

Town of Westwood

112th Town Report

For Year Ending December 31, 2008

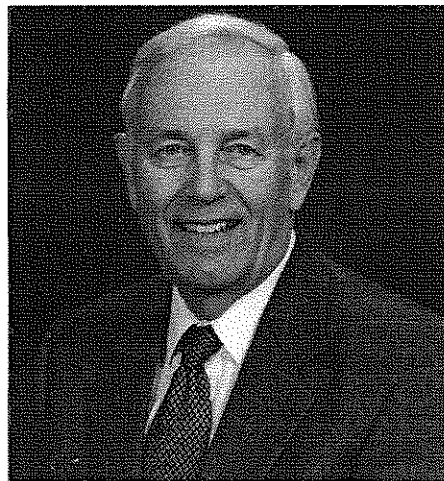
IN MEMORIAM
Robert G. Smith



Years of Service to the Town of Westwood
1959-1985

- *Finance Committee 1959 – 1970*
- *School Athletic & Recreational Facilities Committee 1962 – 1963*
- *Playground & Recreation Committee 1964*
- *Board of Selectmen 1964 - 1966*
- *Building & Fire Codes Committee 1967 – 1971*
- *Charter Study Review Committee 1983 – 1985*

IN MEMORIAM
Edward R. Hansen



Years of Service to the Town of Westwood
1975-2008

- *Finance Commission 1975 - 1977*
- *Personnel Board 1980 – 1986*
- *Library Trustee 1996 – 2008*

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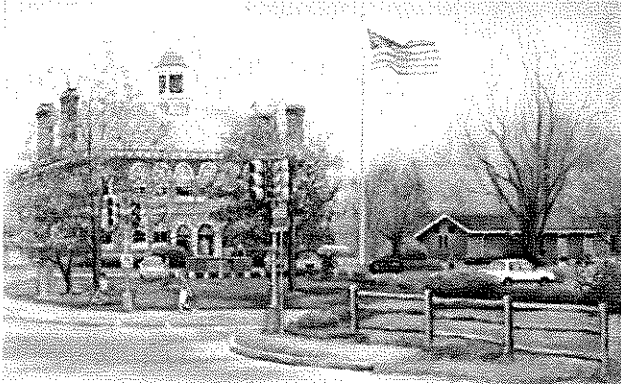
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TOWN OF WESTWOOD 112TH ANNUAL REPORT FOR YEAR ENDING DECEMBER 31, 2008



GENERAL INTEREST

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

Population: 15,680

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: \$3,735,651,152

Tax Rate	Class	Tax Rate
FY07	I Residential	\$12.01
	II Open Space	\$12.01
	III Commercial	\$22.25
	IV Industrial	\$22.25
	V Personal Property	\$22.25

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 Voter Registration:

Must be a U.S. citizen, 18 years of age, on or before Election Day, and a resident of Westwood.

The law requires voters to be registered 20 days before all Primaries and Elections, and/or 10 days before a Special Town meeting. Special registration sessions are announced in the local newspapers, and online.

Dog Licenses:

All dog licenses expire on March 31st of any given year. After April 30th, a late fine of \$25 will be imposed per Town Bylaws. All dogs 6 months and older, must be licensed and vaccinated against rabies. Licenses are \$5 for spayed/neutered dogs and \$10 for unspayed/unneutered dogs. (Fees will be increasing on 1/01/2009.) 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 fees are received on time.

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

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

Philip N. Shapiro - 2011
Patrick J. Ahearn - 2010
Nancy C. Hyde - 2009

Moderator

Anthony J. Antonellis - 2009
Paul Fitzgerald (appointed)

Assessors

Michael P. Krone - 2010
Mark F. Murphy - 2009 (appointed)
Louis A. Rizoli - 2009

Town Collector

Albert F. Wisialko - 2011

Town Treasurer

James J. Gavin - 2009

Town Clerk

Dorothy A. Powers - 2010

Planning Board

Henry W. Gale - 2011
Robert C. Malster - 2010
Bruce H. Montgomery - 2010
Robert E. Moore - 2009
Steven H. Olanoff - 2009

Sewer Commissioners

Frank X. MacPherson - 2011
David W. White - 2010
Anthony J. Antonellis - 2009

School Committee

Joseph Anne Jowdy - 2011
Ellen R. Mason - 2011
Barbara H. Delisle - 2010
John J. O'Brien, Jr. - 2010
Brian T. Kelly - 2009

