring communities, additional fringes, and a COLA increase in FY23 & FY24 that is consistent with other Westwood bargaining units.
- Throughout the year, held multiple bargaining sessions with the Westwood Permanent Firefighters Association, Local 1994, IAFF, and the Westwood Police Association Mass Coalition of Police, AFL-CIO, Local 174, intending to attain mutually agreeable terms on wages and fringe benefits, and other matters introduced into negotiations. The contract extensions for Fire include FY22 & FY23, and FY23 for Police. At the conclusion of 2022, discussions were still underway with the both Fire and Police unions.

Town of Westwood - 126th Annual Town Report

- Continued the process to integrate Fire, Police, Police Superior, and DPW Collective Bargaining Agreements. The multi-step process includes incorporating the terms of each sequential Memorandum of Agreement into the most recent integrated contract; reviewing the interim updated integration and obtaining sign-off by respective union representatives and management; and repeating the cycle until the contracts are fully integrated up to the most recent contract extensions. A fully integrated SEIU Collective Bargaining Agreement was ratified in 2022.

Benefits:

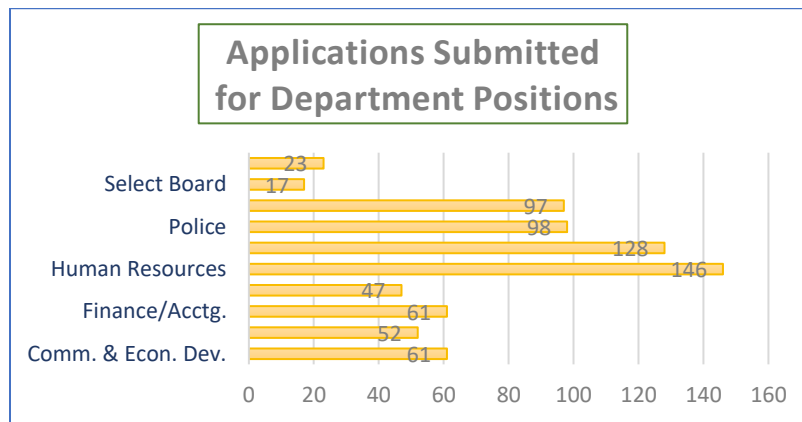
- Throughout the year, the HR Office maintained consistent business operations with regard to benefits administration during Year 3 of a global pandemic while also being understaffed. More than 200 GIC health insurance enrollments, terminations, and other changes were processed. Delta Dental insurance activity included handling nearly 180 actions related to enrollments, terminations, and demographic account changes. Similar activity was needed with benefits vendors Boston Mutual for Life Insurance basic and voluntary policies as well as Lincoln Financial for Long-Term Disability insurance and Sentinel for Flexible Spending account administration.
- Made benefit enrollment/change forms accessible in paper format and electronically providing convenience to employees and retirees in making benefit elections and changes. Continued to implement effective strategies to communicate essential information to employees and retirees while adapting to preferences for more remote interaction vs. face-to-face meetings. Counseled many employees and retirees on their benefit options via email and/or telephone during Annual Enrollment in April; processed 70 health and 25 dental insurance enrollments/changes and more than 260 flexible spending enrollments by the close of the Annual Enrollment period.
- Monitored 450 active employees' health insurance enrollments, 395 retiree and spouse/survivor health plan enrollments, and 125 retiree GIC dental plan enrollments throughout the year. Reconciled GIC detailed monthly billings and followed up on discrepancies to ensure timely correction of errors.
- Calculated, applied, and continually monitored all payroll deductions for new and adjusted benefit enrollments to ensure accurate amounts were collected to meet fiscal year-end goals. Conducted scheduled reviews of balances in flexible spending accounts to keep employees aware of their account status and to adhere to government restrictions on pre-tax spending limits.
- Managed new hire employment forms for approximately 200 School hires and 40 Town hires (not including 44 seasonal new hires and approximately 75 returning staff); created Payroll records for each to include demographic information, mandatory deductions, and biweekly insurance deductions for benefit-eligible new hires.
- Off-boarded about 125 School employees and 30 Town employees, contacting respective benefits providers and pension systems to make them aware of a change in status and termination of benefits. Calculated any pre-payment of benefit premiums and processed refunds for same.
- Counseled 13 School employees and 4 Town employees on processes and benefit eligibility when transitioning from active employment to retirement. Processed changes and pension deductions to reflect retiree benefit elections.

Hiring:

- Recruited for and filled 38 permanent and multiple seasonal positions within the Town to cover vacancies created by 4 retirements, 32 resignations, and 8 promotions. Assisted with onboarding approximately 120 seasonal staff for the Recreation Department summer programs. In total, over 1000 applicants

Town of Westwood - 126th Annual Town Report

logged in to the applicant tracking system to submit resumes for available positions. Each resume was reviewed and the most qualified candidates were selected to move through the hiring process.



- Two of the Town's Executive Leadership positions were vacated in 2022 due to the retirements of long-serving employees. The HR Department managed the recruiting and screening process, thoroughly vetted candidates, and delivered employment offers and personal contracts to the most qualified candidates for the positions of Assistant Town Administrator/Human Resources Director and Assistant Town Administrator/Finance Director.
- Part of the team that formed a Human Services Department which created two employee promotions; the first to the position of Director of Human Services, and the second to the position of Director of Youth & Family Services.
- Created electronic files for approximately 275 permanent, substitute, temporary, and/or seasonal employees for the Town and the School department, including accurately entering demographic information, mandatory payroll deductions, and calculations for benefit premium deductions. Verified current data for approximately 55 employees who required activated files for payroll, in addition to ongoing electronic maintenance of existing employees' information.
- Participated in implementation training sessions with applicant tracking vendor to maximize the advanced capabilities offered in updated hiring and onboarding modules.
- Assisted with the coordination of the multi-step Firefighter interview process. After a comprehensive and competitive process, 4 firefighters were hired. Assisted with the recruitment of Lateral Police Officer Transfers resulting in the hire of 3 sworn Police Officers who held the credentials and background to "hit the ground running".
- Teamed with a committee whose mission is to expand recruiting methods and forums to ensure the Town is attracting, recruiting, and retaining a more diverse workforce. Participated in monthly greater-Boston diversity meetings to discuss ways to enhance the Town's image as an inclusive and welcoming place for both residents and employees. Became part of the Diversity, Equity, and Inclusion Coalition whose mission is to develop a guide to assist communities and organizations with DEI efforts.
- Obtained Certification as a Seasonal Employer to safeguard the Town against invalid unemployment claims.

Town of Westwood - 126th Annual Town Report

Other HR Administrative Functions:

- Administered COBRA Continuation Coverage for dental insurance in accordance with federal regulations sending 43 notices, and processing 2 enrollments, followed by the monthly collection and recording of premiums.
- Met all requirements for completing the federally-mandated Affordable Care Act reporting, which required collaboration among our payroll processing vendor and several internal departments. Maintained data for all benefit-eligible Town and School employees (approximately 870 individuals) who had either enrolled in or waived the Town's GIC health plans. Mailed 2021 Forms 1095C within the appropriate timeframe and ensured timely filing of the Town's Form 1094Cs.
- Completed and filed 6 Long-Term Disability Claim applications. LTD provides a 60% salary continuation if an employee is unable to work due to a medical diagnosis for longer than 90 days. The LTD claim kit requires compiling payroll data, medical documentation, and job-specific information in coordination with the employee and their supervisor.
- Monitored Massachusetts Teachers' Retirement System and Norfolk County Retirement System to verify that health, dental, and life insurance premium deductions from pension checks were accurate; administered direct billing accounts where necessary. Contacted all Town and School retirees about the option to change/enroll in health and dental benefits during Annual Enrollment.
- Administered 60 Leaves of Absence for School employees, both FMLA leaves and approved unpaid leaves. Administered 6 FMLA leaves for Town employees, and 4 Injured on Duty leaves. Ensured that federal and municipal guidelines were met and that the employees received and were billed accurately for the costs of health, dental, and life insurance benefits during their leaves, if applicable. Tracking of leaves is necessary to ensure that those that are enrolled in Long-Term Disability insurance have a claim filed if their leave meets the "elimination period" of 90 days.
- Managed fiscal year-end annual employee performance evaluation process for ATP, Library, and SEIU employees. Subsequently, prepared and submitted salary adjustments for employees in all departments in accordance with approved compensation plans and terms within specific Collective Bargaining Agreements.
- Responded within a strict timeline to multiple, detailed FOIA requests for public information. Responded to salary surveys from neighboring towns and the MMHR Benchmark Survey; compiled salary data received from requests made to comparable communities.
- Remote and in-person participation in several Massachusetts Municipal Association and MMHR conferences, events, and webinars, including webinars offered by benefit vendors.
- The Group Insurance Commission, administrators of our health insurance, launched a self-serve Member Benefits Portal in November 2021. The Human Resources team designed and implemented new processes in onboarding, as well as outreach and training to existing employees to educate and encourage utilization of this tool to better inform their health insurance utilization. Access to the Portal was expanded to Retirees in August 2022 and so our outreach extended to that population.

Town of Westwood - 126th Annual Town Report

- The Human Resources Department is a key partner with the Finance Team in compiling precise data on employee and retiree benefits which supports multiple budgeting projects and Other Post-Employment Benefit (OPEB) forecasting.
- Continued to serve as the liaison between employees and the MA Division of Unemployment to correct fraudulent claims for unemployment benefits. Participated in unemployment hearings as needed. Research authenticity of claims and take further action if found fraudulent, including notifying employees of their stolen identity and how to report to the local police, state and federal government. Continual monitoring of claims throughout the year was required as was coordination with School Administration.

Labor Relations

The Assistant Town Administrator/Human Resources Director participates in all contract negotiations and serves as the liaison to Labor Counsel and Union Representatives. During 2022, one-year Collective Bargaining Agreements were ratified for the United Food and Commercial Workers Union (DPW), as well as Westwood Police Superiors through the end of FY23. The Westwood Police Association settled two one-year agreements for FY21 and FY22. The Service Employees International Union (SEIU) Local 888 (Clerical) signed a two-year CBA for FY22 and FY23. Negotiations with the Westwood Firefighters Association and the Westwood Police Association continued throughout 2022 to reach mutually agreeable terms and settle multi-year agreements.

Organizational and Employee Development

The Human Resources Department focuses on training, development, and implementation of programs to promote individual success and increase the overall growth of the organization while facilitating improved productivity and employee relations. The Tuition Assistance Program remained in place for ATP, Library, and SEIU employees who chose to enroll in academic classes pertinent to their field of work and/or provided growth potential. Several employees applied for and received this benefit.

The HR Department remains committed to promoting employee well-being and seeks program offerings that are of interest to employees and promote a healthy lifestyle. Of particular interest during Year 2 of the pandemic were two webinars dedicated to “COVID Stress”, one offered by MIAA another was an interactive workshop for employees.

Members of the HR team subscribed to Webinars relevant to HR topics and participated in multiple GIC trainings.

The Personnel Board recognizes the importance of safety and training as a risk management tool. The Human Resources Department is responsible for distributing policies and training in Employee Safety; Anti-Harassment and Discrimination Prevention, and Workers' Compensation.

Risk Management

The HR Director participates in the MIIA Safety Committee, a quarterly meeting to discuss safety issues, review compliance, and ensure risk management best practices.

The Town utilizes the Criminal Offender Record Investigation (CORI) and Sex Offender Record

Investigation (SORI), when appropriate, and conducts pre-employment background checks on candidates who receive offers of employment. Norwood Urgent Care and Davis Occupational Health, the Town's Occupational Health providers, perform pre-employment physicals, including drug screening, medical evaluations, and fitness for duty evaluations for most positions.

Respectfully submitted,
Molly F. Kean, Assistant Town Administrator/Human Resources Director

Town of Westwood - 126th Annual Town Report

Affirmative Action Annual Report

Molly F. Kean, Assistant Town Administrator/Human Resources Director, Affirmative Action Officer

Affirmative Action

The Town of Westwood is committed to providing equal opportunity to all in the areas of housing, employment, and business enterprise. Minority and women-owned businesses are notified two weeks in advance of all Town bids. Design or construction contracts for capital facility projects under the control of the Division of Capital Asset Management and Maintenance (DCAMM) require minority business enterprise (MBE) and women business enterprise (WBE) participation goals.

Molly F. Kean, Affirmative Action Officer

Christopher T. Coleman, Fair Housing Director

Michelle Miller, Procurement Manager, and Contract Compliance Officer

Equal Employment

The Town of Westwood is committed to fair and equitable employment practices and strives to foster an environment where individuality in every form is encouraged and respected. The Town strives to attract and retain a diverse workforce.

In 2022, the Town continued to use an outside vendor's Applicant Tracking System to advertise to a geographically wider-ranging applicant pool and process applications for open positions. This allows the Town to expand its recruitment strategy to encourage a broader and more diverse candidate pool. The Assistant Town Administrator/Human Resources Director also participated in a coalition of municipal Directors of Diversity & Inclusion, as well as Westwood's Human Rights Task Force, two groups whose mission is to advance the work of diversity and inclusion in our communities.

Respectfully submitted,

Molly F. Kean, Assistant Town Administrator/Human Resources Director

Affirmative Action Officer

FINANCE

Town of Westwood - 126th Annual Town Report

Finance and Warrant Commission

Peter Lentz, Chair
George Laham
Lauren Fitzpatrick
Caitlyn Jurczak
George Laham
Kate Wynne

George Hertz, Vice Chair
Angeila Hughes
Craig Foscaldo
Thomas Kilgarriff
Christopher Poreda
Administrator - Jane O'Donnell

William Bruce
James Ferraro
Peter Ittig
Dianne McCarthy
Michael Powers

Mission

The Finance and Warrant Commission (FinCom) consists of fifteen voters, appointed by the Town Moderator subject to the provisions of the Town Charter. Five members are appointed annually, following the business session of the annual town meeting, and serve three-year terms until their successors have been appointed. The position of a member of the Finance and Warrant Commission shall be vacated whenever a member is certified by the Registrants of Voters as a candidate for elected office in the Town. The mission of FinCom objectively is to study all financial and other matters of the Town, especially Warrant Articles before Town meetings, in the Fall and Annually, as appropriate. The FinCom advises all officers of the Town as to expenditures and recommendations for appropriations and warrant articles to be made by them.

Goals and Responsibilities

FinCom is charged with reviewing all the financial matters and warrant offerings of the Town. It will report the Commission's recommendations and provide supporting information for Town Meeting approval to residents before Town Meeting. All officers of the Town shall furnish the FinCom with all facts, figures, and all other information about their several departments. FinCom shall consult and advise Town officials on short and long-term decisions which enable the Town to provide necessary services within financial and warrant articles constraints. They will advise Town officers as to expenditures and recommendations of appropriations, establishing priorities for spending Town funds efficiently and effectively.

Program/Service Areas

The Westwood Finance and Warrant Commission provides three major programs/services to the Town: (1) Finance and Warrant Commission Annual Report Warrant and Recommendations for Town Meeting, (2) Public Hearings, (3) Review and Evaluation of Town Budgets through FinCom Sub-Committees Reports.

Prior Year Accomplishments:

- Successful completion, including voting on all recommendations for Town Meeting Warrant Articles on March 29, 2021, and Final Public Hearing via Zoom Webinar. Also completed all Fall 2021 FinCom Monthly Meetings via Zoom Webinar as well, most importantly, the FinCom Public Hearing leading up to Special Town Meeting, Monday, October 18, 2021.
- Completed Finance and Warrant Commission 2021 Annual Report Warrant and Recommendations for Annual Town Meeting, distributed to all residents well in advance of the obligated timeline before 2021 Annual Town Meeting and Special Town Meeting Recommendations Report as well in October 2021.
- Updated FinCom website to keep the community abreast of FinCom events by publishing board members list, leadership assignments, sub-committees, information, public meeting notices, hearing dates, times, and locations.
- Successful review of department budgets, focusing on "controllable" expenses that produce savings without reducing the level of service provided.
- Continued improvement of the Annual Report to residents by providing information in a clear, concise, and user-friendly manner.
- Independent, successful completion of all duties and responsibilities of Administrator, including new & seasoned member training in preparation for all phases leading up to the Annual Town Meeting.
- Established successful relationships with Chair and members to provide an understanding of their role

Town of Westwood - 126th Annual Town Report

and support them as needed to accomplish their goals, most importantly as the FinCom Liaison to Town Administration and Residents.

FY 2022 Service Plan

- Continue to educate new and existing FinCom members concerning their specific roles and responsibilities, particularly, regarding Town services and programs. Take advantage of prior training sessions and informational meetings like the annual Town Financial Review to members from the Director of Finance to educate new members by using Westwood Media Center's video archive library and encouraging members to do some self-education and/or take a refresher at a time that is most convenient for them. This will continue to establish an understanding by members early on in their tenure on the Commission. This is necessary to be able to evaluate how well programs are functioning, both efficiently and effectively. The measurement of this goal will be intelligent and realistic recommendations by members concerning their recommendations based on their roles, knowledge of department budgets, responsibilities for sub-committees, and article write-ups. Also, continuing streamlining the Sub-Committee process and reporting is key for success during budget review.
- Continue to improve communication between members and town departments by:
 1. Utilizing the Liaison role so members can bring back pertinent information to the full Commission
 2. Continue to utilize Sub-Committees to understand and review budgets, thus providing ample opportunity for clear and accurate information to the full Commission.
- Create a greater understanding of the role of FinCom within the community by utilizing local media, social media, community announcements, and the Town website to publicize meeting dates and information, and to introduce members to solicit more community attendance and involvement in the FinCom process.
- Continue to encourage community involvement in attending FinCom meetings and public hearings to involve all interested parties in evaluating all Warrant Articles before the Commission and giving feedback to members before making recommendations.
- Creation of social media pages to better support resident understanding and fuller participation and utilizing the opportunity to funnel more timely, accurate information into the community.
- Continue to standardize, modernize, and streamline the creation and publication of the Fall and Annual Reports, working with stakeholders to create a consistent format and enhanced technological product with more user-friendly options. The goal measurement will be to create more product satisfaction with all users; especially within the Westwood Community.

Respectfully submitted,
Jane O'Donnell, Administrator for Finance and Warrant Commission

Town of Westwood - 126th Annual Town Report

Town Accountant Annual Report

Marie O'Leary, Town Accountant

Staff

Imelda Cabey, Staff Accountant

Christine Regan, Staff Accountant

Amanda Drainville, Staff Accountant, part-time

Lee Ann Coté, Staff Accountant, part-time



*Accounting Department
Lee Ann Coté, Christine Regan, Marie O'Leary, Amanda Drainville & Imelda Cabey*

Mission

To maintain and ensure the integrity of the Town's financial records and accounting systems efficiently, and to maximize financial operations to enhance the overall financial health of the Town. Ensure all financial and accounting data are fairly stated and represented and that all statements and schedules conform with current accounting standards.

Legal Requirements

Chapter 41, sections 48-61, Officers and Employees; Auditor/Accountant; Chapter 44, inclusive, Municipal Finance, Massachusetts General Laws.

Goals & Responsibilities

- Maintain a complete set of organized accounting records in accordance with generally accepted accounting principles and conformity with the classifications prescribed by the Director of Accounts, Department of Revenue.
- Provide timely and accurate financial information and ensure the integrity of the financial data by instituting proper internal controls.
- Collaborate with the financial management team to ensure financial policies and objectives adopted by the Town are enforced.
- Prepare an annual Schedule A report required by the Department of Revenue, to be published as a town document, providing a statement of all receipts and expenditures of the Town for a fiscal year period.
- Prepare and submit a year-end balance sheet to the Department of Revenue necessary for free cash certification.
- Review all bills, drafts, and payrolls for accuracy, and authorize the processing of weekly warrants upon the treasury for payment.
- Provide financial assistance in the preparation of the Tax Recap necessary for tax rate certification.
- Provide financial assistance and guidance to all departments, and policy boards as needed.
- Engage and schedule a professional, independent auditing firm for the annual audit.
- Provide timely accounting and financial data in a format that is prescribed by Generally Accepted Accounting Principles and the government Auditing Standards Board.
- Provide local, state, and federal governments and agencies with timely, audited financial statements.

Program/Service Areas

The Westwood Accounting Department provides (5) five major programs/services:

Town of Westwood - 126th Annual Town Report

1. Financial Record Keeping, Analysis, and Reporting
2. Payroll
3. Accounts Payable
4. Municipal Liability Insurance/Risk Management
5. Audit

Financial Record Keeping, Analysis, and Reporting

- Maintenance of an integrated general ledger system for all town funds and departments.
- Closing of financial records, preparation of annual, financial statements and schedules.
- Maintenance of fixed asset inventory.
- Engage independent auditors on annual financial audits as well as the annual audit of Federal grant funds as required by the Single Audit Act of 1984.

Payroll

- Process biweekly payroll for all Town and School employees including contractual obligations as required.
- Review direct deposit changes for accuracy and process in accordance with authorization on file.
- Process all ACH-related transactions to third parties for various deductions.
- Assist with ongoing access and enhancements to Employee Forward, the online self-service payroll system.
- Maintain and remit all withholdings and deductions on a timely basis.
- Coordinate timely access of W-2s to all employees.

Accounts Payable

- Process invoices for goods and services purchased by all departments.
- Ensure all vendor payments are in accordance with Bylaws issued by Town Meeting and MA General Laws.
- Ensure that the requirements of Chapter 30B are in compliance.
- Monitor capital projects and authorize payment in accordance with appropriate approval and signed contracts on file.
- Monitor and update fixed asset activity.
- Process 1099s at calendar year-end.

Municipal Liability Insurance

- Maintain all municipal insurance policies, and review and update policies to ensure accuracy and evidence of coverage.
- Submit all claims to the insurance carrier for processing and track status accordingly.
- Ensure all Town owned vehicles are properly titled, registered, and insured.
- Ensure all insured property corresponds to the Town's fixed asset listing.
- Participate in the Safety committee meetings to review claims and seek advisement on insurance-related issues.
- Assist with the implementation of the MIIA Rewards Program.

Audit

- Compile financial and accounting data into statements and schedules as prescribed by the Bureau of Accounts, G.A.A.P., and G.A.S.B.

Town of Westwood - 126th Annual Town Report

- Provide the Town with audited financial statements and schedules including the annual audit of Federal grants required by the Single Audit Act of 1984.
- Work in collaboration with the Town's Audit Committee increasing engagement efficiency.

Accomplishments

The Town of Westwood has been recognized by the National Government Finance Officers Association (GFOA) awarding the Town the Certificate of Excellence in Financial Reporting for the FY2021 Annual Comprehensive Financial Report (ACFR). This was the Town's 25th consecutive national award, placing the Town in the top tier of Massachusetts communities in the category of financial excellence. The Town also maintained an unqualified audit opinion for the FY2022 audit and assisted the independent auditors with the annual audit of financial grants. The Town has maintained a AAA bond rating which is a strong reflection of the financial condition and management of the Town. The Town experienced a transition in the pivotal role of the Assistant Town Manager/Finance Director and was successful in its recruiting efforts. The Town updated its Financial Management Policies and Objectives which were formally adopted by the Select Board. Revenue remained stable, including real estate taxes and state aid. Meals and hotel taxes are earmarked into a special purpose stabilization account to be used only for capital items with Town Meeting approval. The Town utilized both FEMA and State Cares Act funding which enabled a smooth year-end close out with no major financial implications. Collaborative efforts within the financial department continued resulting in successful timely financial reporting in a very challenging year.

Specific Accomplishments

- Assisted the independent auditors on the annual financial and compliance audit and maintained the Town's unqualified audit opinion for the FY22 audit.
- Assisted the independent auditors with the annual audit of Federal grant funds.
- Recognized as a member of the Finance team and awarded the National GFOA Certificate of Excellence in Financial Reporting for the FY21 ACFR.
- Assisted the Finance team with the preparation of the FY22 ACFR.
- Assisted with the tracking of FEMA and Coronavirus Aid, Relief, and Economic Security (CARES) activity.
- Prepared and submitted the Schedule A annual report to the DOR and a final FY22 balance sheet required for the timely certification of the Town's available free cash.
- Maintained the formal tracking and distribution of financial data related to capital projects including University Station, Wentworth Hall, and the Hanlon School construction project.
- Assisted the employee safety committee with addressing and promoting safety issues.
- Successfully processed in-house vendor 1099s, and coordinated timely access of W2s to all employees.
- Participated in the MIIA Rewards Program which resulted in premium savings.

FY2023 SERVICE PLAN

The Accounting Department is committed in FY2023 to maintaining the integrity of the Town's financial records and accounting systems. The department will assist the finance team with the timely submission of the FY23 ACFR as well as monitor the implementation of the financial policies approved by the Town. The department will continue to assist with the annual audit of Federal grants and collaborative efforts will continue to ensure continued expansion of financial reporting and financial integrity including the oversight of the American Rescue Plan Act (ARPA) funding.

Town of Westwood - 126th Annual Town Report

Specific Goals

- Maintain the Town's unqualified audit opinion for the FY2023 audit.
- Assist with the successful submission of the FY23 ACFR.
- Assist the independent auditors with the annual audit of Federal grant funds.
- Assist the Finance team with maintaining the Town's high credit rating.
- Assist with OPEB review to ensure regulatory compliance.
- Assist with the review and continued implementation of new financial applications.
- Participate in the MIIA Rewards Insurance Program.

See Appendix A for the Town financial statements for the year ended June 30, 2022.

Respectfully submitted,
Marie O'Leary, Town Accountant

Town of Westwood - 126th Annual Town Report

Town Treasurer Annual Report

Philip N. Shapiro, Town Treasurer

Kathy Foley, Assistant Town Treasurer

Lee Ann Coté, Staff Accountant, part-time

Mission

The Treasurer is responsible for the management and safeguarding of all Town and School funds, the issuance and administration of all debt, and the proper disbursement of all funds.

Accomplishments

- The total investment income earned for the General Fund in FY2022 was \$92,333. The total investment income earned on trust fund accounts in FY2022 was \$1,170,291. The average interest rate on general fund deposits was 0.15%. These rates reflect the low-interest rate environment during the fiscal year. Rates began to increase towards the end of the year and are expected to improve during 2023.
- The Town maintains the safety of principal and liquidity to meet our disbursement requirements while derivatives and similar high-risk investments are specifically avoided.
- Maintained Standard & Poor's AAA rating and Moody's Aa1 rating.
- Received an unqualified audit opinion from the independent auditing firm of Powers and Sullivan for FY2022.
- Received notice of the award for the Town's 2021 Comprehensive Annual Financial Report (CAFR) from The Government Finance Officers Association.
- Continued to process claims for unclaimed vendor checks in accordance with MGL 200A.
- Implemented electronic payments for sewer permits, highway permits, and waste management fees.
- Worked with Westwood Public Schools to implement new electronic payment systems for athletics ticketing, athletics officials, and exam fees.
- Continued to maintain records of the town and school receipts and disbursements, investment accounts, trust fund accounts, employee's payroll/retirement deductions, agency fund accounts, student activity bank accounts, and the High School scholarship funds.
- The short-term debt of \$4,450,000 for road improvements and the elementary school feasibility study matured in April 2022. Issued that debt long-term as part of a \$6,380,000 G.O.B. that also included funding for the elementary school design project.
- In April 2022, issued \$4,000,000 in short-term debt for the construction phase of the elementary school project. This BAN was issued for four months with a maturity date of August 2022.
- On August 18, 2022, rolled the \$4,000,000 BAN into a 30-year \$60,000,000 G.O.B. that was issued to fund the majority of the new elementary school construction. The bond was awarded to Mesirow Financial at an interest rate of 3.78%.
- Subsequent tax title accounts increased by \$57,623 in fiscal year 2022. No new accounts were added. The outstanding tax title balance as of June 30, 2022, was \$398,535. The balance reflects net

Town of Westwood - 126th Annual Town Report

principal/interest payments of \$387,063 in FY2022. The FY2021 tax title balance was higher than usual due to COVID-related delays in court proceedings. As court activity resumed, the Town received increased tax title payments, bringing the FY2022 year-end balance back in line with typical levels.

- Maintained the confidential file of tax deferral property in the fiscal year 2022. Tax deferrals decreased by \$28,755 during FY2022 for an ending balance of \$544,682 on June 30, 2022. This ending balance reflects net principal/interest payments of \$106,980 in FY2022.

Cash and Investments

	FY2020	FY2021	FY2022
General Fund	36,551,552	41,102,563	47,870,933
Trust Fund	18,390,718	23,936,696	24,636,540
Agency Funds	7,399	19,406	17,410
Student Activities and Scholarship Funds	492,360	478,445	519,573
	55,442,029	65,537,110	73,044,456

Investment Income Summary

	FY2020	FY2021	FY2022
General Fund Investment Income	169,488	69,575	92,333
Trust Fund Investment Income	460,184	1,417,554	1,170,291

Tax Title/Deferral Summary

	FY2020	FY2021	FY2022
Tax Title Outstanding Balance	470,135	727,974	398,535
Tax Deferral Outstanding Balance	524,341	573,437	544,682

2023 Service Plan/Goals

As Westwood continues to grow, the issues facing it become more complex. This has a direct impact on the Treasurer's Office. The debt issuance and administration of municipal funds alone require substantially more time and attention, which is critical for proper cash management that can save the Town significant amounts of money. The Treasurer's Office is committed to facing future challenges with integrity and professionalism. We would like to express our thanks to our residents and colleagues, whose collective efforts assist this office in meeting its responsibilities.

Respectfully submitted,
Philip N. Shapiro, Town Treasurer

Town of Westwood - 126th Annual Town Report

Town Tax Collector Annual Report

Elaine de Reyna, Collector of Taxes

Laurie DeStefano, Assistant Town Collector

Janice Polin, Senior Clerk

I would like to thank the residents of Westwood for their prompt payments, and for making the collection of town taxes successful.

The collected Motor Vehicle Excise Tax, Real Estate Tax, and Personal Property Tax for the fiscal year 2022 are as follows:

Motor Vehicle Excise Tax

- Total collections of \$3,398,462 or a 99.5% collection rate on the total commitment of \$3,412,585.

Real Estate Tax

- Total collections of \$82,633,904 or a 99.7% collection rate on the total commitment of \$82,820,380.

Personal Property Tax

- Total collections of \$3,453,746 or a 97.5% collection rate on the total commitment of \$3,540,635.

Ambulance Fees

- Total collections of \$1,041,944 or an 83.7% collection rate on the total net billings of \$1,243,499.

The collected Town Accounts, for example, Cemetery Fees, Police Details, Fire Details, Trash, and others, reflect total collections of \$1,064,312.

Thanks to our conscientious taxpayers, these are some of the highest collection rates in the Town of Westwood.

The Collector's Office accepts real estate, personal property, and motor vehicle tax payments online. Sewer usage charges are also accepted online. Payments made using the online payment system are deposited into the Town Account the next business day. We have also expanded the collection process with Invoice Cloud – our online payment service. Taxpayers can set up an account associated with their address that reflects all real estate taxes, excise taxes, personal property taxes, and sewer bills. Recurring payments (autopay) are also available. This service enables town residents to view the history of payments they have made online. The revenue is deposited into the Town Account the next business day. We have also enhanced our Deputy Tax Collector services. The Deputy Tax Collector handles our delinquent motor vehicle excise tax payments with efficiency and courtesy.

Laurie DeStefano, Assistant Town Collector; Janice Polin, our Senior Clerk, and I are committed to providing competent, courteous, and professional services to all the residents of Westwood.

Respectfully submitted,

Elaine de Reyna, Collector of Taxes

Town of Westwood - 126th Annual Town Report

Board of Assessors Annual Report

Nancy C. Hyde, Chair

Mark F. Murphy, 3rd Member

Lisa Ciampa, Office Coordinator

Christopher McKeown, Clerk

John Curran, Assessor

Janice Barba, Administrative Assistant

Mission

The Board of Assessors is responsible for the assessment and administration of all local taxes provided for by the General Laws of Massachusetts. The primary function of the Board is to determine the value of all real and personal property located within the Town of Westwood. The Board is required to assess all property at its full and fair market value as of January 1st of each year.

Assessors Update

The Assessor's Office had an extremely active and demanding year with a complete revaluation completed of all real and personal property with the Department of Revenue. Commercial development rose slightly along with residential development continuing to grow. The office continued to update all property record cards, including ownership, building permits, and adjustments to valuation as needed. The Department of Revenue again certified values and approved the new tax rate resulting in all quarterly tax commitments and warrants for the collection of taxes being generated on time. The office also continues to fulfill all requests from residents, commercial inhabitants, and other Town offices for abutters, mailing lists with labels, and motor vehicle exemptions. Personal exemptions and abatements were reviewed, approved, and processed on time.

FY 2022 Tax Rates:	Residential/Real Property	Commercial & Industrial & Real /Personal Property
	\$14.83	\$28.99

Motor Vehicle Abatements for FY 2022:
\$72,028.78

Total Personal Exemptions for FY 2022		
Exemption Type	Count	Total Tax Amount
Clause 17D – Surviving Spouse	0	\$0
Clause 22 – Veterans	31	\$17,600
Clause 22A – Veterans	1	\$750
Clause 22C – Veterans	1	\$1,500
Clause 22E – Veterans	16	\$18,000
Clause 37A – Blind	8	\$4,000
Clause 41C – Senior	12	\$12,000
Clause 22P – Paraplegic	0	\$0
Clause 42 – In the Line of Duty	2	\$17,228.02
Senior Tax Work Off	39	\$58,500

Respectfully submitted,
Lisa Ciampa, Office Coordinator

Town of Westwood - 126th Annual Town Report

Town Clerk's Vital Statistics

Dorothy A. Powers, MMC, CMMC, Town Clerk
Brooke A. Congdon, Assistant Town Clerk
Pamela M. Cumings, Administrative Assistant



VITAL STATISTICS - 2022

Births	141
Deaths	153
Marriage Intentions Filed	70
Marriage Intentions Registered	72 (2 FROM 2021)
Dogs Licensed	1,559
Kennels Licensed	2



ELECTION STATISTICS - 2022

Annual Town Election	April 26, 2022
Annual Town Meeting	May 2, 2022
State Primary	September 6, 2022
State Election	November 8, 2022

See Appendix B for Town Meeting & Election Results

Town of Westwood - 126th Annual Town Report

Town Elections and Voter Registration Information

- The Annual Town Election is held on the last Tuesday of April each year (*per Town Charter 2.2.1*)
- The Annual Town Meeting is held the first Monday of May each year (*per Town Charter 2.6.1*)
- There shall also be a second business session of the Annual Town Meeting held in the last 3 months of the calendar year on a date to be determined by the select board that shall be an "Annual Town Meeting" for purposes of the General Laws; provided, however, that the select board may, at its discretion, cancel said Fall Annual Town Meeting not later than September 15 in any year.

You can register to vote in Massachusetts if you are:

- A U.S. Citizen
- A resident of Massachusetts
- 18 years or older
- Not currently incarcerated because of a felony conviction.
- You can register to vote online, by mail, or in person.

You can pre-register to vote in Massachusetts if you are:

- A U.S. Citizen
- A resident of Massachusetts
- 16 or 17 years old
- Not currently incarcerated because of a felony conviction.
- You may pre-register to vote by submitting a voter registration form. You can submit it online, by mail, or in person. You'll receive confirmation of your pre-registration by mail. When you turn 18 you will be added to the voter list.

Voter Registration Deadlines

- The deadline to register to vote, update your registration, or change your party is 10 days before any Election or Town Meeting.

New Citizens

- If you became a U.S. Citizen after the voter registration deadline, you can register to vote in person at your local election office until 4 pm on the day before the election. Ensure you bring proof that your naturalization ceremony occurred after the voter registration deadline.

Register Online

- If you have a signature on file with the Massachusetts Registry of Motor Vehicles, you can register online. You can also pre-register, update your address, update your name, and change your political party designation.
- Voter registration forms submitted online must be submitted by 11:59 pm on the date of the voter registration deadline.

Register by Mail

- You can register or pre-register to vote with a mail-in voter registration form. Print, fill out, and sign the voter registration form. Mail the signed form to your local election office. Your voter registration form must be postmarked by the voter registration deadline.

Town of Westwood - 126th Annual Town Report

- If you are registering to vote in Massachusetts for the first time, you should include a copy of your identification that shows your name and address with your form. If you don't include a copy of your ID, you may need to show it the first time you vote.

Register In-Person

You can register or pre-register to vote in person by visiting the office of the Town Clerk.

Automatic Voter Registration

If you are a Massachusetts resident doing any transaction at the Registry of Motor Vehicles, MassHealth, and the Commonwealth Health Connector, you will automatically become registered to vote.

You can be automatically registered to vote when you:

- Apply for or renew your driver's license at the Registry of Motor Vehicles (RMV).
- Apply for or renew a learner's permit.
- Apply for or renew a state ID.
- Apply for MassHealth benefits online, in person, or by phone.
- Apply for health insurance through the Commonwealth Health Connector.

How does automatic voter registration work?

If the RMV, MassHealth, or the Health Connector determines that you are a United States citizen, they will send your information to the election office. When your election office receives your name, address, and date of birth, they will add you to the voter list. The election office will send a notice confirming your registration in 2-3 weeks.

Can I opt out of registering?

State law no longer allows you to opt out of registration during your transaction. Instead, you will be sent a notice by mail to inform you of your automatic registration, and that notice will explain how you can remove your name from the voter list.

If I'm already registered, will I be registered to vote twice?

No. If you are already registered to vote at your current address, nothing will change. If you are registered to vote at a different address in Massachusetts, your address will be updated with your new registration.

What if I am not the one completing my health insurance application?

You will not be registered to vote. Automatic voter registration does not apply to applications completed for someone else. If you are applying for a family, only the person who signs the form will be registered to vote.

What if I move?

If you are re-applying for health insurance or a driver's license when you update your address, you will be automatically registered to vote at your new address. If you are merely updating your address, you should submit a new voter registration form when you move. You can update your address for voter registration purposes online.

How do I join a political party?

If you are already registered to vote in Massachusetts, this will not change your party affiliation. If you are not already registered to vote in Massachusetts, you will automatically be registered as Unenrolled (commonly referred to as "Independent"). You can choose a party when you receive confirmation of your voter registration.

What if I am not a U.S. Citizen?

You will not be registered to vote.

Town of Westwood - 126th Annual Town Report

Town Clerk's Annual Report

Dorothy A. Powers, CMC, CMMC, Town Clerk

It is the mission of the office of the Town Clerk to communicate with the citizens of Westwood with a high level of professionalism and customer service and provide the information they are seeking promptly. The sign on the door may say 9 to 5 but the Town Clerk is on duty 24 hours a day, seven days a week when a citizen needs help, aid, or assistance.

"The office of town clerk is probably one of the oldest in municipal government. It appears in the Bible in the Book of Acts, Chapter 19, and Verse 35 written in A.D. 58. A search of other early written records would no doubt reveal other instances in which mention of this office appears. In Massachusetts, the town clerk was one of the earliest offices established in colonial towns although the title itself may not appear in the earliest records. The settlers were well aware of the importance of keeping accurate written records of their agreements and actions including grants of land, regulations governing animals, the collection of taxes, and the expenditure of town funds. If your town records date back to the first half of the 17th century, you will probably find that a person was given the specific duty of writing down town orders and will see many entries in the record which include the words "It is ordered by the inhabitants," or some similar words. Indeed, in Massachusetts, the town clerk was one of the earliest offices established in colonial towns."

ACCOMPLISHMENTS IN 2022

- The staff has consistently received compliments for the exemplary service given to our residents. The Town Clerk's office has an open-door policy and assists with a multitude of issues in a day and always with a smile!
- Received the Massachusetts Town Clerk of the Year award at a ceremony held on June 9, 2022.
- Prepared and processed the 2022 Annual Town census which was mailed to over 6000 households in Early January; updated voter and resident information with information derived from the census.
- Applied for and secured a Grant for the Town of Westwood to purchase an electronic voting system to be used at our Open Town meetings.
- Prepared for, administered, and certified the Annual Town Election held on April 26, 2022.
- Prepared for, administered, and certified the State Primary held on 9/6/2022 and the State Election held on 11/8/2022.
- Prepared for and administered the Annual Town Meeting held on May 2, 2022, submitted the DA-82, Loan Authorization Report to the Department of Revenue regarding Warrant Articles 8 & 12; prepared and submitted Warrant Articles 18-23 to the Office of Attorney General which were approved on 8/29/2022 & 11/29/2022 and posted accordingly.
- Continued to provide citizens the opportunity to be sworn into their prospective Commissions in the office of the Town Clerk (i.e., Notary Public, Justice of the Peace).
- Continued to provide Notarial Services for residents.
- Ongoing Voter registration for new Voters and pre-registration for 16 & 17-year-olds.
- As the Records Access Officer assisted over 200 Public record requests through our online FOIA direct public records request portal.
- Updated Town By-law Manual and webpage via E-Code.
- Serving on the Charter Review Committee.
- Appointed President of the New England Association of City and Town Clerks representing Massachusetts.
- Represented the Town of Westwood as a member of the Westwood Rotary Club.
- Legislative member for Mass City and Town Clerks Association.
- Mentor & Teacher providing professional development for Municipal City & Town Clerks through the Mass City and Town Clerks' Association Mentoring Program.
- Appointed President of the New England Association of City and Town Clerks representing Massachusetts.

Town of Westwood - 126th Annual Town Report

The Town Clerk's duties are governed not only by Town Bylaws, but by County, State, and Federal laws as well and are many and varied. Some of the duties fulfilled this year include:

Business Records

- Process and file DBA (Doing Business As) for new and existing businesses in the community.

Census

- Conduct Annual Town Census. From the completion of the census, the Jury list is made and sent to the Jury Commissioner, and the Annual Street listing is compiled and printed.

Charter & Bylaws

- Responsible for maintaining and updating approved Town Bylaws; implemented and maintain database "E-Code" giving citizens, town officials, and town employees quick access to our bylaws.

Dog Licensing

- Responsible for ensuring all dogs, ages six months and older, are licensed annually on or before March 31st, of each year and rabies vaccinations are up to date.

Keeper of Records

- Acts as Public Records officer, which consists of not only filing, storing, and recording all records in the Town Clerk's possession but all town offices. Works with Town Administrator on the records management program, updating on an annual basis.

Elections

- Responsible for all local, state, and federal Elections including updating the town website with open seats, press releases submitted to local newspapers, preparing and certifying nomination papers; managing Campaign Finance information for candidates, and filing reports as applicable by law.
- Election Ballots are made up and printed, voting machines are tested, and election staff is set up. Each voting machine has to be tested and notice is given to the public, and test tapes are sent to the State election division. Training is conducted before each election for staff. When polls close, tally tapes are sent to Town Clerk, and results for each precinct are tallied and put on the town's website. For Federal and State elections the associated press also has to be contacted. Elections have to be certified through the state Central Voter Registration system. Any issues with voters on Election Day such as inactive voters, unregistered voters, and those who have moved have to be resolved as well in the days following the elections.
- Conducts early voting as mandated by State Election laws.
- Facilitates and processes voting by mail, as mandated by State Election laws.

Ethics

- Acts as Ethics Liaison who is responsible for distributing the Ethics summary annually and ensuring that employees, as well as board and committee members, are complying with the State requirements by completing the online training every two years.

Fuel Permits

- Issued annually by the Town Clerk.
- Registration of flammables is a tool to inform the Fire Department who the responsible party is to enforce/regulate the storage of flammables. Proof of filing is with the City/Town Clerk.

Oath of Office / Justice of the Peace

- Issues Oath of Office for all elected and appointed officials.

Town of Westwood - 126th Annual Town Report

- Certified as Justice of the Peace to perform all associated duties.
- Provides notarizations for the public.
- Commissioner to qualify oaths of office for those citizens who do not want to go into the State offices to be sworn into duties for commissions such as Justice of the Peace or Notary Public. Once the oath is given, the proof is sent to the Secretary of State's Commissions Division.

Open Meeting Law Compliance

- The Town Clerk's office files all meeting notices and meeting minutes to comply with the Open Meeting Law requirements by posting meeting notices on the Town bulletin board and online.

Town Permit Files

- Files and maintains records of all Conservation, Planning, and Zoning Board of Appeals applications, decisions, and appeals.

Town Meeting

- Town Meeting is a large responsibility of the Town Clerk, beginning with setting up the logistics with the Select Board's office, scheduling staff, preparing voter check-in lists, assisting the Moderator with declaring a quorum, and counting, and recording votes on each warrant article. Once Town Meeting is adjourned, the voter activity is recorded, and all Zoning and General Bylaw articles are prepared and sent to the Attorney General for approval. Once a decision is received it is posted by our constable.
- Implemented electronic Poll Pad check-in for Town Meetings.

Vital Records

- Day-to-day responsibilities for maintaining vital records which include recording, birth, death, and marriage records and properly storing and archiving these permanent records.

Voter Registration

- Voter registration, deletions, and party and address changes are done daily through the State Voter Registration Information System (VRIS) and notices are sent to those individuals. To increase our voter registration and keep our list as current as possible, we send packets to welcome new residents with information on the Town and Voter registration cards. We acknowledge our residents turning eighteen with a Happy Birthday letter and information on how to register to vote.
- Residents may register to vote in person, by mail, or online.
- Due to the Election Reform bill, individuals aged 16 & 17 are now allowed to pre-register to vote. Once they turn 18, if they have pre-registered they will automatically be registered to vote and confirmation will be sent to them.

Respectfully submitted,
Dorothy A. Powers, CMC, CMMC, Town Clerk

Town of Westwood - 126th Annual Town Report

Permanent Building Commission Annual Report

John J. Cummings III, Chair
Brian Bayer
Lyle Coghlin

Nancy Hyde
William Scoble
Ken Aries

Maya Plotkin (Temporary Member)
Emily Parks (Ex-Officio)

Mission

Pursuant to Chapter 7, Section 5 of the Town Charter, the Permanent Building Commission shall have charge and direction of the construction and reconstruction of all buildings owned, leased, or occupied by the Town, and shall have the power to make recommendations concerning the designs, plans, specifications, and location of other buildings financed, in whole or in part, by other public funds. From time to time, the Commission shall consult with the ultimate user of such buildings concerning said design, plans, specifications, and locations of such buildings.

Year in Review

At the 2022 Spring Election and Town Meeting, the Westwood community voted and approved a new Elementary School to replace two of our oldest schools - the Paul Hanlon and the Deerfield Elementary Schools. This new school will be built behind the existing Hanlon School and the project will include the replacement of existing playing fields with a new ball field and a full-size multi-purpose field.

The school project went out to bid later in the spring of 2022 when the country was dealing with huge supply chain issues and inflation, and the final bid came back in substantially higher than budgeted. The project was able to continue with the contribution of mitigation funds from the School Committee and the Select Board's approval of the use of restricted ARPA funds, as well as a large amount of value engineering.

The contract was sent out to bid and awarded to Brait Builders Construction at the end of July. Prepping the site began in August when approximately 8.5 acres behind the existing Hanlon school were cleared, the ledge was blasted and the site was made ready for footings and forms to be poured.

On September 28, 2022, the community celebrated the groundbreaking for the Hanlon-Deerfield School Project in the morning and that afternoon the ribbon-cutting ceremony for Wentworth Hall in the afternoon.

The erection of the steel framework on the new Hanlon-Deerfield school began the week of Thanksgiving. On December 22, 2022, we celebrated the completion of the steel erection with a Topping Off ceremony during which the last beam was hoisted into place and, as is tradition, a tree, and an American flag were placed on top of the beam. Students from the Hanlon and Deerfield schools signed the beam before it was hoisted in place.



Town of Westwood - 126th Annual Town Report

Photos of the early stages of the Hanlon-Deerfield School building project and the architectural rendering of the future Hanlon-Deerfield School.



HANLON-DEERFIELD SCHOOL BUILDING PROJECT

www.westwoodschoobuilding.com



Respectfully submitted,
John J. Cummings III, Chair of the Permanent Building Commission

TOPPING OFF CEREMONY...

The crane lifting the beam into place on December 22, 2022.

Hanlon-Deerfield School Construction Beam Signing & Topping Off Ceremony

On December 22, 2022, students, teachers, administrators, board, and committee members signed the final steel beam installed on the Hanlon-Deerfield Elementary School building. All who were present excitedly watched while the signed, white steel beam, adorned with an evergreen tree and the American flag was hoisted into position on the new school building.

This tradition often called a “topping-off ceremony” can be traced back to the 1930’s in which the tallest and final structural beam is hoisted into position, marking a major milestone in a project. Like many traditions, the meaning behind the topping-off ceremony has varied through the years. Some in the construction industry believe it’s a meaningful expression of pride and prosperity for the future occupants of the building.

Hanlon and Deerfield Elementary School students sign the last beam before it's hoisted into place.



Residents and others watching the beam being hoisted by the crane.



Architect's rendition of the new Pine Hill Elementary School.

THE FUTURE "PINE HILL ELEMENTARY SCHOOL"



Town of Westwood - 126th Annual Town Report

Information Technology Department Annual Report

Donna McClellan, Director of Information Technology

Staff

Patty Comeau, Systems Analyst

Jim O'Connell, Systems Analyst

Tal Zaslavski, Geographic Information Systems Analyst

Barbara Chirokas, Administrative Assistant

Mission

The Information Technology Department supports, maintains, and promotes the use of technology resources for all Town offices and departments. The Information Technology Department is responsible for overseeing and coordinating all IT activities including but not limited to the selection, acquisition, implementation, operation, and maintenance of all IT resources.

Enabling Legislation

The 1993 Annual Town Meeting revised the Town Bylaws by incorporating a new article, which formally created an Information Technology Department. The article, number 19, was written pursuant to Massachusetts General Laws, Chapter 41 Section 23D. The 2003 Annual Town Meeting approved Article 31, which replaced the original General Bylaws, Article 19. Article 31 changed the name of the department to the Information Technology Department.

Goals and Responsibilities

- Provide coordination, oversight, and guidance for all Information Technology functions within the Town.
- To advance the comprehensive uses of information and minimize duplication of data.
- Responsible for the administration and operation of the Town's Information Technology communications network, computer facilities, and associated personal computers and all peripherals.
- Support the Town's users of information technology with advice, assistance, supervision, and training.
- Support and promote the use of Geographic Information Systems technology; ensure that GIS data is accessible and accurate.
- Maintain a strategic plan to stay abreast of emerging technologies and seize cost-effective implementation opportunities that are consistent with the long-range plan.

Program/Service Areas

The Information Technology Department provides three (3) major programs/services. These are:

1. Strategic Planning
2. Administration/Operations
3. Hardware & Software Support

Current Services/Programs

Strategic Planning

Given the importance of the information entrusted to or generated by the Town, the pressures to make that information available to the public and other government jurisdictions, the extremely rapid pace with which Information technologies are developed, implemented, and made obsolete, and the expense of implementing or

Town of Westwood - 126th Annual Town Report

committing to a given technology; the function of strategic planning is crucial to the economic operation of the department. Strategic planning involving the selection and acquisition of new technology must be an ongoing, full-time endeavor.

Administration/Operations

The department is responsible for the planning, service, and support of the Town's wide area (WAN), local area networks (LAN), and all associated computer hardware and software. Administration includes selection and acquisition of systems, resource scheduling, and allocation; promulgation of department policies and procedures; materials purchasing; contract negotiation and administration, maintenance of capital equipment inventory and replacement schedule, special project supervision, and budgeting. Operations include installation, troubleshooting, and maintenance of all computer equipment; integration of user needs and software capabilities; monitoring of network functions and user demands; and security and integrity of all Town information.

Hardware & Software Support

The department supports all users of information technology with advice, assistance, supervision, and training. Implementation of new technology, policies, and procedures is also addressed as an element of user support. The department is the first avenue for departments in need of Information Technology resources. Properly qualified resource requirements may then be evaluated for relative merit. Departmental resources can then be provided or resolution achieved by outside forces.

Prior Year Accomplishments

In addition to the responsibilities stated above, the IT department has accomplished the following:

- Managed Town of Westwood Information Technology infrastructure including all servers, computers, printers, networking equipment, and any other network-connected devices.
- Configured and deployed seventy (70) computers and Chromebooks for users in the town and school administration departments.
- Set up thirty (30) new network users with necessary network access including file storage, email and other required IT resources as well as all required hardware (computer and peripherals).
- Supported the continued operation and maintenance of all town computer-related solutions including those on-premise and in the cloud. These solutions include but are not limited to payroll, fund accounting, assessing, Public Safety dispatch, permitting, and licensing.
- Updated GIS data as needed to support parcel changes and other GIS data-related changes.
- Continued management of the Student Information System (SIS) Database. This work includes maintenance of the centralized student database, including end-user support, distribution of all grade reports, and coordination with the Department of Elementary and Secondary Education (DESE) digital reporting requirements for both students (SIMS) and all school employees (EPIMS).
- Provided VOIP phone support for all town users including all municipal, public works, library, police, and fire departments.
- Increased staff awareness of cybersecurity risks by implementing a cybersecurity testing program for all users including a monthly phishing test. This program also includes cybersecurity training opportunities for all users.
- Enhanced ArcGIS Online mapping applications and worked on developing new and improving existing GIS data. Expanded the use of NearMap by Land Use Departments.
- Implemented Multi-Factor Authentication for all Office 365 email accounts.
- Expanded 10G network connectivity to the Police Station Radio Room
- Implemented an Endpoint Detection & Response solution with 24/7 monitoring which will provide immediate device isolation when a malicious attack is identified.

Town of Westwood - 126th Annual Town Report

Work Planned for 2023

- Continue the high level of training of users to maximize the software currently available.
- Continue to upgrade hardware and software cost-effectively to keep current with today's technological advances.
- Continue to expand the use of ArcGIS online; adding more applications available for both public and internal department use and expanding the use of NearMap
- Advance the Town's LANs and WAN with new technology resources while monitoring the I-NET as more resources share this infrastructure.
- Expand the use of the Document Management solution.
- Replace network switches to take advantage of 10G connectivity and replace aging infrastructure
- Replace and upgrade Domain Controllers and Virtual Host Servers

Respectfully submitted,
Donna McClellan, Director of Information Technology



COMMUNITY & ECONOMIC DEVELOPMENT

Town of Westwood - 126th Annual Town Report

Community & Economic Development Division Annual Report

Nora Loughnane, Director of Community & Economic Development

Karyn Flynn, Land Use & Licensing Specialist

Tiana Malone, CED Administrative Assistant

Mission

The Department of Community & Economic Development (DCED) integrates all of the town's Land Use divisions into a single function group. DCED's mission is to foster responsible economic growth and development while preserving Westwood's unique community character. This department includes the divisions of Building, Planning, Health, Conservation, Licensing, Historic Preservation, Housing, and Zoning. In addition to overseeing these divisions, the Director of Community & Economic Development serves as an advocate for the interests of residential and commercial property owners and strives to project a positive, business-friendly attitude to existing and prospective businesses considering a Westwood expansion, location, or relocation.

Staff Responsibilities

The primary responsibilities of the DCED include:

- Manage, administer, and coordinate all Land Use functions;
- Serve as primary contact for applicants seeking to develop or occupy land for commercial use in Westwood;
- Assist business owners and residents with issues involving commercial properties;
- Identify economic and community development issues, problems, and alternatives;
- Research regulatory and non-regulatory solutions for eliminating barriers to successful business operations in Westwood;
- Advocate for sound economic and community development plans;
- Serve as a liaison to various municipal, state, and federal organizations and planning agencies;
- Direct and maintain the development of updated databases relating to existing businesses and pertinent business information, including information on all commercial properties;
- Serve as a member of the Alcohol Review Committee.



Retail Development along University Avenue

Town of Westwood - 126th Annual Town Report

University Station

In recent years, a significant focus of the department's efforts has involved the approval and implementation of the University Station mixed-use development project. Construction of University Station began in 2013 with the first businesses opening in early 2015. The development currently includes nearly 700,000 square feet of retail, restaurant, and other service establishments, 350 apartments, 100 condominiums, a 130-room Marriott Courtyard hotel, and approximately 170,000 SF of Class A office space. Fiscal benefits realized by the Town from the University Station project far exceed the projections at the time of initial approval. Property tax revenue for this mixed-use development now amounts to approximately \$9 Million per year, compared to the initial projection of \$7 Million at full build-out. Additional revenue, averaging \$300,000 per year, comes to the Town from restaurant and hotel taxes attributable to University Station.

Islington Center

The third and final Phase of the Islington Center Redevelopment Project is now underway. Under the terms of a Public-Private Partnership between the Town and Petruzzello Properties, LLC, a new 9,950 SF CVS was constructed at the northwest corner of Washington and School Streets in the first phase of redevelopment. In Phase 2, Petruzzello Properties renovated the former CVS building on the east side of Washington Street. This commercial building will soon be home to three new businesses, in addition to the existing Crown Cleaners.



New Wentworth Hall – 273 Washington Street

Also, as part of Phase 2, the Town focused its attention on the Wentworth Hall Construction Project beginning in late 2019. This municipal project involved the relocation, renovation, and expansion of the former Islington Branch Library building. This new Wentworth Hall, located at 273 Washington Street, was completed in fall 2021. This remarkable blend of old and new now provides a fully accessible, code-compliant, and energy-efficient home for the Islington Branch Library, the Town's Youth & Family Services Department, various Recreation Programs, and a new multi-purpose lower-level Community Space.

Phase 3 of the Islington Center Redevelopment Project began in December 2020 with the sale of the former Islington Community Center building at 288 Washington to Petruzzello Properties. The former 1967 church structure has now been replaced with a new mixed-use building, containing 18 two-bedroom condominiums and 14,000 SF of restaurant and retail space, with the reclaimed steeple from the former Islington Community Church

Town of Westwood - 126th Annual Town Report

as its crowning glory. Construction is nearing completion with a new full-service restaurant, specialty food market, and bakery expected to open in the coming months.



Mixed-use Building at 282-298 Washington Street

Over time, the Town will benefit significantly from the Islington Center Redevelopment Project. As deteriorating structures have been replaced by well-designed and architecturally complimentary new buildings, Westwood will enjoy a significant increase in annual property tax revenues, transportation infrastructure improvements, stormwater improvements, sustainable design, and renewable energy elements. In addition, the Islington Center Redevelopment Project will result in the listing of 12 units on the Subsidized Housing Inventory.



Obed Baker House at 909 High Street

Town of Westwood - 126th Annual Town Report

Obed Baker House

In November 2021, after more than six years of planning, the Town accepted a response to its Request for Proposals for the rehabilitation and reuse of the Obed Baker House. Local developer Todd Sullivan submitted a proposal to purchase the deteriorating historic property from the Town for the sum of \$320,000. He plans to renovate and expand the Obed Baker House for conversion into a 2-unit residential structure. His proposal also involves the construction of a new Veterinary Clinic on land adjacent to the Obed Baker House, as well as the construction of a new Cemetery Facility on nearby property. The Select Board accepted Mr. Sullivan's proposal in early 2022. Town Meeting voters will not be asked to approve land disposition and zoning articles related to the project at the May 2, 2022, Annual Town Meeting. If both articles are approved, the developer will seek Planning Board and Conservation Commission approvals before beginning construction.

Small Business Assistance

The DCED offers ongoing assistance to current and potential businesses wishing to expand or open in Westwood, as well as to property owners who are considering the development or expansion of commercial properties.

In the early days of the COVID-19 crisis, a concerted effort was made to update the town's database of local businesses, to obtain names and contact information for current managers or business owners. This enabled frequent communications with Westwood businesses to keep them updated about evolving pandemic-related regulations and policies.

Particular attention was given to those local businesses which were hardest hit by state-mandated closures in the early phases of the Commonwealth's COVID-19 Reopening Plan. DCED worked closely with the Select Board to implement streamlined procedures for businesses to obtain permission for temporary outdoor seating at restaurants and temporary outdoor display areas at retail businesses. DCED also proposed, and the Select Board adopted, a temporary reduction in alcohol and food service licensing fees, as well as a 6-month extension of the renewal period for taxi licensing. These measures provided welcome relief to local businesses struggling to weather the challenging economic climate over the past two years.



Outdoor seating at The Toast Office restaurant, High Street

Town of Westwood - 126th Annual Town Report

Next Year's Service Plan

Priority efforts in the Department of Community & Economic Development for 2022 include:

- Proactively support the premise that “Westwood is Open for Business”;
- Seek out and assist businesses interested in relocating to Westwood, and make recommendations to appropriate boards;
- Coordinate, review, and encourage appropriate redevelopment activity in Islington Center and along Washington Street;
- Identify opportunities in the High Street corridor for redevelopment and improvement of commercial properties;
- Monitor and support ongoing construction associated with the University Station project;
- Facilitate redevelopment of properties along University Avenue and in the Route 1 and Everett/Glacier Areas;
- Oversee the implementation of action items outlined in the Town's Comprehensive Plan, Housing Production Plan, and Open Space & Recreation Plan;
- Facilitate the rehabilitation and reuse of the Obed Baker House;
- Coordinate with state officials to obtain economic development incentives for potential Westwood businesses;
- Work with representatives from surrounding communities on regional coordination of transportation needs, water needs, public safety needs, and any other infrastructure or service issues affecting economic development on a region-wide basis;
- Continue to promote redevelopment of the I93/I95 interchange.

Respectfully submitted,

Nora Loughnane, Director of Community & Economic Development

Town of Westwood - 126th Annual Town Report

Building Department Annual Report

Joseph F. Doyle, Building Commissioner

Michael Perkins, Building Inspector

Harry Knight, Plumbing/Gas Inspector

Paul Angus, Assistant Wiring Inspector

Jack Lee, Assistant Plumbing/Gas Inspector

Michael P. McLean, Assistant Building Inspector

Kevin Malloy, Wiring Inspector

James Murphy, Assistant Wiring Inspector

Jack Rose, Assistant Plumbing/Gas Inspector

Susanne Thomas-Hogan, Administrative Assistant

Mission

To ensure the safety and integrity of all buildings and new construction by enforcing the State Building Code, Electrical, Plumbing, Gas Fitting, Sprinkler, Energy Conservation, Mechanical Codes, Architectural Access Board Regulations, and the Town of Westwood Zoning Bylaws.

Program/Service Areas:

The Building Inspection Division provides (4) major programs/services. These are:

1. Issuance of Permits in eight diverse categories
2. Inspections
3. Zoning Enforcement
4. Administration



Corner of East and Washington St. Home of the Muffin House Café & future home of Neroli Italian Restaurant

Responsibilities:

- Provide effective enforcement of The Commonwealth of Massachusetts State Building Code, Electrical, Plumbing, Gas Fuel, Sprinkler, Energy Conservation, Pool and Mechanical Codes, and the Zoning Bylaw of the Town of Westwood.
- Submit an annual report to the Town Meeting.
- Complete periodic inspections of buildings of assembly including daycare, religious facilities, schools, and restaurants in conjunction with Common Victualler (CV) and Alcohol licenses.

Town of Westwood - 126th Annual Town Report

Accomplishments

- Reviewed all applications for compliance with the State Building Code and the Zoning Bylaw, determined applicable fees, and issued building, electric, gas, plumbing, sprinkler, mechanical permits, and certificates of occupancy.
- Investigated zoning violations and took appropriate action. Ensured zoning compliance prior to the building permit being issued. Zoning enforcement was also carried out in response to complaints from residents or observations of violations by the Building Division staff.
- Prepared division annual budget.
- Prepared division payroll and accounts payable.
- Represented the Building Division with clientele, both in person and on the telephone, including multiple preconstruction meetings with the developers and contractors involved in University Station & Islington Center.
- Prepared correspondence for other departments and agencies at the Town, State, & Federal levels.
- Prepared monthly reports for the Town Administrator, State, and Federal governments.
- Ensured that records and files are up to date and in compliance with the requirements of State Law.

2023 Service Plan/Goals

- Continue to provide excellent service throughout the Town enforcing both the multiple Building and Subtrade Codes and the Town's Zoning Bylaws.
- Educate applicants on the benefits of using online permitting software.
- Work with fellow employees to increase the productivity of the permitting software.



Former CVS building on Washington St. home of the Neroli Mercato Italian Deli

The Town continues to see significant building and remodeling activity. Of the permits listed below, 14 are for the construction of new homes including 4 new single-family dwellings

Town of Westwood - 126th Annual Town Report

10 new single-family dwellings replacing existing structures, and 142 Commercial Permits. The renovated building, the former location of CVS, is fully occupied including Neroli Mercato, an Italian market. Construction of the new elementary school on Gay Street is underway.



The future home of the Hanlon/Deerfield School

Permits Issued in 2022

Residential Building: 850

Commercial Building 142

Electrical: 773

Plumbing: 410

Gas: 285

Mechanical: 156

Sprinkler/ Fire Suppression: 12

Respectfully submitted,
Joseph F. Doyle, Jr., Building Commissioner

Town of Westwood - 126th Annual Town Report

Conservation Division Annual Report

Karon Skinner Catrone, Conservation Agent

Tiana Malone, Administrative Assistant

Mission

To preserve the quality and quantity of open space and wetland ecosystems through the acquisition of open space and preservation of wetlands in accordance with federal, state, and local laws.

Program/Service Areas:

The Conservation Division provides (6) five major programs/services. They include:

- Enforce the Wetlands Protection Act
- Enforce the Conservation Commission Wetland Protection Bylaw, Chapter 392
- Enforce the Rivers Protection Act
- Enforce the Stormwater Management Bylaw
- Enforce Chapter 87 Public Shade Trees
- Manage the Town-owned Conservation Parcels

Responsibilities

- Participate in a Town-wide beautification program;
- Maintain a land acquisition program when financial resources become available;
- Educate residents on conservation activities and responsibilities;
- Sustain a cooperative working relationship with other Westwood regulatory departments;
- Safeguard wetland resource areas and the public interests associated with healthy wetland ecosystems as defined under the Wetland Protection Act, M.G.L., c. 131, §40 and §40A and Westwood's Wetland Bylaw, Chapter 392;
- Monitor and maintain Westwood-owned conservation land;
- Study some of the endangered ponds and streams to develop a maintenance plan;
- Educate residents and homeowners on invasive plant removal; and
- Participate in the preparation of the MS4 Notice of Intent.

Activity

Staff issued a total of 44 Orders of Conditions, Determinations of Applicability, Certificates of Compliance, and Stormwater Management Permits in 2022 for new construction and residential projects. These permits are designed to protect wetland and river resource areas by regulating construction in the buffer zone. Over 992 building permit applications were reviewed to determine whether an application submittal was required.



Town of Westwood - 126th Annual Town Report

<i>Hearing Activity</i>	<i>2022</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>
<i>Total applications to date</i>	<i>44</i>	<i>80</i>	<i>59</i>	<i>54</i>	<i>55</i>
<i>Order of Conditions</i>	<i>10</i>	<i>21</i>	<i>23</i>	<i>22</i>	<i>23</i>
<i>Determinations</i>	<i>10</i>	<i>18</i>	<i>10</i>	<i>6</i>	<i>7</i>
<i>Stormwater permits</i>	<i>12</i>	<i>22</i>	<i>14</i>	<i>13</i>	<i>16</i>
<i>Certificates of Compliance</i>	<i>12</i>	<i>19</i>	<i>12</i>	<i>13</i>	<i>9</i>

Accomplishments

The Conservation Commission was awarded a grant through the American Rescue Plan Act (ARPA) for the Town of Westwood conservation and open space purposes. This funding was used to contract BETA Group, Inc. to prepare a Conservation Land Management Plan. With help from the Westwood Department of Public Works, Eagle Scout candidates, and other volunteer groups, efforts were made to eradicate invasive plant species from many of the town's conservation areas. This work is ongoing and the Commission is happy to educate any residents interested in invasive plant removal.



Currier Reservation

2023 Service Plan/Goals

The Conservation Commission will continue to work with the groups mentioned above to eradicate invasive species in Westwood. The Commission is also educating applicants on the importance of invasive plant removal and requiring invasive plant removal as part of their mitigation plans for approval of future Orders of Conditions.

The Commission is looking forward to the completion of the Conservation Land Management Plan so it can begin maintenance of the Conservation land throughout the town. The Commission is currently working on a tree policy/ordinance which it hopes will reduce the number of trees removed on each project and increase the tree canopy in Westwood.

Respectfully submitted,
Karon Skinner Catrone, Conservation Agent

Town of Westwood - 126th Annual Town Report

Conservation Commission Annual Report

Karon Skinner Catrone, Conservation Agent

Stephen David, Chair

Debra Odeh

Todd Sullivan, Vice Chair

R J Sheer

Tiana Malone, Administrative Assistant

Vesna Maneva

Grace Weller

Elias Fares

Mission

The Conservation Commission seeks to preserve the quality and quantity of open space and wetland ecosystems through the acquisition of open space and preservation of wetlands in accordance with federal, state, and local laws.

Role and Responsibilities

The Conservation Commission (ConCom) is the official agency specifically charged with the protection of a community's natural resources. The ConCom also advises other municipal officials and boards on conservation issues that relate to their areas of responsibility. The Conservation Commission, under the powers of the Wetlands Protection Act (Massachusetts General Law c.131, 40) and the Town of Westwood's Wetlands Bylaw, Chapter 392, functions to regulate work in or near wetlands and river resource areas and encourages and works towards the acquisition and management of Conservation Land.



Haslam Pond

Wetlands Protection

The ConCom issued 10 Orders of Conditions and 10 Determinations of Applicability in 2022 for new construction and residential projects. An Order of Conditions is designed to protect wetland and river resource areas by regulating construction in the buffer zone. The Building Department notified the ConCom of approximately 400 applications from residents and developers for new dwellings, additions to existing buildings, new or enlarged decks, and the installation of pools. The ConCom inspected each site to identify wetland issues and assist residents with the permit process under Wetlands Protection, M.G.L. c. 131, § 40, and the Westwood Wetland Protection Bylaw, Chapter 392.

Stormwater Management

As the Stormwater Authority, the Commission issued 12 Stormwater permits under the Stormwater Bylaw. This Bylaw was updated to protect the health, safety, general welfare, and environment in the management, operation, and maintenance of the Town's stormwater system by regulating or prohibiting actions detrimental to

Town of Westwood - 126th Annual Town Report

either the proper quality or quantity of water in the system. This bylaw meets the requirements of the Municipal Separate Storm Sewer System (MS4) Permit.



Oriental Bittersweet

Invasive Plants

According to the Department of Fisheries & Wildlife, invasive species are one of the greatest threats to the integrity of natural communities and also a direct threat to the survival of many indigenous species.

Purple Loosestrife



Conservation Land Management

The Conservation Commission is always looking at progressive ways to control Purple Loosestrife/Lythrum salicaria, Oriental Bittersweet/Celastrus orbiculatus, and other invasive plants which are overtaking Westwood's wetlands and wooded areas. In fiscal year 2022, with help from the Westwood Department of Public Works, Eagle Scout Candidates, and other volunteer groups, efforts were made to eradicate invasive plant species from many of the town's conservation areas. This work is ongoing and the Commission is happy to educate any residents interested in invasive plant removal.

Respectfully submitted,
Karon Skinner Catrone, Conservation Agent

Town of Westwood - 126th Annual Town Report

Health Division Annual Report

Jared Orsini, R.S., R.E.H.S., Health Director
Ivan Kwagala, Food Inspector/ Sanitarian
Margaret Sullivan, R.N., M.S.N., Public Health Nurse
Lorraine Donovan, Administrative Assistant



Public Health
Prevent. Promote. Protect.

