

IN MEMORIAM

Leonard W. Smith



Years of Service to the Town of Westwood 1968-1997

April 26, 1999
TO: Mike Jaillet
FROM: Len Smith

Just a brief note to list the appointed positions which I have held in the Town of Westwood:

1969 A member of the original Charter Commission

1970-72 A member of the town By-Laws Review Committee

1984-88 A member of the Finance Commission (Chairman 1988)

1989-90 A member of the Cemetery Committee

1990-99 A member and chairman of the Cemetery Commission

There were other miscellaneous volunteer duties which I enjoyed such as Co-Marshal of the 1968-69 Memorial Day parade as Past-Commander of American Legion Post #320; Van Driver for the Council on Aging 1989-97; and a member of the DPW Director Search Committee.

All of which has been a most pleasant experience and let me conclude by saying it has been a pleasure working with you.

Respectfully submitted,

Len

Len

The above letter was written by Len Smith upon his completion of service. The Town of Westwood will always remember Len for his years of service and dedication.

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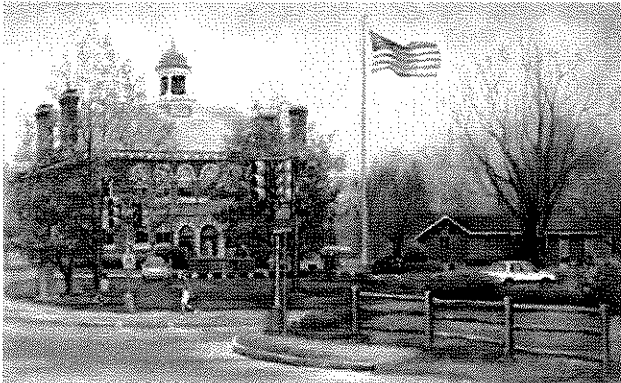
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**TOWN OF WESTWOOD 111TH ANNUAL REPORT
FOR YEAR ENDING DECEMBER 31, 2007**



GENERAL INTEREST

Westwood was incorporated as a Town on April 2, 1897.

Population: 15,648

Area: Approximately 10.56 square miles - 6,758 acres.

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

Road Miles in Westwood: 89

Assessed Valuation: \$3,694,294,449

Tax Rate	Class	Tax Rate
FY07	I Residential	\$ 11.74
	II Open Space	\$ 11.74
	III Commercial	\$ 21.67
	IV Industrial	\$ 21.67
	V Personal Property	\$ 21.67

Town Hall: Built, 1910

Wentworth Hall: Built, 1884

Carby Street Municipal Office Building: Built, 2004

Town Hall, located at 580 High Street, and the Carby Street Municipal Office Building, located at 50 Carby Street, are open Monday, Wednesday, Thursday from 8:30 AM to 4:30 PM; Tuesday, 8:30 AM to 7:00 PM; Friday, 8:30 AM to 1:00 PM

The Carby Street Municipal Office Building includes the following departments; Building, Conservation Commission, Economic Development, Zoning Board of Appeals, Alcohol License Coordinator, Planning Board, Board of Health, and Department of Public Works.

The Department of Public Works includes the following departments; Highway, Engineering, Sewer, Recycling and Maintenance Garage. Please call 326-8661 for the hours.

Election and Registration:

Qualifications for Registration as Voters: Must be American citizen, 18 years of age by the day of election, and reside in Westwood at time of registration. Any questions about voter registration, please call 781-326-3964.

Special sessions prior to annual or special town meetings are held at Town Hall on dates specified by law. All special sessions are announced in the local newspapers.

Dog Licenses: All dog licenses expire on March 31st of any given year. After April 30th, a late fine of \$25 will be charged per Town Bylaw. All dogs 6 months old and older must be licensed and vaccinated against rabies. Licenses are \$5 for spayed/neutered dogs and \$10 for unspayed/unneutered dogs. Proof of valid vaccination and spaying/neutering must be on file at the Town Clerk's office. Licensing may be done by mail provided all required documentation and the proper fee are received on time.

Quarterly Tax Bills: Due and payable August 1, November 1, February 1 and May 1. If one of these dates falls on a weekend, tax bills are due the next business day. Payments made after the due date are subject to interest at 14% per diem from the due date. Motor vehicle excise tax bills and sewer usage bills are due and payable thirty days from date of issue. Payments received after the due date are subject to interest at 12% per diem from the due date.

OFFICERS OF THE TOWN OF WESTWOOD

ELECTED BY THE VOTERS

Selectmen

Patrick J. Ahearn - 2010
Nancy C. Hyde - 2009
Anthony J. Antonellis - 2008

Moderator

Stephen Gordet - 2008

Assessors

Michael P. Krone - 2010
Louis Rizoli - 2009
Phillip N. Shapiro - 2008

Town Collector

Albert F. Wisialko - 2008

Town Treasurer

James Gavin - 2009

Town Clerk

Dorothy A. Powers - 2010

Planning Board

Robert Malster - 2010
Bruce H. Montgomery - 2010
Robert E. Moore - 2009
Steven H. Olanoff - 2009

Sewer Commissioners

David W. White - 2010
Anthony J. Antonellis - 2009
Frank MacPherson - 2008

School Committee

Barbara H. Delisle - 2010
John O'Brien, Jr. - 2010
Brian Kelly - 2009
Joseph Anne Jowdy - 2008
Ellen Mason - 2008

Regional Vocation School District Commission

Alan L. Butters - 2008

Trustees of the Public Library

Eric N. Gutterson - 2010
Karen A. Coffey - 2010
Edward Hansen - 2009
Jane M. Wiggin - 2009
Mary T. Feeley - 2008
Jane Nash - 2008

Housing Authority

Diane Walsh - 2012
Juliet W. Onderdonk - 2011
Jerrold B. Wolfe - 2010
Barbara Zoob - 2009
Barbara Fitzgerald - 2008

APPOINTED BY THE MODERATOR

Finance Commission

Maria Costantini - 2010
Andrew J. Ferren - 2010
John H. Gottschalk, Jr. - 2010
John M. Grogan - 2010
Kevin J. McManus - 2010
James Connors - 2009
George K. Hertz - 2009
Margaret J. O'Brien - 2009
Michael A. O'Hara - 2009
Ann M. Wood - 2009
Peter J. Cahill - 2008
Brian K. London - 2008
Mary Masi-Phelps - 2008
Gerald P. Mitchell - 2008
Michael F. Raftery - 2008

Permanent Building Committee

Dan Lehan - 2010
Edward Richardson - 2010
Paul Asmar - 2009
Barbara Delisle - 2009
Harrison E. Stone - 2009
James Gavin - 2008
Frederick T. Willet - 2008

Personnel Board

Douglas K. Hyde - 2010
Jamie H. Resker - 2009
Robert M. Shea - 2009
Joseph A. Emerson - 2008
Louis Valentine - 2008

Gas Inspector

John F. O'Malley - 2008

Assistant Gas Inspector

William F. Jacobs - 2008

Hazardous Waste Coordinator

Linda Shea - 2008

Historical Commission

Ralph Buonopane - 2008

Michelle Caruso - 2008

William Conley - 2008

Patricia Lanning - 2008

James Little - 2008

Lura Provost - 2008

Housing Partnership**Fair Housing Committee**

Nancy Hyde - 2008

Pamela Kane - 2008

Barbara McDonald - 2008

Robert Moore - 2008

Richard Thompson - 2008

Jack Wiggin - 2008

Jerrold B. Wolfe - 2008

Barbara Zoob - 2008

Ex Officio Member

Michael A. Jaillet - 2008

Alternate Member

Jill Onderdonk - 2008

Robert Malster - 2008

Fair Housing Director

Michael A. Jaillet - 2008

Human Rights Committee

Sheryl Goodloe - 2008

Avalin Green - 2008

Marge Griffin - 2008

Nancy Hyde - 2008

Michael Jaillet - 2008

Pat Carty Larkin - 2008

Michelle Perry - 2008

Paul Sicard - 2008

Danielle Sutton - 2008

Thomas Viti - 2008

John J. Cronin Public Service**Award Committee**

Michael Beaumont - 2008

John J. Cronin, Jr. - 2008

Nancy C. Hyde - 2008

Michael Jaillet - 2008

Roy London - 2008

Jack Patterson - 2008

Thomas Viti - 2008

Ex Officio Member

Barbara Benway - 2008

Keep Westwood Clean Committee

Eric Arnold - 2008

Karon Catrone - 2008

Donald Dahl - 2008

Chris Gallagher - 2008

Chris McKeown - 2008

Wendy Mueller - 2008

Jay Walsh - 2008

Tim Walsh - 2008

Ex Officio Member

Angela Lin - 2008

Nancy Hyde - 2008

Keeper of the Lockup

William Chase - 2008

Keeper of the Pound

Ronald Chiurri - 2008

Local Emergency Planning Committee

Patrick J. Ahearn - 2008

Anthony J. Antonellis - 2008

John Bertorelli - 2008

David Bethoney - 2008

Cynthia Butters - 2008

William Chase - 2008

Joseph Doyle - 2008

Robert Eiben - 2008

Richard Hillman - 2008

Cathy Horvitz - 2008

Nancy C. Hyde - 2008

Michael Jaillet - 2008

Donna Kilburne - 2008

Heath Petracca - 2008

Jim Polechronis - 2008

William Polin - 2008

Jan Randlett - 2008

William Scoble - 2008

Linda Shea - 2008

Tim Walsh - 2008

Alternates

Robert Angelo - 2008

Mary Beechinor - 2008

Patrick Coleman - 2008

Chris Gallagher - 2008

Robert Lexander - 2008

Rocky Morrison - 2008

Robert O'Donnell - 2008

Ralph Phaneuf - 2008

George Popovici - 2008

Paul Sicard - 2008

Robert Spiegel - 2008

Long Range Financial Committee

John Antonucci - 2008

Maureen Bleday - 2008

Barbara Delisle - 2008

Pamela Dukeman - 2008

James Gavin - 2008

Nancy Hyde - 2008

Michael Jaillet - 2008

Josepha Jowdy - 2008

Ed Kazanjian - 2008

Michael Krone - 2008

Philip Shapiro - 2008

Al Wisialko - 2008

MBTA Advisory Board Designee

Steve Olanoff - 2008

Memorial Day Committee

Com. American Legion - 2008

Metropolitan Area Planning**Council Representative**

Steven Olanoff - 2008

Alternate Member

Bruce Montgomery - 2008

MWRA Advisory Board

Robert Angelo - 2008

Tim Walsh - 2008

National Organization on**Disability-Westwood Rep.**

Anne Berry Goodfellow - 2008

Neponset Valley Transportation Association

Joyce Moss - 2008

Noise Abatement Subcommittee of Norwood Airport Commission

Dennis M. Cronin - 2008

Norfolk County Advisory Board Member

Steve Bingham - 2008

Norfolk County Selectmen's Association Member

Patrick J. Ahearn - 2008

Parking Clerk

Michael A. Jaillet - 2008

Chief Procurement Officer

Michael Jaillet - 2008

Purchasing Administrator Facilities Manager

Ellen Hurley - 2008

Recreation Commission

Ken Aries - 2010

Donald Dahl - 2010

Maureen Laughlin - 2009

Diane Thornton - 2009

Paul Tucceri - 2009

Neil White - 2009

Sheila Longval - 2008

Elizabeth Phillips - 2008

Recreation Director

Jane Murphy - 2008

**APPOINTED BY THE
FIRE CHIEF**

Fire Department Officers
Roderick C. Morrison, Jr., Dep. Chief
William A. Cannata, Jr., Captain
Richard J. Cerullo, Captain
Steven A. Lund, Captain
William J. Wood, Captain
Michael S. Ford, Lieutenant
Luigi Molinaro, Lieutenant
David R. Pond, Lieutenant
Michael F. Reardon, Lieutenant

**APPOINTED BY THE
SCHOOL COMMITTEE**

Superintendent of Schools
John Antonucci
Assistant Superintendent
Ed Kazanjian

**APPOINTED BY THE
BOARD OF HEALTH**

Health Director
Linda Shea

**APPOINTED BY THE
LIBRARY TRUSTEES**

Library Director
Thomas P. Viti

**APPOINTED BY THE
BUILDING INSPECTOR**

Plumbing Inspector
John J. O'Malley
Asst. Plumbing Inspector
William F. Jacobs, Jr.

**APPOINTED BY THE
COUNCIL ON AGING**

Council on Aging Director
Patricia Carty-Larkin

**STATE DEPARTMENT OF
FOOD AND AGRICULTURE**

Animal Inspectors
Laura J. Fiske
Vincent Durso, D.V.M.
Paul Jolicoeur

TRUST FUNDS

**Trustee of the
Charles F. Baker Fund**
Chairman, Board of Selectmen
Town Clerk
Town Treasurer
**Trustees of the
Mary Emerson Fund**
Town Treasurer
Veterans' Emergency Fund
Chairman, Board of Selectmen
Town Treasurer
Veterans' Services Director

BONDS ON TOWN OFFICIALS

Collector \$150,000
Assistant Collector \$40,000
Treasurer \$200,000
Assistant Treasurer \$50,000
Deputy Tax Collector \$20,000
Town Clerk \$14,000

SENATORS IN CONGRESS

Edward M. Kennedy
John F. Kerry

**REPRESENTATIVE IN
CONGRESS**

Ninth Congressional District,
Stephen Lynch

STATE SENATOR

Norfolk & Suffolk, Marian Walsh

**REPRESENTATIVE IN
GENERAL COURT**

Eleventh Norfolk, Robert Coughlin

NORFOLK COUNTY OFFICERS

County Commissioners
Peter H. Collins
John M. Gillis
Francis W. O'Brien

Clerk of Courts
Walter F. Timilty

County Engineer
Carlos Sanchez

County Treasurer
Joseph A. Connolly

Registrar of Deeds
William P. O'Donnell

District Attorney
William R. Keating

Registrar of Probate
Patrick McDermott

Sheriff
Michael G. Bellotti

Public Safety

The Fire Department continues to support its paramedic service, which means that the Town is able to respond with advanced life support measures to medical emergencies.

The Town's Emergency Management Planning Committee has maintained official certification from the state and continues to meet regularly in order to receive permanent certification.

The Police Department implemented Connect - CTY, a new community emergency communication system which is capable of calling each household in an area or town wide basis within a matter of minutes.

Public Works

Through the Director of Public Works, the Board of Selectmen oversaw the very favorable renegotiation of the contract with Millbury for the disposal of solid waste, which should save the Town an excess of \$100,000 annually.

Culture and Human Services

The Board of Selectmen continues to support the Council on Aging in expanding the highly successful Senior Tax Work-Off Program, which allows seniors to volunteer to work for the Town or School Department as a means of reducing their property tax bill.

The Board of Selectmen through the Recreation Department oversaw the transition from a Teen Center to an after school program for middle school students located in the Islington Community Center.

Economic Development

The proposed redevelopment of University Avenue Park, known as Westwood Station, was the major activity of municipal government for the entire year. The Towns permitting Boards and Commissions, especially the Planning Board, Economic Development Advisory Board, Conservation Commission, Board of Health, and Zoning Board of Appeals, spent considerable time and effort in review and consideration of the Special Permit application for the Master Plan, which was subsequently approved in December. In addition to this specific permit, the Town negotiated a very favorable Tax Increment Financing Agreement, which ensured that all of the project mitigations would be completed in the

first phase of the project. These mitigations include financial contributions to specific departments in the Town including the School Department, Public Safety, and municipal government, in response to specific investments that would need to be made to mitigate for potential impact. The town and developer continued to meet with neighborhood residents throughout the winter and spring to discuss and resolve the traffic impacts, culminating in the implementation of traffic calming measures within the neighborhood.