Regional Vocation School District Commission

Charles W. Flahive - 2012

Library Trustees

Mary T. Feeley - 2011
Jane E. Nash - 2011
Eric N. Gutterson - 2010
Karen A. Coffey - 2010
Edward R. Hansen - 2009
Jane M. Wiggin - 2009

Housing Authority

Diane M. Walsh - 2012
(appointed by Governor)
Juliet W. Onderdonk - 2011
Jerrold B. Wolfe - 2010
Barbara S. Zoob - 2009

APPOINTED BY THE MODERATOR

Finance Commission

Charles Bean - 2011
Craig Foscaldo - 2011
Russell Lavoie - 2011
Mary Masi-Phelps - 2011
Raymond Sleight - 2011
Maria Costantini - 2010
Peter Frodigh - 2010
John Grogan - 2010
Dan Lehan - 2010
Kevin McManus - 2010
James Connors - 2009
George Hertz - 2009
Margaret O'Brien - 2009
Michael O'Hara - 2009
Ann Wood - 2009

Permanent Building Committee

John Cronin - 2011
Thomas Erickson - 2011
Judy Frodigh - 2011
John Salvatore - 2010
Richard Wade - 2010
Paul Colantuoni - 2009
Dan Lehan - 2009
Ex Officio Members
William Chase - 2009
Pam Dukeman - 2009
Karl Fogel - 2009
James Gavin - 2009
Michael Jaillet - 2009
Frank MacPherson - 2009
Jane Murphy - 2009
Marie O'Leary - 2009
Heath Petracca - 2009
Edward Richardson - 2009
Paula Scoble - 2009
William Scoble - 2009
Thomas Viti - 2009
Tim Walsh - 2009

Personnel Board

Joseph A. Emerson, Jr. - 2011
Louis C. Valentine II - 2011
Douglas K. Hyde - 2010
Jamie H. Resker - 2009
Robert M. Shea - 2009