Mission

To provide the residents of Westwood with sound public health, through education, investigation, and prevention of disease, ensuring compliance with sanitary and environmental laws and regulations, and promoting the tenets of emergency preparedness.

Program/Service Areas

Health Division staff conducts the following:

- Issues permits and licenses for a wide variety of businesses and activities in Westwood;
- Inspects all licensed and permitted facilities;
- Enforces applicable state and local regulations and statutes;
- Provides a comprehensive public health nursing service to residents;
- Investigates all reports of communicable diseases;
- Provides information and advice regarding environmental health issues;
- Takes part in regional programs such as mosquito and tobacco control programs, substance abuse prevention, and emergency preparedness activities; and
- Manages the Medical Reserve Corps and the Community Sheltering Team.

Board of Health

In 2022, Board Member Carol Ahearn R.N., B.S.N. was appointed to another term. Current Chairperson Roger L. Christian M.D., and Shelley Reeve R.N., B.S.N, J.D. make up the 3-member board.

Influenza

In partnership with Wegmans Pharmacy, the Annual Family Flu Clinic was held on Saturday, October 22, 2022, for all residents 3 years of age and older. Approximately 330 individuals were immunized against influenza.



Resident with Wegmans Pharmacists at our Annual Family Flu Clinic in October

Town of Westwood - 126th Annual Town Report

Public Health Nursing

An important Public Health function is to provide public health nursing services to the residents of Westwood. These services include investigation and reporting of communicable diseases, holding blood pressure and flu clinics, and conducting home visits to the infirm and the elderly.

Emergency Preparedness

Emergency Preparedness continues to be a priority for the Westwood Health Division and the Board of Health. Health Division personnel are considered first responders; a role traditionally associated with fire, police, and EMS. The Health Department staff is required to provide 24 hours-a-day, 7 days-a-week coverage.

The Massachusetts Department of Public Health (MDPH) created 5 Health and Medical Coordinating Coalitions (HMCC) of which Westwood is a member of Region 4AB, consisting of 60 communities. The Cambridge Health Alliance is the sponsoring organization for the Region 4AB HMCC. Public Health coordinates emergency planning with Hospitals, Long Term Care Facilities, Community Health Centers, and EMS.

The Health Division continues to recruit residents to become volunteers for the Medical Reserve Corps (MRC). The MRC is a group of dedicated medical and non-medical volunteers that live or work in the community and are committed to assisting the town during a public health emergency. Members participate in drills and exercises and help staff the annual flu clinics. Training and educational opportunities are additional benefits to becoming a volunteer. It's also a great way to meet fellow residents and gain a sense of civic pride in serving the Westwood community in such a meaningful capacity.

Regional Public Health

The Norfolk County-8 (NC-8) Local Public Health Coalition is comprised of the Boards of Health/Health Departments in Canton, Dedham, Milton, Needham, Norwood, Walpole, Wellesley, and Westwood, Massachusetts. For more than a decade, the communities within the Coalition have been working together on various public health planning and emergency preparedness efforts. In addition, the Walpole Health Department officially joined the NC-8 Local Public Health Coalition in January 2019. The Norfolk County-8 is funded in part through the Massachusetts Office of Local and Regional Health Public Health Excellence program. The Public Health Excellence (PHE) Program is designed to support the Special Commission on Local and Regional Public Health's recommendation for improved effectiveness, efficiency, and equity of local and regional public health by expanding opportunities for the sharing of public health services.

The NC-8 Local Public Health Coalition meets monthly to develop and strengthen regional programming, share information and resources, develop policies, and manage shared services. The Coalition also works together on other public health initiatives, including, but not limited to substance abuse prevention, mental health, retail food standards, etc. In addition, the Coalition manages a group of Medical Reserve Corps (MRC) volunteers, the Norfolk County-8 Medical Reserve Corps (NC-8 MRC).

Westwood is also a member of the Central Norfolk County Regional Emergency Planning Committee (CNCREPC) with the Towns of Bellingham, Canton, Dedham, Medway, Millis, Norfolk, Norwood, Sharon, and Walpole. The Health Director has been appointed by the Select Board as the Westwood representative to the committee.

Town of Westwood - 126th Annual Town Report

Programs

Substance Abuse Prevention

The Department of Public Health-Bureau of Addiction Services (BSAS) has combined the MA Opioid Abuse Prevention Collaborative (MOAPC) and the Substance Abuse Prevention Collaborative (SAPC) to create the Massachusetts Collaborative for Action, Leadership and Learning 3 (MassCall 3). Westwood, along with other surrounding communities, has partnered under this regional grant to continue youth substance use prevention initiatives, training, and education. MassCall 3 utilizes the Substance Abuse and Mental Health Services Administration's (SAMHSA's) evidence-based Strategic Prevention Framework (SPF) to assess, build capacity, plan, implement and evaluate strategies to prevent misuse of alcohol, nicotine, and marijuana amongst youth. MassCall 3 aims to build support around prevention efforts and implement sustained changes in local policy, practice, and systems with the help of diverse community stakeholders.

Sharps Collection Program

The Westwood Sharps Collection Program continues to provide a safe and convenient site for residents to dispose of their sharps. Residents can dispose of their sharps 24 hours a day, 7 days a week at the sharps collection kiosk which has been installed outside of the main entrance to our offices at 50 Carby St. (See photo on right.)

Residents collect their sharps in red, one-liter sharps disposal containers which are available free of charge at the Westwood Health Division at (50 Carby Street), Westwood Town Hall, and the Senior Center, during regular business hours. During the pandemic containers were placed outside for contactless pick-up and sharps collection was done by appointment. We encourage all Westwood residents to take advantage of this program and protect our community from sharps.



Medication Collection Program

Westwood Public Health and the Westwood Police Department have joined forces to collect expired prescription and over-the-counter medications for proper disposal. The Medication Collection Box is located in the lobby of the Police Station and is available 24 hours a day and 7 days a week for residents. (See photo on left.)



Mercury Collection Program

The Westwood Board of Health participates in the Mercury Recovery Program, sponsored by Wheelabrator Millbury, Inc. The goal of the program is to remove mercury-containing items from residential trash. Mercury thermometers, thermostats, switches, and products that contain liquid mercury can be brought to the Health Division office to be recycled properly. Fluorescent bulbs are collected from residents at Household Hazardous Waste Day. Button batteries no longer contain mercury.

Rabies Control

The Board of Health appoints animal inspectors, whose duties include consultation with town residents, town officials, and health professionals regarding state and local rabies regulations and protocols. The Board of Health works in conjunction with Westwood Police Department's Animal Control Officers when dangerous animals are identified or reported. The Town Clerk's Office organizes the annual rabies clinic in Town. Laura Fiske is appointed as the Barn Inspector by the Board of Health and conducted 26 barn inspections this year.

Town of Westwood - 126th Annual Town Report

Mosquito Control

The Town of Westwood is a member of the Norfolk County Mosquito Control District (the District). An integrated pest management model consisting of Surveillance, Water Management, Larval Control, and Adult Control is used to control mosquitoes. Surveillance is used to detect disease. Samples of mosquitos are tested for the presence of EEE and WNV allowing for the Health Division to alert residents if infected mosquitos are in our area. Water Management is ongoing to prevent the breeding of mosquitoes in existing drainage swales and systems. Larval Control is used to control mosquitoes before they become flying adults. The District conducts aerial applications of wetlands for nuisance control in the spring.

Adult Control (adulthooding) involves the use of ultra-low volume cold aerosol applications from truck-mounted equipment (mosquito spraying). These applications are conducted when public health and/or quality of life is threatened by disease agents, overwhelming mosquito populations, or both. Mosquito spraying is available to residents who request it every week, weather permitting.

The District and the Health Division encourage owners to control mosquito breeding on their property. Property owners should empty containers, such as birdbaths and children's pools, that hold water for more than five days. To prevent mosquito breeding, the District collects tires as a public service to the communities it serves. Mosquitoes that carry and spread the West Nile Virus breed in these containers. Removing tires and containers eliminates mosquito breeding without the need for pesticides. Visit the Districts' website at www.norfolkcountymosquito.org.

Tobacco Control

The Board of Health enforces two tobacco regulations; a Regulation Prohibiting Smoking in Workplaces and Public Places and a Regulation Restricting the Sale of Tobacco Products.

Westwood currently has 3 active retail tobacco licenses.

2023 Service Plan/Goals

- Begin conducting Mental Health First Aid training for interested Town agencies and community groups.
- Revise the Westwood tobacco regulations to align with the most recent state standard.
- Prepare to implement and enforce the new MA Sanitary Code for Habitable Housing.

Respectfully submitted,
Jared Orsini, R.S., R.E.H.S., Health Director

Town of Westwood - 126th Annual Town Report

Board of Health Annual Report

Roger L. Christian, M.D. Chairperson

Carol Ahearn, R.N., B.S.N.J

Shelley Reeve R.N., B.S.N., J.D.

Mission

To provide the residents of Westwood with sound public health, through education, investigation, and prevention of disease, ensuring compliance with sanitary and environmental laws and regulations, and promoting the tenets of emergency preparedness.

The members of the Westwood Board of Health are residents who care about the well-being of the community. The current members are Shelley Reeve R.N., B.S.N. J.D., Carol Ahearn R.N., B.S.N., and Roger L. Christian, M.D. Chairperson. Westwood's members are appointed by the Select Board to a term of 3 years on a rotating basis.

Roles and Responsibilities

Under Massachusetts General Laws, state and local regulations, and community direction, Boards of Health are held responsible for disease prevention and control, health and environmental protection, and promoting a healthy community. Boards of Health and their staff serve as the local arm of both the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. To fulfill their duties, Boards develop, implement and enforce health policies, oversee inspections to maintain minimum standards for sanitation in housing and food service, and assure that the basic health needs of the community are being met.

Health Division staff consisting of a Health Director, Sanitarian, Administrative Assistant, and a Public Health Nurse assist the Board of Health in meeting these responsibilities.

The Westwood Board of Health annually appoints Burial Agents, Animal Inspectors, a Tobacco Control Consultant, and a Board of Health Physician.

Respectfully submitted,
Westwood Board of Health



Public Health
Prevent. Promote. Protect.

Town of Westwood - 126th Annual Town Report

Historical Commission Annual Report

*Nancy Donahue, Chair
Lura Provost*

*Marilyn Freedman
Jack Patterson*

*Margaret Hoyt Rustrian
Eric Alden*

Mission

The mission of the Westwood Historical Commission (WHC) is to identify, document, and protect Westwood's historic resources, and to increase public awareness of Westwood's heritage and the value of historic preservation through the guidance and counsel of the Massachusetts Historical Commission in cooperation with other Town boards and committees. The WHC endeavors to be a preservation and information resource to all citizens of Westwood and the Commonwealth of Massachusetts through research, public meetings, and local media outlets.

Demolition Bylaw

The purpose of the Demolition Bylaw is to maintain the character of the Town of Westwood by protecting its historic and aesthetic resources built on or before December 31, 1910. This bylaw intends to encourage owners to seek alternative preservation options for six months rather than complete demolition. This bylaw authorizes the Westwood Historical Commission to advise the Building Commissioner concerning demolition permits for historic properties regulated by this bylaw.

During 2022, no Demolition Requests on historic properties were filed. As a result, the Historical Commission did not hold any public hearings for Demolition Requests.

Canton Street Reconstruction

At our monthly meeting on March 16, 2022, the Westwood Historical Commission reviewed the plans for the Canton Street Highway Reconstruction Project (Project No. 608158). The only concern raised was about the integrity of the stone walls. If any historical stone walls are deconstructed, they should be reconstructed similarly to the original wall.

Respectfully submitted,
Nancy Donahue, Chair of Westwood Historical Commission

Town of Westwood - 126th Annual Town Report

Housing Division Annual Report

Nora Loughnane, Director of Community & Economic Development

Tiana Malone, Administrative Assistant

Mission

The Town of Westwood is committed to ensuring that housing opportunities are available to all residents, regardless of race, color, national origin, religion, sex, physical or mental disability, familial status, or any other classification protected by applicable federal, state, or local law. Further, the Town is committed to increasing the diversity of housing opportunities within the Town to support housing of choice for residents of any age or income status.

Accomplishments

- Staff provided support for the permitting and development of 4 affordable housing units eligible for inclusion on the Subsidized Housing Inventory (SHI). For Local Action Units, staff assisted in marketing efforts consistent with each development's Affirmatively Furthering Fair Housing Marketing Plan, and monitored the selection of tenants in correlation with applicable guidelines.
- Staff worked with homeowners and the Department of Community & Economic Development to process two Local Initiative Program Refinance Requests for homes with affordability restrictions in the Cedar Hill, Chase Estates, and University Station developments.
- Staff provided technical assistance to residents in crisis, providing resources related to income loss, eviction prevention, utility assistance, and housing search. Town staff has improved service delivery for Westwood residents seeking affordable housing through increased partnerships with local subsidizing agencies, maintaining the list of local housing opportunities, and education on housing programs.

2023 Service Plan/Goals

- Continue to assist residents seeking affordable housing in Westwood.
- Continue to work with state officials to ensure continued listing on the state's SHI of all affordable units in Westwood.
- Organize informational meetings for potential applicants for any new affordable housing development, and monitor the selection of buyers or tenants of Local Initiative Program (LIP) affordable properties to ensure compliance with LIP deed restrictions and with state and federal guidelines.
- Continue to assist (Westwood Affordable Housing Associates) WAHA with the pursuit of vacant or deteriorated properties for rehabilitation as rental housing to be administered by the Westwood Housing Authority (WHA).
- Pursue any available state or federal resources for the development of affordable rental housing for the elderly/disabled and/or family units.
- Pursue any available state or federal resources for the rehabilitation and capital maintenance needs of existing affordable housing units as a means of resident stabilization and unit preservation.
- Engage with the Action Plan set forth in the Housing Production Plan, conducting research and making recommendations consistent with the affordable housing development strategy approved by the Town and State.
- Collaborate with regional and local partnerships to achieve goals and maximize resources for affordable housing development and preservation.

Respectfully submitted,

Nora Loughnane, Director of Community & Economic Development

Town of Westwood - 126th Annual Town Report

Housing Authority Annual Report

Lou Rizoli, Chair/President

Elissa Gordet Franco, Vice Chair/Treasurer

Jane O'Donnell – Housing Coordinator

Westwood Housing Authority Board (WHA) Members:

Eric Alden - Clerk

Elissa Gordet Franco

Christine E. Previterra

Louis Rizoli

Westwood Affordable Housing Associates, Inc. (WAHA) Members:

Gary Kaplan

Joseph Jowdy

Kathy Shinopoulos

Mission

To meet the requirements of Executive Order 215 of the State of Massachusetts that calls for the provision of affordable rental units in each community of the Commonwealth.

Goals and Responsibilities

- To explore various financing alternatives for the development of affordable rental housing units.
- To identify alternative sites for the development of affordable rental units.
- To develop and manage affordable rental housing owned and operated by the Westwood Housing Authority's non-profit arm, Westwood Affordable Housing Associates, Inc.

Program/Service Areas

The Westwood Housing Authority provides two major programs/services. These are:

1. Development of Affordable Family Housing
2. Management of Affordable Family Housing

Current Services/Programs

Advocate for and Development of Affordable Family Housing:

Executive Order 215 mandates that all cities and towns in the Commonwealth must provide affordable family rental housing. The Executive Office of Communities and Development has interpreted Executive Order 215 to mandate that Westwood provide affordable rental family units. The Westwood Housing Authority is responsible for seeking land, funds, and potential developers of affordable rental housing, which will be recognized and potentially funded, by Federal or State grant programs.

Management of Affordable Family Housing:

The Westwood Housing Authority's mission is to seek out every opportunity to find properties to develop for more affordable housing in the Town. Westwood Housing Authority has one part-time staff member to manage the Westwood Affordable Housing Associates rental units. The Westwood Housing Authority works with an outside agency to qualify and manage the application process for tenant selection services and with a private contractor for maintenance services.

Prior Year Accomplishments

All the fourteen units owned by Westwood Affordable Housing Associates, Inc., the non-profit arm of the Westwood Housing Authority, continue to be rented by and leased annually to income-qualified tenants.

Town of Westwood - 126th Annual Town Report

Westwood Affordable Housing Associates serves families in 14 units/10 properties, including the most recent addition to our portfolio, a two-bedroom, single-family home in the heart of Islington purchased in the Fall of 2022. This addition adds to our portfolio including the 2020 purchase of two other single-family homes to the Westwood Affordable Housing Associates inventory. These latest additions continue to support our mission to provide much-needed affordable, family-friendly housing in the Town of Westwood. Westwood Housing Authority consistently and actively seeks out any potential opportunities to purchase additional family affordable properties in Westwood. This led to the formation of the "WAHA Long-Range Planning Committee", whose purpose is to establish and adopt protocols for the acquisition of future housing, including the use of new and creative ways to do so. This Committee will also begin developing a 5-Year Plan for the Future of WHA/WAHA.

FY 2023 Service Plan

- Westwood Housing Authority intends to continue its work on the acquisition and rehabilitation of existing properties that are for sale, including vacant land or vacant structures to expand affordable rental family housing opportunities; funded partly from proceeds raised from the developer's portion of affordable housing project obligations (linkage fees), municipally funded contributions when offered and accepted, properties or land gifted by private concerns and from State/Federal grants and/or Town capital resources wherever possible.
- Seek State planning funds that can be used to conduct site and/or structure analysis in preparation for a HOME or alternative grant application. Special consideration will be given to the rehabilitation of abandoned homes.
- Continue to work with community groups such as the Interfaith Council to help identify suitable properties for renovation by Habitat for Humanity or similar organizations for affordable homeownership in Westwood.
- Continue to advocate for appropriate linkage fees and/or units from affordable housing developers for future affordable family housing developments in Town.
- Continue to advocate for funding of Capital Projects to keep Westwood Affordable Housing Associates, Inc. properties in reasonable and appropriate condition and look for opportunities to add stock whenever possible thereby, creating, then building, supportive relationships with neighbors and in the community in general.
- Explore the possibility of establishing an annual giving campaign, to solicit funding support from local business contributors and residents of the Town.
- Seek to investigate the possibility of replacement of the Governor's Appointee to Westwood Housing Authority as soon as possible.
- Actively seek out members of the community, particularly WAHA tenants who may be interested in being appointed to the WAHA board. Interested applicants are encouraged to apply.
- WAHA will continue to follow all Department of Housing and Community Development, Massachusetts Affirmative Fair Housing Marketing, and Resident Selection Plan Guidelines as applicable.

Respectfully submitted,

Jane O'Donnell, Housing Coordinator - Westwood Housing Authority

Town of Westwood - 126th Annual Town Report

Housing Partnership & Fair Housing Committee Annual Report

Michael McCusker, Chair
Abraham Glaser
Christopher Pfaff
Kathleen Wynne, Alternate

Marianne LeBlanc Cummings
Victoria Makrides
Louis Rizoli

Ex-Officio Members:
Housing Agent
Christopher T. Coleman, Town
Administrator

Mission

The Town of Westwood is committed to ensuring that housing opportunities are available to all residents, regardless of race, color, national origin, religion, sex, physical or mental disability, familial status, or any other classification protected by applicable federal, state, or local law. Further, the Town is committed to increasing the diversity of housing opportunities within the Town to support housing of choice for residents of any age or income status.

Accomplishments

- The Housing Partnership is pleased to have participated in the development of affordable housing resulting in 19 units pending for addition to the Subsidized Housing Inventory (SHI) and counting towards the Town's requirements under Chapter 40B. Affordable units range in type and demographic from multifamily, single-family homes, supportive housing, age-restricted, family, rentals, and ownership units.
- Members of the Housing Partnership have continued working with community groups and developers to explore ideas for increasing the variety of available housing types in Westwood to better meet the needs of residents of varying ages and economic means.
- Town staff have improved service delivery for Westwood residents seeking affordable housing through increased partnerships with local subsidizing agencies, maintaining the list of local housing opportunities, and education on housing programs.
- The Housing Partnership was pleased to assist the Planning Board in its review of criteria for evaluating parcels under consideration for a proposed multi-family and mixed-use overlay district designed to comply with recent amendments to MGL Chapter 40A, Section 3 that apply to MBTA communities.

2023 Service Plan/Goals

- Continue to work with state officials to ensure continued listing on the state's SHI of all affordable units in Westwood
- Organize informational meetings for potential applicants for any new affordable housing development, and monitor the selection of buyers or tenants in correlation with state and federal guidelines.
- Continue to engage with residents, local businesses, and related interest groups as a means of increasing representation on the Housing Partnership and serving a wider spectrum of needs and interests in the Town.
- Pursue any available state or federal resources for the development of affordable rental housing for the elderly/disabled and/or family units.
- Pursue any available state or federal resources for the rehabilitation and capital maintenance needs of existing affordable housing units as a means of resident stabilization and unit preservation.
- Engage with the Action Plan set forth in the Housing Production Plan, conducting research and making recommendations consistent with the affordable housing development strategy approved by the Town and State.
- Collaborate with regional and local partnerships to achieve goals and maximize resources for affordable housing.

Respectfully submitted,
Housing Partnership & Fair Housing Committee

Town of Westwood - 126th Annual Town Report

Licensing Division Annual Report

Karyn Flynn, Zoning & Licensing Agent

Mission

In 2022, under the Director of Community & Economic Development, the Zoning & Licensing Agent was responsible for the administrative duties associated with new license applications and annual renewals of existing licenses issued by the Local Licensing Authority, the Select Board. The following are Classes of Licenses that are issued by the Select Board: Common Victualler; Automobile Class I & II; Entertainment; Junk Dealer; Livery; Taxi Company, Taxi Driver, Mobile Food; On-Premise, All Alcoholic Beverages; On-Premise, All Alcoholic Beverages – Club; On-Premise, Wine & Malt Beverages Only, Off-Premise, Wine & Malt Beverages Only – Food Stores

The chief functions of the Licensing Agent are to:

- Consult and advise a wide variety of applicants including corporate offices of national restaurants, local organizations hosting annual community events, and private residents planning a special event.
- Work with the Alcohol Review Committee to coordinate application reviews and public hearings; make recommendations to the Select Board, propose amendments to the Rules and Regulations Governing Alcoholic Beverages;
- Oversee the application through the approval process from the Select Board and the Massachusetts Alcoholic Beverage Control Commission (ABCC);
- Maintain all records and documentation related to the alcohol licensing process;
- Represent the Town of Westwood to the ABCC; and
- Formalize the granting of the licenses and process annual renewals.

As part of the Islington Redevelopment project, two wonderful new food establishments have come to town and opened this past year, Neroli Mercato and The Muffin House. Both have been very warmly received by the community.



Neroli Mercato August 2022

Town of Westwood - 126th Annual Town Report

Accomplishments

The following is a list of the new license fees collected in the Town of Westwood during 2022:

Location & License Class of New Licenses:	Revenue Generated:
The Muffin House	\$50
Neroli Mercato	\$2,250
Neroli	\$5,050
	Total: \$7,350



The Muffin House June 2022

The following is a list of the fees collected for amendments to existing alcohol licenses and one-day licenses during 2022:

License Class & # of Amendments:	Revenue Generated
On-Premise, All Alcohol -Change of Officer/Manager (3) \$200 each	\$600
Club – All Alcohol -Board Change (1)	\$200
Change to an Existing Entertainment License (1)	\$25
One-Day Special Licenses (4) \$100 each	\$400
	Total: \$1,225.00

Town of Westwood - 126th Annual Town Report

The following is a list of all alcohol license renewals by class, and total revenue generated for 2022:

License Class & Number of each:	Schedule of Fees:	Revenue Generated:
On-Premise, All Alcoholic Beverages (9)	\$5,050	\$45,450
All Alcoholic Beverages – Club (1)	\$500	\$500
On-Premise, Wine & Malt Beverages Only (3)	\$2,550	\$7,650
Food Store - Wine & Malt Beverages only (4)	\$2,500	\$10,000
Inn-Holders/Hotel, All Alcoholic Beverages (1)	\$5,050	\$5,050
		Total: \$68,650

The following is a list of all other license renewals by class, and total revenue generated for 2022:

License Class & Number of each:	Schedule of Fees:	Revenue Generated:
Auto Dealer Class I (5)	\$100	\$500
Auto Dealer Class II (1)	\$50	\$50
Common Victualler (27)	\$50	\$1,350
Entertainment (12)	\$25	\$300
Junk Dealer (1)	\$25	\$25
UDC- Unattended Donation Container (3)	\$25	(one waiver) \$50
Livery (1)	\$150	\$150
Taxi Company (4)	\$100 per auto	\$500
Taxi Driver (2) licenses valid for 2 years	\$50	\$100
		Total: \$3,025

Respectfully submitted,
Karyn Flynn, Zoning & Licensing Agent

Town of Westwood - 126th Annual Town Report

Pedestrian and Bicycle Safety Committee Annual Report

Michael Kraft, Chair
Steven Olanoff, Vice Chair
David Atkins
Maria Costantini
Kate Wynne
Enkelejda (Kela) Klosi, Administrator
Tom McShane
Michael Tinsley

Ex Officio Members:
Town Planner
Todd Korchin, DPW Director
Steve Conley, Westwood Police
Christopher T. Coleman, Town Administrator

Mission

The Pedestrian and Bicycle Safety Committee (Ped/Bike) was organized in 2009 to help make Westwood a more pedestrian and bicycle-friendly community. The committee promotes walking and biking on the Town's streets, sidewalks, pathways, and trails by engaging residents and Town departments in an ongoing process of identifying needs, designing solutions, and recommending improvements.

About the Committee

The committee is comprised of Westwood residents and representatives from the Westwood Planning Department, Planning Board, the Police Department, and the Department of Public Works (DPW). The committee provides a forum for residents concerned about traffic, pedestrian, and bike safety issues to discuss their concerns directly with Town officials. The committee reports to the Planning Board and meets on the fourth Thursday of the month. Meetings are typically held at 50 Carby Street. Residents are encouraged to attend and participate in meetings.

In 2022, the Ped/Bike Committee acquired several new members to replace members who had moved on to other positions in the Town. David Atkins returned to the committee after serving on the Planning Board. The new members are Maria Costantini, Tom McShane, and Michael Tinsley.

Since its inception, the committee has been exploring ideas on actions to encourage walking and biking by interacting with local and regional agencies and neighboring towns, and most importantly by seeking input from Westwood residents. Solutions are always reached cooperatively with the DPW and the Police Department and then recommended to the Planning and Select Boards. More information about the Ped/Bike Committee, including meeting minutes and meeting notifications, can be found on the Westwood town website.

2022 Work

The following is a summary of projects in which the committee was involved:

- **Review of Planning Board Projects** – The committee reviewed projects before the Planning Board to ensure that pedestrian, bicycle, and traffic concerns were addressed and that the Complete Street principles adopted by the Town were being applied. Issues related to pedestrian circulation, open space, sidewalk access, bicycle racks, walkability, and transportation demand management were all scrutinized, and concerns were presented to the Planning Board at its meetings and hearings.
- **Westwood Community Trails Program** – This program is intended to organize volunteers and encourage more trail use. The program typically conducts hikes, is planning an “adopt a trail” program and a volunteer training day, and every year organizes Earth Day cleanups. It is a joint program of the Recreation Department and DPW and overseen by the Ped/Bike Committee which receives monthly reports of its activities. Hikes were held monthly in 2022 with an increased desire to get outdoors and explore the trails in town by both regular and new participants.
- **Infrastructure** – The Ped/Bike Committee is reviewing the completion of the Town-wide crosswalk and sidewalk improvement project brought about by a study of all Town crosswalks for ADA compliance and safety needs and the approval of a Road Improvement Bond at the 2020 Annual Town Meeting. Many crosswalks

Town of Westwood - 126th Annual Town Report

have been upgraded with curb cuts, more warning signs, and flashing lights.

The repaving of High Street with the addition and replacement of sidewalks resulted in smooth pavement with safety reflectors and concrete sidewalks on one or both sides of the street for the first time for the entire length of the road from one end of Town to the other. Also completed was the reconstruction of Hartford Street with curbing and sidewalks added to make the street pedestrian friendly.

The committee made some recommendations to the Select Board for safety improvements at Pond Street and Clapboardtree Street as part of a study of traffic in that area. Some of the recommendations have already been implemented.

We continued to advocate for the construction of the sidewalk on Gay Street, pushing for it to move ahead to meet the conclusion of the construction of the new Hanlon School. The committee is also participating in the proposed Canton Street sidewalks which is moving forward in design and application for state funding through the Metropolitan Planning Organization. A state grant has been obtained to build sidewalks on Downey Street from Booth Drive to Canton Street which would tie together all the sidewalks in the east side of Town.

- **Community Input** – The Pedestrian and Bicycle Advisory Committee always welcomes comments and concerns from residents about pedestrian, bicycle, and traffic safety, particularly street crossings and sidewalks. This past year the committee heard from a resident concerned about the condition of several sidewalks at different locations and from other residents concerned that traffic signals were not working properly. All these concerns were reported to the DPW. The committee gets regular reports of any problems with the new Amazon facility on Everett Street in Norwood where Westwood police are regularly enforcing restrictions on Amazon vehicles operating in the adjoining Westwood neighborhood. All concerns expressed by residents attending our meetings are brought to the attention of the police and DPW and will continue to be pursued by the committee.

New Member Opportunities

The committee is always encouraging new members to join the committee. We welcome anyone interested in improving walking and biking in Westwood to attend any of our meetings. If you would like to be considered for an appointment, please send a copy of your resume and a completed statement of interest via email to SelectBoard@townhall.westwood.ma.us, or via mail to the Select Board Office at 580 High Street, Westwood MA, 02090.

Respectfully submitted,
Pedestrian & Bicycle Safety Committee



Town of Westwood - 126th Annual Town Report

Planning Division Annual Report

*Nora Loughnane, Director of
Community &
Economic Development*

*Tiana Malone, Administrative
Assistant*

Mission

- To provide for conscientious and orderly land use development through Comprehensive Planning, Subdivision Control, Zoning Bylaw, and Zoning Map review.
- To proactively develop and implement land use development and growth management regulations consistent with the goals and policies of the Town.
- To protect the natural resources, safety, and aesthetic character of the Town through Environmental Impact and Design Review (EIDR)/ also known as site plan review, and the issuance of special permits pursuant to the Zoning Bylaw, and scenic road applications.

Responsibilities

- Manage and update town planning documents, including Westwood’s Comprehensive Master Plan, Open Space & Recreation Plan, and Bicycle & Pedestrian Safety Plan;
- Accept, process, and review Environmental Impact and Design Review (EIDR), Special Permit, and Subdivision applications, and prepare recommendations for consideration by the Planning Board;
- Review and approve Administrative EIDR Applications, where applicable for minor projects;
- Assist residents and property owners on land use and development matters;
- Organize and facilitate Planning Board meetings, and prepare meeting minutes and Board records;
- Prepare and record all Planning Board decisions;
- Prepare and process zoning amendments for consideration by Town Meeting and assemble materials for Attorney General Approval of adopted zoning amendment articles;
- Perform final site inspections on properties approved by the Planning Board for compliance with Planning Board approval;
- Update and revise various Planning Board rules and regulations, as needed;
- Conduct planning and land use research;
- Manage the Planning Division webpage, Facebook page, electronic files; and
- Participate in various committee and task force meetings, as required.

Accomplishments

Permitting and Development Applications

In 2022, the Town Planner facilitated the review of 38 permitting and development applications as follows:

Activity	2022	2021	2020	2019	2018	2017	2016
Approval Not Required Plans	5	6	3	7	6	10	7
Preliminary Subdivision Plans	0	0	0	0	0	1	1
Definitive Subdivision Plans	1	0	0	1	0	4	3
Administrative (EIDR) Applications	9	16	12	15	23	14	14
Site Plan Review (EIDR) Applications	16	14	13	14	11	10	9

Town of Westwood - 126th Annual Town Report

Activity	2022	2021	2020	2019	2018	2017	2016
Special Permit Applications	2	3	0	5	3	7	12
Scenic Roads Applications	3	1	0	0	1	1	2
University Station Project Development Reviews, Special Permits, and Conformance Project Reviews	2	0	1	4	1	2	1

Town Meeting Warrant Articles

This year, the Town Planner and Planning Board presented six Zoning Amendment warrant articles to Town Meeting. The most challenging of those articles was a zoning amendment to achieve compliance with the state's new MBTA Communities Law which requires the adoption of a zoning district of reasonable size that allows by-right multi-family housing within a ½ mile of public transportation. The Planning Board proposed a new Mixed Use Multi Family Residential Overlay District (MUMFROD) encompassing 22 Everett St. (commonly referred to as the Tumble Bus or Foster Block property), 85-95 University Avenue (Gables Residential Apartments), and 120-130 University Avenue (Westwood Place at University Station condos by Pulte Homes). Town Meeting voted favorably to adopt the new MUMFROD district at the Annual Town Meeting in May 2022. Town Meeting also voted to adopt five other Planning Board warrant articles which included zoning amendments affecting the Obed Baker property on High Street and the Shell Station property on northbound Providence Highway, and bylaw amendments affecting solar energy facilities, nonconforming uses, and housekeeping corrections.

Hazard Mitigation Plan

The Planning Division worked closely with other Town departments and consultants to update Westwood's 2011 Hazard Mitigation Plan (HMP). The updated plan was reviewed at a public visioning session in November 2022. It was then presented to the Planning Board, Conservation Commission, and Select Board, before being sent to the Massachusetts Environmental Policy Act Office (MEPA) for review and comment. The final HMP will be filed with FEMA in 2023.

Land Use Committee

The Planning Division continued to participate in the monthly Land Use Committee meetings, which facilitate improved collaboration and information-sharing among the Town's land use-related departments and provides a forum for applicants to informally present proposed development projects for staff comment and technical review.

Staff Changes

The Planning Division experienced challenging staffing conditions when Town Planner Abigail McCabe accepted a Planning Director position in Lexington, MA, after seven very successful years in Westwood. Since Abby's departure in March, other staff members within the Department of Community & Economic Development have stepped up to meet the Town Planner's responsibilities while we navigate the challenges of finding a suitable replacement for this important position.

2023 Service Plan/Goals

In 2023, the Planning Division will continue to assist the Planning Board in its review of applications for Special Permits, EIDR Approval, Scenic Road Approvals, Subdivision Approvals, and ANR Plan endorsements, and in its development of Town Meeting warrant articles. The Planning Division will also continue to guide the Planning Board and other Town departments in the Implementation of Westwood's Comprehensive Plan and Open Space & Recreation Plan.

Respectfully submitted,
Nora Loughnane, Director of Community & Economic Development

Town of Westwood - 126th Annual Town Report

Planning Board Annual Report

Christopher A. Pfaff, Chair

Ellen Larkin Rollings, Vice Chair

Joshua C. Ames

Kathleen Wynne, Secretary

Philip M. Giordano

Mission

- To provide for conscientious and orderly land use development through Comprehensive Planning, Subdivision Control, Zoning Bylaw, and Zoning Map review.
- To develop and implement land use development and growth management regulations consistent with the goals and policies of the Town.
- To protect the natural resources, safety, and aesthetic character of the Town through Environmental Impact and Design Review (EIDR), also known as site plan review, and the issuance of special permits pursuant to the Zoning Bylaw, and scenic road applications.

Land Use Development Review

Over the last several years, the Planning Board has worked with other Town boards and departments, to encourage redevelopment of commercial and industrial areas in Westwood. In 2022, the Planning Board approved applications for several new incoming businesses, including the 24M Lithium Ion research and development facility at 26 Dartmouth Street, Home 2 Hotel at 100 Station Drive, SkinDefyne at 911-929 High Street, and Playa Bowls at 745 High Street. Other project highlights include the review and approval of an application for the redevelopment of the existing Shell station at 394 Providence Highway to create an expanded Shell station, Seasons Market, and drive-thru coffee shop. The Board also reviewed and approved two modifications to plans for the new Hanlon-Deerfield Elementary School Building at 790 Gay Street and a modification of the special permit for the Homes at 45 Open Space Residential Development off of Clapboardtree Street.

Activity	2022	2021	2020	2019	2018	2017	2016
Approval Not Required Plans	5	6	3	7	6	10	7
Preliminary Subdivision Plans	0	0	0	0	0	1	1
Definitive Subdivision Plans	1	0	0	1	0	4	3
Administrative (EIDR) Applications	9	16	12	15	23	14	14
Site Plan Review (EIDR) Applications	16	14	13	14	11	10	9
Special Permit Applications	2	3	0	5	3	7	12
Scenic Roads Applications	3	1	0	0	1	1	2
University Station Project Development Reviews, Special Permits, and Conformance Project Reviews	2	0	1	4	1	2	1

In 2022, the Planning Board reviewed relative applications submitted:

- Reviewed and endorsed 5 Approval Not Required (ANR) plans pursuant to M.G.L. Chapter 41, Section 41P.
- The Planning Board considered 16 Environmental and Impact Design Review (EIDR) applications pursuant to Section 7.3 of the Zoning Bylaw including two alterations to existing wireless communication facilities at 213 Fox Hill Street and 690 Canton Street; two dumpster enclosure facilities at Daltile, 345 University Avenue and Michienzi Plaza, 911-929 High Street; and six earth material movement applications, which were typically for earthwork associated with construction for single-family residences.
- The Town Planner reviewed and approved 9 Administrative EIDR applications in 2022. A majority of the Administrative EIDR applications were for a change of the use category for new businesses without exterior work or only involving minor exterior alterations.

Town of Westwood - 126th Annual Town Report



Elevation drawing for the new Season's Market at 394-396 Providence Highway

Board Membership

The Planning Board consists of five elected members with overlapping three-year terms and two associate members. The Planning Board welcomed Joshua Ames and Philip Giordano in 2022. The Board also said goodbye to David Atkins and Thomas McCusker and thanked them for their dedicated service. The Board typically meets twice a month and held 20 meetings in 2022 in addition to attending other related events such as Town Meeting and Finance and Warrant Commission meetings. The associate members sit on cases where full members are unable or unavailable to participate, or to fill in during Board vacancies. Associate Members Steven Rafsky and Steven Olanoff were re-appointed as Associate Members in 2021. The Planning Board continued with remote meetings via Zoom due to the pandemic. The implementation of a fully electronic application submission system has made remote meetings for the review of applications highly efficient.

Zoning

In 2022, the Planning Board sponsored six zoning articles submitted to Annual Town Meeting. The articles focused on the establishment of a new Mixed Use Multi-family Residential Overlay District (MUMFROD); expansion of the High Street Flexible Multiple Use Overlay District 7 (FMUOD7) to include the Obed Baker House and Michienzi Plaza properties; redesignation of the Shell Station property at 394 Providence Highway from Industrial-Office (IO) to Highway Business (HB); modifications to Zoning Bylaw provisions related to Solar Energy facilities and Nonconforming structures; and general housekeeping article to clean up noted grammar, spelling, and numbering errors. All Zoning Amendment articles were passed at Annual Town Meeting in 2022, and approved by the Attorney General's Office.

Planning, Collaboration, and Outreach

The Planning Board adopted an Updated Comprehensive Plan in December 2020 to serve as a visionary land use guide for the next decade. Massachusetts Department of Housing and Community Development granted final approval to Westwood's 2020 Comprehensive Plan in January 2021.

Throughout the year the Planning Board reviews all project applications with the overarching goals and objectives of the Comprehensive Plan in mind. Consistent with goals and action items listed in the Comprehensive Plan, the Planning Board in 2022 took the following actions outlined in the Plan: reviewed and

Town of Westwood - 126th Annual Town Report

approved new Hanlon-Deerfield Elementary School, required stormwater upgrades at projects that came before them, proposed zoning amendments to encourage and promote renewable energy by making it easier for permitting for solar installations, brought forward zoning amendments that encourage 1) multi-family housing with an inclusionary housing component near public transportation consistent with the goal for creating more types of housing, 2) mixed-use redevelopment and rehabilitation of the historic Obed Baker House, and 3) redevelopment of a nonconforming service station on Route 1.

Other Departments and other Boards and Committees have been working toward the Plan's action items such as completing the Massachusetts Vulnerability Preparedness certification program, establishment of a Human Rights Task Force, and update of the Town's Hazard Mitigation Plan.

Public Information

The Board continues to utilize the Town's website to provide interested residents with comprehensive information on all pending applications, public hearings, decisions, and planning documents, such as the Zoning Bylaw Amendments, the Comprehensive Plan, the Board's Special Permit Granting Authority Rules and Regulations, and applications for site plan, special permit, and subdivision review. Approved minutes of Planning Board meetings remain available from the Town's website, www.townhall.westwood.ma.us for download. The Planning Board's Facebook page also shares information such as public events, applications, and meetings.

Respectfully submitted,
Westwood Planning Board

Town of Westwood - 126th Annual Town Report

Regional Councils and Boards Annual Report

*Metropolitan Area Planning Council
Three Rivers Interlocal Council
Metropolitan Planning Organization*

*Regional Transportation Advisory Council
MBTA Advisory Board*

Metropolitan Area Planning Council

Metropolitan Area Planning Council (MAPC) is the regional planning agency serving the 101 cities and towns in the Greater Boston region. With its four strategic goals—advancing equity, climate change preparedness, municipal collaboration and efficiency, and smart growth—MAPC is moving into the implementation phase of its newly completed regional plan called MetroCommon 2050.

MAPC works toward sound municipal management, sustainable land use, protection of natural resources, efficient and affordable transportation, a diverse housing stock, public safety, economic development, clean energy, healthy communities, an informed and participating public, and equity and opportunity among people of all backgrounds.

In 2022, MAPC continued to provide core support services to the region around walkability, bike sharing and cycling infrastructure, trail planning, parking policy, complete streets, transportation demand management, and transportation planning.

MAPC continued in 2022 to prepare resiliency plans for communities under the state Municipal Vulnerability Preparedness grant program (MVP) and developed climate action plans to implement key climate change adaptation actions.

More information about MAPC's services and activities is available at www.mapc.org. Associate Planning Board member Steve Olanoff represents the Town at MAPC meetings and events, and Philip Giordano is the alternate. Olanoff was again re-elected to the MAPC Executive Committee and serves on the MAPC Legislative Committee.

Three Rivers Interlocal Council

Three Rivers Interlocal Council (TRIC) is one of the eight subregions of MAPC and meets monthly on issues such as planning, community development, and transportation that are of mutual interest to its member communities. The thirteen municipalities comprising TRIC are Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, and Westwood.

An important function of TRIC is presenting local and regional transportation priorities to the MPO (described below). The highest priority project from TRIC has always been the reconstruction of the I-95/I-93/University Avenue/Dedham Street Interchange. The project is being built in stages with the reconstruction and widening of the Dedham Street corridor currently proceeding. Funding must still be found for rebuilding the main interchange ramps and bridges.

TRIC activities in 2022 were limited less by the coronavirus pandemic than in previous years with in-person meetings resuming. Topics discussed included zoning reform around transit stations, local and regional transportation problems, housing and commercial development, transportation financing, and taxation and financing strategies.

Planning Board member Joshua Ames was appointed to represent the Town at TRIC meetings and events, and Chris Pfaff is the alternate. Steve Olanoff also participated and represented TRIC at MPO and Advisory Council meetings (see below).

Town of Westwood - 126th Annual Town Report

Metropolitan Planning Organization

The Boston Region Metropolitan Planning Organization (MPO) is responsible for conducting the federally required transportation planning process for the 97 cities and towns in the Greater Boston region. The MPO creates a vision for the region and allocates federal and state transportation funds to studies, programs, and projects – roadway, transit, bicycle, and pedestrian – in support of that vision. The MPO is currently revising the Long Range Transportation Plan and also annually develops the Unified Planning Work Program (UPWP) and the Transportation Improvement Program (TIP). Westwood is currently seeking funding through the TIP for the Canton Street Sidewalk Project. Steve Olanoff is the alternate member of the MPO from the TRIC subregion.

Regional Transportation Advisory Council

Westwood is also a member of the Regional Transportation Advisory Council which provides the MPO with public input from its municipalities, state and local agencies, and independent advocacy organizations. The Advisory Council is a full-voting MPO member, participating in all MPO deliberations and decisions, and formally commenting on all MPO plans and programs. Planning Board member Philip Giordano was selected to represent the Town this past year on the Advisory Council with Steve Olanoff participating by representing the TRIC subregion.

MBTA Advisory Board

The MBTA Advisory Board represents 175 municipalities served by the Massachusetts Bay Transportation Authority. It provides public oversight of the MBTA as well as technical assistance and information on behalf of the member communities and the transit-riding public. It advises the MBTA on both its operating and capital budgets.

In 2022, the Advisory Board focused its advice to the MBTA on identifying adequate funding for the MBTA to address its operating and capital budgets towards ultimately restoring service to pre-pandemic levels. There is significant concern that funding will be insignificant to meet the MBTA's needs once federal pandemic spending and the catchup in capital spending are completed. This problem requires attention at the state level. The transformation of commuter rail into a regional rail system with conversion to full electrification is being planned but is not yet included in the MBTA's five-year Capital Investment Plan.

The Advisory Board continued expansion of its committees and direct involvement with the relevant T officials with its new director, staff, and office space, and its new officers, revised procedures, and overhaul of the Advisory Board's by-laws.

Locally, maintenance issues at the Route 128 Railroad Station are being resolved by the extensive and soon-to-be-completed overhaul of the MBTA garage. The Amtrak station itself has been brought up to date on its maintenance and hopefully will remain as such. Town officials continue to advocate for the MBTA to establish an ongoing annual budget for garage maintenance which would continuously keep it in good repair. Steve Olanoff is Westwood's designee to the MBTA Advisory Board and serves on its By-Law Committee, Commuter Rail Committee, and Rapid Transit Committee.

Respectfully submitted,
Steven H. Olanoff, Planning Board Associate Member

Town of Westwood - 126th Annual Town Report

Zoning Division Annual Report

Karyn Flynn, Zoning & Licensing Agent

Tiana Malone, Administrative Assistant

Mission

The Zoning Board of Appeals (ZBA) was established in accordance with MGL Chapter 40, Section 12 to undertake the timely review and consideration of variance and special permits requests pursuant to various sections of the Westwood Zoning Bylaw and to consider appeals of decisions made relative to the enforcement of the Zoning Bylaw by other boards and municipal staff.

The Zoning Division provides administrative assistance to the ZBA and guidance to applicants seeking to file requests for special permits, variances, or appeals.

Activity

The Zoning Division processed a greater number of applications in 2022 than in previous years:

Hearing Activity	2022	2021	2020	2019	2018	2017	2016
<i>Total Applications</i>	42	36	25	27	26	35	37
<i>Special Permits</i>	30	29	17	23	22	26	33
<i>Variances</i>	11	4	8	4	3	5	1
<i>Appeals</i>	1	2	0	0	1	2	1
<i>Comprehensive Permits</i>	0	0	0	0	0	2	0

2023 Service Plan/Goals

- Continue to provide the highest level of service to applicants, property owners, and Board members.
- Continue to work closely with the staff of the Building, Planning, Conservation, Health, and Housing Divisions to provide efficient permitting for applications that require coordinated review.
- Update Rules and Regulations to reflect revised submittal requirements for electronic permitting.

Respectfully Submitted,

Karyn Flynn, Zoning & Licensing Agent

Town of Westwood - 126th Annual Town Report

Zoning Board of Appeals Annual Report

Karyn Flynn, Zoning & Licensing Agent

John Lally, Chair

Sean Coffey, Associate

Mark Callahan, Associate

Linda Walsh, Associate

Keith Flanders, Associate

Danielle Button, Associate

Michael McCusker, Clerk

Mission

The Zoning Board of Appeals (ZBA) was established in accordance with MGL Chapter 40, Section 12 to undertake the timely review and consideration of variance and special permits requests pursuant to various sections of the Westwood Zoning Bylaw and to consider appeals of decisions made relative to the enforcement of the Zoning Bylaw by other boards and municipal staff.

About the ZBA

The ZBA is comprised of three regular members and four associate members appointed by the Select Board. The ZBA is supported by the Zoning & Licensing Agent. The ZBA meets monthly or more often as needed to review applications for appeals, special permits, variances, and Comprehensive Permits.

Activity

The ZBA convened regularly in 2022, utilizing the Governor's Executive Order to allow remote public hearings, and was able to conduct its regular business in response to the needs of residents and commercial operators.

<i>Hearing Activity</i>	<i>2022</i>	<i>2021</i>	<i>2020</i>	<i>2019</i>	<i>2018</i>	<i>2017</i>	<i>2016</i>
<i>Total Applications</i>	<i>42</i>	<i>36</i>	<i>25</i>	<i>27</i>	<i>26</i>	<i>35</i>	<i>37</i>
<i>Special Permits</i>	<i>30</i>	<i>29</i>	<i>17</i>	<i>23</i>	<i>22</i>	<i>26</i>	<i>33</i>
<i>Variances</i>	<i>11</i>	<i>4</i>	<i>8</i>	<i>4</i>	<i>3</i>	<i>5</i>	<i>1</i>
<i>Appeals</i>	<i>1</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>2</i>	<i>1</i>
<i>Comprehensive Permits</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>

The ZBA is committed to its service to the Town. Although its core work is mandated by state law, the ZBA has continued to improve on that commitment by expanding access to town staff and resources through its website, improving its digital application process, and abiding by its long-standing practice of reviewing all applications and making thoughtful, informed decisions that both protect the interests of property owners and preserve the Town's commitment to responsible land use.

Respectfully submitted,

Karyn Flynn, Zoning & Licensing Agent

PUBLIC SAFETY

Town of Westwood - 126th Annual Town Report

Westwood Fire Department Annual Report

John Deckers, Fire Chief



Mission

- To protect life and property from fire through prevention, education, and suppression.
- To protect life from medical emergencies and traumatic injuries.
- To protect life, property, and the environment from hazardous materials and other man-made or natural disasters.
- To enforce fire safety laws and regulations.

Staff

44 Uniformed Personnel

- 1 Chief
- 1 AC of Operations
- 4 Captains
- 4 Lieutenants
- 32 Firefighters
- 1 EMS Coordinator
- 1 Fire Prevention/ Training Captain

2 Civilian Employees

- 1 Office Manager
- 1 Part-time Apparatus Maintenance Specialist

Programs/ Service Areas Provided:

- Fire Suppression/Emergency Operations
- ALS Ambulance Services/EMS
- Hazardous Materials Incident Response
- Specialized Search and Rescue Services
- Fire Prevention/Code Enforcement Inspection Services
- Training
- Fire Investigation
- Public Education/S.A.F.E. (Student Awareness of Fire Education & Senior Fire) Grant Program
- Emergency Planning
- Administration
- Municipal Fire Alarm Construction and Maintenance



Town of Westwood - 126th Annual Town Report

2022 Statistics: <i>Total Call Volume: 4,064</i>	
Fires	117
Overpressure Rupture/Overheat	2
EMS/Rescue Service:	2142
Hazardous Conditions	137
Service Calls	685
Good Intent Calls	483
False Alarms	492
Smoke/Co Inspections	268
Severe Weather	2
Special Type/Complaint	4
Open Burning Permits	136
Inspection & Permits	657
<i>Revenues Generated for 2022</i>	
• Ambulance Service	\$1,014,617.77
• Smoke/CO 26F Fees	\$10,760
• Permit & Plan Review Fees	\$10,081
TOTAL	\$1,035,458.77

2022 Areas of Note

- The peak level staffing model continues to show an increase in the Department’s ability to respond to multiple incidents during our busiest service request hours of 8 am to 6 pm.
- Continued to implement Apparatus Based technology to enhance response time and data collection.
- The Department applied for and was awarded a grant for \$7,172.00 from the S.A.F.E. Program Grant. This grant allows us to continue bringing our Fire Prevention Programs to the schools and the Town’s seniors.
- Continued the “Adopt-A-Hydrant” program to educate residents on the importance of shoveling out their hydrants after a snowstorm.
- Hired and trained two (2) new firefighters. Probationary Firefighters Julio Herrera and William Kelley.
- All schools, nursing facilities, and places of assembly were inspected quarterly as required by law.
- The Fire Prevention Division performed inspections and plan reviews and issued permits covering oil and propane installations, blasting operations, sprinkler system installations, fuel tank removals, new occupancies, and oil tank truck safety inspections.
- The Department would like to remind the residents to change the batteries in their smoke and carbon monoxide detectors. Please be aware that smoke detectors are required on each habitable floor, at the bottom of all stairways, and outside all bedrooms. New smoke detectors are available with 10-year lifetime batteries. Carbon monoxide detectors are required on each habitable floor and within ten feet of all bedroom doors. For more specific information visit us online, call 781-471-5092, or stop by Fire Headquarters.
- Two members of the Department are part of a Norfolk County technical rescue team and can be deployed on incidents within the Commonwealth.

Town of Westwood - 126th Annual Town Report

- The Department this year hosted Emergency Medical Technician and Paramedic refresher courses. Monthly Continuing Education courses were also provided. Included in this training were quality control rounds conducted with the Department's Medical Control Doctor reviewing previous cases.
- Hazardous materials inspections were performed in conjunction with the Board of Health to ensure compliance with the Town's Hazardous Materials Bylaw.
- AC Lund continued to work with the State's Hazardous Materials Response Team, responding to many incidents around the State and attending advanced-level training sessions.
- The department is working with Westwood Cares and the Opiate Task Force to educate the public about the ongoing opiate epidemic.
- Continued a Critical Incident Stress (CIS) program to reduce the trauma experienced by firefighters and citizens. This program includes the use of a certified, stress therapy dog named Monti donated to the department to help combat not only CIS but also the effects of cumulative stress.
- In 2022 The Westwood Fire Department applied for and was awarded a Firefighter Safety Equipment Grant from the Executive Office of Public Safety and Security and the Department of Fire Services for \$15,258.99. This grant will be used to purchase 3 new portable radios and a mobile accountability system. This system will allow the scene commander to keep track of all incident personnel and different tasks in the Fire Department.
- We also were awarded \$4,381.00 for Student Awareness of Fire Education (S.A.F.E.) and an additional \$2,277.00 for Senior S.A.F.E. The S.A.F.E. grant allows instructors to meet with Pre-K and Kindergarten students in their schools and have them come to the fire station to go over E.D.I.T.H. (Exit Drills in The Home), friendly firefighter, and stop drop and roll. Lessons are tailored to the Students' level of learning using the nationally recognized curriculum to meet educational objectives.
- The Senior S.A.F.E. grant allows us to increase our interactions with senior members of the community. One of our goals is to educate the elderly on fire prevention measures and life safety skills that can help them to safely stay in their homes longer. Some of the funds will be used to purchase smoke/CO detectors that we will install for seniors in need.

COVID-19 Pandemic

- The Department continued to take a proactive approach to employee safety which included temperature screening and screening questions for the first three months.
- Continued working with the Commonwealth and the Department of Public Health to develop the ability to test for COVID-19 infection.

2023 Outlook

- Maintain a high level of service while at the same time making changes within the department to reflect the many challenges facing the town.
- Work on leadership reorganization to ensure that the Fire Department is maintaining industry best practices and placing the right people in the right positions to provide extraordinary service. A new Assistant Fire Chief position will be filled and will be responsible for daily fire and EMS operations of the department.
- Hire, train, and recruit firefighters to fill (2) vacant positions to increase the capabilities of the Fire Department.
- Continue to apply for State and Federal Grants.

Town of Westwood - 126th Annual Town Report

- Continue to review the call volume and patterns for University Station and throughout town to ensure both effective and efficient service delivery.
- Implement new updates and training to the National Fire Incident Reporting Software (NFIRS) system, to enable improved data collection and utilize enhanced reporting to drive efficient and effective decision-making.
- Work closely with other Town agencies on the Phase II development of University Station.
- Continue to strengthen our Public Safety partnership to further develop an all-hazard community risk reduction program known as Neighbors Helping Neighbors which will focus on proactively reducing hazards throughout the town.

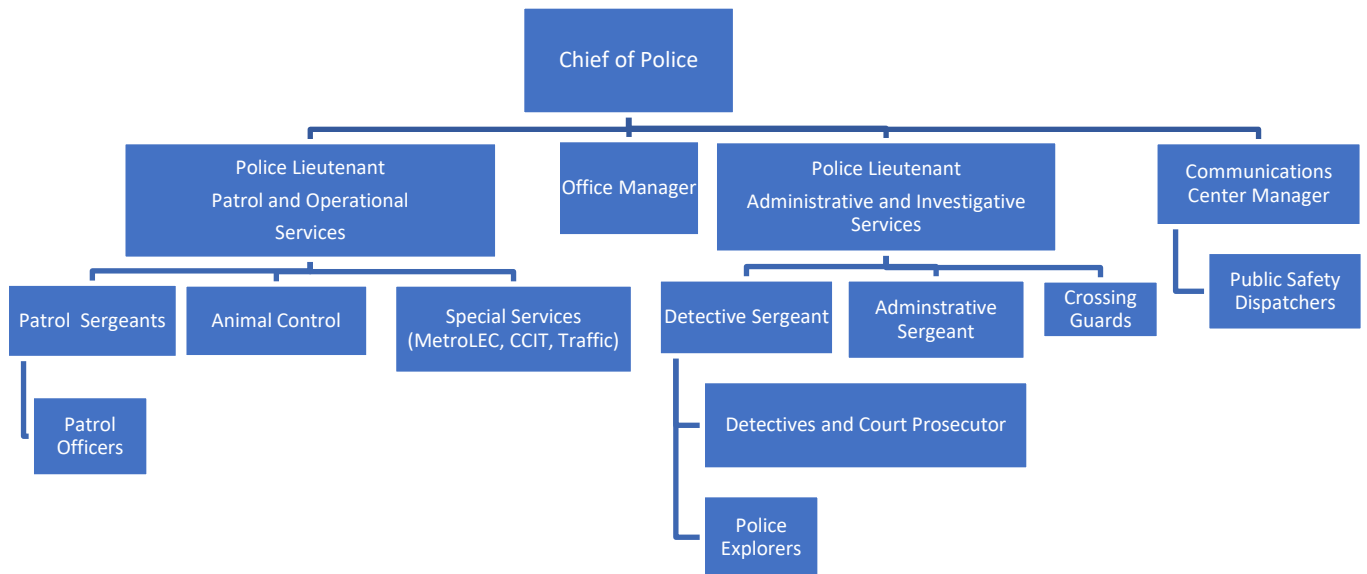
The Fire Department works closely with many other departments and boards within the Town and appreciates their cooperation and professionalism, especially the Building Department, Police Department, and the Board of Health.

Respectfully submitted,
John Deckers, Chief of Department

Town of Westwood - 126th Annual Town Report

Westwood Police Department Annual Report

Jeffrey P. Silva, Chief of Police



Mission:

The mission of the Westwood Police Department is to further enhance the quality of life throughout the Town of Westwood by working cooperatively with all facets of the community toward reducing the incidence of crime and the perception of fear, to assess and develop strategies that are designed to address various problems and issues, and through diverse policing efforts, continue to work with the community in providing a safe and caring environment for all.

Responsibilities:

- To provide continuous and uninterrupted public safety services to the community that includes a wide range of social service activities that go beyond the traditional police mission of preserving the peace, enforcing the laws, and protecting the public.
- To develop and facilitate collaborative partnerships with all facets of the community by identifying potential problems and issues, responding to various concerns and complaints, and developing strategies that are designed to have a positive and direct impact on the quality of life for those who live, work, and visit within the Town of Westwood.
- To provide excellence in police services to meet the continually growing needs of the community.
- To identify actual and potential hazards to the community and develop strategies to reduce or avoid their impact.
- To develop educational programs targeting specific concerns among our various age groups within the community.
- To respond to all emergencies, complaints, and calls for service received by the department to resolve the situations by employing direct intervention techniques or through a process of referrals to other applicable agencies or organizations.
- To continue to manage all police, fire, medical, and 911 calls through our consolidated dispatch center.

Town of Westwood - 126th Annual Town Report

Program/Service Areas:

Presently the Westwood Police Department provides fourteen (16) major program/service areas including the following:

1. Uniform Patrol & General Police Operations
2. Criminal Investigative Services
3. Juvenile Offender & Youth Services (SRO)
4. Public Safety Services & Programs
5. Records-Keeping Functions
6. Public Safety Communications Services
7. Prosecutorial & Victim/Witness Functions
8. Police Community Services & Programs
9. Police Administrative Services
10. Emergency Planning & Operations
11. Elderly Protection Services
12. School Crossing Services
13. Police Explorer Program
14. Bicycle Patrol & K9 Operations
15. Animal Control Services
16. Traffic Safety & Enforcement

Prior Year Accomplishments:

- Enhanced staff cultural, linguistic, racial, and gender diversity to better match the constituency
- Modernized 100% of the Administrative fleet to hybrid gas/electric and fully electric vehicles
- Continued implementation of hybrid gas/electric patrol vehicles to the uniform patrol fleet
- High visibility patrol in high-traffic areas such as University Station to improve responsiveness
- Enhanced services with the use of universal terrain vehicles to enhance emergency response
- Fully staffed the Community Crisis Intervention Team (CCIT) to address mental health and opioid addiction services throughout the pandemic when other outside services were limited
- Continued regional police partnership in MetroLEC to expand resources to residents
- Secured state and federal grant funding for technology, training, and equipment
- Continued partnership with Westwood Schools using a full-time School Resource Officer
- Conducted successful recruitment and hiring process to secure top candidates for open positions
- Conducted a successful promotional process to elevate and diversify leadership staff positions to provide more efficient and effective police service to the community
- Achieved Massachusetts Police Accreditation certification and full accreditation
- Added a detective position to address growing concerns of identity fraud, and cybercrimes and assist with more complex criminal investigations
- Added a first-line supervisor to ensure adequate supervision, mitigate liability and help insulate the Town from potential legal claims of inadequate supervision

Next Year's Service Plan:

- Further implement electric and gas/electric hybrid police vehicles into the fleet
- Enhance the role of regionalized police partnerships collaborating in the areas of mental health, animal control, opioid addiction services, and tactical emergency response
- Initiate targeted community policing initiatives in town, both in schools and the community
- Continue to foster community volunteerism among staff within the police department
- Modernize equipment and policies to meet or exceed industry best practices
- Address staffing needs to meet the growing demand and evolving needs of the town
- Fill anticipated vacancies and reorganize the internal structure to most efficiently address the service delivery needs of our residents and the community
- Continue to strive to enhance staff diversity to match the constituency we serve

Town of Westwood - 126th Annual Town Report

Budget and Personnel Highlights:

The Police Department has enhanced training and capability for our newly added Traffic Accident, Investigation, and Community Impact Officer to supplement our previously created Traffic Safety and Enforcement Officer to address the ever-traffic and other concerns caused largely by commercial growth in the town. We also welcomed new Officers Christopher Elcock, Stephen Burke Jr., and Keith Holland to fill vacancies created by retirements and promotions. Officers have been successfully trained and assimilated into the department and have helped address demands caused by the continued growth in the University Station area of town. As service demands for the town increase, the department will seek to adjust levels and organizational structure to provide the most efficient delivery of service – particularly at the patrol and first-line supervisory levels. As the demands for police service continue to expand, the Police Department will continue to seek ways to protect and serve the town through regional partnerships, staff reorganization, and fiscally responsible personnel management to meet the needs of our community.

The Police Department continues to have high demands for service as shown in our police log from arrests and traffic enforcement to calls for assistance from emotionally disturbed persons. In addition, the Police Department was able to engage with both our student and senior populations meaningfully as we continuously strive to achieve excellence in police service through outstanding community policing partnerships. Identity fraud, commercial theft, and targeted financial crimes predominate our calls for service, but working together with our residents and community partners including the Senior Center, community banks, and several retail establishments, the Police Department was able to prevent many residents from being victimized, minimize and mitigate loss with others, and bring cases forward for prosecution for those persons who were victimized to help make them whole. We also solved numerous cases that occurred in Westwood but were perpetrated by suspects literally from all over the world. The strong work by our staff to solve the cases, identify perpetrators, locate and apprehend those responsible and bring them to justice highlights our commitment to service for the community.

Our Communications Center Manager position continues to exceed expectations by hiring talented and highly trained staff, improving procedures, and implementing more modern and efficient public safety software systems. Additionally, the position has highlighted the substantial demand for management and supervision of the multiplicity of software packages, infrastructure equipment, radio and telephone systems, staff, and demands associated with operating a consolidated 911 communications center. Maintaining dispatch operations here in town for police, fire, and medical needs allows us the opportunity to provide a tailored level of emergency response unrivaled by combined centers. In countless instances, our staff's knowledge of the town and our residents has led to life-saving response times and deployment, in conjunction with our patrol staff, that would otherwise not be possible.

The Police Department is working continuously to make certain that residents reap the benefits of a comprehensive plan to align police staffing, services, and equipment to make certain the police response and infrastructure that the town requires provide the service that our residents rightfully deserve. While calls for service and traffic concerns remain high, violent crime levels and random victimization continue to be extremely low; Westwood is an incredibly safe community. The department continues to modernize equipment, policies, and practices as we continue to diversify our dedicated staff. We thank you for your continuous support, and we welcome your input to help make our Police Department and our community the very best they can be.

Town of Westwood - 126th Annual Town Report

Performance Measures:

	2015	2016	2017	2018	2019	2020	2021	2022
Dispatch								
911 Calls	4,584	4,184	3,993	3,820	3,663	4,607	5,024	5,326
All calls for service	28,404	29,938	27,632	32,815	32,620	39,497	38,642	38,165
Police Dispatches	27,620	29,493	25,902	24,449	29,278	33,488	36,706	35,631
Fire/EMS Dispatches	3,053	3,277	3,165	3,438	3,429	3,675	4,016	4,288
Crimes								
Murder	0	0	0	0	0	0	0	0
Rape	4	4	6	3	2	3	2	3
Robbery	1	4	1	0	3	1	1	0
Arson	0	0	0	0	0	0	0	1
Aggravated Assault	4	15	12	7	6	13	8	9
Burglary & Attempts	25	12	10	7	16	10	10	11
Larceny-Theft	131	160	153	120	144	540	215	218
Motor Vehicle Theft	3	1	2	6	4	1	5	7
Theft from Motor Vehicle	14	17	36	22	18	10	5	11
Alarms	975	860	932	889	775	549	630	605
Accidental 911 Calls	560	564	522	466	479	1,243	1,371	1,605
Missing Persons	13	14	15	10	14	9	12	7
Disturbances	350	388	374	331	366	420	328	316

Police Activity								
Total citation violations	4,324	3,869	2,507	4,103	3,089	2,325	3,621	2,879
Citations issued	3,259	2,895	1,828	3,138	2,441	1,292	2,510	2,408
OUI Liquor/Drug arrests	34	29	26	36	32	17	22	21
Arrests (Custody & Summons)	553	472	384	486	439	259	249	333
Crashes covered	584	528	483	529	491	300	495	459
Persons injured in crashes	98	110	111	102	102	61	72	70
Fatal injuries in a crash	0	0	1	0	0	0	0	1
Animal Calls	591	569	595	466	474	394	388	318
Parking Tickets	208	289	269	298	166	107	59	58
Handicapped Parking Violations	99	85	128	200	90	43	39	56

Respectfully submitted,
Jeffrey P. Silva, Chief of Police

Town of Westwood - 126th Annual Town Report

Parking Clerk Annual Report

Christopher T. Coleman, Parking Clerk

Mission

Parking enforcement is a necessary activity to maintain safe passage along the streets and parking lots, as well as provide sufficient access for those where there have been special parking provisions made. In most instances, the parking enforcement in Westwood centered around four main parking issues. The first involves emergency parking hours, the overnight parking ban that takes effect each year on December 1st between the hours of 2:00 a.m. and 6:00 a.m. for a period longer than two hours. That parking ban remains in force until April 30th. The principal reason for the parking ban is to keep the streets open in the event there's a winter storm so the streets can be plowed. The second revolves around improper parking in designated handicapped parking spaces. The enforcement of these parking regulations ensures that parking spaces that have such designations remain open for those who have the proper permit. Third, vehicles parking in designated public safety or fire lanes. Quite often this involves access to public buildings, such as schools and other public buildings.

With respect to the overnight parking ban, which is in place over the winter months, the police department will normally issue warnings for the first month to remind residents of the parking ban. The department also makes arrangements with the two local newspapers to run advertisements reminding residents of the parking ban.

Under the newly revised Town Charter, the Town Administrator, as the Emergency Management Director, can enforce a Snow and Ice Emergency Parking Ban which would require all vehicles to be cleared off the roads during the event of an emergency. This Snow and Ice Parking Ban will be advertised through the Town's Connect CTY and published on the Town's website for the duration of the emergency.

2022 Report

In 2022, the Town of Westwood issued 38 parking tickets, which equaled fines totaling \$3,575, including penalties incurred. The police department is charged with the responsibility of issuing parking tickets to maintain and enforce public safety in the Town. A late notice is generated for parking tickets that have not been resolved within 21 days of the violation. In those cases where the parking tickets are considered overdue, there is an additional fine that is assessed if the parking goes unanswered. If the overdue notices are not answered, the next step is to refer those parking tickets to the Registry of Motor Vehicles where the registrations of the vehicles are flagged. Once the registration of a vehicle has been flagged with an unresolved parking ticket, the registered owner of the vehicle will not be able to register the vehicle at the time when the registration expires until the outstanding parking ticket(s) has been paid.

Breakdown of Parking Tickets	
Type of Parking Ticket	# Tickets
Handicap Parking Violations	34
Parking in Public Safety / Fire Lanes	2
Blocking Hydrant	0
Within 20 Feet of an Intersection	0
Within 10 Feet of a Fire Hydrant	1
Wrong Direction	0
Overnight Parking	0
Parking in Prohibited Area	1
Column Total:	38

There is a process in place for those who wish to contest a parking ticket they may have received. For those who feel they have just cause to protest a parking ticket, they must request a hearing in writing, to the office of the Parking Clerk at the Town Hall. Upon receiving the request, a written justification for voiding the parking ticket is requested of the applicant and a written justification for issuing the parking ticket is requested of the issuing officer and a decision is rendered. If this process does not result in a satisfactory outcome, an appointment for a hearing will be scheduled.

Respectfully submitted,
Christopher T. Coleman, Parking Clerk

DEPARTMENT OF PUBLIC WORKS

Town of Westwood - 126th Annual Town Report

Department of Public Works Annual Report

Todd Korchin, Director of Public Works

Brendan Ryan, Assistant Director of Public Works/Operations Manager

James McCarthy, Director of Facilities

Mission

The Department of Public Works strives to provide quality of life in Westwood by operating and maintaining the Town's infrastructure and assets in a sustainable, efficient manner. Protecting the public's health and well-being and also providing for the environmental, economic, and social needs of the community while beautifying the Town is the primary objective each season.

Some of the major annual goals of the Department include improvements toward the safety of pedestrian, vehicular, and cycling traffic on Town roads. These improvements include paving enhancements, maintenance, drainage, street lighting, traffic control signals, traffic markings, sharrow markings, signs, and, snow and ice removal.

The management of Town Grounds, all athletic fields, and the two Town-owned cemeteries also falls under the jurisdiction of the Public Works. The major emphasis for these locations is customer service and beautification, making sure that all locations are cared for with the utmost level of attention to all detail and landscaping needs.