The Towns of Dedham, Canton, Norwood, and Westwood and the Neponset Valley Chamber of Commerce continue to participate in a regional economic development committee, which through its coordinator, lobbies for our joint economic interests including transportation enhancements, especially to I95/I93/Rt128 and Route 1.

Town Report

For the past five years, the Board of Selectmen directed the Town staff to significantly improve the readability and organization of the Annual Town Report. For the second year, the Annual Report was divided into two reports. A normal size report was prepared with limited distribution to capture all of the historical documentation. A shorter streamlined version was prepared for general distribution that was more readable and focused.

Information and Communication Systems

The CTAB negotiated a contract with Verizon for its planned competition in cable TV and high speed Internet services. To that end, the Town and Verizon negotiated the terms of a 10 year license for the provision of cable service to 80% of the Town residents. The remaining households without service are primarily those in multi-unit dwellings including Westwood Glen and Highland Glen or in areas served by underground utilities. Verizon has indicated that it will make every effort to add these remaining households to its service as soon as possible.

Affordable Housing

The Board of Selectmen monitored the completion of construction on the 102 age restricted rental units at Highland Glen, 25% of which will be affordable to households earning 80% of median income.

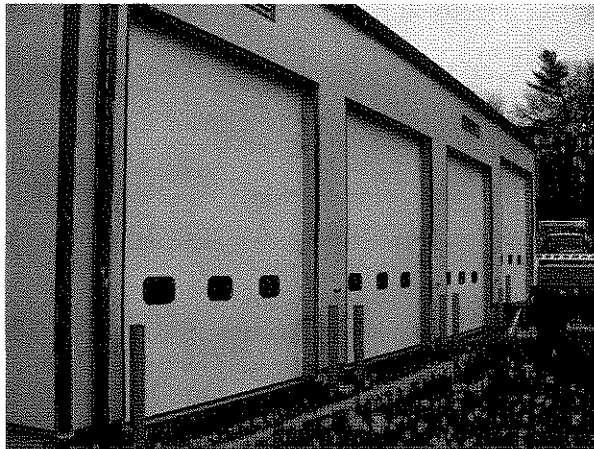
TOWN ADMINISTRATOR

In the year 2007 the primary focus remained the permitting of the Master Plan for Westwood Station. The objective was to encourage redevelopment to stabilize the town's commercial tax base with as little impact on the community as possible.

Facility Improvements

High School

After successful negotiation with the bonding company, a plan was established for completing the remaining aspects of the project including the reconstruction of the gymnasium and pool areas and the punch list items in the main area of the school. One area deemed unacceptable by the Town was the reconstruction of the baseball and softball field and the practice football/soccer/lacrosse field. The Board of Selectmen re-negotiated the terms of the contract whereby these fields were turned over to the Town along with a credit. The credit and the Town Meeting appropriation were used to fully reconstruct the baseball and softball fields and applied sod instead of growing grass so the fields would be available for play in the spring of 2008. The practice football/soccer/lacrosse field had been prepared to accept a new artificial surface with funds that will be provided by the developer of Westwood Station. The Permanent Building Committee and its counsel continue to pursue a final settlement with the bonding company through litigation.



Department of Public Works, New Garage

Colburn School

The exterior of the Colburn School was repaired and encased in conformance with an agreement reached with the Massachusetts Historical Commission related to the Library Grant application. This exterior work was performed to ensure that there would be no deterioration of this historic structure while it remains vacant.

Library

The Board of Library Trustees and Friends of the Library continue to wait for indication from the State that the Library grant can precede construction. In preparation, an RFP was issued for a Project Manager who will be officially engaged once funds are available.

Comprehensive Municipal Facility Plan

Bargmann Hendrie + Archetype, Inc. prepared a comprehensive municipal facility plan. The plan includes a maintenance program that would bring all municipal buildings up to existing code. The plan also explores the need for options to expand existing facilities to meet the growing demand for municipal office space, which will be further expanded once Westwood Station begins construction.

Business Development and Planning

Westwood Station

Consistent with recommendations made by the University Park Redevelopment Steering Committee on four broad areas – environment, transportation, design and financial – the Planning Board under the director of Rob Malster, Chairman, received, reviewed and held several public hearings on a submitted Master Plan for the redevelopment of 134 acres in University Park, known as Westwood Station. In December, the Planning Board issued its final approval of a Master Plan of a 4.5 million square foot mixed use development that included 1.4 million square feet of retail development, 1.8 million square feet of office development, 1,000 units of high-end residential development, and 2 hotels. The Planning Board subsequently received an application for an Environmental Impact Design Review for the first phase of the development which includes all the retail space, 495 units of residential, and one office building.

Lottery Distribution

The Housing Director and Town Administrator, on behalf of the Board of Selectmen conducted a new lottery to provide a prioritized list of qualified applicants to purchase any existing affordable home that might be resold.

Finance

Under the very capable direction of Pamela Dukeman, the Finance Director, and the Town's financial staff comprised of Sheila Nee, Marie O'Leary, and Pat Conley continued to strive for the highest quality of financial management practices. Their success is best demonstrated by the recognition Westwood received from state and national organizations.



Sheila Nee, Marie O'Leary, Patrick Ahearn, Pam Dukeman, Nancy Hyde, and Pat Conley

Comprehensive Annual Financial Report (CAFR)

The joint efforts of Pam Dukeman, Sheila Nee, Marie O'Leary and Pat Conley resulted in the ninth approved Comprehensive Annual Financial Report (CAFR) for 2007, which is the highest standard of financial reporting provided by communities. Once again Westwood joins a relatively small number of Commonwealth communities capable of receiving approval for a CAFR. The CAFR has been made more difficult by additional GASB reporting requirements imposed on local government. Increasingly more communities are being required to participate.

Town Treasurer Reduces Tax Title Accounts

Jim Gavin, the Town Treasurer, and Patricia Conley, Assistant Town Treasurer, were able to reduce Tax Title Accounts to well under \$100,000, which is virtually zero when one considers that this is all the property taxes still due to the town since it was incorporated and to maintain the town's Moody and S&P rating for a bond offering.

Town Collector Reports Collection Rates

Al Wisialko, the Town Collector, Janice Polin and Louisa Pisano were responsible for keeping the Town of Westwood's collection rate on its receivables among the highest in the Commonwealth -- 99% for real estate, 100% personal property, 99% for motor vehicle excise, and 75% for ambulance fees, which is an extremely good collection rate.

Property Values and Tax Bills

The Assessor's Department, which consists of Debbie Robbins, Lisa Ciampa, and Rose Wallace, successfully revised the property values and issued the quarterly property tax bills as required by Mass General Law.

Financial Presentations

Pam Dukeman, the Finance Director, prepared a comprehensive presentation on the current status of the Town's finances. This presentation which was given to a variety of town boards and commissions, some of which were run on cable television, provided necessary information for enlightened decisions by the boards, commissions, and electorate. Pam's work on the FY08 Budget helped the Board of Selectmen and School Committee to pursue a successful override that allowed for a balanced budget while a permanent solution to the structural budget deficit continues to be sought.

Public Works

Under the capable management of Timothy Walsh, the Director of Public Works, and assistance from his staff, the Town made significant progress in various areas in the past year.

Solid Waste Disposal Contract

Tim Walsh participated in a contract renegotiation with Wheelabrator Millbury, a burn energy facility that accepts solid waste from several cities and towns in the south eastern Massachusetts region, for a new twenty year agreement. Since Westwood was one of the last to join the program twenty years ago, the town had relatively high tipping rates (the rate paid per ton of trash). The new contract resulted in a significant reduction in the tipping fee and a very moderate rate of annual increase over the twenty year term of the contract, which will result in a reduction in over \$100,000 in the annual cost. Further, Tim Walsh renegotiated the curbside collection contracts with both solid waste and recycling materials which was also on more favorable terms than the existing contract.

Ralph Phaneuf received the J. Francis Granger Highway Official Award for the Massachusetts Highway Association.

Linda Shea received the John Crowley Award for contributing to the growth and success to the Massachusetts Health Officer Association through outstanding leadership and extraordinary services.



Ray Balabanis, Senior Foreman for 50 years

Ray Balabanis was honored in a reception for his 50 years of service. Ray continues to operate heavy equipment as Senior Foreman in the Highway Department.

Jack Patterson became the fifth recipient of the John Cronin Public Service Award which is given to an individual selected for outstanding continued service to the community.

Joyce Moss resigned as the Economic Development Officer after four years of service to the community.

Dotty Powers was elected to be the Town's fifth Town Clerk.

Chris McKeown was hired to serve as the Westwood Station Project Manager.

I wish to recognize and especially thank those whom I served closely with this year: Barbara Benway, Teresa Riordan, Pamela Dukeman, Ellen Hurley, Mary Beth Bernard, Thomas McCusker, and Chris McKeown among others. Each in their own way has capably assisted me over the course of this year in the conduct of my duties.



Mary Beth Bernard, Teresa Riordan, Michael Jaillet, Pam Dukeman, Ellen Hurley, Thomas McCusker, and Barbara Benway

It has been a pleasure to serve Nancy Hyde, Anthony Antonellis and Patrick Ahearn, the current members of the Board of Selectmen. All three of these individuals gave of themselves completely and unselfishly in service to the community; a fact too often unrecognized and too often unappreciated.

Finally, but by no means least, I want to acknowledge and say a special thanks to all of the municipal staff who contributed their efforts to the successes realized, to the Department Heads who offered ideas and professional stewardship to the process, to Town officials who set the policies and provided the environment for success to occur, and to the residents who participated in the process, especially those who understand that the issues being addressed by the Town governance are simply community expressed desires. Because of the collective efforts of all the above individuals, Westwood remains one of the most outstanding and recognized communities in the Commonwealth. Together we must continue to endeavor to make Westwood even better throughout the second one hundred years of its existence.

Service Plan for the Future

There are a number of projects that will be in construction or design, which will serve as a major reinvestment in the community over the next year.

The construction of Westwood Station and the road systems leading to it should begin if the project proceeds through the permitting process.

The Master Plan for the municipal facilities should be completed and implemented.

Michael A. Jaillet
Town Administrator

The following is a list of requisitions broken down into categories and departments.
A total of 20 were processed.

General Government	Category	Number Processed
	Selectmen	1
	Accounting	
	Assessors	
	Economic Development	
	Islington Community Center	
General Gov't	Finance Committee	
	Housing Authority	
	Housing Part/Fair Housing Com.	
	Information Systems	
	Personnel Board	
	Town Clerk E&R	
	Town Collector	
	Town Treasurer	
	ZBA	
Public Safety	Police	
	Animal Control	
	Fire (Includes Ambulance)	
	Building Inspection	
Health	Health Education	2
Human Svc.	Recreation	1
	Commission on Disability	
	Council on Aging	
	Veterans	
	Youth Commission	
Planning & Engineering	Planning	
	Engineering	
	Consulting	2
DPW	Public Works	2
	Snow & Ice Removal	2
	Recycling	
	Conservation	1
	Cemetery	
	Sewer	3
Capital	Capital Equipment	6

I would like to thank all departments for their cooperation in making the Procurement Office a successful and cost saving operation.

Michael A. Jaillet, Chief Procurement Officer
Ellen M. Hurley, Purchasing Administrator
Contract Compliance Officer

WEST SUBURBAN HEALTH GROUP

BACKGROUND

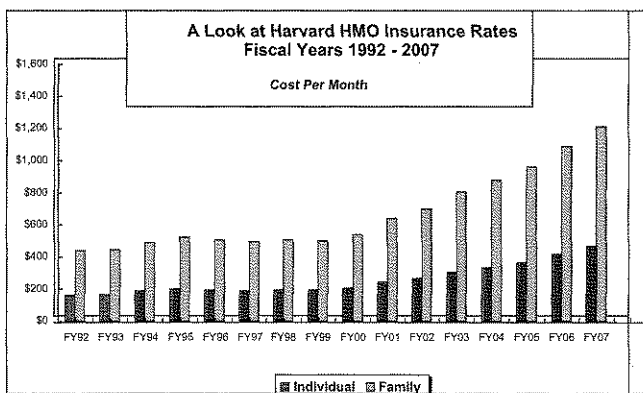
The Town of Westwood has participated in the West Suburban Health Group (WSHG) since July 1990. WSHG was organized under Chapter 32B, section 12 (Joint Purchase and Negotiation of Health Insurance) of the Massachusetts General Laws to obtain health insurance for its member governments at costs eligible to larger groups. WSHG is governed by a Board of Delegates (the Board), comprised of representatives from each of the sixteen governmental units. The Board has elected a Steering Committee to oversee the business of the Group. The Town purchases all of its health plans for employees and retirees through the WSHG.

The Town's Board Member Representative is Human Resources Director Mary Beth Bernard, who also serves on the Steering Committee. The Finance Director, Pamela Dukeman, serves as alternate.

Participating in the WSHG has allowed the Town to receive a cost benefit for both the Town and the employees. In 2007, the West Suburban Health Group's sixteen communities represented over 11,000 subscribers and a total of over 20,000 insured members.

RATES

The health care industry continues to undergo a great deal of change and uncertainty. While health care costs came under control in the mid 90's, the last few years have seen significant rate increases as the health care industry faces significant challenges. West Suburban will monitor plans and prescription drug costs to ensure competitive products at the best available rates for employees.



SAMPLE RATE CHANGES FOR TOWN HEALTH PLAN 1992-2007

The West Suburban Health Group Board in cooperation with Group Benefits Strategies studied the current health plan offerings and worked with the health care providers to offer additional low cost plan options. The Rate Saver Options were created as an additional choice to the Town's existing menu of health plan offerings.

2007 PLAN OFFERINGS

BLUE CROSS	FALLON	HARVARD PILGRIM	TUFTS
HMO PLANS			
Network Blue EPO	Fallon Selectcare or Directcare	Harvard Pilgrim EPO	Tufts EPO
PPO PLANS			
		Harvard Pilgrim PPO	Tufts POS
RATE SAVER PLANS			
Blue Choice Rate Saver	Fallon Direct or Select Rate Saver	HPHC Rate Saver EPO	Tufts Navigator Rate Saver
RETIREE PLANS			
Managed Blue for Seniors	Fallon Senior Plan	HPHC Medicare Enhance	Tufts Medicare Complement
Medicare HMO Blue		HP Seniority Freedom	Tufts Medicare Preferred
Medex			

INFORMATION

Plan information is provided to employees and retirees at the annual Benefit Fair in April. This is an opportunity to discuss the benefit options of each plan directly with health insurance company representatives. Participants were also invited to participate in various health screenings offered by health providers at the Benefits Fair such as Blood Pressure Clinic, Body Fat Composition, Vision Screening and Seated Back Massage.

INITIATIVES

The West Suburban Health Group is committed to Wellness as a tool to educate, motivate and enable employees and retirees to live a healthier lifestyle. In 2007 Town of Westwood Employees took advantage of several Wellness Programs sponsored by West Suburban Health Group including: Lunchtime Fitness; Weight Watchers; Nutrition Awareness; and Immunity Boosters.

This year, employers in Massachusetts were required to comply with new Massachusetts Health Care Reform. The West Suburban Health Group sponsored an actuarial study and provided information and workshops to assist Member Towns with compliance.