APPOINTED BY BOARD OF SELECTMEN

Affirmative Action Officer

Mary Beth Bernard - 2009

Aid to the Elderly and Infirm

Patrick Ahearn - 2009

James Gavin - 2009

Michael Krone - 2009

Sharon Papetti - 2009

Al Wisialko - 2009

Bill Ribas - 2009

Pamela Dukeman - 2009

Ex Officio Member

Pat Larkin - 2009

Janice Polin - 2009

Alcohol Review Committee

Barbara Benway - 2009

William Chase - 2009

Michael Jaillet - 2009

Thomas McCusker - 2009

Chris McKeown - 2009

Louise Rossi - 2009

William Scoble - 2009

Linda Shea - 2009

Americans with Disability Act Coordinator

Michael A. Jaillet - 2009

Animal Control Officer

Paul Jolicoeur - 2009

Board of Health

Barton Smith, M.D. - 2011

Susan Aries - 2010

Christine Previtera - 2009

Building Commissioner

Joseph J. Doyle, Jr. - 2009

Assistant Building Inspector

Michael McLean - 2009

Building Survey Board

William Scoble - 2009

J. Timothy Walsh - 2009

Communications & Technology Advisory Board

Christopher Gervais - 2011

Leon Barzin - 2010

Mark Hichar - 2010

Steve Anderson - 2009

Gary Cappuccino - 2009

Wesley MacQuarrie, Jr. - 2009

Ex Officio Member

Michael A. Jaillet - 2009

Donna McClellan - 2009

Cemetery Commission

Thomas Aaron - 2011

Thomas Daly - 2010

John Lynch - 2009

Cemetery Administrator

Michael A. Jaillet - 2009

Cemetery Horticultural Consultant

Allen N. Baker - 2009

Cemetery Horticultural Assistant

Linda Walter - 2009

Commission on Disability

Jean Barrett - 2011

MaryAnne Carty - 2011

Janice Randlett - 2011

Patricia Carty Larkin - 2010

Jette Meglan - 2010

Fran MacQueen - 2010

Constance Rizoli - 2010

Nuala Barner - 2009

Anne Berry Goodfellow - 2009

Jude O'Hara - 2009

Associate Member

Jane R. Forsberg - 2009

Alan Macdonald - 2009

Susan Rogers - 2009

Compensation Agent

Michael A. Jaillet - 2009

Conservation Commission

Leo Crowe - 2011

William Stowe - 2011

Barry Hoffman - 2010

John Masterson - 2010

Joseph Previtera - 2009

Richard Thompson - 2009

Constables

Paul Connors - 2009

Robert O'Donnell - 2009

Contract Compliance Officer

Ellen M. Hurley - 2009

Council on Aging

Mary Gens - 2011

Colleen Messing - 2011

Edith McCracken - 2011

Margaret Dullea - 2010

Robert Folsom - 2010

William Galvin - 2010

William Brooks - 2009

Peter Dalton - 2009

Irene Mac Eachern - 2009

Council on Aging Director

Patricia Carty-Larkin - 2009

Custodian Tax Title

James Gavin - 2009

Dedham/Westwood Water District Commission

Robert McLaughlin - 2011

James J. Galvin - 2010

Joseph Carter - 2009

DPW Director

J. Timothy Walsh - 2009

Economic Development Advisory Board

Greg Agnew - 2011

James Ferraro - 2011

Barbara McDonald - 2011

Howard Messing - 2011

Robert Powell - 2010

Steven Rafsky - 2010

Maria Salvatore - 2010

James Elcock - 2009

Joseph Federico - 2009

Jason Lee - 2009

Kenneth Mackin - 2009

Gary Yessaillian - 2009

John Wiggin - 2009

Ex Officio Member

Nancy Hyde - 2009

Michael Jaillet - 2009

Chris McKeown - 2009

Electrical Inspector

James Naughton - 2009

Emergency Management Agency

Patrick J. Ahearn - 2009

Robert Angelo - 2009

William Chase - 2009

Michael A. Jaillet - 2009

Ken Aries - 2009

William Scoble - 2009

Linda Shea - 2009

Timothy Walsh - 2009

Finance Director

Pamela Murray Dukeman - 2009

Fire Chief

William Scoble - 2009

Fire Department Chaplain

Reverend Sheldon Keller - 2009

Forest Fire Warden

William Scoble - 2009

APPOINTED BY BOARD OF SELECTMEN

Gas Inspector

John F. O'Malley - 2009

Assistant Gas Inspector

William F. Jacobs - 2009

GIC Health Care Option Review Committee

John Antonucci - 2009
Mary Beth Bernard - 2009
Richard Bernazzani - 2009
Pamela Dukeman - 2009
Dan Fafara - 2009
John Grogan - 2009
Michael Jaillet - 2009
Marie O'Leary - 2009
Heath Petracca - 2009
Elyse Plotnick - 2009
Jamie Resker - 2009
William Wood - 2009

Hazardous Waste Coordinator

Linda Shea - 2009

Historical Commission

Ralph Buonopane - 2011
Nora Loughnane - 2011
William Conley - 2010
Lura Provost - 2010
Patricia Lanning - 2009
James Little - 2009

Housing Partnership Fair Housing Committee

Nancy Hyde - 2009
Pamela Kane - 2009
Barbara McDonald - 2009
Robert Moore - 2009
Richard Thompson - 2009
Jack Wiggins - 2009
Jerrold B. Wolfe - 2009
Barbara Zoob - 2009

Ex Officio Member

Michael A. Jaillet - 2009

Alternate Member

Jill Onderdonk - 2009
Robert Malster - 2009

Fair Housing Director

Michael A. Jaillet - 2009

Human Rights Committee

William DeFranc - 2009
Sheryl Goodloe - 2009
Marge Griffin - 2009
Nancy Hyde - 2009
Michael Jaillet - 2009
Pat Carty Larkin - 2009
Michelle Ewing-Perry - 2009

Paul Sicard - 2009
Thomas Viti - 2009
Roy Chiulli - 2009
Jill Onderdonk - 2009
Dianne Rees - 2009
Lewis Ware - 2009
Rabbi Jeffrey Wildstein - 2009

John J. Cronin Public Service Award Committee

Patrick J. Ahearn - 2009
Maureen Bleday - 2009
John J. Cronin, Jr. - 2009
Michael Jaillet - 2009
Roy London - 2009
Jack Patterson - 2009
Thomas Viti - 2009

Ex Officio Member

Barbara Benway - 2009

Keep Westwood Clean Committee

Ken Aries - 2009
Eric Arnold - 2009
Karon Catrone - 2009
Donald Dahl - 2009
Chris Gallagher - 2009
Chris McKeown - 2009
Wendy Mueller - 2009
Jay Walsh - 2009
Tim Walsh - 2009
Adrienne Farfalla - 2009