The Department of Public Works also oversees the Westwood Sewer Division. The Sewer Division provides (6) six major programs/services. These include Administration, Billing, Pumping Station Maintenance, Collection System Maintenance, Assessment from Massachusetts Water Resource Authority (MWRA), and Debt Service-Construction.

The sewer operation and maintenance consist of approximately 87 miles of gravity sewers and eleven pumping stations. Annual maintenance includes the administration of State mandated T.V. and cleaning, inspecting the installation of sewer services, recording drawings of services to our files, and administering repairs and upgrades to sewer pumping stations. There are also ongoing thorough reviews of T.V. work along all main lines to better coordinate large capital needs that primarily focus on phased planning for assessing the sewer system for the next round of infiltration and inflow reduction, investigation, and work projects.

The Department of Public Works also manages the contract issued to Waste Management for the collection and disposal of all residential solid waste and recyclable materials in accordance with Massachusetts General Laws. The Town agreed to a contract extension with Waste Management last year that will continue its services through 2024. This contract provides for fully automated trash and recycling pick-up, which increases recycling, saves money, improves the environment, and beautifies our community. In addition, the contract includes biannual bulk item pickups, free of charge for residents.

Engineering Services

The Department of Public Works contracts with an outside consultant for on-call engineering services. The scope of the on-call engineering services includes reviewing Planning Board applications, preparing capital projects from a design and bid standpoint, and, assisting with inspections of projects under construction. The consultant also works with the Select Board to make drainage and traffic improvements and maintain a road inventory and management plan. The consultant also works with the Conservation Commission to review wetland studies and assist with inspections of developments under construction.

Public Building Maintenance

The Facilities Division of the Department of Public Works provides scheduled and routine maintenance and custodial services for Town Hall, Senior Center, Carby Street Municipal Office Building, Police Station, both Fire Stations, Islington Community Center, the Main and Islington Branch Library, and all DPW buildings. All contracted services for these buildings are managed by the Facilities Division including custodial, HVAC,

Town of Westwood - 126th Annual Town Report

plumbing, electrical, and life safety.

Utility costs for all municipal buildings are included in the building maintenance budget, along with the cost of repairs and maintenance, custodial supplies, and services. Significant maintenance and replacement of capital equipment are not included in the operating budget. A long-term preventative maintenance and replacement plan for the protection of the Town's assets ensures that the capital needs of each building are addressed.

Fleet Maintenance

The Fleet Maintenance Division provides the maintenance and repairs of DPW, Police, Senior Center, and other department vehicles. A weekly vehicle report has been implemented to increase responsibility and communication between divisions. Long-term preventative maintenance and replacement plan for the long-term protection of the Department of Public Works' assets has now been developed and is incorporated into the Town-wide capital program resulting in a more efficient way of managing these assets.



Energy Management

Street Lighting

There are currently 1,311 streetlights in the Town consisting of 1,075 overhead streetlights and 236 period-style lights. In general, lights are provided in public ways that have been accepted by the Town. In 2002, the Town purchased the street lights from NSTAR and a contractor maintains the lights. The cost of maintaining these lights is rising due to aging infrastructure. Four years ago, the Town replaced every streetlight with LED fixtures that consume less energy and are more efficient.



In 2022 Westwood was awarded a grant for \$90,000 from the Department of Energy Resources (DOER) Green Communities. The grant will be used for new LED lighting at the Sheehan Elementary School and for HVAC upgrades at the Thurston Middle School. The Department of Public Works has also received incentives from Eversource. The Town and the Commonwealth of MA have entered into a contract to work together to participate in future competitive funding opportunities.

The Town of Westwood is committed to continuing to reduce its energy consumption by 20%. The two school projects as well as others completed over the past years and future projects will help the Town achieve this goal. Over the past seven years, the total DOER Green Communities grants that have been awarded to the Town of Westwood is approximately \$1.39 million. Over the last five years, over 50 projects have been completed exceeding \$ 2.5 million in savings in utility costs and greatly improved utility infrastructure.

FY22 Accomplishments

Traffic Safety

The Highway Division completed paving improvements along the Willard Circle and Downey Street neighborhoods. These improvements consisted of upgrading the sidewalk asphalt surface to concrete, installation of granite curbing, and milling and overlay of new pavement along each neighborhood roadway.

Town of Westwood - 126th Annual Town Report



Through the Town-Wide Pavement Management Program the Division contracted out and crack-sealed 30 streets with 200,000 sq. yd. of crack-sealant.

The Town was also awarded a third grant from the Massachusetts Department of Transportation (Mass DOT) *Complete Streets* for \$360,000. This funding will be used to install a new sidewalk along Downey Street from Booth Drive to

Canton Street. The design is nearing completion and construction is expected to begin in late spring 2023.

The Town continues to clear invasive species around the immediate Buckmaster Pond area and will continue with the project over the next couple of seasons.



Snow & Ice

The Town implemented the first DPW Public Snow Removal Policy which enabled the DPW to efficiently perform its snow removal throughout active events. This past season crews responded to 14 events and salted and treated 95 miles of roadway. Town crews operated twenty-five pieces of Town equipment for sanding, salting, and plowing while combining an additional 33 pieces of equipment supplied by a hired contractor.



Facilities

The Facilities Department completed a capital needs assessment for seven municipal buildings. The Department hired and continues to manage four full-time custodians to service the municipal buildings. The Facility Department continues to assess all municipal infrastructure and plans the necessary annual capital improvements.

Fields & Grounds

The Fields and Grounds Department has worked very closely with the Athletic Department, Recreation Department, Little League, Babe Ruth, and several other organizations to provide the best facilities for those programs to use. Many improvements have been made to several fields in Town and fence upgrades to School Street Playground, Hanlon School, and Sheehan School. In addition, new irrigation systems have been installed at Hanlon and Sheehan schools this year.

Solid Waste

The trash contract for fully automated trash and recycling pickup in Westwood was renewed through 2024 with an option for 2025.

Town of Westwood - 126th Annual Town Report

The Select Board voted to allow the pickup of additional recycling and continues to offer additional recycling containers for residents to purchase for a one-time fee of \$60. Additional trash containers are also available for a fee of \$150, annually. Lastly, compost bins are available for purchase for a one-time fee of \$40.00.

The Department recently amended the contract to protect the Town from high contamination fines from Waste Management.



Recycle Coach continues to offer residents an online platform accessed via the town website or on the app. *Recycle Coach* offers residents an easy way to stay organized with custom curbside collection calendars; receive collection reminders and real-time updates; and a search tool for disposal and other information.

Each year the Department offers; Household Hazardous Waste Day, two Recycling Days, two Household Bulk Collection Events, Yard Waste Collection weeks (ten), Christmas tree pick up, and a cardboard dumpster onsite for two weeks following the holidays.

Cemetery

The Westwood Cemetery Department is embarking on a design project for the next phase of the Westwood cemetery. This new phase will incorporate a brand-new section for future burials. The design is expected to be completed by the summer of 2023. The construction phase will follow shortly thereafter with a completion date of summer 2024. In 2022 there were 52 burial rights sold and the Town's cemeteries had 86 internments.

Sewer

The Sewer Department planned, designed, and constructed phase three of the inflow and infiltration project that will prevent infiltration into the critical portions of the sewer collection system. This plan was completed in late summer. Also, several pump stations were upgraded making them more efficient in their operation and energy consumption. The Supervisory Control and Data Acquisition (SCADA) System project has been completed and upgraded.

FY24 SERVICE PLAN/ACCOMPLISHMENTS

- The Department of Public Works will continue to provide excellent customer service to the community through communication, continue building a strong collaborative team to plan strategically for the future and focus on continuous improvement.
- The Annual Summer Paving projects for this upcoming season include the following streets: Clapboardtree St., from Washington St. – Winter St., Milk St., Canton St., Manor Ln., and Coach Ln. These paving projects will begin in the Summer of 2023.
- The Facilities Division will continue to coordinate all capital projects and management of the custodial program.
- The Sewer Department will continue the aggressive program for the reduction of infiltration and inflow in the sewer collection system. This program has tremendous incentives offered by the MWRA that the Town has taken advantage of and will continue to do so.
- The Town has also hired a consultant, TEC, for sidewalk design along Canton Street. This project will include pedestrian accommodations related to foot traffic and bicycles. This project may receive funding through the Transportation Improvement Program (TIP).

Town of Westwood - 126th Annual Town Report

- The Statewide (Municipal Separate Storm Sewer System) MS4 permit is effective this summer and the Department will continue to implement an effective stormwater quality management program, complying with all water quality regulations.
- The Department will continue to implement the new long-term capital equipment plan for the replacement of all vehicles and equipment.
- The Facilities Division will continue to work on its long-term plan for the preventative maintenance and replacement of the Town's facility assets, including promoting energy efficiency. Energy consumption tracking will assist with forecasting future annual energy usage for both the new Fire Station and the new Police Station.
- The Department of Public Works will pursue more grant opportunities through the State's "Complete Street Program" and the Transportation Improvement Program (TIP). Both programs have been beneficial in facilitating improvements in Westwood's infrastructure.
- The Department of Public Works has also taken steps to become a Massachusetts Vulnerability Program (MVP) Community. The MVP allows the Town to pursue grant opportunities to address any vulnerability to our infrastructure due to increased climate changes.

Respectfully submitted,
Todd Korchin, Director of Public Works



Assistant DPW Director Brendan Ryan and DPW Director Todd Korchin accepting the 2022 MassDOT Annual Innovation Award for the Route 109 Traffic Calming Project.

Town of Westwood - 126th Annual Town Report

Board of Sewer Commissioners Annual Report

David W. Krumsiek

Diane Hayes

Francis X. MacPherson

Staff

Brendan Ryan, Assistant Director of Public Works/Operations Manager

Shaun Degnan, Pumping Station Manager

Brandon Waugh, Pumping Station Operator

Gino Carpeno, Pumping Station Operator

Kerry Higgins, Administrative Assistant

Mission

To provide administration, planning, construction, and related services efficiently and effectively for the operation, maintenance, and expansion of the sanitary sewerage system.

To furnish these services for the express purpose of avoiding pollution as well as to protect the public's health and well-being.

Sewerage System at a Glance

- Approximately 87 miles of sewer mains (8" to 24" pipe size).
- 11 pumping stations
- Approximately 4,988 buildings are connected to the system.
- Approximately 98% of all buildings with service available.
- Approximately 91% of all buildings in the Town are connected to the system.

Sewer Accomplishments

The Sewer Department planned, designed, and constructed phase three of the inflow and infiltration project that will prevent infiltration into the critical portions of the sewer collection system. This plan was completed in late summer. Also, several pump stations were upgraded making them more efficient in their operation and energy consumption. The Supervisory Control and Data Acquisition (SCADA) System project has been completed and upgraded.

Annual State Mandated Sewer Cleaning, TV-ing, and Repair

Annual maintenance includes the administration of State mandated T.V. and cleaning, inspecting the installation of sewer services, recording drawings of services to our files, and administering repairs and upgrades to sewer pumping stations. There are also ongoing, thorough reviews of T.V. work along all main lines to better coordinate large capital needs that primarily focus on phased planning for assessing the sewer system for the next round of infiltration and inflow reduction, investigation, and work projects.

Respectfully submitted,

Brendan Ryan, Assistant Director of Public Works/Operations Manager

Town of Westwood - 126th Annual Town Report

Stormwater Management Committee Annual Report

Nora Loughnane
Brendan Ryan

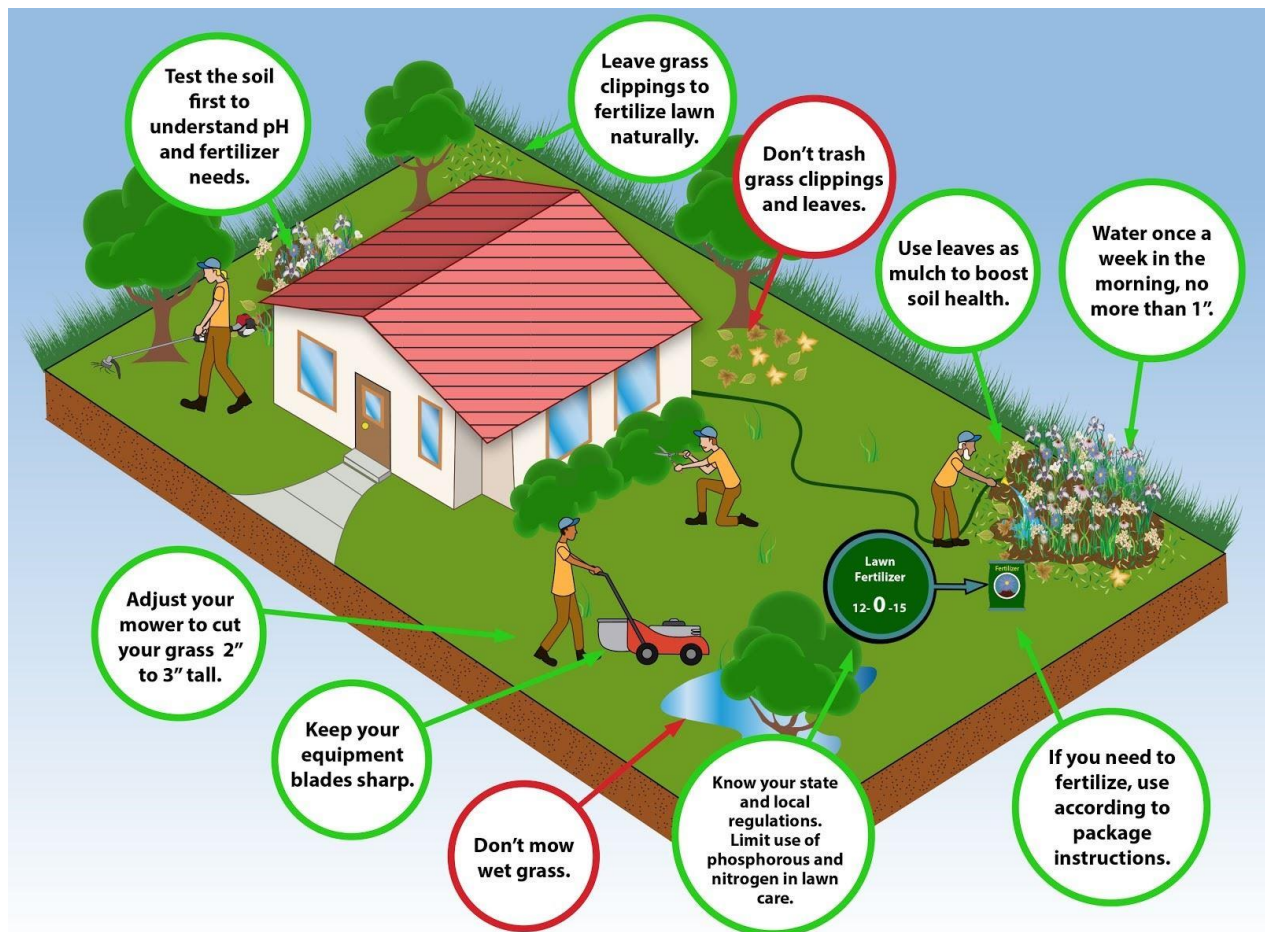
Joseph Doyle
John Deckers

Karon Skinner Catrone
Christopher T. Coleman

Todd Korchin

The Stormwater Management Committee working with the Neponset River Watershed Association (NepRWA) and the neighboring towns has formed the Neponset Stormwater Partnership. With this group, the Town will leverage the collective resources of NepRWA and the participating towns to assist in compliance with stormwater regulations, educating our residents and implementing our stormwater regulations. Our annual National Pollutant Discharge Elimination System (NPDES) permit report was filed with both the Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP). The Committee has contracted with BETA Group engineers to oversee the stormwater program, which includes inspecting approximately 2,500 catch basins to measure sediment and inspecting approximately 250 stormwater outfall structures. This information has been reported using a web-based mapping system for tracking. The Committee will continue to work with BETA to fulfill the requirements under the permit.

Respectfully submitted,
Stormwater Management Committee



Town of Westwood - 126th Annual Town Report

Keeper of the Pound Annual Report

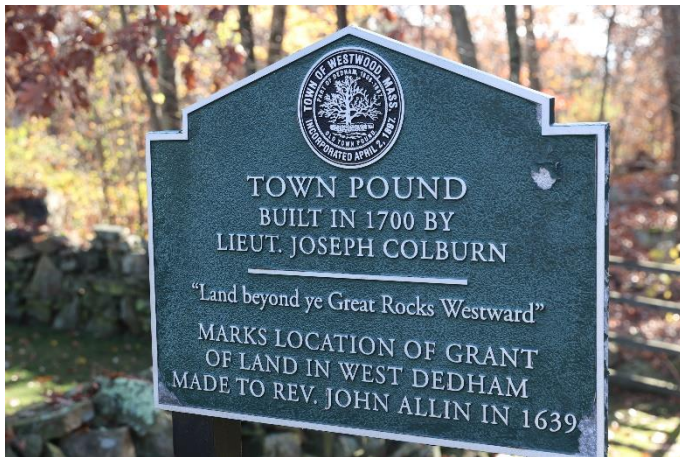
Brendan Ryan, Keeper of the Pound

The Town Pound was built in 1700 by Lt. Joseph Colburn and marks the location of the first land granted in West Dedham to Rev. John Allen in 1639. According to the Westwood Historical Society, “the Pound served as a place to keep errant animals until claimed by their owners.” Originally the Town Pound had one magnificent oak tree within its walls, which was felled by the 1938 hurricane. The Town Pound is our oldest colonial Town landmark, located on High Street at the intersection of Route 128.



The Massachusetts Legislature enacted a law in 1899 requiring every city and town to adopt an official town seal. According to the Westwood Historical Society, local artist Lucius Damrell's sketch of the Town Pound was chosen for the official Westwood Town Seal. This town seal continues to be used today.

The Town Pound continues to be an important historical landmark in our community and greets all who enter our town as they drive by on Route 109. The Westwood Department of Public Works is responsible for routine maintenance including mowing, fertilizing, tree trimming, and cleanup.



Respectfully submitted,
Brendan Ryan, Keeper of the Pound
Assistant Director of Public Works/Operations Manager

Town of Westwood - 126th Annual Town Report

Cemetery Commission Annual Report

Thomas Aaron

Ex-Officio Member: Brendan Ryan, Assistant Director of Public Works

Frank Jacobs

Ex-Officio Member: Christopher T. Coleman, Town Administrator

Bill Sebet

The Westwood Cemetery Department is embarking on a design project for the next phase of the Westwood cemetery. This new phase will incorporate a brand-new section for future burials. The design is expected to be completed by the summer of 2023. The construction phase will follow shortly thereafter with a completion date of summer 2024.

Improvements are ongoing in the beautification of both cemeteries. Spring and Fall cleanups were performed and daily maintenance included shrub trimming, grass mowing, tree pruning, and general aesthetic work each day. Foundations were constructed, repaired, and maintained.

In 2022 there were 52 burial rights sold and the Town cemeteries had 86 interments.



New Westwood Cemetery

Respectfully submitted,

Brendan Ryan, Assistant Director of Public Works/Operations Manager

HUMAN SERVICES

Town of Westwood - 126th Annual Town Report

Human Services Department Annual Report

Danielle Sutton, Director of Human Services

Mary Ellen LaRose, Human Services Office Manager

Mission

The Human Services Department integrates all of the Town's Human Services divisions into a single function group. The mission of the Human Services Department is to provide programs, services, resources, and connections for Westwood residents across the lifespan. This department includes the divisions of the Council on Aging, Library, Recreation, Veterans' Services, and Youth & Family Services.

Accomplishments

Structural Reorganization

In 2022, the Town of Westwood reorganized the separate departments of the Council on Aging, Library, Recreation, Veterans' Services, and Youth & Family Services into divisions within an overarching Human Services Department.

Staffing

In July of 2022 the full-time position of Director of Human Services was created and Danielle Sutton, Director of the Youth & Family Service department, was promoted to this role. The Director of Human Services reports directly to the Town Administrator.

In September of 2022, the part-time position of Human Services Office Manager was created and Mary Ellen LaRose, formerly the part-time Administrative Assistant for the Youth & Family Services department, was offered and accepted the additional 10-hour-per-week role. The Human Services Office Manager reports directly to the Director of Human Services.

Municipal Project Grant – ADA Self-Evaluation and Transition Plan

Between September and December of 2022 the Human Services Department, in collaboration with the Westwood Commission on Disability, applied for and received a municipal project grant of up to \$100,000 from the Massachusetts Office on Disability to conduct a town-wide ADA Self-Evaluation and Transition Plan. This town-wide project will be completed by June 30, 2023.

INTERFACE Referral Service

In 2022, the Human Services department took on the role of lead agency for the Town's subscription to the *William James College INTERFACE Referral Service*. This service, previously managed within the Town's Youth & Family Services department, is a mental health resource available to every Westwood resident, which allows residents to be matched with appropriate mental health services in a professional and timely manner. This service became available to Westwood in 2015 and is funded through a 50/50 split between the Town of Westwood and the Westwood Public Schools.

Human Rights Task Force

The Director of Human Services Co-Chairs the Westwood Human Rights Task Force, a group originally convened in March of 2021 that consists of a diverse representation of community members, appointed by the Town Administrator and tasked with the broad goal of educating, informing, and making recommendations to the Town in matters concerning human rights.

Town of Westwood - 126th Annual Town Report

Early Childhood Council

The Director of Human Services Co-Chaired the Westwood Early Childhood Council in 2022, a local committee that advises the Early Childhood Coordinator for Westwood's Coordinated Family and Community Engagement Grant from the Commonwealth's Office of Early Education and Care. Westwood's Early Childhood Office has a long history of meaningful collaboration with the various divisions within the Human Services department, maximizing resources and programming for Westwood families with children between the ages of birth and six years old.

Veterans' Day Ceremony

In the fall of 2022, the Human Services Office Manager assisted with event planning and coordination for the Town's annual Veterans' Day Ceremony.

2023 Service Plan/Goals

The calendar year of 2023 will be the first full calendar year that the Department of Human Services has been in existence, and we look forward to continuing to meet the needs of the community in this new structure. As you will see in the following individual annual reports from the Council on Aging, Library, Recreation, Veterans' Services, and Youth & Family Services divisions, 2023 promises to be a year of robust programming and meaningful service delivery for residents of all ages.

Respectfully submitted,
Danielle Sutton, Director of Human Services



Town of Westwood - 126th Annual Town Report

Aid to the Elderly and Disabled Taxation Fund Annual Report

Michael Walsh, Select Board Member

Patrick Ahearn, Town Counsel

Elaine De Reyna, Tax Collector

John Curran, Assessor

Lina Arena DeRosa, Council on Aging Director

Pamela Dukeman, Asst. Town Admin/Finance Director

James Gavin, Town Treasurer

Joseph Jowdy, Council on Aging Board Member

Laurie DeStefano, Assistant Tax Collector

Mission

The Aid to the Elderly and Disabled Taxation Fund was established pursuant to Massachusetts General Law Chapter 60, Section 3D, allowing for Voluntary Tax Contributions made to the Fund to be used to assist those in need in paying the real estate taxes on their homes. At the May 2016 Annual Town Meeting residents approved an article to petition the General Court to enact special legislation to allow the contribution of town funds to the Aid to the Elderly and Disabled account. This Home Rule Petition was enacted and signed by the Governor on December 19, 2016. Having a predictable resource for funding allows the Town to keep pace with relief needs, allowing for a longer-term strategy, and providing security for current constituents, as well as any future residents who meet the criteria for aid.



Activity During 2022

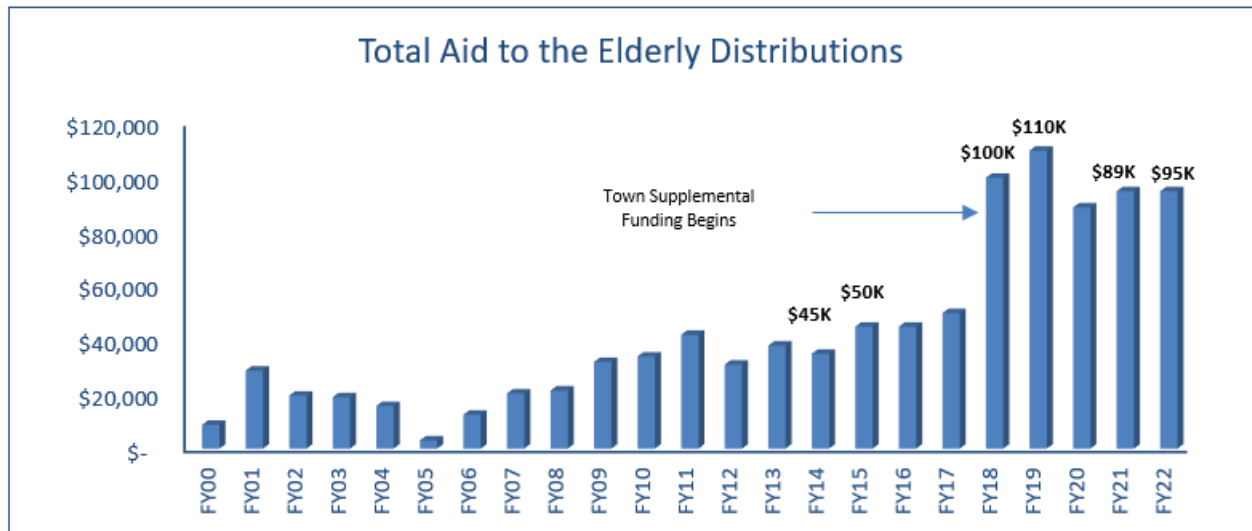
In 2022, the Committee continued to work to increase awareness and activity of the account. The Committee generated public knowledge of the account through presentations at public meetings and newspaper articles. In addition, the Committee sent the annual direct mailing to all Westwood residents, describing the history of the account and requesting donations. At the May 2022 Annual Town Meeting, residents voted to appropriate \$300,000 to the Aid to the Elderly fund, to be used to supplement the program going forward. Additionally, at the May 2022 Annual Town Meeting residents appropriated \$300,000 toward the Aid to the Elderly and Disabled Taxation fund.

The purpose of this funding is to allow for greater distribution from the fund to our senior recipients:

- increased number of participants
- increased award amount
- assist with the new school tax impact, beginning in FY24.

Distributions from the fund have amounted to \$990,000 in total over the 23 years since the fund was established. While some residents give a single, large contribution, many others gave a smaller amount, \$5 - \$100, each time they paid their tax bills. The small donations received from a large number of individuals were vital to helping the growth of the fund. Each year the Town receives notes of appreciation from numerous fund recipients. These notes express their gratitude not only for the donation but more importantly they mention the appreciation of the actions of residents within their community that allow them to remain living in a town they love. We thank our residents for their generosity and concern for their fellow neighbors.

Town of Westwood - 126th Annual Town Report



In 2022, the Select Board was able to supplement funds donated with \$70,000 of Town funds, in accordance with the 2016 Town Meeting vote. There continued to be a high level of applicants in 2022. The Committee was able to distribute approximately \$95,000 in 2022 to approximately 53 of our neediest senior residents. These residents all met the general criteria of the fund including limited income and home value less than the Town average. The typical recipient was 87 years of age and had lived in Town for more than 50 years. The recipients received distributions of \$1,800. This financial award is applied directly to the resident’s tax bill, thereby providing continued tax relief to these long-time residents.

The Committee will work to improve outreach and increase the number of seniors applying to the fund. The Committee will utilize a mix of donations and supplemental Town funds in 2023 to distribute to our qualifying seniors.

The Committee again would like to thank all our residents whose donations have helped their senior neighbors remain in their homes and the Town they love. The Committee will continue to work in 2023 to provide this significant assistance to our elderly and disabled residents.

Respectfully submitted,
Michael Walsh, Select Board Member
Aid to the Elderly and Disabled Taxation Fund

Town of Westwood - 126th Annual Town Report

Commission on Disability Annual Report

Co-Chairs

Anne Berry Goodfellow
Rania Kelly

Town Representatives

Lina Arena-DeRosa
Marianne Cummings LeBlanc, Select Board Liaison

Members

Jette Meglan	Hilary Ryan	Missy O'Regan
Frances MacQueen	Constance Rizoli	Mary Sethna
MaryAnne Carty	Michelle Fiola-Reidy	



Mission

The mission of the Commission on Disability is to provide information, referral, guidance, and technical assistance to residents and other Town departments on matters of disability.

The Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, Massachusetts General Law Chapter 151B, and the Architectural Access Board Regulations prohibit any place open to the general public from discriminating against individuals with disabilities. Public and private entities can obtain technical assistance in complying with access laws from the U.S. Department of Justice website www.ada.gov and from the Massachusetts Office on Disability (MOD), www.mass.gov/orgs/massachusetts-office-on-disability.

The Commission on Disability works collaboratively with other Town offices to assist the Town in complying with state and federal requirements and promotes universal access to community life and activities.

Accomplishments:

Member Appointments and Business

On September 30, 2022, Rania Kelly was nominated to serve as 1st Co-Chair, and Anne Berry Goodfellow was nominated to serve as 2nd Co-Chair. The Commission on Disability voted unanimously to elect Rania Kelly and Anne Berry Goodfellow as Co-Chairs. On November 3, 2022, the Select Board appointed Missy O'Regan to the Commission. Marianne LeBlanc Cummings was assigned as Select Board liaison to the Commission. The Commission continued to meet virtually. Members commented on the benefits of remote/Zoom participation in Town meetings.

Universal Access Audit

Co-Chairs Anne Berry Goodfellow and Rania Kelly worked with Danielle Sutton, Director of Human Services to submit a grant application to the Massachusetts Office on Disability for a comprehensive Universal Access Audit in September 2022 and received funding in December 2022. Activities under the grant will take place in the first six months of 2023.

School Street Playground

The Commission on Disability had learned that there were plans to make accessibility improvements in the School Street playground landscape. This playground is a major community site and must be accessible to individuals with disabilities and their families. It is a continuing problem that Westwood does not have an accessible playground even at the public schools.

Town of Westwood - 126th Annual Town Report

On July 25, 2022, Commission members Rania Kelly, Anne Berry Goodfellow, and Jette Meglan met with the Town Administrator Christopher T. Coleman, Recreation Director, Richard Adams, and Human Services Director Danielle Sutton, at School Street Playground to discuss incorporating universal design into the School Street Playground.

The Commission reviewed issues that needed to be addressed at the School Street Playground. The existing rubber mats that were intended to provide an accessible path have degraded and curled, and the wood chips that cover the area spill over onto this pathway making travel even more difficult for walking, using a walker or wheelchair. Plans are being made to replace the pathway with poured-in-place rubber.

There is very limited access to all the equipment. An individual must be removed from a wheelchair and placed into a modified swing. Newer swing equipment would enable a wheelchair user to remain in the chair while accessing the "We Go Swing" and an accessible merry-go-round. Another advantage of the newer accessible playground equipment is that it is appealing to all children and is by its use and design, inclusive, and brings all children together.

The Town is seeking an estimate for the cost of adding new equipment that all children want to use and is accessible to children with disabilities as was discussed at a site visit by the Department of Public Works, Recreation, and members of the Commission on Disability. The Town understands the importance of having accessible equipment that allows children to be included with their peers and provides parents and caregivers with the opportunity to develop relationships with other families and caregivers.

The Recreation Department is working on logistical issues related to equipment procurement. Construction is expected to begin in Spring 2023. The following photographs show plans for improved access, universal design, and new accessible equipment.



School Street Playground recommendations:

- Two accessible parking spots
- Poured in Place Rubber (red area on aerial)
- Safe latches on gates to prevent children escaping or being injured.
- Equipment #1: Accessible Seesaw
- Equipment #2: We-Go-Swing so it's a swing for everyone, not just those in a wheelchair
- Equipment #3: Wheelchair accessible merry go round for everyone

Town of Westwood - 126th Annual Town Report

Hartford Street Pedestrian Crossing

There is still no definitive plan to provide a safe Hartford Street pedestrian crossing at Wildwood Drive. The only option for access to the sidewalk located on the north side of Hartford Street is a crosswalk at Wildwood Drive and Hartford Street or substantial improvements to a dirt pedestrian path that connects Mayfair Drive to the High Street sidewalk.

An often-mentioned barrier to creating the crossing is the absence of a sidewalk on the Wildwood Drive south side of Hartford Street. Members of the Commission are aware that there are locations in Town where short stretches of sidewalk have been constructed where there is no continuous sidewalk, to add a pedestrian crosswalk, e.g., Pine Lane at Forest Road, at Forbes Road and Kilronan Road, and Schaefer Street at School Street.

Crisis in Recruiting Individuals to Human Service Work

There is a recognized crisis in recruiting individuals for human service work. See this recent article in the Boston Business Journal, dated February 24, 2002. Despite having limited opportunities to impact workforce development, we can work to raise awareness about the need for workers and the fulfillment of working in the caring professions. Parents of students with disabilities need to recognize their interest in recruiting talented individuals to this work. One possibility is to encourage SEPAC to make sure that this need is featured in career days at the high school. One challenge, however, is that the parents who are involved in SEPAC tend to have young children, and participation in SEPAC appears to decline as a student progresses through their school years.

Handicapped Parking

Mass General Law Chapter 40, § 22G authorizes the Town to allocate all funds received from fines assessed for violations of handicap parking to the Commission on Disabilities. The Commission recommends that the Town do so. These funds would then be available for access improvements. Select Board Commission liaison Marianne Cummings LeBlanc offered to assist in exploring how this could be accomplished.

Voting Access

In 2022 all of the voting precincts have been consolidated at the High School. The following are identified issues after the first election in this location:

- Parking was tight and there were not enough handicapped parking spaces considering the consolidation of the precincts.
- Signage was confusing for both the entrance and the exits. The entrance was accessible, but the exit was not. The accessible door is to be used for both entrance and exit, but the signage for this was not clear.

Town Clerk Dottie Powers informed the Commission that the plan to hold voting for all precincts at the High School was reviewed and approved by the Secretary of State's Office. She said that there were some issues during the first use of the High School for voting. In the future, there will be improved signage for the accessible entrance/exit. Ms. Powers will also publicize accessible voting accommodations including absentee voting, accessible voting by mail, early voting at the Jaillet Meeting room at the Police Station, accessible voting machines at all locations, and permission for voters to have assistance at the High School in-person voting location. In future state and federal elections, the schools will be closed which will enable the Town Clerk to improve voter access and provide additional parking.

Town of Westwood - 126th Annual Town Report

Recreation Programs

The Commission on Disability became aware of some concerns regarding staff support for the inclusion of disabled children in summer Recreation programs. The Recreation Department provided information on steps it has taken to provide staff to support neuro-diverse children. The Recreation Department is in the process of learning what neighboring towns are doing to support children with disabilities. The Recreation Department has also recently added therapeutic recreation programs and a “parents' night out.”

Rania Kelly also discussed the recent Westwood Day event. She suggested that the Recreation Department consider opening the activities early for a low-key “sensory hour” for children who would be overwhelmed by or lost in the crowd.

Members expressed the desire for more recreational opportunities that include children with disabilities as valued members of the community. Members expressed dismay at the lack of options for children as they grow older and pointed out that it becomes harder for children to participate in programs with their age peers as individual skill levels diverge. Members with young adult children empathized with the situation and shared their frustration and disappointment at the lack of community-based recreation and socialization options for this age group.

The Commission views this as an important challenge. Our community needs to do a better job of including individuals with disabilities in recreational programs.

Disability Access at New Retail Establishments in Islington

Anne Berry Goodfellow mentioned concerns about disability access at the Muffin House Café in Islington. Individuals with disabilities as well as mothers with children in strollers had to travel quite a distance from the parking lot to the accessible entrance to the café.

Legislative initiatives

The Legislature has created a special Commission on the Status of Persons with Disabilities, pursuant to Section 1 of Chapter 253 of the Acts of 2020. The Commission published its first annual report on October 29, 2021. Members reviewed the report and highlighted that a major problem for individuals with disabilities is the lack of transportation to programs and employment. The MBTA operates a paratransit service, the Ride, however, this service is not a timely or reliable method for commuting to programs or work.

Rania Kelly spoke of a new commission to report on the history of institutionalization in the State. This commission intends to review historical records, some of which are still sealed from examination. A bill is pending in the Legislature to open records after 90 years.

Stephanie Finegold discussed a bill to establish a Commission to study and make recommendations on guidelines for public school disability awareness of neurodiversity.

2023 Service Plan/Goals

In 2023, the Disability Commission intends to assist in the Universal Access Audit and determine the next steps to implement universal design and access throughout the town.

Respectfully submitted,

Rania Kelly, Co-Chair Commission on Disability

Anne Berry Goodfellow, Co-Chair Commission on Disability

Town of Westwood - 126th Annual Town Report

Council on Aging Annual Report

Lina Arena-DeRosa, Director



Board Membership

Robert Folsom, President

Marge Eramo, Vice President

Jessie Turbayne, Secretary

James O'Sullivan

Bob Murray

Louis Rizoli

Mary Masiello

Tony Antonellis

Stephanie Ramalas, LICSW

Mission

The Mission of the Westwood Council on Aging (COA) is to identify and serve the diverse needs of all Westwood citizens 60 and older, as well as disabled adults. Designing programs that impact the mind, body, and spirit of three generations requires understanding the range of their needs, economic levels, and physical capabilities. The Council both shares this understanding with the community and elicits their support to implement programs that address health, nutrition, safety, and security, as well as travel, entertainment, culture, and education. Outreach social services, fuel assistance, and mobility support are available to all Westwood citizens to help maintain their independence and dignity. The Center offers a transportation initiative for Westwood seniors five days a week which includes rides to medical appointments, grocery shopping, and local errands.

With the COVID pandemic in our rear-view mirror, the Westwood Council on Aging started 2022 with optimism and a strong determination to get back to pre-COVID levels of programming and participation; our continued growth was highlighted by our strong partnerships. Whether building new programs, offering more senior services, or expanding outreach, the Center is blessed to work with other Westwood Town Departments and area businesses that are more than willing to help us help our seniors.

In the spring of 2022, it was obvious that our transportation initiative was bursting at the seams; one full-time driver and two "as-needed" drivers were simply not enough. Working closely with the Town Administrator and the Human Resources Director, the Center now has one full-time driver, one part-time driver with benefits, and one "as-needed" driver. Due to vehicle supply and distribution problems, the Center fell behind in obtaining the new vans that were needed. The State recommends that vans are purchased every five years or at 50,000 miles. Capital monies are available for two vans but the Center is still waiting on the delivery of one van in the spring of 2023 and one in the fall of 2023.

The Center was the recipient of a 2022 American Rescue Plan Act (ARPA) Grant for \$50,000. After much discussion with the COA Board of Directors, this money was earmarked for a new outdoor side patio. This project is on hold for the time being as the Center is collaborating with the DPW to put energy-saving solar panels in the front and side parking lots (the side lot impacts where the patio would be). The COA is cautiously optimistic that these two projects will be completed in FY2023.

The highlight of FY2022 was that the COA expanded its partnerships, old and new. The Center worked closely with the Library to utilize its large conference to host lectures that included a live virtual walking tour of Florence, Italy, and a live discussion on the benefits and uses of olive oil. In addition, a Library staff member demonstrated container and succulent gardening. Back by popular demand, we hosted a series of four armchair travel lectures. The creation of all programs and attendance sign-up was controlled by the Center and all events were filled with a lengthy waiting list to attend.

Fun and informative lectures on Howard Johnsons and Jordan Marsh, given by a local historian, were so popular that we will offer more of his programs at the Library in 2023. Given all that is happening around the world, COA-sponsored Library lectures on international issues including Ukraine and Putin were sold out.

Town of Westwood - 126th Annual Town Report

Sponsorships and grants continue to be a mainstay for the Center's growth and partnership. Grants from local banks (Dedham Savings, Needham Bank, Walpole Cooperate, etc.) helped the Center underwrite programs. Whereas grants from area hospitals (BIDH, MGBW, etc.) allowed the Center to deliver free fresh vegetables as well as grab-and-go lunches to local homebound, at-risk seniors. Sponsorships from area businesses (Bridges by EPOCH, Benchmark, Folsom Funeral Services - to name just a few) underwrote large, highly anticipated (and sold out) catered special holiday lunches.

Intergenerational partnerships grew from pen pal writing opportunities for seniors and Westwood High School (WHS) students to WHS musicians offering concerts, and students helping us organize holiday treats for homebound seniors. Partnerships continued to grow with Westwood's Girl Scouts, Boy Scouts, Integrated Preschool, and churches.

The Center also partnered with the Town of Westwood to help seniors age in their homes. Working closely with the Town's Finance and Tax Departments, the COA coordinates and assists with the Senior Tax Work Off Program and the Aid to the Elderly and Disabled Taxation Fund.

Along with the COA's regular programs, the Center continued to offer special programs (averaging six a month) from filled-to-capacity luncheons to Lunch and Learns featuring discussions on healthy eating, understanding cognitive impairment, and more. Among the most popular special programs were the cooking classes; some at Powisset Farm in Dover, and some at the Center. Our partnership with the Norwood Theatre, offering lunch and theater events quarterly, continued to be a favorite with our seniors.

With the easing of COVID restrictions, we were back on the road, near and far, with day trips to Chinatown, the Alcott House, and New England Botanic Garden plus a Narragansett lighthouse tour, a tour of Maine's islands and a visit to Nantucket. Seniors enjoyed "getting out of town" and all trips were sold out with long wait-lists.

On a state level, area COA Directors hosted a legislative breakfast in the spring of 2022. Discussion centered around having COAs designated as "essential workers" since most centers stayed open during the pandemic to help seniors navigate everything from grocery shopping to obtaining vaccinations. This designation is important so monetary bonuses can be offered to staff who put themselves at risk during this most difficult time. Legislators all agreed that this should be done and the Friends of the Westwood COA offered those bonuses out of their budget. This is still under discussion with the Town leaders.

Partnering with the State's District Attorney's office, the Center offered a free town-wide Shredding Day in the Senior Center parking lot that was utilized and appreciated by over 200 families.

The 2020 census was finally tallied and Westwood's senior population grew from 3,438 to 4,504. This growth was no surprise to the COA as participation exploded throughout the year, averaging 3,000 seniors coming to the Center every month. Younger seniors (60-65 years old) are also enjoying the Center's programs and events.

With this growth, outreach has found that many seniors are struggling with self-neglect, cognitive impairment, and a lack of affordable housing. Working closely with partners around the State (EOEA, MetroWest Legal, etc.), the Center helped seniors and their families navigate their way forward.

To sum it up, partnerships and growth were the highlights of 2022. With an active and strong COA board as well as a committed town, staff, and volunteers, the Center looks forward to continuing to strengthen its relationships and offering programs that help Westwood's seniors to age well, stay healthy, connected, and inspired.

Town of Westwood - 126th Annual Town Report

Respectfully submitted,
Lina Arena-DeRosa, Director of Westwood Senior Center



Special Programs!

Clockwise: a Tour of China Town, Shredding Day, Cooking Class at Powisett Farm, Hiking Club, Herb Gardening, King Tut & our amazing Lina!



Town of Westwood - 126th Annual Town Report

Westwood Public Library Annual Report

Elizabeth McGovern, Library Director

Library Board of Trustees

Maureen Murphy VonEuw, Chair

Mary Masi-Phelps, Secretary

Paul Fitzgerald

Nancy Donohue

Mary Beth Persons

Maria Ryan

Library Staff:

Vicki Andrienas

Karen Cagan

Corinne Coveney

Theresa Duane

Janice Grady

Elizabeth Keefe

Caitlyn Moore

Kristy Pasquariello

Lisa Rothenberg

Caroline Tighe

Andrea Varkas

Kristen Barenthaler

Suzie Canale

Lori DeAngelis

Karen Gallagher

Annabel Ho

Patricia London

Felicia O'Keefe

Helen Rezende

Patrick Scannell

Jean Todesca

Patricia Wade

Helen Bender

Claire Connors

Zoe Dickerson

Robin Gerry

Caitlin Imbergamo

Tina McCusker

Alison Palmgren

Molly Riportella

Linda Skerry

June Tulikangas

Abby Walsh

Vision Statement

Westwood Public Library will be a destination for Inspiration, Ideas, and Information -- the dynamic, responsive, beating heart of community life.

Mission Statement

Westwood Public Library provides easy-to-access resources, services, and experiences that invite people of all ages, cultures, and interests to connect, explore, relax, problem-solve, and thrive.

Letter from the Director

The Westwood Library is here to connect you to your community; walk through the doors and you will find a bustling and lively space where there is something for everyone. Gather with a few friends to play Mah Jongg or simply sit to enjoy a cup of coffee while viewing the latest art exhibit in the gallery. You can join the other families visiting the children's department for story time and take-home crafts. While there ask a Children's librarian for help to find your second grader's next favorite book series and don't forget to check out our new Learning STEAM Kits or grab a board game for your next family game night on the way out.

In case you think the library is just books, we have new and exciting initiatives for patrons in every sphere of life including the Living Library collection which is quite literally alive...as in plants, seeds, and everything you need to grow your very own garden. Visit this collection on the second floor of the main library where plants hang down from the shelves and bring a sense of wonder, beauty, and oxygen to the space.

Looking for a place to study or work? We have many quiet nooks and study rooms available; or skip work together and curl up by the fireplace with a cozy mystery. If you are seeking help with research or just want to know more about the history of your house, information on the next election, or what plants will do best in a warm New England winter; never fear because your local librarian is near! Whatever you may need, the staff are always here to help. Need help accessing the newest additions to our digital collection or looking for a book recommendation? Your librarians are ready with a tutorial in one hand and a book recommendation in the other. (In fact, "What should I read next?", is our favorite thing you can ask us!)

Town of Westwood - 126th Annual Town Report

On your way out the door, don't forget to browse our new book selection and stock up on the latest Best Sellers. Oh, and while you're there, grab a WIFI hotspot before heading out on vacation so you can take the library and its collections with you wherever you go!

Remember, even if you can't (or don't want to) come to the library, the library is available to come to you! Visit our digital collection to have access to thousands of books, streaming audiobooks, music, movies, and even tv shows. Some of our in-person programs are even recorded and available to watch from home. If you are unable to come to the library due to sickness or ailment, the library can bring you materials with our Home Delivery and Outreach services.

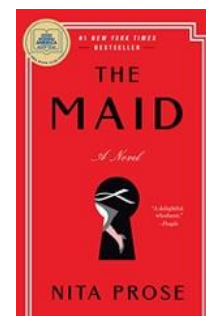


I hope you visit us and take advantage of all the library has to offer you. Our mission has always been to help community members live healthier and happier lives. By providing access to information, resources, and the tools you need to be informed citizens, the library will help ready you for any challenge life throws your way.

While 2022 was filled with many exciting initiatives, I am most excited about our new Strategic Plan. Creating a new Strategic Plan has set us up with a road map for what we will be doing in the next three years. We can't wait to bring you even more of what you love about your local library with new additions to the space, programs, collections, and more. It will be one exciting adventure and we can't wait to have you all join us! With a supportive Board of Trustees, Friends of the Library group, and 21st Century Fund, we are in a wonderful position to enhance the lives of our patrons in so many ways.

Fast Facts of 2022

- We had 99,281 visitors to the main library and 11,563 visitors to the branch library for a total of 110,855.
- 10,347 people attended programs, story times, Living Library events, author talks, and more. Over 2,000 patrons attended programs at the Islington Branch.
- The main library held 530 programs and the Islington Branch held 125 programs.
- The Maid by Nita Prose was the most borrowed book in the minuteman network in 2022.



The New Strategic Plan for the Westwood Public Library

The Westwood Public Library Strategic Plan for 2023-2025 was approved by the Library Board of Trustees on June 27th, 2022, and was submitted to the Massachusetts Board of Library Commissioners (MBLC) in July 2022. After months of research into data and analytics, trends, and community input (both a community-wide survey and focus groups), the Westwood Library Team has developed a new Mission and Vision and 6 big Initiatives to focus on in the next 3 years.

Action items featuring new materials, programs, offerings, and experiences that the community supports were drawn from these six big initiatives. We are kicking off 2023 by expanding our Library of Things collection (featuring more unusual items for checkout, such as Bird Watching Kits, GoPro Hero 11, Grab and Grow activity kits, and so much more), adding additional cozy seating to the main library, more hands-on "How to" programs, and one of the most exciting ventures will be converting our new van into Westwood's first Bookmobile!

Town of Westwood - 126th Annual Town Report



Islington Branch Library

Life in Islington is buzzing with many new additions to this historic neighborhood but one of the most beloved is the Islington Branch Library. We are so pleased with our new home located in Wentworth Hall; sharing the space with Youth and Family Services, Early Childhood Department, and the Recreation Department means something is always happening over at the branch. Not only are we in a new location (across the street from the original branch library) but we are also open an extra day! You can now visit the branch Monday, Tuesday, and Thursday from 10 AM-6 PM, and Wednesdays from 10 AM-8 PM.



Islington Branch Staff: From left to right Caroline Tighe, Kristen Barenthaler, Linda Skerry, Claire Connors, Annabel Ho, Andrea Varkas, Patti Wade

This neighborhood library has much to offer, all the latest bestsellers, children's books galore, and even a business center with top-of-the-line computers, copying, printing, and more (thank you to the 21st Century Fund!). Most importantly, when you visit the branch library, Claire and her team are always ready with a smile and a book recommendation. This year was filled with many returning and new programs including Sit and Knit, Book Clubs for every kind of reader including a new True Crime Book Club, Living Library plant and gardening programs, and even a program on how to make your own sourdough starter! 2022 was just the beginning of this new era of the Islington Branch. If you haven't had a chance to stop in and check out the new place, make sure to plan a visit to the Islington Branch, you won't want to miss out.

Town of Westwood - 126th Annual Town Report



The First Annual Plant Swap was held in front of the Islington Branch.



Trustees Jessica Cole, Maria Ryan, Mary Beth Persons, and Maureen Von Euw at the ribbon cutting ceremony for Wentworth Hall/Islington Branch in February 2022

Featured Library Experiences

Welcome to the Living Library series! Started in Spring 2022, the Living Library promotes horticultural education through gardening programming, a specialized botanical collection, a seed catalog, a “Garden of Things” (items you can check out of the library to help you start and maintain your garden), and an informative resource section containing pamphlets and “How-To” guides. The Living Library is located on the 2nd floor of the Main Library and has expanded to the Islington Branch in Fall 2022. For more information please visit the Living Library page on the library website: <https://www.westwoodlibrary.org/services/living-library>



The Living Library Collection located at the Islington Branch Library



The Living Library Collection located at the Main Library

Town of Westwood - 126th Annual Town Report

Another feature special to the Main Library is the Margaret Otis Philbrick collection. We are happy to now have the beloved Philbrick Collection hung on the walls of the library for all to enjoy! Each print has a QR code next to it that links to a page about the particular painting (history, the material used, etc.).

This initiative was put together by dedicated librarian Tricia London. She has diligently been plugging away at this project over the last couple of years. For more information on the Philbrick collection, you can visit <https://westwoodlibrary.libguides.com/c.php?g=1138285>.



Philbrick prints located above the newspapers



Philbrick prints above study desks

Library Programming

The Library had a busy year of in-person program offerings for all ages!

- After a two-year hiatus, Harry Potter Night was back! Held in April, the Children's Department once again transformed into Hogwarts and welcomed over 100 witches, wizards, and muggles of all ages!
- Librarians were busy both in the library and out and about in the community for outreach visits. You may have seen us at Westwood Day, Westwood Young Women's Harvestfest, Council on Aging, Westwood Glen, and the district schools.
- Staff continued with the many popular book clubs offered for every kind of reader:
 - YA for Adult Book Club led by Lizzy
 - Friday Morning Book Club led by Karen
 - Islington Branch Book Club led by Claire



Harry Potter Night 2022: From left to Right
Caroline Tighe, Felicia O'Keefe, Pat Scannell, Lizzy McGovern,
Kristy Pasquariello, Caitlyn Moore, Abby Walsh, Suzie Canale

Town of Westwood - 126th Annual Town Report

- Historical Fiction Book Club led by Claire
- True Crime Book Club led by Kristen
- MCBA Book Club for kids in grades 3rd-5th led by Kristy and Felicia
- Teen Book Club led by Felicia
- Book Explorers Book Club for 2nd and 3rd graders led by Caitlyn
- Suzie continued her popular series on gardening and all things nature with Living Library programs and craft programs such as Floral Arranging, Succulent Terrariums, House Plants 101, and more.
- One of our favorite traditions is the Thurston Middle School's 6th-grade annual fall field trip to the library. The students break up into small groups and visit various parts of the library to learn about all we have to offer: a digital library card that can be accessed on their phone, the Teen Room, programs, and research and homework help from the Reference team. We end the visit all together with the librarian's book talking of our favorite books of the year perfect for new middle school students.

Summer Reading

Over 800 kids and teens participated in Summer Reading program with over 300 earning Summer Reading Champion Lawn signs for reading 50 hours or 50 books. The program was hosted using the digital Beanstack app and website that the Massachusetts Board of Library Commissioners made available to libraries across the Commonwealth. The entire community (adults, teens, and kids) read a total of **597,777 minutes!**

The annual tradition of visiting all 5 elementary school library classes for kindergarten through 5th grade was back in person this summer. Our Children's Librarian's visited 40 classes and over 1,000 to listen to our librarians share information about favorite books of the year and the Summer Reading Program. We thank Westwood Media Center for once again creating an engaging and fun Summer Reading video that explains all you need to know about the program and prizes!



Felicia O'Keefe at a local elementary school for summer reading visit!



Town of Westwood - 126th Annual Town Report

Summer Reading is for everyone! Don't forget that we offer prize baskets for kids, teens, and adults who participate in the Summer Reading program.

Museum Passes

We are so happy to offer free or discounted tickets to local museums and are grateful to the members of the Friends of the Library and our community sponsors for their support of this popular program.

We have passes to Zoo New England, Children's Museum, Museum of Science, Museum of Fine Arts, Isabella Stewart Gardner, Fuller Craft, State Parks and Beaches, Hale Parking pass, and many more! Please visit our website at www.westwoodlibrary.org for all museum pass information.



Looking for what to read next and overwhelmed by too many choices?

Browse our new ReadNext collection filled with books hand selected by your very own Westwood Librarians! Here you will find: past ReadNext subscription picks, Book Buzz titles, and other staff favorites. This is where you can find a little bit of everything perfect for adding to your TBR list. This collection is always evolving so check back frequently to find what could be your next great read!

Readers' Corner

Library staff continues to offer ReadNext book bundles. You tell us what you like to read, we hand-pick the books just right for you! Visit the Library Website at www.westwoodlibrary.org/ReadNext. Library staff is available to provide guidance or assistance, by phone, email, or in person. You can also visit our Staff Picks

displays at both the main and branch libraries. All readers are encouraged to sign up for our e-newsletters and specifically our "Book Buzz" quarterly newsletter that highlights what staff are reading/listening to as well as new titles to add to your "To Be Read" list. Be sure to check Libby/Overdrive and Hoopla for all your digital needs.

Friends of the Library

Through steadfast dedication to fundraising and volunteer efforts, **Friends of the Westwood Library** ensures the library remains Westwood's community center for education and growth. The Friends of the Westwood Library (FOL) continue to support library programming, museum passes, and more program, and community outreach opportunities. The Library held **over 600 programs** that were made possible by the FOL. We are grateful to all the members of the Friends and look forward to partnering with them on new projects and initiatives. FOL membership is open to anyone who uses and loves our library, and volunteers are always welcome. If you would like to join the FOL or want more information about any of our many and varied activities, the email address is folwestwood@gmail.com.

21st Century Fund

More than a decade ago, the Library Trustees created the non-profit Westwood Public Library 21st Century Fund, to supplement town funding for the library system's capital, equipment, and end-user technology needs. Most recently, the Fund sponsored the Business Center located in the newly renovated Islington Branch at Wentworth Hall. The Fund also continues to provide support for staff development and the creation of innovative program

Town of Westwood - 126th Annual Town Report

offerings and improved services for all our patrons. Next year the Fund is looking to provide support for our new Bookmobile and upgrade our WIFI Hotspots and more! For additional information about the 21st Century Fund's ongoing mission to help maintain and enhance the Library as a cultural community center for all Westwood residents, please visit <https://www.westwoodlibrary.org/about/wpl-21st-century-foundation/>

Library Board of Trustees

I would also like to take this opportunity to thank the Library Board of Trustees for their continued support and guidance throughout the year: Maureen Murphy VonEuw (Chair) Paul Fitzgerald, Mary Masi-Phelps (Secretary), Mary Beth Persons, Maria Ryan, and Nancy Donahue. I am grateful to all the Board members for their continued advocacy, dedication, and commitment to providing and enhancing library services for all residents in the Westwood community.

Happy Reading!

Respectfully submitted,



Lizzie McGovern, Director

Westwood Public Library

Town of Westwood - 126th Annual Town Report

Board of Library Trustees Annual Report

Maureen Murphy Von Euw, Chair
Mary Beth Persons

Mary Masi-Phelps, Secretary
Paul Fitzgerald

Maria Ryan
Nancy Donohue

In 2022 the Westwood Public Library embarked on the development of a 3-year strategic plan as required by the Massachusetts Library Commission. The Strategy Steering Committee consisted of Lizzy McGovern, Westwood Public Library Director; Conni Cratos, Strategy Partner to Lizzy McGovern and the Westwood Public Library; Chris Coleman, Westwood Town Administrator; Mary Masi-Phelps and Maureen Murphy Von Euw, Trustee Advisors.

After research into data and analytics trends and community input (both a community-wide survey and focus groups), the Westwood Library Team developed a new Mission and Vision, and 6 initiatives to focus on in the next 3 years. The Westwood Public Library Strategic Plan for 2023-2025 was approved by the Library Board of Trustees on June 27th, 2022, and was submitted to the Massachusetts Board of Library Commissioners (MBLC) in July 2022. On August 1, 2022, the Library Director and Trustee Chair made a presentation of the Library's new Strategic Plan to the Westwood Select Board. The Select Board was enthusiastic about the plan and excited to support the library in its future initiatives.

The Trustees collectively express our gratitude and appreciation to the staff for their diligent work and professionalism during the many months spent working together to develop the new strategic plan. Participation from the staff was 100% with many members working on more than one team and outside of their department. A requisite Action Plan, detailing Goals and Objectives for the new initiatives during the next year was submitted to the Massachusetts Board of Library Commissioners on November 29th. We look forward to the exciting things in store for the Westwood community.

September 28th of 2022 was the official dedication of Wentworth Hall, housing the Islington Branch Library, Youth and Family Services, and Recreation Department. Joining others, Trustee Mary Beth Persons represented the Board of Library Trustees eloquently in remarks regarding the relocation and renovation. A quilt was donated by former Library Director Tricia Perry that has been hung in the Branch.

We remain fortunate to have two non-profit arms which support the Westwood Public Library. We are grateful to these two groups for their continuing commitment. The Friends of the Westwood Public Library provides funds that are invaluable in enabling us to provide increasingly interesting and in-demand programming. Their fundraising efforts and volunteer services, ever present in the library, provide support to the Library's operating budget and the staff. The Westwood Public Library 21st Century Foundation makes it possible for the Library to purchase materials, and provide services, equipment, and technology as demonstrated by their installation of the Business Center and the Islington Branch Library. In addition, they are a resource for staff professional development through their grant program.

Respectfully submitted,
Maureen Murphy Von Euw, Chair

Town of Westwood - 126th Annual Town Report

Westwood Memorial Day Committee Annual Report

Nancy Blanchard, Director of Veterans Services

Dottie Powers

LT. Joseph Vinci

Patricia Healey

Charlotte Lynch

Chris McKeown

Ellen Hurley

Christopher T. Coleman

Richard Paster, American Legion Post 320

Michelle Miller

Brendan Ryan

Joan Courtney Murray

John Deckers

Mission

Organize the parade and ceremonies memorializing those who gave their lives for our country.

Goals and Responsibilities

- Organize the parade and ceremonies
- Provide veterans' grave markers and flags and memorial squares

Program/ Service Areas

Parade/Ceremonies

- Organize parade participants and Memorial Day ceremonies
- Supply refreshments for parade participants



Provide Decorations for Graves

- Grave markers for flags signifying service in appropriate wars
- Flags and flowers for veterans' graves in both Westwood cemeteries
- Flags on signs in Veteran Squares
- Large Wreath for Monument at Veterans' Memorial Park



Prior Year Accomplishments

- Decorated veterans' graves in Westwood cemeteries with flags, grave markers, and flowers
- Furnished wreaths and flags on monuments and signs in Veterans' Square
- Planted flowers in the park and squares

FY 2023 Service Plan

- Hold Memorial Day Events on Monday, May 29, 2023. The Memorial Day Parade will begin at 10:00 A.M. from Town Hall, followed by the traditional Memorial Day ceremonies at the New Westwood Cemetery.



Respectfully submitted,
Westwood Memorial Day Committee

Town of Westwood - 126th Annual Town Report

Recreation Department Annual Report

Richard Adams, Recreation Director; Susan Perry, Assistant Recreation Director; Joseph Bertone, Program Manager; Kerrie Francis, Program Manager; Holly Coots, Aquatics Manager; Brian MacDonald, Aquatics Assistant Manager; Angela Lassig, Recreation Assistant; Sarah Leonard, Aquatics Specialist

Mission

It is the mission of the Westwood Recreation Department to provide a broad variety of safe, exciting, fun, and high-quality programs and events to participants of all ages, interests, and abilities. Westwood Recreation will be known as a leader in the region in providing these leisure time activities, one that provides a great experience to all participants.

The programs and events will:

- Be cost-effective and affordable
- Utilize collaboration with other departments and providers
- Foster a sense of community
- Provide social interaction
- Include opportunities for organized activities as well as informal one-time activities
- Teach lifelong skills

The Department will endeavor to determine the wants and needs of leisure services for the Westwood community on an ongoing basis and to implement changes based on this feedback.

Recreation Department, Director's Update

The Recreation Department is pleased to present this year's annual report. The Department strives to provide affordable and engaging programming that meets the interests of the Westwood community. Parks and Recreation participation helps foster a sense of community, positively impacts health (reducing healthcare costs), reduces crime, stimulates the economy, and improves the overall quality of life. To accomplish our mission, the Recreation Department leans heavily on the support and cooperation of the School Department, DPW, Finance, IT, Procurement, Board of Health, OCED, Emergency Services, and many other departments. The Recreation Commission and staff appreciate the efforts of countless volunteers, citizen groups, organizations, and local businesses who donate their time, energy, and resources to maximize the quality of activities and events run by the Department. These groups also contribute toward the improvement of town facilities including playgrounds, ball fields, and park amenities.

2022 saw a return to a more normal approach to recreation post the COVID-19 pandemic. The Recreation Department was able to resume normal operations in 2022. For the second year in a row, we saw tremendous growth in participation reaching historical highs. The calendar year 2022 saw a 30% increase in registration over 2021. In 2022, the Recreation Department offered our first program specifically designed to be inclusive of neurodiverse children. We were also able to offer additional inclusive programming throughout the year. All our special events were held most notably Westwood Day which turned out to be very well attended by the community.

Our most valuable asset is our staff. This past year, the Recreation Department added Sarah Leonard to the team as our Aquatics Specialist replacing Matt Bakas.

The Recreation Department is working on a long-term plan to establish, either by new construction or through the repurposing of a town-owned building, a Community Recreation Center. The amenities of such a center would provide new and expanded opportunities to build our program offerings. We will continue to work with town departments to plan and research the feasibility of a new recreation center. We are also looking to add dedicated pickleball courts. Available land to do so has proved challenging but we continue to look for a space

Town of Westwood - 126th Annual Town Report

for this project.

Marketing and Special Events

This division manages and coordinates all marketing, advertising, and promotional work. Strategies are formulated to increase awareness of recreation programs and services.

The Department's website remains the focal point of our marketing strategy while Facebook, Twitter, and Instagram are used to keep our customers apprised of current and developing recreation department news and updates. We are working to increase our presence on these social media platforms to connect with the highest number of users possible as social media continues to climb as the gateway to information.

Program marketing includes: seasonal brochures, website, online registration, Facebook, Twitter, Instagram, Westwood Media Center, school district bulletin, Westwood Word, Westwood Wire, Hometown Weekly, Council on Aging, Early Childhood Council, flyers, posters, yard signs, email, phone, and office inquiries.



2022 Special Events

March Into Summer (March) – March Into Summer online registrations occurred on Saturday, March 12, 2022, with record registrations.

Fishing Derby (May) – Annual Fishing Derby was held at Buckmaster Pond on Saturday, May 7, 2022.

Firefighter's Foam (July) – The Annual Fireman's Foam event was held at Sheehan School Field on Wednesday, July 14, 2022.

Summer 2022 Concert Series (July) – Three fun-filled concerts were held at the Westwood Council on Aging's lawn and gazebo sponsored by the Westwood Young Women's Club.

Westwood Day (September) – The Annual Westwood Day celebration was held Saturday, September 17, 2022.

New Year's Eve Fireworks (December) – The Annual Fireworks display was held Saturday, December 31, 2022.

Town of Westwood - 126th Annual Town Report



Westwood Day 2022, the 10th annual celebration, began Friday evening, September 16, 2022, with a football game; Westwood High School vs Bellingham High School; followed by a spectacular fireworks display viewed by hundreds at Flahive Field. On Saturday morning, September 17, 2022, the action kicked off at 9:00 am with the 5K Road Race followed by the Fun Run with over 450 participants. The Sheehan school achieved the highest number of participants in the Fun Run and was awarded the perpetual Westwood School Spirit Trophy. The weather was warm and inviting, drawing crowds to explore over 100 Vendor Village exhibitors. Entertainment in the form of music and dance drew many to the Food Court. The Food Court offered a variety of delicious dining options from 12 local food establishments. The inflatables area, with 8 inflatables, was once again a huge hit with the children along with the roaming railroad providing quality family fun for people of all ages. The burn house demonstration by Westwood Fire was outstanding as well as highly informative. Additional events and activities filled the day providing a true sense of community.

Westwood Day is planned, coordinated, and produced/managed by the staff of Westwood Recreation with the invaluable help of the other Town Departments including Town Administration, Emergency Services, Westwood Public Schools, and the DPW. The Recreation Commission helps guide the Recreation Department's efforts in planning the event and helps with on- and off-site operations throughout Westwood Day. Lastly, the event could not be a success without the support of the community and our many volunteers; with 47 adults and 48 student volunteers; who help in the pre-event set-up, running the event, and post-event clean up. Thank you all!

Westwood Day 2022 Important Facts

- Saturday, September 17, 2022
- The 10th annual event saw a significant crowd estimating over 10,000
- Committees headed by Recreation Staff: Activities, Vendor Village, Food Court, Entertainment, Sponsorships, Facilities/Logistics, Volunteers, and Marketing
- Friday night football game followed by fireworks.
- More than 95 adult and student volunteers contributed to the success of the event.

Programming and Services

The Recreation Department proudly serves the Town of Westwood with dynamic programming. The Department strives to meet the recreational needs of the entire Westwood community. The wide range of activities and subject matter helps residents spend their recreational time having fun, forming new relationships, learning new skills, and enjoying new experiences. Emphasis on recreation as a pivotal part of the balanced community life continued throughout 2022. Enrollments in nearly all aspects of Recreation Programming increased over the year.

Recreational programming provides the opportunity to round out the whole self and assists individuals in living rich and fulfilling lives. More than fun and games, in 2022, Westwood Recreation offered residents the opportunity to start their day with a stimulating jaunt in the Westwood Pool or a morning workout in the Boot Camp Fitness class in the fresh air on Flahive Field. Programming managed by caring and trained staff provided families with the comfort of knowing their children were safe and having fun at day camp. The evening offered the opportunity for working people to enjoy some downtime learning pickleball and/or line dancing. During the school year children could participate in one of the numerous after-school activities; i.e. cooking, sculpting, or playing the

Town of Westwood - 126th Annual Town Report

Ukulele. On weekends families could get moving with a class like soccer, field hockey, or dog training. Additional weekends provided time for special events like Westwood Day or the Fishing Derby. We were also proud to introduce, programs specifically designed to include neurodiverse individuals. The Department takes pride in helping the citizens of Westwood find this balanced and healthy lifestyle.

2022 Program Highlights

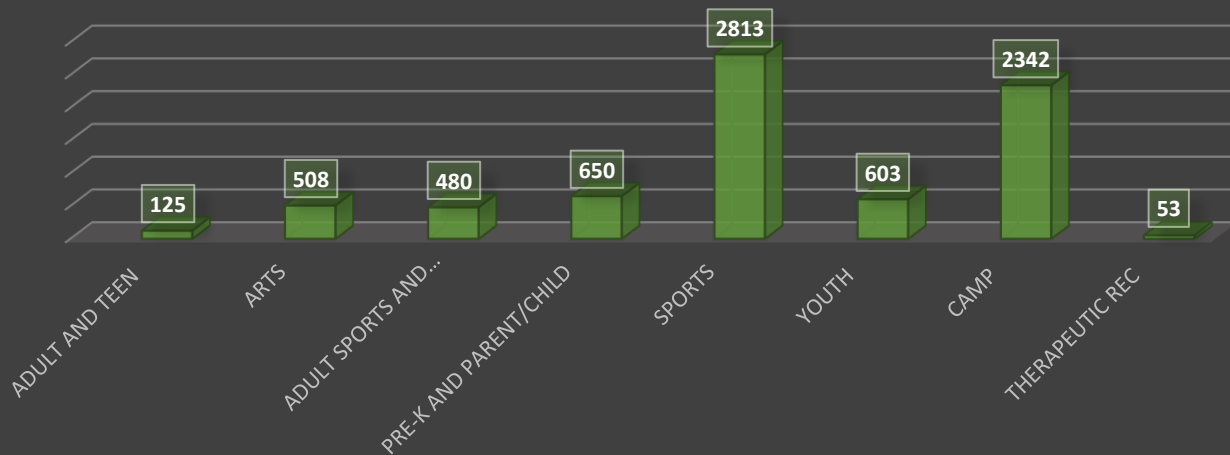
- 2022 started with a bang as our Winter programs reached 698 people. New offerings included FAST Athletics sports programming, indoor Pickleball, and iSteam Friends Connect.
- Began offering programs designed to be inclusive of neurodiverse individuals.
- Another strategy we utilized to meet the needs of the community was to offer classes that students leave with a certification or official training including Lifeguarding, CPR, First Aid, Babysitting, Safety Town, and even Canine Good Citizen.
- Spring 2022 had 1,130 registrations in non-aquatic programs with new offerings of Potion Makers Club, the Women's Basketball League, and Kid's Cooking classes.
- Summer Camp returned to full operation for the first time in 3 years. It was back at Westwood High School with convenient access to the Recreation Pool which enabled us to offer swim to every camper every day. And recognizing the need for Summer programming for preschoolers, we reinstated our Sunny Days Preschool Camp at Deerfield Elementary.
- Summer Sports clinics had a total of 1,519 participants and each clinic was a success. The staff did an amazing job despite the extreme heat.
- Westwood Recreation joined 26 other MetroWest towns in the Commonwealth Field Hockey League where girls, grades 4th-8th learned and played field hockey in a fun and competitive environment. This helped us connect with more local communities and experience a travel sports league format that we've only experienced before with the Swim Team.
- Eight teams participated in the Adult Men's Basketball League this Winter at the Westwood High School gym.
- A Women's Basketball League was created with 4 teams of 26 full-league participants and 23 single drop-in players throughout the Spring/Summer season, which took place outside at the Morrison Basketball Courts.
- In Fall 2022 1,130 patrons were served in non-aquatic programming including but not limited to Sunday Lacrosse classes, Afterschool Arts at Deerfield, Musical Theater classes, Lego classes, Field Hockey League, Seacoast Grassroots Soccer Clinics, Group and Private Tennis lessons, Boot Camp, Pickleball lessons and a new Pickleball League partnered with neighboring towns and USTA New England.
- A total of 129 participants have learned the game of Pickleball through lessons through Westwood Recreation programming this year alone! Pickleball Game Play Only was added with 164 additional registered participants for these games. Additionally, we joined a league with Medway and Norwood Recreation Departments hosted by USTA New England where our team of 12 competed in a pilot league this fall.
- Deerfield Elementary proved to be a great location to provide after-school classes. We continued to provide transitional care for Deerfield students from school from 3:10 dismissal until 3:45 when programs started. The 3:45 pm start provided kids from other schools a chance to attend, as well. We steadily increased offering a few afterschool classes a week to multiple offerings: three times each day, every day of the week. The space and programming have also allowed us to meet a need for working parents of preschoolers. Every 5:00 pm Preschool Sports class offered was filled.