The West Suburban Health Group communities shared the cost of the research and development of a specialized 125 Plan specifically designed to address the Massachusetts Health Care Reform employer requirements.

SUBMITTED BY MARY BETH BERNARD, HUMAN RESOURCES DIRECTOR, WSHG BOARD REPRESENTATIVE, WSHG STEERING COMMITTEE

THE HUMAN RESOURCES DEPARTMENT

The Human Resources Department was created in 2004 when The Personnel Board incorporated the function of Benefits Coordination. The Office is staffed by Mary Beth Bernard, Human Resources Director; Barbara Moore, Benefits Coordinator; and Human Resources Assistant Linda Unger. The Human Resources Department upholds compliance with Town of Westwood Personnel Bylaws, policies and procedures; maintains employee classification and compensation plans; advises department managers, supervisors and employees on personnel matters; manages the recruitment and selection of new employees; and coordinates benefits orientation and training. The Human Resources Department works in cooperation with the Personnel Board and the Town Administrator to: Oversee personnel actions of all Town departments; Ensure compliance with policies and regulations; and Participate in labor negotiations and contract administration. In 2007 the Human Resources Department was dedicated to researching, complying with, communicating and implementing Massachusetts Health Care Reform requirements.

EMPLOYMENT

The Human Resources Department, under the policy direction of the Personnel Board, provides all levels of employment services to Town departments and municipal employees. This includes recruiting, interviewing, hiring, advising; as well as, pre-employment and post employment requirements. The Human Resources Department provides all levels of support to departments regarding employment policy and practices; including, leave administration, CORI Policy compliance, pre-employment testing, and the Civil Service Process.

Municipal employment changes included the retirement of nine full time Town employees in 2007, with a total of 212 years of experience; the promotion of four Fire Department Lieutenants to the newly created rank of Captain and four Firefighters to the rank of Lieutenant. A Library employee was promoted to Branch Librarian, and a part time employee was elected to the Office of Town Clerk. The Town hired five full time employees, two part time employees, sixteen temporary/seasonal employees, and two Reserve Intermittent Police Officers. Five full time employees and five temporary/seasonal employees resigned.

BENEFITS COORDINATION

The Human Resources Department provides Benefits Administration services to over 600 permanent and temporary School and Municipal employees and over 400 retirees on issues relating to health, life, dental, retirement and Workers' Compensation benefits, EAP and safety issues. Benefits Coordinator, Barbara Moore, coordinates benefits administration and

orientation, as well as open enrollment for all benefit eligible municipal and school department employees. The Benefits Coordinator organizes an annual Spring Benefits Fair and manages the Wellness Program for Town employees.

EMPLOYEE EVENTS AND WELLNESS ACTIVITIES 2007

The Human Resources Department launched a quarterly *Human Resources Newsletter* to highlight employee events and recognize employee accomplishments. The newsletter also highlights a menu of Wellness Program offerings, sponsored by the Town's EAP Provider and the West Suburban Health Group, designed to target employee health and lifestyle awareness. Wellness Programs in 2007 included: Lunchtime Yoga, Boosting Your Immune System, Humor as a Healthy Habit to Fight Stress, Seated Back Massage, Sunscreen Protection, Ballroom Dancing, Lunchtime Fitness, Weight Watchers and Vitamins A-Z.

Several informational seminars were offered to Town employees, including presentations by the Norfolk County Retirement System, an Identity Theft Presentation, and The Art of Budgeting workshop. During the Annual Benefits Fair employees and retirees had the opportunity to meet the health providers, ask questions, and review health plan options. In addition, participants were offered free health screenings for blood pressure, vision, and body fat composition.

The Human Resources Department offered a Sexual Harassment and Workplace Violence Prevention Workshop for Recreation Department employees, and a workshop on Department of Transportation Regulations for CDL Drivers for Department of Public Works Employees.

EMPLOYEE SAFETY COMMITTEE

The Massachusetts Interlocal Insurance Association awarded the MIIA Safety Award to Westwood's Employee Safety Committee co-chairs Mary Beth Bernard, Human Resources Director, and Marie O'Leary, Town Accountant. The co-chairs hold a quarterly meeting with department managers and staff to discuss Workers' Compensation and liability issues. Strategies are discussed and implemented at the meetings to avoid potential future losses.

MIIA acknowledged the Town of Westwood as a twenty-five year member and presented Town Administrator Michael Jaillet a plaque to commemorate the anniversary. In addition, MIIA has reduced the Town's insurance premium in recognition of its commitment to stringent safety practices and innovative employee training programs.

Municipal Liability Insurance

- Maintain all municipal insurance policies, review and update policies to ensure accuracy of coverage.
- Submit all claims to insurance company 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 accidents, and seek advisement on insurance related issues.
- Assist with the implementation of the MIIA Rewards Program.

Audit

- Compile all financial and accounting data into statements and schedules as prescribed by the Bureau of Accounts, G.A.A.P. and G.A.S.B.
- Provide the Town with audited financial statements and schedules including the annual audit of Federal grants required by the Single Audit Act of 1984.

ACCOMPLISHMENTS

The Town was recognized by the National Government Finance Officers Association (GFOA) awarding the Town the Certificate of Excellence in Financial Reporting for the FY06 Comprehensive Annual Financial Report (CAFR). The Town has received this award annually since FY97 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 FY07 audit and assisted the auditors with the annual audit of financial grants. Significant efforts were made to maintain the financial records of the Westwood Station project as well as the MSBA projects which resulted in the successful completion of their respective audits. The Town also participated in the MIIA Rewards Program which resulted in costs savings related to the Town's insurance premiums.

Specific Accomplishments

- Worked closely with the independent auditors on the annual financial and compliance audit and maintained the Town's unqualified audit opinion for the FY07 audit.
- Worked closely with the independent auditors on the annual audit of Federal grant funds.

- Received notification that the Town was awarded the National GFOA Certificate of excellence in financial reporting for the FY06 CAFR.
- Assisted the finance team with the preparation of the FY07 CAFR.
- Implemented infrastructure reporting in accordance with GASB 34 requirements.
- Prepared and submitted the Schedule A annual report to the DOR and a final FY07 balance sheet required for the timely certification of the Town's available free cash.
- Maintained and distributed updated financial information related to the Westwood Station project.
- Assisted the employee safety committee with addressing and promoting safety issues.
- Successfully processed in house vendor 1099's, and coordinated the timely distribution of W2's to all employees.
- Promoted staff training, encouraging attendance at municipal, computer and benefit training opportunities.
- Participated in the MIIA Rewards Program which resulted in premium savings.

FY2008 SERVICE PLAN

The Accounting Department is committed in FY2008 to maintaining the integrity of the Town's financial records and accounting systems. The department will assist the financial team with the submission of the FY08 CAFR as well as monitor the implementation of the newly adopted financial policies approved by the Town. The department will assist the Town with the review and selection of new financial software. Collaborative efforts will continue to ensure continued expansion of financial reporting and financial integrity.

Specific Goals

- Maintain the Town's unqualified opinion for the FY2008 audit.
- Assist with the preparation of the FY08 CAFR.
- Assist the independent auditors with the annual audit of Federal grant funds.
- Assist with the next implementation phase of GASB including other post employment benefits (OPED).
- Asssit with the review of new general ledger financial software.
- Participate in the MIIA Rewards Insurance Program.
- Promote training to keep abreast of changes.

The following financial statements for the year ended June 30, 2007 are submitted to the Town for review.

Marie O'Leary, Town Accountant

- Affirmed the Aa1 credit rating by Moody's Investors Services and a AA+ rating from Standard and Pools.
- Reduced \$72,135 in tax title account balances by monitoring monthly. The June 30, 2007 outstanding balance is \$47,089.

TOWN TAX COLLECTOR

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

The collection of Motor Vehicle Excise Tax, Real Estate Tax, along with Personal Property Tax, for the fiscal year 2007 represented the following:

Investment Income Summary

General Fund Investment Income

<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>
402,470.22	688,287.72	707,268.37

Trust Fund Investment Income

<u>FY2005</u>	<u>FY2006</u>	<u>FY 2007</u>
40,935.65	43,356.11	59,042.13

Comments

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. This is very critical for proper cash management that can save the Town significant amounts of money. Be assured that the Treasurer's office will continue to meet the challenges that face us and provide the Town with a professional and a successful performance. We wish to express our thanks to all of our fellow constituents whose collective efforts assist this office in meeting its responsibilities.



*Patricia A. Conley
Assistant Town Treasurer*

James J. Gavin, Town Treasurer
Patricia A. Conley, Assistant Town Treasurer
Terri C. Duggan, Senior Accounting Clerk

Motor Vehicle Excise Tax

- Total collections of \$2,144,944 or a 99% collection rate on the total commitment of \$2,153,603.

Real Estate Tax

- Total collection of \$42,795,781 or a 99% collection rate on the total commitment of \$42,857,156.

Personal Property Tax

- Total collections of \$1,032,840 or a 100% collection rate on the total commitment of \$1,027,491.

Ambulance Fees

- Total collections of \$503,644 or a 75% collection rate on the total commitment of \$668,844.

The collection of Town Accounts, i.e., Board of Health, Cemetery Fees, Police Details, Library, School Services, etc. reflected total collections of \$442,275.

These collection rates are some of the highest ever in the Town of Westwood and continue to rate as one of the best in the Commonwealth, thanks to you, the Taxpayers.

The Collector's Office is now accepting real estate tax payments on line. This allows the Town to receive revenue immediately with no cost to the Taxpayers. We are also accepting municipal lien certificates on line. Additionally, we now have the ability to accept outstanding motor vehicle excise tax at our office. You do not have to go to Deputy Tax Collector to pay these bills. These bills can also be paid by credit card.

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

Albert F. Wisialko
Collector of Taxes

ECONOMIC DEVELOPMENT ADVISORY BOARD

After four years of wonderful service, Joyce Moss recently accepted a new position as the Economic Development Officer in the Town of Needham. The EDAB has appointed Chris McKeown to serve as interim EDO, while the town determines how best to fill the position.

Department Mission

The responsibility of the Economic Development Advisory Board (EDAB) is to foster responsible economic growth and development by acting as advocates for the interests of the business community and by projecting Westwood's positive, growth oriented attitude to businesses considering locating in the Metro Boston area.

The EDAB and Economic Development Office

The EDAB consists of fourteen residents with experience in law, finance, business, real estate development and municipal governance who advise the Board of Selectmen on a full range of matters relating to economic development. Howard Messing serves as Chairman. The economic development office provides an important link between town government and the business community. Staff and the EDAB work with representatives of the general business, commercial real estate and real estate development communities who are considering Westwood as a location for their project or enterprise. They review all applications for major business development proposals, help facilitate the permitting process, and make recommendations to the appropriate permit granting authority regarding any mitigation that might be necessary or appropriate. Staff also helps existing businesses negotiate both regulatory and non-regulatory issues with the Town in an effort to ensure that they continue to flourish in Westwood. The office is regularly open during normal town business hours. Appointments can be scheduled outside of those hours as needed.

Accomplishments

In FY08, the EDAB provided support for many of the current and future economic engines of our Town, including the expansion of Romanow Container, the permitting of Westwood Station, the transfer of special permits for the three auto dealerships owned by Claire Motors, discussions of the potential for the redevelopment of the Everett/Providence Highway business district, and the proposed redevelopment of Islington Center.

In addition, the Board reviewed negotiated and recommended approval of a Tax Increment Financing plan for Romanow Container, met with prospective tenants at Westwood Station and reviewed and supported changes to the zoning bylaw that were consistent with the approved master plan.

The EDAB also met with a variety of prospective business owners to discuss both their needs and the towns reaction to their plans. The Board was active in

business related policy issues including refinement of the towns alcohol policies, business-averse changes to use fees imposed by Dedham-Westwood Water District and analysis of the Everett/Glacier Drive area and it's potential for redevelopment.

Goals for 2008/2009

With the Westwood Station project nearing the end of the permitting process and demolition/construction activities well underway, the EDAB will continue its work with Richards Barry Joyce and Partners, the commercial leasing agent representing CCF. The Board will work with the Westwood Station developer and their potential lease holders to determine their suitability for Westwood and at the same time guide those businesses through Westwood's permitting and regulatory processes.

In 2008/2009 the EDAB will also strive to re-define fast food in a manner that attracts business while maintaining the desired character of the town; continue to assist in refining the towns alcohol policies and strive to demonstrate to appropriate businesses that Westwood is a business-friendly town. Additionally, EDAB will shift its focus to another other commercial area in Town that is underutilized. The Glacier-Everett subcommittee will step up its efforts to encourage the redevelopment of substantial portions of this Route One area to its highest and best uses.

In 2008/2009 the EDAB will continue to help the town maximize long term tax revenue in a way that is fair to developers and business owners while maintaining the town's culture and environment in a manner acceptable to residents. Finally, the Board will actively participate on newly established task force formed by the State's Executive Office of Transportation and MassHighway to inform the design & development phase of the long awaited I-93 / I-95 interchange reconstruction. The infrastructure improvements provided by this work will greatly enhance Westwood's economic development opportunities by alleviating the traffic congestion throughout the southern Route 95 / Route 128 region.

Economic Development Advisory Board members

Howard Messing- <i>Chairman</i>	John J. Cronin, Jr.
Joseph Federico	Peter Frodigh
Brian Harrington	Elaine Keene
Ken Mackin	Barbara McDonald
Robert Powell	Steve Rafsky
John Salvatore	Jack Wiggin
Gary Yessaillian	

Members Ex Officio

Nancy Hyde, Selectman
Michael Jaillet, Town Administrator

Economic Development Officer

Chris McKeown

- An application for a special permit to exceed the allowable floor area in the Highway Business District to allow for the construction of a 10,000 square foot office building was withdrawn (Northeast Development).

Activity	2007	2006	2005	2004	2003
Approval Not Required Plans	5	5	9	6	8
Preliminary Subdivision Plans	0	0	0	0	2
Definitive Subdivision Plans	0	1	3	1	1
Site Plan Review Decisions	5	6	3	2	3
Special Permit Decisions	4	3	1	3	1

ANNUAL TOWN MEETING

- No warrant articles for the May 2007 Town Meeting were sponsored by the Planning Board. Rather, Board members, staff and consultants worked closely with the Board of Selectmen to further refine the Mixed Use Overlay District zoning and to that end, the following MUOD articles received approval: 1) clarify that stormwater drainage recharge can be met across the aggregate of land within an Area Master Plan and privately-operated wastewater treatment facilities may be used to meet wastewater disposal requirements; 2) include a shuttle service system as a permitted use; 3) allow for incidental entertainment in restaurants; 4) increase flexibility with respect to MUOD landscaping requirements; 5) allow for accessory uses on lots separate from the principal uses; and 6) allow for private wastewater treatment plants in the MUOD. The following warrant articles did not receive the minimum two-thirds vote required for approval: 1) allow for privately-operated co-generation plants; 2) permit retail establishments to install electronic accessories in customer vehicles; 3) allow a medical center or clinic as a permitted use; and 4) amend the definition of motel or hotel to expand the maximum time of continuous occupancy.