Ex Officio Member

Angela Lin - 2009
Nancy Hyde - 2009

Keeper of the Lockup

William Chase - 2009

Keeper of the Pound

Ralph Phaneuf - 2009

Local Emergency Planning Committee

Patrick J. Ahearn - 2009
Anthony J. Antonellis - 2009
Ken Aries - 2009
John Bertorelli - 2009
David Bethoney - 2009
Cynthia Butters - 2009
William Chase - 2009
Joseph Doyle - 2009
Robert Eiben - 2009
Richard Hillman - 2009
Cathy Horvitz - 2009
Nancy C. Hyde - 2009
Michael Jaillet - 2009
Donna Kilburne - 2009

Jim Polechronis - 2009
William Polin - 2009
Jan Randlett - 2009
William Scoble - 2009
Linda Shea - 2009
Tim Walsh - 2009

Alternates

Robert Angelo - 2009
Mary Beechinor - 2009
Patrick Coleman - 2009
Chris Gallagher - 2009
Robert Lexander - 2009
Rocky Morrison - 2009
Robert O'Donnell - 2009
Ralph Phaneuf - 2009
George Popovici - 2009
Paul Sicard - 2009

Long Range Financial Committee

John Antonucci - 2009
Maureen Bleday - 2009
Barbara Delisle - 2009
Pamela Dukeman - 2009
James Gavin - 2009
Michael Jaillet - 2009
Joseph Jawdy - 2009
Heath Petracca - 2009
Michael Krone - 2009
Philip Shapiro - 2009
Al Wisialko - 2009

MBTA Advisory Board Designee

Steve Olanoff - 2009

Memorial Day Committee

Com. American Legion - 2009

Metropolitan Area Planning Council Representative

Steven Olanoff - 2009

Alternate Member

Robert Malster - 2009

MWRA Advisory Board

Robert Angelo - 2009
Tim Walsh - 2009

National Organization on Disability-Westwood Rep.

Anne Berry Goodfellow - 2009

Neponset Valley Transportation Association

Chris McKeown - 2009

Noise Abatement Subcommittee of Norwood Airport Commission

Dennis M. Cronin - 2009

APPOINTED BY BOARD OF SELECTMEN

Norfolk County Advisory Board Member
Jerome McDermott

Norfolk County Selectmen's Association Member
Philip Shapiro - 2009

Parking Clerk
Michael A. Jaillet - 2009

Chief Procurement Officer
Michael Jaillet - 2009
Purchasing Administrator
Facilities Manager
Ellen Hurley - 2009

Recreation Commission
Mary Anne Antonellis - 2011
Elizabeth Phillips - 2011
Ken Aries - 2010
Donald Dahl - 2010
Maureen Laughlin - 2009
Diane Thornton - 2009
Paul Tucceri - 2009

Recreation Director
Jane Murphy - 2009

Regional Transportation Advisory Council
Steven Olanoff - 2009
Robert Malster - 2009

Registrars of Voters
Michael McCusker - 2011
Richard Grady - 2010
Dorothy A. Powers - 2010
Lawrence B. Roche, Jr. - 2009

Right to Know Coordinator
Linda Shea - 2009

Sewer Superintendent
Robert Angelo - 2009

Solid Waste Coordinator
Tim Walsh - 2009

Storm Water Management Committee
Robert Angelo - 2009
Town Planner - 2009
John Bertorelli - 2009
Karen Catrone - 2009
Joseph Doyle - 2009
Lynne Fielding - 2009
Chris Gallagher - 2009

David Harrison - 2009
Michael Jaillet - 2009
Chris McKeown - 2009
Heath Petracca - 2009
Ralph Phaneuf - 2009
William Scoble - 2009
Linda Shea - 2009
Tim Walsh - 2009

Superintendent of Streets and Cemeteries
Ralph Phaneuf - 2009

Three Rivers Interlocal Council
Steven Olanoff - 2009
Robert Malster - 2009

Town Accountant
Marie O'Leary - 2009

Town Administrator
Michael A. Jaillet - 2009

Town Counsel
Thomas P. McCusker - 2009

Town Engineer
John Bertorelli - 2009

Town Planner
Nora Loughnane -PT 2009

Traffic Safety Advisory Board
Ralph Buonopane - 2011
William Conley - 2011
Barbara Hurley - 2010
Thomas Hurley - 2010
Dennis Cronin - 2009
Sheila Longval - 2009
Ex Officio Member
John Bertorelli - 2009
Michael Jaillet - 2009
Philip Shapiro - 2009
Paul Sicard - 2009