Town of Westwood - 126th Annual Town Report



2022 TOTAL PARTICIPANTS = 7,574



2022 Fields and Facilities Highlights

The Recreation Department implements the Field/Outdoor Facility Permit Policy and issues all permits for sports organizations and renters who wish to reserve Town and School fields. Additionally, Recreation and the Department of Public Works work collaboratively to inspect and maintain the Tot Lot, School Street, and June Street playgrounds.

- Issued spring, summer, and fall field permits and maintained online field calendars. A total of \$17,002 was collected in rental fees.
- Painted 2 additional pickleball court lines at the Downey courts while identification of a permanent location to install courts continues. Downey now has 4 painted Pickleball courts.
- Deerfield Elementary Gym was used for many programs this year.
- Wentworth Hall has been a great additional space used for our arts and youth programming, now with three separate classrooms.

Town of Westwood - 126th Annual Town Report

- Resurfaced Westwood High School tennis courts in Spring 2022
- Aquatics facility improvements included 2 new basement sump pumps and a new chlorinator for the pool.



Aquatics

The Aquatics Department includes the Aquatics Manager, the Assistant Aquatics Manager, the Aquatics Specialist (hired in November), Water Safety Instructors, Lifeguards, Water Safety Instructor Aides, Swim Team Coaches, and Pool Volunteers. The pool is utilized by Westwood residents, the Westwood High School swim team and students, and residents from neighboring communities. The Aquatics Department provides recreational lap swimming, competitive swimming, water exercise, swim lessons, and other water activities for all ages. The facility is an authorized provider for the American Red Cross, offering swimming programs including Parent/Child and Preschool Aquatics, Learn-to-Swim Levels 1-6, Water Safety Courses, Lifeguarding, Water Safety Instructor Training, CPR/AED, and First Aid.

The pool continued to remain open with safety protocols strictly adhering to the local, state, and federal guidelines related to the pandemic. The pool was open daily to members for Lap Swim by reservation from 6:10 am to 2:10 pm Monday through Friday. During the summer months, Open/Family Swim was added Monday–Friday in the afternoons. During the fall Open/Family Swim was added to Saturday afternoons. 1,603 active memberships were purchased for the year. Additionally, 11,063 swims occurred during our designated lap swim period for the year.

2022 Monthly Statistics - Open & Lap Swim

Month	# Active Memberships	# monthly swims
January	138	783
February	132	700
March	143	1064
April	151	932
May	153	982
June	159	963
July	167	994
August	176	1005
September	170	833
October	157	900
November	151	858
December	155	849
Totals	1,752	11,063

Town of Westwood - 126th Annual Town Report

Specialized programs were conducted such as Aqua Fitness, Competitive Recreational Swim Team with over 250 participants, Springboard Diving, Condition Swimming, American Red Cross Lifeguarding Course, American Red Cross Water Safety Instructor Course, and Swim Clinics. The American Red Cross Learn-to-Swim program with Group and Private Swim Lessons had over 1,100 participants including Private/Inclusive Swim Lessons with over 100 participants. New one-day fun-day programs were created: Treat & Swim, Craft & Swim, and Toddler Swim Time. All programs provided unique opportunities for the community. The Westwood Pool provided Summer Camp and Games Galore participants daily use of the pool for open swim during the long, hot summer. The pool offered open, lap, and family swim times during the summer and fall months. This wide array of aquatic programming provided individuals with opportunities to maintain health and wellness in a clean, secure, and comfortable environment. In total, the pool provided aquatic activities with over 14,450 participants in the year 2022.

The pool maintained several consistent rentals with Underwater Hockey, Walpole Swim Team, and Underwater Rugby in which a two-day national Underwater Rugby skills session and tryout event was hosted. Westwood High School Swim Team conducted its winter program and competitions at the Westwood Pool. The Westwood Pool collaborated with the Westwood High School J-term staff and provided pool time for students to participate in the J-Term offering, "Become a Certified SCUBA Diver."

Aquatics

The aquatics staff participated in multiple training programs. Examples of these include; participation in monthly MRPA meetings, attendance in the annual MRPA conference, and acquisition of the American Red Cross Lifeguard Instructor Certification and the American Red Cross Water Safety Instructor Certification. Two Aquatics staff presented at the MRPA Aquatics Academy held in the Weston Community Center; "Aquatic Risk Management" and "Set Up Your Lifeguard for Success" attended by aquatic professionals from all over New England. The aquatics team presented Water Safety Education with Safety Town; a recreation program offered in collaboration with the Westwood Police Department, providing community safety awareness for kindergarten-age children. Two full-time aquatics staff completed the Stroke and Turn Officiating Training with the Winter Suburban Swim League. The aquatics staff devoted countless hours planning for a very successful Westwood Day! Aquatics facility improvements included a new sump pump system and a new Pulsar chlorinator for the pool.



Respectfully Submitted,
Richard Adams, Recreation Director

Town of Westwood - 126th Annual Town Report

Recreation Commission Annual Report

Sheila Moylan, Chair
Ann Delaney, Vice-Chair
Katie Collins, Secretary
Mitchell Katzman, Member

Theresa Laham, Member
Paul Tucceri, Member
Joyce Cannon, Associate Member
Rania Kelly, Associate Member

Fouad Matar, Member

Mission

The Westwood Recreation Commission serves as a volunteer advisory board to the Director and staff of the Westwood Recreation Department on all recreation-related activities for the town. In regular public meetings, we provide input on matters such as the annual operating budget, and capital improvement projects, periodically review the recreation programs and events offered, and generally represent the interest of the residents of Westwood to ensure outstanding programs and facilities that enrich our community.

2022 Accomplishments

The Recreation Department was able to resume normal operations in 2022 post-COVID-19. For the second year in a row, they saw tremendous growth in participation reaching historical highs. The calendar year 2022 saw a 30% increase in registration over 2021. In 2022, the Recreation Department offered its first program specifically designed to be inclusive of neurodiverse children. They were also able to offer additional inclusive programming throughout the year. All our special events were held most notably Westwood Day which turned out to be very well attended by the community. The Commission would like to first and foremost recognize the dedicated staff who were determined to service the community throughout the pandemic and return to normal operations in 2022. Greater detail will follow in our Recreation Department annual report, but the Recreation Commission is proud to have worked with the department to achieve the following in 2022:

- Planned and implemented our signature event Westwood Day for an estimated 10,000 residents and neighbors. Also planned and hosted multiple town events including the Annual Fishing Derby, Firefighter's Foam, and New Year's Eve Fireworks.
- Operated Summer Camp serving a total of 2,342 participants; with a total of 7,574 participants registered in the areas of camp, sports, and youth programming throughout the year.
- Continued operations of all aspects of the Aquatics program with 11,063 total swims. Open swim was reintroduced after being suspended during the pandemic allowing families to swim together.
- Created and offered many new programs including Field Hockey League and Friends Connect inclusive programming.
- Obtained a \$26,850 grant from the Westwood Education Foundation to continue the development of new inclusive programs designed to be inclusive of neurodiverse children.
- Capital improvement projects including painting additional pickleball lines at the Downey tennis courts. Also, the tennis courts at Westwood High School were resurfaced.

Summary

In closing, I would like to thank the dedicated Recreation Department staff who worked tirelessly to provide outstanding programming and events to the community, and the volunteer members of the Recreation Commission, who like many residents volunteer their time and expertise for the betterment of our community. We encourage residents to provide feedback via email to the Recreation Department. Each meeting provides an opportunity for public comments where residents are welcome to provide feedback about issues facing recreation programs in Westwood. We have many great plans for 2023 and beyond and look forward to continuing to work with the Recreation staff to continue to improve our programs and services.

Respectfully submitted,
Sheila Moylan, Chair

Town of Westwood - 126th Annual Town Report

West Suburban Veterans' Services District Annual Report

Sarada Kalpee, Director - West Suburban Veterans Services District
TJ Tedeschi, Deputy Director - West Suburban Veterans Services District

The West Suburban Veterans' Services District includes the towns of Weston, Wayland, Wellesley, Westwood, and Needham. On April 1st, 2021, the town of Westwood joined the West Suburban Veterans' District. The District board comprises five members designated by the Select Board from each community. The district office assists and facilitates the needs of veterans and their families with financial benefits from both the Commonwealth of Massachusetts and Veteran Affairs. The central office is in the Wellesley Town Hall with satellite offices in each member town to provide services more conveniently for veterans and their families.



Westwood Veterans' Service Officers are TJ Tedeschi and Sarada Kalpee, both US Army veterans. They are available in Westwood on Mondays and by appointment and located at the Westwood Council on Aging between the hours of 0900-1500. A full range of benefits and services are available to veterans and their families based on certain qualifications and eligibility requirements. Veterans and family members may contact the department at (781) 850-5504 with any questions or to schedule appointments.

2022 Highlights for Westwood

- Provided \$25,978 in Chapter 115 benefits to Westwood Veteran residents
- Placed over 900 flags on Veterans' graves for Memorial Day
- The Veterans' Day Ceremony spearheaded by Michelle Miller, along with a supportive committee honored all Veterans who received tremendous feedback.
- Sarada Kalpee is deployed to the Horn of Africa
- Welcome to TJ Tedeschi, Deputy Director, and Veterans' Services Officer

West Suburban Veterans' Services District Board Representative

Appointed by the Select Board: Christopher T. Coleman, Town Administrator

Respectfully submitted,
TJ Tedeschi, Deputy Director

Town of Westwood - 126th Annual Town Report

Youth & Family Services Annual Report

Danielle Sutton, LICSW Director (June 2022 end)

Katy Colthart, LICSW Director (July 2022 end)

Staff

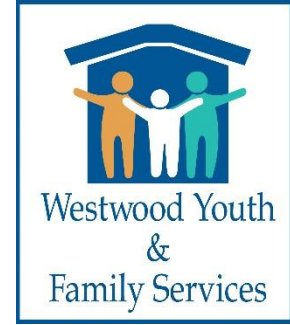
Katy Colthart, LICSW, Clinical Coordinator (June 2022 end)

Emily Greco, Youth Services Counselor (June 2022 end)

Adina Swan, LMHC, Youth Services Counselor (June 2022 start)

Shea Staff-Lonergan, LCSW, Youth Services Counselor (September 2022 start)

Mary Ellen LaRose, M.Ed., Administrative Assistant



Board Members

Janica Midiri, Chair

Mary-Carol Waters, Vice Chair

Nyla Bacchus, Student Member (July 2022 start)

Brian Cole, Student Member (June 2022 end)

Melissa DePina, Student Member (June 2022 end)

Lily Donnellan, Student Member (July 2022 start)

Christy Harrison, Thurston Middle School

Maeve Hutton, Student Member (June 2022 end)

John Loughnane, Community Member

Paul Marino, Student Member (June 2022 end)

Diana Martucci, Community Member

Nicola Midiri, Student Member

Seowon Park, Student Member (July 2022 start)

Brad Pindel, Westwood Police Department

Julia Ritzenberg, Student Member

David Russell, Community Member

Jeremy Stern, Student Member

Daniel Tryder, Student Member

Patricia Tucke, Council on Aging

Ethan Walsh, Student Member (July 2022 start)

Eli Wasserman, Student Member (June 2022 end)

Mission

Westwood Youth & Family Services supports the healthy social and emotional development of residents by providing a variety of educational, social, counseling, and supportive services for children ages 4 to 18 and their parents or guardians. Through active collaboration and cooperation with other municipal departments, public schools, and social service agencies, as well as area human service and mental health professionals, Youth & Family Services enhance the healthy development of children and families through outreach in the Westwood community focused on primary prevention and family support.

Goals and Responsibilities

- Assess the needs of children and families and develop programs to help meet these needs.
- Provide professional short-term counseling and assessment services for children and families.
- Advocate for appropriate long-term or specialized services in the area of family mental health and prevention.
- Provide information on existing state or local services to residents and area professionals working with youth and families.
- Collaborate with other town departments and community groups in addressing the needs of youth through the consideration or development of mutual efforts.

Town of Westwood - 126th Annual Town Report

Report

In our thirty-seventh year, Youth & Family Services continued to successfully support the Westwood community in this now post-COVID-19 pandemic world. With the opening of Wentworth Hall and the easing of Covid-19 restrictions, we were able to resume normal operations.

In 2022, we were able to continue offering free clinical counseling services to residents and Westwood public school students. We brought all of our group counseling programs as well as our Mentor programs back in person. Families were grateful for the in-person support as many mental health services that moved to remote during the pandemic have stayed remote. Our in-person programming has been invaluable to the children who missed out on vital socialization opportunities during the pandemic.

July marked a time of transition in Youth & Family Services as longtime director, Danielle Sutton, was promoted to the newly created position of Director of Human Services for the town. Adina Swan was hired to replace outgoing clinician, Emily Greco and we hired Shea Lonergan upon Katy Colthart's promotion to Director.

Overall, and thanks to the collaboration with public school staff, local law enforcement, and community service organizations our role as a mental health and human service resource for the children and families of the Westwood community continues to be robust.

The Youth and Family Services Board would like to thank the Select Board and our colleagues in other departments, local non-profit and community service organizations, and businesses for their support.

Current Services and Programs

Individual & Family Counseling

Short-term, solution-focused counseling and clinical consultation services are available from master's level clinicians and graduate level interns to children/adolescents (ages 4-18) and their family members. In addition to direct service, clinicians attend treatment meetings and provide consultation, advocacy, and outreach for residents, Westwood public school students, and their families.

Westwood Youth & Family Services also provides crisis stabilization services to residents through referrals from the Westwood public schools, police and fire departments, and area mental health professionals and organizations. This crisis stabilization can include community-wide support and psychoeducation on topics such as trauma and grief and loss.

Consultation and Referral Information

Clinical or family consultations are available to residents, school faculty/administration, and other municipal department heads on a variety of issues related to mental health, family health, child and adolescent behavior, parenting issues, substance abuse, etc.

In addition, we refer families to the *William James' INTERFACE Referral Service*, a mental health resource available to every Westwood resident, which allows residents to be matched with appropriate mental health services in a professional and timely manner. This service, in its seventh year in Westwood, is funded through a 50/50 split between the Town of Westwood and the Westwood Public Schools.

In the past year, Westwood Youth & Family Services has also worked closely with several community groups including Westwood Cares, Westwood Community Chest, Westwood Early Childhood Council, Westwood Public Schools, and the Westwood Rotary.

Group Programs and Group Counseling

Group counseling/psychoeducation was a practical and effective mode of both prevention and intervention and allowed the staff the opportunity to interact with greater numbers of people than individual treatment. Group intervention offers a unique opportunity for young people to learn about issues that affect their peers and to receive

Town of Westwood - 126th Annual Town Report

feedback from their peers. Of special note was that our Calm & Cope Anxiety Coping Group, which was developed virtually during the pandemic, transitioned to an in-person group in 2022. Now an 8-week group for 2nd/3rd and 4th/5th-grade children provided psychoeducation and taught anxiety management skills. In addition to Calm & Cope, we offered multiple Structured Play Groups for elementary school-age children and Girls Groups for 4th-6th grade

Youth Volunteer Program/ "Mentor Program"



Established in 1987, the Mentor Program provides young people (Grades 9-12) the opportunity to become actively involved in community volunteer service that meets identified needs of the community. Each year, close to two thousand hours of service are provided to the community through involvement with a number of our prevention programs and cooperative efforts with other social service agencies. The Mentor Program in 2022 included *Body Safety Theater*, *Be SMARRT* (Formerly known as *Bullying Prevention Theater*), *Friends Network*, *Teen Scene @ the Library*, and *Westwood Writes: An Intergenerational Pen Pal Program*.

Community Education & Prevention Programs

The Westwood Youth & Family Services staff are involved in providing educational programs and primary prevention programs to adults and children in the community. Two of these programs include *Body Safety Theater* (Grade 3) and *Bullying Prevention Theater* (Grade 6).



In consultation with Thurston Middle School, the *Bullying Prevention Theater* program was renamed in 2022 to *Be SMARRT* (Students Modeling & Advocating for Respectful Relationships at Thurston) to shift away from solely focusing on bullying prevention.

The program was transformed to reflect the full nature of the social challenges and dynamics that are experienced and observed during the middle school years.

The *Be SMARRT* program guides middle school students on how to navigate these difficult relationship dynamics positively and safely and to understand that we all play a role in making school a positive and safe community.

Body Safety Theater (BST) is a live theater presentation performed by high school students designed to teach 3rd graders how to identify potentially abusive situations and what to do if sexual abuse occurs. The 35-minute presentation is comprised of three skits, all of which present a different abusive situation and solution. The presentation is highly interactive and intends to draw the appropriate solutions to each situation from the audience.



Town of Westwood - 126th Annual Town Report

Recognize-a-Youth Program



Created by Westwood Youth & Family Services in partnership with the Westwood Rotary, the RAY (Recognize-a-Youth) Program recognizes outstanding citizenship by Westwood young people.

Recipients have distinguished themselves through their initiative and commitment to community service, and have demonstrated an ethic of caring for others that is essential for the health of the community. Recipients receive a certificate of appreciation and a gift, courtesy of the Westwood Rotary.

The R.A.Y. award recipients for 2022 were Sophia Routhier, Jack Stuehler, Timmy Donovan, Yvette Easton, and Ali Tariq.



The Holiday Giving Program, now in its twenty-third year, connects local sponsors with Westwood families and families of Westwood Public School students in need of support during the holidays. Sponsors provide holiday gifts for children in a confidential program coordinated by the Youth & Family Services department. In December of 2022, gifts were provided to 97 children in 46 families (**a 26% increase from last year**) through the generous donations of local businesses and residents.

In March of 2021, the Y&FS department launched a pilot **Birthday Giving Program**, modeled after our long-standing Holiday Giving Program. Birthday Giving connects local sponsors with Westwood families in need of support for their children's birthday celebrations. Sponsors provide gift cards and birthday supplies ("birthdays in a bag") for children in this confidential program. In 2022, 40 children were supported through this program.

Graduate Internship Program

Through the Graduate Internship Program at WY&FS, graduate students in social work programs at local universities are placed at WY&FS for one academic year. Interns are supervised by WY&FS staff and provide clinical and program services to residents at no extra cost to the town.

During 2022 WY&FS hosted 4 Graduate Clinical Interns. Julianne Weishaus, BA from Simmons School of Social Work (September 2021 – June 2022), Elizabeth Craig, BA from Boston University (January – August 2022), Abby McGinn, BA of Boston College School of Social Work (September 2022 start), and Christa Perry, BS, of Simmons School of Social Work (September 2022 start).

Accomplishments

- In 2022, WY&FS provided **1,226 hours of clinical and consultation services** to residents and those students and families attending Westwood Public Schools.
- While at WY&FS in 2022, Julianne Weishaus, BA, Elizabeth Craig, BA, Abby McGinn, BA, Christa Perry, BS, served in our **Graduate Internship Program**, providing **323 total hours of free clinical service to residents**, estimated at a **value of \$16,150**.

Town of Westwood - 126th Annual Town Report

- In the winter of 2022, we **piloted a Yoga Flow for Teens program**, taught by a Certified Yoga Instructor and Certified Trauma-Informed Yoga Instructor. Given the success of the program, we offered the program to Middle School aged youth in the Fall of 2022 and it was a huge success. We hope to continue this program for years to come.
- In April, WY&FS was **awarded** a large multi-year **grant totaling \$18,000** from BID-Needham. This grant will be used to help fund the increased cost of the William James Referral Service for the next 3 years. This grant is now being housed within the larger Human Services Department.
- In May, as a way to serve the needs of many on our clinical wait list, **Tackling Our Troubles was formed**. Tackling Our Troubles is an eight-week emotion regulation group for 2nd and 3rd graders. The program aims to teach participants ways to identify and express feelings, manage big emotions and build confidence through fun and interactive games and activities.
- In September of 2022, WY&FS was able to offer **five Mentor programs** to all high school-aged students, allowing them to volunteer and make a difference in their community for the 2022-2023 academic year: *Body Safety Theater (Gr. 9-12)*, *Be SMARRT (Gr. 9-12)*, *Friends Network (Gr. 9-12)*, *Teen Scene @ the Library (Gr. 10-12)* and *Westwood Writes: An Intergenerational Pen Pal Program (Gr. 9-12)*. We had **97 high school students** participate in the Mentor Program in 2022; providing hundreds of hours of community service in Westwood, and hundreds of younger (and senior) residents were served through these programs.
- The partnership between WY&FS and the Council on Aging continued for another year of **Westwood Writes an Intergenerational Pen Pal Program in 2022**. Furthermore, in September 2022, by partnering with the Westwood Public Library, the program expanded to pairing 25 high school students with senior residents to exchange monthly letters.
- In November of 2022, the **Friends Network Program** resumed its twenty-sixth year. Thirty (30) high school Mentors were paired with 30 elementary school students (a **25% increase** from past years) in 3rd-5th grade for weekly meetings and activities between November 2022 and will continue through April 2023.
- In November of 2022, WY&FS **partnered with Westwood Public Schools, the School Committee, and the Westwood Police Department** to collaborate with Everytown for Gun Safety to bring a Safe Gun Storage event to Westwood.
- In 2022, WY&FS, in its **7th year**, **Teen Scene @ the Library**, a collaboration with the Westwood Public Library continued. During this program, high school Mentors provide positive interaction, act as role models, and provide oversight to a large number of middle school students in the Library on Wednesday and Friday afternoons each week. In September 2022, changes were made to allow high school students to sign up seasonally, allowing for more flexibility and greater participation.

Board and Committee Membership

The Staff of Westwood Youth & Family Services participated on a variety of boards, committees, and groups in 2022 at the local, regional, and state levels.

- BID Needham Community Benefits Advisory Committee
- Deerfield Elementary School Site Council

Town of Westwood - 126th Annual Town Report

- Massachusetts Youth Commission Collaborative
- Massachusetts Municipal Association Human Services Council
- Massachusetts Municipal Association Women Leading Government
- National Association of Social Work, Massachusetts Chapter
- Thurston Middle School S.O.S Program and Depression Screening Initiative
- Town of Westwood Human Services Function Group
- Town of Westwood Wentworth Hall Users Group
- Regional Internship Collaborative (Westwood, Needham, Dedham, and Medfield)
- Westwood Cares
- Westwood Community Chest
- Westwood Community Crisis Intervention Team
- Westwood Early Childhood Council
- Westwood High School Child Study Team
- Westwood High School Legislative Council
- Westwood High School Site Council
- Westwood High School S.O.S. Program and Depression Screening Initiative
- Westwood Public Schools Incident Management Team
- Westwood Public Schools Wellness Review Committee

Respectfully submitted,
Katy Colthart, LICSW, Director

EDUCATION

Town of Westwood - 126th Annual Town Report

Westwood School Department Annual Report

Charles Donahue, School Committee Chair

Maya Khuri Plotkin, School Committee Member

Anthony Mullin, School Committee Vice Chair

Amanda Phillips, School Committee Clerk

Dorothy Parmelee, School Committee Member

Emily Parks, Superintendent of Schools

We are pleased to submit this school department report for town residents. The Westwood Public Schools (WPS) has a long tradition of providing high-quality instruction and extra-curricular opportunities for our 2,887 students in preschool through grade 12.

Academic Achievement

On the 2022 MCAS, out of 302 districts, our fourth-graders ranked 11th in the state on English Language Arts (ELA) and 9th in the state on math. Our fifth-graders ranked 2nd in ELA, 3rd in math, and 7th in science; our sixth-graders were 11th in ELA; and our eighth-graders were 11th in science statewide.

Educators in the WPS continue to monitor students' progress and skill development and design instruction to meet each student's needs. In the 2021-2022 school year, as the district returned to pre-COVID conditions, we experienced changes in student behavior and social-emotional needs, particularly at the middle school. With the addition of increased mental health staff, social-emotional support, and a Dean of Students at Thurston Middle School, in Fall, 2022 indicators such as decreased discipline referrals and fewer reports of bullying suggest that the situation is improving and stabilizing.

Performing Arts

The High School's performing arts department continued to explore innovative, creative ways for students to share their craft. Student music ensembles returned to full in-person performances and the District's drama program included productions such as Aaron Sorkin's play, *The Farnsworth Invention*, the musical *Mamma Mia*, and *The Secret Garden*.

Visual Arts

The Visual Arts program in the WPS continued to thrive. 21 WPS students were recognized through the 2022 Scholastic Art Awards.

Athletics

Spring 2022

Westwood Athletics had a very successful Spring 2022 season. The Boys and Girls Lacrosse, Softball, Baseball Boys and Girls Tennis teams all qualified for the state tournament. Girls Lacrosse was the TVL Champions and won the D1 State Championship for the 2nd year in a row, garnering national attention.

Fall 2022

Our student-athletes continued to perform well during the Fall 2022 athletic season. Boys and Girls Cross Country, Boys and Girls Soccer, Volleyball, Field Hockey, and Football all qualified for the State Tournament. Field Hockey and Volleyball were TVL Champions.

Educational Equity Initiatives

In alignment with the District's strategic priorities, work to address diversity, equity, and inclusion issues continued. These efforts include updates to curriculum and instruction; activities promoting positive culture and climate; increased work on talent recruitment, retention, and development; and continued partnerships with families and the community.

In Spring 2022 the District allocated grant funding to hire an outside consultant to conduct an equity audit of the District to provide high-priority recommendations for continuing this work strategically and effectively. The

Town of Westwood - 126th Annual Town Report

consultant will provide feedback on the district's programs, policies, and practices to support progress toward a more equitable, integrated district that supports all children and families. The audit findings will be released in early 2023.

METCO Expansion

After 54 years as a METCO district, serving students in grades 6-12, in the Fall of 2022, the WPS expanded its METCO program to the elementary level. The District welcomed Boston-resident students in grades K-5 to the Hanlon School.

Elementary School Building Projects

Hanlon-Deerfield School Building Project

In the Summer of 2022, a groundbreaking ceremony was held on the grounds of the new school. The construction of the new building continues to be on schedule. In December, Hanlon and Deerfield students, school administrators, building staff, school committee members, and town officials signed the 'topping off' steel beam that will be placed in the gymnasium in the new school building. The new school is scheduled to open in February 2024. Construction can be viewed by walking down Laura Ln. in Westwood.

Sheehan School

The School Department submitted a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) for William E. Sheehan Elementary School. However, the District was informed in December 2022 that it was not invited into the MSBA's Eligibility Period for 2022.

COVID-19 Response

As public health metrics in Westwood and Massachusetts improved, in February 2022 the District moved to mask-optional for staff and students.

Personnel

In 2022, six staff members retired after many years of dedicated service to students and the Town. The retirees were: Ann Clarke, 8 years; Varsha Bhide and Lisa Fass, 15 years; Barbara Moore, 23 years; Denise Singleton, 13 years; and Marcia Uretsky, 6 years.

Finally, on behalf of our entire faculty and staff, we thank you for your continued support of our efforts. We are committed to maintaining a high-quality level of education for our students and appreciate the Westwood community's support of its schools.

Finally, on behalf of our entire faculty and staff, we thank you for your continued support of our efforts. We are committed to maintaining a high-quality level of education for our students and appreciate the Westwood community's support of its schools.

Respectfully submitted,
Emily J. Parks, Superintendent of Schools
Charles Donahue, School Committee Chair



Town of Westwood - 126th Annual Town Report

Blue Hills Regional Technical School Annual Report

Braintree – Eric C. Erskine, Chair

Milton – Clinton Graham

Canton – Aiden G. Maguire, Jr., Secretary

Avon – Francis J. Fistori

Holbrook – Taryn M. Mohan

Dedham – Thomas R. Politio, Jr., Vice Chair

Norwood – Kevin L. Connolly

Randolph – Karen Graves

Westwood – Sheila C. Vazquez

Jill Rossetti, Superintendent

Ms. Michelle Resendes, Business Manager

Mr. Geoffrey Zini, Principal



The Blue Hills Regional District School Committee is pleased to submit its Annual Report to the residents of the town of Westwood.

Blue Hills Regional Technical School continues its steadfast commitment to providing the highest caliber academic and technical instruction to students in grades nine through twelve, and adults receiving postgraduate training. The nine towns comprising the District include Avon, Braintree, Canton, Dedham, Holbrook, Milton, Norwood, Randolph, and Westwood.

Ms. Jill Rossetti serves as Superintendent, Mr. Geoff Zini serves as Principal, and Ms. Sheila C. Vazquez is the Westwood representative to the District School Committee. The District School Committee met on the first and third Tuesday of each month at 7:00 PM. These meetings take place in the William T. Buckley District Board Room at the school. Over this past summer, the Committee voted to meet once a month instead of two with the caveat that a second meeting will be scheduled during those months that required additional time to meet the needs of the District. December through June 22, the school committee met twice a month. From July 22 through the present, the committee has met once a month. Blue Hills (BH) and the District are pleased to be back to an in-person meeting format. As always, the public is encouraged and welcome to attend. They can sign up to speak during the Public Comment portion of each meeting via a link provided on every posted agenda.

Blue Hills started the year with full in-person learning and with an option to either wear a mask or not. The only room where masks must be worn is in the School Nurses office. The Superintendent continues to follow the COVID dashboard and any recommendations made by all state and regulatory entities with thought and care for everyone's health and safety. The school complies with all safety regulations and cleaning practices.

The Blue Hills Sports program is back. The students, staff, and coaches are thrilled and it has been a successful and memorable year for the Warriors. This past Spring, the Baseball team made it to the MIAA State Tournament, and the Ruby team did the same. This fall, the BH Football team made it to the Mass Vocational State Tournament and won the Mayflower League Tournament.

The Girls' Soccer team are Mayflower League Champions and made it to the MIAA State Tournament. Boys' Soccer also made it to the MIAA State Tournament. The BH Golf Team made it to the MIAA State Tournament as a Team, an accomplishment worth noting.

Town of Westwood - 126th Annual Town Report

The academic and vocational programs proved to be successful as demonstrated by Blue Hills MCAS scores. (2021 and 2022). To this end, many of the supports that were put in place during the pandemic to support our students, continue to be available. In addition, after-school and before-school help is available to all students. Summer School was offered this past summer and all students completed and passed their classes. (Half of those participating were students with IEPs.)



End-of-year awards, celebrations, accomplishments, and honors were noted and celebrated in Spring 2023. They were attended with record numbers. Graduation was held on the Athletic Field as in previous years. Other end-of-year activities include Prom, Field Day, National Honor Society Induction Ceremony, Sports recognition events, and Awards Night. This past fall, we welcomed both returning and new students who have hit the ground running in all areas, most participating in school clubs, activities, and sports. The annual Open House and Showcase were held in November. Both events were a success and very well attended by all District towns.

Senior Scholarship and Awards Night was celebrated on May 19, 2022. Dozens of students were honored for their achievements. A total of 60 single and multi-recipient awards/scholarships were distributed to the student honorees. They were recognized or given scholarships for their academic, athletic, and technical program success. Blue Hills Regional truly appreciates all the individuals and civic and municipal organizations that generously recognized these deserving young men and women. Blue Hills has 28 John and Abigale Adams Scholars in the Class of 2022, and 1 from Westwood. The Westwood recipient was Elizabeth Moore.

Commencement was held on June 7, 2022. On the BHTS Turf Field. There were 210 graduates, 1 from Westwood. The Westwood graduate was Elizabeth Moore.

Blue Hills Regional is proud to offer various services (Cosmetology, Early Education and Care, Construction Technology, Graphics, Design & Visual Communications, our in-house, student-run restaurant, the Chateau de Bleu, Electrical, Metal Fabrication, and Automotive) to district residents – and in some cases, the general public – from a variety of technical programs. This practice allows students to utilize their training in practical, hands-on situations that augment their classroom work. Furthermore, these professional-quality services are available at well below commercial cost. Over the years, residents and civic or municipal groups in the District towns have saved considerable money by having Blue Hills Regional students perform work for them.

The school pool is open to community schools and the public. Swim teams are back and the pool has community swim programs offered to the public.

There were 920 students enrolled at Blue Hills as of October 1, 2022. Seven (7) were from Westwood.

Commencement Ceremony for the class of 2023 is scheduled for June 6, 2023, at 6 PM.

The Practical Nursing Program (Postsecondary Programs Division) is a full-time program of study provided to adults on a tuition and fee basis. The Practical Nursing students are prepared upon graduation to take the

Town of Westwood - 126th Annual Town Report

NCLEX-PN (National Council Licensure Examination for Practical Nursing) through the State Board of Registration in Nursing. The Practical Nursing program (Postsecondary Programs Division) held its 33rd Annual Commencement this past June.

Blue Hills is back and proud to offer and provide our students and school community the very best academic and vocational education and experience for their immediate and future success.

Respectfully submitted,
Sheila C. Vazquez, Westwood Representative
Blue Hills Regional Technical School

***OTHER WESTWOOD BOARDS
/NORFOLK COUNTY COMMISSIONS***

Town of Westwood - 126th Annual Town Report

Westwood Cultural Council Annual Report

Board Members

Nancy Donahue, Secretary
Anne Innis, Chair
Elizabeth Nicosia, Treasurer

Jennifer Crummet
Margaret Rustrian
Joan Murphy

Jennifer Ryan
Maria Ryan
Tomo Lazovich

Mission

Westwood Cultural Council (WCC) helps provide cultural opportunities for residents of our community. Annually, WCC gives grants to applicants wishing to provide opportunities in the arts, humanities, and sciences to various segments of Westwood's residents. The Council receives grant funding from the Massachusetts Cultural Council to promote excellence, access, education & diversity in the arts, sciences, and humanities to improve the communities' economics & quality of life.

Council Activity

At the 2022 Annual Granting Meeting in October, the board collectively agreed to grant funding to the following eight programs for 2023.

1. Downey School PTO, Inc. - Ammaya Dance & Drum - \$775
2. Martha Jones School - Improv for Inclusion - \$750
3. Moore, Caitlyn - Buildwave: A Creative Hands-on Building Challenge - \$600
4. Newman, Howard - Musical Baseball Show - \$375
5. Paul Hanlon Elementary School - Discovery Museum - \$750
6. Rull, Thomas E. - "A Musical Journey Through the Years" - \$400
7. Sheehan School PTA - Sheehan Cultural Fair - \$750
8. Tincknell, Roger L. - From Ireland to America - \$600
9. Viti, Lynne - Poets in the Schools: All Westwood Public Schools - \$2,100
10. Westwood Integrated Preschool - Drumlin Farms, Talking Hands and Movement -\$400
11. The Westwood Cultural Council also voted to donate \$100 to the 2023 Poet Laureate position.

These programs continue to take place throughout the year, and the Council promotes programming that is open to the public in conjunction with the presenting entities.

Respectfully submitted,
Anne Innis, Chair
Westwood Cultural Council



Town of Westwood - 126th Annual Town Report

Westwood Environmental Action Committee Annual Report

Brian Bayer Juliana Belding Maria Costantini, Secretary Claire Galkowski,
Julie Gervais Leslie Greffenius Stephen Harte Ann-Marie Kline
Kate La Croix, Chair Sue McGown, Vice Chair

Mission

Westwood Environmental Action Committee's (WEAC) purpose is to position the Town of Westwood to meet the challenges of sustainable growth. Sustainability means living with the minimum impact on the environment, including animals, plants, and natural resources. WEAC promotes energy conservation, renewable energy, water conservation, green buildings, more efficient vehicles, tree planting, waste reduction, recycling, and environmental education in Westwood. WEAC serves as an advisory committee to the Select Board and makes recommendations on sustainable environmental actions and policies for consideration by the Select Board.

Accomplishments

In 2022, Westwood Environmental Action Committee's most visible accomplishments were:

- **Community Choice Electricity:** Continued work on the Community Choice Electricity Aggregation (CEE) program to meet the state requirements for its implementation in Westwood. Westwood CCE is an electricity supply program in development by the Town of Westwood to provide residents and businesses with new, Town-vetted options for electricity supply. Westwood CCE's standard and optional products include more renewable energy than is required by Massachusetts. This means residents can use cleaner electricity and support the growth of renewable energy generation in our region. Due to COVID-19 delays, Westwood's CCE plan was still under review by the Department of Public Utilities in 2022. In the meantime, the CCE subcommittee has been working to develop a communications plan, including a website, video script, and other marketing materials.
- **Zoning Amendments Relative to Permitting and Approval of Solar Arrays:** WEAC members brought to the attention of the Town Planner and the Westwood Planning Board an issue with the zoning bylaw related to the permitting and approval process for solar energy that could cause residents undue impediments when installing solar on their property. Due to WEAC's advocacy on this issue, The Planning Board proposed Article 18 at the May 2022 Westwood Town Meeting, by amending Section 2.0 [Definitions] for "Roof-mounted Solar" and "Other Solar Array" and adding new definitions to Section 2.0, including but not limited to a definition for "Large-scale Solar"; amending Section 4.1.2 [Table of Principal Uses]; and Section 4.3.1 [Table of Accessory Uses]; amending Section 7.3 for Environmental Impact & Design Review; and by adding a new Section 7.7 [Solar Design Review and Approval]. Town Meeting approved these zoning amendment articles.
- **Earth Day Clean Up:** On April 24, 2022, WEAC members celebrated Earth Day by cleaning up the fields and wooded area behind Thurston Middle School. We collected many bags of trash and recycling and left the area in much better condition.



Town of Westwood - 126th Annual Town Report

- **Tree Plenish:** On April 30th, WEAC participated in the Tree Plenish program organized by the Westwood High School Chapter of the Youth Climate Action Coalition. WEAC purchased trees and members planted them in town.



- **Phase 2 Solar Efforts:** WEAC devoted significant time this year to promoting and advancing the next phase of solar projects in the town, spearheaded by the town's Energy Manager, Tom Philbin. WEAC members worked with Mr. Philbin, the Select Board, and School Committee, created informational materials, wrote articles, hosted virtual information sessions, and helped to field questions from residents about the projects. Thanks in part to WEAC's efforts, these projects are moving ahead and are projected to bring the town significantly closer to achieving its energy goals.

Phase 2 Solar

WEAC is hosting a virtual community engagement session

information:


when: 10/12 ✨
7 to 8 pm

on: Zoom ✨

login info on town website

you'll learn about:

- Locations for Phase 2 Solar
- Benefits to the town and schools
- Project timelines and renderings
- Answers to FAQs



Town of Westwood - 126th Annual Town Report

- **Westwood Day:** WEAC had a two-pronged presence at Westwood Day on September 17th. In the Vendor Village, we hosted a booth aimed at educating residents about Phase 2 Solar projects in Westwood, demonstrating how to recycle properly, and promoting composting efforts at home. In the food court, WEAC worked with the Recreation Department, local food vendors planning to attend WW Day, and Black Earth Compost to set up a composting initiative for the event. This entailed coordinating with the Recreation Department to set up a composting station, providing compostable service materials (plates, bowls, utensils, etc.) to the food vendors in advance of the event, and engaging Black Earth to collect and remove all the compostable material. We achieved our two main goals: to cut down on landfill waste from the event and educate residents about the benefits of composting.



- **Pollinator Protection Efforts Initiated:** WEAC launched a new initiative to create a Pollinator Protection working group for the town. The group will include representatives from various boards, departments, and organizations in town, and its task will be to research best practice guidelines at the state and municipal levels for protecting and promoting the health of pollinators that are critical to our ecosystems. The end goal is to make recommendations to the town about how to put a Pollinator Protection Plan in place.
- **Community Engagement:**
 - WEAC members worked with Tom Philbin, Town Energy Manager, to promote energy and solar initiatives in Westwood.
 - WEAC members interacted extensively with the Recreation Department, local food vendors, a composting provider, and residents to promote more responsible waste disposal and composting for several months leading up to and at Westwood Day.
 - WEAC members worked with the Select Board, Tom Philbin, and others to prepare communications regarding Community Choice Electricity.
 - Members of WEAC met with the DPW to discuss trash, recycling, tree planting, pesticide use, and other topics.
 - WEAC began an ongoing series of articles in the Hometown Weekly under the heading “Did you know...?” designed to provide residents with useful information about current events in environmental and energy news.

Respectfully submitted,
Kate La Croix, Chair
Westwood Environmental Action Committee

Town of Westwood - 126th Annual Town Report

Dedham-Westwood Water District Annual Report

Westwood Commissioners: James Fox, Chair

Andrew Kara

Gary Yessaillian

Dedham Commissioners: Robert Alexander, Vice Chair

Eric Merithew

John Healy

Mission

To provide high-quality drinking water and water for fire protection to both the Towns of Westwood and Dedham.

Water Quality

In 2022, the District complied with all United States Environmental Protection Agency (EPA) and Massachusetts Department of Environmental Protection (MassDEP) drinking water standards. Water quality sampling is conducted weekly for numerous contaminants to ensure the safety of our customers.

Per- and Polyfluoroalkyl Substances (PFAS) levels have been detected in the District's water. However, results have **continued to comply** with MassDEP's regulatory standard (below 20 parts per trillion quarterly).

New regulatory standards from the EPA, much lower than MassDEP's, are anticipated to be implemented in January 2024. With these forthcoming changes, the District is working proactively to implement a treatment plan to mitigate PFAS and ensure compliance.

A feasibility study is underway to implement treatment for PFAS at both the Bridge Street and White Lodge Water Treatment Plants. Once the treatment testing is permitted and completed, a design will be furnished, and the project will go out to bid.

2022 Dedham-Westwood Water District Metrics

Linear Feet of Water Main Installed	1,080'
Number of Water Leaks Repaired	50
Number of Water Meters Installed	1,250
Number of Cross Connection Tests Performed	1,242
Gallons of Water Pumped	1.473 Billion
Number of Customer Service Connections	16,000

Water Conservation

This past year, Westwood and Dedham, part of the Southeast Region, experienced a significant drought.

The District issued mandatory water restrictions from May to October to ensure our water supply could meet necessary demands for public health and safety. With little to no rain for almost the entire summer, the Massachusetts Executive

Office of Energy and Environmental Affairs did not repeal the region's drought status until October.

Water conservation is encouraged year-round, not only outside the house but inside too. Saving water can easily be achieved by being mindful of your daily habits, including taking a shorter shower, only running full loads of dishes and laundry, turning off the faucet while brushing your teeth, and more.

The District offers a [Water Conservation Rebate Program](#) for homeowners and businesses. Residential customers can receive a \$100 water bill credit for installing a new washing machine (one rebate every seven years). Both businesses and residents can receive a \$75 water bill credit for installing a new toilet (two rebates per lifetime of the property). Washing machines and toilets that meet the program's eligibility will ultimately help conserve water. For more information about the program, please visit www.dwwd.org/rebate.

Town of Westwood - 126th Annual Town Report

**DON'T MISS A *DROP*
OF INFORMATION!**



Connect with the Dedham - Westwood Water District

ONLINE: WWW.DWWD.ORG

SOCIALLY:



FACEBOOK: DEDHAM-WESTWOOD WATER DISTRICT



TWITTER & INSTAGRAM: DWWD_H2O



New Website and Increased Social Media Presence

In June 2022, the District launched a new and improved website that is easier to navigate and more aesthetically pleasing. Since the launch, we have continued to update and develop new website content, including submittable online digital forms. In addition, the District has increased its social media presence by consistently sharing news, programs, and water-related information. Residents that wish to stay informed can follow us on Facebook, Twitter, and Instagram. Social media account information can be referenced in the graphic above.

2022 Capital Improvement Projects

Last year, \$288,000 was invested into an undersized water main in Westwood on Hillcrest Place and Beverly Lane. Two additional projects, Veterans Road in Dedham and Beacon Street/Brookfield Road in Westwood, were slated for construction, but due to material shortages, both projects were delayed to 2023. In total, 960 linear feet of new water main, two hydrants, valves, and ten water service lines were installed. In addition, repairs were made to 250 curb stop boxes (water shut-off valve to each customer's property) throughout Westwood and Dedham.



An excavator is making the finishing touches around a newly installed fire hydrant.



Hillcrest Place is being dug for a new water main.

2023 Service Plan/Goals

- **Public Outreach:** Attend Dedham Day and Westwood Day to promote the District and water conservation efforts.
- **Collaboration with Dedham and Westwood:** Continue planning infrastructure investments with both towns to ensure upgrades are timely with their paving and sidewalk improvement schedules.

Town of Westwood - 126th Annual Town Report

- **PFAS Regulations:** Continue proactive preparations to comply with EPA's anticipated PFAS regulations by fully designing a treatment plan.
- **Revised Lead and Copper Rule:** Continue to make headway with EPA's Revised Lead and Copper Rule by creating an inventory of all service line materials and complying with new testing procedures.

Special Recognition

The District would like to thank John Miller from Dedham and Andrew Kara from Westwood for serving on the Board of Water Commissioners. John served on the Board for eight years and Andrew served for two years!

Respectfully submitted,
Blake D. Lukis, Executive Director
Dedham-Westwood Water District



Town of Westwood - 126th Annual Town Report

Lifeworks, Inc. Annual Report

Daniel Burke, President/CEO

Brenda Calder, Chief Financial Officer



Mission

The mission of Lifeworks is Advocacy, Empowerment, & Opportunity.

Guiding Principles

- Build collaborative partnerships with families, friends, and communities.
- Ensure a continuum of person-centered supports and choices.
- Advocate for the protection of human and civil rights.
- Develop and retain exceptional, supportive staff.
- Provide visionary leadership that is actively engaged in defining future standards of support.
- Sustain sound stewardship to advance the mission, financial, and organizational integrity.

For over 68 years, Lifeworks, and its preceding agency, The Arc of South Norfolk, have been a strong and vibrant community partner to the people of the Town of Westwood and our surrounding areas, providing services and support for individuals with developmental and intellectual disabilities, including autism. To learn more about our history, leadership, and Board, please go to our new website at www.lifeworksarc.org and see the information under "About Us." This site provides information about our programs and resources and displays a calendar of our events and activities. As an affiliated chapter of The Arc of the United States and alongside our chapter partners, led by Arc Massachusetts, we continue to advocate for persons with disabilities and provide opportunities for empowerment and equity.

With financial support from the Town of Westwood combined with that of our other 11 local towns, we can pool our resources. This allows Westwood to achieve the highest cost efficiency in providing services to residents diagnosed with intellectual and developmental disabilities, including an increasing number of individuals with autism.

The financial support you give our organization enables us to optimize the services we provide to your residents who are diagnosed with intellectual and developmental disabilities, including autism. It is through our partnership that we are making a difference in the lives of people with disabilities, and we are thankful for our collaboration.

The total value of services provided to residents of the Town of Westwood and those supported directly by Lifeworks has increased over the past year with increased services provided by our Family Support Center and Autism Support Center. In addition, we have continued to see an increase in participation in our day programs and social/recreation programs including increased participation from residents of Westwood.



Town of Westwood - 126th Annual Town Report

The number of people from Westwood who received services from Lifeworks is in the chart below.

PROGRAM	\$ Per Person	# of Persons	WESTWOOD
			TOTAL
Day Habilitation	\$24,221	4	\$96,884
Family Support	\$1,221	45	\$54,945
Adult Family Care	\$20,004	4	\$80,016
Autism Support Center	\$451	59	\$26,609
Harbor Counseling	\$6,491	11	\$71,401
Social-Recreation	\$345	38	\$13,110
Residential Individual Support	\$25,816	4	\$103,264
Residential Program	\$167,535	13	\$2,177,955
Employment Training	\$26,436	13	\$343,668
Total Cost of Services:			\$2,967,852

Lifeworks Programs, Services, and Supports:

- **Family Support** and **Adult Family Care** - provides intensive family intervention, in-home respite care supports, case management services, emergency support, clinical services, and family training services.
- **Adult Family Care** - supports adults with intellectual and developmental disabilities and their caregivers within their communities. The Adult Family Care program enables adults with disabilities to live with family members who are trained caregivers in their homes.
- **Autism Support Center** - offers specialized recreational programs, information and referral services, educational services, parent, and sibling support groups. Our center offers clinical, individual, and family support to children and adults throughout our region.
- **Autism and Law Enforcement Coalition "ALEC"** - works to foster a deeper understanding of autism and other developmental disabilities among public safety and law enforcement personnel by providing training for police officers, firefighters, EMTs, and emergency room personnel.
- **Day Habilitation Programs** - operate rehabilitative and therapeutic day programming for adults with intellectual and developmental disabilities who require specialized and multi-disciplinary care. These programs include the William F. Abel Therapeutic Center in Westwood and the Connections program in West Roxbury.
- **Harbor Counseling Center** - provides specialized individual and group behavioral health care support and therapy for adults with intellectual and developmental disabilities including autism. These supports can include art therapy, music therapy, and psycho-pharmacological support.
- **Adult Social-Recreation Programs** - offers after-school and adult social and recreational programs. Offerings include several social clubs and special events, evening educational classes, discussion groups, and a variety of sports and Special Olympics opportunities.
- **Lifeworks Employment Services (LES)** - operates two program locations in Norwood and West Roxbury. LES provides a dynamic array of employment and **Community-Based Day Services (CBDS)**,

Town of Westwood - 126th Annual Town Report

including job placement, employment training, and ongoing support. Our CBDS program also called the Life Enhancement Program (LEP) provides small group activities focused on skill development, volunteer experiences, community connectedness, education, and wellness. Lifeworks Transportation Services often works in conjunction with LES to ensure quality, wrap-around services.

- **Residential and Individual Supports Programs** - include 18 community-based residences throughout Norfolk County and the surrounding area. These wonderful homes focus on ensuring an environment for individuals that is inclusive in their local community and usage of their local resources. The Individual Home Supports program provides staff to support people who live independently in our local communities either in their own homes or shared with another person. Lifeworks also offers a shared living program supporting persons with disabilities who live in the homes of providers offering beautiful home environments and ensuring all aspects of community living.

The total value of all services provided last year to residents of the Town of Westwood will increase in the coming year with the addition of new residential program support and the rapid growth of the AFC, Family Support, and Autism Support Center programs. **This year we are requesting level funding of \$9,916.**

Over the years, we have been developing, expanding, and perfecting the programs and support we offer to your residents. As needs arise, we answer the calls, doing our part to assist people in their times of need. We strive to be a resource to your town, your public officials, your public safety departments, and your residents. It is with your financial support that we can do this successfully.

The partnership between Lifeworks and the Town of Westwood has contributed enormously to the care of Westwood's citizens diagnosed with intellectual and developmental disabilities, including autism. We are grateful for your continued support.

Respectfully submitted,



Daniel Burke
President & CEO, Lifeworks Inc.

Town of Westwood - 126th Annual Town Report

Norfolk County Commissioners Annual Report

*Joseph P. Shea, Quincy
Peter H. Collins, Milton
Richard R. Staiti, Canton*

As your elected Board of County Commissioners, we respectfully submit our annual report for 2022.

Norfolk County, the “County of Presidents”, the birthplace of four of our nation’s Presidents, celebrated the 229th Anniversary of the incorporation of Norfolk County. Much has changed since 1793, however, the core values and services of our County service remain. Norfolk County is home to the most modern Registry of Deeds in the Commonwealth of Massachusetts, housing many historic records and deeds under the care of Register William P. O’Donnell.

Our County is also home to the Norfolk County Agricultural High School, a “hidden gem” offering students a solid curriculum as well as practical “hands-on” experience in agricultural, farming, and mechanical proficiencies. Students achieve excellent MCAS scores and most pupils go on to higher education. New facilities at the school add to the strong reputation of excellence at “Norfolk Aggie”.

Norfolk County communities avail themselves of services offered free of charge through our Engineering Department and County Veterans’ Service Advocates. The Norfolk County RSVP program offers volunteer opportunities to retired residents over 55 years of age. These volunteers give of their time and talents tutoring in schools, delivering Meals on Wheels, and driving Veterans to medical appointments.

Your Commissioners are committed to working with every community within Norfolk County to advocate for veterans, children, and all residents. Norfolk County residents enjoy great access to medical services, educational opportunities, transportation, economic development, and employment. This is not by chance, but rather by the partnership of local, county, and state officials who continue to work on your behalf.

The County Commissioners wish to thank the many local officials who strive to deliver residents of Norfolk County top-quality services in a timely, professional, and effective manner. We also extend our thanks to the employees of Norfolk County who endeavor each day to support the efforts of each City and Town within the County.

Visit our website for more information at <https://www.norfolkcounty.org/>

Respectfully submitted,
Norfolk County Commissioners



(Left to right: Commissioner Peter H. Collins of Milton, Chairman Joseph P. Shea of Quincy, and Commissioners Richard R. Staiti of Canton)

Town of Westwood - 126th Annual Town Report

Norfolk County Mosquito Control District Annual Report

David A. Lawson, Director

Norfolk County Mosquito Control District (NCMCD) operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost-effective.



Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance on those zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for services alert us to high numbers of nuisance mosquitoes.

- Virus Isolations in the town – 10 samples submitted, with no isolations
- Requests for Service – 254

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

- Culverts cleared - 43
- We also shovel hydrants when needed while conducting culvert work - 0
- Drainage ditches checked/hand cleaned - 8,105 feet
- Intensive hand cleaning/brushing* - 0 feet
- Mechanical water management - 0 feet
- Tires collected – 2

**Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program aids in our decision to effectively target culprit locations.

- Spring aerial larvicide applications (April) -75.4 acres
- Summer aerial larvicide applications (May-August) - 0 acres
- Fall aerial larvicide applications (September) - 0
- Larval control - briquette & granular applications by hand - 3.0 acres
- Rain basin treatments – briquettes by hand (West Nile virus control) -1,571 basins
- Abandoned/unopened pool or other manmade structures treated - 1

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state-of-the-art GPS and computer equipment, allows us to focus our treatments on targeted areas.

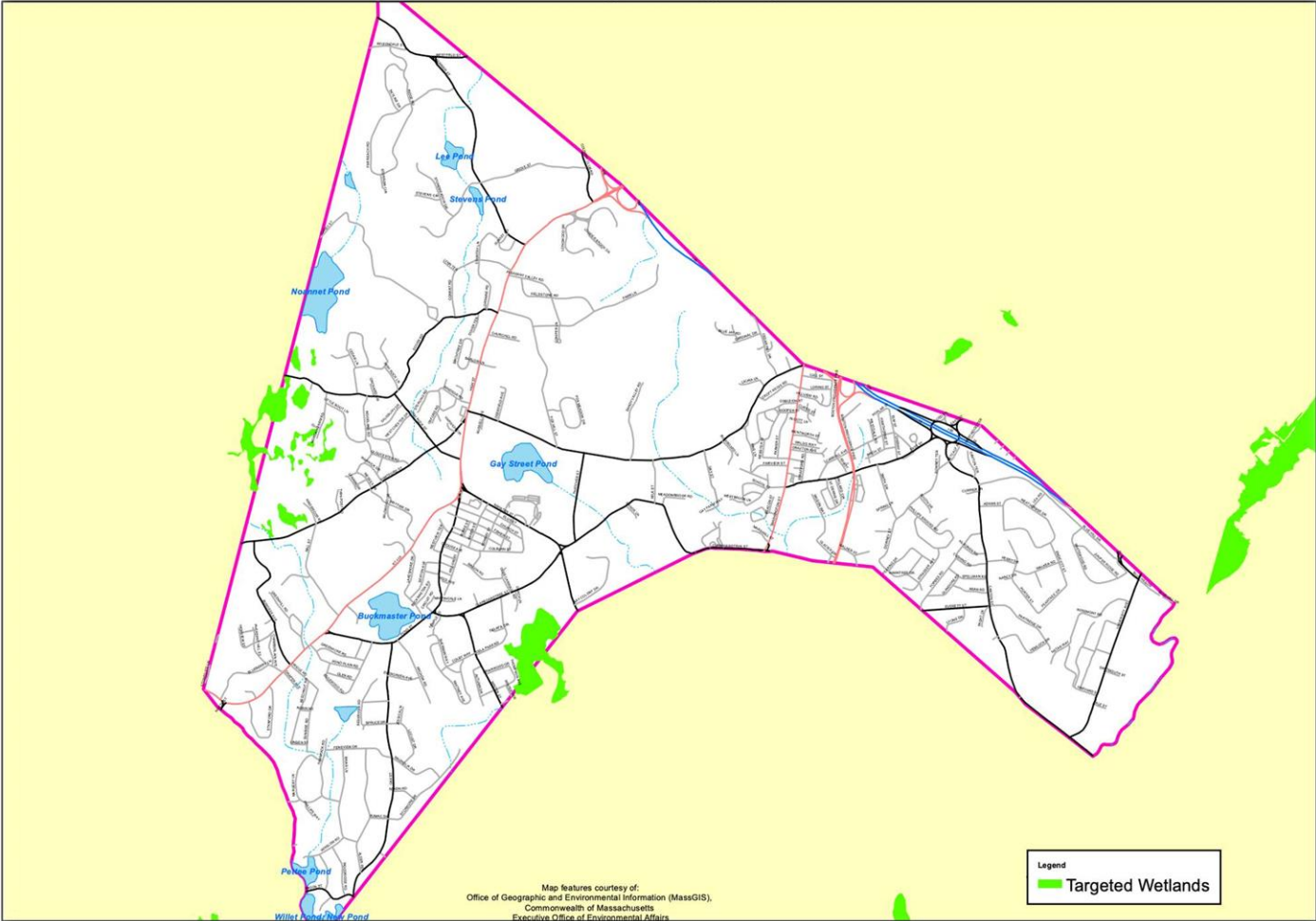
- Adult aerosol ultra-low volume (ULV) applications from trucks – 4,308 acres
- Barrier applications on the municipal property - 0 applications, total of 0-gallon mix

Town of Westwood - 126th Annual Town Report

For more information, visit <https://norfolkcountymosquito.org/>

Respectfully submitted,
David A. Lawson, Director
Norfolk County Mosquito Control District

Norfolk County Mosquito Control District 2022 Westwood Targeted Spring Aerial Wetlands



Town of Westwood - 126th Annual Town Report

Norfolk County Registry of Deeds Annual Report

William P. O'Donnell, Register



Mission

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793. These land documents and the integrated Registry indexes to these land documents dating back to 1793 are available to the public for online research at www.norfolkdeeds.org. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists, and others with a need for land record information.

Accomplishments

The year 2022 saw some changes in the Registry's operations, some positive, some not. Despite the increase in the Registry's reliance on its information technology structure due to, among other things, a marked increase in the electronic filing of documents, the Norfolk County Commissioners decided to consolidate the Registry IT staff with the County and eliminate the direct report, on-site Registry IT Department.

	Westwood Real Estate	
Category	2022 Totals	Change
Real estate volume	\$359,918,593	5%
Average sale price	\$1,613,984	37%
Foreclosure notice	7	600%
Total documents	2,831	-39%
Homesteads	278	-20%
Total mortgages	625	-51%

This year saw a record number of electronic filers, **approximately 2,600**. The Registry recorded **more than 83,000** E-documents, **nearly 80%** of all recorded land records. Norfolk Registry of Deeds was the first registry in Massachusetts to electronically record registered land documents.

I greatly appreciate the voices and efforts of so many attorneys, real estate brokers, assessors, engineers, trade organizations, and just regular citizens, many from Westwood, who were concerned about the title to their homes in trying to keep the Registry IT Department as it had been for over 35 years. You must accept decisions and I and my Registry senior staff are cooperating with the County to envision a plan that will not negatively impact Registry operations and services due to the elimination of its on-site direct report to the Register, a Registry IT staff.

Finally, our objective at the Registry will always be to maintain, secure, accurate, and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted,

William P. O'Donnell, Norfolk County Register of Deeds

APPENDICES

APPENDIX A

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

INDEPENDENT AUDITOR'S REPORT

Annual Comprehensive Financial Report

Year Ended June 30, 2022



The Town of
Westwood, Massachusetts

This page left intentionally blank.

The Town of Westwood, Massachusetts



Annual Comprehensive Financial Report

**For the Year
July 1, 2021 through June 30, 2022**

Select Board

**Michael F. Walsh, Chairman
Robert R. Gotti
John M. Hickey**

**Prepared by:
Pamela Dukeman,
Assistant Town Administrator/Finance Director**

**Town of Westwood, Massachusetts
Annual Comprehensive Financial Report**

For the Year Ended June 30, 2022

Table of Contents

Introductory Section	i
Letter of Transmittal	i
A Few Words About Westwood	vii
Principal Officials	ix
Salaries of Principal Officials	x
Organizational Chart	xi
Certificate of Achievement for Excellence in Financial Reporting	xii
Financial Section	1
Independent Auditors' Report	1
Management's Discussion and Analysis	4
Basic Financial Statements.....	16
Government-Wide Financial Statements	17
Statement of Net Position	17
Statement of Activities.....	18
Fund Financial Statements.....	20
Governmental Funds – Balance Sheet.....	20
Reconciliation of the Governmental Funds Balance Sheet Total Fund Balances to the Statement of Net Position	21
Governmental Funds – Statement of Revenues, Expenditures, and Changes in Fund Balances	22
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities.....	23
Proprietary Funds – Statement of Net Position	24
Proprietary Funds – Statement of Revenues, Expenses, and Changes in Net Position.....	25
Proprietary Funds – Statement of Cash Flows	26
Fiduciary Funds – Statement of Fiduciary Net Position.....	27
Fiduciary Funds – Statement of Changes in Fiduciary Net Position	28
Notes to Basic Financial Statements	29
Required Supplementary Information	65
General Fund Budgetary Comparison Schedule	67
General Fund - Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual.....	68
Retirement System Schedules.....	72
Schedule of the Town's Proportionate Share of the Net Pension Liability.....	73

Schedule of the Town's Contributions.....	74
Schedule of Special Funding Amounts of the Pension Liability.....	75
Other Postemployment Benefits Plan Schedules.....	77
Schedule of Changes in the Town's net OPEB Liability and Related Ratios.....	78
Schedule of the Town's Contributions.....	80
Schedule of Investment Returns.....	81
Notes to Required Supplementary Information.....	82
Other Supplementary Information.....	87
Combining Statements.....	88
Nonmajor Governmental Funds.....	88
Nonmajor Governmental Funds - Combining Balance Sheet.....	90
Nonmajor Governmental Funds - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances.....	92
Statistical Section.....	95
Net Position by Component – Last Ten Years.....	96
Changes in Net Position – Last Ten Years.....	97
Fund Balances – Governmental Funds – Last Ten Years.....	98
Changes in Fund Balances – Governmental Funds – Last Ten Years.....	99
Assessed Value and Actual Value of Taxable Property by Classification and Tax Rates – Last Ten Years.....	100
Principal Taxpayers – Current Year and Nine Years Ago.....	101
Property Tax Levies and Collections – Last Ten Years.....	102
Ratios of Outstanding Debt by Type – Last Ten Years.....	103
Ratios of Outstanding Debt and General Bonded Debt – Last Ten Years.....	104
Direct and Overlapping Governmental Activities Debt – As of June 30, 2022.....	105
Computation of Legal Debt Margin – Last Ten Years.....	106
Demographic and Economic Statistics – Last Ten Years.....	107
Principal Employers – Current Year and Nine Years Ago.....	108
Full-Time Equivalent Town Employees by Function – Last Ten Years.....	109
Operating Indicators by Function/Program – Last Ten Years.....	110
Capital Asset Statistics by Function/Program – Last Ten Years.....	111
How Does Westwood Compare with Other Communities?.....	112
Some Facts About Westwood.....	113
Fiscal Year Median Home Sale Price.....	114

Financial Section

Independent Auditors' Report

Management's Discussion and Analysis

Basic Financial Statements

General Fund Budgetary Comparison Schedule, Retirement System Schedules, and other Postemployment Benefit Schedules

Combining and Individual Fund Financial Statements and Schedules

The Town has recently built or renovated a number of
Municipal Buildings

Wentworth Hall



Wentworth Hall was relocated and repurposed during 2021, will now be used by the Library, Youth and Family Services and for community space.

New Fire Station



New Police Headquarters





Town of Westwood
Commonwealth of Massachusetts

Office of the Assistant Town Administrator/Finance Director

580 High Street, Westwood, MA 02090

(781) 320-1010

Email:

PDukeman@Townhall.Westwood.MA.US

November 30, 2022

To the Honorable Select Board and Citizens of the Town of Westwood:

State law requires the Town of Westwood to publish at the close of each year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to that requirement, I hereby issue the Annual Comprehensive Financial Report (ACFR) of the Town of Westwood, Massachusetts, for the year ending June 30, 2022 for your review.

The report is designed to be used by the elected and appointed officials of the Town and others who are concerned with its management and progress such as bond analysts, banking institutions and credit raters as well as residents and taxpayers of Westwood.

This report consists of management's representations concerning the finances of the Town of Westwood. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The Assistant Town Administrator/Finance Director is responsible for evaluating the adequacy and effectiveness of the internal control structure and implementing improvements.

Because the cost of internal controls should not outweigh their benefits, the Town of Westwood's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

The Town of Westwood's financial statements have been audited by Powers & Sullivan, LLC, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Westwood for the year ended June 30, 2022, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Westwood's financial statements for the year ended June 30, 2022, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the Town of Westwood was part of a broader, federally mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town of Westwood's separately issued Single Audit Report.

Generally accepted accounting principles (GAAP) require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of an MD&A. This letter of transmittal is designed to complement the MD&A where the financial analysis is presented. The Town's MD&A can be found immediately following the independent auditor's report from Powers & Sullivan, LLC.

Profile of the Town

Westwood was incorporated as a Town in 1897. With a population of approximately 16,213, Westwood is located in eastern Massachusetts, 13 miles south of Boston, with a land area of 11 square miles. Westwood is recognized throughout the state for its attractive open space and rambling New England stone walls.

Situated at the junction of Routes 95/128 and 93, Westwood provides an excellent location for its residents and its businesses. The Town offers the further convenience of two commuter rail lines, full MBTA bus service on some major routes, and Amtrak high speed rail access to Boston and New York.

Westwood is known throughout the state for its high-quality school system and beautiful open space. Westwood students consistently score in the top percentiles on national tests, and the overwhelming majority of students graduating from the High School go on to higher education. Westwood's Downey Elementary School was named a 2019 National Blue Ribbon School by the U. S. Department of Education. This designation honors schools where students achieve very high learning standards and create vibrant, innovative cultures of teaching and learning. Westwood High School was named a 2012 National Blue Ribbon School with a designation of Extremely High Performance by the U. S. Department of Education.

The Town offers a full range of services including police and fire protection, education, maintenance of streets and infrastructure, solid waste collection and disposal, health and human services, cultural and recreational, administrative and financial services.

The Town operates under a Select Board/Open Town Meeting/Town Administrator form of government. The elected, three-member Select Board makes policy decisions. The Town Administrator is responsible for carrying out the policies and direction of the Select Board and for managing the day-to-day operations of the Town.

An elected, five-member School Committee appoints a School Superintendent who administers the public school system of the Town. School Committee members, like the Select Board, are elected at-large to three-year staggered terms.

The Assistant Town Administrator/Finance Director is responsible for preparing and presenting the General Fund budget to the Select Board. The Select Board reviews all requests and Town wide issues and presents a budget to Town Meeting for approval. A fifteen member Finance and Warrant Commission reviews the budget and makes recommendations to Town Meeting.

The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. This level is either at the individual department and/or division level. The Town Accountant is responsible for ensuring all payroll and invoices are within the budgetary control level before authorizing payment. Additional appropriations may be approved at subsequent Town Meetings. The

Finance and Warrant Commission, upon request by the Select Board, may approve, during the year, a transfer from a reserve fund established at Town Meeting. These controls ensure compliance with the budget approved by Town Meeting.

Information Useful in Assessing the Town's Economic Condition

The Town of Westwood continues to reflect a strengthening local economy. The per capita income of \$141,849 continues to rise and outpace the state average. Westwood also has an extremely low comparable unemployment rate of 2.6% compared with the State rate of 3.6%.

Westwood is a very desirable community and this is reflected in the strong residential sales market, which has risen above the pre-fiscal crisis levels. The Town offers a unique mix of proximity to Boston and major highways and transportation, while maintaining a desirable residential community. The Town offers a broad range of high quality services, outstanding public education, and an attractive quality of life.

Westwood continues to experience a major, positive change in commercial property value. In an effort to improve commercial development, the Town took steps several years ago to enhance the desirability and flexibility of its major commercial areas by creating specific overlay districts for each commercial area encouraging redevelopment. University Park, the community's largest commercial area, is situated in a far corner of the Town's geographical area, bordering major highways and a commuter rail system with connections to Boston as well as Amtrak and Acela speed rail service to Providence, Rhode Island, New York City and Washington D.C.

University Station, the Town's high profile mixed use, development project, continued to advance in 2022. The project includes over two million square feet of new mixed use development including residential, commercial, hotel, office, and retail components. Stores and many restaurants have now been opened and operating as a vibrant commercial center. Construction of a hotel and additional restaurants has been completed, and all are open and operating. Construction of 100 condominium units has been completed and units occupied. The development also includes a state of the art Brigham and Women's Health Care Facility. In 2020, the Town welcomed two new commercial office buildings, including a new Citizens Bank. Advancement of this project has significantly enhanced the Town's tax base.

The Town knew that the resulting economic benefits including employment opportunities from the project and significant new growth revenue would outweigh the additional service costs. The project has mitigated any transportation and environmental concerns, provides for an enhanced and stable commercial tax base, created new employment opportunities and enhanced the quality of the community.

The overlay district zoning for University Park encourages residential units strategically located within walking distance of the train station. The Route 128/University Park train station, which includes a 2,700 vehicle parking center, provides MBTA commuter service to the Back Bay and South Station in Downtown Boston as well as to Providence, Rhode Island. The station also serves as the suburban stop for the Acela high speed rail train between Boston, New York and Washington, D.C. With current and forecasted trends in the price of gasoline, these units with access to commuter service, employment opportunities and shopping and leisure activities, are expected to be extremely desirable.

The Islington Center area was recently redesigned for mixed use residential and retail development and construction has been completed. A new commercial development has been completed with housing, retail and restaurants, and a municipal facility with a small library branch and welcoming community space has been completed and opened to the public. The development was designed to maintain the village atmosphere, and has become a beautiful, vibrant area in Town. This area will continue to add to the commercial tax base.