WESTWOOD STATION

- For the past several years, the Planning Board worked extensively with other Town boards and departments, staff and consultants to develop the MUOD zoning and the subsequent community participation process in anticipation of a large mixed-use project in the University Avenue Park area. This work culminated in the formal filing of an Area Master Plan Special Permit application

for the Westwood Station project on December 13, 2006. The project, which required an assemblage of approximately 134 acres of land within the MUOD, provides for an immense 4.5 million square foot mix of primarily retail, hotel, office and residential uses and 11,985 structured parking spaces. To facilitate review of this complex application, the Board hired a team of independent peer review consultants, including VHB (traffic and environmental); Beta Group (internal site roads and traffic); Cecil Group (urban design) and RKG Associates (fiscal). The Planning Board held an intense eight month schedule of public hearing sessions on the application, starting with the first session on January 30, 2007. Each hearing session was devoted to one or more topical areas, including urban design, environmental matters (including air quality, water quality, storm water management, water consumption, noise and energy use), traffic, project roadways and infrastructure, parking, transportation demand management and fiscal matters. The concentrated work on the part of the peer review consultants, staff and the developer's team during these eight months led to significant improvements to the application. In the area of urban design, these improvements included an overall improved project design, particularly in the larger format retail area along the southern portion of Market Street and the redesign of Westwood Station Boulevard; the development of detailed design and sign guidelines to govern the design of the project during environmental impact and design review (EIDR) and overall enhanced pedestrian and bicycle access. Important environmental improvements included an improved stormwater management and recharge system, enhanced water budget and greater commitments to sustainable development. The Board approved an extensive number of conditions designed to ensure that the project, as its progresses through its expected ten-year build-out, will meet minimum benchmark standards primarily relating to on-site and off-site traffic and environmental quality and to ensure that all provisions of the project will be built in accordance with the approved project plans and conditions. With these assurances in place in a detailed final decision, the Planning Board, in a unanimous vote of its four members, voted to approve the Westwood Station special permit application on October 2, 2007.

COLLABORATION

- The Planning Board's web site includes information on pending applications, public hearings, decisions and planning documents such as the Comprehensive Plan, Open Space

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is comprised of three regular members and six associate members appointed by the Board of Selectmen. The ZBA hears appeals from decisions of the Building Commissioner, requests for special permits, variances and other relief under Town Zoning By-laws which are adopted and subject to amendment by Town Meeting.

The past year has been an extremely active one for the ZBA in terms of hearings and in turnover of Board members. William Stowe, who served on the Board as an associate member, retired and Michael Flynn, a local businessman stepped into his place. Michael McCusker, who served for many years in such varied capacities as clerk, associate member, regular member and ultimately Chairman, retired as Chair to take on the position of Registrar of Voters. We wish Mike well and thank him for his many years of service to the town. David Krumsiek was appointed by the Selectmen to be the new Chairman and John Lally is serving as the third Regular member.



Charles Reilly, David Krumsiek, Chair, John Lally

The ZBA reviewed 49 applications in a combination of special permits and variances and by and large, the most detailed special permit was that filed by Cabot, Cabot and Forbes under Section 9.3 " Water Resource Protection Overlay District (WRPOD)" for the Westwood Station Project. This particular filing was the most complex as it had to do with an extremely large project with expanded growth while two more filings under the same section had to do with pre-existing buildings. In all cases, there was opportunity to upgrade the existing protection of the water supply. It is most unusual to have three Section 9.3 permit applications in one year.

The balance of the applications submitted to the ZBA comprised a variety of special permits for home improvements. It should be noted that the Board is

seeing an increase in applications which request more than one permit and four of the eight variances requested were granted.

Hearing Activity	2007	2006	2005
Matters Heard	52	37	36
Special Permits Requested	51	37	36
Variances Requested	8	9	8
Appeals	3	2	4
Decisions Rendered	41	35	28

The Board also dealt with two new signs for Highland Glen which required special permits and allowed amendments to the special permits originally granted the Clair Auto Partnership to sell Mercedes and Porsche/Audis to AMR Holdings which is part of the IRA Group. Applications such as these often require several meetings for fact gathering and deliberation.

The Board Administrator continues to attend Land Use Committee meetings to insure open communication among the Board of Appeals, Planning Board, Building Commissioner and Conservation Commission and continues to pursue educational opportunities with the Citizen Planner Training Collaborative in order to better assist applicants.

The members of the Westwood Zoning Board of Appeals look forward to continuing to provide service to the Town within the legal constraints placed upon it by the Zoning Bylaws and state laws. The year ahead looks to be another challenging and productive year.

Regular Members:

David W. Krumsiek, Chairman
 Charles D. Reilly
 John F. Lally

Associate Members:

John J. Clancy Michael E. Flynn
 Alan A. Ward Robert J. Rossi - Clerk
 Joseph J. Crowley

Louise C. Rossi, Administrator

HOUSING AUTHORITY

DEPARTMENT MISSION

To meet the requirements of Executive Order 215 of the State of Massachusetts which 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.

PROGRAM/SERVICE AREAS

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

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

CURRENT SERVICES/PROGRAMS

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 twelve affordable rental family units. The 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. Since there has not been any funding available at the state level for new construction of rental housing for several years, Westwood has not been able to meet this state mandate.

Management of Affordable Family Housing

The Westwood Housing Authority currently does not have staff to manage the WAHA rental units. The Housing Authority has contracted with the Dedham Housing Authority for tenant selection services and a private contractor for maintenance services until the Housing Authority is in a position to assume administrative control.

PRIOR YEAR ACCOMPLISHMENTS

WAHA monitored the two rental duplexes that it purchased in 1998, the renovated Heywood House that was constructed in 2002, and the rental house acquired in Cedar Hill Estates. WAHA purchased another two-family property in late 2003 with funds from the Affordable Housing Trust fund. This property is also rented to low or

moderate-income families and maintained through a private contract. WAHA was pleased to add this property to its inventory because it includes two three-bedroom units. WAHA now owns four duplexes and one single-family property. All units are under lease agreements and have substantial waiting lists.

FY 2009 SERVICE PLAN

- The Housing Authority intends to continue its work on the acquisition and rehabilitation of existing vacant land or structures as affordable rental family housing; funded partly from proceeds raised from the developers of the affordable housing projects and partly from State/Federal grants.
- Continue to seek State planning funds that can be used to conduct site and/or structure analysis in preparation of a HOME or alternative grant application. Special consideration will be given to the rehabilitation of abandoned homes.
- Continue to monitor the conversion of Westwood Glen to a more conventional market rate development and assist residents with maintaining their tenancies.
- Continue to monitor the affordability of Highland Glen and assist residents with maintaining their tenancies.
- Continue to work with community groups such as the Interfaith Council to help identify suitable properties for renovation by Habitat for Humanity for affordable home ownership.
- Continue negotiations with Equity Residential for the expansion of Highland Glen to meet the need for additional affordable elderly housing.
- Continue to advocate for appropriate linkage fees from affordable housing developers for future affordable family housing development.

Housing Authority Board Members:

Barbara Finigan Fitzgerald
Juliet W. Onderdonk
Jerrold A. Wolfe
Barbara S. Zoob
Diane M. Walsh (State Appointee)

FY 2009 SERVICE PLAN

- Continue to provide workshops for potential applicants for affordable houses and monitor the selection of buyers in correlation with state guidelines.
- Continue to pursue the acquisition of vacant or deteriorated properties for rehabilitation as rental housing to be administered by the Housing Authority.
- Pursue any available state or federal resources to develop affordable rental housing for handicapped or family units.
- Secure recognition from state regulatory agencies that occupied affordable housing units at both LIP developments and new rental properties has increased the affordable housing stock in the Town of Westwood. Also work with state officials to receive recognition for the DMR and DMH units that are available in Westwood.
- Continue to work with Equity Residential ensure that a significant fixed percentage of Westwood Glen remains affordable for current and future residents and to secure agreement that limits moderate rent increases for unsubsidized tenants that wish to continue living there.
- Continue to work with other Town Boards evaluating proposed housing developments in the Town of Westwood. The Housing Partnership committee remains committed to encouraging new developments to provide some affordable units or linkage fees for the town to use to develop more affordable units.

Housing Partnership Fair Housing Committee

- Nancy Hyde - 2008
- Pamela Kane - 2008
- Barbara McDonald - 2008
- Robert Moore - 2008
- Richard Thompson - 2008
- Jack Wiggin - 2008
- Jerrold B. Wolfe - 2008
- Barbara Zoob - 2008
- Ex Officio Member**
- Michael A. Jaillet - 2008
- Alternate Member**
- Jill Onderdonk - 2008
- Robert Malster - 2008
- Fair Housing Director**
- Michael A. Jaillet – 2008

BOARD OF ASSESSORS

The Assessors office has gone through an extremely busy and demanding year with The Department of Revenue mandated Complete Measure and List in full swing. Two Thirds of the town have been inspected and the final third inspections will begin again in April of 2008. The Department of Revenue certified the new values and set the new tax rate. All Quarterly tax commitments and warrants for the collection of taxes were generated on time.

With the unsteady housing market the office proved to be both steady and full of activity from concerned taxpayers. Westwood sales slowed down but sale prices and values stayed consisted. The office continues to update all property record cards, including ownership, building permits and adjustments to valuation as needed. The abatement season was one of the lowest filing in years, this is due to the positive results of the Complete Measure and List.

The Board of Assessors and the office staff of Debbie Robbins (Assessor) Lisa Ciampa (Administrative Assistant) and Rose Wallace (Principal Clerk) are committed to respond to all inquiries and information request regarding valuations, sales, abatement, exemption, motor vehicle excise and exemption procedures with a courteous and professional manner

Philip N. Shapiro
Chairman

Louis A. Rizoli
Clerk

Michael P. Krone
3rd Member

INFORMATION TECHNOLOGY DEPARTMENT

DEPARTMENT MISSION

- To optimize existing technology resources.
- To provide new technology guidance to enhance performance and produce better services for the Town.

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. This Article 31 changed the name of the department to the Information Technology Department and merged the Information Systems Advisory Board and the Cable Advisory Board into a single Communications and Technology Advisory Board.

The Information Technology Department is counseled by the Communications and Technology Advisory Board (CTAB) which advises and assists the Manager of Information Technology in "all long range planning, capital acquisitions and system selection" and "in the development of Information Technology or telecommunications' policies and standards". The effectiveness of this board was reviewed at the 2003 Town meeting and an affirmative vote was accepted to extend the manning of the board for another five years.

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.
- 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 to other government jurisdictions, the extremely rapid pace with which Information technologies are developed, implemented and made obsolete and the expense of implementing or 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. The Communication & Technology Advisory Board counseling is most crucial to this function.

Administration/Operations

The department is responsible for the planning, service and support of the Town's wide area (WAN), and 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 are 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

METROPOLITAN AREA PLANNING COUNCIL REPRESENTATIVE AND THE THREE RIVERS INTERLOCAL COUNCIL REPRESENTATIVE

Created in 1963, the Metropolitan Area Planning Council (MAPC) is the regional planning and economic development agency representing 101 cities and towns in metropolitan Boston. MAPC promotes inter-local cooperation and advocates for smart growth, by working closely with cities and towns, state and federal agencies, non-profit institutions, and community-based organizations in the region. MAPC strives to provide leadership on emerging regional issues by conducting research, building coalitions, and acting as a regional forum for action.

MAPC provides technical assistance and specialized services in land use planning, water resources management, transportation, housing, environmental protection, economic development, public safety, geographic information systems (GIS), collective purchasing, data analysis and research, legislative and regulatory policy, and the facilitation and support of inter-local partnerships. More information about MAPC's services and ongoing activities is available at www.mapc.org.

MAPC is governed by 101 municipal appointees, 21 gubernatorial appointees, and 13 appointees of state and City of Boston agencies. It employs approximately 40 professional staff under an executive director and an Executive Committee of 25 elected members. Funding for MAPC is derived from governmental contracts, foundation grants, and a per-capita assessment on member municipalities.

In the past year, MAPC has worked on the following:

- **MetroFuture** - Making a Greater Boston Region: This plan for Metro Boston's growth and development through 2030 involved nearly **1,000 people** in 2007 (on top of 4,000 in previous years). MAPC presented the MetroFuture plan at a May 1 Boston College Citizen Seminar, where participants overwhelmingly voted to ratify it and work for its implementation. MAPC is now developing an implementation strategy, addressing public policy, public funding priorities, and changes in practice within the private sector.
- As a member of **Massachusetts Smart Growth Alliance**, MAPC helped form the Transportation Investment Coalition. This group of business, environmental, public interest, and planning organizations is pressing for savings, efficiencies, and new revenues to address the state transportation finance deficit. The Alliance is also working to reform the state's zoning laws.
- MAPC produced a **Regional Bicycle Plan**, established a **Regional Bike Parking Program** to provide bicycle racks to municipalities, began

work on the **Regional Pedestrian Plan** to make walking convenient, safe, and practical throughout the region, developed a web-based **Parking Toolkit** that addresses common parking issues, and is now preparing a Scenic Byway Corridor Management Plan for Route 2A from Arlington to Concord, now a **Massachusetts Scenic Byway**, due to the efforts of MAPC, the Minuteman National Historic Park, and the towns of Arlington, Lexington, Lincoln, and Concord.

- MAPC's **Regional Purchasing Consortia** saved 42 communities up to 20% on purchases, paving services, and road maintenance. MAPC brought similar savings to 300 agencies that participated in the **Greater Boston Police Council**.
- The **Metro Data Center** at MAPC responds to data requests from member communities, non-profit organizations, businesses, residents, students and other state agencies. Our **MetroBoston Data Common** online data and mapping tool is used to create customized maps for developing grant applications, analyzing development proposals, and improving services.
- Cities and towns now have the option of joining the Massachusetts Group Insurance Commission (GIC) with a new law drafted by MAPC and the **Municipal Health Insurance Working Group**.

TRIC: The Three Rivers Interlocal Council (TRIC), one of eight subregions of MAPC, meets monthly to discuss issues of mutual interest from community development planning to transportation. TRIC is comprised of Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, and Westwood.

During 2007, TRIC provided input to MAPC on the formation of all regional transportation plans and programs, and on subregional legislative priorities.

TRIC looked at the new and planned large mixed-use developments from Dedham to Foxborough. While Environmental Impact Reports are effective tools for mitigation of individual projects, there is no single place where the collective effects of multiple development projects are examined. TRIC has brought this to the attention of state officials.

Westwood: As the Town's MAPC and TRIC representative, I attend all Council, TRIC, and MAPC Legislative Committee meetings to express the Town's viewpoint on local and regional issues. I am also the Town's representative to and serve as vice-chair of the **Regional Transportation Advisory Council**, which provides the Boston MPO with input from municipalities, agencies, and advocacy organizations.

Steven H. Olanoff
MAPC Representative
Three Rivers Interlocal Council Representative

Investigations

Detective Paul Connors and Detective Paul Toland continue to follow-up on cases initiated by the patrol officers, in addition to self-initiated investigations. Detective Connors continued his liaison work as Police Prosecutor in the district court.

2007 saw further reports of identity theft and fraud, generally coupled with fraudulent credit card transactions. Due to the interstate (and occasionally international) nature of these crimes, prosecution of offenders, once they are identified, is difficult. Det. Toland compiled a resource guide for victims of these crimes that is available either at the Police Station or is distributed by patrol officers when taking a related report. The information in the guide should allow victims to minimize their losses and protect themselves from future victimization.

Traffic Enforcement

Traffic continues to be an area of major concern throughout town. The biggest issue for 2007 was the Westwood Station project and the accompanying proposal to close Canton Street. The Police Department worked closely with the Planning Board and Town Engineer to monitor progress and comment on proposals. We also worked closely with the private consultants hired to address traffic calming in the Everett Street, Forbes Road, and Canton Street areas. While the Canton Street area has taken up a lot of time, it is by no means the only area of town concerned about cut through traffic. Some of the other neighborhoods include, Greenacre Road, Conant Road, Dover Road, Mayfair Drive, Mill Street, East Street, and the Fairway Acres areas.