Veterans Day / Memorial Day Committee
Harry Aaron - 2009
Commander V.F.W. - 2009
Richard Dunn, Graves Off. - 2009
Veterans Officer.- 2009

Veteran's Service Director
James Sullivan - 2009

Veteran's Agent
James Sullivan - 2009

Veterans Grave Officer
Richard Dunn - 2009

West Suburban Health Group Alternate Member
Marybeth Bernard - 2009
Pam Dukeman - 2009

Westwood Cultural Council
Catherine Clark - 2011
William Crowley Jr. - 2010
Nancy Donahue - 2010
Kathleen Purpura - 2010
Jane Kaveney - 2009
Joan Lehmann - 2009
Barbara Perry - 2009
Carolyn Pope - 2009

Westwood Environmental Action Committee
Michael Brier - 2009
Marie Costantini - 2009
Melanie Hamblen - 2009
Mary Joyce - 2009
Peter Kane - 2009
Pamela Kane - 2009
Pauline O'Keefe - 2009
Alice Smith - 2009
Thomas Philbin - 2009

Youth & Family Services
Joan Courtney-Murray - 2011
Susan DeLuca - 2010
Lois Reilly - 2010
Paul Toland - 2010
Mary Bamford - 2009
Amy Keith - 2009
Lynne Medsker - 2009
Carol Sargent - 2009
Associate Members
James Laughlin - 2009
Rebecca McClellan - 2009
Katelyn Raftery - 2009
Mathew Sawyer - 2009
Neelum Wadekar - 2009

Youth Services Director
William DeFranc - 2009

Wiring Inspector
Daniel McIntyre - 2009

Assistant Wiring Inspectors
Gerald Graham - 2009
Kevin Malloy - 2009

Zoning Board of Appeals
Jack Lally - 2011
David Krumsiek - 2010

APPOINTED BY BOARD OF SELECTMEN

Charles Reilly - 2009

Associate Members

Robert Rossi - 2011

Michael Flynn - 2011

John J. Clancy - 2010

Gregory Donovan - 2010

Joseph Crowley - 2009

Alan A. Ward - 2009

Police Chief

William Chase - 2009

**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

**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, Paul McMurry

NORFOLK COUNTY OFFICERS

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

Clerk of Courts
Walter F. Timilty

County Surveyor / Dept. Head
Joseph McNichols

County Treasurer
Joseph A. Connolly

Registrar of Deeds
William P. O'Donnell

District Attorney
William R. Keating

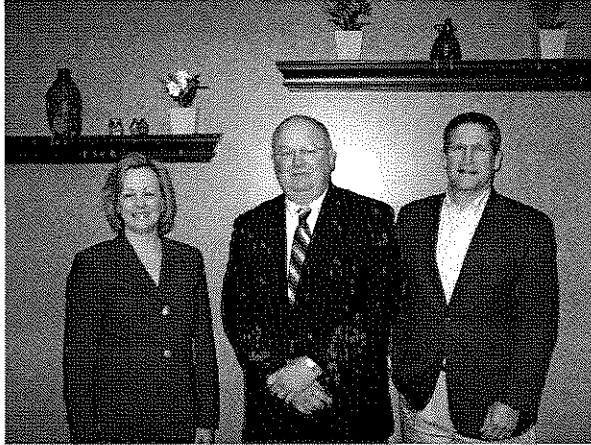
Registrar of Probate
Patrick McDermott

Sheriff
Michael G. Bellotti

BOARD OF SELECTMEN

Residents of Westwood:

It is a pleasure to report on the efforts, accomplishments, and initiatives that occurred in 2008. When the Board of Selectmen reorganized in May of 2008, Patrick Ahearn was named Chairman, Nancy Hyde was named Clerk, and Philip Shapiro was elected to his first term and was named Third Member.



Nancy Hyde, Patrick Ahearn, Phil Shapiro

John Cronin Public Service Award

The John Cronin Public Service Award is named after the former Town Treasurer, who passed away while in office. In honor of his long and dedicated service to the Town, the Board of Selectmen established the John Cronin Public Service Award where the annual recipient is announced at the commencement of each Annual Town Meeting. Life long resident and former member of the Economic Development Advisory Board, Finance Commission, Long Range Financial Planning Committee and First Business Liaison, Maureen Bleday was announced as the 2008 recipient for her long standing service to the community. In addition to her positions with the Town, Maureen has served and is currently the Chairman of the Hale Reservation Board of Directors and she was also involved in Caritas communities, a large not-for-profit provider for affordable housing. Maureen is also an active volunteer at Xavarian High School.