The growth of the Town's main source of revenues, property taxes, is capped by Proposition 2 ½ and can only be overridden by a majority vote at a Town election. While tax revenue increases have been limited in recent years, other revenue sources, such as State aid and local receipts, including the meals and hotel taxes, have expanded and stabilized.

The Town has made significant efforts with fixed costs budgets, resulting in much improved budgets in health insurance and benefit accounts. On the Town's operating side, the 2022 budgets and service level were maintained through a modest 3.1% increase in the operating budget. This allowed the Town to continue to provide high quality services while minimizing the impact on the property tax burden. The Town continues to make significant progress on OPEB, with an FY22 annual OPEB appropriation of \$1,490,000 built into the budget, which will continue to increase incrementally by \$25,000 per year. The Town, with the cooperation of its employees, has made significant progress in addressing the OPEB liability and the annual appropriation is in line with the annual required contribution (ARC).

The Town continues to manage its financial affairs in a prudent manner, primarily through considerable long-term planning and strong financial policies. In 2022, in conjunction with the sale of a \$7.1 million bond, the Town's AAA credit rating was reaffirmed by Standard & Poor's. It has been able to do so by incorporating long range planning tools such as a five-year Capital Improvement Program; maintaining appropriate reserve balances and addressing long term liabilities despite tight budgets; investing in technology to ensure efficient operations; and maintaining an aggressive pay as you go financing strategy for capital improvements. The Town's long-term policies will preserve its strong financial position for the foreseeable future.

In 2022, the Town continued to demonstrate its commitment to the financial policy of maintaining and building its reserve accounts. The Town continued its commitment to build the Stabilization account to the policy goal level, which is 4% of general fund net operating revenues. The 2022 budget appropriated \$125,000 to the Stabilization fund and \$1,490,000 to the OPEB fund. The Town plans to continue to fund the reserves ongoing in future years.

The Town has remained dedicated to an aggressive retirement of debt policy. Whenever possible, debt is issued for shorter time periods than allowed, typically ten years, with the exception of major new buildings. The Town has aggressively pursued and received state funding for all school construction projects. The state is committed to stabilized annual payments of approximately \$1.4 million which are directly applied to the High School debt service thereby limiting the burden on the taxpayers. The High School debt, a 20 year bond, will end in FY23.

Other municipal ten year bonds were completed in 2015, before the addition of new bonds for public safety buildings. This roll over of debt allowed the Town to issue new debt for infrastructure improvements and remain within the same debt levels. The Town monitors and schedules retirement and issuance of debt to ensure that debt service does not exceed 10% of the operating budget to ensure availability of resources for ongoing operations.

In 2022, the Town approved borrowing for a new elementary school to consolidate two existing outdated elementary schools into one property which will function as a community wide facility. The project cost is approximately \$88M. The Town will receive a direct grant reimbursement of approximately \$18M from the State MSBA program for this project. This new building will be important in maintaining the high quality of the School system and comes as the Town approaches retirement in 2023 of the long-term debt for the new high school.

The Town has also enhanced its revenue flexibility by establishing an enterprise fund for sewer operations. This has allowed the Town to shift one hundred percent of the operating cost and capital improvements to the users of sewer services so that no tax support goes towards providing these services. All sewer related debt is related to the sewer infrastructure and is funded through sewer user fees. By doing so, the Town is able to provide the maximum tax dollars available to all other services.

Major initiatives for 2023 will include overseeing the construction of the new consolidated elementary school. This will be a major enhancement for school facilities, performance, community space, and additional fields for the entire community. In addition, major efforts by the Town in 2023 will include overseeing and inspecting the final phase of improvements in the Town's Islington Center. This project includes both new retail, restaurants, and housing. This development provides enhanced services for the community as well as additional tax revenue.

The Town recently significantly improved its public safety facilities. The new Police Headquarters and Fire Station Two were fully completed in 2018 and are opened and operational. These new facilities not only enhance current services, but allow the Town to accommodate the additional operating services to meet the needs of the University Station development.

The Town is now underway with preliminary plans to replace the Fire Department main station, Station One. A feasibility study is currently underway with planning expected to provide options for the Town's consideration for new facilities in the next few years.

Coronavirus (COVID-19)

Although 2020 and 2021 were different and challenging years, significant changes were made to Town and School services in order to conduct business as usual in very unusual times. Many Town departments had personnel working out of Town buildings that were closed to the public. During the summer of 2020, the School Department developed plans for a hybrid model for reopening in the fall. The Select Board implemented streamline procedures for businesses to weather the challenging economic climate.

The financial operating impact as a result of COVID-19 was limited. Revenue remained stable, including real estate taxes and State aid. Meals and hotel taxes go directly into special purpose stabilization accounts, only to be used by Town Meeting for capital items. Therefore, while meals/hotel revenue declined during COVID-19, there was no impact to the general fund. 2022 revenue and expenditure budgets were closed out smoothly, with no major COVID-19 implications.

The Town has utilized both Federal Emergency Management Agency (FEMA) and State Cares Act funding to handle any unusual COVID-19 expenses, such as costs for remote school learning, remote municipal staffing, PPE, and public safety issues.

The Town has completed expenditures of approximately \$1.4M in Cares funding. The Town has available \$4.8M in ARPA funding. This will be used in FY23 to address Town and School needs, particularly capital items in the community.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Westwood for its Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2021. This was the 25th consecutive year that the government has achieved this prestigious award.

In order to be awarded the Certificate of Achievement, a government must publish an easily readable and efficiently organized Annual Comprehensive Financial Report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current Annual Comprehensive Financial Report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

This report represents significant effort by the entire financial team of the Town, whose dedicated efforts have significantly improved the financial operations of the Town. I particularly would like to acknowledge the efforts of Laura Bucari, whose assistance was invaluable in the preparation of this Annual Comprehensive Financial Report. I would also like to thank the Town's management team for their recognition of the importance of the ACFR and the encouragement given to the financial departments.

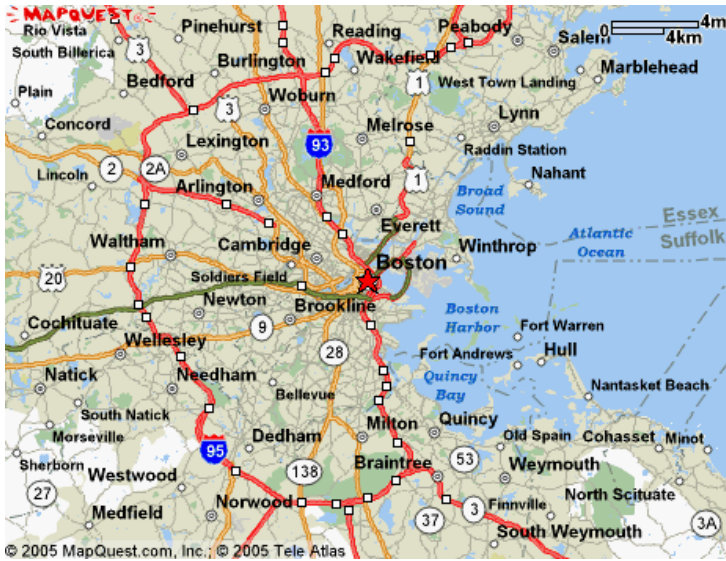


Respectfully submitted,

Pamela Dukeman

Pamela Dukeman
Assistant Town Administrator/Finance Director

A Few Words About Westwood....



Westwood was incorporated as a Town in 1897 and has a current population of approximately 16,266. The Town is located in eastern Massachusetts, 13 miles south of its capital city of Boston. One major attraction of Westwood is its location in relation to Boston and major roadways. The commuter rail has four convenient stops within five minutes of Town, one of which doubles as an Amtrak station. The Amtrak station provides connections originating in Boston and continuing to Providence, Rhode Island and New York City.

Westwood is recognized for the quality of its schools. Students consistently score in the top percentile on national tests, and the overwhelming majority of students graduating from the High School go on to higher education.

Westwood operates under a Select Board/Open Town Meeting/Town Administrator form of government. The elected, three-member Select Board makes policy decisions. The Town Administrator is responsible for carrying out the policies and direction of the Select Board and for managing the day-to-day operations of the town. An elected, five-member School Committee appoints a School Superintendent who administers the town's public school system. School Committee members, like the Select Board, are elected at-large to three-year staggered terms.

The Town maintains many recreational areas and facilities, including numerous conservation areas, playgrounds, ball fields and an indoor pool facility. The Town has two libraries, a senior center and numerous community-sponsored events for residents.

From a natural perspective, the Town works very hard to conserve land. It is the hope of preservation workers that Westwood can create its own emerald necklace with its conservation land and walking paths. Hale Reservation is one of the Town's hidden gems. Hale is a private, non-profit educational organization with 1,137 acres of land, 20 miles of trails, and 4 ponds. Hale is best known for its youth summer camps, as well as its year-round educational programs.

The formation of Westwood has been influenced by a number of factors. Character, community, and location are just three of its most admirable traits.

In [March 2012, Boston Magazine](#) selected Westwood as one of the best places to live in Massachusetts.





2019 National Blue Ribbon Schools Program

The U.S. Department of Education named Westwood's Downey Elementary School a National Blue Ribbon School for 2019, joining other schools from around the nation.

Secretary of Education Betsy DeVos made the announcement. Schools are awarded a National Blue Ribbon based on overall academic performance or progress in closing achievement gaps among student subgroups.

"It is an honor to be named as a National Blue Ribbon School," said Deb Gallagher, Downey Elementary School's principal. "This recognition represents the hard work of the Downey staff who are passionate about teaching and learning. It also represents the strong, vibrant and positive community culture we have established in our school. We are all fortunate to work in a community where parents, central office administration, and the school committee support the work we do and provide the resources that are needed to meet the needs of every student."

The National Blue Ribbon Schools Program honors public and private elementary, middle and high schools where students achieve very high learning standards or are making notable improvements in closing the achievement gap.

"We're so proud of the faculty, staff and students at Downey and thrilled that their efforts, and Mrs. Gallagher's leadership, have been recognized," said Westwood Public Schools Superintendent Emily Parks. "Downey School has a wonderful, welcoming culture focused on the success of all kids and the Blue Ribbon designation affirms it."

The National Blue Ribbon Schools Program was established in 1982 and has presented more than 8,500 schools across the country this coveted award. On Nov. 14 and 15, the Department of Education will celebrate all 2019 honorees at an awards ceremony in Washington, D.C. Westwood will also celebrate the award with a PTO-sponsored family night and a reception for teachers and staff.

"We recognize and honor your important work in preparing students for successful careers and meaningful lives," Secretary DeVos said in a video message to the honorees. "As a National Blue Ribbon School, your school demonstrates what is possible when committed educators hold all students and staff to high standards and create vibrant, innovative cultures of teaching and learning."

The department recognizes all schools in one of two performance categories, based on all student scores, student subgroup scores and graduation rates.

Exemplary High Performing Schools are among their state's highest performing schools as measured by state assessments or nationally normed tests.

Exemplary Achievement Gap Closing Schools are among their state's highest performing schools in closing achievement gaps between a school's student groups and all students.

Westwood High School was named a 2012 National Blue Ribbon High School. The school was one of just 38 high schools nationwide to be identified as "Exemplary High Performing," a designation reserved for schools that are among their state's highest performing schools.

Town of Westwood, Massachusetts
Principal Officials

As of June 30, 2022

Select Board

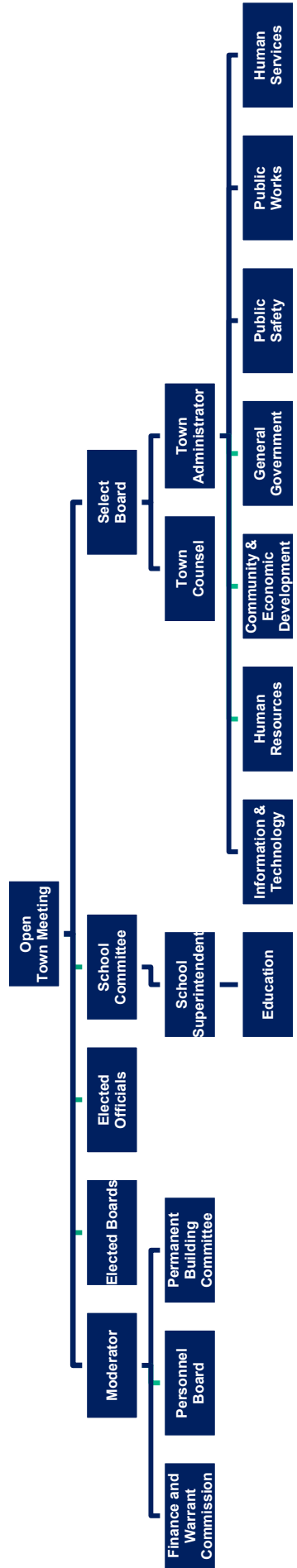
Michael F. Walsh, Chair
Robert R. Gotti
John M. Hickey

Town Administrator – Christopher Coleman
Assistant Town Administrator/Finance Director – Pamela Dukeman
School Superintendent – Emily Parks
Town Treasurer – James Gavin
Police Chief – Jeffrey Silva
Fire Chief – John Deckers

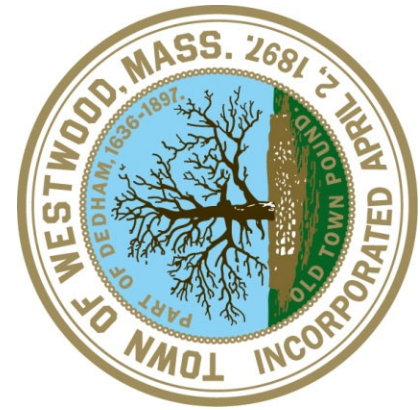
Town of Westwood, Massachusetts
Total Budget Salaries of Principal Officials
June 30, 2022

Position	Salary
School Superintendent	\$220,762
School Assistant Superintendent	\$162,357
School Director of Business and Finance	\$152,341
Town Administrator	\$211,625
Police Chief	\$200,627
Assistant Town Administrator/Finance Director	\$187,956
Fire Chief	\$169,768
Department of Public Works Director	\$154,995
Information Technology Director	\$130,606
Assistant Town Administrator/Human Resources Director	\$126,901
Community and Economic Development Director	\$120,976
Town Accountant	\$116,724
Library Director	\$116,154
Town Counsel	\$104,716
Town Clerk (Elected)	\$105,640
Tax Collector (Elected)	\$4,000
Treasurer (Elected)	\$4,000
Select Board (Elected)	\$2,000
Board of Assessors (Elected)	\$1,800

The Town of Westwood



Elected Boards	Elected Officials
Select Board	Moderator
Regional Vocational School Representative	Town Clerk
Housing Authority	Town Collector
Library Trustees	Town Treasurer
Planning Board	
Board of Assessors	
Sewer Commissioners	
School Committee	





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Westwood
Massachusetts**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2021

Christopher P. Morill

Executive Director/CEO

Introductory Section

Transmittal Letter

A Few Words About Westwood

Directory of Officials

Organization Chart

Certificate of Achievement



Pictured from left to right, Select Board Member John M. Hickey,
Select Board Member Robert R. Gotti, and
Select Board Chair Michael F. Walsh



To the Honorable Select Board
Town of Westwood, Massachusetts

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Westwood, Massachusetts, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town of Westwood, Massachusetts' basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Westwood, Massachusetts, as of June 30, 2022 and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Westwood, Massachusetts and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Westwood, Massachusetts' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Westwood, Massachusetts' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Westwood, Massachusetts' ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not

express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Westwood, Massachusetts' basic financial statements. The accompanying combining statements, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the Annual Comprehensive Financial Report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2022, on our consideration of the Town of Westwood, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Westwood, Massachusetts' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Westwood, Massachusetts' internal control over financial reporting and compliance.

Powers & Sullivan LLC

November 30, 2022

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Westwood, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2022. We encourage readers to consider the information presented in this report in conjunction with additional information that we have furnished in our letter of transmittal.

The Governmental Accounting Standards Board (GASB) is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

Governments must adhere to GASB pronouncements in order to issue their financial statements in conformity with GAAP. The users of financial statements also rely on the independent auditors' opinion. If the Town of Westwood's financial statements have significant departures from GAAP the independent auditors may issue a qualified opinion or a disclaimer (where no opinion is given). These types of opinions may have an adverse effect on the Town's bond rating and our ability to borrow money at favorable interest rates. The Town of Westwood has enjoyed an unmodified opinion on its financial statements since the year ended June 30, 1984.

Financial Highlights

- The governmental and business-type assets and deferred outflows of resources of the Town of Westwood exceeded its liabilities and deferred inflows of resources at the close of the most recent year by \$71.0 million (net position).
- As required by accounting standards, as of June 30, 2022, the Town has reported a net pension liability of \$26.4 million along with a deferred outflow related to pension of \$2.7 million and a deferred inflow related to pension of \$10.1 million on the statement of net position. Additional disclosures and schedules can be found in the notes to the basic financial statements and required supplementary information.
- As required by accounting standards, as of June 30, 2022, the Town has reported other postemployment benefit (OPEB) liability of \$21.1 million along with a deferred outflow related to OPEB of \$432,000 and a deferred inflow related to OPEB of \$18.2 million on the statement of net position.
- At the close of the current year, the Town of Westwood's general fund reported an ending fund balance of \$29.5 million, an increase of \$2.5 million in comparison with the prior year. Total fund balance represents 27.8% of total general fund expenditures. Approximately \$12 million of this total amount is available for appropriation at the government's discretion, \$9.4 million is committed for capital articles approved by Town Meeting, \$4.6 million is assigned for encumbrances carried forward to the subsequent year and \$3.5 million represents available funds appropriated to fund the fiscal year 2023 budget.
- In 2022, the Town incurred approximately \$568,000 of expenses related to the COVID-19 Pandemic and received \$155,000 in COVID-19 relief through a variety of grants (see note 16).

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town of Westwood's basic financial statements. The Town of Westwood's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Towns' operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's

accountability. An additional part of the basic financial statements are the notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Town of Westwood's finances, in a manner similar to private-sector business.

The statement of net position presents information on all of the Town of Westwood's assets and liabilities, and deferred inflows/outflows of resources, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town of Westwood is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, university station, human services, culture and recreation, and interest. The business-type activities include the activities of the sewer enterprise fund.

Fund financial statements. A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Westwood, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town of Westwood can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows, and balances of spendable resources. Such information is useful in assessing the Town of Westwood's near-term financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

Because the focus of governmental funds is narrower than that of government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

In accordance with accounting standards, the Town reports fund balance components as nonspendable, restricted, committed, assigned and unassigned. Additionally, the Town's stabilization fund is reported within the general fund as unassigned. The Town of Westwood adopts an annual appropriated budget for its general fund. A budgetary comparison schedule is included as required supplementary information for the general fund to demonstrate compliance with this budget.

Proprietary funds. The Town maintains one type of proprietary fund.

Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses an enterprise fund to account for its sewer operations.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town of Westwood's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town of Westwood, government-wide assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$71.0 million at the close of 2022.

Net position of \$97.8 million reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment); less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. An additional portion of the Town of Westwood's net position, \$2.2 million, represents resources that are subject to external restrictions on how they may be used. The remaining deficit balance of unrestricted net position \$28.9 million is primarily due to the recognition of the \$26.4 million net pension liability and \$21.1 million in the other postemployment benefits liability.

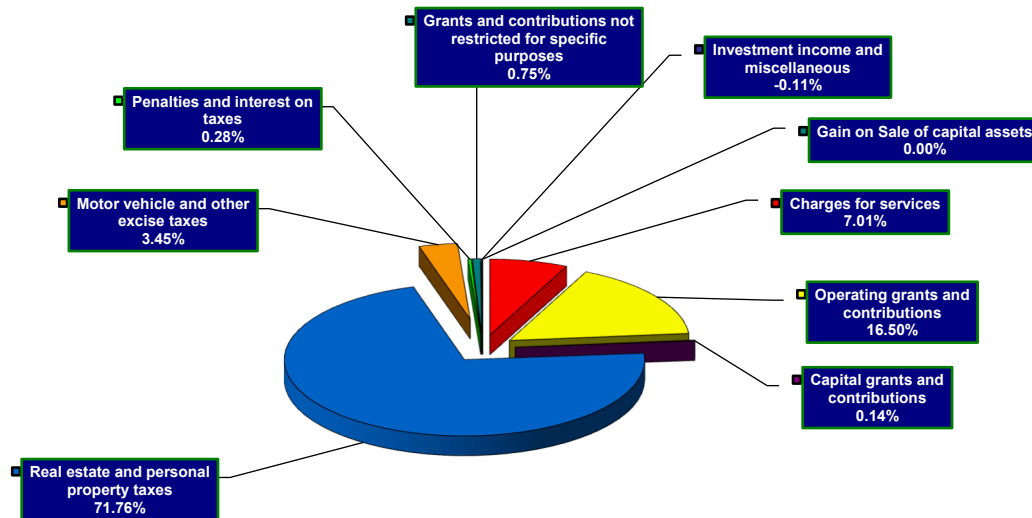
Governmental activities. The governmental activities net position increased by approximately \$9.5 million during the current year. The underlying reason for the increase was the decrease in the OPEB and pension liabilities.

	2022	2021
Assets:		
Current assets.....	\$ 55,685,201	\$ 50,400,470
Noncurrent assets (excluding capital).....	-	1,374,000
Capital assets, non depreciable.....	16,072,540	11,589,879
Capital assets, net of accumulated depreciation....	108,511,009	112,136,980
Total assets.....	180,268,750	175,501,329
Deferred outflows of resources.....	3,003,583	2,506,952
Liabilities:		
Current liabilities (excluding debt).....	11,301,983	10,753,967
Noncurrent liabilities (excluding debt).....	47,003,632	70,789,959
Current debt.....	1,054,469	9,597,695
Noncurrent debt.....	40,555,566	30,418,092
Total liabilities.....	99,915,650	121,559,713
Deferred inflows of resources.....	27,527,824	10,159,656
Net position:		
Net investment in capital assets.....	87,427,026	87,804,709
Restricted.....	2,165,037	3,016,572
Unrestricted.....	(33,763,204)	(44,532,369)
Total net position.....	\$ 55,828,859	\$ 46,288,912

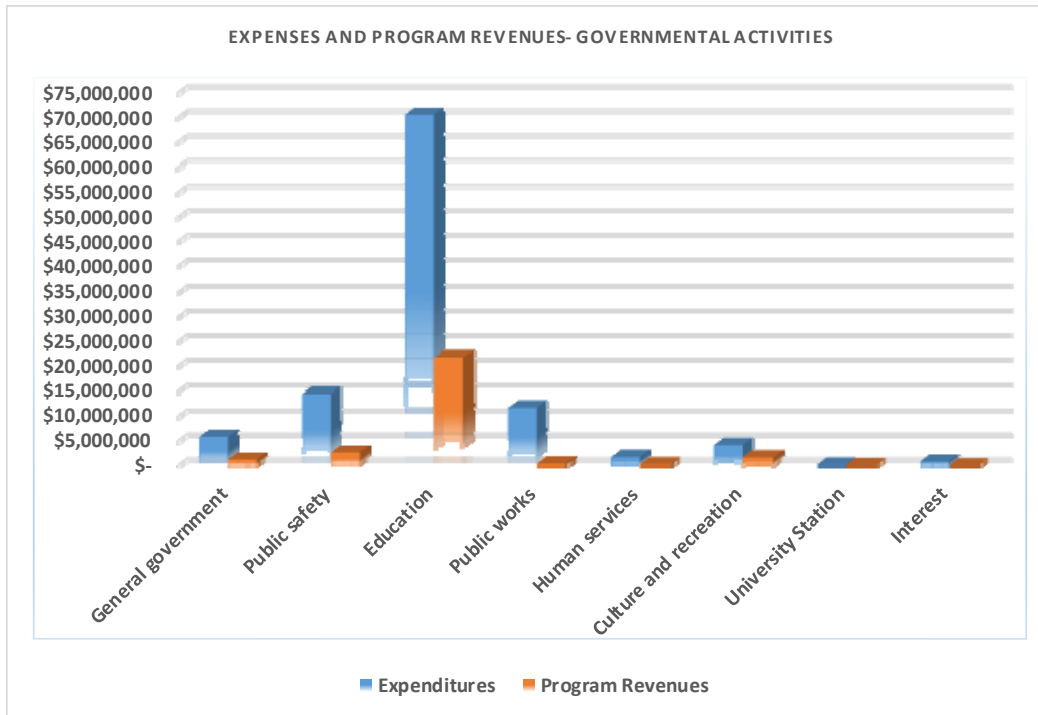
	2022	2021
Program Revenues:		
Charges for services.....	\$ 8,389,825	\$ 6,187,596
Operating grants and contributions.....	19,794,397	25,650,064
Capital grants and contributions.....	173,018	997,793
General Revenues:		
Real estate and personal property taxes, net of tax refunds payable.....	85,435,223	82,534,629
Motor vehicle and other excise taxes.....	3,403,239	3,575,444
Hotel/motel tax.....	268,776	114,368
Meals tax.....	462,051	336,809
Penalties and interest on taxes.....	337,546	125,581
Grants and contributions not restricted to specific programs.....	894,107	788,368
Unrestricted investment income (loss).....	(128,740)	122,353
Gain on sale of capital assets.....	-	1,103,055
Total revenues.....	119,029,442	121,536,060
Expenses:		
General government.....	5,860,736	7,552,228
Public safety.....	14,477,372	14,380,047
Education.....	70,503,133	75,698,158
Public works.....	11,734,488	11,816,463
Health and human services.....	1,748,163	1,675,406
Culture and recreation.....	4,168,664	3,638,879
University Station.....	180,015	212,018
Interest.....	816,924	1,594,774
Total expenses.....	109,489,495	116,567,973
Change in net position.....	9,539,947	4,968,087
Net position, beginning of year.....	46,288,912	41,320,825
Net position, end of year.....	\$ 55,828,859	\$ 46,288,912

- Charges for services represent about 7.0% of governmental activities resources. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered that are set by the Select Board are included in this category. Most of these resources apply to general government, public safety, and education operations, such as traffic mitigation revenue, building permits, ambulance revenue, athletic receipts, kindergarten revenue and bus fees.
- Operating grants and contributions account for 16.5% of the governmental activities resources. Most of these resources apply to education, and general government works operations. Increases in this category include grants provided to offset the effects of the COVID-19 pandemic.
- Capital grants and contributions account for 0.1% of the governmental activities resources.

FY22 Governmental Revenues



- Property taxes are by far the most significant revenue source for the Town's governmental activities. They comprise 71.8% of all resources. Real estate and personal property tax collections increased 4.0% from the prior year. In Massachusetts, proposition 2 ½ allows municipalities to increase tax rates up to 2 ½ percent of the prior levy limit adjusted for new construction and certain approved debt service. Other taxes and other revenues comprised a total of 3.5% of the governmental activities resources. These primarily include excise taxes, nonrestricted grants, and investment earnings.
- Education is by far the largest governmental activity of the Town with 64% of total governmental expenses. Program revenues of \$21.9 million provided direct support to education and \$48.6 million in taxes and other general revenue were needed to cover the remaining 2022 operating expenses.
- General government, public safety, public works and culture and recreation are significant activities of the Town. Program revenues for general government of \$1.3 million, public safety of \$2.7 million, public works of \$429,000 and culture and recreation of \$1.7 million are directly supporting \$5.9 million, \$14.5 million, \$11.7 million and \$4.2 million of operating expenses, respectively. Taxes and other general revenue of \$30.2 million were needed to cover the remaining 2022 operating expenses for these activities. Combined, they represent 33% of governmental activity expenses.



Business-type activities. For sewer business-type activities, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$15.2 million at the close of 2022. Net investment in capital assets totaled \$10.4 million while unrestricted net position totaled \$4.8 million. There was a net decrease of \$201,000 in net position reported in connection with the sewer enterprise. Revenues increased \$58,000 while operating expenses increased by \$64,000, mainly due to increases in assessments.

	2022	2021
Assets:		
Current assets.....	\$ 7,026,620	\$ 6,712,105
Capital assets, non depreciable.....	462,174	350,850
Capital assets, net of accumulated depreciation....	10,331,017	11,096,546
Total assets.....	17,819,811	18,159,501
Deferred outflows of resources.....	119,781	63,934
Liabilities:		
Current liabilities (excluding debt).....	240,971	164,376
Noncurrent liabilities (excluding debt).....	1,254,987	1,921,454
Current debt.....	167,500	155,000
Noncurrent debt.....	267,500	310,000
Total liabilities.....	1,930,958	2,550,830
Deferred inflows of resources.....	827,163	289,700
Net position:		
Net investment in capital assets.....	10,358,191	10,982,396
Unrestricted.....	4,823,280	4,400,509
Total net position.....	\$ 15,181,471	\$ 15,382,905

	2022	2021
Program Revenues:		
Charges for services..... \$	4,911,277	\$ 5,224,007
Capital grants and contributions.....	381,514	10,783
Total revenues.....	5,292,791	5,234,790
Expenses:		
Sewer.....	5,494,225	5,430,689
Change in net position.....	(201,434)	(195,899)
Net position, beginning of year.....	15,382,905	15,578,804
Net position, end of year..... \$	15,181,471	\$ 15,382,905

Financial Analysis of the Government's Funds

As noted earlier, The Town of Westwood uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the Town of Westwood's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Westwood's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$42.1 million, an increase of \$9.7 from the prior year. The general fund reported an increase of \$2.5 million, the facilities renovation fund reported an increase of \$3.1 million, roadway improvements fund reported an increase of \$2.4 million, and the nonmajor governmental funds reported an increase of \$1.7 million. The general fund increase was mainly due to conservative budgeting. The facilities renovation and roadway improvement increases relate to the timing difference between capital renovation expenses and funding through bond issuances. The nonmajor increase related mainly to expected timing differences between the receipt and expenditures of grants and revolving funds.

The general fund is the Town's chief operating fund. The ending fund balance increased by \$2.5 million in comparison with prior year. This increase is due to positive budgetary results.

Real estate tax revenue increased from 2021 by \$3.1 million. This is due to the fact that in Massachusetts, Proposition 2 ½ allows municipalities to increase tax rates up to 2 ½ percent of the prior levy limit adjusted for new construction and certain approved debt service.

At the end of the current year, unassigned fund balance of the general fund totaled \$12.0 million, while total fund balance totaled \$29.5 million. The \$9.4 million of committed fund balance represents amounts that have been appropriated for specific purposes. The \$8.1 million of assigned fund balance represents \$4.6 million in encumbrances to meet contractual obligations at year end and \$3.5 million in available funds appropriated before year end to fund the fiscal year 2023 budget. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 11.3% of total general fund expenditures, while total fund balance represents 27.8% of that same amount.

The Town also maintains stabilization funds, which have been classified within the unassigned general fund balance in the governmental funds financial statements as required by accounting standards. The stabilization

funds have a year-end balance totaling \$8.0 million, which represents 7.5% of general fund expenditures. These funds can be used for general or capital purposes upon Town Meeting approval. Please refer to Note 9 for additional information on the Town's stabilization funds.

The facilities renovation fund is used to account for financial resources used for various Town and school renovations. During the year the Town issued \$5.8 million in long term debt to fund these projects and expensed \$4.1 million. The fund balance increased \$3.1 million from the prior year.

The roadway improvement fund is used to account for construction, reconstruction and improvement of roadways, streets and sidewalks. During the year the Town issued \$4.6 million in long term debt to fund these improvement projects and expensed \$2.4 million. The fund balance increased \$2.4 million from the prior year.

General Fund Budgetary Highlights

The final general fund appropriation budget totaled \$115.3 million, which included \$11.9 million in encumbrances and articles that were carried over from the prior year. The final budget also included the planned use of \$192,000 of transfers from other funds and \$335,000 of free cash.

General fund revenues came in over budget by \$2.1 million. The majority of this surplus was generated from motor vehicle excise taxes and through licenses and permits.

General fund expenditures and encumbrances were lower than final budget by \$2.2 million, with the majority of the variance occurring in the employee benefits and the reserve funds which turned back \$1.2 million and \$428,000, respectively.

The \$527,000 increase between the original budget and the final amended budget was primarily from supplementary appropriations from free cash and the reserve funds to fund the capital outlay budget, and the public works budget. Additionally, the Town voted several transfers within budgetary line items during the year.

Capital Assets and Debt Management

In conjunction with the operating budget, the Town annually prepares a capital budget which includes detailed information concerning those capital requests for the upcoming year as well as summary information for the following four years to identify current projections of what level of capital outlay will be required in future years. As part of the capital plan the Town has historically financed the acquisition of some capital assets from current revenue. This policy will continue to improve the financial position as net position will increase by the amount of acquisitions less the current depreciation.

Major capital assets are funded by the issuance of long and short-term debt and capital grants. The effect on net position during the construction phase of the project is neutral for assets acquired with debt since the Town increases its assets and associated liability by the same amount. In subsequent years the net position will be reduced through depreciation and will be increased by the revenues raised to support the debt principal payments. Net position is increased for assets acquired with grant funds since there is no corresponding liability incurred.

Outstanding long-term debt of the general government, as of June 30, 2022, totaled \$38.5 million of which, \$5.2 million is related to library projects, \$8.6 million is related to school projects, \$17.6 million is related to public safety projects, \$6.6 million is related to roadway improvements, \$100,000 for department equipment and \$350,000 for land development.

The enterprise fund has \$435,000 in sewer enterprise debt outstanding that is fully supported by the rates and does not rely on a general fund subsidy.

The governmental funds include short-term debt totaling \$4.0 million that was issued to temporarily fund the elementary school construction project. On August 18, 2022, the Town issued \$56.6 million of long-term bonds. Of the general obligation bonds, \$4.0 million related to BANS outstanding at year end. Accordingly, these BANS were reclassified as long-term debt.

The most significant capital asset additions during the year included various school building improvements, public safety and public works vehicles, school computers and equipment, and roadway improvements.

Please refer to notes 5, 6 and 7 to the financial statements for further discussion of the Town’s major capital and debt activity.

Capital Assets			
Governmental activities:	Cost of Capital Assets	Accumulated Depreciation at end of year	Capital Assets, net
Land.....	\$ 6,374,569	\$ -	\$ 6,374,569
Construction in progress.....	9,697,971	-	9,697,971
Buildings and improvements.....	137,694,342	(60,965,883)	76,728,459
Vehicles.....	11,041,684	(9,929,986)	1,111,698
Machinery and equipment.....	17,710,575	(15,692,742)	2,017,833
Infrastructure.....	65,293,364	(36,640,345)	28,653,019
Total governmental activities.....	247,812,505	(123,228,956)	124,583,549
 Business-type activities:			
Land.....	350,850	-	350,850
Construction in progress.....	111,324	-	111,324
Plant and infrastructure.....	19,098,430	(10,653,739)	8,444,691
Other buildings and improvements.....	6,339,070	(4,568,952)	1,770,118
Vehicles.....	581,523	(483,598)	97,925
Machinery and equipment.....	510,212	(491,929)	18,283
Total business-type activities.....	26,991,409	(16,198,218)	10,793,191
Total capital assets.....	\$ 274,803,914	\$ (139,427,174)	\$ 135,376,740

Governmental Bonds Payable

Governmental Bonds Payable							
Project	Maturity Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2021	Issued	Redeemed	Outstanding at June 30, 2022
Municipal Purpose Bonds of August 2008.....	2023	\$ 3,830,000	3.50 - 4.00	\$ 260,000	\$ -	\$ (130,000)	\$ 130,000
Municipal Purpose Bonds of March 2012.....	2023	19,095,000	2.00 - 4.00	3,540,000	-	(1,785,000)	1,755,000
Municipal Purpose Bonds of December 2012.....	2022	4,635,000	2.00 - 3.00	455,000	-	(455,000)	-
Municipal Purpose Bonds of May 2014.....	2024	1,400,000	2.00 - 2.50	420,000	-	(140,000)	280,000
Municipal Purpose Bonds of September 2015.....	2036	10,450,000	2.50 - 5.00	7,375,000	-	(525,000)	6,850,000
Municipal Purpose Bonds of September 2016.....	2046	16,645,000	2.00 - 4.00	12,890,000	-	(750,000)	12,140,000
Municipal Purpose Bonds of March 2021.....	2041	2,726,696	2.00 - 5.00	2,726,696	-	(186,696)	2,540,000
Municipal Purpose Bonds of March 2021 - Refunding.....	2031	4,988,304	2.00 - 5.00	4,988,304	-	(553,304)	4,435,000
Municipal Purpose Bonds of April 2022.....	2052	6,380,000	2.75-5.00	-	6,380,000	-	6,380,000
Municipal Purpose Bonds of August 2022.....	2053	56,575,000	4.00-5.00	-	4,000,000	-	4,000,000
Total Governmental Activities.....				\$ 32,655,000	\$ 10,380,000	\$ (4,525,000)	\$ 38,510,000

Enterprise Bonds Payable

Project	Maturity Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2021	Issued	Redeemed	Outstanding at June 30, 2022
Municipal Purpose Bonds of May 2014.....	2025	\$ 1,570,000	2.00 - 2.50	\$ 465,000	\$ -	\$ (155,000)	\$ 310,000
MWRA - Sewer Bond - Direct Borrowing.....	2032	125,000	0.00	-	125,000	-	125,000
Total Enterprise Bonds Payable.....				\$ 465,000	\$ 125,000	\$ (155,000)	\$ 435,000

The Town of Westwood has an “AAA” rating from Standard & Poor’s and an “Aa1” from Moody’s for general obligation debt.

Economic Factors and Next Year’s Budget and Rates

For the 2023 budget, the Town continued to prepare a comprehensive, balanced budget to provide for stable, sustainable operating budgets, maintain reserve accounts, fund OPEB, fund capital projects, and stabilize tax bills.

The 2023 budget increased the following structurally balanced budget decisions:

- The Town provided for an approximate 3.5% increase for the school and 3.7% increase for municipal 2023 operating budgets.
- The 2023 budget has continued a high level of capital budgets through additional use of hotel and meals tax.
- The 2023 budget provides for a \$125,000 appropriation to the stabilization reserve account. This is an ongoing appropriation funded within the budget.
- The 2023 budget provides for a \$1,515,000 appropriation to the OPEB Trust account. This is an ongoing appropriation funded with the budget.
- The 2023 commercial and residential tax rates are not yet finalized but are expected to increase approximately 3.0%.

Requests for Information

This financial report is designed to provide a general overview of the Town of Westwood's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Finance, Town Hall, 580 High Street, Westwood, Massachusetts 02090.

Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2022

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 43,752,700	\$ 5,754,452	\$ 49,507,152
Investments.....	6,911,423	-	6,911,423
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	751,853	-	751,853
Tax liens.....	943,604	-	943,604
Motor vehicle excise taxes.....	259,199	-	259,199
User charges.....	-	1,272,168	1,272,168
Departmental and other.....	749,831	-	749,831
Intergovernmental.....	2,316,591	-	2,316,591
Total current assets.....	<u>55,685,201</u>	<u>7,026,620</u>	<u>62,711,821</u>
NONCURRENT:			
Capital assets, nondepreciable.....	16,072,540	462,174	16,534,714
Capital assets, net of accumulated depreciation.....	<u>108,511,009</u>	<u>10,331,017</u>	<u>118,842,026</u>
Total noncurrent assets.....	<u>124,583,549</u>	<u>10,793,191</u>	<u>135,376,740</u>
TOTAL ASSETS.....	<u>180,268,750</u>	<u>17,819,811</u>	<u>198,088,561</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions.....	2,584,187	106,810	2,690,997
Deferred outflows related to other postemployment benefits.....	<u>419,396</u>	<u>12,971</u>	<u>432,367</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES.....	<u>3,003,583</u>	<u>119,781</u>	<u>3,123,364</u>
LIABILITIES			
CURRENT:			
Warrants payable.....	1,460,744	212,604	1,673,348
Accrued payroll.....	5,297,976	13,073	5,311,049
Tax refunds payable.....	945,875	-	945,875
Accrued interest.....	475,594	3,294	478,888
Other liabilities.....	1,109,480	-	1,109,480
Unearned revenue.....	488,314	-	488,314
Compensated absences.....	1,524,000	12,000	1,536,000
Bonds payable.....	<u>1,054,469</u>	<u>167,500</u>	<u>1,221,969</u>
Total current liabilities.....	<u>12,356,452</u>	<u>408,471</u>	<u>12,764,923</u>
NONCURRENT:			
Compensated absences.....	839,000	-	839,000
Net pension liability.....	25,734,701	623,133	26,357,834
Net other postemployment benefits liability.....	20,429,931	631,854	21,061,785
Bonds payable.....	<u>40,555,566</u>	<u>267,500</u>	<u>40,823,066</u>
Total noncurrent liabilities.....	<u>87,559,198</u>	<u>1,522,487</u>	<u>89,081,685</u>
TOTAL LIABILITIES.....	<u>99,915,650</u>	<u>1,930,958</u>	<u>101,846,608</u>
DEFERRED INFLOWS OF RESOURCES			
Taxes paid in advance.....	85,991	-	85,991
Deferred inflows related to pensions.....	9,798,842	281,503	10,080,345
Deferred inflows related to other postemployment benefits.....	<u>17,642,991</u>	<u>545,660</u>	<u>18,188,651</u>
TOTAL DEFERRED INFLOWS OF RESOURCES.....	<u>27,527,824</u>	<u>827,163</u>	<u>28,354,987</u>
NET POSITION			
Net investment in capital assets.....	87,427,026	10,358,191	97,785,217
Restricted for:			
Permanent funds:			
Expendable.....	124,409	-	124,409
Nonexpendable.....	449,002	-	449,002
Gifts.....	344,055	-	344,055
Grants.....	1,247,571	-	1,247,571
Unrestricted.....	<u>(33,763,204)</u>	<u>4,823,280</u>	<u>(28,939,924)</u>
TOTAL NET POSITION.....	<u>\$ 55,828,859</u>	<u>\$ 15,181,471</u>	<u>\$ 71,010,330</u>

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2022

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
Primary Government:					
<i>Governmental Activities:</i>					
General government.....	\$ 5,860,736	\$ 642,897	\$ 620,096	\$ -	\$ (4,597,743)
Public safety.....	14,477,372	2,350,338	332,177	-	(11,794,857)
Education.....	70,503,133	3,626,790	18,228,797	-	(48,647,546)
Public works.....	11,734,488	138,715	117,071	173,018	(11,305,684)
Human services.....	1,748,163	73,918	211,556	-	(1,462,689)
Culture and recreation.....	4,168,664	1,557,167	113,256	-	(2,498,241)
University Station.....	180,015	-	113,168	-	(66,847)
Interest.....	816,924	-	58,276	-	(758,648)
Total Governmental Activities.....	<u>109,489,495</u>	<u>8,389,825</u>	<u>19,794,397</u>	<u>173,018</u>	<u>(81,132,255)</u>
<i>Business-Type Activities:</i>					
Sewer.....	<u>5,494,225</u>	<u>4,911,277</u>	<u>-</u>	<u>381,514</u>	<u>(201,434)</u>
Total Primary Government.....	<u>\$ 114,983,720</u>	<u>\$ 13,301,102</u>	<u>\$ 19,794,397</u>	<u>\$ 554,532</u>	<u>\$ (81,333,689)</u>

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2022

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (81,132,255)	\$ (201,434)	\$ (81,333,689)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	85,435,223	-	85,435,223
Motor vehicle excise taxes.....	3,403,239	-	3,403,239
Hotel/motel tax.....	268,776	-	268,776
Meals tax.....	462,051	-	462,051
Penalties and interest on taxes.....	337,546	-	337,546
Grants and contributions not restricted to specific programs.....	894,107	-	894,107
Unrestricted investment income (loss).....	<u>(128,740)</u>	-	<u>(128,740)</u>
Total general revenues.....	<u>90,672,202</u>	-	<u>90,672,202</u>
Change in net position.....	9,539,947	(201,434)	9,338,513
<i>Net position:</i>			
Beginning of year.....	<u>46,288,912</u>	<u>15,382,905</u>	<u>61,671,817</u>
End of year.....	\$ <u><u>55,828,859</u></u>	\$ <u><u>15,181,471</u></u>	\$ <u><u>71,010,330</u></u>

See notes to basic financial statements.

(Concluded)

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2022

	General	Facilities Renovation	Roadway Improvements	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents.....	\$ 29,936,989	\$ 2,043,547	\$ 869,661	\$ 10,902,503	\$ 43,752,700
Investments.....	6,869,336	-	-	42,087	6,911,423
Receivables, net of uncollectibles:					
Real estate and personal property taxes.....	751,853	-	-	-	751,853
Tax liens.....	943,604	-	-	-	943,604
Motor vehicle excise taxes.....	259,199	-	-	-	259,199
Departmental and other.....	156,772	-	-	593,059	749,831
Intergovernmental.....	1,871,663	262,466	-	182,462	2,316,591
TOTAL ASSETS.....	\$ 40,789,416	\$ 2,306,013	\$ 869,661	\$ 11,720,111	\$ 55,685,201
LIABILITIES					
Warrants payable.....	\$ 1,145,832	\$ 167,736	\$ 9,048	\$ 138,128	\$ 1,460,744
Accrued payroll.....	5,287,976	-	-	10,000	5,297,976
Tax refunds payable.....	945,875	-	-	-	945,875
Other liabilities.....	515,943	-	-	593,537	1,109,480
Unearned revenue.....	-	-	-	488,314	488,314
TOTAL LIABILITIES.....	7,895,626	167,736	9,048	1,229,979	9,302,389
DEFERRED INFLOWS OF RESOURCES					
Taxes paid in advance.....	85,991	-	-	-	85,991
Unavailable revenue.....	3,328,356	262,466	-	617,172	4,207,994
TOTAL DEFERRED INFLOWS OF RESOURCES.....	3,414,347	262,466	-	617,172	4,293,985
FUND BALANCES					
Nonspendable.....	-	-	-	449,002	449,002
Restricted.....	-	1,875,811	860,613	9,423,958	12,160,382
Committed.....	9,374,472	-	-	-	9,374,472
Assigned.....	8,102,128	-	-	-	8,102,128
Unassigned.....	12,002,843	-	-	-	12,002,843
TOTAL FUND BALANCES.....	29,479,443	1,875,811	860,613	9,872,960	42,088,827
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 40,789,416	\$ 2,306,013	\$ 869,661	\$ 11,720,111	\$ 55,685,201

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2022

Total governmental fund balances.....	\$	42,088,827
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		124,583,549
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....		4,207,994
The statement of net position includes certain deferred inflows of resources and deferred outflows of resources that will be amortized over future periods. In governmental funds, these amounts are not deferred.....		(24,438,250)
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(475,594)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:		
Bonds payable.....	(41,610,035)	
Net pension liability.....	(25,734,701)	
Other postemployment benefits.....	(20,429,931)	
Compensated absences.....	<u>(2,363,000)</u>	
Net effect of reporting long-term liabilities.....		<u>(90,137,667)</u>
Net position of governmental activities.....	\$	<u>55,828,859</u>

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2022

	General	Facilities Renovation	Roadway Improvements	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 85,557,087	\$ -	\$ -	\$ -	\$ 85,557,087
Motor vehicle excise taxes.....	3,398,761	-	-	-	3,398,761
Hotel/motel tax.....	268,776	-	-	-	268,776
Meals tax.....	462,051	-	-	-	462,051
Charges for services.....	363,354	-	-	5,334,713	5,698,067
Penalties and interest on taxes.....	337,546	-	-	-	337,546
Licenses and permits.....	1,193,704	-	-	-	1,193,704
Fines and forfeitures.....	4,656	-	-	-	4,656
Intergovernmental - Teachers Retirement.....	7,258,793	-	-	-	7,258,793
Intergovernmental.....	8,038,293	1,319,123	173,017	5,202,083	14,732,516
Departmental and other.....	788,793	-	-	1,191,691	1,980,484
Contributions and donations.....	-	-	-	277,591	277,591
Investment income (loss).....	(108,356)	-	-	(20,384)	(128,740)
TOTAL REVENUES.....	107,563,458	1,319,123	173,017	11,985,694	121,041,292
EXPENDITURES:					
Current:					
General government.....	2,861,763	-	-	792,390	3,654,153
Public safety.....	10,289,892	-	-	358,092	10,647,984
Education.....	50,575,224	3,809,820	-	6,289,694	60,674,738
Public works.....	7,368,437	-	2,411,613	1,253,500	11,033,550
Human services.....	1,162,923	-	-	137,483	1,300,406
Culture and recreation.....	2,059,454	-	-	920,525	2,979,979
University Station.....	20,333	-	-	159,682	180,015
Pension benefits.....	6,127,415	-	-	-	6,127,415
Pension benefits - Teachers Retirement.....	7,258,793	-	-	-	7,258,793
Property and liability insurance.....	559,380	-	-	-	559,380
Employee benefits.....	9,651,170	-	-	-	9,651,170
State and county charges.....	810,525	-	-	-	810,525
Capital outlay.....	1,739,104	265,716	-	-	2,004,820
Debt service:					
Principal.....	4,525,000	-	-	-	4,525,000
Interest.....	1,161,234	-	-	-	1,161,234
TOTAL EXPENDITURES.....	106,170,647	4,075,536	2,411,613	9,911,366	122,569,162
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	1,392,811	(2,756,413)	(2,238,596)	2,074,328	(1,527,870)
OTHER FINANCING SOURCES (USES):					
Issuance of bonds.....	-	5,773,500	4,606,500	-	10,380,000
Premium from issuance of bonds.....	-	42,223	43,500	742,500	828,223
Transfers in.....	1,070,518	-	-	-	1,070,518
Transfers out.....	-	-	-	(1,070,518)	(1,070,518)
TOTAL OTHER FINANCING SOURCES (USES).....	1,070,518	5,815,723	4,650,000	(328,018)	11,208,223
NET CHANGE IN FUND BALANCES.....	2,463,329	3,059,310	2,411,404	1,746,310	9,680,353
FUND BALANCES AT BEGINNING OF YEAR.....	27,016,114	(1,183,499)	(1,550,791)	8,126,650	32,408,474
FUND BALANCES AT END OF YEAR.....	\$ 29,479,443	\$ 1,875,811	\$ 860,613	\$ 9,872,960	\$ 42,088,827

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2022

Net change in fund balances - total governmental funds.....	\$	9,680,353
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....		9,083,558
Depreciation expense.....		<u>(8,226,868)</u>
Net effect of reporting capital assets.....		856,690
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		(2,011,850)
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.</p>		
Principal payments on capital leases.....		222,315
Issuance of bonds.....		(10,380,000)
Premium from issuance of bonds.....		(828,223)
Net amortization of premium from issuance of bonds.....		416,660
Debt service principal payments.....		<u>4,525,000</u>
Net effect of reporting long-term debt.....		(6,044,248)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....		217,000
Net change in accrued interest on long-term debt.....		(72,350)
Net change in deferred outflow/(inflow) of resources related to pensions.....		(5,982,303)
Net change in net pension liability.....		10,300,890
Net change in deferred outflow/(inflow) of resources related to other postemployment benefits...		(10,888,672)
Net change in other postemployment benefits liability.....		<u>13,484,437</u>
Net effect of recording long-term liabilities.....		<u>7,059,002</u>
Change in net position of governmental activities.....	\$	<u>9,539,947</u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2022

	Business-Type Sewer Enterprise
ASSETS	
CURRENT:	
Cash and cash equivalents.....	\$ 5,754,452
Receivables, net of allowance for uncollectibles:	
User charges.....	1,272,168
Total current assets.....	7,026,620
NONCURRENT:	
Capital assets, non depreciable.....	462,174
Capital assets, net of accumulated depreciation.....	10,331,017
Total noncurrent assets.....	10,793,191
TOTAL ASSETS.....	17,819,811
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions.....	106,810
Deferred outflows related to other postemployment benefits.....	12,971
TOTAL DEFERRED OUTFLOWS OF RESOURCES.....	119,781
LIABILITIES	
CURRENT:	
Warrants payable.....	212,604
Accrued payroll.....	13,073
Accrued interest.....	3,294
Compensated absences.....	12,000
Bonds payable.....	167,500
Total current liabilities.....	408,471
NONCURRENT:	
Net pension liability.....	623,133
Net other postemployment benefits liability.....	631,854
Bonds payable.....	267,500
Total noncurrent liabilities.....	1,522,487
TOTAL LIABILITIES.....	1,930,958
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions.....	281,503
Deferred inflows related to other postemployment benefits.....	545,660
TOTAL DEFERRED INFLOWS OF RESOURCES.....	827,163
NET POSITION	
Net investment in capital assets.....	10,358,191
Unrestricted.....	4,823,280
TOTAL NET POSITION.....	\$ 15,181,471

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2022

	Business-Type Sewer Enterprise
<u>OPERATING REVENUES:</u>	
Charges for services.....	\$ 4,911,277
<u>OPERATING EXPENSES:</u>	
Cost of services and administration.....	1,473,128
MWRA assessment.....	3,247,430
Depreciation.....	765,529
TOTAL OPERATING EXPENSES.....	5,486,087
OPERATING INCOME (LOSS).....	(574,810)
<u>NONOPERATING REVENUES (EXPENSES):</u>	
Interest expense.....	(8,138)
Intergovernmental - other.....	375,000
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	366,862
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS.....	(207,948)
<u>CAPITAL CONTRIBUTIONS:</u>	
Sewer betterments.....	6,514
CHANGE IN NET POSITION.....	(201,434)
NET POSITION AT BEGINNING OF YEAR.....	15,382,905
NET POSITION AT END OF YEAR.....	\$ 15,181,471

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2022

	<u>Business-type Sewer Enterprise</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>	
Receipts from customers and users.....	\$ 4,801,398
Payments to vendors.....	(4,178,478)
Payments to employees.....	<u>(648,786)</u>
NET CASH FROM OPERATING ACTIVITIES.....	<u>(25,866)</u>
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u>	
Intergovernmental.....	<u>375,000</u>
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>	
Proceeds from the issuance of bonds.....	125,000
Capital contributions.....	6,514
Acquisition and construction of capital assets.....	(111,324)
Principal payments on bonds.....	(155,000)
Interest expense.....	<u>(9,688)</u>
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	<u>(144,498)</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	204,636
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	<u>5,549,816</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	<u>\$ 5,754,452</u>
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH</u>	
<u>FROM OPERATING ACTIVITIES:</u>	
Operating income (loss).....	\$ <u>(574,810)</u>
Adjustments to reconcile operating income to net cash from operating activities:	
Depreciation.....	765,529
Deferred (outflows)/inflows related to pensions.....	144,853
Deferred (outflows)/inflows related to OPEB.....	336,763
Changes in assets and liabilities:	
User charges.....	(109,879)
Warrants payable.....	81,327
Accrued payroll.....	3,818
Compensated absences.....	(7,000)
Net pension liability.....	(249,423)
Other postemployment benefits.....	<u>(417,044)</u>
Total adjustments.....	<u>548,944</u>
NET CASH FROM OPERATING ACTIVITIES.....	<u>\$ (25,866)</u>

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2022

	Other Postemployment Benefit Trust Fund	Private Purpose Trust Fund
ASSETS		
Cash and cash equivalents.....	\$ -	\$ 332,797
Investments:		
Investments in Pension Reserve Investment Trust.....	16,294,627	-
TOTAL ASSETS	16,294,627	332,797
NET POSITION		
Restricted for other postemployment benefits.....	16,294,627	-
Held in trust for other purposes.....	-	332,797
TOTAL NET POSITION	\$ 16,294,627	\$ 332,797

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2022

	<u>Other Postemployment Benefit Trust Fund</u>	<u>Private Purpose Trust Fund</u>
<u>ADDITIONS:</u>		
Contributions:		
Employer contributions to the trust.....	\$ 1,490,000	\$ -
Employer contributions for other postemployment benefit payments.....	1,620,277	-
Private donations.....	-	85,231
	<u>3,110,277</u>	<u>85,231</u>
Total contributions.....		
Net investment income:		
Investment income (loss).....	<u>(647,547)</u>	<u>1,378</u>
TOTAL ADDITIONS.....	<u>2,462,730</u>	<u>86,609</u>
<u>DEDUCTIONS:</u>		
Other postemployment benefit payments.....	1,620,277	-
Educational scholarships.....	-	99,435
	<u>1,620,277</u>	<u>99,435</u>
TOTAL DEDUCTIONS.....		
NET INCREASE (DECREASE) IN NET POSITION.....	842,453	(12,826)
NET POSITION AT BEGINNING OF YEAR.....	<u>15,452,174</u>	<u>345,623</u>
NET POSITION AT END OF YEAR.....	<u>\$ 16,294,627</u>	<u>\$ 332,797</u>

See notes to basic financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Westwood, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

A. Reporting Entity

An elected three-member Select Board governs the Town.

For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the Town’s basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the Primary Government) and its component units. The Town did not identify any component units requiring inclusion in the basic financial statements.

Joint Ventures

The Town has entered into a joint venture with the Towns of Avon, Canton, Dedham, Braintree, Holbrook, Milton, Norwood, and Randolph to pool resources and share the costs, risks and rewards of providing vocational education through the Blue Hills Regional Technical School District (District). As of June 30, 2022, the District has no significant unassigned fund balance and has no outstanding long-term bonds. The following is the address where the District’s financial statements are available, its purpose, and the assessment paid by the Town during 2022.

<u>Joint Venture and Address</u>	<u>Purpose</u>	<u>2022 Assessment</u>
Blue Hills Regional Technical School District 800 Randolph Street, Canton MA 02021	To provide vocational education	<u>\$ 129,617</u>

The Town has no equity interest in the District.

Jointly Governed Organizations

The Select Board is responsible for appointing three of the six-member Board of Water Commissioners of the Dedham-Westwood Water District. The Town’s accountability for this organization does not extend beyond making these appointments.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units.

Governmental activities, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows of resources, etc.) for all fund of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Basis of Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *facilities renovation fund* is used to account for the funds received and expended in connection with various Town and school renovations.

The *roadway improvements fund* is used to account for construction, reconstruction and improvements of roadways, streets and sidewalks.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary fund is reported:

The *sewer enterprise fund* is used to account for the Town's sewer activities.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *other postemployment benefit trust fund* is used to account for and accumulate resources to provide funding for future OPEB (other postemployment benefit) liabilities.

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

D. Cash and Investments

Government-Wide and Fund Financial Statements

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition.

Investments are carried at fair value.

E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S.

government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 – Cash and Investments.

F. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st, and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate tax liens are processed annually on delinquent properties. Real estate and personal property taxes levied are recorded as receivables in the year of the levy and are recorded under the modified accrual basis of accounting.

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise Taxes

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

User Charges

Sewer fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Sewer liens are processed in October of every year and included as a lien on the property owner's tax bill. Sewer charges are recorded as receivables in the year of the levy and are recorded under the full accrual basis of accounting.

Departmental and Other

Departmental and other receivables consist primarily of police details, ambulance fees and school rentals and are recorded as receivables in the year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met. These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

G. Inventories

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the basic financial statements and therefore are not reported.

H. Capital Assets***Government-Wide and Proprietary Fund Financial Statements***

Capital assets, which include land, buildings and improvements, vehicles, machinery and equipment, furniture and fixtures, and infrastructure (e.g., roads, street lights, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements. Capital assets are recorded at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets; donated works of art, historical treasures and similar assets; and capital assets received in service concession arrangements are recorded at acquisition value.

All purchases and construction costs in excess of \$50,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

The Town has included all general infrastructure assets regardless of their acquisition date or amount. The Town was able to estimate the historical cost for the initial reporting of these assets through backtracking.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

Capital Asset Type	Estimated Useful Life (in years)
Buildings and improvements.....	7-40
Plant and infrastructure.....	7-40
Other buildings and improvements.....	7-40
Vehicles.....	5-10
Machinery and equipment.....	5-50
Infrastructure.....	5-50

I. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town reported deferred outflows of resources related to pensions and other postemployment benefits in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town reported deferred inflows of resources related to pensions, other postemployment benefits, and taxes paid in advance in this category.

Governmental Fund Financial Statements

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town has recorded taxes paid in advance and unavailable revenue as deferred inflows of resources in the governmental funds balance sheet. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

J. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as “internal balances”.

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as “Due from other funds” or “Due to other funds” on the balance sheet.

K. Interfund Transfers

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transfers between and within governmental funds are eliminated from the governmental activities in the statement of activities. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as “Transfers, net”.

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

L. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position reported as “net investment in capital assets” includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered to be capital assets. Outstanding debt related to future reimbursements from the state’s school building program is not considered to be capital related debt.

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds – expendable” represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

“Permanent funds – nonexpendable” represents the endowment portion of donor restricted trusts that support governmental programs.

“Gifts and Grants” represents restrictions placed on assets from outside parties.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments’ or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can, by adoption of a Town Meeting warrant article, commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a Town Meeting vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes but are neither restricted nor committed. The Town’s by-laws authorize the Town Accountant to assign fund balance. Assignments generally only exist temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

The Town’s spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

M. Long-term Debt*Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

N. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Norfolk County Contributory Retirement System and Massachusetts Teachers Retirement System and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

O. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

P. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

Compensated absences are reported in the governmental funds only if they have matured.

Q. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

R. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 – CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other Town funds.

The Town follows internal investment policies as well as investment policies established under Massachusetts General Laws. The Commonwealth's statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). Additionally, they allow the Town to invest trust funds in trust companies incorporated under the laws of the Commonwealth, banking companies incorporated under the laws of the Commonwealth which are members of the Federal Deposit Insurance Corporation (FDIC), national banks, in participation units in combined investment funds, in paid-up shares and accounts of and in cooperative banks, in shares of savings and loan associations, in shares or savings deposits of federal savings and loan associations doing business in the Commonwealth to an amount not exceeding one hundred thousand dollars, and in bonds or notes which are legal investments for savings banks. Municipalities having trust funds in the custody of the Treasurer in an aggregate amount in excess of two hundred and fifty thousand dollars may also invest trust funds in securities, other than mortgages and collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth provided that not more than fifteen percent of any such trust funds shall be invested in bank stocks and insurance company stocks, nor shall more than one and one-half percent of such funds be invested in the stock of any one bank or insurance company.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth of Massachusetts who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. The Town's deposit and investment policy allows for unlimited investments in MMDT, U.S. Treasuries and Agencies that will be held to maturity with maturities up to one year from the date of purchase, and bank accounts and Certificates of Deposit with maturities up to one year which are fully collateralized or fully insured. Additionally, the Town's policy allows for investments in unsecured bank deposits such as checking, savings, money market or Certificates of Deposit with maturities up to three months. Unsecured deposits in each institution are limited to no more than 5% of an institution's assets and no more than 20% of the Town's total cash.

At year-end, the carrying amount of deposits totaled \$34,501,451 and the bank balance totaled \$35,468,702. Of the bank balance, \$3,520,794 was covered by Federal Depository Insurance, \$17,150,413 was covered by the Depositors Insurance Fund, \$208,705 was covered by Securities Investor Protector Corporation, \$12,267,944 was collateralized and \$2,320,846 was subject to custodial credit risk because it was uninsured and uncollateralized.

Investments

As of June 30, 2022, the Town had the following investments:

<u>Investment Type</u>	<u>Fair value</u>	<u>Maturities</u>		
		<u>Under 1 Year</u>	<u>1-5 Years</u>	<u>6-10 Years</u>
<u>Debt securities:</u>				
U.S. treasury notes.....	\$ 1,938,783	\$ 1,076,469	\$ 862,314	\$ -
Government sponsored enterprises.....	753,219	230,064	523,155	-
Corporate bonds.....	3,520,452	561,893	2,958,559	-
Total debt securities.....	6,212,454	<u>1,868,426</u>	<u>4,344,028</u>	<u>-</u>
<u>Other investments:</u>				
Equity mutual funds.....	42,087			
Fixed income mutual funds.....	656,882			
Pension Reserve Investment Trust (PRIT).....	16,294,627			
MMDT - Cash portfolio.....	15,338,498			
Total investments.....	\$ <u>38,544,548</u>			

Included in the Town's investments reported above is the Town's OPEB Trust. The OPEB Trust held \$16,294,627 at June 30, 2022, all of which was invested through the State Retiree Benefits Trust Fund in PRIT's general allocation account. The effective weighted duration rate for PRIT investments ranged from 1.33 to 15.12 years.

The Town participates in MMDT, which maintains a cash portfolio and a short-term bond fund with combined average maturities of approximately 3 months.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of the outside party. At June 30, 2022, the Town does not have any custodial credit risk exposure for its investments since open-end mutual funds and MMDT deposits are not subject to custodial credit risk because their existence is not evidenced by securities that exist in physical or book entry form. In addition to the deposit and investment restrictions listed above, the Town's investment policies allow for trust funds to be invested in any instrument allowed by the Legal List issued by the Banking Commissioner each July. Stabilization funds may be invested in National Banks, Savings Banks, Cooperative banks or trust companies organized under Massachusetts laws, Securities legal for savings banks (i.e. those included in the Legal List issued annually by the Banking Commissioner), Federal Savings and Loan Associations situated in the Commonwealth and the MMDT.

Interest Rate Risk

Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect the fair value of the Town's investments. The Town manages its exposure to fair value losses arising from increasing interest rates by limiting the allowable maturities of investments. The Town's investment policy limits the maturities of investments in U.S. Treasuries, U.S. Agencies and secured Certificates of Deposit to a maximum of one year from the date of purchase. Negotiable Certificates of Deposit are limited to a maximum of three months. The Town had no debt securities subject to interest rate risk as of June 30, 2022.

Credit Risk

The Town's policy for Credit Risk requires all brokerage houses and broker/dealers wishing to do business with the Town to supply the Treasurer with audited financial statements, proof of National Association of Security Dealers certification, a statement that the dealer has read the Town's investment policy and will comply with it and proof of credit worthiness with minimum standards of at least five years in operation and a minimum capital of \$10 million.

The Town's investments at June 30, 2022, are rated as follows:

Quality Rating	Government Sponsored Enterprise	Corporate Bonds
AAA.....	\$ 404,243	\$ -
AA+.....	348,976	-
A+.....	-	723,254
A-.....	-	217,204
BBB+.....	-	1,178,181
BBB.....	-	1,401,813
Total.....	\$ 753,219	\$ 3,520,452

The Town's investment in MMDT shares were unrated.

Concentration of Credit Risk

The Town limits the amount that may be invested in any one issuer, except for MMDT, to no more than 5% of an institution's assets and no more than 30% of the Town's total investments. At June 30, 2022, the Town did not have more than 30% of the Town's investments in with any one issuer.

Fair Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2022:

Investment Type	June 30, 2022	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Investments measured at fair value:				
<u>Debt securities:</u>				
U.S. treasury notes.....	\$ 1,938,783	\$ 1,938,783	\$ -	\$ -
Government sponsored enterprises.....	753,219	753,219	-	-
Corporate bonds.....	3,520,452	-	3,520,452	-
Total debt securities.....	6,212,454	2,692,002	3,520,452	-
<u>Other investments:</u>				
Equity mutual funds.....	42,087	42,087	-	-
Fixed income mutual funds.....	656,882	656,882	-	-
Total other investments.....	698,969	698,969	-	-
Total investments measured at fair value.....	6,911,423	\$ 3,390,971	\$ 3,520,452	\$ -
Investments measured at amortized cost:				
MMDT - Cash portfolio.....	15,338,498			
Investments measured at net asset value:				
Pension Reserve Investment Trust (PRIT).....	16,294,627			
Total investments.....	\$ 38,544,548			

U.S. treasury notes, government sponsored enterprises, equity and fixed income mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

PRIT investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserve Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The Town does not have the ability to control any of the investment decisions relative to its funds in PRIT.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

NOTE 3 – RECEIVABLES

At June 30, 2022 , receivables for the individual major governmental funds and nonmajor funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 751,853	\$ -	\$ 751,853
Tax liens.....	943,604	-	943,604
Motor vehicle excise taxes.....	259,199	-	259,199
Departmental and other.....	1,306,831	(557,000)	749,831
Intergovernmental.....	2,316,591	-	2,316,591
 Total.....	 \$ 5,578,078	 \$ (557,000)	 \$ 5,021,078

At June 30, 2022, receivables for the enterprise fund consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Sewer user charges.....	\$ 1,272,168	\$ -	\$ 1,272,168

Governmental funds report *unavailable revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current year, the various components of *unavailable revenue* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 594,781	\$ -	\$ 594,781
Tax liens.....	1,027,874	-	1,027,874
Motor vehicle excise taxes.....	259,199	-	259,199
Departmental and other.....	72,502	466,206	538,708
Intergovernmental - highway improvements.....	-	150,966	150,966
Intergovernmental - School Building Authority.....	1,374,000	262,466	1,636,466
 Total.....	 \$ 3,328,356	 \$ 879,638	 \$ 4,207,994

NOTE 4 – INTERFUND TRANSFERS

Interfund transfers for the year ended June 30, 2022, are summarized as follows:

Transfers Out:	<u>Transfers In:</u>	
	General fund	
Nonmajor governmental funds.....	\$ 17,000	(1)
Nonmajor governmental funds.....	1,038,075	(2)
Nonmajor governmental funds.....	<u>15,443</u>	(3)
Total.....	<u>\$ 1,070,518</u>	

(1) – Transfer from Special Revenue Revolving Funds to support conservation operations.

(2) – Transfer from Special Revenue Ambulance Receipts to support ambulance operations.

(3) – Transfer from Special Revenue Bond Premiums Funds to support debt service expenditures.