Other major construction projects in town included the Dover Road water main, the Route 128 Bridge replacements on Route 1A and Route 1, and a sewer project on East Street. There was also the completion of the Route 109 project including the re-stripping of the street and re-timing of the lights.

Our traffic enforcement efforts have increased as well. 2007 saw a 27% increase in citations over 2006 from 2059 to 2624. Most notable was a 58% increase in criminal traffic violations from 90 to 142. This category covers the most serious traffic violations such as OUI, driving to endanger, and driving on a suspended license.

Accreditation

We continue to work towards receiving Certification which is the first level of recognition in the accreditation program. We reviewed and updated a number of older policies including: Police Station Operations; Processing 911 Calls; Police Radio Communications; Robbery, Burglar & Panic Alarms; Telecommunications Equipment; Fire Radio Communications; and Fire Alarms. New policies issued included: Body Armor, Patrol Rifles, Automated External Defibrillators, Baby Safe Haven; Electronic Recording of Interrogations/Interviews. Other policies that are out being reviewed by committees include: Use of Force and Uniforms and Equipment.

At the end of 2007 the Massachusetts Police Accreditation Commission adopted the fifth edition of standards published by the National Commission on the Accreditation of Law Enforcement Agencies. The changes in the standards will require many changes in our policies as we move toward Certification. Many of the changes address civilian employees such as the dispatchers, records clerks, crossing guards and animal control officers. The prior standards dealt almost exclusively with sworn officers.

911 System

We participated in a major upgrade of our enhanced 911 system from the old equipment to the Vesta-Pallas system. All of our communications officers and police officers were trained in the new system and we went live in July. The system has a much easier method for the call taker to review calls, and gives us map locations for cellular and other 911 callers.

Radio System

The Federal Communications Commission is cutting all public safety frequencies in half in 2011. We came up with a plan several years ago to bring all our equipment up to readiness to deal with it. We have been replacing parts of our radio infrastructure for several years, and this year we replaced the antenna and the radio repeater in the basement of the police station. In previous years, we have replaced our other repeater and most of the radios in the cars to deal with the upcoming change, and we are on track to be able to deal with the frequency change.

I truly believe that Westwood is a community that recognizes the value and importance in supporting all those who live, work, and visit our community, and these efforts are designed to compliment and further enhance those programs already in place.

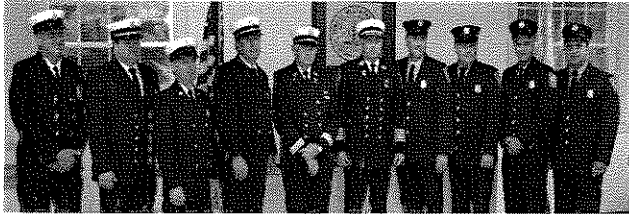
The anticipated changes during the course of the next year will bring even greater challenges. The members of the police department remain committed to broadening their involvement in the community, to assist in the resolution of issues which impede our community's potential, and at the same time foster the quality of life that distinguishes Westwood from all other communities.

I would like to thank the members of the Westwood Police Department for their attention to duty and the manner in which they conduct themselves on a day to day basis. The Westwood Board of Selectmen has always been supportive of the department's needs, and I am truly grateful for their overwhelming support. The Personnel Board, Finance Commission and Planning Board are always available for consult and their guidance and assistance is always appreciated. The Westwood Fire Department, Council on Aging, and the Department of Public Works are our closest allies, and we cherish the working relationship we have with these agencies.

Respectfully submitted,

William G. Chase
Chief of Police

WESTWOOD FIRE DEPARTMENT



WESTWOOD FIRE DEPARTMENT PROMOTION CEREMONY

DEPARTMENT MISSION

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

STAFFING

30 Uniformed Personnel

1 Chief
1 Deputy
4 Captains
4 Lieutenants
20 Firefighters

2 Civilian Employees

1 Administrative Clerk
1 Part-time Apparatus Maintenance Specialist

PROGRAMS/SERVICE AREAS PROVIDED:

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

2007 STATISTICS:

FIRES:	
STRUCTURE	97
VEHICLES	15
BRUSH/GRASS	57
OTHER FIRES	18
EMS/RESCUE SERVICE:	
AMBULANCE	1426

LOCK INS	11
VEHICLE ACCIDENTS	220
MISSING PERSONS SEARCH	2
WATER RESCUES	1
ANIMAL RESCUES	2
HAZARDOUS CONDITIONS	51
SERVICE CALLS	69
ASSIST POLICE DEPT.	4
MUTUAL AID/LINE COVERAGE	128
GOOD INTENT CALLS	64
SMOKE INVESTIGATIONS	106
ELECTRICAL EMERGENCIES	50
HAZARDOUS MATERIALS	
INCIDENTS	44
FALSE ALARMS	9
ALARM SYSTEM MALFUNCTIONS	202
UNINTENTIONAL ALARMS	152
CARBON MONOXIDE	
DETECTOS ACTIVATIONS	38
BOMB SCARES	1
TOTAL EMERGENCY RESPONSES	2767
OPEN BURNING PERMITS	421
INSPECTIONS & PERMITS	1264
TRAINING PROGRAMS	213
REVENUES GENERATED FOR 2007:	
AMBULANCE SERVICE	\$477,621.72
SMOKE DETECTORS	\$8,520.00
PERMIT FEES	\$7,930.00
FIRE ALARM FEES	\$3,250.00
MISC. REPORTS	\$265.00
TOTAL:	\$497,586.72

2007 AREAS OF NOTE

- ◆ A major reorganization of the Department's Command Staff occurred this year. The changes resulted in the creation of four Captains' positions. The Captains serve as Shift Commanders at Station One. Four Lieutenants took a confirmatory exam to be promoted to Captain; they are William Cannata, Richard Cerullo, Steven Lund and William Wood. As part of this reorganization the existing Lieutenant positions are now assigned to Station 2. The following Firefighters were promoted to Lieutenants; Michael Ford, Luigi Molinaro, David Pond and Michael Reardon. This reorganization has resulted in better accountability, more efficient Department operations and also prepares the Department for future growth.
- ◆ The Fire Department, in conjunction with the Police Department, installed new Incident Dispatch and Reporting Software and trained all personnel.

BUILDING DEPARTMENT

MISSION

To ensure the safety and integrity of buildings and construction by enforcing the State Building Code, Electrical Code, Plumbing Code, Gas Code and Local Zoning Bylaws.

DUTIES

The Building Department is responsible for issuing building, electrical, plumbing, and gas permits for new construction, repairs, renovations, and demolition, reviewing plans for State Building Code and Westwood Zoning By-law compliance and issuing occupancy certificates. The Department responds to calls and complaints from the general public concerning code and zoning questions, investigates complaints, and conducts periodic inspections of public buildings as required by State Code.

2007 ACTIVITIES AND ACCOMPLISHMENTS

- Although the building industry in general is experiencing a significant slow down, the Town of Westwood continues to be very active.
- The Building Department issued the following permits during 2007:

Building Permits	720
Gas Fitting Permits	220
Plumbing Permits	407
Wiring Permits	555
Sprinkler	5
New Dwellings	10

- Nine of the ten new dwelling permits issued were to reconstruct houses on non conforming lots after the existing structures were removed. Most of these projects also required Special Permits from the Zoning Board of Appeals under Section 4.5.8 of the Town's zoning bylaws
- All schools, restaurants, day cares, and public buildings of assembly were re-inspected as required by the State Building Code. The Health Department, Fire Department, and the Building Department are working cooperatively to bring all food establishments into compliance with all state and local code requirements.

- The Building Department is working with the "Station" steering committee and various Town departments, boards, and a consulting company in an effort to determine the impact of the University Ave development on the Town, its residents, and employees before, during, and after the project is completed.
- Demolition permits have been issued for several buildings along University Avenue. Removal of these structures will allow for the beginning of infrastructure work in preparation for the construction of the Westwood Station development



The former 165 University Avenue

- The 102 unit expansion of Highland Glen has been completed. An occupancy certificate has been issued for each building and rentals are in progress.



Highland Glen

SUPERINTENDENT OF SCHOOLS

I am pleased to submit this school department report for our town residents. Our school district has a long tradition of providing high-quality instruction and extra-curricular opportunities for our nearly 3,000 students in PK-12. Whether in the classroom, on the stage, or on the playing fields, our students are provided a first-class educational experience.

Westwood students achieve at high levels in many areas—academic, the arts, athletics. The results of Westwood's scores on the Massachusetts Comprehensive Assessment System (MCAS), on Scholastic Aptitude Tests (SAT), and Advanced Placement Tests are indicators of high levels of achievement in the academic areas. Two Westwood High School students were National Merit Semi-finalists; and, ten received letters of commendation. Seventy students received AP Scholar Awards. Two students were National Scholars; 23 were Scholar with Distinction; 25 were Scholar with Honor; and 20 students were Scholar. There were many sports awards this year: Matt Sebet was the Tri-Valley Golf MVP; Jeff Moriarty was the Tri-Valley Champion and League MVP in Boys Cross Country; Erin Nanna placed 4th for the breast stroke at the South Sectional Swim Meet; and, Kevin O'Connor was the Tri-Valley Defensive Player of the Year in Football. David Anderson, Timothy Campion, Adam DeParolesa and Charlie Leibson were honored as Eagle Scouts this past year. Westwood High School graduates students prepared and eager to continue their education. 98% of the students in the graduating class of 2007 are continuing their education; 95% at four-year colleges or universities and 3% at 2-year colleges.

The review and improvement of Westwood's academic programs is a system-wide priority. A cycle of curriculum review, development and implementation guides the oversight of academic areas. Students' performance in the elementary grades is now assessed against grade-level standards and reported to parents on the new standards-based report card. Students at all levels performed in dramatic productions and musical concerts throughout the year. The art work of students in kindergarten through grade twelve was prominently displayed throughout the year in each school and in public settings, including the Westwood Public Library.

The Director of Student Services, Audrey Seyffert, conducted a Coordinated Program Review of the Student Services Department and presented it to the Department of Education. The DOE representatives praised the quality of our programs, the professionalism of our staff, the incredible culture in our school buildings, and as always, our students, who impress virtually every visitor we have here. This year we also had The New England Association of Schools and Colleges (NEASC) accreditation team doing a review of the High School. One of the side benefits of going through the NEASC process is that we get to reflect on the great things that happen in our school on a daily basis. A special thanks goes to Emily Parks, Principal, and her dedicated staff.

In 2007, three faculty members retired after many years of dedicated service to students and town. The retirees were: Martha Coleman, 30 years; Michael Falcetano, 6 years; and, Jeanne Papa, 15 years.

John J. Antonucci
Superintendent of Schools

and third-year members participated in the ceremony as well.

The school held its annual Open House on Wednesday, Nov. 28, 2007. It was extremely well-attended, with approximately 1,200 prospective students, their families, and members of the public touring the building, meeting administrators, teachers and students, and gathering information.

Seventeen juniors from Blue Hills Regional Technical School in Canton earned their certified nursing assistant credentials in a poignant and well-attended ceremony for them and their proud families at the school on June 6

The students, all of whom are in the Health Services program, were required to complete 75 hours of classroom and clinical instruction, as well as pass an advanced nursing class with a grade of 75 or better.

The Pre-Engineering Program successfully entered its fourth year at Blue Hills Regional and earned prestigious national certification from Project Lead the Way, which supplies the curriculum. The two-person inspection team that visited the school lauded the Blue Hills program. "This school has the potential to become one of the strongest PLTW schools in the [national] network," noted their report. This rigorous, college preparatory program can earn students college credit. Students develop an understanding of engineering, engineering technology and its high-demand career opportunities. They learn engineering problem solving skills and advanced hands-on project based engineering models and designs, using the latest computer software and equipment.

For the second consecutive year, Blue Hills Regional earned the prestigious Walter Markham Memorial Award for athletic excellence among vocational schools in Massachusetts. "Blue Hills athletic experience is a valuable part of our students' vocational education," said Athletic Director Vincent Hickey.

The Norwood Adult English for Speakers of Other Languages (ESOL) program and the Adult Basic Education (ABE)/GED program, both of which are administered by Blue Hills Regional, have met key benchmarks set by the Massachusetts Department of Education (DOE) that measure student attendance, performance, gains and goals. According to Program Director Ellen Borgenicht, both programs rated so highly in every measured category that they rank in the top

ten percent of approximately 100 such programs statewide for fiscal year 07.

The Practical Nursing Program is a full-time post-graduate program of study offered on a tuition and fee basis. Practical Nursing students are prepared upon graduation to take the NCLEX-PN (National Council Licensure Examination for Practical Nursing) through the State Board of Registration in Nursing.

As of October 1, 2007, total enrollment in the high school was 851 students; of those, 11 students were from Westwood.

Blue Hills is proud to offer various services to district residents – and in some cases, the general public – from some of the 14 vocational programs. This practice allows students to utilize their training in practical, hands-on situations that nicely augment their classroom work. Furthermore, these professional-quality services are available at well below commercial cost.

Students in Cosmetology offer a full range of services for hair, skin and nails by appointment.

Full-course lunches prepared by students are served to the public on weekdays during the school year in the Blue Hills Regional restaurant, the Chateau de Bleu. Bakery goods are available for purchase, and the facility can also be used for civic group meetings.

The Auto Body and Auto Repair students complete automotive projects for community residents on a departmental- approved appointment basis.

The Early Education Center features a preschool program for youngsters who are two years nine months old to kindergarten entrance age. It is accredited by the National Association for the Education of Young Children. The program also provides a learning environment for students studying Early Education.

Each year, Blue Hills' Construction Technology and Electrical students build a house or one or more major home additions. District residents submit applications for these projects, which must last the full school year and have significant educational value. One of the two construction projects for the 2007-08 school year is located at 105 Tamarack Road in Westwood.

Alan L. Butters, Westwood Representative

- Provide a biweekly curbside recycling program, which abides by the State mandates established by the Department of Environmental Protection.
- To protect the quality of the environment within the Town of Westwood by removing and reducing household hazardous waste at an annual Hazardous Waste Day.
- Provide sewer services to all residents and businesses located within the sewered portion of Town.
- Expand the sewerage system to provide service to those residents in need if possible.
- Improve the existing sewerage system to provide better service and increased reliability.
- Enhance equipment and training to handle emergencies.

PROGRAM/SERVICE AREAS

ENGINEERING SERVICES

Planning Board:

- Review submittals, make recommendations
- Inspect developments under construction

Board of Selectmen:

- Drainage recommendations
- Traffic recommendations
- Maintain road inventory, plan files, emergency dispatch maps

Conservation Commission:

- Review submittals, make recommendations.
- Inspect developments under construction.
- Miscellaneous studies as requested

Sewer Commission:

- Review submittals, make recommendations
- Inspect installations

All Departments/Commissions/Boards/Councils:

- Provide reviews, recommendations, inspection, liaison, etc., when requested

PUBLIC BUILDING MAINTENANCE

Provide for the maintenance of Town Hall, the Carby Street Municipal Office Building, the Main and Islington Libraries, Department of Public Works Garages, Council on Aging, the Police Station, the Main and Islington Fire Stations, Islington Community Center. Custodial services are provided in the Town Hall, Council on Aging, Islington Community Center, Police Station, Department of Public Works Garages and the Carby Street Municipal Office Building by contracts and staff, with the custodial services for the Libraries and Fire Station accomplished with their staffs.