Finance and Administration

The Town of Westwood was once again extremely successful in the area of administration and finance. The Town continues to maintain one of the smallest tax title accounts in the Commonwealth of Massachusetts which remains under \$100,000.

The Board of Selectmen successfully negotiated a budget stabilization payment from the developers

of Westwood Station to fill a budget short fall and to provide some additional funds for capital investment and the Town's reserve accounts.

The Accounting Department reported through its auditors that there were no findings. The Tax Collector's office remains one of the leading collection departments in the Commonwealth. Once again, the Town received national and state awards for its budget and comprehensive financial report. The Assessors Department implemented a model for revising and estimating the true value of the Westwood Station project now that a master plan has been approved. Finally, the Board of Assessors, Economic Development Advisory Board, and the Board of Selectmen implemented a tax classification that maintained relative balance between the commercial and residential property values during this revaluation year.

Facilities Improvement

The Board of Selectmen, through the Department of Public Works, assisted the Permanent Building Committee and School Department with the completion of construction of the baseball and softball and artificial lacrosse/soccer/football practice field. Sod was used in the reconstruction of the baseball and softball fields and was completed and put to use in the spring of 2008. An artificial surface which was paid for by contributions from the developers of Westwood Station was installed on the practice football/soccer/lacrosse field and the field lights were improved and spread out making the field available for more intense use than a regular grass surface.

In accordance with an agreement reached with the Massachusetts Historical Commission related to the Town's grant application for funding to construct the new Library, the Board of Selectmen sought and obtained funding to mothball the Colburn School. The actual mothballing entailed the replacement of sections of the roof, flashings, shingles, and enclosure of all the windows ensuring that the elements did not cause deterioration to the historical structure.

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

BOARD OF SELECTMEN

from the state and continues to meet regularly in order to receive permanent certification.

The Police Department installed a new E911 communication system as the Town's new communication system, which meets new state standards.

The Board of Selectmen established a Pedestrian Bike Safety Committee that also incorporates the responsibility of the Traffic Safety Task Force with the mission to make Westwood more walk able and bike able by encouraging residents and staff to identify needs, solutions, and improvements on the Town's public ways.

Public Works

Through the Director of Public Works, oversaw the completion of construction of a new three-bay garage including an enclosed wash bay for trucks and a new salt shed, replacing the one that collapsed during a snow storm.

Culture and Human Services

The Board of Selectmen reinvigorated the Aid to the Elderly activity which resulted in some additional contributions which were distributed to individuals in need to assist them with meeting their property tax bills.

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.

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 Environmental Impact Design Review (EIDR) application which was subsequently approved in November and January along with an Amendment to the Master Plan. The granted permit allows for the construction of all of the retail and 500 units of housing along Market Street. The Town also provided inspectional services and necessary permits for the demolition of buildings and site work including but not limited to the installation of utilities and base roadwork. The Board of Selectmen also oversaw the design of an

acceptable traffic calming plan for the Canton / Everett / Forbes neighborhood and a final acceptable design of the Westwood Station Boulevard and Canton Street intersection. Finally, working with the Town's Housing Partnership Committee and the developer, the Board of Selectmen negotiated a revision to the affordable and moderate income proposal for the development that met both the Town's and the developer's objectives.

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. Through the Chamber of Commerce, MassHighway has organized a regional Task Force to serve as the sounding board for the redesign of the interchange, which is now proceeding.

Town Report

For the past seven years, the Board of Selectmen directed the Town staff to continue to improve the readability and organization of the Annual Town Report. This year the Town will be providing copies of the Town Report on the Town's website and encouraging residents to access the online version rather than providing a printed version. In this way, the Town hopes to reduce the annual printing costs and the amount of paper used as a significant green effort.

Open and Transparent Governance

The Town of Westwood provided citizens with additional information, as recommended by CommonCause, as a means of providing more transparency. As a result the Town of Westwood received the E-Government Award with Distinction in recognition of its commitment to post key government records on its website, including governing bodies agendas and minutes, budget, bylaws and ordinance, town meeting warrants and results, school and other committee agendas and minutes, a community calendar and zoning bylaws.