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2022, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 6,374,569	\$ -	\$ -	\$ 6,374,569
Construction in progress.....	<u>5,215,310</u>	<u>4,602,741</u>	<u>(120,080)</u>	<u>9,697,971</u>
Total capital assets not being depreciated....	<u>11,589,879</u>	<u>4,602,741</u>	<u>(120,080)</u>	<u>16,072,540</u>
<u>Capital assets being depreciated:</u>				
Buildings and improvements.....	137,463,756	230,586	-	137,694,342
Vehicles.....	10,788,715	307,440	(54,471)	11,041,684
Machinery and equipment.....	16,984,015	726,560	-	17,710,575
Infrastructure.....	<u>64,208,758</u>	<u>3,336,311</u>	<u>(2,251,705)</u>	<u>65,293,364</u>
Total capital assets being depreciated.....	<u>229,445,244</u>	<u>4,600,897</u>	<u>(2,306,176)</u>	<u>231,739,965</u>
<u>Less accumulated depreciation for:</u>				
Buildings and improvements.....	(57,178,030)	(3,787,853)	-	(60,965,883)
Vehicles.....	(9,388,120)	(596,337)	54,471	(9,929,986)
Machinery and equipment.....	(14,977,872)	(714,870)	-	(15,692,742)
Infrastructure.....	<u>(35,764,242)</u>	<u>(3,127,808)</u>	<u>2,251,705</u>	<u>(36,640,345)</u>
Total accumulated depreciation.....	<u>(117,308,264)</u>	<u>(8,226,868)</u>	<u>2,306,176</u>	<u>(123,228,956)</u>
Total capital assets being depreciated, net.....	<u>112,136,980</u>	<u>(3,625,971)</u>	<u>-</u>	<u>108,511,009</u>
Total governmental activities capital assets, net.....	<u>\$ 123,726,859</u>	<u>\$ 976,770</u>	<u>\$ (120,080)</u>	<u>\$ 124,583,549</u>

	Beginning Balance	Increases	Decreases	Ending Balance
Business-Type Activities:				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 350,850	\$ -	\$ -	\$ 350,850
Construction in progress.....	-	111,324	-	111,324
Total capital assets not being depreciated....	<u>350,850</u>	<u>111,324</u>	<u>-</u>	<u>462,174</u>
<u>Capital assets being depreciated:</u>				
Plant and infrastructure.....	19,460,956	-	(362,526)	19,098,430
Other buildings and improvements.....	6,339,070	-	-	6,339,070
Vehicles.....	581,523	-	-	581,523
Machinery and equipment.....	510,212	-	-	510,212
Total capital assets being depreciated.....	<u>26,891,761</u>	<u>-</u>	<u>(362,526)</u>	<u>26,529,235</u>
<u>Less accumulated depreciation for:</u>				
Plant and infrastructure.....	(10,416,781)	(599,484)	362,526	(10,653,739)
Other buildings and improvements.....	(4,448,931)	(120,021)	-	(4,568,952)
Vehicles.....	(438,401)	(45,197)	-	(483,598)
Machinery and equipment.....	(491,102)	(827)	-	(491,929)
Total accumulated depreciation.....	<u>(15,795,215)</u>	<u>(765,529)</u>	<u>362,526</u>	<u>(16,198,218)</u>
Total capital assets being depreciated, net.....	<u>11,096,546</u>	<u>(765,529)</u>	<u>-</u>	<u>10,331,017</u>
Total business-type activities capital assets, net....	<u>\$ 11,447,396</u>	<u>\$ (654,205)</u>	<u>\$ -</u>	<u>\$ 10,793,191</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government.....	\$ 214,040
Public safety.....	1,065,147
Education.....	2,762,126
Public works.....	3,443,670
Human services.....	43,124
Culture and recreation.....	698,761
Total depreciation expense - governmental activities.....	<u>\$ 8,226,868</u>
Business-Type Activities:	
Sewer.....	<u>\$ 765,529</u>

NOTE 6 – SHORT-TERM FINANCING

The Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).
- Federal and state aided capital projects and other program expenditures prior to receiving reimbursement through issuance of federal and state aid anticipation notes (FANS and SANS).

Short-term loans are general obligations of the Town and carry maturity dates that are limited by statute. Interest expenditures for short-term borrowings are accounted for in the General Fund and Sewer Enterprise Fund.

The Town had the following short-term debt activity during 2022:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2021	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2022
Governmental Funds:							
BAN	School Feasibility Project.....	2.00%	04/08/22	\$ 950,000	\$ -	\$ (950,000)	\$ -
BAN	Road Way Improvements.....	2.00%	04/08/22	3,500,000	-	(3,500,000)	-
BAN	School Feasibility Project.....	2.00%	08/19/22	-	4,000,000	(4,000,000)	- (1)
Total Governmental Funds.....				\$ 4,450,000	\$ 4,000,000	\$ (8,450,000)	\$ -

- (1) On August 18, 2022, the Town issued \$56,575,000 of general obligation long-term bonds. Of the general obligation bonds, \$4,000,000 relates to BANS outstanding at year end. Therefore, the Town has recognized \$4,000,000 of bond proceeds in the governmental funds.

NOTE 7 – LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit."

Details related to the Town's outstanding general obligation indebtedness at June 30, 2022, and the debt service requirements follow.

Governmental Bonds Payable

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2021	Issued	Redeemed	Outstanding at June 30, 2022
Municipal Purpose Bonds of August 2008.....	2023	\$ 3,830,000	3.50 - 4.00	\$ 260,000	\$ -	\$ (130,000)	\$ 130,000
Municipal Purpose Bonds of March 2012.....	2023	19,095,000	2.00 - 4.00	3,540,000	-	(1,785,000)	1,755,000
Municipal Purpose Bonds of December 2012.....	2022	4,635,000	2.00 - 3.00	455,000	-	(455,000)	-
Municipal Purpose Bonds of May 2014.....	2024	1,400,000	2.00 - 2.50	420,000	-	(140,000)	280,000
Municipal Purpose Bonds of September 2015.....	2036	10,450,000	2.50 - 5.00	7,375,000	-	(525,000)	6,850,000
Municipal Purpose Bonds of September 2016.....	2046	16,645,000	2.00 - 4.00	12,890,000	-	(750,000)	12,140,000
Municipal Purpose Bonds of March 2021.....	2041	2,726,696	2.00 - 5.00	2,726,696	-	(186,696)	2,540,000
Municipal Purpose Bonds of March 2021 - Refunding..	2031	4,988,304	2.00 - 5.00	4,988,304	-	(553,304)	4,435,000
Municipal Purpose Bonds of April 2022.....	2052	6,380,000	2.75 - 5.00	-	6,380,000	-	6,380,000
Municipal Purpose Bonds of August 2022.....	2053	56,575,000	4.00 - 5.00	-	4,000,000	-	4,000,000
Total Bonds Payable.....				32,655,000	10,380,000	(4,525,000)	38,510,000
Add: Unamortized premium on bonds.....				2,688,472	828,223	(400,380)	3,100,035
Total Bonds Payable, net.....				\$ 35,343,472	\$ 11,208,223	\$ (4,925,380)	\$ 41,610,035

Enterprise Bonds Payable

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2021	Issued	Redeemed	Outstanding at June 30, 2022
Sewer General Obligation Bonds:							
Municipal Purpose Bonds of May 2014.....	2024	\$ 1,570,000	2.00 - 2.50	\$ 465,000	\$ -	\$ (155,000)	\$ 310,000
Sewer Direct Borrowings:							
Massachusetts Water Resources Authority - MWRA	2032	125,000	0.00	-	125,000	-	125,000
Total Enterprise Bonds Payable, net.....				\$ 465,000	\$ 125,000	\$ (155,000)	\$ 435,000

Debt service requirements for principal and interest for general obligation bonds payable in the general fund in future years are as follows:

Year	General Obligation Bonds:		
	Principal	Interest	Total
2023.....	\$ 4,535,000	\$ 1,254,811	\$ 5,789,811
2024.....	2,650,707	1,345,088	3,995,795
2025.....	2,575,400	1,135,192	3,710,592
2026.....	2,578,935	1,013,788	3,592,723
2027.....	2,257,470	899,387	3,156,858
2028.....	2,256,005	802,903	3,058,908
2029.....	2,265,247	714,482	2,979,730
2030.....	2,134,136	624,421	2,758,557
2031.....	2,138,732	540,903	2,679,635
2032.....	1,282,974	468,558	1,751,532
2033.....	1,172,570	428,821	1,601,390
2034.....	1,182,519	396,040	1,578,559
2035.....	1,187,821	362,571	1,550,392
2036.....	1,193,831	327,376	1,521,207
2037.....	729,487	299,309	1,028,796
2038.....	735,497	278,234	1,013,731
2039.....	741,860	254,398	996,258
2040.....	748,931	230,230	979,161
2041.....	761,001	205,705	966,706
2042.....	682,364	181,460	863,824
2043.....	689,081	159,329	848,410
2044.....	695,444	136,938	832,382
2045.....	702,161	114,288	816,449
2046.....	679,231	91,358	770,590
2047.....	266,301	69,050	335,351
2048.....	273,725	59,047	332,772
2049.....	286,856	48,738	335,594
2050.....	295,340	37,942	333,282
2051.....	288,471	26,817	315,289
2052.....	302,662	15,707	318,369
2053.....	220,239	4,405	224,643
Total.....	\$ <u>38,510,000</u>	\$ <u>12,527,295</u>	\$ <u>51,037,295</u>

Debt service requirements for principal and interest for bonds payable in the sewer enterprise fund in future years are as follows:

Year	General Obligation Bonds:		
	Principal	Interest	Total
2023.....	\$ 155,000	\$ 6,588	\$ 161,588
2024.....	155,000	3,488	158,488
Total.....	\$ <u>310,000</u>	\$ <u>10,075</u>	\$ <u>320,075</u>

Year	Direct Borrowings:		
	Principal	Interest	Total
2023.....	\$ 12,500	\$ -	\$ 12,500
2024.....	12,500	-	12,500
2025.....	12,500	-	12,500
2026.....	12,500	-	12,500
2027.....	12,500	-	12,500
2028.....	12,500	-	12,500
2029.....	12,500	-	12,500
2030.....	12,500	-	12,500
2031.....	12,500	-	12,500
2032.....	12,500	-	12,500
Total.....	\$ 125,000	\$ -	\$ 125,000

The Town has been approved to receive school construction assistance through the Massachusetts School Building Authority (MSBA). The MSBA provides resources for eligible construction costs and debt interest and borrowing costs. During 2022, approximately \$1,401,000 of such assistance was received. Approximately \$1,401,000 will be received as a final payment in fiscal year 2023. Of this amount, approximately \$27,000 represents reimbursement of long-term interest costs, and approximately \$1,374,000 represents reimbursement of approved construction costs. Accordingly, a \$1,374,000 intergovernmental receivable and corresponding unavailable revenue has been recorded in the fund based financial statements and the change in the receivable has been recognized as revenue in the conversion to the government-wide financial statements.

Beginning in 2005, the Commonwealth changed the method for funding the school building assistance program. Under the new program, the assistance is paid to support construction costs and reduce the total debt service of the Town. Through the end of 2022, the Town has recorded grant proceeds totaling \$1,840,000 related to the Hanlon Elementary School feasibility study, from the MSBA, which is equal to 39.35% of approved construction costs submitted for reimbursement. The Town anticipates receiving an additional \$262,000 related to the feasibility project. Accordingly, a \$262,000 intergovernmental receivable and corresponding deferred inflow of resources – unavailable revenue has been reported in the governmental fund financial statements. The unavailable revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is a member of the Massachusetts Water Resources Authority (MWRA) which offers its members interest free loans for various purposes. The Town has \$125,000 in loans outstanding at June 30, 2022. The imputed interest on this loan is immaterial and has not been recognized by the Town.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2022, the Town had the following authorized and unissued debt:

Purpose	Date Voted	Article	Amount
MSBA feasibility study.....	5/30/2018	14	\$ 202,889
Elementary schools bridge funding.....	5/3/2021	13	30,316
Elementary schools construction.....	10/18/2021	13	84,610,386
Conant St. culvert, cemetery expansion.....	5/2/2022	8	325,000
Canton St. sidewalk.....	5/2/2022	12	900,000
Total.....			\$ 86,068,591

Changes in Long-Term Liabilities

During the year ended June 30, 2022, the following changes occurred in long-term liabilities:

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
Governmental Activities:							
Long-term bonds payable.....	\$ 32,655,000	\$ 10,380,000	\$ (4,525,000)	\$ -	\$ -	\$ 38,510,000	\$ 535,000
Add: Unamortized premium on bonds..	2,688,472	-	-	828,223	(416,660)	3,100,035	519,469
Total bonds payable.....	35,343,472	10,380,000	(4,525,000)	828,223	(416,660)	41,610,035	1,054,469
Compensated absences.....	2,580,000	-	-	1,523,000	(1,740,000)	2,363,000	1,524,000
Net pension liability.....	36,035,591	-	-	13,934,063	(24,234,953)	25,734,701	-
Net Other postemployment benefits.....	33,914,368	-	-	5,607,092	(19,091,529)	20,429,931	-
Total governmental activity long-term liabilities.....	\$ 107,873,431	\$ 10,380,000	\$ (4,525,000)	\$ 21,892,378	\$ (45,483,142)	\$ 90,137,667	\$ 2,578,469
Business-Type Activities:							
Long-term bonds payable.....	\$ 465,000	\$ -	\$ (155,000)	\$ -	\$ -	\$ 310,000	\$ 167,500
Long-term direct borrowing payable.....	-	125,000	-	-	-	125,000	-
Total bonds payable.....	465,000	125,000	(155,000)	-	-	435,000	167,500
Compensated absences.....	19,000	-	-	12,000	(19,000)	12,000	12,000
Net pension liability.....	872,556	-	-	337,396	(586,819)	623,133	-
Net Other postemployment benefits.....	1,048,898	-	-	173,416	(590,460)	631,854	-
Total business-type activity long-term liabilities.....	\$ 2,405,454	\$ 125,000	\$ (155,000)	\$ 522,812	\$ (1,196,279)	\$ 1,701,987	\$ 179,500

Compensated absence liabilities, net pension liabilities, and other postemployment benefit liabilities related to both governmental and business-type activities are normally paid from the general fund and sewer enterprise funds, respectively.

NOTE 8 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balances according to the constraints imposed on the use of those resources. There are two major types of fund balances, which are nonspendable and spendable.

GASB 54 provides for two major types of fund balance, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported the principal portion of endowment funds as nonspendable. The net appreciation on endowments is reported as nonspendable and cannot be authorized for expenditure by the Town. Realized investment income is reported as restricted fund balance and restricted net position and may be authorized for expenditure.

In addition to the nonspendable fund balances, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.

- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

The Town's spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for specific purpose exceed the amounts that are restricted, committed, or assigned to those purpose, it may be necessary to report a negative unassigned fund balance in that fund.

Massachusetts General Law allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any changes to the purpose of the fund along with any additions to require majority vote and for appropriations from the fund required a two-thirds vote of the legislative body. The Town has established a capital stabilization fund, a general stabilization fund, a meals/hotel tax reserve fund, and a special education stabilization fund. At year end the balance of Town's Stabilization funds totaled \$8.0 million and is reported as unassigned fund balance within the General Fund.

As of June 30, 2022 , the governmental fund balance consisted of the following:

	General	Facilities Renovation	Roadway Improvements	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balances:					
Nonspendable:					
Permanent fund principal.....	\$ -	\$ -	\$ -	\$ 449,002	\$ 449,002
Restricted for:					
Facilities renovations.....	-	1,875,811	-	-	1,875,811
Road improvements.....	-	-	860,613	-	860,613
Ambulance.....	-	-	-	1,182,156	1,182,156
Departmental grants and revolving funds.....	-	-	-	3,941,901	3,941,901
School lunch.....	-	-	-	339,496	339,496
Highway improvement.....	-	-	-	153,028	153,028
Education grants.....	-	-	-	740,735	740,735
Education revolving.....	-	-	-	2,289,751	2,289,751
Expendable governmental trusts.....	-	-	-	3,922	3,922
University station.....	-	-	-	61,012	61,012
Student activity.....	-	-	-	187,548	187,548
Police station project.....	-	-	-	400,000	400,000
Cemetery.....	-	-	-	19,104	19,104
Other nonexpendable trust funds.....	-	-	-	105,305	105,305
Committed to:					
Articles and continuing appropriations:					
Select board.....	123,121	-	-	-	123,121
Information systems.....	993,284	-	-	-	993,284
Mass housing and partnership/housing authority.....	8,777	-	-	-	8,777
Police department.....	149,534	-	-	-	149,534
Fire department.....	549,454	-	-	-	549,454
Education.....	3,036,047	-	-	-	3,036,047
Department of public works.....	1,524,664	-	-	-	1,524,664
Council on aging.....	220,000	-	-	-	220,000
Public library.....	32,000	-	-	-	32,000
Recreation.....	351,079	-	-	-	351,079
University Station.....	2,386,512	-	-	-	2,386,512
Assigned to:					
Legal department.....	1,544	-	-	-	1,544
Human resources.....	2,500	-	-	-	2,500
Police department.....	1,072	-	-	-	1,072
Fire department.....	135,502	-	-	-	135,502
Department of public works.....	18,739	-	-	-	18,739
Veterans services.....	25,000	-	-	-	25,000
Public library.....	4,213	-	-	-	4,213
Education.....	4,401,552	-	-	-	4,401,552
Hardware/software maintenance.....	2,756	-	-	-	2,756
Audit services.....	11,000	-	-	-	11,000
Free cash used for subsequent year budget.....	3,498,250	-	-	-	3,498,250
Unassigned.....	12,002,843	-	-	-	12,002,843
Total Fund Balances.....	\$ 29,479,443	\$ 1,875,811	\$ 860,613	\$ 9,872,960	\$ 42,088,827

NOTE 9 – STABILIZATION FUNDS

The Town has \$8.0 million in stabilization funds classified as part of the general fund in the governmental funds financial statements. The stabilization funds may be used for general and/or capital purposes upon Town Meeting approval.

NOTE 10 – RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three years.

The Town is a member of the Commonwealth of Massachusetts’ Group Insurance Commission (GIC), which offers premium based insurance plans to GIC members. The GIC sets the rates for participating municipalities annually. Municipalities participating in the GIC plans are assessed a .05% administrative fee on their premium over what the State employees pay.

The Town is a member of the Massachusetts Interlocal Insurance Association (MIIA), a public entity risk pool currently operating as a common risk management and insurance program for workers' compensation benefits for employees other than uniformed police and fire personnel. MIIA is self-sustaining through member premiums and reinsures through commercial companies for stop loss insurance. The total premiums assessed by MIIA to the Town during 2022 totaled \$279,000 and are recorded in the general fund.

The Town is self-insured for the workers' compensation claims of police officers and firefighters and are paid on a pay-as-you-go basis from the general fund. The estimated liability for workers' compensation claims is based on history and injury type. The Town's liability is not material at June 30, 2022, and therefore is not reported.

The Town is self-insured for unemployment compensation. During 2022, the Town appropriated \$149,000 to provide for anticipated costs of unemployment benefits. During 2022, claims related to unemployment compensation totaled \$34,000. The liability for unemployment compensation was not material at June 30, 2022, and therefore is not reported.

NOTE 11 – PENSION PLAN

Plan Description

The Town is a member of the Norfolk County Retirement System (NCRS), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 41 member units. The system is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. A copy of their audited financial report may be obtained by visiting <http://www.norfolkcountyretirement.org>.

The Town is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <https://mtrs.state.ma.us/service/financial-reports/>.

Special Funding Situation

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2021. The Town's portion of the collective pension expense, contributed by the Commonwealth, of \$7,258,793 is reported in the general fund as intergovernmental revenue and pension expense in the current fiscal year. The portion of the Commonwealth's collective net pension liability associated with the Town is \$90,456,940 as of the measurement date.

Benefits Provided

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

There were no changes of benefit terms that affected measurement of the total pension liability since the prior measurement date.

Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute to the System at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the NCRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution equaled its actual contribution for the year ended December 31, 2021 was \$6,127,415, 24.74% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

Pension Liabilities

At June 30, 2022, the Town reported a liability of \$26,357,834, for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2022. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At December 31, 2021, the Town's proportion was 7.15%, which decreased from the December 31, 2020 proportion of 7.23%.

Pension Expense

For the year ended June 30, 2022, the Town recognized a pension expense of \$1,977,327, and reported deferred outflows of resources and inflows of resources related to pensions as follows:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ 2,666,069	\$ -	\$ 2,666,069
Difference between projected and actual earnings, net.....	-	(9,752,457)	(9,752,457)
Changes in proportion and proportionate share of contributions...	<u>24,928</u>	<u>(327,888)</u>	<u>(302,960)</u>
Total deferred outflows/(inflows) of resources.....	<u>\$ 2,690,997</u>	<u>\$ (10,080,345)</u>	<u>\$ (7,389,348)</u>

The Town pays their annual appropriation on July 1st of the current fiscal year and the measurement date is six months after the payment, on December 31st.

The deferred outflows/inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2023.....	\$ (632,523)
2024.....	(3,015,511)
2025.....	(1,934,467)
2026.....	<u>(1,806,847)</u>
Total.....	<u>\$ (7,389,348)</u>

Actuarial Assumptions

The total pension liability in the January 1, 2022, actuarial valuation was determined using the following actuarial assumptions.

Valuation date.....	January 1, 2022
Actuarial cost method.....	Entry Age Normal Cost Method.
Asset valuation method.....	Market value.
Investment rate of return.....	7.75%
Discount rate.....	7.75%
Inflation rate.....	3.00%
Projected salary increases.....	3.50% - 5.50%
Cost of living adjustments.....	3.0% of first \$18,000 of retirement income.
Mortality rates.....	The RP-2014 Blue Collar Mortality Table with Scale with MP-2014.

Investment Policy

The pension plan’s policy in regard to the allocation of invested assets is established by PRIT. Plan assets are managed on a total return basis with a long-term objective of achieving a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of January 1, 2022, are summarized in the following table:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity.....	30.5%	7.0%
International equities.....	15.5%	7.7%
Fixed income.....	20.5%	4.3%
Real estate.....	9.5%	6.9%
Private equity.....	10.0%	9.4%
Hedge funds.....	11.5%	8.6%
Real assets.....	2.5%	8.9%
Total.....	<u>100.00%</u>	

Rate of Return

For the year ended December 31, 2021, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 18.52%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Discount Rate

The discount rate used to measure the total pension liability was 7.75%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability, calculated using the discount rate of 7.75%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.75%) or 1-percentage-point higher (8.75%) than the current rate:

	1% Decrease (6.75%)	Current Discount (7.75%)	1% Increase (8.75%)
The Town's proportionate share of the net pension liability.....	\$ 43,867,591	\$ 26,357,834	\$ 18,743,313

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Norfolk County Retirement System financial report.

Changes in Assumptions

None.

Changes in Plan Provisions

None.

NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS*Plan Description*

The Town of Westwood administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy

Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 60% of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 40% of their premium costs. For 2022, the Town's contributed approximately \$3.1 million to the plan. For the year ended June 30, 2022, the Town's average contribution rate was approximately 5.61% of covered-employee payroll.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to begin pre-funding its other postemployment benefit (OPEB) liabilities.

During 2022, the Town pre-funded future OPEB liabilities by contributing \$1,490,000 to the Other Postemployment Benefit Fund in excess of the pay-as-you-go required contribution. These funds are reporting within the Fiduciary Funds financial statements. As of June 30, 2022, the balance of this fund totaled \$16,294,627.

Measurement Date

The net OPEB liability was measured as of June 30, 2022, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2021.

Employees Covered by Benefit Terms

The following table represents the Plan's membership at June 30, 2022:

Retired members or beneficiaries currently receiving benefits.....	383
Active members.....	<u>434</u>
Total.....	<u>817</u>

Components of OPEB Liability

The following table represents the components of the Plan's OPEB liability as of June 30, 2022:

Total OPEB liability.....	\$ 37,356,412
Less: OPEB plan's fiduciary net position.....	<u>(16,294,627)</u>
Net OPEB liability.....	<u>\$ 21,061,785</u>
The OPEB plan's fiduciary net position as a percentage of the total OPEB liability.....	43.62%

Significant Actuarial Methods and Assumptions

The total OPEB liability in the June 30, 2021, actuarial valuation was determined by using the following actuarial assumptions, applied to all periods included in the measurement that was updated to June 30, 2022 as follows:

Valuation date.....	June 30, 2021
Actuarial cost method.....	Entry Age Normal
Amortization method.....	Level Percentage of Payroll
Remaining amortization period.....	24 years from July 1, 2021
Asset valuation method.....	Fair Market Value
Investment rate of return.....	6.50%
Discount rate.....	6.50% as of June 30, 2022
Inflation.....	3.00%
Health care trend rates.....	Non-Medicare: 7.06% for 2 years, then 6.83%, then 6.59%, then 6.36%, then 6.00% decreasing by 0.25% for 6 years to an ultimate level of 4.50%. Medicare: 2.38%, then 4.49%, then 4.57%, then 4.66%, then 4.75%, then an ultimate rate of 4.50%. Medicare Part B: 4.50%. Contributions: Retiree contributions are expected to increase with medical trend.

Mortality rates:

<i>Pre-Retirement (Non-Teachers)</i>	RP-2014 Blue Collar Employee Mortality Table projected generationally with Scale MP-2021
<i>Healthy Retiree (Non-Teachers)</i>	RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally with Scale MP-2021
<i>Disabled Retiree (Non- Teachers)</i>	RP-2014 Blue Collar Healthy Annuitant Mortality Table set forward one year projected generationally with Scale MP-2021
<i>Pre-Retirement (Teachers)</i>	Pub-2010 Teacher Employee Headcount-weighted Mortality Table projected generationally with Scale MP-2020
<i>Healthy Retiree (Teachers)</i>	Pub-2010 Teacher Healthy Retiree Headcount-weighted Mortality Table projected generationally with Scale MP-2020
<i>Disabled Retiree (Teachers)</i>	Pub-2010 Teacher Healthy Retiree Headcount-weighted Mortality Table projected generationally with Scale MP-2020

Rate of Return

For the year ended June 30, 2022, the annual money-weighted rate of return on investments, net of investment expense, was -3.85%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin. The target allocation as of June 30, 2022, and projected arithmetic real rates of return for each major asset class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumption are summarized below:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity.....	22.00%	6.11%
International developed markets equity..	11.50%	6.49%
International emerging markets equity...	4.50%	8.12%
Core fixed income.....	15.00%	0.38%
High yield fixed income.....	8.00%	2.48%
Real estate.....	10.00%	3.72%
Timber.....	4.00%	3.44%
Hedge fund, GTAA, risk parity.....	10.00%	2.63%
Private equity.....	15.00%	9.93%
Total.....	100.00%	

Discount Rate

The discount rate used to measure the total OPEB liability was 6.50% as of June 30, 2022. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan’s funding policy. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be sufficient to make all projected benefit payments to current plan members. Therefore the long-term expected rate of return on the OPEB plan assets was applied to all periods of projected benefit payments to determine the total OPEB liability.

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following table presents the Plan’s net OPEB liability, calculated using the discount rate of 6.50% as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.50%) or 1-percentage-point higher (7.50%) than the current rate.

	1% Decrease (5.50%)	Current Discount Rate (6.50%)	1% Increase (7.50%)
Net OPEB liability.....	\$ 25,709,865	\$ 21,061,785	\$ 17,171,561

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend

The following table presents the net other postemployment benefit liability and service cost, calculated using the current healthcare trend rates, as well as what the net other postemployment benefit liability would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

	1% Decrease	Current Trend	1% Increase
Net OPEB liability.....	\$ 16,291,811	\$ 21,061,785	\$ 26,950,597

Summary of Significant Accounting Policies

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts (repurchase agreements) that have a maturity at the time of purchase of one year or less, which are reported at cost.

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan	
		Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2021.....	\$ 50,415,440	\$ 15,452,174	\$ 34,963,266
Changes for the year:			
Service cost.....	1,551,057	-	1,551,057
Interest.....	3,581,904	-	3,581,904
Differences between expected and actual experience.....	(4,045,381)	-	(4,045,381)
Contributions - employer.....	-	3,110,277	(3,110,277)
Net investment income (loss).....	-	(647,547)	647,547
Changes in assumptions and other inputs.....	(12,526,331)	-	(12,526,331)
Benefit payments.....	(1,620,277)	(1,620,277)	-
Net change.....	(13,059,028)	842,453	(13,901,481)
Balances at June 30, 2022.....	\$ 37,356,412	\$ 16,294,627	\$ 21,061,785

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2022 the Town recognized OPEB expense of \$434,231 and reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ 396,968	\$ (3,741,827)	\$ (3,344,859)
Difference between projected and actual earnings, net.....	35,399	-	35,399
Changes in assumptions.....	-	(14,446,824)	(14,446,824)
Total deferred outflows/(inflows) of resources.....	\$ 432,367	\$ (18,188,651)	\$ (17,756,284)

Amounts reported as deferred outflows of resources related to OPEB will be recognized in OPEB expense in the following fiscal years:

Year ended June 30:	
2023.....	\$ (3,530,499)
2024.....	(3,276,327)
2025.....	(3,375,314)
2026.....	(2,839,368)
2027.....	(2,367,388)
2028.....	(2,367,388)
Total.....	\$ (17,756,284)

Changes of Assumptions

- The per capita health costs and contributions were updated to reflect current premiums and the costs in the most recent Commonwealth OPEB valuation report.
- The trend assumptions were revised, per the most recent Commonwealth OPEB valuation report.
- The mortality projection scale for non-teachers and the mortality assumption for teachers were updated.
- The retirement assumption for Group 1 and Group 4 employees hired on or after April 2, 2012 was updated.
- The Medicare enrollment assumption for future retirees hired prior to 1986 and current retirees under age 65 was updated.
- The discount rate and expected return on assets was decreased from 7.00% to 6.50%.

Changes in Plan Provisions

- Effective July 1, 2022, Fallon plans are no longer offered by the GIC. Migration away from these plans was accounted for through the medical trend assumption.

NOTE 13 – COMMITMENTS

The Town completed the renovating and expanding Wentworth Hall, which is also known as the Islington Branch Library. The new building, now moved across the street from its old location, is now open and houses the library, Youth and Family Services department and community space. In the building's previous site is now private residential and commercial space, including condos, commercial business, and several restaurants. These projects are major enhancements to this important area of Town.

The Town is also proceeding with construction of a new elementary school. This \$87 million project, financed by Town and State funding, will consolidate two existing elementary schools into a new modern facility, with increased gymnasium and performance space, community trails and new playing fields. Construction is currently underway, with building occupancy expected to occur in February 2024.

The general fund has various pending transactions for goods and services related to articles and encumbrances totaling \$14.0 million.

NOTE 14 – CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards through June 30, 2022, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2022, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2022.

NOTE 15 – TAX INCREMENT FINANCING AGREEMENTS

The Town enters into tax increment financing (TIF) agreements with local businesses under Chapter 40, section 59 of the Massachusetts General Laws. Under this section of the law, localities may grant property tax exemptions of a business' property tax bill for the purpose of attracting or retaining businesses within their jurisdiction. The exemptions may be granted to any business located within or promising to relocate to the Town. Currently, there is one agreement in place for a new business, which went into effect in fiscal 2021. The terms of this agreement require the Town to exempt 95% of real estate taxes in year one, 75% in years two and three, and 25% in years four through thirteen. Starting in the fourteenth year, all years thereafter, the exemptions end, and the business will pay 100% of all real estate and personal property taxes. The tax forgiven in 2022 amounted to \$266,266.

The Town has not made any commitments as part of the agreements other than to reduce taxes. The Town is not subject to any tax abatement agreements entered into by other governmental entities.

NOTE 16 – COVID-19

On March 10, 2020, the Massachusetts Governor declared a state of emergency in response to the coronavirus outbreak. The World Health Organization officially declared the novel Coronavirus (COVID-19) a pandemic the following day. In an attempt to slow the spread of COVID-19, governments issued various stay at home orders that caused global economic shutdowns and substantial financial market impact. Starting in March 2020, the Governor continued to issue orders allowing governments to operate and carry out essential functions safely. These included modifying the state's Open Meeting Law, issuing a stay-at-home order, and introducing a phased approach to reopening State businesses. The Town is considered an essential business and although it was closed to the public for a period of time, departments remained operational and most employees continued to perform their daily duties.

A number of businesses have been forced to stop or significantly reduce operations decreasing, the Town's portion of certain revenue. The Town has also incurred unanticipated costs specifically related to the pandemic.

On March 27, 2020, the United States Federal Government established the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the economic downfall caused by the COVID-19 pandemic. This Act requires that the payment from these funds be used only to cover expenses that; are necessary expenditures incurred due to the public health emergency with respect COVID-19; were not accounted for in the budget most recently approved as of March 27, 2020; and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2021. The Commonwealth and communities throughout the Commonwealth were awarded a portion of this federal funding.

In addition to the CARES Act, on March 11, 2021, the United States Federal Government established the American Rescue Plan (ARP) Act to enhance the United States' recovery from the economic and health effects of the COVID-19 pandemic. This Act requires that the payment from these funds be used to cover costs related to; public health; negative economic impacts; services to disproportionately impacted communities; premium pay; infrastructure; revenue replacement; or administration. These funds can only be used to cover costs incurred between March 3, 2021, and December 31, 2024. The Commonwealth and communities throughout the Commonwealth were awarded a portion of this federal funding.

In addition to funding from the CARES Act and the ARP Act, there are several other federal and state grants available to assist with funding costs related to the pandemic; however, the full extent of the financial impact cannot be determined as of the date of the financial statements.

NOTE 17 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through November 30, 2022, which is the date the financial statements were available to be issued.

NOTE 18 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2022, the following GASB pronouncements were implemented:

- GASB Statement #87, *Leases*. This pronouncement did not impact the basic financial statements.
- GASB Statement #89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. This pronouncement did not impact the basic financial statements.
- GASB Statement #92, *Omnibus 2020*. This pronouncement did not impact the basic financial statements.
- GASB Statement #93, *Replacement of Interbank Offered Rates*. This pronouncement did not impact the basic financial statements.
- GASB Statement #97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #91, *Conduit Debt Obligations*, which is required to be implemented in 2023.
- The GASB issued Statement #94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, which is required to be implemented in 2023.
- The GASB issued Statement #96, *Subscription-Based Information Technology Arrangements*, which is required to be implemented in 2023.
- The GASB issued Statement #99, *Omnibus 2022*, which is required to be implemented in 2023.
- The GASB issued Statement #100, *Accounting Changes and Error Corrections*, which is required to be implemented in 2024.
- The GASB issued Statement #101, *Compensated Absences*, which is required to be implemented in 2025.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

Required Supplementary Information

This page is intentionally left blank.

General Fund

Budgetary Comparison Schedule

The General Fund is the general operating fund of the Town. It is used to account for all the financial resources, except those required to be accounted for in another fund.

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 86,040,399	\$ 86,040,399	\$ 86,437,524	\$ -	\$ 397,125
Motor vehicle excise taxes.....	2,718,500	2,718,500	3,398,761	-	680,261
Charges for services.....	270,000	270,000	363,354	-	93,354
Penalties and interest on taxes.....	90,000	90,000	337,546	-	247,546
Licenses and permits.....	658,615	658,615	1,193,704	-	535,089
Fines and forfeitures.....	2,600	2,600	4,656	-	2,056
Intergovernmental.....	7,996,142	7,996,142	8,038,293	-	42,151
Departmental and other.....	386,656	386,656	458,001	-	71,345
Investment income (loss).....	69,000	69,000	92,524	-	23,524
TOTAL REVENUES.....	98,231,912	98,231,912	100,324,363	-	2,092,451
EXPENDITURES:					
GENERAL GOVERNMENT					
SELECT BOARD					
Salaries.....	676,536	676,536	674,928	-	1,608
Expenditures.....	57,500	57,500	48,043	-	9,457
TOTAL.....	734,036	734,036	722,971	-	11,065
FINANCE AND WARRANT COMMISSION					
Salaries & expenditures.....	65,049	65,049	64,875	-	174
ACCOUNTING DEPARTMENT					
Salaries.....	276,926	276,926	275,441	-	1,485
Expenditures.....	7,998	7,998	4,757	-	3,241
TOTAL.....	284,924	284,924	280,198	-	4,726
ASSESSOR'S DEPARTMENT					
Salaries.....	223,999	223,999	223,657	-	342
Expenditures.....	22,450	22,450	21,512	-	938
TOTAL.....	246,449	246,449	245,169	-	1,280
TREASURER'S DEPARTMENT					
Salaries.....	124,298	124,298	123,835	-	463
Expenditures.....	10,450	10,450	7,968	-	2,482
TOTAL.....	134,748	134,748	131,803	-	2,945
COLLECTOR'S DEPARTMENT					
Salaries.....	126,013	126,013	125,158	-	855
Expenditures.....	84,650	84,650	84,383	-	267
TOTAL.....	210,663	210,663	209,541	-	1,122
LEGAL DEPARTMENT					
Salaries & expenditures.....	234,189	234,189	220,323	1,544	12,322
HUMAN RESOURCES					
Salaries.....	262,276	262,276	258,362	-	3,914
Expenditures.....	7,500	7,500	4,989	2,500	11
TOTAL.....	269,776	269,776	263,351	2,500	3,925
INFORMATION SYSTEMS DEPARTMENT					
Salaries.....	307,971	307,971	294,770	-	13,201
Expenditures.....	78,500	78,500	78,500	-	-
TOTAL.....	386,471	386,471	373,270	-	13,201

(Continued)

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
TOWN CLERK DEPARTMENT					
Salaries & expenditures.....	256,733	291,733	258,954	-	32,779
MASS HOUSING PARTNERSHIP/ HOUSING AUTHORITY					
Salaries & expenditures.....	37,462	37,462	27,682	-	9,780
OUTSIDE PROFESSIONAL SERVICES					
Expenditures.....	62,500	62,500	31,524	-	30,976
TRAINING/PROFESSIONAL DEVELOPMENT					
Expenditures.....	15,000	15,000	9,198	-	5,802
Total General Government.....	2,938,000	2,973,000	2,838,859	4,044	130,097
PUBLIC SAFETY					
POLICE DEPARTMENT.....					
Salaries & expenditures.....	4,952,351	4,979,351	4,977,294	1,072	985
FIRE DEPARTMENT.....					
Salaries & expenditures.....	5,121,577	5,336,577	5,195,629	135,502	5,446
Total Public Safety.....	10,073,928	10,315,928	10,172,923	136,574	6,431
COMMUNITY AND ECONOMIC DEVELOPMENT					
Salaries & expenditures.....	1,278,865	1,278,865	1,189,025	-	89,840
PUBLIC WORKS					
DEPARTMENT OF PUBLIC WORKS					
Salaries & expenditures.....	4,135,041	4,255,041	4,223,473	18,740	12,828
SNOW AND ICE					
Expenditures.....	450,000	690,000	689,817	-	183
Total Public Works.....	4,585,041	4,945,041	4,913,290	18,740	13,011
HUMAN SERVICES					
DISABILITY COMISSION					
Salaries & expenditures.....	500	500	-	-	500
COUNCIL ON AGING					
Salaries.....	384,167	397,167	396,862	-	305
Expenditures.....	38,850	38,850	38,773	-	77
TOTAL.....	423,017	436,017	435,635	-	382
YOUTH AND FAMILY SERVICES COMMISSION					
Salaries.....	289,287	289,287	288,372	-	915
Expenditures.....	15,590	15,590	14,074	-	1,516
TOTAL.....	304,877	304,877	302,446	-	2,431
VETERANS SERVICES					
Salaries & expenditures.....	168,264	168,264	106,515	25,000	36,749
Total Human Services.....	896,658	909,658	844,596	25,000	40,062

(Continued)

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
CULTURE AND RECREATION					
RECREATION					
Salaries & expenditures.....	495,698	495,698	494,740	-	958
PUBLIC LIBRARY					
Salaries & expenditures.....	1,618,272	1,618,272	1,543,761	4,213	70,298
MEMORIAL/VETERAN'S DAY/WESTWOOD DAY					
Expenditures.....	23,800	23,800	20,953	-	2,847
Total Culture and Recreation.....	2,137,770	2,137,770	2,059,454	4,213	74,103
OTHER					
OFFICE COMMUNICATIONS					
Expenditures.....	168,704	168,704	167,281	-	1,423
HARDWARE/SOFTWARE MAINTENANCE					
Expenditures.....	458,648	458,648	455,892	2,756	-
Total Other.....	627,352	627,352	623,173	2,756	1,423
WESTWOOD PUBLIC SCHOOLS					
Public Schools.....	54,462,426	54,462,426	50,035,825	4,401,552	25,049
Blue Hills Regional.....	129,617	129,617	129,617	-	-
Crossing Guards.....	119,241	119,241	113,719	-	5,522
Total Westwood Public Schools.....	54,711,284	54,711,284	50,279,161	4,401,552	30,571
SCHOOL AND MUNICIPAL FIXED COSTS					
Contributory Pension Benefits.....	6,127,415	6,127,415	6,127,415	-	-
Employee Benefits.....	10,836,555	10,836,555	9,651,170	-	1,185,385
General Liability Insurance.....	608,580	608,580	559,380	-	49,200
Waste/Collection/Disposal.....	1,753,284	1,753,284	1,587,954	-	165,330
Audit Services.....	94,250	94,250	82,710	11,000	540
Total School and Municipal Fixed Costs.....	19,420,084	19,420,084	18,008,629	11,000	1,400,455
RESERVE FUNDS					
Other/Select Board fund.....	295,000	160,000	-	-	160,000
Special Town Meeting Reserve.....	25,000	25,000	21,926	-	3,074
Reserve Fund.....	405,000	265,000	-	-	265,000
Total Reserve Funds.....	725,000	450,000	21,926	-	428,074
UNIVERSITY STATION.....	2,406,847	2,406,846	20,333	2,386,513	-
CAPITAL OUTLAY.....	8,547,488	8,749,489	1,739,104	6,987,958	22,427
STATE AND COUNTY ASSESSMENTS.....	715,069	715,069	810,525	-	(95,456)

(Continued)

GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
	Original Budget	Final Budget			
DEBT SERVICE PRINCIPAL.....	4,588,095	4,538,095	4,525,000	-	13,095
DEBT SERVICE INTEREST.....	1,161,234	1,161,234	1,161,234	-	-
TOTAL EXPENDITURES.....	114,812,715	115,339,715	99,207,232	13,978,350	2,154,133
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	(16,580,803)	(17,107,803)	1,117,131	(13,978,350)	4,246,584
OTHER FINANCING SOURCES (USES):					
Use of prior year fund balance to fund carryovers.....	11,861,940	11,861,940	-	-	(11,861,940)
Use of free cash.....	2,477,650	2,812,650	-	-	(2,812,650)
Transfers in.....	2,366,213	2,558,213	2,558,213	-	-
Transfers out.....	(125,000)	(125,000)	(125,000)	-	-
TOTAL OTHER FINANCING SOURCES (USES).....	16,580,803	17,107,803	2,433,213	-	(14,674,590)
NET CHANGE IN FUND BALANCE.....	-	-	3,550,344	(13,978,350)	(10,428,006)
BUDGETARY FUND BALANCE, Beginning of year.....	22,588,532	22,588,532	22,588,532	-	-
BUDGETARY FUND BALANCE, End of year.....	\$ 22,588,532	\$ 22,588,532	\$ 26,138,876	\$ (13,978,350)	\$ (10,428,006)

(Concluded)

See notes to required supplementary information.

Retirement System Schedules

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the Town along with related ratios.

These schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
NORFOLK COUNTY CONTRIBUTORY RETIREMENT SYSTEM**

Year	Proportion of the net pension liability (asset)	Proportionate share of the net pension liability (asset)	Covered payroll	Net pension liability as a percentage of covered payroll	Plan fiduciary net position as a percentage of the total pension liability
December 31, 2021.....	7.15%	\$ 26,357,834	\$ 24,519,244	107.50%	79.40%
December 31, 2020.....	7.23%	36,908,147	23,510,325	156.99%	70.20%
December 31, 2019.....	7.22%	42,377,844	22,715,203	186.56%	64.60%
December 31, 2018.....	7.24%	47,141,103	21,953,678	214.73%	58.30%
December 31, 2017.....	7.24%	40,010,418	21,211,283	188.63%	63.50%
December 31, 2016.....	7.39%	38,565,987	20,770,111	185.68%	61.60%
December 31, 2015.....	7.39%	40,131,499	19,710,504	203.60%	58.60%
December 31, 2014.....	6.83%	35,408,720	16,856,918	210.05%	60.10%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

SCHEDULE OF THE TOWN'S CONTRIBUTIONS
NORFOLK COUNTY CONTRIBUTORY RETIREMENT SYSTEM

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll
June 30, 2022.....	\$ 6,127,415	\$ (6,127,415)	-	\$ 24,764,436	24.74%
June 30, 2021.....	5,787,533	(5,787,533)	-	23,745,428	24.37%
June 30, 2020.....	5,406,233	(5,406,233)	-	22,942,355	23.56%
June 30, 2019.....	5,066,340	(5,066,340)	-	22,173,215	22.85%
June 30, 2018.....	4,631,206	(4,631,206)	-	21,423,396	21.62%
June 30, 2017.....	3,946,275	(3,946,275)	-	20,977,812	18.81%
June 30, 2016.....	3,583,777	(3,583,777)	-	19,907,609	18.00%
June 30, 2015.....	3,303,348	(3,303,348)	-	17,025,487	19.40%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE SPECIAL FUNDING AMOUNTS
OF THE NET PENSION LIABILITY
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Therefore, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the associated collective net pension liability; the portion of the collective pension expense as both a revenue and pension expense recognized; and the Plan's fiduciary net position as a percentage of the total liability.

Year	Commonwealth's 100% Share of the Associated Net Pension Liability	Expense and Revenue Recognized for the Commonwealth's Support	Plan Fiduciary Net Position as a Percentage of the Total Liability
2022.....	\$ 90,456,940	\$ 7,258,793	62.03%
2021.....	118,568,205	14,644,872	50.67%
2020.....	104,780,328	12,706,000	53.95%
2019.....	98,045,795	9,935,522	54.84%
2018.....	95,349,061	9,951,859	54.25%
2017.....	91,845,701	9,368,864	52.73%
2016.....	83,664,175	6,785,909	55.38%
2015.....	63,201,321	4,390,899	61.64%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

This page is intentionally left blank.

Other Postemployment Benefits Plan Schedules

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered-employee payroll.

The Schedule of the Town's Contributions presents multi-year trend information on the Town's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Returns presents multi-year trend information on the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF CHANGES IN THE
TOWN'S NET OPEB LIABILITY AND RELATED RATIOS
OTHER POSTEMPLOYMENT BENEFIT PLAN**

	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020
Total OPEB Liability				
Service cost.....	\$ 1,237,052	\$ 1,495,348	\$ 1,542,520	\$ 1,591,178
Interest.....	3,287,987	3,247,123	3,455,390	3,677,936
Differences between expected and actual experience...	(1,920,473)	-	-	694,693
Changes of assumptions.....	-	-	-	(6,492,442)
Benefit payments.....	(1,995,030)	(1,830,497)	(2,006,530)	(1,912,326)
Net change in total OPEB liability.....	609,536	2,911,974	2,991,380	(2,440,961)
Total OPEB liability - beginning.....	43,582,252	44,191,788	47,103,762	50,095,142
Total OPEB liability - ending (a).....	<u>\$ 44,191,788</u>	<u>\$ 47,103,762</u>	<u>\$ 50,095,142</u>	<u>\$ 47,654,181</u>
Plan fiduciary net position				
Employer contributions.....	\$ 1,350,000	\$ 1,390,000	\$ 1,415,000	\$ 1,440,000
Employer contributions for OPEB payments.....	1,995,030	1,830,497	2,006,530	1,912,326
Net investment income (loss).....	533,515	587,125	458,279	200,978
Benefit payments.....	(1,995,030)	(1,830,497)	(2,006,530)	(1,912,326)
Net change in plan fiduciary net position.....	1,883,515	1,977,125	1,873,279	1,640,978
Plan fiduciary net position - beginning of year.....	3,144,886	5,028,401	7,005,526	8,878,805
Plan fiduciary net position - end of year (b).....	<u>\$ 5,028,401</u>	<u>\$ 7,005,526</u>	<u>\$ 8,878,805</u>	<u>\$ 10,519,783</u>
Net OPEB liability - ending (a)-(b).....	<u>\$ 39,163,387</u>	<u>\$ 40,098,236</u>	<u>\$ 41,216,337</u>	<u>\$ 37,134,398</u>
Plan fiduciary net position as a percentage of the total OPEB liability.....	11.38%	14.87%	17.72%	22.08%
Covered-employee payroll.....	\$ 42,772,363	\$ 43,392,562	\$ 44,053,798	\$ 45,266,989
Net OPEB liability as a percentage of covered-employee payroll.....	91.56%	92.41%	93.56%	82.03%

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

Note: Contributions are negotiated between the Town and union representatives and are based on a percentage of pay-as-you-go premiums, not on a percentage of payroll. Accordingly, the RSI schedules use covered-employee payroll.

See notes to required supplementary information.

	June 30, 2021		June 30, 2022
\$	1,503,625	\$	1,551,057
	3,368,418		3,581,904
	-		(4,045,381)
	-		(12,526,331)
	<u>(2,110,784)</u>		<u>(1,620,277)</u>
	2,761,259		(13,059,028)
	<u>47,654,181</u>		<u>50,415,440</u>
\$	<u>50,415,440</u>	\$	<u>37,356,412</u>
\$	1,465,000	\$	1,490,000
	2,110,784		1,620,277
	3,467,391		(647,547)
	<u>(2,110,784)</u>		<u>(1,620,277)</u>
	4,932,391		842,453
	<u>10,519,783</u>		<u>15,452,174</u>
\$	<u>15,452,174</u>	\$	<u>16,294,627</u>
\$	<u>34,963,266</u>	\$	<u>21,061,785</u>
	30.65%		43.62%
\$	53,275,514	\$	55,431,418
	65.63%		38.00%

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS
OTHER POSTEMPLOYMENT BENEFIT PLAN**

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- employee payroll	Contributions as a percentage of covered- employee payroll
June 30, 2022.....	\$ 2,621,862	\$ (3,110,277)	\$ (488,415)	\$ 55,431,418	5.61%
June 30, 2021.....	3,868,237	(3,575,784)	292,453	53,275,514	6.71%
June 30, 2020.....	3,729,685	(3,352,326)	377,359	45,266,989	7.41%
June 30, 2019.....	4,091,003	(3,421,530)	669,473	44,053,798	7.77%
June 30, 2018.....	3,920,310	(3,220,497)	699,813	43,392,562	7.42%
June 30, 2017.....	3,448,958	(3,345,030)	103,928	42,772,363	7.82%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

SCHEDULE OF INVESTMENT RETURNS
OTHER POSTEMPLOYMENT BENEFIT PLAN

<u>Year</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
June 30, 2022.....	-3.85%
June 30, 2021.....	29.60%
June 30, 2020.....	1.97%
June 30, 2019.....	5.52%
June 30, 2018.....	9.50%
June 30, 2017.....	12.53%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

NOTE A – BUDGETARY BASIS OF ACCOUNTING

Budgetary Information

Municipal Law requires the Town to adopt a balanced budget that is approved by Town Meeting. The Finance Committee presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Special Town Meeting approval via a special article.

The majority of the Town’s appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year’s original budget.

Generally, expenditures may not exceed the legal level of spending authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of Town Meeting.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original 2022 approved budget for the General Fund authorized approximately \$103.1 million in appropriations and other amounts to be raised and \$11.9 million in encumbrances and appropriations carried over from previous years. During 2022, the Town increased the original budget by \$527,000, which was primarily due to the supplementary appropriations from free cash and the reserve funds to fund the capital outlay budget and the public works budget.

The Town Accountant’s office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the Town’s accounting system.

Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth of Massachusetts (Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the General Fund for the year ended June 30, 2022, is presented on the following page.

Net change in fund balance - budgetary basis.....	\$ 3,550,344
<u>Perspective differences:</u>	
Activity of the stabilization fund recorded in the general fund for GAAP.....	(74,261)
<u>Basis of accounting differences:</u>	
Net change in recording tax refunds payable.....	(798,529)
Net change in recording 60 day receipts.....	(81,908)
Net change in recording accrued expenditures.....	(409,782)
Net change in recording accrued receipts.....	277,465
Recognition of revenue for on-behalf payments.....	7,258,793
Recognition of expenditures for on-behalf payments.....	<u>(7,258,793)</u>
Net change in fund balance - GAAP basis.....	<u>\$ 2,463,329</u>

Appropriation Deficit

The Town reported an appropriation deficit in the state and county assessments budget. The Town is not required to raise the state and county assessment deficit.

NOTE B – PENSION PLAN

Pension Plan Schedules

Schedule of the Town’s Proportionate Share of the Net Pension Liability

The Schedule of the Town’s Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

Schedule of Town’s Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member’s retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system’s funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the “total appropriation”. The pension fund appropriation is allocated to the Town based on covered payroll.

Schedule of the Special Funding Amounts of the Net Pension Liabilities

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth’s 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both a revenue and pension expense recognized by the Town; and the Plan’s fiduciary net position as a percentage of the total liability.

Changes in Assumptions

None.

Changes in Plan Provisions

None.

NOTE C – OTHER POSTEMPLOYMENT BENEFITS

The Town administers a single-employer defined benefit healthcare plan (“The Retiree Health Plan”). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Additionally, retired teachers and their spouses receive health insurance through the Group Insurance Commission of the Commonwealth of Massachusetts (GIC). Each participating municipality is assessed for the governmental share of health and life insurance premiums paid on behalf of its teacher retirees by the state.

The Other Postemployment Benefit Plan

The Schedule of Changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan’s total OPEB liability, changes in the Plan’s net position, and ending net OPEB liability. It also demonstrates the Plan’s net position as a percentage of the total liability and the Plan’s net other postemployment benefit liability as a percentage of covered-employee payroll.

Schedule of the Town’s Contributions

The Schedule of the Town’s Contributions includes the Town’s annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered-employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered-employee payroll. Actuarially contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported. Methods and assumptions used to determine contribution rates are as follows on the next page.

Valuation date.....	June 30, 2021
Actuarial cost method.....	Entry Age Normal
Amortization method.....	Level Percentage of Payroll
Remaining amortization period.....	24 years from July 1, 2021
Asset valuation method.....	Fair Market Value
Investment rate of return.....	6.50%
Discount rate.....	6.50% as of June 30, 2022
Inflation.....	3.00%
Health care trend rates.....	Non-Medicare: 7.06% for 2 years, then 6.83%, then 6.59%, then 6.36%, then 6.00% decreasing by 0.25% for 6 years to an ultimate level of 4.50%. Medicare: 2.38%, then 4.49%, then 4.57%, then 4.66%, then 4.75%, then an ultimate rate of 4.50%. Medicare Part B: 4.50%. Contributions: Retiree contributions are expected to increase with medical trend.
Mortality rates:	
<i>Pre-Retirement (Non-Teachers)</i>	RP-2014 Blue Collar Employee Mortality Table projected generationally with Scale MP-2021
<i>Healthy Retiree (Non-Teachers)</i>	RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally with Scale MP-2021
<i>Disabled Retiree (Non- Teachers)</i>	RP-2014 Blue Collar Healthy Annuitant Mortality Table set forward one year projected generationally with Scale MP-2021
<i>Pre-Retirement (Teachers)</i>	Pub-2010 Teacher Employee Headcount-weighted Mortality Table projected generationally with Scale MP-2020
<i>Healthy Retiree (Teachers)</i>	Pub-2010 Teacher Healthy Retiree Headcount-weighted Mortality Table projected generationally with Scale MP-2020
<i>Disabled Retiree (Teachers)</i>	Pub-2010 Teacher Healthy Retiree Headcount-weighted Mortality Table projected generationally with Scale MP-2020

Schedule of Investment Returns

The Schedule of Investment Returns includes the money-weighted investment return on the Plan’s other postemployment assets, net of investment expense.

Changes of Assumptions

- The per capita health costs and contributions were updated to reflect current premiums and the costs in the most recent Commonwealth OPEB valuation report.
- The trend assumptions were revised, per the most recent Commonwealth OPEB valuation report.
- The mortality projection scale for non-teachers and the mortality assumption for teachers were updated.
- The retirement assumption for Group 1 and Group 4 employees hired on or after April 2, 2012 was updated.

- The Medicare enrollment assumption for future retirees hired prior to 1986 and current retirees under age 65 was updated.
- The discount rate and expected return on assets was decreased from 7.00% to 6.50%.

Changes in Plan Provisions

- Effective July 1, 2022, Fallon plans are no longer offered by the GIC. Migration away from these plans was accounted for through the medical trend assumption.

Other Supplementary Information

Combining Statements

The combining financial statements provide a more detailed view of the “Basic Financial Statements” presented in the preceding subsection.

Combining statements are presented when there are more than one fund of a given fund type.

Nonmajor Governmental Funds

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than permanent funds or major capital project funds) that are restricted by law or administrative action to expenditures for specific purposes. The Town’s special revenue funds are grouped into the following categories:

- ***School Lunch Fund*** – accounts for the operations of the public school lunch program.
- ***Ambulance Fund*** – accounts for the fees collected for ambulance services which can legally only be appropriated for costs to provide the service, such as Emergency Medical Technician firefighter stipend and ambulance supplies.
- ***Departmental Grants/Other Revolving Funds*** – accounts for various grants and legally restricted revenues for special programs administered by Town departments.
- ***Educational Grants Funds*** – accounts for all educational programs specially financed by grants and other restricted revenues.
- ***Educational Revolving Funds*** – accounts for educational programs financed by non-grant revenues and gifts.
- ***Expendable Governmental Trusts*** – accounts for contributions where both principal and investment earnings may be spent to support the government.
- ***Highway Improvement Fund*** – accounts for funds received from the State Highway Department which is used for construction, reconstruction and improvements of roadways.
- ***University Station*** – accounts for the remaining dedicated revenues and expenditures related to the Town’s high profile commercial development project which has been substantially completed.
- ***Student Activity Funds*** – accounts for funds used to support student extra-curricular student activities.

Capital Project Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition, construction, or improvement of major capital assets (other than those financed by enterprise funds). Such resources are derived principally from proceeds of general obligation bonds and grants. The Town's grouping for non-major capital project funds is described as follows:

- **Fire Station Project** – accounts for renovation, improvements and capital equipment associated with the new fire station.
- **Police Station Project** – accounts for the funds received and expended in connection with the construction of the new police station.

Permanent Funds

Permanent Funds are used to account for financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs.

- **Cemetery Fund** – accounts for contributions associated with cemetery care and maintenance.
- **Other Nonexpendable Trust Funds** – accounts for various contributions associated with the public library, schools and veterans' services.

**NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET**

JUNE 30, 2022

	Special Revenue Funds						
	School Lunch	Ambulance	Departmental Grants/Other Revolving	Educational Grants	Educational Revolving	Expendable Governmental Trusts	Highway Improvement
ASSETS							
Cash and cash equivalents.....	\$ 341,827	\$ 1,182,156	\$ 4,893,857	\$ 754,064	\$ 2,393,765	\$ 3,922	\$ 153,028
Investments.....	-	-	-	-	-	-	-
Receivables, net of uncollectibles:							
Departmental and other.....	-	466,206	126,853	-	-	-	-
Intergovernmental.....	-	-	31,496	-	-	-	150,966
TOTAL ASSETS.....	\$ 341,827	\$ 1,648,362	\$ 5,052,206	\$ 754,064	\$ 2,393,765	\$ 3,922	\$ 303,994
LIABILITIES							
Warrants payable.....	\$ 2,331	\$ -	\$ 28,454	\$ 3,329	\$ 104,014	\$ -	\$ -
Accrued payroll.....	-	-	-	10,000	-	-	-
Other liabilities.....	-	-	593,537	-	-	-	-
Unearned revenue.....	-	-	488,314	-	-	-	-
TOTAL LIABILITIES.....	2,331	-	1,110,305	13,329	104,014	-	-
DEFERRED INFLOWS OF RESOURCES							
Unavailable revenue.....	-	466,206	-	-	-	-	150,966
FUND BALANCES							
Nonspendable.....	-	-	-	-	-	-	-
Restricted.....	339,496	1,182,156	3,941,901	740,735	2,289,751	3,922	153,028
TOTAL FUND BALANCES.....	339,496	1,182,156	3,941,901	740,735	2,289,751	3,922	153,028
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 341,827	\$ 1,648,362	\$ 5,052,206	\$ 754,064	\$ 2,393,765	\$ 3,922	\$ 303,994

(Continued)

			Capital Projects		Permanent Funds			Total
University	Student		Police		Other		Nonmajor	
Station	Activity	Subtotal	Station	Cemetery	Nonexpendable	Subtotal	Governmental	
			Project		Trust Funds		Funds	
\$ 61,012	\$ 187,548	\$ 9,971,179	\$ 400,000	\$ 455,608	\$ 75,716	\$ 531,324	\$ 10,902,503	
-	-	-	-	-	42,087	42,087	42,087	
-	-	593,059	-	-	-	-	593,059	
-	-	182,462	-	-	-	-	182,462	
<u>\$ 61,012</u>	<u>\$ 187,548</u>	<u>\$ 10,746,700</u>	<u>\$ 400,000</u>	<u>\$ 455,608</u>	<u>\$ 117,803</u>	<u>\$ 573,411</u>	<u>\$ 11,720,111</u>	
\$ -	\$ -	\$ 138,128	\$ -	\$ -	\$ -	\$ -	\$ 138,128	
-	-	10,000	-	-	-	-	10,000	
-	-	593,537	-	-	-	-	593,537	
-	-	488,314	-	-	-	-	488,314	
-	-	1,229,979	-	-	-	-	1,229,979	
-	-	617,172	-	-	-	-	617,172	
-	-	-	-	436,504	12,498	449,002	449,002	
61,012	187,548	8,899,549	400,000	19,104	105,305	124,409	9,423,958	
61,012	187,548	8,899,549	400,000	455,608	117,803	573,411	9,872,960	
<u>\$ 61,012</u>	<u>\$ 187,548</u>	<u>\$ 10,746,700</u>	<u>\$ 400,000</u>	<u>\$ 455,608</u>	<u>\$ 117,803</u>	<u>\$ 573,411</u>	<u>\$ 11,720,111</u>	

(Concluded)

NONMAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2022

	Special Revenue Funds						
	School Lunch	Ambulance	Departmental Grants/Other Revolving	Educational Grants	Educational Revolving	Expendable Governmental Trusts	Highway Improvement
REVENUES:							
Charges for services.....	\$ 173,359	\$ 1,041,944	\$ 1,271,132	\$ -	\$ 2,848,278	\$ -	\$ -
Intergovernmental.....	975,909	-	805,130	2,838,478	-	-	582,566
Departmental and other.....	-	-	812,733	-	-	-	-
Contributions and donations.....	-	-	209,262	-	55,249	-	-
Investment income (loss).....	-	-	-	-	-	-	-
TOTAL REVENUES.....	1,149,268	1,041,944	3,098,257	2,838,478	2,903,527	-	582,566
EXPENDITURES:							
Current:							
General government.....	-	-	792,390	-	-	-	-
Public safety.....	-	-	286,982	-	-	-	-
Education.....	968,848	-	-	2,418,073	2,683,038	-	-
Public works.....	-	-	390,701	-	-	-	612,799
Human services.....	-	-	137,483	-	-	-	-
Culture and recreation.....	-	-	920,025	-	-	-	-
University station.....	-	-	-	-	-	-	-
TOTAL EXPENDITURES.....	968,848	-	2,527,581	2,418,073	2,683,038	-	612,799
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	180,420	1,041,944	570,676	420,405	220,489	-	(30,233)
OTHER FINANCING SOURCES (USES):							
Premium from issuance of bonds.....	-	-	92,500	-	-	-	-
Transfers out.....	-	(1,038,075)	(32,443)	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES).....	-	(1,038,075)	60,057	-	-	-	-
NET CHANGE IN FUND BALANCES.....	180,420	3,869	630,733	420,405	220,489	-	(30,233)
FUND BALANCES AT BEGINNING OF YEAR.....	159,076	1,178,287	3,311,168	320,330	2,069,262	3,922	183,261
FUND BALANCES AT END OF YEAR.....	\$ 339,496	\$ 1,182,156	\$ 3,941,901	\$ 740,735	\$ 2,289,751	\$ 3,922	\$ 153,028

(Continued)

			Capital Project Funds			Permanent Funds			Total
University Station	Student Activity	Subtotal	Fire Station Project	Police Station Project	Subtotal	Cemetery	Other Nonexpendable Trust Funds	Subtotal	Nonmajor Governmental Funds
\$ -	\$ -	\$ 5,334,713	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,334,713
-	-	5,202,083	-	-	-	-	-	-	5,202,083
104,597	274,361	1,191,691	-	-	-	-	-	-	1,191,691
-	-	264,511	-	-	-	13,080	-	13,080	277,591
-	-	-	-	-	-	6,070	(26,454)	(20,384)	(20,384)
<u>104,597</u>	<u>274,361</u>	<u>11,992,998</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,150</u>	<u>(26,454)</u>	<u>(7,304)</u>	<u>11,985,694</u>
-	-	792,390	-	-	-	-	-	-	792,390
-	-	286,982	71,110	-	71,110	-	-	-	358,092
-	219,735	6,289,694	-	-	-	-	-	-	6,289,694
-	-	1,003,500	-	250,000	250,000	-	-	-	1,253,500
-	-	137,483	-	-	-	-	-	-	137,483
-	-	920,025	-	-	-	-	500	500	920,525
<u>159,682</u>	<u>-</u>	<u>159,682</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>159,682</u>
<u>159,682</u>	<u>219,735</u>	<u>9,589,756</u>	<u>71,110</u>	<u>250,000</u>	<u>321,110</u>	<u>-</u>	<u>500</u>	<u>500</u>	<u>9,911,366</u>
<u>(55,085)</u>	<u>54,626</u>	<u>2,403,242</u>	<u>(71,110)</u>	<u>(250,000)</u>	<u>(321,110)</u>	<u>19,150</u>	<u>(26,954)</u>	<u>(7,804)</u>	<u>2,074,328</u>
-	-	92,500	-	650,000	650,000	-	-	-	742,500
-	-	(1,070,518)	-	-	-	-	-	-	(1,070,518)
-	-	(978,018)	-	650,000	650,000	-	-	-	(328,018)
(55,085)	54,626	1,425,224	(71,110)	400,000	328,890	19,150	(26,954)	(7,804)	1,746,310
<u>116,097</u>	<u>132,922</u>	<u>7,474,325</u>	<u>71,110</u>	<u>-</u>	<u>71,110</u>	<u>436,458</u>	<u>144,757</u>	<u>581,215</u>	<u>8,126,650</u>
<u>\$ 61,012</u>	<u>\$ 187,548</u>	<u>\$ 8,899,549</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 455,608</u>	<u>\$ 117,803</u>	<u>\$ 573,411</u>	<u>\$ 9,872,960</u>

(Concluded)

This page intentionally left blank.

Statistical Section

*Ten Year History of the Following
Major Categories:*

Expenditures

Revenues

Property Tax Collections

Debt

Town Demographics and Economic Information

General Information



Westwood's Islington Center has undergone significant redevelopment in recent years and plans are in place to continue these efforts. Included are a new fire station, increased affordable housing, and redesign of existing buildings to maintain the village appearance of existing structures.



Statistical Section

This part of the Town of Westwood Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Town's most significant local revenue source, the property tax.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.

SOURCES: Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year.

Town of Westwood, Massachusetts

Net Position By Component

Last Ten Years

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Governmental activities:										
Net invested in capital assets.....	\$ 96,462,678	\$ 95,611,881	\$ 97,303,917	\$ 94,483,050	\$ 92,145,970	\$ 93,029,094	\$ 91,036,787	\$ 88,081,335	\$ 87,804,709	\$ 87,427,026
Restricted.....	1,806,455	1,655,112	1,533,978	2,061,713	2,038,029	1,453,460	1,626,890	1,924,179	3,016,572	2,165,037
Unrestricted.....	<u>(125,175)</u>	<u>(29,404,389)</u>	<u>(32,182,981)</u>	<u>(31,409,160)</u>	<u>(43,139,092)</u>	<u>(44,349,631)</u>	<u>(50,107,549)</u>	<u>(48,684,689)</u>	<u>(44,532,369)</u>	<u>(33,763,204)</u>
Total governmental activities net position.....	\$ <u>98,143,958</u>	\$ <u>67,862,604</u>	\$ <u>66,654,914</u>	\$ <u>65,135,603</u>	\$ <u>51,044,907</u>	\$ <u>50,132,923</u>	\$ <u>42,556,128</u>	\$ <u>41,320,825</u>	\$ <u>46,288,912</u>	\$ <u>55,828,859</u>
Business-type activities:										
Net invested in capital assets.....	\$ 12,309,207	\$ 11,776,682	\$ 11,209,128	\$ 11,327,932	\$ 11,435,385	\$ 11,252,920	\$ 11,513,146	\$ 11,295,519	\$ 10,982,396	\$ 10,358,191
Unrestricted.....	<u>4,072,081</u>	<u>3,146,433</u>	<u>4,451,172</u>	<u>5,204,759</u>	<u>4,434,549</u>	<u>5,023,639</u>	<u>4,717,240</u>	<u>4,283,285</u>	<u>4,400,509</u>	<u>4,823,280</u>
Total business-type activities net position.....	\$ <u>16,381,288</u>	\$ <u>14,923,115</u>	\$ <u>15,660,300</u>	\$ <u>16,532,691</u>	\$ <u>15,869,934</u>	\$ <u>16,276,559</u>	\$ <u>16,230,386</u>	\$ <u>15,578,804</u>	\$ <u>15,382,905</u>	\$ <u>15,181,471</u>
Primary government:										
Net invested in capital assets.....	\$ 108,771,885	\$ 107,388,563	\$ 108,513,045	\$ 105,810,982	\$ 103,581,355	\$ 104,282,014	\$ 102,549,933	\$ 99,376,854	\$ 98,787,105	\$ 97,785,217
Restricted.....	1,806,455	1,655,112	1,533,978	2,061,713	2,038,029	1,453,460	1,626,890	1,924,179	3,016,572	2,165,037
Unrestricted.....	<u>3,946,906</u>	<u>(26,257,956)</u>	<u>(27,731,809)</u>	<u>(26,204,401)</u>	<u>(38,704,543)</u>	<u>(39,325,992)</u>	<u>(45,390,309)</u>	<u>(44,401,404)</u>	<u>(40,131,860)</u>	<u>(28,939,924)</u>
Total primary government net position.....	\$ <u>114,525,246</u>	\$ <u>82,785,719</u>	\$ <u>82,315,214</u>	\$ <u>81,668,294</u>	\$ <u>66,914,841</u>	\$ <u>66,409,482</u>	\$ <u>58,786,514</u>	\$ <u>56,899,629</u>	\$ <u>61,671,817</u>	\$ <u>71,010,330</u>

The Town implemented GASB 68 and recorded their Net Pension Liability for the first time in 2015 and the 2014 balances were revised to reflect the associated changes.
The Town implemented GASB 75 and revised beginning net position during 2018. Fiscal year 2017 balances were also revised to reflect the implementation of GASB 75.
The Town revised 2019 beginning balance due to the change in measurement date for GASB 75.
The Town implemented GASB 84 and revised beginning net position during 2021. Fiscal year 2020 balances were also revised to reflect the implementation of GASB 84.