All costs of utilities - heat, electricity, water, sewer user fees, are included in the building maintenance budget, along with the cost of cleaning supplies and needed repairs and maintenance to boilers, heating systems, plumbing systems and cooling systems.

STREET LIGHTING

There are currently 1,291 streetlights in the community; 1,165 overhead street lights, 236 period lights. In general, lights are provided on public ways that have been accepted by the Town. In year 2002 the Town has purchased the street lights from NSTAR and has hired a street light service company for maintenance at a considerable cost reduction in the maintenance portion of the Street Light Budget.

TRAFFIC CONTROLS

There are currently seventeen intersections with traffic controls which are High Street at Summer Street, High Street at Windsor Road, High Street at Gay Street, High Street at Hartford Street, High Street and Westwood Glen Road, Route 109 and entrance to Fox Hill Village/Prudential Office Park, Washington and East Streets, Burgess Avenue and High Street, Washington Street and Gay Street, Roche Bros, Washington and Clapboardtree Streets, University Avenue, at Rosemont, University Avenue at Blue Hill Drive, and Canton Street. In addition, there are flashers on either side of the Hanlon School on Gay Street, Sheehan School on Pond Street, Nahatan Street at the Middle School and on High Street near the entrance to Highland Glen. Finally, there are floodlights at Summer St. and High St.; Windsor Rd & High St.; Gay St. and High St.; Harford St. and High St., Town Hall, Police Station and Library.

SOLID WASTE

The Solid Waste Budget provides for (4) four major programs/services. These are:

1. Collection and Transportation
2. Disposal
3. Recycling
4. Hazardous Waste

COLLECTION AND TRANSPORTATION

The Town has contracted with Waste Management Inc. for the weekly curbside collection of residential solid waste and the delivery of solid waste to Wheelabrator Millbury, the Town's resource recovery incinerator, with the recyclables also collected, transported, and marketed to the appropriate vendors bi-weekly.

DISPOSAL

The Town has contracted with Wheelabrator Millbury for twenty years for the incineration of residential solid waste. Wheelabrator Millbury is a co-generation facility, generating electricity with steam produced as a by-product of waste incineration. The tipping fee per ton, which began at \$55 per ton in 1988, is annually adjusted in January of each year by the rate of inflation as measured by the Consumer Price Index. The 2007 tipping fee was \$108.93 per ton. After renegotiating a new contract in 2008 the tipping fee as of January 1, 2008 is set at \$67.73.

Reviewed proposed projects:

- Howard Estates
- Westwood Station Task Group
- Lot 118 Grove St.
- Bubbling Brook Restaurant revised
- Flood Storage Autumn Lane
- High Rock (121 Units)
- Garage & Storage/Lunchroom Addition
- #300 Fox Hill Street – (22 lots) – Captain’s Crossing
- High Street
- Highland Glenn Expansion
- Rte. 128 Add a Lane
- Westwood Station: Special permit plan review; definitive plan review; coordination of peer review and proponent professionals; represented town interests at numerous meetings with various state and county agencies
- High Rock Age Restricted Housing
- 40 Allied Drive – commercial building
- Powisset Estates – street acceptance of Shoestring Lane
- DWWD – pump stations
- 100 High Street – site plan review
- Romano Container – building expansion, storm water improvement
- 265 Dover Rd – subdivision plan review
- NESAs – University Ave.

Other accomplishments:

- 4-Way stop Pond/Clapboardtree St.
- Reviewed proposed zoning changes
- Assisted various departments: Selectmen, Planning Board, Conservation Commission, Business Development, Health, Building, Sewer, Police Department, Fire Department, Historical Commission, etc.
- Followed up on resident complaints
- Street acceptance report – Shoestring
- Provided representation on the Land Use Committee, Geographic Information System Work Group, Open Space and Recreation Subcommittee, O.P.E.N., Traffic Safety Task Force, Forest Management Committee, Storm Water Committee etc.
- Reviewed submittals for the Planning Board
- Inspected subdivisions for the Planning Board
- Performed inspections for the Sewer Division
- Worked on the plans for University Ave., Washington Street, Summer Street, High Street, etc.
- Worked with Mosquito Control on various projects
- Prepared Stormwater Phase II Program Update

- Worked with utilities – Verizon, NSTAR, Comcast, Dedham-Westwood Water District, etc.
- Worked toward completion of drain map for Stormwater Phase II
- High School softball field: Provided horizontal and vertical control; inspectional services; drainage evaluation
- High School lacrosse field: Provided horizontal and vertical control; inspectional services; drainage evaluation; earthwork calculations
- High School baseball field: Provided horizontal and vertical control; inspectional services; drainage evaluation.
- High Street reconstruction: resolution of punch list items
- Investigated construction issues of balls fields
- DPW garage: Provided horizontal and vertical control
- Pond Street – Clapboardtree Street geometric modifications: Design, layout, control
- Governmental Accounting Stds. Board – provided excel templates for minor and major roadway construction.
- High Street: Left Turn Lanes between Gay Street and Windsor Road
- High Street: Landscape
- High Street: Battery backup installation of signals at Hartford St., Gay St., Summer St. and Lowderbrook Rd.
- Colburn School – Sketch for mothballing procedure.

HIGHWAY DIVISION

- Resurfaced and related work on the following streets: Far Reach Road, Ridge Rd., Storrow Circle, Skyline Drive, Perry Drive, Nancy Drive, Palomino Lane, Walker Road, Porter St., Pear Tree Drive, Endicott St., Hedgerow Lane, Partridge Drive, Hemlock Drive, Cushing Road, Aran Road, Spellman Road, Glandore Road, Kilronan Road, and Blueberry Lane for a total of 5.6 miles.
- Repaired sidewalks on Strasser Ave., Dean St., Pine Ln., Oak St., and Sumac Dr.
- Cracked sealed 11 miles of roadway
- Brookfield Road – cleared all dead trees and downed trees out of brook Installed six inch machine berm from top of hill to two newly constructed twin catch basins at low point of Brookfield Road.
- Hartford Street – resurfaced sidewalk from High Rock St. to Warwick Drive.
- Spent a considerable amount of time on site work for new athletic fields at Westwood High School.
- Spent a considerable amount of time on site work for new storage garage/wash bay at D.P.W. Yard.



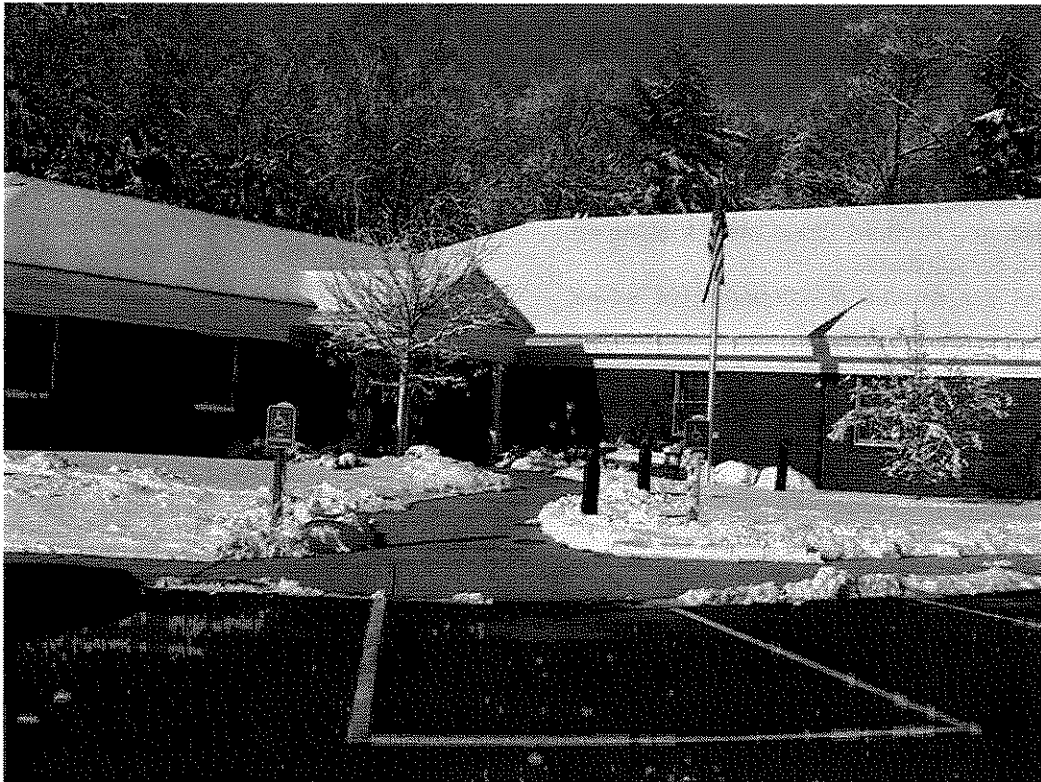
Eagle Scout Project – Stencil approximately 1,000 catch basins

FY09 SERVICE PLAN

- To continue with the road improvement program by crack-sealing leveling and sealing Town roads.
- To continue with the annual maintenance of the Town's cemeteries, buildings, and infrastructure.
- To prepare for the upcoming winter season.
- To negotiate a street light maintenance contract.
- To continue to provide collection transportation and disposal of solid waste and collection and marketing of recyclable materials.
- To provide a Fall Household Hazardous Waste Day.

- To continue to update and maintain athletic field throughout the Town.
- To continue to maintain the existing sewer infrastructure.
- To update and computerize the record-keeping process for newly constructed house service connections.
- To continue the aggressive program for the reduction of Infiltration and Inflow (I/I) in the sewerage system.
- To encourage further training of the field personnel when appropriate programs are offered.
- To continue to improve the quality of equipment used in removal of snow and ice.
- To complete construction of vehicle wash at Highway yard.

Timothy Walsh, Director of Public Works
Ralph J. Phaneuf, Superintendent of Streets and Cemeteries
John R. Bertorelli, Town Engineer
Robert Angelo, Sewer Superintendent



Carby Street Municipal Office Building, 50 Carby Street

DEDHAM WESTWOOD WATER DISTRICT

The Board of Water Commissioners sets policy, prepares operating and capital budgets, oversees the operations of the management company, and sets rates for the Water District. Relations with the various town board and officials and the communities continue to be excellent.

Board of Water Commissioners (2007)

Michael Powers, (Dedham) Chairman, James J. Galvin (Westwood) Vice Chairman, Kenneth C. Bragg, (Dedham) Clerk, Peter E. Nangeroni (Westwood), Steven M. Mammone (Dedham), Robert E. McLaughlin, Jr. (Westwood).

Projects - Construction was completed on the High Rock (Dover Road) and MWRA (Route 1) Pump Stations. Both facilities received approval from the Massachusetts Department of Environmental Protection and are operational. An eight inch water main was installed at Hillview Road. At Captain's Crossing off Fox Hill Street, a looped eight inch water main was installed. A twelve inch water main was installed along Dover Road and High Rock Lane ending at the top of Rock Meadow Road.

Water Supply - Construction of the well house at White Lodge Well #4 was completed. The new well should be operational in the near future. The District's membership in the Massachusetts Water Resources Authority allows for the purchase of up to 36.5 million gallons of water from the MWRA on a yearly basis. This is available as a supplement, when necessary, to the District's existing water supply. With the advent of new development, the District will have the option of increasing the amount of water it can receive from the MWRA.

Security – The District continues to upgrade the Supervisory Control And Data Acquisition (SCADA) system which monitors sites electronically and communicates with a central computer at the plant with 24 hour coverage.

Rates – There were no rate increases in 2007. It should be noted that this was the case despite the absorption by the District of all costs, including personnel, of American Water Services.

Water Conservation – The toilet and front loading washing machine rebates programs continued to be quite popular. Residents took advantage of these programs and, in so doing, contributed significantly to water conservation. 225 rebates for front loading washers and 215

rebates for low flow toilets were processed. The District distributed 107 rain barrels, at a discounted price, to residents. The District also initiated a free rain sensor program for homeowners with irrigation systems. 192 rain sensors were distributed free of charge in the two towns. A new waterless urinal rebate program was started that will encourage commercial interests to conserve water.

Resource Protection – The District is participating in a study with the Massachusetts Highway Department and the University of Massachusetts. The purpose of the study is to consider the District's request to have portions of the Route 128/Interstate 95 area designated as low salt zones. The goal is to remediate water quality impacts to the District's White Lodge wells that are attributed to MHD winter road deicing practices. The Massachusetts Highway Department also erected a new salt shed in Canton that poses less of a threat to the District's Fowl Meadow well.

Personnel – The District contracted with a private firm to facilitate and manage issues relating to the District's human resources. A staffing consultant was hired to evaluate the future needs of the DWWD.

Future Goals – The District will continue installing new radio read water meters in 2008. Leak detection is a priority for the DWWD. The District will strive to reduce the percentage of unaccounted for water throughout the system. New water conservation programs that will benefit both residents and commercial interests will be expanded. The District will continue to communicate with the Town of Westwood on a regular basis, particularly regarding new development projects and their impact on our water resources.

The Dedham-Westwood Water District is grateful to the Planning Board, Board of Appeals, Building Department, Conservation Commission, Board of Health, Fire and Police Departments, Department of Public Works, Assessor's and Collector's Offices, and especially the Town Administration and Board of Selectmen for their continued cooperation and support.

KEEPER OF THE POUND

The Town Pound has made it through the 2007 calendar year in excellent condition. The new plantings outside of the pound, courtesy of the "Adopt An Island" program, have flourished.



Also, a new sign has been added to the Town Pound this year. The sign bears the Town Seal, along with a brief history of the pound imprinted on it. The Town Pound, which was built in 1700 by Lieut. Joseph Colburn, marks the location of land granted in West Dedham to Rev. John Allin in 1639.

The Town Pound continues to be an important historical landmark in our community and a greeter to all who enter our town as they drive by the pound on Route 109.

Ronald J. Chuirri
Keeper of the Pound

CEMETERY COMMISSION

Town cemeteries had 66 internments in 2007 and 51 lots were sold.

Major cleanups were performed prior to Memorial Day and again in the fall, in both cemeteries as follows:

- Shrubs were trimmed
- Grass was mowed and trimmed
- Old trees and branches were removed
- Paths were repaired and cleaned
- Headstone foundations were constructed, repaired, and maintained
- Internment services were provided

The commission is currently in the process of computerizing the grave layout in both Westwood cemeteries, which will aid in the purchase of lots in the New Cemetery, and research the interned in the Old cemetery.