Town of Westwood, Massachusetts

Changes in Net Position

Last Ten Years

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Expenses										
Governmental activities:										
General government.....	\$ 5,860,321	\$ 4,630,834	\$ 4,662,820	\$ 5,921,843	\$ 5,617,221	\$ 6,307,003	\$ 7,226,614	\$ 8,070,974	\$ 7,552,228	\$ 5,860,736
Public safety.....	9,735,929	10,215,841	10,470,500	11,661,076	12,380,718	13,132,322	15,599,311	14,987,307	14,380,047	14,477,372
Education.....	57,774,167	58,068,384	59,970,747	64,002,507	69,129,730	70,725,736	74,680,317	76,622,782	75,698,158	70,503,133
Public works.....	8,351,807	8,697,469	9,028,119	9,033,773	9,387,133	9,633,100	10,038,445	10,304,186	11,816,463	11,734,488
Human services.....	1,218,894	1,138,997	1,228,151	1,426,588	1,428,184	1,830,094	1,903,840	1,828,397	1,675,406	1,748,163
Culture and recreation.....	2,801,155	3,394,657	3,308,166	4,307,074	3,725,614	3,741,088	4,339,903	4,525,874	3,638,879	4,168,664
University Station.....	-	1,947,259	1,651,889	2,932,353	507,970	474,479	304,915	239,892	212,018	180,015
Interest.....	1,216,381	1,137,383	1,060,200	1,259,517	1,614,895	1,329,268	1,283,331	1,117,897	1,594,774	816,924
Total government activities expenses.....	86,958,654	89,230,824	91,380,592	100,544,731	103,791,465	107,173,090	115,376,676	117,697,309	116,567,973	109,489,495
Business-type activities:										
Sewer.....	4,204,681	4,426,229	4,495,981	4,590,558	4,518,608	4,842,752	5,249,181	5,625,797	5,430,689	5,494,225
Total primary government expenses.....	\$ 91,163,335	\$ 93,657,053	\$ 95,876,573	\$ 105,135,289	\$ 108,310,073	\$ 112,015,842	\$ 120,625,857	\$ 123,323,106	\$ 121,998,662	\$ 114,983,720
Program Revenues										
Governmental activities:										
Education charges for services.....	\$ 2,444,072	\$ 2,463,005	\$ 2,453,507	\$ 2,568,453	\$ 2,793,990	\$ 2,559,813	\$ 2,692,200	\$ 2,372,469	\$ 1,417,544	\$ 3,626,790
Public Safety charges for services.....	1,414,033	1,370,625	1,641,691	1,953,758	2,059,156	2,004,219	1,780,120	2,096,754	2,206,283	2,350,338
Other charges for services.....	3,358,796	1,584,341	1,745,798	2,435,718	1,559,352	1,909,052	1,977,008	1,819,907	2,563,769	2,412,697
Operating grants and contributions.....	14,617,337	22,271,886	14,500,929	19,171,437	20,362,007	19,221,090	20,584,543	23,365,892	25,650,064	19,794,397
Capital grant and contributions.....	682,003	1,474,068	4,045,233	1,584,581	627,863	1,303,961	777,371	657,284	997,793	173,018
Total government activities program revenues.....	22,516,241	29,163,925	24,387,158	27,713,947	27,402,368	26,998,135	27,811,242	30,312,306	32,835,453	28,357,240
Business-type activities:										
Charges for services.....	3,525,289	3,731,776	5,175,034	4,978,724	4,672,765	5,224,029	5,110,982	4,975,780	5,224,007	4,911,277
Operating grants and contributions.....	85,164	32,115	30,832	25,910	20,883	10,451	5,108	-	-	-
Capital grant and contributions.....	45,115	41,516	27,300	458,315	26,485	14,897	86,918	31,978	10,783	381,514
Total business-type activities program revenues.....	3,655,568	3,805,407	5,233,166	5,462,949	4,720,133	5,249,377	5,203,008	5,007,758	5,234,790	5,292,791
Total primary government program revenues.....	\$ 26,171,809	\$ 32,969,332	\$ 29,620,324	\$ 33,176,896	\$ 32,122,501	\$ 32,247,512	\$ 33,014,250	\$ 35,320,064	\$ 38,070,243	\$ 33,650,031
Net (Expense)/Program Revenue										
Governmental activities.....	\$ (64,733,391)	\$ (60,357,877)	\$ (67,284,412)	\$ (73,121,762)	\$ (76,680,075)	\$ (80,465,933)	\$ (87,565,434)	\$ (87,385,003)	\$ (83,732,520)	\$ (81,132,255)
Business-type activities.....	(258,135)	(329,844)	1,028,163	1,163,369	442,503	697,603	(46,173)	(618,039)	(195,899)	(201,434)
Total primary government net (expense)/program revenue.....	\$ (64,991,526)	\$ (60,687,721)	\$ (66,256,249)	\$ (71,958,393)	\$ (76,237,572)	\$ (79,768,330)	\$ (87,611,607)	\$ (88,003,042)	\$ (83,928,419)	\$ (81,333,689)
General Revenues and other Changes in Net Position										
Governmental activities:										
Real estate and personal property taxes, net of tax refunds payable.....	\$ 57,531,776	\$ 59,098,869	\$ 61,772,952	\$ 67,327,061	\$ 70,239,637	\$ 73,504,082	\$ 76,292,441	\$ 80,276,498	\$ 82,534,629	\$ 85,435,223
Motor vehicle excise taxes.....	2,591,759	2,770,941	3,035,505	3,042,773	3,343,962	3,602,675	3,591,586	3,499,369	3,575,444	3,403,239
Hotel/motel taxes.....	-	-	-	-	-	129,991	330,547	298,323	114,368	268,776
Meals tax.....	-	-	-	-	-	370,332	449,058	396,905	336,809	462,051
Penalties and interest on taxes.....	180,465	118,681	172,557	187,078	147,442	244,435	207,880	89,232	125,581	337,546
Payment in lieu of taxes.....	-	-	-	-	-	300,000	-	-	-	-
Grants and contributions not restricted to specific programs.....	639,972	712,014	776,342	697,791	760,612	776,600	811,787	827,409	788,368	894,107
Unrestricted investment income (loss).....	45,831	25,929	28,388	56,770	119,027	334,856	405,203	443,658	122,353	(128,740)
Gain on sale of assets.....	290,000	-	-	-	-	-	399,698	165,550	1,103,055	-
Total governmental activities.....	61,279,803	62,726,434	65,785,744	71,311,473	74,610,680	79,262,971	82,488,200	85,996,944	88,700,607	90,672,202
Total primary government general revenues and other changes in net position.....	\$ 61,279,803	\$ 62,726,434	\$ 65,785,744	\$ 71,311,473	\$ 74,610,680	\$ 79,262,971	\$ 82,488,200	\$ 85,996,944	\$ 88,700,607	\$ 90,672,202
Changes in Net Position										
Governmental activities.....	\$ (3,453,588)	\$ 2,368,557	\$ (1,498,668)	\$ (1,810,289)	\$ (2,069,395)	\$ (911,984)	\$ (5,077,234)	\$ (1,388,059)	\$ 4,968,087	\$ 9,539,947
Business-type activities.....	(258,135)	(329,844)	1,028,163	1,163,369	442,503	406,625	(46,173)	(618,039)	(195,899)	(201,434)
Total primary government changes in net position.....	\$ (3,711,723)	\$ 2,038,713	\$ (470,505)	\$ (646,920)	\$ (1,626,892)	\$ (505,359)	\$ (5,123,407)	\$ (2,006,098)	\$ 4,772,188	\$ 9,338,513

The Town implemented GASB 68 and recorded their Net Pension Liability for the first time in 2015.

Town of Westwood, Massachusetts
Fund Balances, Governmental Funds
Last Ten Years

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
General Fund										
Committed.....	\$ 1,237,464	\$ 5,431,729	\$ 6,069,333	\$ 4,617,755	\$ 4,717,312	\$ 4,792,739	\$ 5,709,499	\$ 6,088,582	\$ 7,106,685	\$ 9,374,472
Assigned.....	1,085,504	1,385,604	1,253,232	4,048,666	4,783,857	3,085,031	3,462,820	3,653,126	3,320,359	8,102,128
Unassigned.....	<u>7,248,711</u>	<u>8,799,948</u>	<u>9,447,109</u>	<u>10,316,550</u>	<u>10,081,366</u>	<u>13,239,702</u>	<u>13,916,310</u>	<u>14,906,777</u>	<u>16,589,070</u>	<u>12,002,843</u>
Total general fund.....	<u>\$ 9,571,679</u>	<u>\$ 15,617,281</u>	<u>\$ 16,769,674</u>	<u>\$ 18,982,971</u>	<u>\$ 19,582,535</u>	<u>\$ 21,117,472</u>	<u>\$ 23,088,629</u>	<u>\$ 24,648,485</u>	<u>\$ 27,016,114</u>	<u>\$ 29,479,443</u>
All Other Governmental Funds										
Nonspendable.....	\$ 356,034	\$ 349,547	\$ 361,891	\$ 409,600	\$ 429,400	\$ 457,240	\$ 456,400	\$ 465,760	\$ 435,922	\$ 449,002
Restricted.....	9,886,170	9,006,419	7,679,740	14,510,286	16,242,380	8,676,458	7,571,792	7,223,765	7,690,728	12,160,382
Unassigned.....	-	-	-	-	-	-	-	(739,989)	(2,734,290)	-
Total all other governmental funds....	<u>\$ 10,242,204</u>	<u>\$ 9,355,966</u>	<u>\$ 8,041,631</u>	<u>\$ 14,919,886</u>	<u>\$ 16,671,780</u>	<u>\$ 9,133,698</u>	<u>\$ 8,028,192</u>	<u>\$ 6,949,536</u>	<u>\$ 5,392,360</u>	<u>\$ 12,609,384</u>

The Town implemented GASB 84 and revised beginning net position during 2021. Fiscal year 2020 balances were also revised to reflect the implementation of GASB 84.

Town of Westwood, Massachusetts
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years

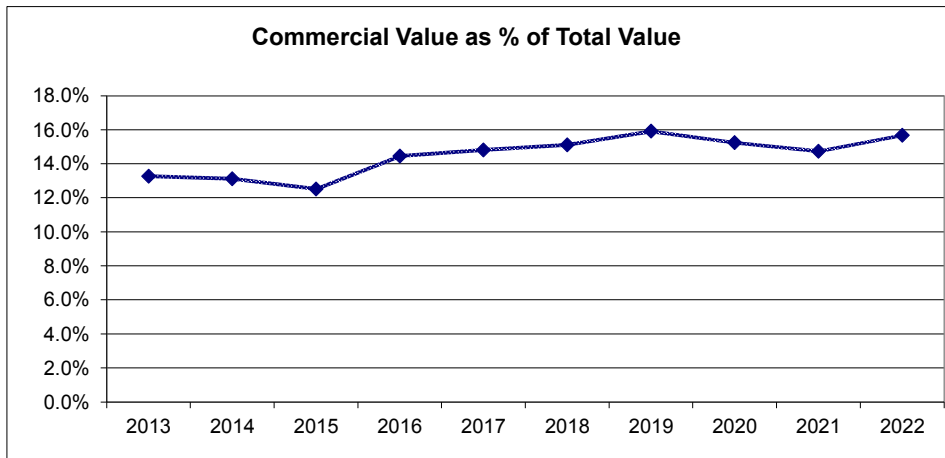
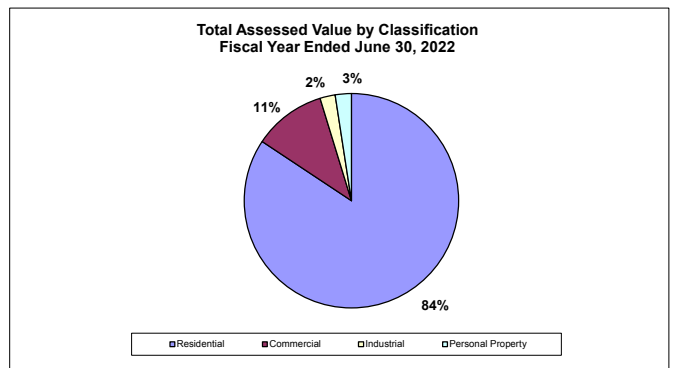
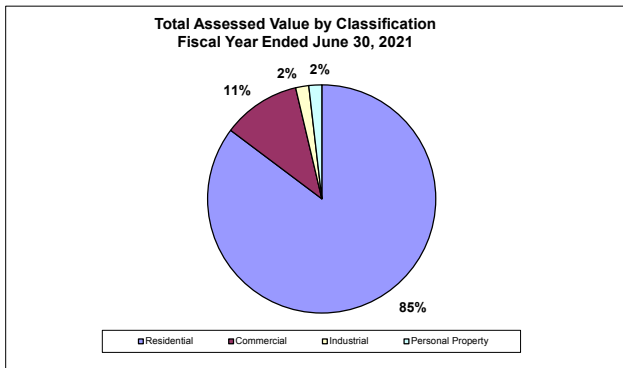
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Revenues:										
Real estate and personal property taxes, net of tax refunds.....	\$ 57,528,131	\$ 58,918,129	\$ 61,838,371	\$ 67,189,068	\$ 70,191,498	\$ 73,691,325	\$ 76,253,080	\$ 79,840,258	\$ 82,462,705	\$ 85,557,087
Motor vehicle excise taxes.....	2,396,286	2,844,489	3,057,593	3,077,485	3,300,479	3,624,505	3,675,896	3,368,740	3,648,226	3,398,761
Hotel/motel taxes.....	-	-	-	-	-	129,991	330,547	298,323	114,368	268,776
Meals tax.....	-	-	-	-	-	370,332	449,058	396,905	336,809	462,051
Charges for Service.....	4,572,213	4,774,815	4,951,197	4,896,303	5,008,558	5,706,541	6,062,185	5,106,771	3,700,761	5,698,067
University Station mitigation funds.....	-	4,400,000	-	486,453	-	-	-	-	-	-
University Station permits.....	-	925,000	905,000	440,650	-	-	-	-	-	-
Penalties and interest on taxes.....	180,465	118,681	172,557	187,078	147,442	244,435	207,880	89,232	125,581	337,546
Payment in lieu of taxes.....	-	-	-	-	-	300,000	-	-	-	-
Fees and rentals.....	308,533	341,562	379,437	541,579	761,054	-	-	-	-	-
Licenses and permits.....	658,179	643,568	771,232	1,053,310	1,007,288	1,026,968	871,559	1,045,662	1,103,258	1,193,704
Fines and forfeitures.....	10,940	18,587	32,464	26,246	25,354	25,344	23,122	18,051	2,664	4,656
Intergovernmental.....	15,300,737	16,395,623	18,010,694	18,941,829	21,183,833	20,563,904	21,278,583	24,627,572	28,147,923	21,991,309
Departmental and other.....	972,687	681,348	864,185	1,421,096	1,205,624	877,184	1,173,952	1,157,856	1,408,192	1,980,484
Departmental and other - University Station.....	1,601,661	1,437,838	532,664	1,461,119	-	-	-	-	-	-
Contributions and donations.....	217,283	782,122	266,436	364,845	496,847	437,797	579,393	293,991	230,018	277,591
Investment income (loss).....	53,292	34,965	104,459	104,459	127,060	173,297	405,203	443,658	122,353	(128,740)
Total Revenue.....	83,800,407	92,316,727	91,886,289	100,191,520	103,455,037	107,171,623	111,310,458	116,687,019	121,402,858	121,041,292
Expenditures:										
General government.....	2,946,533	3,164,539	3,089,254	4,253,587	3,994,717	4,037,486	4,562,056	3,331,376	5,286,916	3,554,265
Public safety.....	6,569,032	7,184,612	7,813,058	8,644,179	9,805,381	9,808,820	10,677,523	8,959,941	10,361,796	11,022,454
Education.....	41,347,249	41,863,435	43,665,556	46,408,907	48,670,252	50,412,988	52,317,861	52,640,431	50,745,458	56,551,794
Public works.....	4,577,562	4,816,935	5,534,486	4,570,811	5,269,963	5,961,918	5,466,495	9,743,545	7,945,379	7,845,389
University Station.....	1,310,832	1,947,259	1,651,889	3,598,262	507,970	474,479	304,915	239,892	212,018	180,015
Human services.....	840,202	812,061	934,962	1,077,496	1,126,850	1,319,569	1,253,553	1,202,900	1,160,455	1,300,406
Culture and recreation.....	1,982,066	2,220,899	2,222,748	3,141,592	2,622,118	2,528,690	2,806,483	2,737,567	2,420,556	2,937,764
Pension benefits.....	9,164,381	9,356,600	7,647,979	10,369,777	13,315,275	14,583,206	15,002,340	18,112,233	20,432,533	13,386,208
Property and liability insurance.....	325,755	290,897	401,257	351,987	387,101	399,502	364,146	448,086	462,938	559,380
Employee benefits.....	6,455,097	6,574,999	7,230,271	7,363,094	8,106,961	8,417,313	8,728,826	8,977,348	9,106,143	9,651,170
State and county charges.....	570,404	574,743	591,182	581,921	642,045	643,066	688,590	699,951	707,329	810,525
Capital outlay.....	8,462,813	5,813,248	7,600,649	10,582,910	15,353,111	8,512,568	2,533,638	3,526,718	9,788,329	9,083,558
Debt service:										
Principal.....	3,740,000	3,740,000	3,555,000	3,470,000	4,815,000	4,645,000	4,590,000	4,575,000	4,380,000	4,525,000
Principal - current refunding.....	-	-	-	-	-	-	-	-	349,359	-
Interest.....	1,327,341	1,236,197	1,146,459	1,276,338	1,641,193	1,721,141	1,547,979	1,359,279	1,568,479	1,161,234
Total Expenditures.....	89,619,267	89,596,424	93,084,750	105,690,861	116,257,937	113,465,746	110,844,405	116,554,267	124,927,688	122,569,162
Excess of revenues over (under) expenditures.....	(5,818,860)	2,720,303	(1,198,461)	(5,499,341)	(12,802,900)	(6,294,123)	466,053	132,752	(3,524,830)	(1,527,870)
Other Financing Sources (Uses)										
Issuance of debt.....	4,635,000	1,400,000	850,000	13,490,000	12,755,000	-	-	-	2,726,696	10,380,000
Issuance of debt refunding.....	-	-	-	-	-	-	-	-	4,988,304	-
Premium from issuance of refunding bonds.....	-	-	-	-	-	-	-	-	949,958	-
Payments to refunded bond escrow agents.....	-	-	-	-	-	-	-	-	(5,938,262)	-
Premium from issuance of bonds and notes.....	-	-	-	809,915	948,380	-	-	30,145	-	828,223
Sale of assets.....	290,000	-	-	-	-	-	399,698	165,550	1,103,055	-
Capital lease financing.....	-	748,083	-	-	1,160,000	-	-	-	-	-
Transfers in.....	1,254,221	1,087,606	1,469,929	848,253	1,068,021	2,748,347	1,610,137	657,176	1,096,225	1,070,518
Transfers out.....	(963,243)	(796,628)	(1,178,951)	(557,275)	(777,043)	(2,457,369)	(1,610,137)	(657,176)	(1,096,225)	(1,070,518)
Total other financing sources (uses).....	5,215,978	2,439,061	1,140,978	14,590,893	15,154,358	290,978	399,698	195,695	4,335,283	11,208,223
Net change in fund balance.....	\$ (602,882)	\$ 5,159,364	\$ (57,483)	\$ 9,091,552	\$ 2,351,458	\$ (6,003,145)	\$ 865,751	\$ 328,447	\$ 810,453	\$ 9,680,353
Debt service as a percentage of noncapital expenditures.....	6.24%	5.94%	5.50%	4.99%	6.40%	6.07%	5.67%	5.25%	5.47%	5.01%

Town of Westwood, Massachusetts

Assessed Value and Actual Value of Taxable Property by Classification and Tax Rates

Last Ten Years

Year	Assessed and Actual Values and Tax Rates									
	Residential Value	Residential Tax Rate	Commercial Value	Industrial Value	Personal Property	Total Commercial Value	Commercial Tax Rate	Commercial % of Total Value	Total Direct Rate	Total Town Value
2013	\$ 3,025,447,435	\$ 14.89	\$ 305,246,315	\$ 110,035,850	\$ 47,438,500	\$ 462,720,665	\$ 27.28	13.3%	\$ 16.53	\$ 3,488,168,100
2014	3,024,619,084	15.40	301,008,803	108,446,500	47,416,300	456,871,603	28.18	13.1%	17.08	3,481,490,687
2015	3,201,759,309	15.24	305,143,078	104,513,800	48,705,000	458,361,878	28.79	12.5%	16.94	3,660,121,187
2016	3,479,561,719	14.66	429,192,713	100,498,400	58,369,200	588,060,313	28.27	14.5%	16.63	4,067,622,032
2017	3,620,229,895	14.57	467,768,522	90,401,550	71,406,300	629,576,372	28.20	14.8%	16.59	4,249,806,267
2018	3,644,725,298	15.09	479,097,796	91,967,650	77,631,000	648,696,446	29.30	15.1%	17.24	4,293,421,744
2019	3,848,500,382	14.65	549,160,539	93,693,650	85,728,200	728,582,389	28.24	15.9%	16.81	4,577,082,771
2020	4,095,829,530	14.51	557,002,679	93,617,500	86,218,300	736,838,479	28.22	15.2%	16.60	4,832,668,009
2021	4,232,675,732	14.78	548,845,709	92,783,450	89,740,290	731,369,449	28.59	14.7%	16.81	4,964,045,181
2022	4,283,363,617	14.83	556,387,365	117,194,550	122,267,730	795,849,645	28.99	15.7%	17.05	5,079,213,262



Source: Assessor's Department, Town of Westwood
 All property in the Commonwealth of Massachusetts is assessed at 100% of fair cash value.
 There are no overlapping rates imposed on the rate payers.

Note: Chapter 59, Section 21C of the Massachusetts General Laws, known as "Proposition 2 1/2", imposes 2 separate limits on the annual tax levy of the Town. The primary limitation is that the tax levy cannot exceed 2 1/2 percent of the full and fair cash value. The secondary limitation is that the tax levy cannot exceed the maximum levy limit for the preceding year as determined by the State Commissioner of Revenue by more than 2 1/2 percent, subject to an exception for property added to the tax rolls and for certain substantial valuation increases other than as part of a general revaluation. The secondary limit may be exceeded in any year by a majority vote of the voters, however it cannot exceed the primary limitation.

Town of Westwood, Massachusetts

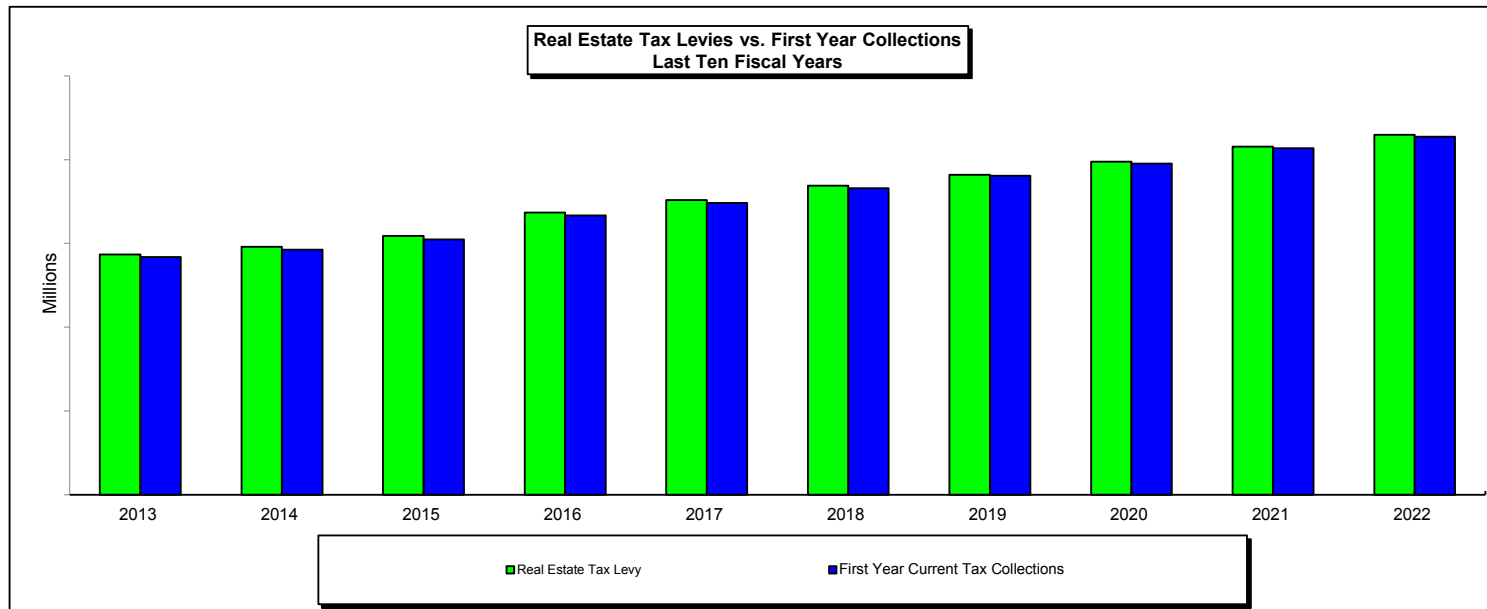
Principal Taxpayers

Current Year and Nine Years Ago

Name	Nature of Business	2022			2013		
		Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value	Assessed Valuation	Rank	Percentage of Total Taxable Assessed Value
SVF University Westwood LLC	Retailer	\$ 135,437,250	1	4.5%	\$ -	-	-
Eversource Utility Company	Office	56,018,200	2	1.9%	-	-	-
Medical Information Tech Inc	Office Building/Medical Info	49,525,600	3	1.7%	47,530,400	3	2.2%
Westwood Gables LLC	Residential Community	93,759,050	4	1.6%	-	-	-
Fox Hill Village Homeowners	Residential Community	81,581,750	5	1.4%	80,112,200	2	2.2%
101 Station Drive Property LLC	Office	39,039,950	6	1.3%	-	-	-
AGNL Exercise LLC	Fitness Center	33,800,000	7	1.1%	-	-	-
AMR Real Estate Holdings	Auto Dealership	32,669,250	8	1.1%	-	-	-
University Station Phase 2 LLC	Office	28,119,400	9	0.9%	-	-	-
Target Corporation	Retailer	23,836,900	10	0.8%	-	-	-
Westwood Marketplace Holdings	Office Building/Warehouse	-	-	-	83,655,000	1	3.9%
Nstar Electric Company	Office Building	-	-	-	47,044,800	4	2.2%
GR-Highland/Westwood Glen LP	Residential Community	-	-	-	44,832,850	5	1.2%
L&B CIP 690 Canton St LLC	Office/Research & Development	-	-	-	17,758,700	6	0.8%
Metropolitan Life Insurance Co.	Office Building	-	-	-	15,861,100	7	0.8%
Fairlane Westwood LLC	Office Building	-	-	-	11,312,500	8	0.5%
346 University LLC	Office Building	-	-	-	9,737,100	9	0.5%
Campanelli - Trigate Westwood	Office Building	-	-	-	9,279,500	10	0.4%
Totals		<u>\$ 573,787,350</u>		<u>16.3%</u>	<u>\$ 367,124,150</u>		<u>14.7%</u>
Source: Town of Westwood, Assessor Department							

Town of Westwood, Massachusetts
Property Tax Levies and Collections
Last Ten Years

Year	(1) Total Tax Levy	Less Abatements & Exemptions	(1) Net Tax Levy	First Year Current Tax Collections	Percent of Net Levy Collected	Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collections to Net Tax Levy
2013	\$ 57,671,932	\$ 308,035	\$ 57,363,897	\$ 56,720,328	98.88%	\$ 380,245	\$ 57,100,573	99.54%
2014	59,453,776	232,373	59,221,403	58,534,283	98.84%	419,104	58,953,387	99.55%
2015	61,991,050	182,597	61,808,453	60,957,134	98.62%	600,706	61,557,840	99.59%
2016	67,634,840	289,357	67,345,483	66,662,570	98.99%	246,165	66,908,735	99.35%
2017	70,500,803	169,187	70,331,616	69,668,323	99.06%	388,530	70,056,853	99.61%
2018	74,005,711	216,395	73,789,316	73,142,431	99.12%	372,515	73,514,946	99.63%
2019	76,955,697	550,416	76,405,281	76,132,831	99.64%	270,505	76,403,336	100.00%
2020	80,224,068	689,710	79,534,358	79,087,447	99.44%	286,237	79,373,684	99.80%
2021	83,468,800	372,452	83,096,348	82,697,685	99.52%	398,932	83,096,617	100.00%
2022	86,593,841	678,885	85,914,956	85,507,617	99.53%	-	85,507,617	99.53%



(1) Includes tax liens.

Source: Town of Westwood Collectors Department and Town Records

Town of Westwood, Massachusetts

Ratios of Outstanding Debt by Type

Last Ten Years

Year	Governmental Activities		Business-type Activities (1)		Total Debt Outstanding	Percentage of Personal Income	U. S. Census Population	Debt Per Capita
	General Obligation Bonds (2)	Capital Leases	General Obligation Bonds (2)	Capital Leases				
2013	\$ 37,219,166	\$ -	\$ 1,310,440	\$ -	38,529,606	3.64%	14,618	\$ 2,636
2014	34,801,249	579,212	2,661,680	-	38,042,141	2.71%	14,618	2,602
2015	32,018,332	434,827	2,277,620	-	34,730,779	2.61%	14,876	2,335
2016	42,723,787	292,872	2,122,060	-	45,138,719	3.00%	14,809	3,048
2017	51,444,539	1,207,950	1,680,000	-	54,332,489	3.55%	15,094	3,600
2018	46,570,696	858,070	1,274,700	-	48,703,466	2.76%	15,364	3,170
2019	41,761,656	651,226	868,600	-	43,281,482	2.42%	15,597	2,775
2020	36,977,418	439,348	666,800	-	38,083,566	1.87%	15,765	2,416
2021	35,343,472	222,315	465,000	-	36,030,787	1.72%	16,266	2,215
2022	41,610,035	-	435,000	-	42,045,035	1.83%	16,213	2,593

(1) Sewer Fund

(2) This is the general bonded debt of both governmental and business-type activities, net of original issuance discounts and premiums.

Source: Audited Financial Statements, U. S. Census

Town of Westwood, Massachusetts

Ratios of Outstanding Debt and General Bonded Debt

Last Ten Years

Year	General Obligation Bonds (1)	Less: Amounts Available in Debt Service Fund	Total	Percentage of Estimated Actual Taxable Value of Property	Per Capita
2013	\$ 38,529,606	\$ -	\$ 38,529,606	1.10%	2,636
2014	37,462,929	-	37,462,929	1.08%	2,563
2015	34,295,952	-	34,295,952	0.94%	2,305
2016	44,845,847	-	44,845,847	1.10%	3,028
2017	53,124,539	-	53,124,539	1.25%	3,520
2018	47,845,396	-	47,845,396	1.11%	3,114
2019	42,630,256	-	42,630,256	0.93%	2,733
2020	37,644,218	-	37,644,218	0.78%	2,388
2021	35,808,472	-	35,808,472	0.72%	2,201
2022	42,045,035	-	42,045,035	0.83%	2,593

(1) This is the general bonded debt of both governmental and business-type activities, net of original issuance discounts and premiums.

Source: Audited Financial Statements, U. S. Census

Town of Westwood, Massachusetts

Direct and Overlapping Governmental Activities Debt

As of June 30, 2022

<u>Town of Westwood, Massachusetts</u>	<u>Debt Outstanding (1)</u>	<u>Estimated Percentage Applicable</u>	<u>Estimated Share of Overlapping Debt</u>
Debt repaid with property taxes			
Norfolk County.....	\$ 16,045,000	3.050%	\$ 489,373
Direct debt:			
General Governmental Debt.....			41,610,035
Total direct and overlapping debt.....			\$ 42,099,408

(1) This is the general bonded debt of both governmental and business-type activities, net of original issuance discounts and premiums.

Source: Town of Westwood, Finance Department and related organizations.

Note: Overlapping governments are those that coincide, at least in part, with geographic boundaries of the Town. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the taxpayers of Town. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the property taxpayers should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

Town of Westwood, Massachusetts

Computation of Legal Debt Margin

Last Ten Years

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Equalized Valuation.....	\$ 3,702,302,900	\$ 3,698,071,400	\$ 3,698,071,400	\$ 4,342,334,700	\$ 4,342,334,700	\$ 4,713,941,600	\$ 4,713,941,600	\$ 5,214,138,300	\$ 5,214,138,300	\$ 5,479,184,600
Debt Limit -5% of Equalized Valuation.....	\$ 185,115,145	\$ 184,903,570	\$ 184,903,570	\$ 217,116,735	\$ 217,116,735	\$ 235,697,080	\$ 235,697,080	\$ 260,706,915	\$ 260,706,915	\$ 273,959,230
Less:										
Outstanding debt applicable to limit.....	37,750,440	36,761,680	33,672,620	43,537,060	51,035,000	45,984,700	40,988,600	36,211,800	33,120,000	38,945,000
Authorized and unissued debt.....	2,970,000	-	9,600,000	13,205,000	450,000	5,700,000	6,600,000	11,575,000	9,010,000	86,068,591
Legal debt margin.....	<u>\$ 144,394,705</u>	<u>\$ 148,141,890</u>	<u>\$ 141,630,950</u>	<u>\$ 160,374,675</u>	<u>\$ 165,631,735</u>	<u>\$ 184,012,380</u>	<u>\$ 188,108,480</u>	<u>\$ 212,920,115</u>	<u>\$ 218,576,915</u>	<u>\$ 148,945,639</u>
Total debt applicable to the limit as a percentage of debt limit.....	22.00%	19.88%	23.40%	26.13%	23.71%	21.93%	20.19%	18.33%	16.16%	45.63%

Source: Town of Westwood, Finance Department

Town of Westwood, Massachusetts
Demographic and Economic Statistics
Last Ten Years

Year	Population Estimates	Personal Income	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
2013	14,618	\$ 1,059,322,606	\$ 72,467	41.0	3,206	4.1%
2014	14,618	1,403,985,810	96,045	41.0	3,213	3.9%
2015	14,876	1,330,018,532	89,407	41.0	3,521	3.7%
2016	14,809	1,503,409,680	101,520	41.0	3,163	2.9%
2017	15,094	1,532,342,880	101,520	41.0	3,117	2.6%
2018	15,364	1,764,463,216	114,844	41.0	3,122	2.6%
2019	15,597	1,791,221,868	114,844	41.0	3,116	1.9%
2020	15,765	2,033,432,760	128,984	41.0	3,027	2.1%
2021	16,266	2,099,550,216	129,076	41.0	2,952	4.5%
2022	16,213	2,299,797,837	141,849	43.9	2,894	2.6%

Source: U. S. Census, Division of Local Services
 Median age is based on most recent census data
 MA Department of Elementary and Secondary Education
 School and Town Clerk Departments, Town of Westwood
 MA Office of Workforce Development

Town of Westwood, Massachusetts

Principal Employers (excluding Town)

Current Year and Nine Years Ago

Employer	Nature of Business	2022			2013		
		Employees	Rank	Percentage of Total Town Employment	Employees	Rank	Percentage of Total Town Employment
Wegmans	Supermarket	550	1	4.5%	-	-	-
Citizens Bank	Financial Services	550	2	1.9%	-	-	-
Eversource Energy	Utility - Gas & Electric	350	3	1.7%	-	-	-
Roche Brothers	Supermarkets	350	4	1.6%	280	5	4%
Meditech, Inc	Healthcare Technology	250	5	1.5%	435	3	7%
Group One Automotive	Automobile Sales	250	6	1.3%	-	-	-
47 Brand	Apparel	200	7	1.1%	-	-	-
Life Time Fitness	Health & Fitness	200	8	1.1%	-	-	-
Target	Department Store	200	9	0.9%	-	-	-
KLA - Tenor Corp	Measurement Technology	175	10	0.8%	-	-	-
Nstar	Power Company	-	-	-	1,115	1	17%
State Street Bank	Financial Services	-	-	-	700	2	11%
New York Life Insurance	Life Insurance	-	-	-	325	4	5%
Turnbine, Inc	Video Games	-	-	-	250	6	4%
ADE Corporation	Measurement Technology	-	-	-	200	7	3%
MIB	Medical Information	-	-	-	176	8	3%
Northrop Grumman	Military Electronics	-	-	-	150	9	2%
Clair Motors	Car Dealer	-	-	-	111	10	2%
Total		<u>3,075</u>		<u>16.4%</u>	<u>3,742</u>		<u>58.0%</u>

Source: Massachusetts Workplace Development

Town of Westwood, Massachusetts
Full-time Equivalent Town Employees by Function
Last Ten Years

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Function										
General government.....	22	21	22	23	26	26	26	32	32	33
Public Safety.....	72	76	79	83	83	89	89	87	92	92
Education.....	496	501	515	536	559	584	570	521	538	577
Public works.....	30	29	29	29	30	31	31	33	33	33
Human services.....	9	9	10	9	9	9	10	7	7	7
Culture and recreation.....	13	13	13	13	13	13	13	13	14	17
Total	<u>642</u>	<u>649</u>	<u>668</u>	<u>693</u>	<u>720</u>	<u>752</u>	<u>739</u>	<u>693</u>	<u>716</u>	<u>759</u>

Source: Town Records

Town of Westwood, Massachusetts
Operating Indicators by Function/Program

Last Ten Years

<u>Function/Program</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
General Government										
Population.....	14,618	14,618	14,618	14,618	15,094	15,364	15,597	15,765	16,266	16,213
Registered Voters, Annual Town Election.....	10,553	10,639	10,511	10,777	10,687	10,708	11,084	11,043	11,492	11,443
Town Clerk										
Births.....	105	110	114	117	128	119	113	129	123	137
Marriages.....	56	66	73	63	56	47	64	55	111	71
Deaths.....	162	167	151	167	153	159	161	141	189	158
Dogs licensed.....	1,387	1,439	1,477	1,455	1,403	1,482	1,509	1,627	1,432	1,339
Police										
Documented calls for police services.....	14,089	15,819	17,669	28,404	30,947	26,837	24,449	31,439	33,488	36,642
Arrests.....	127	139	134	553	472	348	486	336	259	249
Traffic citations issued.....	1,666	1,729	1,694	3,259	2,897	1,828	3,138	3,096	2,325	2,670
Parking tickets issued.....	42	172	99	207	289	269	298	172	107	59
Burglary alarms.....	769	949	817	975	966	932	889	758	549	630
Total number of animal complaints.....	478	546	615	591	568	595	466	547	394	388
Fire										
Inspections.....	839	839	779	1,021	1,063	809	961	963	592	958
Plan reviews.....	106	106	142	156	151	117	138	219	100	157
Permits/certificates issued.....	566	566	609	654	741	638	253	302	114	296
Emergency responses.....	2,837	2,862	2,820	3,065	3,325	3,098	3,473	3,197	3,129	3,656
Building Department										
Permits issued.....	1,935	2,185	2,275	2,883	2,605	2,280	2,409	2,115	2,536	2,778
Education										
Public school enrollment.....	3,209	3,213	3,253	3,209	3,117	3,122	2,885	3,016	2,957	2,941
Public Works										
Cemetery										
Lots sold.....	70	31	35	35	48	55	50	40	38	52
Interments.....	51	74	71	71	73	66	62	68	77	86
Recycling/tons.....	1,439	1,764	1,841	1,841	1,887	1,789	1,741	1,738	1,642	1,777
Hazardous Waste Day Participants.....	187	140	195	266	114	110	166	121	135	179
Human Services										
Board of Health										
Permits issued.....	376	240	351	307	275	269	402	340	354	407
Inspections.....	284	210	298	183	228	198	255	106	164	218
Council on Aging										
Home delivered meals served.....	19,528	16,505	13,014	7,014	6,895	7,692	7,840	10,109	10,952	10,109
Medical-van trips.....	7,132	7,098	4,424	4,424	3,319	3,654	3,697	3,186	363	2,715
Libraries										
Volumes in collection.....	128,680	143,913	156,574	160,967	187,933	200,651	203,410	206,841	234,626	234,671
Circulation.....	192,958	267,582	262,598	228,204	274,486	277,870	272,625	216,190	176,616	251,890
Program attendance.....	5,776	9,783	9,762	10,671	14,900	15,670	17,184	11,166	7,695	9,237
Youth & Family Services										
Misc resident clinical consultation hours.....	1,003	1,052	1,052	1,239	1,219	1,485	1,358	959	962	1,287
Recreation										
Participants.....	8,248	9,564	8,526	6,149	4,498	4,547	5,087	5,673	6,360	8,332
Special Events Participants.....	5,750	13,700	14,000	12,225	13,900	14,000	14,500	14,000	300	9,100
Pool Admittance.....	-	-	15,426	16,577	15,157	12,747	12,874	10,032	9,508	12,692

NA: Information not available
Note: 2022 information not available
Source: Various Town Departments

Town of Westwood, Massachusetts
Capital Asset Statistics by Function/Program
Last Ten Years

<u>Function/Program</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
General Government										
Number of Buildings.....	3	3	3	3	3	3	3	3	2	2
Police										
Number of Stations.....	1	1	1	1	1	1	1	1	1	1
Fire										
Number of Stations.....	2	2	2	2	2	2	2	2	2	2
Education										
Number of elementary schools.....	5	5	5	5	5	5	5	5	5	5
Number of middle schools.....	1	1	1	1	1	1	1	1	1	1
Number of high schools.....	1	1	1	1	1	1	1	1	1	1
Human Services										
Senior Center Facility.....	1	1	1	1	1	1	1	1	1	1
Culture and Recreation										
Libraries.....	2	2	2	2	2	2	2	2	2	2
Conservation land (acreage).....	700	700	700	700	700	700	700	700	700	700

Source: Various Town Departments

How Does Westwood Compare with Other Communities?

In determining the list of communities with which to compare Westwood, three factors were considered: location, population, and per capita equalized valuation (EQV).

Per Capita Equalized Valuation (EQV) - This factor measures the relative "wealth" of a community by dividing property valuations by population. Per capita valuation is directly related to the amount of revenue that a community can raise via the property tax. It offers some comparison of a community's "ability to pay."

Location - Communities within a 30 mile radius of Westwood were

Fiscal Year 2022				
Municipality	Residential Tax Rate	Commercial Tax Rate	Tax Levy	Taxes As % of Total Revenue
Canton	11.35	24.18	87,628,310	69.01
Concord	14.76	14.76	100,764,774	81.12
Holliston	17.38	17.38	52,827,444	65.73
Medfield	17.42	17.42	52,070,601	68.99
Sharon	19.75	19.75	78,115,990	76.94
Sudbury	18.05	24.57	95,995,345	82.54
Wayland	18.35	18.35	77,151,223	77.84
Weston	12.81	12.81	87,308,136	76.32
Westwood	14.83	28.99	86,593,964	79.91

Municipality	Fiscal Year 2022			Fiscal Year 2022	Fiscal Year 2022	
	Average Single Family Tax Bill	State Hi-Lo Rank		Stabilization Fund	Moody's Bond Rating	S&P
Canton	\$7,466	89	\$8,768,595	\$10,060,652		AAA
Concord	\$16,611	7	\$7,695,461	\$2,241,130	Aaa	
Holliston	\$9,089	56	\$3,657,905	\$7,246,933		AAA
Medfield	\$12,555	20	\$4,954,299	\$1,769,652	Aa1	
Sharon	\$12,020	23	\$6,872,981	\$1,013,185	Aa3	AA
Sudbury	\$14,395	13	\$6,584,093	\$5,360,281		AAA
Wayland	\$15,386	12	\$9,277,693	\$4,394,060	Aaa	
Weston	\$22,766	1	\$2,732,825	\$0	Aaa	AAA
Westwood	\$12,438	21	\$7,264,563	\$8,028,296	Aa1	AAA

considered.

Population - Towns with a population significantly smaller than Westwood probably do not have similar service demands; one larger in population will have increased service delivery demands.

Source: MA Department of Revenue
Most recent data available

Municipality	Miles from Westwood	2020 U. S. Population	2020 EQV Per Capita	2020 Income Per Capita
Canton	8	24,370	237,966	\$60,560
Concord	24	18,491	377,112	\$157,992
Holliston	14	14,996	193,270	\$60,594
Medfield	6	12,799	230,464	\$100,451
Sharon	9	18,575	209,674	\$68,979
Sudbury	21	18,934	261,099	\$125,064
Wayland	17	13,943	306,379	\$149,089
Weston	15	11,854	557,995	\$362,459
Westwood		16,266	317,935	\$118,949

Some Facts About Westwood

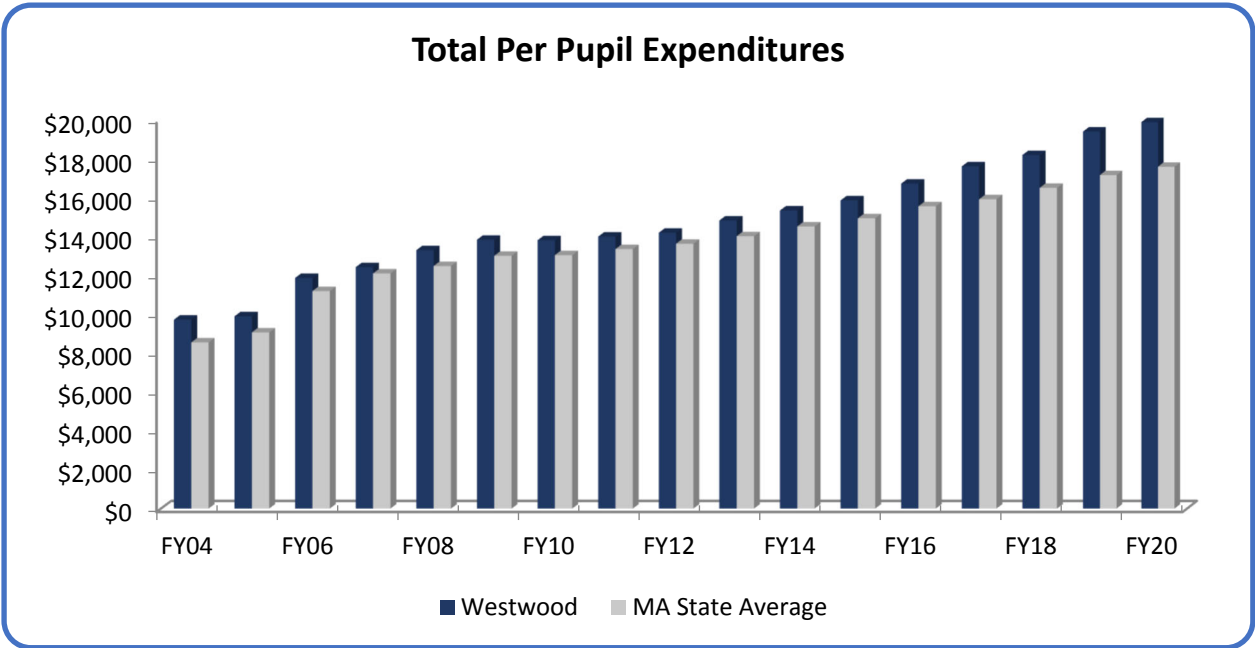
Form of Government	Select Board, Town Administrator, Open Town Meeting			
Population Trends	2000		2021	
	14,117		16,266	
Registered Voters (2021)	Total	Democrats	Republicans	Unenrolled/Other
	11,452	2,858	1,336	7,258

Westwood Schools

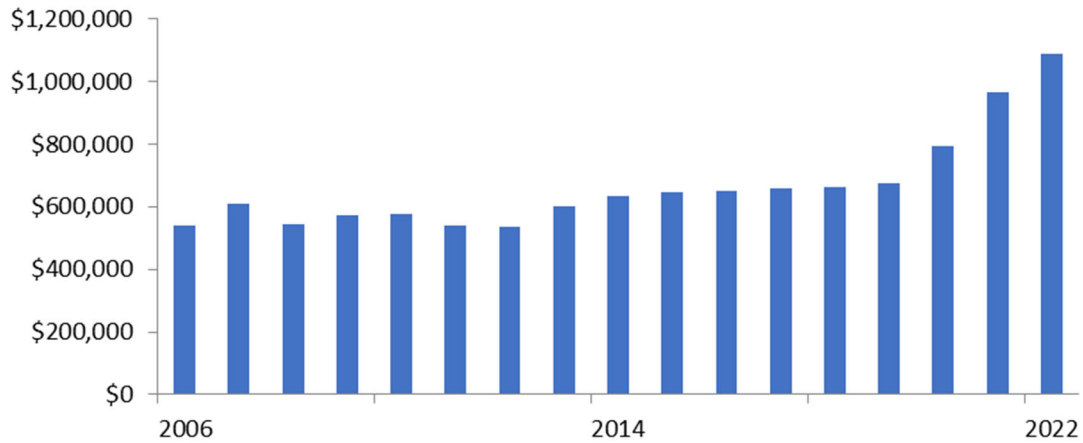


2019 National Blue Ribbon Schools Program

Westwood’s Downey Elementary School was named a 2019 National Blue Ribbon School by U.S. Secretary of Education Betsy DeVos, joining other schools from around the nation. This designation honors public and private elementary, middle and high schools where students achieve very high learning standards and create vibrant, innovative cultures of teaching and learning.



Fiscal Year Median Home Sale Price



Visit Westwood’s Web Site!

<http://www.townhall.westwood.ma.us>

Important Links...

- About Westwood
- Address & Phone Directory
- Calendar
- Community Resources Links
- Contact Us
- Employment Opportunities
- Forms, Documents, Minutes
- How Do I?
- New Residents
- News and Announcements
- Pay Online
- Photo Gallery
- Stay Connected
- Upcoming Events

Sources: MA Department of Revenue
 MA Department of Education
 U. S. Census
 Town Clerk – Town of Westwood
 Board of Assessors – Town of Westwood

APPENDIX B

ELECTIONS & TOWN MEETINGS

ANNUAL TOWN ELECTION RESULTS

ANNUAL TOWN MEETING MINUTES

STATE PRIMARY ELECTION RESULTS

STATE ELECTION RESULTS

ANNUAL TOWN ELECTION RESULTS

Tuesday, April 26, 2022

ASSESSOR - For Three Years (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
CHRISTOPHER J. MCKEOWN 70 Lorraine Road- Candidate for Re-election	390	453	483	283	315	1924	70.48%
All Others	2	7	4	2	1	16	0.59%
Blanks	142	167	222	139	120	790	28.94%
TOTAL	534	627	709	424	436	2730	100%
LIBRARY TRUSTEE - For Three Years (2)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
PAUL T. FITZGERALD 149 Birch Tree Drive -Candidate for Re-election	344	396	409	243	263	1655	30.31%
NANCY T. DONAHUE 407 Gay Street	321	378	425	235	254	1613	29.54%
All Others	3	1	1	2	1	8	0.15%
Blanks	400	479	583	368	354	2184	40.00%
TOTAL	1068	1254	1418	848	872	5460	100%
MODERATOR - For One Year (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
JAMES M. O'SULLIVAN 64 Dean Street - Candidate for Re-election	376	445	498	292	304	1915	70.15%
<i>Write-ins with more than 5 votes:</i>							
FRAN FUSCO	2	0	3	5	0	10	
All Others	1	3	0	0	3	7	0.26%
Blanks	155	179	208	127	129	798	29.23%
TOTAL	534	627	709	424	436	2730	100%
PLANNING BOARD - For Three Years (2)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
KATHLEEN WYNNE 10 Cedar Hill Drive-Candidate for Re-election	339	399	417	246	283	1684	30.84%
JOSHUA C. AMES 52 Greenacre Road	324	348	350	221	215	1458	26.70%
All Others	2	2	2	4	2	12	0.22%
Blanks	403	505	649	377	372	2306	42.23%
TOTAL	1068	1254	1418	848	872	5460	100%
PLANNING BOARD - For One Year (to fill a vacancy) (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
PHILIP M. GIORDANO 20 French Street	190	260	319	175	158	1102	40.37%
THOMAS P. MCCUSKER, JR. 33 Brookfield Road	214	224	241	164	184	1027	37.62%
ALL OTHERS	0	1	1	0	2	4	0.15%
BLANKS	130	142	148	85	92	597	21.87%
TOTAL	534	627	709	424	436	2730	100%
SCHOOL COMMITTEE - For Three Years (2)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
ANTHONY "TONY" MULLIN 126 Pond Street-Candidate for Re-election	416	489	490	302	322	2019	36.98%
HEATHER L. MORRISON 74 Magnolia Drive	160	227	267	187	154	995	18.22%
DOROTHY "DORI" PARMELEE 88 School Street	358	381	443	223	268	1673	30.64%
All Others	3	2	4	0	0	9	0.16%
Blanks	131	155	214	136	128	764	13.99%
TOTAL	1068	1254	1418	848	872	5460	100%
SELECTMAN - For Three Years (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
MARIANNE LEBLANC CUMMINGS 4 Chickadee Lane	399	459	507	286	322	1973	72.27%
<i>Write-ins with more than 5 votes:</i>							
FRAN FUSCO	0	0	3	4	0	7	
All Others	2	2	0	0	5	9	0.33%
Blanks	133	166	199	134	109	741	27.14%
TOTAL	534	627	709	424	436	2730	100%
SEWER COMMISSIONER - For Three Years (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
DAVID W. KRUMSIEK 14 Thatcher Street - Candidate for Re-election	367	440	466	263	301	1837	67.29%
All Others	2	3	3	2	2	12	0.44%
Blanks	165	184	240	159	133	881	32.27%
TOTAL	534	627	709	424	436	2730	100%
TAX COLLECTOR - For One Year (to fill a vacancy) (1)	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	TOTAL
ELAINE deREYNA 221 Hartford Street	402	439	465	263	303	1872	68.57%
All Others	4	3	1	2	1	11	0.40%
Blanks	128	185	243	159	132	847	31.03%

TOTAL		534	627	709	424	436	2730	100%
	No. of Voters Registered	No. of Voters Who Voted	Percent					
Precinct 1	2,344	534	23%					
Precinct 2-(626 plus 1 Handcount)	2,406	627	26%					
Precinct 3	2,265	709	31%					
Precinct 4(424 plus 1 Provisional Ballot)	2,379	424	18%					
Precinct 5	2,459	436	18%					
TOTAL	11,853	2730	23%					



May 2, 2022 Annual Town Meeting Minutes
Dorothy A. Powers, MMC/CMMC, Westwood Town Clerk

Pursuant to a warrant signed on April 1, 2022, by Select Board members, Michael F. Walsh-Chair, John M. Hickey-Clerk and Robert R. Gotti-3rd Member; attested copy of said warrant was posted on the Town website and equally distributed among the five precincts in Westwood on April 8, 2022 by Constable, Sgt. Paul Sicard and Dottie Powers, Town Clerk.

The inhabitants of Westwood qualified to vote in Elections and Town affairs, convened in the Auditorium at Westwood high School, 200 Nahatan Street, on Monday, May 2, 2022 at 6:30 p.m. There were two hundred and thirty-nine (239) registered voters and eighteen (18) visitors in attendance.

Upon check-in, each registered voter was given an Electronic voting keypad to be used at the Moderator's discretion.

Prior to the start of Town Meeting, Select Board Member, Robert Gotti gave thanks and recognition to the following retired Board/Committee Members and elected officials: John Cronin-Permanent Building Committee; Chuck Bean-Permanent Building Committee; Tom McCusker-Planning Board; David Atkins-Planning Board; Jessica Cole- Library Trustee; Carol Lewis- School Committee; Al Wisialko- Tax Collector and Select Board member John Hickey.

Select Board member, John Hickey came forward and thanked the community for the opportunity to serve the last six years on the Board. Mr. Hickey and John J. Cronin, Jr, then presented the John J. Cronin award to recipient Edward (Ned) Richardson.

The John J. Cronin Public Service Award Committee annually awards Westwood's highest honor to an individual who has been remarkable in service to the community. John J. Cronin, former Town Treasurer, gave selflessly of his time and expertise for the betterment of the community, both as an elected official and in numerous volunteer activities. To recognize the spirit of community involvement illustrative of John Cronin's life, Edward (Ned) Richardson was chosen as the twentieth recipient of the John J. Cronin Public Service Award.

“Edward, “Ned”, was first appointed to serve as a member of the Permanent Building Committee in 1990 and served until 2010, serving as Chair from 1999 to 2008. During this time, he shared his extensive knowledge of zoning subdivision law and real estate law.

During his tenure, Ned was involved in the design, renovation, and construction of the Martha Jones Elementary School, Downey Elementary School, Thurston Middle School, and Westwood High School. He oversaw the construction of the athletic fields associated with the Thurston Middle School and Westwood High School. In addition, Ned played an integral role in the design and construction of the Carby Street Municipal Office Building and the Westwood Senior Center.

*In 1993, Ned was elected to and served on the Planning Board until 1998, serving as Chair in 1995 and 1996. He was instrumental in the creation of the Town of Westwood Development Guide, which provided a comprehensive guide of bylaws, rules, and regulations **governing the town's** land use development process and was used to define the roles of each regulatory board in the process. During this time, in conjunction with the Town Centers Steering Committee, the Board prepared a Town*

Centers Strategic Plan to look to improve the aesthetic quality and economics of the town's two commercial centers, High Street and Washington Street. During his tenure on the Planning Board, the Board directed the development of a Comprehensive Master Plan, and the development of the Open Space and Recreation Plan, the first comprehensive effort to prioritize open space and recreation goals. A major outcome of his time on the Board was the option to purchase the 68-acre Lowell Woods parcel.

While serving the Town in varying capacities for the better part of two decades, Ned gave generously of his time and demonstrated the qualities of leadership, dedication, and service. His opinions were valued by the Permanent Building Committee, Planning Board, Town Staff, Elected Officials, and other Boards and Committees.

He has been an active member of the American Legion Post 320 in Westwood for 38 years, and currently serves as the Post Adjutant. The American Legion is a service organization committed to the mentoring and sponsoring of youth programs in the community, advocating patriotism, and service to fellow service members and veterans. In 2021, Ned served as the Grand Marshall for the Memorial Day Observation and Ceremony.

Ned and his wife, Kathryn have been Westwood residents for over thirty-years. He earned his Juris Doctor (JD) from the Suffolk University School of Law and has been an active member of the Massachusetts State Bar since 1973, where he has been a successful attorney in the field of probate, real estate, and zoning law.

On behalf of the John J. Cronin Public Service Award Committee, it is with great pleasure that we present this prestigious award to Edward J. Richardson and add his name to the plaque displayed in Town Hall listing all previously honored individuals."

Following the presentation of the John J. Cronin award there was a moment of silence for the following who passed within the last year: Stella Eastland-former Election Officer, George Lester-former Pedestrian & Bicycle Safety Committee Member, Eugene Cummings-former Election Officer, Harry Aaron-former Veterans/Memorial Day Committee Member, Bruce Montgomery-former Planning Board Member and James Sullivan, former Veterans Service Officer.

The following persons who were elected to town offices at the Annual Town Election held on April 26, 2022, Christopher J. McKeown-Assessor; Paul T. Fitzgerald & Nancy Donahue-Library Trustees; James M. O'Sullivan-Moderator; Kathleen Wynne, Joshua C. Ames & Philip M. Giordano-Planning Board; Anthony "Tony" Mullin & Dorothy "Dori" Parmelee-School Committee; Marianne LeBlanc Cummings-Select Board; David W. Krumsiek-Sewer Commissioner; and Elaine deReyna-Tax Collector were called forward and given the oath of office by Town Clerk Dottie Powers.

The business portion of the meeting was officially called to order by the Moderator at 6:30 p.m., declaring a quorum had been met.

Girl Scouts, Abigail Cook, Lana Do & Grace Walsh from third grade Troop 70663, Joey, Patrick & Frank Nicosia and Colin Hennessey from Cub Scout Pack 1, led the Pledge of Allegiance.

Town Clerk, Dottie Powers reviewed the use Electronic Voting keypads for the meeting and did a test with two trivia questions, which was successful.

The Moderator officially started Town meeting at 6:30pm with a quorum having been met. He advised Town Meeting that the Warrant had been properly served and posted and made a move to dispense the reading of the articles and full warrant; a motion was made from the floor, seconded and Town Meeting voted unanimously in favor.

Pam Dukeman, Asst. Town Adm./Finance Director came forward to give an update on the Town finances and the financial articles that were presented to Town Meeting.

A pre-recorded presentation was shown to Town meeting attendees.

Following the Financial presentation, Town Moderator James O’Sullivan addressed the Warrant articles as follows:

ARTICLE 1 - FY22 Budget Adjustments by Transfer

1. *Moderator reviewed Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to appropriate by transfer from available funds the sum of One Hundred and Ninety Thousand Dollars (\$190,000) to supplement the following fiscal year 2022 appropriations.

Transfer			
From Account	Amount	To Account	Amount
FinCom Reserve	\$140,000	Snow and Ice Budget	\$140,000
Debt Budget	\$50,000	Town Clerk Salary	\$35,000
		Fire Emergency Mgmt. Project	\$15,000
Total	\$190,000	Total	\$190,000

ARTICLE 2 - FY22 Budget Adjustments by Appropriation

1. *Moderator reviewed Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to appropriate by transfer from available funds the sum of Five Hundred and Twenty-Seven Thousand Dollars (\$527,000) to supplement the following fiscal year 2022 appropriations:

Transfer			
From Account	Amount	To Account	Amount
Free Cash	\$335,000	Snow and Ice Budget	\$100,000
Ambulance Receipts	\$192,000	DPW Snow and Ice Salaries	\$120,000
		Fire Department Salary	\$215,000
		Ambulance Services/Equipment	\$92,000
Total	\$527,000	Total	\$527,000

ARTICLE 3 - FY23 Operating Budgets (Appendix “D”)

1. *Moderator reviewed article and each page number, 73-79*
2. *Discussion from floor*
 1. *Nada Milosavljevic-Fabrizio-, 32 Webster Street*
3. *Majority voice vote in favor*

The Finance and Warrant Commission by a vote of 14 in favor and 1 abstention recommended and the Town so voted by a majority vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds and/or borrow for the operation of the municipal departments and public school system for the fiscal year July 1, 2022, through June 30, 2023, as set forth in Appendix D of the Finance and Warrant Commission's Report to the 2022 Annual Town Meeting.

ARTICLE 4 - Appropriation (\$1,356,250) Municipal Capital Improvements

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Majority voice Vote in favor*

The Finance and Warrant Commission by a vote of 10 in favor and 5 opposed recommended and the Town so voted by a majority vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds the sum of One Million Three Hundred and Fifty-Six Thousand and Two Hundred and Fifty Dollars (\$1,356,250) for the purchase, lease or lease/purchase of the following capital equipment and improvements:

Equipment/Project	Requesting Department	Cost	Funding Source
Wheelchair Accessible Van	Council of Aging	\$90,000	Free Cash
One Ton Dump Truck with Plow	DPW	\$80,000	Free Cash
One Ton Dump Truck	DPW	\$80,000	Free Cash
Mechanic Lift Set	DPW	\$50,000	Free Cash
Design Funding for Downey St. Sidewalk (to proceed w/ already approved State Grant of \$356k)	DPW	\$75,000	Free Cash
Fire Turnout Gear	Fire	\$21,250	Free Cash
Fire Command Staff Vehicle	Fire	\$65,000	Free Cash
End User Technology – All Departments	Information Technology	\$75,000	Free Cash
Patron/Staff End Use Technology	Library	\$15,000	Free Cash
Library Sound Dampening Project	Library	\$50,000	Free Cash
Book Mobile – Retrofit Existing COA Van	Library	\$30,000	Free Cash
Library Mobile Shelving Units	Library	\$10,000	Free Cash
Police Vehicles	Police	\$215,000	Free Cash
Police Equipment	Police	\$60,000	Free Cash
Facility Maintenance	DPW	\$100,000	Free Cash
Energy Efficiency	DPW	\$50,000	Free Cash
Carby Municipal Building Mechanical Upgrades	DPW	\$45,000	Free Cash
Building Maintenance & Improvement (Year 5 of 5)	Housing Authority	\$150,000	Free Cash
Radio Upgrade and Replacement	Public Safety	\$15,000	Free Cash
Police, Fire, & EMS Radio Infrastructure	Public Safety	\$80,000	Free Cash
	Total	\$1,356,250	

each listed capital equipment or project must be authorized by majority vote of the Select Board prior to any purchase and/or implementation of project and/or expenditure of funds; and to direct the Select Board to trade as part of the purchase price or to sell or dispose of any equipment no longer necessary, and to authorize the Select Board to apply for and accept any State or Federal grant or assistance, or both, that may be available for any of the above purchases.

ARTICLE 5 - Appropriation (\$1,017,000) School Capital Improvements

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds

the sum of One Million and Seventeen Thousand Dollars (\$1,017,000) for the purchase, lease or lease/purchase of the following capital equipment and improvements:

Equipment/Project	Requesting Department	Cost	Funding Source
Technology	Schools	\$130,000	Free Cash
Furniture, Fixtures, and Equipment	Schools	\$30,000	Free Cash
HVAC and Controls	Schools	\$200,000	Free Cash
Roofing	Schools	\$150,000	Free Cash
Facility Improvements	Schools	\$487,000	Free Cash
Copiers	Schools	\$20,000	Free Cash
	Total	\$1,017,000	

each listed capital equipment or project must be authorized by majority vote of the Select Board prior to any purchase and/or implementation of project and/or expenditure of funds; and to direct the Select Board to trade as part of the purchase price or to sell or dispose of any equipment no longer necessary, and to authorize the Select Board to apply for and accept any State or Federal grant or assistance, or both, that may be available for any of the above purchases.

ARTICLE 6 - Appropriation (\$700,000) Sewer Capital Improvements

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds the sum of Seven Hundred Thousand Dollars (\$700,000) for the purchase, lease or lease/purchase of the following capital equipment, projects, and/or improvements.

Equipment/Project	Requesting Department	Cost	Funding Source
Stormwater Compliance	Sewer	\$75,000	Sewer Retained Earnings
Inflow and Infiltration Program	Sewer	\$125,000	Sewer Retained Earnings
Pump Station Facility Program	Sewer	\$500,000	Sewer Retained Earnings
	Total	\$700,000	

each listed capital equipment or project must be authorized by majority vote of the Select Board prior to any purchase and/or implementation of project and/or expenditure of funds; and to direct the Select Board to trade as part of the purchase price or to sell or dispose of any equipment no longer necessary, and to authorize the Select Board to apply for and accept any State or Federal grant or assistance, or both, that may be available for any of the above purchases.

ARTICLE 7- Appropriation (\$682,000) Additional Capital Improvements

1. *Moderator reviewed the Article*
2. *Discussion from floor:*
 1. *Sheila Hanley Longval-10 Willow Street*
3. *Unanimous voice vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds

the sum of Six Hundred and Eighty-Two Thousand Dollars (\$682,000) for the purchase, lease or lease/purchase of the following capital equipment, projects, and/or improvements:

Equipment/Project	Requesting Department	Cost	Funding Source
School Street Playground Refurbishment	Recreation	\$60,000	Meals/Hotels Tax
Self-Contained Breathing Apparatus Full System Upgrade	Fire	\$215,000	Meals/Hotels Tax
Library Parking Lot	DPW	\$75,000	Meals/Hotels Tax
Schools Network Project	Schools	\$300,000	Meals/Hotels Tax
Rescue Equipment Upgrade and Replacement	Fire	\$32,000	Ambulance Receipts
	Total	\$682,000	

each listed capital equipment or project must be authorized by majority vote of the Select Board prior to any purchase and/or implementation of project and/or expenditure of funds; and to direct the Select Board to trade as part of the purchase price or to sell or dispose of any equipment no longer necessary, and to authorize the Select Board to apply for and accept any State or Federal grant or assistance, or both, that may be available for any of the above purchases.

ARTICLE 8 - Borrowing (\$325,000) Additional Capital Improvements

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to appropriate \$325,000 to pay costs of design services related to repairs to the Conant Road Culvert (\$200,000), and the expansion of the Cemetery (\$125,000), and for the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor.

Equipment/Project	Amount	Funding Source
Conant Road Culvert Design	\$200,000	Borrowing
Cemetery Expansion Design	\$125,000	Borrowing
	\$325,000	

ARTICLE 9 - Appropriation (\$125,000) Stabilization Fund - FY23

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Unanimous voice Vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds the sum of One Hundred and Twenty-Five Thousand Dollars (\$125,000) for the Stabilization Fund established in accordance with General Laws Chapter 40, Section 5B.

Purpose	Amount	Funding Source
----------------	---------------	-----------------------

ARTICLE 10 - Appropriation (\$1,515,000) OPEB Liability Trust Fund - FY23

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *Majority voice Vote in favor*

The Finance and Warrant Commission by a vote of 14 in favor and 1 opposed recommended and the Town so voted by a majority vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds the sum of One Million Five Hundred and Fifteen Thousand Dollars (\$1,515,000) to the OPEB Liability Trust Fund established in accordance with General Laws Chapter 32B, Section 20.

Purpose	Amount	Funding Source
OPEB Liability Trust Fund	\$1,515,000	Taxation

ARTICLE 11 - Appropriation (\$300,000) Aid to Elderly for Senior Tax Relief

1. *Moderator reviewed the Article*
2. *Discussion from the floor:*
 1. *Kevin Becker- 1227 High Street*
 2. *Patrick Ahearn, Town Counsel*
 - Peter Ittig, 108 Bay Colony Drive*
3. *Majority Vote in favor*

The Finance and Warrant Commission by a vote of 8 in favor and 7 opposed recommended and the Town so voted by a majority vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds the sum of Three Hundred Thousand Dollars (\$300,000) to the Aid to the Elderly for Senior Tax Relief.

Purpose	Amount	Funding Source
Aid to the Elderly and Disabled Fund	\$300,000	Free Cash

ARTICLE 12 - Borrowing (\$900,000) Additional Capital Improvements

1. *Moderator reviewed the Article*
2. *Discussion from the floor:*
 1. *Kathleen Cochrane- 406 Canton Street*
 2. *Pamela Dukeman, Finance Director/Asst. Town Adm.*
 3. *David Atkins-783 High Street*
 4. *Deborah Conant- 21 Strasser Avenue*
 5. *Pamela Dukeman- Finance Director/Asst. Town Adm.*
 6. *Steve Olanoff-52 Glandore Road*
 7. *William Selles- 175 Canton Street*
 8. *John Hickey- 117 Sunrise Road*
 9. *Todd Korchin, Director of Public Works*
 10. *Nada Milosavljevic-Fabrizio-, 32 Webster Street*
 12. *Marlyse Schwartz, 32 Westwood Glen Road*
 13. *Jack Cochrane, 406 Canton Street*

3. *2/3 voice Vote in favor*

The Finance and Warrant Commission by a vote of 14 in favor and 1 opposed recommended and the Town so voted by a 2/3 voice vote in favor declared by the

Moderator to appropriate \$900,000 to pay costs of design services related to the Canton Street Sidewalk Project, and for the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1) or any other enabling authority, and to issue bonds or notes of the Town therefor.

Equipment/Project	Amount	Funding Source
Canton Street Sidewalk Design (needed to obtain State Grant)	\$900,000	Borrowing

A Motion was made to advance to article 22 by Nada Milosavljevic-Fabrizio, 32 Webster Street and seconded by Town Meeting.

- 1. Moderator opened this up to discussion from the floor:**
 - 1. Bruce Masi-Pelps, 295 Clapboardtree Street**
 - 2. Nada Milosavljevic-Fabrizio, 32 Webster Street**
- 2. Motion to move Article 22 failed by a 2/3 voice vote**

ARTICLE 13 - Citizen's Petition - Property Tax Exemption for Senior Citizens (M.G.L. Chapter 59) (Petitioner-Peter Ittig-108 Bay Colony Drive)

- 1. Peter Ittig, Petitioner, gave a pre-recorded presentation of the article**
- 2. Moderator reviewed the article**
- 3. No discussion from the floor**
- 4. Majority voice Vote in favor**

The Finance and Warrant Commission by a vote of 14 in favor and 1 opposed to recommend Indefinite postponement and the Town so voted by a majority vote in favor of Indefinite postponement declared by the Moderator, to accept and adopt the property tax exemptions permitted by state law for senior citizens in Massachusetts General Laws Chapter 59.

These exemptions are limited and means tested as described in the State publication, "Taxpayer's Guide to Local Property Tax Exemptions- Seniors", online at, <https://www.mass.gov/doc/qualifying-senior-citizens/>.

These exemptions have never been adopted by Westwood but have been adopted by other neighboring towns including Wellesley, Dedham and Needham.

ARTICLE 14 - Citizen's Petition - Property Tax Exemption for Senior Citizens (M.G.L. Chapter 59, Section 5, Clause 41C ½, and Clauses 17D, 17E, and 17F)

- 1. Moderator read Article**
- 2. Chris Poreda-Finance & Warrant Commission Member -155 Willard Circle spoke on behalf of the Finance & Warrant Commission**
- 3. Discussion from floor:**
 - 1. Doug Obey- 435 High Street**
 - 2. Pamela Dukeman, Finance Director/Asst. Town Adm.**
 - 3. Phil Dunkelbarger - 125 Sunrise Road**
 - 4. Neil Goldberg-17 Lancaster Drive**
- 4. Select Board Member Robert Gotti made a motion to call the question**
- 5. Town Meeting voted in favor to the call question**
- 6. Majority Vote in favor of indefinite postponement**

The Finance and Warrant Commission by a vote of 14 in favor and 1 opposed to recommend Indefinite postponement and the Town so voted by a majority vote in favor of Indefinite postponement declared by the Moderator, to see if the Town of Westwood shall accept and adopt

the property tax exemptions in MGL Chapter 59, Section 5, Clause 41C ½ for those over age 65 to the full extent permitted. For those over age 70 and for surviving spouses the Town will accept and adopt the exemptions in Clauses 17D, 17E and 17F, including the inflation adjustments (COLAs) determined by DOR for both the estate limit and for the exemption amount, to the full extent permitted.”

These exemptions are limited and means tested as described in the State publication, “*Taxpayer’s Guide to Local Property Tax Exemptions- Seniors*”, online at, <https://www.mass.gov/doc/qualifying-senior-citizens/>.

ARTICLE 15 - Obed Baker House – Disposition of Town-Owned Property

1. *A pre-recorded presentation by Select Board Chair, Michael Walsh*
2. *Moderator reviewed the article*
3. *No discussion*
4. *2/3 voice vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a 2/3 voice vote in favor declared by the Moderator to authorize the Select Board to take the following actions in conjunction with the disposition of certain parcels of land for purposes of furthering the rehabilitation and reuse of the historic Obed Baker House at 909 High Street:

- a. To convey the property in question, in accordance with applicable procurement laws, those parcels of land shown as Lots 42 and 43 on Town of Westwood Assessor's Plot No. 21, or some portion thereof;
- b. To acquire by purchase, gift, eminent domain or otherwise, and/or to abandon, any and all easements, rights (including rights-of-way), or restrictions as is necessary or convenient to impose appropriate historic preservation restrictions on the exterior of the existing structure and/or to convey or acquire clear title to the above-referenced parcels of land, on terms acceptable to the Select Board; and
- c. To enter into all agreements and execute any and all instruments as may be necessary or convenient on behalf of the Town to effect the above actions.

ARTICLE 16 - Disposal of Real Property (50 Carby Street – Grant of Easement for Driveway)

1. *Pre-recorded presentation made by Select Board Chair, Michael Walsh*
2. *Moderator reviewed the article*
3. *No discussion*
4. *Unanimous voice vote in favor*

The Finance and Warrant Commission recommended and the Town so voted by a unanimous vote in favor declared by the Moderator to authorize the Select Board to grant up to a 15 feet wide easement across a strip of town owned land adjacent to the property at 129 Dover Road bordering Carby Street. The town would require the party acquiring the easement to pay for the cost of the required engineering work as well as the value of the easement and any costs associated with establishing that value.

ARTICLE 17 - Acquisition of Real Property (American Legion Hall, 90 Deerfield Avenue)

1. *Presentation made by Select Board Chair, Michael Walsh*
2. *Moderation reviewed the article*
3. *Discussion from the floor*
 1. *Doug Obey, High Street*
 2. *Edward “Ned” Richardson, 67 Webster Street*

4. 2/3 voice vote in favor

The Finance and Warrant Commission by a vote of 12 in favor and 3 opposed recommended and the Town so voted by a 2/3 vote in favor declared by the Moderator to raise and appropriate and/or transfer from available funds a sum of money for the purchase of land and structures at 90 Deerfield Avenue also known as the American Legion Post 320 containing approximately 0.92 acres of land identified on Assessors Map 14, Block 095.

Purpose	Amount	Funding Source
Purchase of Property	\$700,000	Free Cash

A Motion was made to reconsider advancement of Article 22 by Nada Milosavljevic-Fabrizio-32 Webster Street. Town Meeting voted against advancing article.

Planning Board Chair, Christopher Pfaff, 534 Everett Street gave a report regarding Planning Board articles 18-23.

ARTICLE 18 - Zoning Amendments Relative to Permitting and Approval of Solar Arrays

1. **Pre-recorded Presentation, Nora Loughnane, 74 Sterling Road Comm. & Econ. Dev. Officer**
2. **Moderator reviewed the article**
3. **Discussion from floor**
 1. **KathyAnn Lamb-218 Whitewood Road**
 2. **Nora Loughnane, Comm.& Economic Dev. Officer**
 3. **Jayme Allan-530 Pond Street**
 4. **David Atkins-783 High Street**
 5. **Claire Galkowski-320 Dover Road**
 6. **John Horn, 229 Burgess Avenue**
 7. **Nora Loughnane, Comm & Econ. Dev. Officer Officer**
 8. **Unnamed speaker**
 9. **Nora Loughnane, Comm. & Econ.Dev. Officer**
 10. **Anna Riley-247 Farm Lane**
 11. **A motion was made by Tony Mullin to move the questions**
 12. **Motion was seconded, unanimous vote in favor to move questions**

4. 2/3 voice vote in favor declared by the Moderator

The Finance and Warrant Commission recommended and the Town voted by a 2/3 voice vote in favor declared by the Moderator To see if the Town will vote to approve certain amendments to the Zoning Bylaw related to the permitting and approval process for solar energy facilities as accessory and principal uses, by amending Section 2.0 [Definitions] for “Roof-mounted Solar” and “Other Solar Array” and adding new definitions to Section 2.0, including but not limited to a definition for “Large-scale Solar”; amending Section 4.1.2 [Table of Principal Uses]; and Section 4.3.1 [Table of Accessory Uses]; amending Section 7.3 for Environmental Impact & Design Review; and by adding a new Section 7.7 [Solar Design Review and Approval]; as set forth below:

(New language shown in underlined red font, language to be removed shown with strikethrough.)

- 1) Amend Section 2.0 [DEFINITIONS] as follows:

~~Ground-mounted and Other Solar~~ Any solar energy system ~~arrays, facilities, or solar photovoltaic installations~~ which ~~do~~es not meet the definition of "Roof-mounted Solar" ~~or "Large Scale Solar"~~.

~~Roof-mounted Solar~~ Any solar arrays, facilities, or solar photovoltaic installations mounted to the roof ~~or top~~ of a ~~of a principal building structure and~~ which do not extend or project beyond the ~~principal building's eaves, ridge, or sides of said structure. roof and at the same pitch as the existing roof.~~

- 2) Add new definition to Section 2.0 [DEFINITIONS] as follows:

~~Large Scale Solar~~ Any solar energy system which is not a "Roof-mounted Solar" and which occupies more than 5,000 square feet of surface area. ~~or has a capacity greater than 250 kW DC.~~

- 3) Amend Section 1.1.2 [Table of Principal Uses] to add new 4.1.7.5, 4.1.7.6, and 4.1.7.7 as follows and renumber subsequent sections as needed:

PRINCIPAL USE	DISTRICTS												
	SRA	SRB	SRC	SRD	SRE	GR	SR	LBA	LBB	HB	I	IO	ARO
4.1.7 OTHER USES													
4.1.7.5 Ground-mounted and Other Solar pursuant to Section 7.7¹⁰	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.7.6 Roof-mounted Solar¹⁰	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.1.7.7 Large Scale Solar pursuant to Section 7.7¹⁰	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

- 4) Add new Note 10 to Section 4.2 NOTES FOR TABLE OF PRINCIPAL USES as follows:

¹⁰ ~~All solar energy systems must comply with Section 5.0 [DIMENSIONAL REQUIREMENTS], and 5.2 [TABLE OF DIMENSIONAL REQUIREMENTS], including minimum setback requirements for the district in which they are installed.~~

- 5) Amend Section 4.3.1 [Table of Accessory Uses] as follows:

ACCESSORY USE	DISTRICTS												
	SRA	SRB	SRC	SRD	SRE	GR	SR	LBA	LBB	HB	I	IO	ARO
4.3.2 ACCESSORY													

USES IN ALL DISTRICTS													
4.3.2.6 Roof-mounted Solar ³	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.3.2.7 Ground Mounted & Other Solar pursuant to Section 7.7 ³	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y	BA Y
4.3.2.8 Large Scale Solar pursuant to Section 7.7 ³	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

6) Amend footnote 3 under Section 4.4 [NOTES FOR TABLE OF ACCESSORY USES] as follows:
³All solar energy systems must comply with Section 5.0 [DIMENSIONAL REQUIREMENTS], and 5.2 [TABLE OF DIMENSIONAL REQUIREMENTS], including minimum setback requirements for the district in which they are installed.

7) Amend Section 7.3 [ENVIRONMENTAL IMPACT AND DESIGN REVIEW] to add a new Section 7.3.2.7 as follows:
7.3.2.7 Solar Arrays, Facilities, and Photovoltaic Installations. Large Scale Solar and Other Solar shall require review and approval pursuant to Section 7.7 of this bylaw. Roof-mounted Solar is not subject to review pursuant to Section 7.3 or Section 7.7 and may be installed upon issuance of applicable Building and Electrical Permits.

8) Add new Section 7.7 [Solar Design Review and Approval] as follows:
7.7.1 Purpose. The purpose of this Section is to facilitate the siting and location of Large Scale Solar and Other Solar, by establishing criteria for the layout, scale, safety and environmental impact of these types of solar energy systems. The intent is to provide more information and regulatory scrutiny to protect the public health, safety, and welfare of the community, while encouraging broader use and conversion to solar and renewable energy systems with minimal impact to neighborhoods.
7.7.2 Applicability. This Section shall only apply to Large Scale Solar and Other Solar energy systems as defined in Section 2.0 of this Bylaw. Large Scale Solar, and Other Solar which is proposed as a principal use, shall be subject to review pursuant to Section 7.7.3. Other Solar, which is proposed as an accessory use, shall be subject to review pursuant to Section 7.7.4. A solar energy system shall be considered a principal use if it is the only use on the parcel or if the footprint of the components of the solar energy system exceeds the footprint of all other structures on the lot. Any review pursuant to this Section shall be limited to review of features related to

site placement, setbacks, height, impervious surface, landscaping, screening, and stormwater management provisions consistent with M.G.L. Chapter 40A Section 3.

7.7.3 Planning Board Design Review and Approval. Planning Board Design Review and Approval shall be required for any Large Scale Solar energy facility and for any Other Solar energy facility proposed as a principal use.

7.7.3.1 Procedures. An application for review and approval pursuant to this Section shall be accompanied by a site plan and other application material in accordance with Section 7.7.5. Said application shall be reviewed for compliance with the requirements specified in Sections 7.7.6 through 7.7.14 below and the Planning Board's rules and regulations.

7.7.3.2 Public Hearing. The Planning Board shall hold a public hearing in accordance with its rules and regulations and shall provide its decision forthwith to the Building Commissioner and Applicant.

7.7.3.3 Decision. The Planning Board shall make a determination that the application meets the purpose of this Section and that the proposal poses no negative or adverse impacts to the public health, public welfare, or public safety of the neighborhood. Aesthetics are not a reasonable cause for denial. The Planning Board may impose reasonable conditions at the expense of the Applicant, including conditions related to landscaping and screening requirements.

7.7.4 Administrative Design Review and Approval. Administrative Design Review and Approval shall be required for any Other Solar energy facility proposed as an accessory use.

7.7.4.1 Procedures. An application for review and approval pursuant to this Section shall be accompanied by a site plan and other application material in accordance with Section 7.7.5, unless waived by the Town Planner. Said application shall be reviewed for compliance with the requirements specified in Sections 7.7.6 through 7.7.13 below. The Town Planner shall review the application and shall provide a decision forthwith to the Building Commissioner and Applicant.

7.7.4.2 Decision. The Town Planner shall make a determination that the application meets the purpose of this Section and that the proposal poses no negative or adverse impacts to the public health, public welfare, or public safety of the neighborhood. Aesthetics are not a reasonable cause for denial. The Town Planner may impose reasonable conditions at the expense of the Applicant, including conditions related to landscaping and screening requirements.

7.7.4.3 Further Review by Planning Board. If an Applicant objects to any conditions of an Administrative Approval hereunder, the Applicant may apply to the Planning Board for further consideration of the Application. In such an event, the Planning Board shall hold a duly noticed public hearing and consider the Application pursuant to Section 7.7.3.

7.7.5 Submittal Requirements. Applicant shall provide the following documents, as deemed applicable by the Planning Board:

- a) A site plan prepared by a Registered Professional Engineer, Land Surveyor, Landscape Architect, or Architect showing property lines and physical features, including driveways, roads, walks, buildings, any easements, and proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening, vegetation, or structures, setbacks;
- b) Drawings of the solar energy system showing the proposed layout of the system, and potential shading from nearby structures, the distance between the

- proposed solar system and all property lines and existing buildings and structures, and the highest point of the solar array;
- c) A side view or elevation labelling the proposed height and dimensions of the proposed system;
 - d) Documentation of the system components such as the mounting system, panels, and inverter;
 - e) The name, contact information of the agent representing the project system;
 - f) Photographs of the area proposed for the solar system; and
 - g) Operation and Maintenance Plan for Large Scale Solar and Other Solar energy facilities proposed as a principal use only.
- 7.7.6. Dimensional Regulations.** No component of a solar energy system shall be greater than twenty-five (25) feet in height measured from the highest point of the component to the grade directly below. For solar arrays over parking spaces at commercial, industrial, municipal, or institutional facilities, the minimum height shall be fourteen (14) feet.
- 7.7.7 Placement.** No component of a solar energy system shall be located closer than 25 feet from the front lot line. Side and rear yard setbacks must meet the minimum side and rear setbacks set forth in Section 5.0 [DIMENSIONAL REQUIREMENTS], 5.2 [TABLE OF DIMENSIONAL REQUIREMENTS] for the zoning district in which the solar energy system will be located.
- 7.7.8 Lot coverage.** Ground-mounted solar energy systems shall not be included in the calculations for the lot coverage or impervious cover as defined in Section 2.0.
- 7.7.9 Signage.** Signage to identify the owner and provide 24-hour emergency contact information shall be provided. Solar systems shall not be used for displaying any advertising except for identification of the manufacturer or operator of the solar energy system.
- 7.7.10 Visual Impact.** The Planning Board may impose reasonable conditions to minimize visual impacts by preserving natural vegetation, screening abutting properties, or other appropriate measures.
- 7.7.11 Utility Notification.** Applicant shall submit evidence that the property owner has submitted notification to the utility company of the intent to install an interconnected customer-owned generator.
- 7.7.12 Exterior Lighting Plan.** Any exterior lighting shall be consistent with Section 6.4 [EXTERIOR LIGHTING] of the Zoning Bylaw.
- 7.7.13 Operations & Maintenance Plan.** The project proponent shall submit a plan for the operation and maintenance of any ground-mounted solar energy system which shall include measures for maintaining safe access to the installation, stormwater controls as well as procedures for operation maintenance of the installation and post installation repairs.
- 7.7.14 Abandonment or Decommissioning.** Any solar energy system abandoned or discontinued shall be fully removed within 90 days after date of discontinued operations by the Owner or Applicant. As a condition of approval, the Planning Board shall require a bond, in a form acceptable to the Town and with no expiration date, or shall place into escrow a sum of money sufficient to cover the costs of removing all components of the solar energy system from the subject property. Said bond or escrow funds shall be held by the Town Treasurer. The Property Owner shall consent to the Town's authority to enter upon the property and to remove the facility, in the event the facility has been abandoned or discontinued without removal by the Owner or Applicant.

ARTICLE 19 - Zoning Amendments Relative to Property on High Street in the Vicinity of the Historic Obed Baker House and Westwood Plaza

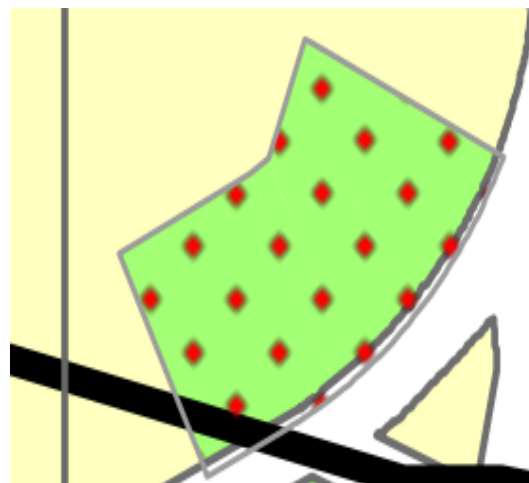
1. ***Pre-recorded Presentation, Nora Loughnane, Econ.Dev.Officer***
2. ***Moderator reviewed the article***
3. ***No discussion from floor***
4. ***2/3 voice vote in favor***

The Finance and Warrant Commission recommended and the Town so voted by a 2/3 voice vote in favor declared by the Moderator to approve certain amendments to the Official Zoning Map in order to facilitate the redevelopment and reuse of the Obed Baker House and the redevelopment of the adjacent commercial plaza, by changing the zoning designation of the currently undeveloped parcel of land shown on Assessor's Parcel 21 as Lot 43, and the zoning designation of a portion of town-owned land shown on Assessor's Parcel 20 as Lot 72, from Single Residence C (SRC) to Local Business A (LBA) District; and by expanding the Flexible Multiple Use Overlay District 7 (FMUOD 7/High Street Business District) to include additional parcels; and by making related amendments to the text of Section 9.5 of the Westwood Zoning Bylaw related to the FMUOD7 overlay district; as set forth below:

- 1) Amend the Official Zoning Map to change the zoning designation of Assessor's Parcel 21, Lot 43 from Single Residence C (SRC) to Local Business A (LBA);
- 2) Amend the Official Zoning Map to change the zoning designation of a portion of Assessor's Parcel 20, Lot 72 from Single Residence C (SRC) to Local Business A (LBA);
- 3) Amend the Official Zoning Map to expand the FMUOD7/High Street Business District overlay district to include the following parcels:
 Assessor's Parcel 21, Lot 42 known as 909 High Street containing the Obed Baker House
 Assessor's Parcel 21, Lot 43 presently undeveloped lot
 Assessor's Parcel 20, Lot 72, portion of municipal lot
 Assessor's Parcel 21, Lot 40 known as 911-929 High Street containing Westwood Plaza
 Assessor's Parcel 21, Lot 41 known as 915 High Street containing Dunkin Donuts

Existing Zoning Map:

Proposed Zoning Map Change:



- 4) Amend Section 9.5.8.8 of the Westwood Zoning Bylaw to add "Animal Hospital or Clinic" as a permitted use within the FMUOD7/High Street Business District overlay district, as follows:

9.5.8.8 Additional Uses Permitted by FMUOD Special Permit in FMUOD7:

9.5.8.8.1 Multi-family dwelling.

9.5.8.8.2 Animal Hospital or Clinic.

ARTICLE 20 - Zoning Amendment Relative to Expansion of Nonconforming Structures

1. Pre-recorded Presentation, Nora Loughnane, Comm. & Econ.Dev. Officer

2. Moderator Reviewed article

2. Discussion from floor:

1. Brian Clinton-44 Baker Street

2. Kevin Becker-1227 High Street

3. Nora Loughnane, Comm. & Econ.Dev. Officer

3. 2/3 voice Vote in favor

The Finance and Warrant Commission recommended and the so Town voted by a 2/3 voice vote in favor declared by the Moderator to approve certain amendments to the Zoning Bylaw to amend Section 4.5.3 [Nonconforming Structures], including but not limited to amendments to Section 4.5.3.3 [Variance Required for New or Expansion of Nonconformity] to allow alterations to nonconforming properties by special permit rather than variance, when determined appropriate by the Building Commissioner; as set forth below:

(New language shown in underlined red font, language to be removed shown in strikethrough.)

1) Amend Section 4.5.3.3 as follows:

4.5.3.3 **Variance or Special Permit rRequired for New or Expansion of Nonconformity.** In the event that the Building Commissioner determines that a proposed alteration to a nonconforming structure increases the nonconformity or results in a new nonconformity and does not meet the requirements of Section 4.5.3.1 nor of Section 4.5.3.2, the Building Commissioner shall determine whether any proposed additional or increased nonconformities will be substantially more detrimental to the neighborhood than those that currently exist. If in the opinion of the Building Commissioner, the proposal is more detrimental, a variance is shall be required in accordance with Section 10.4 of this bylaw. If the Building Commissioner determines that the additional nonconformities are de minimus or are not substantially more detrimental to the neighborhood than a special permit shall be required. If the nonconforming nature of a structure would be increased by the proposed alteration, a variance from Board of Appeals shall be required to allow such alteration. In addition, no nonconforming structure, commercial or residential, shall be altered to accommodate a substantially different use, or to accommodate the same use in a substantially different manner or to a substantially greater extent, unless a variance allowing said alteration is granted by the Board of Appeals.

ARTICLE 21 - Zoning Map Amendment Relative to 394 & 396 Providence Highway

1. Pre-recorded presentation, Nora Loughane, 74 Sterling Road, Com. & Econ. Dev. Director

2. Moderator Reviewed the article

3. No discussion from floor

4. 2/3 voice Vote in favor

The Finance and Warrant Commission by a vote of 12 in favor and 3 opposed recommended and the Town so voted by a 2/3 voice vote in favor declared by the Moderator to approve certain amendments to the Official Zoning Map to change the zoning designation of the parcel of land at 394 Providence Highway as (Assessor's Map 24, Lot 82) from Industrial Office (IO) District to Highway Business (HB) District, and to include the currently unzoned parcel of land at 396 Providence Highway (Assessor's Map 24, Lot 3) within the Highway Business (HB) District; and expand the Wireless Communications Overlay District (WCOD) and the Flexible Multiple Use Overlay District 4 (FMUOD4) to overlay said parcels; as set forth below:

- 1) Amend the Official Zoning Map to change the zoning designation of the parcel of land shown as Assessor's Map 24, Lot 82 from Industrial Office (IO) District to Highway Business (HB) District;
- 2) Amend the Official Zoning Map to change the zoning designation for the parcel of land shown as Assessor's Map 24 Lot 3 from unzoned to Highway Business (HB) District;
- 3) Amend the Official Zoning Map to expand the Wireless Communications Overlay District (WCOD) and Flexible Multiple Overlay District 4 (FMUOD4) to include the following parcels:
 Assessor's Parcel 24, Lot 82 known as 394 Providence Highway
 Assessor's Parcel 24, Lot 3 known as 396 Providence Highway

Existing Zoning Map:



Proposed Zoning Map Change:



ARTICLE 22 - Zoning Bylaw & Zoning Map Amendments Relative to Mixed-Use & Multi-Family Residential Overlay Districts

1. *Pre-recorded presentation by Nora Loughnane, Comm. & Econ. Dev. Officer*
2. *Moderator reviewed so s article*
3. *Discussion from floor:*
 1. *Nada Milosavlejevic-Fabrizion- 32 Webster Street*
 2. *John Harding, 140 Forbes Road*
 3. *Gary Kaplan-101 Magnolia Drive*
 4. *Marlyse Schwartz-32 Westwood Glen Road*
 5. *Michael Jerome- 15 Gay Street Ext.*
 6. *Nora Loughnane, Comm. & Econ. Dev. Officer Officer*
 7. *Marlyse Schwartz-32 Westwood Glen Road, Point of Order*
 8. *Jayne Allan-530 Pond Street*
 9. *Raymond Aglugub- 14 Ford Place*
 10. *Lou Rizoli-120 Arcadia Road*
 11. *Maria Costantini-15 Spellman Road*
 12. *Jim Ferraro-130 Phillips Brooks Road*
 13. *Chris Poreda- 55 Willard Circle*
 14. *Deborah Conant- 21 Strasser Avenue*
 15. *Fran Fusco-20 Pine Lane*
 16. *George Laham-17 Aran Road*
 17. *Michael Gay-291 Weatherbee Drive*
 18. *Chris Pfaff-534 Everett Street*
4. *A motion was made and seconded from the floor to move the Question*

5. Unanimous vote in favor declared by the Moderator to move the question

6. Majority vote in favor 117 YES, 59 NO taken by electronic vote

The Finance and Warrant Commission by a vote of 8 in favor and 7 opposed recommended and the Town so voted by a majority vote, **117 YES- 59 NO**, using electronic keypads, in favor declared by the Moderator to approve certain amendments to the Zoning Bylaw by adding a new Section 9.9 [Mixed-Use & Multi-Family Residential Overlay District] pursuant to Chapter 358 of the Acts of 2020 amendments to M.G.L. Chapter 40A for MBTA Communities, and amending the Official Zoning Map to include a Mixed-Use & Multi-Family Residential Overlay District (MUMFROD) encompassing certain parcels identified within the proposed Section 9.9; as set forth below:

- 1) Add a new definition to Section 2.0 [DEFINITIONS] AS FOLLOWS:
Institutional Use The use of land, buildings, or structures, or portions thereof, for public or social purposes, but not for commercial or industrial purposes, which may include governmental, religious, educational, charitable, philanthropic, or similar uses not otherwise defined in this Bylaw.
- 2) Amend Section 3.1.3 Overlay Districts as follows:
Add Mixed-Use & Multi-Family Residential Overlay District (MUMFROD)
- 3) Add a new Section 9.9 [Mixed-Use & Multi-Family Residential Overlay District] as follows:

SECTION 9.9 MIXED-USE & MULTI-FAMILY RESIDENTIAL OVERLAY DISTRICT

9.9.1 **Purpose.** The purpose of the Mixed Use & Multi-Family Residential Overlay District (MUMFROD) is as follows:

- 9.9.1.1 To promote a village-style mix of retail, restaurants, offices, civic uses and multi-family in select commercial areas;
- 9.9.1.2 To reduce auto dependency by providing opportunities for upper-story and multi-family housing near the commuter rail, bus stops, and Amtrak station;
- 9.9.1.3 To promote family supportive housing by encouraging development designed for families with children;
- 9.9.1.4 To help alleviate traffic congestion by allowing more housing near public transportation;
- 9.9.1.5 To ensure pedestrian-friendly development by permitting higher density housing in areas which are walkable to public transportation, shopping, and local services;
- 9.9.1.6 To respond to Town and regional need for family affordable housing by providing more variety of housing types with affordability requirements;
- 9.9.1.7 To generate positive tax revenue by providing as-of-right redevelopment opportunities at underutilized properties and encourage mixed-use redevelopment to provide a customer base for local businesses;
- 9.9.1.8 To encourage economic investment for the redevelopment of underutilized properties;
- 9.9.1.9 To guide development toward previously developed areas to protect undisturbed natural resources;
- 9.9.1.10 To provide opportunities for a more diversified housing stock and more affordable housing units in Westwood as identified in the 2020 Comprehensive Plan Housing Section objective 1, implementing action H1 and Westwood's 2019 Housing Production Plan Goals 6, 7, 8, & 9.
- 9.9.1.11 To ensure compliance with Chapter 40A, Section 3A of the Zoning Act applicable to MBTA Communities.

- 9.9.2 **Location.** The Mixed-Use & Multi-Family Residential Overlay District (MUMFROD) is herein established as an overlay district as shown on the Official Zoning Map and as described herein. The MUMFROD shall include the following specific parcels, as shown on the Westwood Board of Assessors' Map, as of January 1, 2022:
- Parcel 23-226 (22 Everett Street);
 - Parcel 23-227 (Everett Street);
 - Parcel 33-019 (85-91 University Avenue);
 - Parcel 33-054 (95 University Avenue); and
 - Parcel 33-056 (120 & 130 University Avenue).
- 9.9.3 **Granting Authority.** The Planning Board shall be the granting authority for all approvals under this Section. Multi-family residential units and mixed-use development, including any one or more of the specific uses set forth in Section 9.8.5, may be permitted to the extent authorized under a MUMFROD Environmental Impact & Design Review (MUMFROD-EIDR) Approval in compliance with the provisions of this Section. Applications exceeding the maximum residential density set forth in Section 9.9.6.1 shall require a MUMFROD Special Permit from the Planning Board. Any EIDR approval otherwise required pursuant to Section 7.3 of this Bylaw shall be consolidated into the MUMFROD-EIDR Approval of MUMFROD Special Permit and no separate EIDR Approval shall be required.
- 9.9.4 **Regulations and Application Fees.** The Planning Board shall adopt Rules and Regulations and reasonable Applications Fees for the administration of this Section. Such Rules and Regulations shall include, but not be limited to, the following: application and submittal requirements, application fees, review procedures, reimbursement for consultants, performance guarantees, and procedures for the consideration of MUMFROD-EIDR Approval and MUMFROD Special Permit extensions. All applications submitted under this Section require a public hearing with notification to the Parties of Interest including abutter notification consistent with the Board's Rules and Regulations and M.G.L. Chapter 40A, Section 9 and 11.
- 9.9.5 **Permitted Uses.** Except as otherwise provided herein and subject to the provisions of this Bylaw applicable to the underlying district, land and buildings in the MUMFROD may be used for any purpose permitted as of right or by special permit in the underlying district. In addition, a mix of the following residential and non-residential uses, to the extent authorized under this Section, are permitted as-of-right upon grant of a MUMFROD EIDR approval by the Planning Board. Any use not listed below as specifically permitted in a MUMFROD development is deemed prohibited.
- 9.9.5.1 Multi-Family Residential Dwelling Units (per density requirements of Section 9.9.6)
 - 9.9.5.2 Bank, Financial Institution
 - 9.9.5.3 Child Care Facility
 - 9.9.5.4 Coffee Shop
 - 9.9.5.5 Educational Use
 - 9.9.5.6 Ice Cream Parlor
 - 9.9.5.7 Institutional Use
 - 9.9.5.8 Office of a Health Care Professional
 - 9.9.5.9 Personal Services Establishment
 - 9.9.5.10 Pet Care Facility
 - 9.9.5.11 Professional Services Establishment
 - 9.9.5.12 Recreation Facility, Indoor or Outdoor

- 9.9.5.13 Restaurant, with or without entertainment
- 9.9.5.14 Retail Sales & Services
- 9.9.5.15 Accessory parking and accessory parking structures to any of the above permitted uses
- 9.9.5.16 Accessory uses such as solar arrays, sports courts, outdoor seating, patios, and recreational play areas

9.9.6 **Residential Density Allowances.** Maximum residential densities shall be as specified below:

- 9.9.6.1 Multi-Family Residential Dwelling Units at a maximum density of 15 units per acre shall be permitted as-of-right, subject to MUMFROD-EIDR Approval.
- 9.9.6.2 Multi-Family Residential Dwelling Units at a density exceeding 15 units per acre shall require a MUMFROD Special Permit, which may be issued at the discretion of the Planning Board. Any residential units over and above 15 units per acre shall be subject to the Fiscal Analysis submittal requirement outlined in Section 9.9.12.10.

In the case of a mixed-use MUMFROD development where all residential units are located on upper stories above first floor commercial uses, the maximum residential density shall be calculated by dividing the aggregate lot area of all parcels within the MUMFROD development by the total number of residential units. In all other cases, the residential density shall be calculated by dividing only that portion of the lot area which is attributable to residential development by the total number of residential units in the MUMFROD development.

9.9.7 **Dimensional Requirements.** Projects approved pursuant to this Section shall adhere to the following dimensional requirements, rather than the dimensional requirements associated with the underlying district. The Planning Board shall review each project’s dimensions to determine the best project for the specific site, and allow deviations from one or more of these dimensional requirements through the issuance of a MUMFROD Special Permit. In all cases, there shall be sufficient separation between any two structures to allow emergency vehicle access. More than one building shall be permitted on any lot.

Minimum Project Area	40,000 SF
Minimum Lot Area	10,000 SF
Maximum Building Height	45 ft.
Minimum Street Frontage	50 ft.

Minimum Lot Width	50 ft.
Minimum Front Setback	10 ft.
Minimum Side Yard Setback	10 ft.
Minimum Rear Yard Setback	20 ft.
Maximum Impervious Surface	80%

9.9.8 **Parking Requirements.** Off-Street parking shall be provided to meet the following minimum requirements:

- 9.9.8.1 Residential Units - 1.25 spaces per unit;
- 9.9.8.2 Restaurants - 1 space per every four seats, plus 1 space for every two employees; and
- 9.9.8.3 All Other Uses - Number of parking spaces shall be determined by the Planning Board.

Developments proposed under this Section may provide fewer parking spaces than otherwise required under Section 6.1.2 [Table of Parking Requirements], where in the determination of the Planning Board, proposed parking spaces are found to be sufficient to meet the needs of the development. In making such a determination, the Planning Board may consider complementary uses and activities, proximity and safe access to public transportation, transportation demand management (TDM) measures, and such other means as may be considered applicable by the Board in its discretion.

All surface parking shall be located at the rear or side of buildings and no parking spaces shall be located between a building and the street. Landscaping and design standards for parking areas set forth in Section 6.1 [Off-Street Parking] shall apply.

9.9.9 **Playground and Recreational Areas.** Any MUMFROD development project that includes fifty (50) or more residential dwelling units shall provide an outdoor play area or common space. The play area or common space shall be appropriate for use by families with children and shall include such features as swings, slides, jungle-gyms, and/or similar play features, as well as tables and chairs or benches. Such facilities shall be constructed to Universal Design standards and accessible to all users.

9.9.10 **Affordability Requirements.** Where any project authorized under this bylaw will result in the development of at least eight (8) new residential dwelling units, the minimum number of dwelling units specified in the table below shall be restricted to meet the definition of Affordable Housing in Section 2.0 of this Bylaw and in the Rules and Regulations. All such affordable dwelling units shall be contained within the MUMFROD project unless the Planning Board determines a proposed alternative to be at least equivalent in serving the Town’s housing needs after consultation with the Westwood Housing Partnership and the Westwood Housing Authority. The affordable dwelling units authorized under the provisions of this Bylaw shall be Local Initiative Program (LIP) dwelling units in compliance with the requirements

for the same as specified by the Department of Community Affairs, Massachusetts Department of Housing and Community Development (DHCD), or successor, or affordable dwelling units developed under additional programs adopted by the Commonwealth of Massachusetts or its agencies. All said dwelling units shall count toward Westwood’s requirements under Massachusetts General Law Chapter 40B, Sections 20-23, as amended and all affordable dwelling units shall remain affordable in perpetuity. All affordable units shall be indistinguishable from market rate units within the same development and shall be scattered throughout a project.

<u>Total Number of Dwelling Units</u>	<u>Minimum Number of Affordable Dwelling Units</u>
1 to 7 units	0
8 to 9 units	1
10 to 15 units	2
16 to 22 units	3
23 to 26 units	4
27 or more units	15% of the total number of dwelling units, rounded up to the next whole number

9.9.11 **Number of Bedrooms.** Residential portions of MUMFROD projects where more than eight (8) residential units are proposed shall have at least 10% of the total number of residential units as three (3) bedroom units to provide family supportive housing.

9.9.12 **Application Procedures.** The following procedures shall apply in the submission, review, and consideration of any application for development under this Section, as further detailed in the Planning Board’s Rules and Regulations.

9.9.12.1 **Submittal Requirements.** To assist the Planning Board in its evaluation of an application for MUMFROD-EIDR Approval or MUMFROD Special Permit submitted hereunder, the Applicant shall submit the following materials at the time of application, except to the extent waived by the Planning Board:

9.9.12.2 **Site Plan.** The site plan shall be prepared by a Registered Professional Engineer or Registered Professional Land Surveyor and shall show the following information, except to the extent waived by the Planning Board:

9.9.12.2.1 Existing and proposed plantings, landscaping and screening, which shall show the location, dimension and arrangement of all open spaces and yards, including type and size of planting materials, methods to be employed for

- screening and proposed grades and a plan for maintenance;
- 9.9.12.2.2 Location, type, size and dimension of existing trees, rock masses and other natural features with designations as to which features will be retained;
- 9.9.12.2.3 Dimension and location of existing and proposed buildings and structures;
- 9.9.12.2.4 Existing topography, including any proposed grade changes;
- 9.9.12.2.5 Parking areas and facilities, traffic circulation, driveways, loading areas, access and egress points, bicycle parking, bicycle indoor storage;
- 9.9.12.2.6 Storm drainage, including direction of flow and means of ultimate disposal;
- 9.9.12.2.7 Provisions for sanitary sewerage and water supply, including fire protection measures;
- 9.9.12.2.8 Location of all utilities, signage, outdoor storage, recycling and trash disposal areas; and
- 9.9.12.2.9 Landscape Plan showing existing and proposed plantings, including table showing number, species, and size of all proposed new plantings, as well as description of any proposed disturbance to existing vegetation, or alteration of natural or historic features, whether in relation to temporary access, utility installation, or any other aspects of construction.
- 9.9.12.3 **Exterior Lighting Plan.** The Exterior Lighting Plan shall show the information as required in Section 6.4.4 [Exterior Lighting Plan] of this Bylaw, except to the extent waived by the Planning Board.
- 9.9.12.4 **Traffic Study.** The Traffic Study shall be prepared by a Registered Professional Engineer consistent with study guidelines adopted and from time to time amended by the Planning Board, except to the extent waived by the Planning Board.
- 9.9.12.5 **Drawings/Renderings.** A drawing or rendering of the proposed building, including color and type of surface materials showing front, rear and side elevations.
- 9.9.12.6 **Photographs.** Photographs showing any existing structures to be altered, the proposed building site and surrounding properties. Applications for alterations and additions shall include photographs showing each existing structure to be altered and its relationship to adjacent properties.
- 9.9.12.7 **Impact Statement.** An explanation of how each of the Building & Design Standards cited in Section 9.7.13 is incorporated into the design of the proposed development. Where a particular standard is not applicable a statement to that effect will suffice. An environmental impact statement prepared in accordance with state or federal regulations may be accepted as a substitute in lieu of this statement.
- 9.9.12.8 **Exterior Material Samples.** A sample of proposed exterior materials

shall be presented to the Planning Board to demonstrate the proposed composition, color and texture of each architectural element. An electronic digital submission of the material board shall be submitted at the time of the application filing and a physical material board shall be provided at the public hearing.

9.9.12.9 **Drainage & Stormwater Report.** A report detailing stormwater drainage, including direction and flow and means of ultimate disposal. Stormwater drainage runoff calculations used for the drainage system design shall be prepared by a Registered Professional Engineer and must support the sizing of all drainage structures and pipes and demonstrate compliance with the stormwater management standards adopted and as amended from time to time by the Massachusetts Department of Environmental Protection.

9.9.12.10 **Fiscal Analysis.** All MUMFROD Special Permit applications requesting a residential density greater than 15 units per acre, shall submit a fiscal analysis demonstrating that the additional proposed residential units will have no significant negative fiscal impact to the Town.

9.9.13 **Building & Design Standards.** The following standards shall be utilized by the Planning Board to review and evaluate all applications pursuant to this Section. These standards are intended to provide a frame of reference for the Applicant in the development of their project and building plans as well as criteria for review by the Planning Board. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention and innovation. The specification of one or more particular architectural styles is not included in these standards. The standards of review outlined in this Section shall also apply to all accessory buildings, structures, freestanding signs and other site features, however related to the principal buildings or structures.

9.9.13.1 **Preservation of Landscape.** The landscape shall be preserved in its natural state, insofar as practicable. Tree and soil removal shall be minimized, and any grade changes shall be consistent with the general appearance of neighboring developed areas. Due regard shall be given to the attractive utilization of the natural features of the area, including trees, woods, streams and ponds. All open areas which cannot be preserved in their natural state shall be replanted as far as practicable with as many trees and plantings as previously existed.

9.9.13.2 **Relation of Buildings to Environment.** The proposed development shall be related harmoniously to the terrain and to the use, scale and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed building. The Planning Board may require a modification in massing so as to reduce the effect of shadows on abutting property, public open space or streets.

9.9.13.3 **Open Space.** All open space shall be so designed as to add to the visual amenities of the vicinity by maximizing its visibility for persons passing the site or overlooking it from nearby properties.

9.9.13.4 **Circulation, Traffic Impact, Pedestrian Access and Features.** With respect to vehicular and pedestrian circulation and traffic, including

entrances, ramps, walkways, drives and parking, special attention shall be given to location, number and function of access points to the public streets (especially in relation to existing traffic flow, traffic controls and mass transit facilities), width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, access to community facilities, the arrangement, safety and convenience of both vehicle and bicycle parking areas and the effect thereof upon the use and enjoyment of proposed buildings and structures and the neighboring properties, and the traffic impact of the proposed development on nearby public and private streets. Each proposed facility shall have bicycle and stroller parking, and shall make adequate provisions for the convenience of vehicular and pedestrian movement within the site and over clear accessible routes to nearby streets, sidewalks, and public transportation.

- 9.9.13.5 **Stormwater Drainage and Erosion Control.** Special attention shall be given to proper site surface drainage (i) so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system and (ii) so as to minimize any adverse impact upon nearby “downstream” properties. Stormwater shall be removed from all roofs, canopies and paved areas in compliance with the stormwater management standards adopted and from time to time amended by the Massachusetts Department of Environmental Protection. Surface water in all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic and will not create puddles in the paved area. Erosion and sediment controls must be implemented to prevent any negative impacts during construction or other land disturbance activities. Permanent post-development erosion controls must be implemented and maintained where necessary.
- 9.9.13.6 **Advertising Features.** The size, location, design, color texture, lighting and materials of all permanent signs shall not detract from the use and enjoyment of proposed buildings and structures and the surrounding properties. Signage for commercial uses shall be regulated pursuant to Section 6.2 [SIGNS] applying the Local Business (LBA) and Local Business B (LBB) districts, specifically Section 6.2.6 [Signs Allowed in Local Business A (LBA) and Local Business B (LBB) Districts], and Section 6.2.10 [Illumination and Movement], unless another alternative is presented and approved by the Planning Board.
- 9.9.13.7 **Special Features.** Storage areas, service areas, truck loading areas, utility buildings, and other accessory structures shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required by the Planning Board to prevent their being incongruous with the existing or contemplated environment and the surrounding properties. All towers, antennas and poles shall be sited, designed and sized to have minimal visual impact on nearby properties.

- 9.9.13.8 **Safety.** With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police and other emergency personnel and equipment. Insofar as practicable, all exterior spaces and interior public and semi-public spaces shall be designed to minimize the fear and probability of personal harm or injury by increasing the potential surveillance by neighboring residents and passersby of an accident or attempted criminal act. Traffic to and from any facility shall not cause safety hazards or increased congestion in nearby residential neighborhoods.
- 9.9.13.9 **Heritage.** With respect to the Town's heritage, removal or disruption of historic, traditional or significant uses, structures or architectural elements shall be minimized insofar as practicable, whether these exist on the site or on adjacent properties.
- 9.9.13.10 **Microclimate.** With respect to the localized climatic characteristics of a given area, any development which proposes new structures, new hard-surface ground coverage or the installation of machinery which emits heat, vapor or fumes, shall endeavor to minimize, insofar as practicable, any adverse impact on light, air and water resources or on noise and temperature levels of the immediate environment.
- 9.9.13.11 **Energy Efficiency.** To the maximum extent reasonably practicable, proposals shall utilize energy-efficient technology and renewable energy resources and shall adhere to the principles of energy-conscious design with regard to orientation, building materials, shading, landscaping and other elements. Efforts shall be made to harmonize energy-related components with the character of the building and its surroundings and to prevent adverse effects on the energy consumption of neighboring structures and on the environment.
- 9.9.13.12 **Detrimental Effects.** No proposed facility shall be detrimental to the health, safety or welfare of persons working or living in the neighborhood, or by reason of danger of fire or explosion, environmental pollution, corrosion, toxic or noxious fumes, gas, smoke, soot, dust, odors, noise or vibrations or other hazards.
- 9.9.13.13 **Nearby Properties.** Nearby properties shall be protected against detrimental uses on the site.
- 9.9.13.14 **Exterior Materials.** Exterior walls for the project shall use a combination of architectural masonry materials, including but not limited to brick, glass, stone, stucco, exterior insulation and finishing system (EIFS), high quality siding and shingles, precast concrete architectural panels, stainless steel, split face block. No standard scored or flat face block will be allowed. Stainless steel shall be used solely as accents at entrances or windows, unless otherwise allowed by the Planning Board. Extreme colors shall not be used except as accents at entrances.

- 9.9.13.15 **Rooftop Mechanical Features.** Rooftop mechanical features including heating and air condition units, vents, stacks, mechanical penthouse(s) shall be screened from view at street level by the use of parapet walls or similar screening elements.
- 9.9.13.16 **Air Quality.** Any use whose emissions are such as to cause it to be classified as a major new stationary source of air pollution, as defined by the Environmental Protection Agency (EPA) under the Clean Air Act, and any use required to apply to the Massachusetts Department of Environmental Protection under 310 CMR 7.00 or to EPA under Section 112 of the Clean Air Act for permission to emit asbestos, benzene, beryllium, mercury, vinyl chloride, or radionuclides shall be permitted only upon determination by the Planning Board that compliance with the requirements of those agencies is assured, and that health and safety are adequately protected.
- 9.9.13.17 **Plants and Animals.** Location and design shall not cause avoidable damage to wildlife habitats or corridors, or to any plant species listed as endangered, threatened or of special concern by the Massachusetts Natural Heritage Program, or to any tree with more than a twenty-four (24) inch trunk diameter one (1) foot above grade. An application for a MBD special permit must include documentation to the Planning Board of having consulted with the Conservation Commission and the Massachusetts Natural Heritage Program regarding these considerations, and that the proposed site either contains no such habitats or materials, or that all feasible efforts to avoid, minimize or compensate for damage have been reflected in the development proposal.
- 9.9.13.18 **Vibration.** Except for blasting and other activities within the jurisdiction of the Board of Fire Prevention Regulations, no use shall be allowed which produces vibration at or beyond the boundaries of the premises exceeding two-thirds (2/3) the frequency/amplitude limitations established by the Board of Fire Prevention Regulations at 527 CMR 13.11 (18) for three (3) minutes or more in any hour between 7:00 am and 9:00 pm or for thirty (30) seconds or more in any hour between 9:00 pm and 7:00 am.
- 9.9.13.19 **Electrical Disturbances.** No EMF emission shall be permitted which adversely affects the operation of any equipment on other properties.
- 9.9.13.20 **Historic and Archaeological Sites.** Location and design shall not cause avoidable damage or impairment to the historic or archaeological value of buildings on sites recorded on the Massachusetts Register of Historic Places. An application for a MUMFROD-EIDR Approval or MUMFROD Special Permit shall include documentation that either the site does not contain or impact such buildings or sites, or that any potential damage or impairment has been effectively mitigated.

- 9.9.13.21 **Solid Waste.** Each development must document arrangements for satisfactory disposal of tree stumps and debris resulting from construction, and must make permanent arrangement for satisfactory on-site storage of refuse and recycling materials pending their removal, such storage to be screened from public view, secure from vermin, birds or other animals, and located to present minimal hazard in the event of fire and minimal threat to water quality in the event of container failure.
- 9.9.13.22 **Water Quality.** Any development under this Section which lies within the Water Resources Protection Overlay District (WRPOD) and which involves a use requiring a special permit under Section 9.3 shall be reviewed pursuant to Section 9.3 with the Planning Board designated as the special permit granting authority. Any use which is prohibited in the Water Resources Protection Overlay District (WRPOD) pursuant to Section 9.3 shall be prohibited in the MUMFROD.
- 9.9.14 **MUMFROD-EIDR Approval Decision & Conditions.** A MUMFROD-EIDR Approval shall be granted upon the determination of the Planning Board that the application meets the objectives cited in the purpose of this Section and that the proposal is in conformance with requirements of this Section. The Planning Board may impose reasonable conditions, safeguards or limitations on design, time or use at the expense of the Applicant, to promote these objectives and serve the purposes of this Section. The Board may require a performance guarantee to ensure compliance with these conditions.
- 9.9.15 **Special Permit Decision.** A MUMFROD Special Permit shall be granted upon the determination of the Planning Board that the application meets the objectives cited in the purpose of this Section, that the proposal is in conformance with requirements of this Section, and upon the following positive findings:
- 9.9.15.1 In cases where a MUMFROD Special Permit allows for residential density in excess of 15 units per acre, the Planning Board must find that the higher residential density is necessary for the project's feasibility, and that said density will have no adverse impact on the public health, public welfare, or public safety of any nearby neighborhood, adjacent properties, or the Town as a whole. Additionally, the Board must find that the fiscal impact from the additional residential units will not have a significant negative fiscal impact on the Town, or that that the Applicant has appropriately mitigated any negative fiscal impact so as to render the project sufficiently beneficial to the Town.
- 9.9.15.2 In cases where a MUMFROD Special Permit allows for deviations from dimensional requirements of this Section, the Planning Board must find that the alternate dimensional requirements result in an improved project design, and that the resultant project will have no adverse impact on the public health, public welfare, or public safety of any nearby neighborhood, adjacent properties, or the Town as a whole.
- 9.9.16 **Modifications.** Once a MUMFROD-EIDR Approval or MUMFROD Special Permit has been granted by the Planning Board, any subsequent changes which the Building Commissioner determines to be more than minor in nature, shall require the

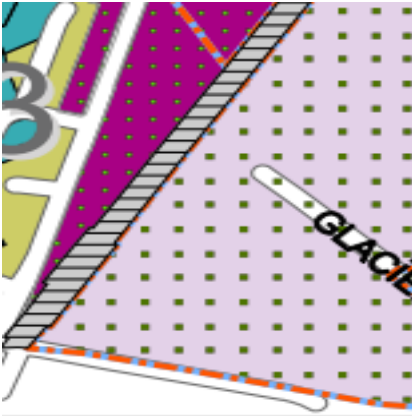
Planning Board’s consideration of a modification of the MUMFROD-EIDR Approval or MUMFROD Special Permit at a duly noticed public meeting. If the Building Commissioner determines that such changes will substantially affect or alter the visual appearance of the building facade or roof or will substantially affect or alter traffic flow or modify the site plan, said changes shall require the Planning Board’s consideration of a formal Amendment of the MUMFROD-EIDR Approval or MUMFROD Special Permit at a new public hearing. Alterations determined by the Building Commissioner to be minor in nature, shall be reviewed and considered for approval by the Town Planner. Application and submittal items shall be the same as set forth in this Section. The Town Planner, within 21 days of receipt of a complete application, shall review the application and submittal items for conformance with the standards set forth herein, and shall issue an Administrative Approval, an Administrative Approval with Conditions, or an Administrative Denial of said application. In the case of an Administrative Approval with Conditions or an Administrative Denial, the applicant may apply to the Planning Board for further consideration of the MUMFROD-EIDR Modification Application in the course of a duly noticed public hearing.

9.9.17 **Lapse.** A MUMFROD-EIDR Approval or MUMFROD Special Permit shall lapse if a substantial use thereof or construction thereunder has not begun, except for good cause, within two (2) years following the grant of said approval or special permit by the Planning Board. The Planning Board may extend such approval, for good cause, upon the written request of the Applicant.

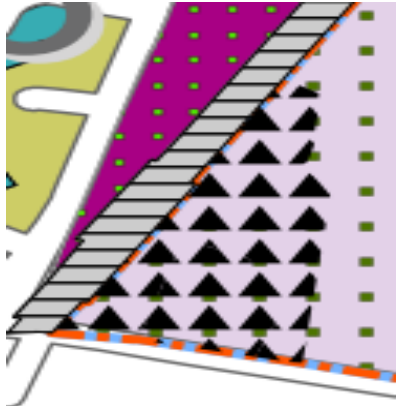
9.9.18 **Reimbursement for Consultants.** It is contemplated that in some cases it will be necessary for the Planning Board to hire consultants in connection with the review and evaluation of applications under this Section. The Planning Board will be reimbursed by the Applicant for the reasonable fees and expenses of such consultants, and each application for an approval or special permit hereunder shall contain an agreement by the Applicant to that effect.

- 4) Amend the Official Zoning Map to add Mixed-Use & Multi-Family Residential Overlay District (MUMFROD) over 22 Everett Street (Map 23, Lot 226); Everett Street (Map 23, Lot 227); 85-91 University Avenue (Map 33, Lot 019); 95 University Avenue (Map 33, Lot 054); 120 & 130 University Avenue (Map 33, Lot 056).

Existing Zoning at Map 23
Lots 226 & 227



Proposed Zoning at Map 23
Lot 226 & 227



Existing Zoning at Map 33, Lots 019, 054, 056



Proposed Zoning at Map 33, Lots 019, 054, 056



ARTICLE 23 - Housekeeping

1. *Moderator reviewed the Article*
2. *No discussion from the floor*
3. *2/3 voice Vote in favor*

The Finance and Warrant Commission recommended and the Town voted by a 2/3 voice vote in favor declared by the Moderator to approve certain housekeeping amendments to various sections of the Westwood Zoning Bylaw and/or the Official Zoning Map as may be necessary to correct errors or inconsistencies and to clarify such sections, as set forth below:

(New wording shown in red and underlined, words to be removed shown in strikethrough.)

- 1) Amend Section 3.1.3 Overlay Districts to add the following overlay districts to the list of districts as follows:
University Station Avenue Mixed Use Overlay District (UAMUD)
Substance Rehabilitation Facility Overlay District (SRFOD)
- 2) Amend Section 6.1.2 [Table of Parking Requirements] Section 6.1.5.3 "Office of a doctor or dentist not a resident on premises" to "Office of a Health Care Professional".
- 3) Amend Section 2 [DEFINITIONS] by adding Massachusetts Department of Agricultural Resources (MDAR) to the definition for Personal Kennel so that the amended definition reads as follows:
Personal kennel - a pack or collection of 4 or more dogs, 3 months old or older, owned or kept under single ownership, for private personal use; provided, however, that breeding of personally owned dogs may take place for the purpose of improving, exhibiting or showing the breed or for use in legal sporting activity or for other personal reasons; provided further, that selling, trading, bartering or distributing such breeding from a personal kennel shall be to other breeders or individuals by private sale only and not to wholesalers, brokers or pet shops; provided further, that a personal kennel shall not sell, trade, barter or distribute a dog not bred from its personally-owned dog; and provided further, that dogs temporarily housed at a personal kennel, in conjunction with an animal shelter or rescue registered with the Massachusetts Department of

Agricultural Resources (MDAR) department, may be sold, traded, bartered or distributed if the transfer is not for profit.

4) Amend Section 4.4.1 [Home Occupations] to correction the section numbering as follows:

4.4.1 **Home Occupations.** Home Occupations may be permitted subject to the conditions below:

4.4.1.1 Not more than two (2) persons other than the residents of the premises shall be regularly employed thereon in connection with such use;

4.4.~~2~~.2 No stock in trade shall be regularly maintained except for products of the occupation itself, or for goods or materials customarily used incidental to its performance;

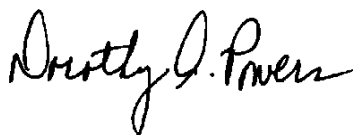
4.4.~~3~~.3 Such use shall not produce noise or other effects observable at the lot lines in amounts exceeding those normal to residential property;

4.4.~~4~~.4 No external change shall be made which alters the residential appearance of the buildings or structures on the premises; and

4.4.~~5~~.5 There shall be no exterior display or other outward evidence that the premises are being used for any purpose other than residential (except for a sign as herein permitted).

- ❖ All business having been completed, the a motion was made and Town Meeting was dissolved at 9:38 p.m.
- ❖ A full videotaped transcript of the 2021 Special Town Meeting and all discussion details are available through following Westwood Media Center link:
<https://www.youtube.com/watch?v=IAjcVEOcFjw>
- ❖ Borrowing article's 8 and 12 were submitted to the Department of Revenue on 5/6/2022.

Attest:



Dorothy A. Powers, MMC/CMMC
Westwood Town Clerk

SEPTEMBER 6, 2022 STATE PRIMARY RESULTS						
	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	TOTAL
Registered voters	2,372	2,436	2,279	2,367	2,487	11,941
Voters	660	603	592	510	615	2,980
Handcounts(ballots that would not go through the tabulator)	1	4	-	5	6	16
Provisional Ballots	-	-	-	-	1	1
Total	661	607	592	515	622	2,997
GOVERNOR (DEM)						
SONIA ROSA CHANG-DÍAZ	39	47	33	54	46	219
MAURA HEALEY	437	379	365	261	401	1,843
<i>Total number of write-ins</i>	-	1	1	2	-	4
Times Blank Voted	11	11	12	8	12	54
Total Ballots	487	438	411	325	459	2,120
LT. GOVERNOR (DEM)						
KIMBERLEY DRISCOLL	208	169	184	134	188	883
TAMI GOUVEIA	85	77	69	66	60	357
ERIC P. LESSER	151	141	116	97	159	664
<i>Total number of write-ins</i>	1	-	1	-	-	2
Times Blank Voted	42	51	41	28	52	214
Total Ballots	487	438	411	325	459	2,120
ATTORNEY GENERAL (DEM)						
ANDREA JOY CAMPBELL	263	209	210	157	214	1,053
SHANNON ERIKA LISS-RIORDAN	156	124	128	89	145	642
QUENTIN PALFREY	51	77	54	67	77	326
<i>Total number of write-ins</i>	-	-	1	1	-	2
Times Blank Voted	17	28	18	11	23	97
Total Ballots	487	438	411	325	459	2,120
SECRETARY OF STATE (DEM)						
WILLIAM FRANCIS GALVIN	348	324	290	232	358	1,552
TANISHA M. SULLIVAN	130	104	106	88	82	510
<i>Total number of write-ins</i>	-	-	1	-	-	1
Times Blank Voted	9	10	14	5	19	57
Total Ballots	487	438	411	325	459	2,120
TREASURER (DEM)						
DEBORAH B. GOLDBERG	378	347	323	248	349	1,645
<i>Total number of write-ins</i>	-	-	1	2	1	4
Times Blank Voted	109	91	87	75	109	471
Total Ballots	487	438	411	325	459	2,120
AUDITOR (DEM)						
CHRISTOPHER S. DEMPSEY	214	207	173	151	230	975
DIANA DiZOGGIO	213	168	189	137	170	877
<i>Total number of write-ins</i>	-	-	1	-	-	1
Times Blank Voted	60	63	48	37	59	267
Total Ballots	487	438	411	325	459	2,120

REPRESENTATIVE IN CONGRESS EIGHTH DISTRICT (DEM)						
STEPHEN F. LYNCH	390	343	336	254	350	1,673
<i>Total number of write-ins</i>	-	1	2	1	6	10
Times Blank Voted	97	94	73	70	103	437
Total Ballots	487	438	411	325	459	2,120
COUNCILLOR FOURTH DISTRICT (DEM)						
CHRISTOPHER A. IANNELLA, JR.	349	324	313	244	327	1,557
<i>Total number of write-ins</i>	-	-	1	-	1	2
Times Blank Voted	138	114	97	81	131	561
Total Ballots	487	438	411	325	459	2,120
SENATOR IN GENERAL COURT NORFOLK & SUFFOLK DISTRICT (DEM)						
MICHAEL F. RUSH	361	324	323	244	344	1,596
<i>Total number of write-ins</i>	-	-	2	1	-	3
Times Blank Voted	126	114	86	80	115	521
Total Ballots	487	438	411	325	459	2,120
REPRESENTATIVE IN GENERAL COURT ELEVENTH NORFOLK DISTRICT (DEM)						
PAUL McMURTRY	362	336	328	248	344	1,618
<i>Total number of write-ins</i>	1	-	2	1	-	4
Times Blank Voted	124	102	81	76	115	498
Total Ballots	487	438	411	325	459	2,120
DISTRICT ATTORNEY NORFOLK DISTRICT (DEM)						
MICHAEL W. MORRISSEY	356	326	315	249	342	1,588
<i>Total number of write-ins</i>	-	2	2	1	-	5
Times Blank Voted	131	110	94	75	117	527
Total Ballots	487	438	411	325	459	2,120
SHERIFF NORFOLK COUNTY (DEM)						
PATRICK W. McDERMOTT	354	316	303	243	335	1,551
<i>Total number of write-ins</i>	-	3	2	1	1	7
Times Blank Voted	133	119	106	81	123	562
Total Ballots	487	438	411	325	459	2,120
COUNTY COMMISSIONER NORFOLK COUNTY (DEM)						
PETER H. COLLINS	283	248	258	184	272	1,245
PAUL G. YORKIS	119	110	75	82	94	480
<i>Total number of write-ins</i>	-	-	1	2	1	4
Times Blank Voted	85	80	77	57	92	391
Total Ballots	487	438	411	325	459	2,120
GOVERNOR (REP)						
GEOFF DIEHL	77	83	84	91	71	406
CHRIS DOUGHTY	96	85	96	97	91	465
<i>Total number of write-ins</i>	1	-	1	-	-	2
Times Blank Voted	-	1	-	2	1	4
Total Ballots	174	169	181	190	163	877

LT. GOVERNOR (REP)						
LEAH V. ALLEN	67	76	76	68	58	345
KATE CAMPANALE	86	75	88	92	86	427
<i>Total number of write-ins</i>	-	-	1	-	-	1
Times Blank Voted	21	18	16	30	19	104
Total Ballots	174	169	181	190	163	877
ATTORNEY GENERAL (REP)						
JAMES R. McMAHON, III	131	124	134	137	124	650
<i>Total number of write-ins</i>	-	-	2	-	-	2
Times Blank Voted	43	45	45	53	39	225
Total Ballots	174	169	181	190	163	877
SECRETARY OF STATE (REP)						
RAYLA CAMPBELL	125	116	125	127	122	615
<i>Total number of write-ins</i>	-	-	2	-	-	2
Times Blank Voted	49	53	54	63	41	260
Total Ballots	174	169	181	190	163	877
TREASURER (REP)						
<i>Total number of write-ins</i>	3	4	12	3	2	24
Times Blank Voted	171	165	169	187	161	853
Total Ballots	174	169	181	190	163	877
AUDITOR (REP)						
ANTHONY AMORE	120	108	123	124	122	597
<i>Total number of write-ins</i>	-	-	2	-	-	2
Times Blank Voted	54	61	56	66	41	278
Total Ballots	174	169	181	190	163	877
REPRESENTATIVE IN CONGRESS EIGHTH DISTRICT (REP)						
ROBERT G. BURKE	109	88	94	102	94	487
HAMILTON SOARES RODRIGUES	40	48	48	54	38	228
<i>Total number of write-ins</i>	-	-	1	-	-	1
Times Blank Voted	25	33	38	34	31	161
Total Ballots	174	169	181	190	163	877
COUNCILLOR FOURTH DISTRICT (REP)						
HELENE "TEDDY" MacNEAL	109	103	111	119	115	557
<i>Total number of write-ins</i>	-	-	1	1	-	2
Times Blank Voted	65	66	69	70	48	318
Total Ballots	174	169	181	190	163	877
SENATOR IN GENERAL COURT NORFOLK & SUFFOLK DISTRICT (REP)						
<i>Total number of write-ins</i>	2	1	12	3	-	18
Times Blank Voted	172	168	169	187	163	859
Total Ballots	174	169	181	190	163	877

REPRESENTATIVE IN GENERAL COURT ELEVENTH NORFOLK DISTRICT (REP)						
<i>Total number of write-ins</i>	-	-	10	2	-	12
Times Blank Voted	174	169	171	188	163	865
Total Ballots	174	169	181	190	163	877
DISTRICT ATTORNEY NORFOLK DISTRICT (REP)						
<i>Total number of write-ins</i>	1	1	10	2	-	14
Times Blank Voted	173	168	171	188	163	863
Total Ballots	174	169	181	190	163	877
SHERIFF NORFOLK COUNTY (REP)						
<i>Total number of write-ins</i>	1	3	9	2	1	16
Times Blank Voted	173	166	172	188	162	861
Total Ballots	174	169	181	190	163	877
COUNTY COMMISSIONER NORFOLK COUNTY (REP)						
<i>Total number of write-ins</i>	9	2	9	2	-	22
Times Blank Voted	165	167	172	188	163	855
Total Ballots	174	169	181	190	163	877

STATE ELECTION RESULTS

Tuesday, November 8, 2022

GOVERNOR & LT. GOVENOR	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
DIEHL and ALLEN	495	583	527	582	607	2794	35.59%
HEALEY and DRISCOLL	1092	983	955	759	1027	4816	61.34%
REED and EVERETT	26	28	19	35	20	128	1.63%
CHARLIE BAKER(Write-in)	4	2	1	1	1	9	0.11%
Total number of scattered Write-ins	7	2	0	0	1	10	0.13%
Times Blank Voted	12	21	18	11	32	94	1.20%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
ATTORNEY GENERAL	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
ANDREA JOY CAMPBELL	1056	935	911	728	977	4607	58.68%
JAMES R. MCMAHON, III	530	637	566	614	650	2997	38.17%
Total number of scattered Write-ins	0	2	0	0	0	2	0.03%
Times Blank Voted	50	45	43	46	61	245	3.12%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
SECRETARY OF STATE	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
WILLIAM FRANCIS GALVIN	1149	1083	1044	854	1134	5264	67.05%
RAYLA CAMPBELL	417	474	417	474	499	2281	29.05%
JUAN SANCHEZ	35	27	20	28	19	129	1.64%
Total number of scattered Write-ins	0	2	0	0	1	3	0.04%
Times Blank Voted	35	33	39	32	35	174	2.22%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
TREASURER	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
DEBORAH B. GOLDBERG	1133	1052	1009	845	1128	5167	65.81%
CHRISTINA CRAWFORD	315	350	310	321	344	1640	20.89%
Total number of scattered Write-ins	2	3	4	4	3	16	0.20%
Times Blank Voted	186	214	197	218	213	1028	13.09%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
AUDITOR	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
ANTHONY AMORE	567	688	605	630	708	3198	40.73%
DIANA DIZOGLIO	899	758	735	595	781	3768	47.99%
GLORIA A. CABALLERO-ROCA	17	32	30	21	23	123	1.57%
DOMINIC GIANNONE, III	21	14	18	17	19	89	1.13%
DANIEL RIEK	33	27	24	30	22	136	1.73%
Total number of scattered Write-ins	1	2	0	0	0	3	0.04%
Times Blank Voted	98	98	108	95	135	534	6.80%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REPRESENTATIVE IN CONGRESS	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
STEPHEN F. LYNCH	1132	1041	988	798	1058	5017	63.90%
ROBERT G. BURKE	457	521	472	527	558	2535	32.29%
Total number of scattered Write-ins	1	1	3	0	0	5	0.06%
Times Blank Voted	46	56	57	63	72	294	3.74%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
COUNCILLOR	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
CHRISTOPHER A. IANNELLA, JR.	1046	926	920	722	961	4575	58.27%
HELENE "TEDDY"MacNEIL	468	555	473	544	588	2628	33.47%
Total number of scattered Write-ins	1	1	1	1	0	4	0.05%
Times Blank Voted	121	137	126	121	139	644	8.20%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
SENATOR IN GENERAL COURT	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
MICHAEL F. RUSH	1162	1085	1039	865	1141	5292	67.41%
Total number of scattered Write-ins	15	32	14	3	13	77	0.98%
Times Blank Voted	459	502	467	520	534	2482	31.61%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REPRESENTATIVE IN GENRAL COURT	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
PAUL MCMURTRY	1165	1088	1045	868	1150	5316	67.71%
Total number of scattered Write-ins	7	16	12	3	9	47	0.60%

Times Blank Voted	464	515	463	517	529	2488	31.69%
TOTAL	1636	1619	1520	1388	1688	7851	100%
DISTRICT ATTORNEY	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
MICHAEL W. MORRISSEY	1142	1072	1027	858	1121	5220	66.49%
Total number of scattered Write-ins	15	17	10	6	8	56	0.71%
Times Blank Voted	479	530	483	524	559	2575	32.80%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
SHERIFF	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
PATRICK W. McDERMOTT	1137	1054	1002	848	1109	5150	65.60%
Total number of scattered Write-ins	14	18	7	4	7	50	0.64%
Times Blank Voted	485	547	511	536	572	2651	33.77%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
COUNTY COMMISSIONER	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
PETER H. COLLINS	895	823	754	626	862	3960	50.44%
MATTHEW J. SHEEHEN	551	568	563	544	586	2812	35.82%
Total number of scattered Write-ins	2	5	0	2	3	12	0.15%
Times Blank Voted	188	223	203	216	237	1067	13.59%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REGIONAL SCHOOL COMMITTEE-AVON	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
FRANCIS J. FISTORI	937	890	872	754	923	4376	55.74%
Total number of scattered Write-ins	4	8	3	2	3	20	0.25%
Times Blank Voted	695	721	645	632	762	3455	44.01%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REGIONAL SCHOOL COMMITTEE-BRAINTREE	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
ERIC C. ERSKINE	911	859	839	720	887	4216	53.70%
Total number of scattered Write-ins	3	8	3	3	2	19	0.24%
Times Blank Voted	722	752	678	665	799	3616	46.06%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100.00%
REGIONAL SCHOOL COMMITTEE-CANTON	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
MARK DRISCOLL(Write-in Candidate)	5	2	9	1	0	17	0%
Total number of scattered Write-ins	19	15	14	17	12	77	0.98%
Times Blank Voted	1612	1602	1497	1370	1676	7757	98.80%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REGIONAL SCHOOL COMMITTEE-DEDHAM	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
THOMAS POLITO, JR.	905	883	874	748	904	4314	54.95%
Total number of scattered Write-ins	4	7	3	3	2	19	0.24%
Times Blank Voted	727	729	643	637	782	3518	44.81%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
REGIONAL SCHOOL COMMITTEE-RANDOLPH	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
KAREN GRAVES-RANDOLPH	847	813	818	689	840	4007	51.04%
Total number of scattered Write-ins	1	8	2	3	2	16	0.20%
Times Blank Voted	788	798	700	696	846	3828	48.76%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
QUESTION 1	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
YES	740	533	644	491	604	3012	38.36%
NO	850	1032	833	855	1038	4608	58.69%
Times Blank Voted	46	54	43	42	46	231	2.94%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
QUESTION 2	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
YES	1153	1066	1063	918	1132	5332	67.91%
NO	413	492	408	421	490	2224	28.33%
Times Blank Voted	70	61	49	49	66	295	3.76%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
QUESTION 3	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
YES	713	689	651	548	767	3368	42.90%
NO	833	817	788	769	828	4035	51.39%
Times Blank Voted	90	113	81	71	93	448	5.71%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%
QUESTION 4	Pct.1	Pct.2	Pct.3	Pct.4	Pct 5	TOTAL	%
YES	918	822	767	676	902	4085	52.03%
NO	661	720	710	660	728	3479	44.31%

Times Blank Voted	57	77	43	52	58	287	3.66%
TOTAL BALLOTS	1636	1619	1520	1388	1688	7851	100%

Precincts	Registered Voters	Voter Turnout	%				
PCT 1	2,397	1636	68%				
PCT 2	2,471	1619	66%				
PCT 3	2,286	1520	66%				
PCT 4	2,377	1388	58%				
PCT 5	2,510	1688	67%				
TOTAL	12,041	7851	65%				



YEAR ENDING
DECEMBER 31, 2022