Thomas Daly
John Lynch
Thomas Aaron



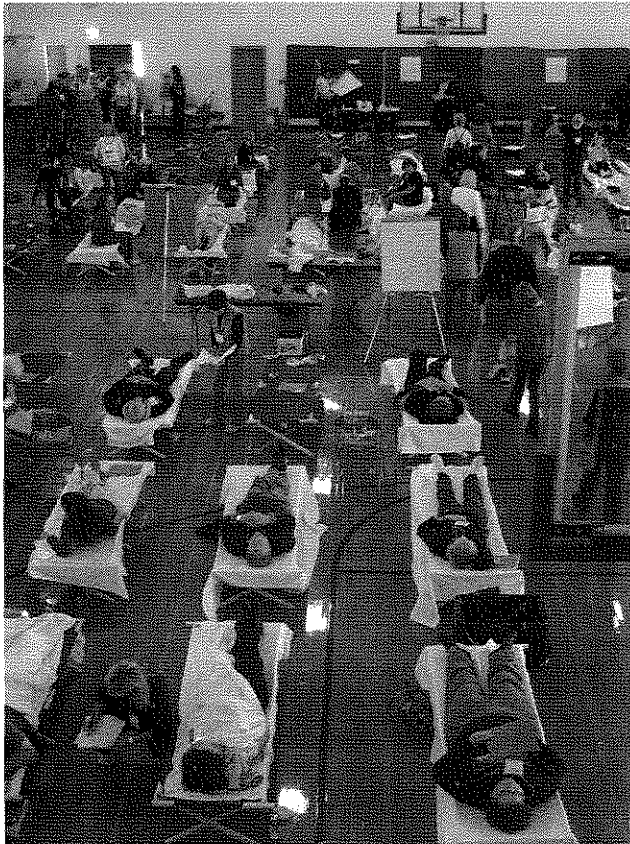
Westwood MRC Volunteer at Alternate Care Site Drill

The drill was successful with over 200 volunteers from the sub-region along with staff from the seven health departments and Caritas Norwood Hospital participating. This drill was one of the first alternate care site exercises to be held in Massachusetts. The grant money continues to pay for a coordinator who oversees the grant program. Money was also used to purchase emergency preparedness supplies.

The Westwood MRC was very busy with activities in 2007. Westwood has 75 committed volunteers in the Corps. The Health Department has continued to actively recruit both medical and non-medical members. There are many benefits to becoming a medical corps volunteer. Members receive free training and educational opportunities such as Behavioral Health Training, Personal Protective Equipment Training, Incident Command and Risk Communication. Corps members gain a great sense of civic pride in serving their community in such a meaningful capacity.



Annual Flu Clinic/Emergency Dispensing Site Drill at Westwood High School, December 8, 2007



Alternate Care Site Drill, Norwood Civic Center, October 13, 2007

On Saturday, December 8, 2007, the annual Flu Clinic was held as an Emergency Dispensing Site Drill for Westwood MRC volunteers. The drill was held at the Westwood High School gym, which is the designated emergency dispensing site. Based on the feedback from clients as well as the 30 MRC volunteers that participated, the clinic was a huge success! We were able to successfully test the system that we would use to administer vaccine and/or medication to Westwood residents in the event of an emergency. We duplicated to the extent possible Westwood Board of Health's Emergency Dispensing Site Plan and I am happy to report that our years of planning have paid off. As a result, we are planning to conduct future flu clinics using this plan.

Approximately 300 doses of vaccine were administered at the clinic. We are hoping to hold future flu clinics at this location. Based on the feedback from MRC volunteers, this format was well received and it will be a great opportunity to continue drilling.

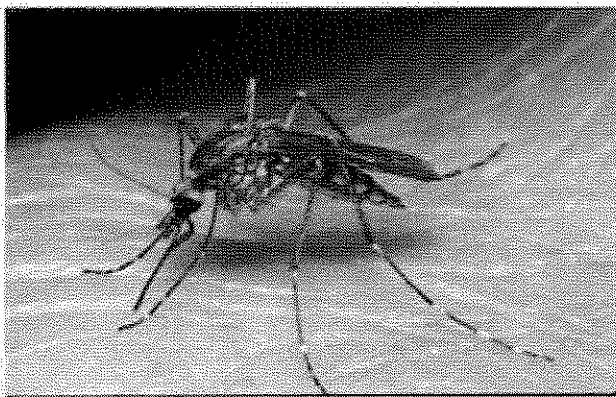
protocols. Longtime Animal Control Officer, Paul Sheehan retired after many years with the town. Paul Jolicoeur hired as the Animal Control Officer and has been appointed as an Animal Inspector along with Vincent Durso, D.V.M. and Laura Fiske. The Animal Inspector is responsible for placing animals under quarantine and explaining to owners specific quarantine guidelines depending on the type of potential rabies exposure. In 2007, 20 animals were quarantined. The dissection and disposal of various wildlife and domestic animals is performed and submitted to the state laboratory for rabies testing. In 2007, 3 animals were submitted for testing. The Animal Control Officer prepares and packages birds for submittal to the state laboratory for West Nile Virus testing. A total of 17 birds were reported to the West Nile Virus Hotline. No birds were submitted for testing. There were no positive birds.

The Westwood Board of Health and the Westwood Animal Clinic co-sponsored a rabies clinic held on March 31, 2007. State law requires all dogs and cats be vaccinated against rabies. Over 100 dogs and cats were vaccinated. Rabies in Massachusetts continues to pose a threat to humans and domestic animals.

Laura Fiske is appointed Animal Inspector by the Board of Health to conduct barn inspections. A total of six barn inspections were conducted in 2007.

MOSQUITO CONTROL:

The Town of Westwood is a member of the Norfolk County Mosquito Control Project, (The Project). An integrated pest management model is used by the Project to control mosquitoes. Water Management is a way to manage shallow, standing and stagnant water and the maintenance of existing drainage systems, which if neglected, can contribute to mosquito breeding.



Larval Control (Larviciding) consists of treating mosquito larvae during aquatic development in wetlands where mosquitoes breed. Adult Control (Adulticiding) involves the use of ultra low volume cold aerosol applications from truck-mounted

equipment. These applications are conducted only when warranted. Adulticiding is available to residents on a weekly basis, depending on the weather, between the hours of 2:00 A.M. and 6:00 A.M., by request only. Adulticiding becomes necessary when adult mosquitoes are too numerous, annoying, and/or threaten the health of residents. In 2007, 4,867 acres were treated with an Adulticide. West Nile Virus has been active in Massachusetts for the last few years. The Project and the Board of Health cannot emphasize enough the importance of controlling mosquito breeding on your property. This is an opportunity for individual residents to take an active role in controlling this mosquito-borne disease. Individual landowners can help by making sure that they eliminate any containers that hold water for more than five days. The mosquitoes that most likely carry and spread the West Nile Virus breed prolifically in these containers. This practice can eliminate mosquito breeding without the need for pesticides. In 2007, 690 rain basins were treated with larvicide briquettes as a control measure for the West Nile Virus. Due to the increase in West Nile Virus activity in Norfolk County this year the surveillance program was expanded dramatically.



Ariel Larviciding

Westwood residents should also be aware of the spring aerial larval control application, which usually takes place in April. The Project uses helicopters to treat the larger wetlands in Westwood and surrounding communities in an effort to control mosquitoes before they hatch into adults and leave the wetland, thus avoiding infestations in residential areas. In 2007, 398 acres were treated during the spring aerial application. The environmentally sensitive pesticide Bti is used to control mosquito larvae without affecting the other beneficial organisms in the wetland. These applications also reduce the need for early morning aerosol applications that are less effective. For more information visit the Norfolk County Mosquito Control Project web site at <http://massnrc.org/ncmcp>.

2007 IN REVIEW

	PERMITS	INSPECTIONS
FOOD:		
Food Establishments	50	167
Retail Food Establishments	13	39
Milk and Cream	53	
Frozen Desserts	7	
Temporary Foods	55	18
Mobile Food Trucks	3	6
Food Complaints	20	20
Total Food Permits Issued	201	
Total Inspections Conducted		250
TITLE 5:		
Title 5 Inspection Reports	13	
Septic Repairs	2	10
Septic Constructions	2	0
Total Permits Issued	4	
Total Septic Inspections Conducted		10
MISCELLANEOUS:		
Disposal Works Installers	7	
Permit for the Abandonment of Systems	25	
Percolation/Observation Test Sites	10	4
Septage Haulers	16	16
Rubbish Removal Companies	20	
Private Well Permits	10	
Funeral Directors	2	
Tobacco Permits	12	12
Tobacco Compliance Checks		40
Public/Semi-Public Pools/Spas	3	7
Recreational Camps	9	25
Bathing Beaches	2	5
Hotels/Motels	1	2
Tanning Facilities	1	2
Keeping of Animals	7	10
Hazardous Materials Registration	16	18
Total Permits Issued	141	
Total Inspections Conducted		156
MESSAGE:		
Massage Practitioners	23	
Massage Establishments	6	6
Total Massage Permits Issued	29	
Total Establishment Inspections Conducted		6
TICKETS ISSUED:		
	CITATIONS	WARNINGS
	23	24

Linda R. Shea, R.E.H.S./R.S., Health Director
Westwood Board of Health

COUNCIL ON AGING

Grant Amount	Purpose	Funding Agency
\$11,500	Nutrition Site Manager	Health & Social Services Consortium, Inc.
\$15,675	COA SHINE Counselor	H.E.S.S.C.O.
\$ 1,500	Tai Chi Instructor	Executive Office of Elder Affairs
\$ 1,500	Quilting Instructor	Executive Office of Elder Affairs
\$ 2,000	Intergeneration Coordinator	Executive Office of Elder Affairs
\$ 500	Computer Instructor	Young Women's Club
\$ 2,000	Exercise Instructor	Executive Office of Elder Affairs
\$ 1,500	Crafts Instructor	Executive Office of Elder Affairs
\$ 6,000	Newsletter Clerk	Executive Office of Elder Affairs
\$ 2,000	Yoga Instructor	Executive Office of Elder Affairs
\$ 44,175	Total Staffing Grants	
Programs and Services		
\$ 1,500	Volunteer Recognition Luncheon	Executive Office of Elder Affairs
\$60,809	Matching funds for Nutrition Site and Home Delivered Meals	Health & Social Services Consortium, Inc.
\$40,000	New Medical Van	Executive Office of Transportation
300	Intergenerational Program at the Deerfield School	Westwood Educational Foundation
\$ 1,000	Shingles Health Program	Veterans Hospital
\$ 1,500	Food Pantry Monthly Supplies	Knights of Columbus
\$ 500	Farmer's Market Program	Health & Social Services Consortium, Inc.
\$ 2,000	Roche Bros.	Refreshments for events
\$ 1,400	Senior Summer Supper's	Young Women's Club
\$ 500	Tax Relief Assistance	Interfaith Counsel
\$ 250	Yoga Mats – Yoga Class	Westwood Educational Foundation
\$ 150	John Root Musical	Arts Lottery
\$ 150	Richard Clark Performance	Arts Lottery
\$ 3,000	Arts & Craft Supplies	Westwood Residents
\$ 4,500	Food Pantry Food Drive	Westwood Residents
\$ 1,500	Food Pantry	Women's Club
\$ 1,500	Senior Center Programs	Knights of Columbus
\$ 1,500	Food Pantry	Howland Foundation
\$ 5,000	Food Pantry	Copeland Foundation
\$ 800	Food Pantry	Caritas Norwood Foundation
\$ 500	Computer Class Instructor	Local Resident
\$ 500	Kitchen Equipment	Young Women's Club
\$ 1,500	Defibrillator	Lyons Club
\$ 3,250	Senior Center Programs	Memorial Accounts
\$ 133,609	Total Program & Service Grants	
\$ 44,175	Totals Grants - Staffing	
\$ 177,784	Total Grants	

through involvement with a number of our prevention programs and cooperative efforts with other social service agencies.

Mothers Support Programs

Due to declining enrollment the weekly drop-in meetings for mothers has been placed on hiatus. Future possibilities include programming in collaboration with the Early Childhood Council to address the needs of mothers of young children.

Recognize a Youth Program

Created by the 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. Each month a member of the Westwood Youth & Family Service Board of Directors and Westwood Rotary select an outstanding young person to be recognized. Recipients receive a certificate of appreciation and a gift, courtesy of the Westwood Rotary.

PRIOR YEAR ACCOMPLISHMENTS

- **WY&FS provided 822 hours** of clinical and consultation services to residents.
- **WY&FS received \$3,555** gifts and grants to support such programs as Body Safety Theatre and the New Mothers group.
- **The Director of Youth & Family Services** attended the Juvenile Firesetting Conference and Task Force
- **The Director of Youth & Family Services** organized a Youth Commission Collaborative with networking events representing over 30 town/city youth commissions
- **Youth & Family Services Staff** were represented on the following boards/committees:
Westwood Community Chest, No Place for Hate/Human Rights Committee, Disability Commission, Early Childhood Council, Deerfield Site Council, Westwood Lodge Task Force, WHS Legislative Council, WHS Child Study

Team and the Early Childhood Mental Health Committee.

- **Project Growth Programs provided 278 hours** of psychoeducational services to children and adolescents.
- **The Youth Volunteer or "Mentors"** program provided **2024** volunteer hours and serviced **1410** children. This program is comprised of the Teen Center Dance at the Thurston Middle School, Body Safety Theatre, Friends Network, the Basement, After School Program and Thurston Thursdays (after school drop-in program at the Middle School).
- **Recognize A Youth Awards (RAY)** completed its sixth year. This collaboration with the Westwood Rotary recognizes children who have demonstrated a commitment to volunteerism and community service. Three children were so recognized in 2007: **Nataniah Cagan, Olivia Antonelli, Jamison O'Neill, and Jacob Greenberg.**
- **The Friends Network** completed a very successful ninth year. This program matches 16 children in grades 3-5 with 16 high school students.
- **WY&FS received a \$600 grant** from the Early Childhood Council to support a Working Moms Group and a Single Parents Group.
- **The Director of Youth & Family Services** provided administrative supervision and case coordination for Westwood's social work contractor.
- **WY&FS participated in a seminar training program** for graduate student interns in collaboration with the Needham and Dedham Youth Commissions.
- **WY&FS trained two graduate student counseling interns** from Lesley College and Mass School of Professional Psychology. Clinical interns allow WY&FS to provide over 500 clinical services hours to residents at no cost.
- **The Youth Services Counselor** began supervising a social work intern.

AID TO THE ELDERLY AND INFIRMED

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.

All contributions made to the Fund are considered by the IRS to be tax deductible charitable contributions.

During the fiscal year ended June 30, 2007, the Fund received contributions totaling \$20,368. In April 2007 this committee awarded \$15,081 to those qualified applicants to assist in paying the FY07 real estate tax bills.

The Tax Relief application form is available at the Tax Collector's Office at Town Hall or at the Senior Center on Nahatan Street. In order to qualify for assistance, a resident must submit a new updated application each fiscal year. The application must be submitted by:

- March 15 for the tax bill payment due August 1.
- September 15 for the tax bill payment due the following February 1.

One application is sufficient to be considered for both periods. The Committee, in its sole discretion, will take special situations into consideration.

The Committee would like to thank all the individuals, families, businesses and organizations that have contributed to the Fund.

Patrick J. Ahearn - 2008
James Gavin - 2008
Michael Krone - 2008
Albert F. Wisialko - 2008

SELF-HELP, INC.

During the program year ending September 30, 2007 Self Help, Inc., received a total funding of approximately \$19 and provided direct services to 27,938 limited income households in the area.

In the TOWN OF WESTWOOD Self Help, Inc. provided services totaling \$39,015 to 52 households during program year 2007.

Self Help's total funding of \$19,059,457 does not tell the real value of services delivered to the area as a whole. This funding enabled us to mobilize an additional \$1,535,342 of other community resources such as, volunteers, donations of space, and private donations in the form of goods and services. Therefore, the total impact of Self Help, Inc., during the past program year was \$20,595,799.

In addition, Self Help currently employs 250 individuals. Many of these individuals are of limited income, and most reside in our service area.

We feel that October 1, 2006 through September 30, 2007 was a successful program year for us because we were able to assist as many individuals and/or families as we did, regardless of the challenges of being a human service provider.

We thank the Town of Westwood, and all the volunteers for helping us to make fiscal year 2007 a successful one.

Norma Wang
Executive Assistant/Human Resource Manager

students with disabilities. In addition, meetings and information sessions have been scheduled throughout the school year.

Recreation

In 2007 the Commission reviewed plans for the reconstruction of the School Street Playground to address the deterioration of the twenty year old structure and offer new and challenging play activities. Through the efforts of the Commission, the playground designer was made aware of physical and activity access requirements of the Americans with Disabilities Act and the Massachusetts Architectural Access Regulations. As a direct result of the Commission's activities, an accessible walkway and accessible activities were added to the

playground design to ensure compliance with state and federal laws.

Anne Berry Goodfellow, Chairman
Nuala Barner
MaryAnne Carty
Pat Carty-Larkin
Suzanne Comer
Jane Forsberg
Alan MacDonald
Fran MacQueen
Jette Meglan Co-Chair
Jude O'Hara Co-Chair
Jan Randlett
Connie Rizoli
Susan Rogers



Services supported by SNCARC through its affiliate Lifeworks:

Vocational Training and Job Placement Programs:

Lifeworks Employment Services provides vocational rehabilitation for mentally retarded persons age 18 and over. These services include vocational evaluation, work adjustment training, sheltered employment, transitional or supported employment and competitive job placement and follow-up support.

Residential Programs:

Lifeworks Residential Programs provides home-like environments and supervision, care and training in independent living skills, functional academics and social skills. These programs include community residences and supervised apartments (both with 24-hour staffing) and cooperative apartments (with staff assistance less than 24 hours per day).

Westwood residents who wish to visit or learn more about our programs or who wish to request services for someone disabled by mental retardation or other developmental disability should contact us at (781) 762-4001.

William F. Abel, Ph.D. President

MEMORIAL DAY COMMITTEE



*Initial Flag Raising, Veterans Park, May 28, 2007
Rick Dunnirvine(L) Ron Stapleton(R)*

DEPARTMENT MISSION

- Administer and organize parade and ceremonies memorializing those who gave their lives for their country.

GOALS AND RESPONSIBILITIES

- Organize parade and ceremonies
- Provide wreaths and flags for veterans' graves 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 monument and signs in Veterans square.
- Planted flowers in park and squares.
- Sons of the American Revolution marched in parade and paid tribute to early patriots buried in Westwood.

COMMITTEE:

- Veterans Services
- American Legion Post 320

BOARD OF LIBRARY TRUSTEES

Library Director Tom Viti and his outstanding staff, in addition to continuing to provide the town of Westwood with exceptional service, are an integral part of the new Main Library building planning process, which is being designed to provide critically needed space for collections, research and community events.

Westwood remains on the State waiting list for partial funding of the proposed new Main Library building. The Massachusetts Board of Library Commissioners (MBLC) has increased the grant awards by fifteen percent due to the extended delay in passing the capital funding bill in 2006. Westwood's current grant award totals \$3.7 million. The bill was re-filed this year and we hope it will receive prompt consideration. We thank our local legislators, Senator Marion Walsh and Representative Paul McMurtry for their efforts in support of the bill.

A consulting firm has been retained to help plan and direct fund-raising activities. For 2008 the Trustees also plan to hire a project manager team and architect to finalize the building design and develop a proposed budget. I want to acknowledge the work of the committee that studied and prepared documents for hiring the project manager: Town residents Tom Erickson and Dave Harrison, Library Trustee Ed Hansen, Permanent Building Committee Chair Ned Richardson, and Tom Viti.

The Trustees and Library Director continue to work with the Board of Selectmen to help develop a comprehensive plan for the Colburn School. In 2007 a memorandum of agreement (MOA) with the Massachusetts Historic Commission (MHC) was signed by the Board of Selectmen, Library Trustees, and the Westwood Historical Commission. This agreement allows the Colburn School to be moved from its current location as part of the new Main Library building project. The goal is to place the Colburn building on High Street once the Library project is completed. Last year, the Town met one of the MOA requirements by contracting for repairs to the Colburn. The Trustees also complied with the MOA by hiring a photographer to document the architectural features of the school.

Funding in addition to the regular Town municipal budget is essential to maintaining quality library services. The Trustees want to acknowledge the

ongoing generosity of the Friends of the Westwood Public Library, and in particular the refurbished sign for the front lawn of the Main Library. As in the past, the Friends continue to fund a number of special programs, our museum pass program and the periodic upgrading of the Library's technology capabilities, including the purchase of the two laptop computers this year.

The continued high quality of the Library's services is also dependent on the support we receive from the School Department, the elementary school PTOs, the Early Childhood Council, the Council on Aging and the Board of Selectmen. The enthusiastic support from such a wide range of Town constituencies is gratifying and we continue to welcome and encourage their active participation in Library activities.

Eric N. Gutterson, Chair
Jane Nash, Secretary
Karen Coffey
Mary Feeley
Edward Hanson
Jane Wiggin

In 2008 we look forward to assembling a team (project manager and architects) that will continue planning for the new Main Library. We also hope to launch a fund raising campaign. We plan to expand our DVD and books on compact disc collections, while exploring new services such as downloadable audio books. We will continue to provide an exciting collection of current books and reading programs.

I want to thank our many volunteers for generously donating their time and energy in helping with the numerous tasks it takes to run a busy library such as Westwood's. The staff continues to develop new ways to serve the community while providing a welcoming atmosphere for all patrons. Their commitment, under sometimes less than adequate conditions, is exemplary.

I would also like to voice my thanks for the professional assistance the library receives from other Town departments. In particular, the Information Systems staff, Early Childhood Council, School Department, and Council on Aging are frequent and much appreciated partners in serving town residents.

In conclusion I want to recognize the Board of Library Trustees for their guidance, encouragement and support.

Thomas Viti,
Library Director

RECREATION COMMISSION

The Recreation Commission consists of seven residents selected by the Board of Selectmen. They serve as an advisory and a policy-making board responsible to the citizens of Westwood. They support the year-round, high quality, indoor and outdoor recreation activities for children and adults. The Recreation Commission oversees the management and use of all the playing fields and playgrounds on Town sites, as well as a variety of community events and programs coordinated by the Recreation Department.

The goals of the Commission are to provide programs and special events that are diverse, appropriate and affordable for all who choose to participate. These quality services include physical, social, creative, athletic and travel programs with safety always being our top priority.

Programs and special events are "fee for service" (financially self-supporting). Scholarships for participation are available; no resident is ever turned away due to their financial circumstances.

The Recreation Commission and Staff are particularly thankful for the many volunteers and citizen groups who donate their time, energy, and resources, toward the improvement of town facilities, playgrounds, ball fields, recreation programs, and special events.

From the Recreation Director

We are pleased to provide you with our annual report for 2007. The report is published in order to summarize our operations for the past year and provide you with information on programs and services.

The Recreation Department staff is committed to assuring that programs are safe, are of the highest quality and meet the participant's needs. Staff is dedicated to providing quality community service in a friendly, courteous and fiscally responsible manner. We provide a wide variety of activities to encourage all from the community to use their free time in a positive, productive and enjoyable fashion. Programs and services are constantly evaluated and assessed to assure quality. One of our goals is to provide something for everyone!

This past year the New School Street Playground was purchased and installed. It was designed to be totally handicapped accessible, for both handicapped participants and even disabled caregivers. This complete project was funded in it's entirety through the generosity of

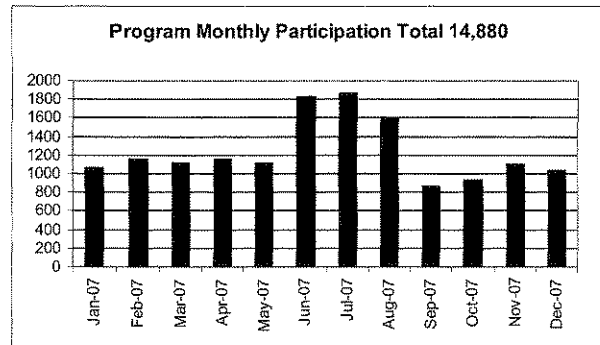
the Westwood Young Women's Club. The Commission and Department salute their extraordinary efforts on behalf of the Town and its residents!

In 2007 we successfully managed both the Recreation Pool and Recreation Fitness Center for our first 12 month cycle. Both areas provide all residents from, young to old, the newcomer to the experienced, with recreational opportunities at a very low cost. The public response to these facilities has been exceptional. If you have not had the opportunity to visit these facilities, we invite you to do so.

This summary of the Recreation Department is a historical record of the year 2007 and has been documented for town officials and residents. It also serves as a reference for the Recreation Department and its staff.

Please take a few minutes to read this information regarding on the Recreation Department. We are proud to serve the community and welcome your comments.

Programming



The Recreation Department provides many opportunities for any of the Town's residents to participate in a selection of enjoyable activities during their free time. The Department sponsored programs are selected, organized and staffed with the intention of providing appealing programs to satisfy the diverse interest of the residents.

These first-rate programs promote health, fitness, socialization, fun, personal growth, teamwork and more. Recreation programs are led by skilled instructors and are offered at affordable rates. As a Department, programs and services are continuously evaluated, adapted and created to make available a selection of program choices for all ages.

Within all programs and service areas, our goal is to cover all operating expenses with revenue generated from; memberships, program fees,

routine work with the Department of Public Works, based upon the users' schedules and the expressed necessities at each site.

Accomplishments

January 2007 – December 2007

- ⇒ Number of Programs - 655; Registered Participants - 7,327; Daily Participants Pool & Fitness Center - 17,048; Memberships sold - 1,238
- ⇒ Produced a quarterly program brochure, which is available on-line and mailed to every Westwood household. Provided all residents the opportunity to view all program offerings, details about the upcoming season's program listings, special events, and new program offerings.
- ⇒ Utilized the Town's web site to advertise and notify residents of activities and events, including information on the playing fields.
- ⇒ Worked with the Westwood Young Women's Club to complete the New School Street Playground. \$250,000 was raised for the project; equipment was purchased that was safe and challenging for children up to age 12. Designed the playground to accommodate physically challenged individuals. The end result is a state of the art playground facility for all.
- ⇒ The Summertastic program, a great group of young teens, chose "Team Todd", a Community Charity Project. Raised money for the Boston Marathon Jimmy Walk. Planned and assisted with car washes, hot dog lunches, a lemonade stand, a penny drive and an ice cream stand. Raised over \$1000 dollars.
- ⇒ The Basement (Middle School After-School Program) in its second year, under the direction of Kristen Scoble, increased enrollment from eighteen families in the 2006-2007 to twenty-three families this year 2007-2008. Provides a safe and fun environment for middle school teens and is a great comfort to their parents.
- ⇒ Worked with Youth and Family Services to have the Basement Program at the ICC added as a placement opportunity for the High School Mentor Program. Monday through Thursday three to four mentors volunteer their time helping the Basement participants with their homework.

⇒ Coordinated with Youth and Family Services, for 12 families to be provided with financial scholarships thru the Community Chest. This organization generously donated \$5,565 to assist these families with summer recreation programs.

⇒ The Karate program has completed its 14th year, under the direction of Steve Diorio, Shihan-Master Instructor. Many students who began as a white belt (beginner level) have earned their black belt (highest level) and continue to study. This program has been a huge success and continues to grow.

⇒ 60 Leadership Development Program Participants volunteered 3,630 hours. This summer program guides teenagers to work with staff and develop leadership skills.

⇒ Provided new on-line registration, an efficient way for patrons to register for all programs.

In Summary, throughout 2007, despite space obstacles, the number of programs and the number of participants registered increased.

As always, we welcome citizen feedback through numerous avenues: program evaluations; direct conversation with staff or Commission member, writing communication through the mail or our web site at www.townhall.westwood.ma.us

As a Department, we continually strive to improve and are always receptive to new ideas. We encourage creativity and innovation for programs and recreational services that serve the public well.

Westwood Recreation Commission
Ken Aries
Donald Dahl
Sheila Longval
Diane Thornton
Maureen Laughlin
Elizabeth Phillips
Paul Tucceri
Jane Murphy, Recreation Director

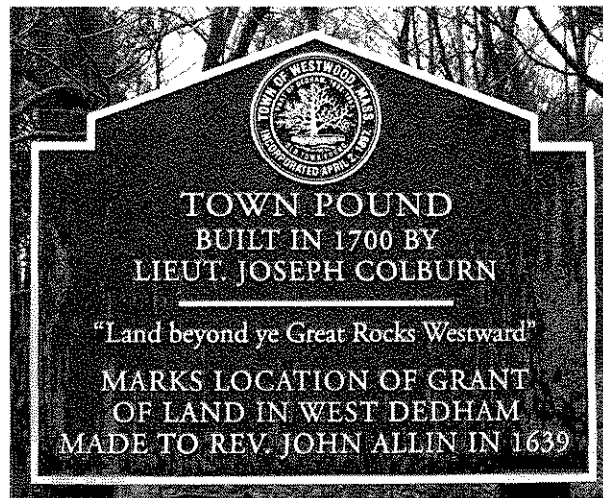
The restoration of the Obed & Betsey Baker House is continuing. The Town plans to complete the reproduction of a replica barn to serve as a garage for the DPW cemetery equipment as originally planned and voted at the 2001 Annual Town Meeting. The Historical Society plans to complete the exterior restoration of the building and the landscaping around the building according to the original plans prepared for the 2001 Annual Town Meeting. In the Spring of 2008, restoration of all windows with original or reproduction glass panes and wood sashes as needed is being done. Commission Chair, Ralph Buonopane, has assisted the Historical Society with the exterior restoration. The interior restoration work has been started with paint/wallpaper analysis and photo documentation studies recently completed. The Historical Society plans to restore the interior rooms of the house to the period as best determined from the existing interior ceilings, floors, walls, and woodwork. With much of the original construction remaining, the restoration will provide a fairly accurate historical restoration of the house.



Window view from Obed & Betsey Baker House looking onto Veteran's Park at Pond Street.

Photo by Ralph Buonopane

Our town pound, originally built of "timber" by Lieut. Joseph Colburn in 1700, was replaced with stone in 1766. A "Pounder" or "Keeper-of-the-Pound" was appointed as the town official responsible for maintaining the animal pound for the restraint of stray animals mostly cows, horses or swine. In our time, in 1974, Bill Jacobs saw two men carting off stones from the Town Pound, alerted the police, and; after the men were caught, he was named "Keeper of the Pound". Today, the "Pounder" is Ron Chiurri of High Street. In 1900, Lucius Damrell designed the official



New landmark sign at the site of the "Town Pound".

Photo by Ralph Buonopane

Town Seal that includes his drawing of the Old Town Pound. Although the original oak tree growing inside the pound was felled by the hurricane in 1938, Westwood has the only town seal in the Commonwealth that depicts an existing structure that still can be visited to this day. Even though disputes over ownership of the land around the Town Pound may exist, the area along High Street was marked with a new Town landmark sign designed for the site by the Commission. This sign also denotes the early grant of land in West Dedham to Rev. John Allin.

The Historical Commission, appointed by the Board of Selectmen, is committed to the preservation of Westwood's historic places; acts in the public interest with regard to historic preservation concerns within the community; and works with other Town boards and commissions in planning and implementing programs for the identification, evaluation, and protection of Westwood's historic resources. The Commission holds meetings open to the public and invites input and comments from Westwood residents. This year, the newest Commission member, Michelle Caruso, resigned to continue her graduate studies in historic preservation.

Ralph A. Buonopane, Chair
 Michelle Caruso Patricia O. Lanning
 William Conley James P. Little Lura S. Provost