Island Program

With the continued cooperation of local businesses, landscapers, and not for profits, the Town continues to maintain and improve the islands in the Town's roadways.

BOARD OF SELECTMEN



Summer and Westfield Island

Licenses to Serve Alcohol

In support of the Westwood Station Project, the Board of Selectmen sought the approval of a Home Rule Petition to authorize the sale of wine and malt liquors to a 100,000 square foot grocery store located in the MUOD for off-premise consumption. Upon the request of existing food stores, the Board of Selectmen also proposed a Home Rule Petition that would authorize the licensing of three additional food stores over 1,000 square feet. The first adopted Home Rule Petition was passed by the legislature and signed by the Governor and the second Home Rule Petition was submitted for consideration in the next legislative session beginning in January 2009. In response to the adoption of the first Home Rule Petition, the Board of Selectmen adopted changes to the Rules and Regulations Governing Alcohol that establish the process for applying for and issuing licenses to sell wine and malt liquors for off-premise consumption.

Citizen Initiatives

The Board of Selectmen continues to support the Keep Westwood Clean Committee and its efforts to continue their mission to keep Westwood clean. In an effort to make Westwood more environmentally friendly, the Board of Selectmen established the Westwood Environmental Action Committee. It is charged with trying to explore environmental issues within the town; to promote energy and resource conservation, develop renewable energy, encourage water conservation, bring green technology to town buildings, increase recycling, and environmental education.

Continuing Initiatives

The Board of Selectmen instituted two task forces to address the Town's long term financial needs and the Town's redevelopment of University Park, specifically Westwood Station. The Long Range Financial Planning Committee continues to explore recommendations related to the long term financing of the Town's capital needs, including

maintenance plans for all of the Town's existing assets.

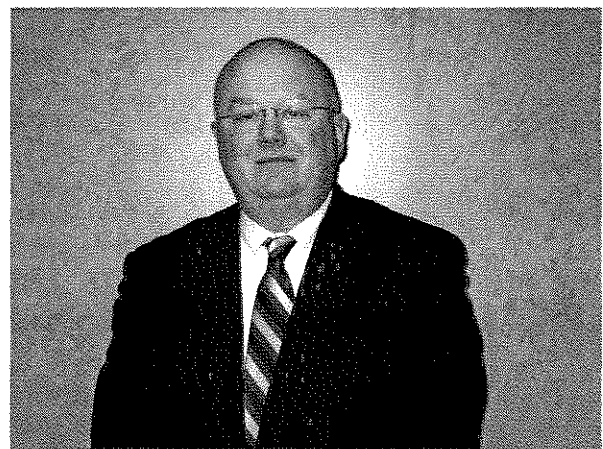
The Board of Selectmen established a GIC Task Force to explore the state provided option for joining the Commonwealth's health insurance program and/or other alternative approaches to reduce the health care costs to the community and its employees.

The permitting and support of Westwood Station, which includes consideration of how best to finance and construct the public infrastructure, will continue to take up a vast amount of time as the project proceeds through the finalization of its plans and efforts to obtain construction financing, including public infrastructure improvements.

The Board of Selectmen will also endeavor to proceed with the presentation and implementation of a facility plan to refurbish, reallocate space, and construct additional space within municipal government. The plan is being partially funded by the Westwood Station project. The goal of this effort is to plan for space needs of personnel that will be hired to service the development, to increase customer satisfaction and to have the services to the community more readily available.

Appreciation

On behalf of the Board of Selectmen, I would like to thank all the Town employees, Town officials, and volunteers who have dedicated their time and expertise to the development and advancements of the community. It is through their continuous commitment to public service that we are able to live in such a wonderful community. Without their selfless dedication none of the above mentioned accomplishments would have been possible.



Patrick Ahearn, Chairman

TOWN ADMINISTRATOR

In the year 2008 the primary focus of municipal government was to complete the permitting of the first phase of the proposed Westwood Station project and to oversee the site preparation work. The overall objective was to achieve the redevelopment of the Town's commercial area along University Avenue in order to stabilize the Town's tax base in order to support local government services.

Planning and Economic Development

Westwood Station

Consistent with a Master Plan for a mixed use development known as Westwood Station, the Planning Board and various other permitting departments including Health, Conservation, and the Dedham-Westwood Water District, reviewed and permitted Phase 1A and Phase 1B and the necessary Amendments to the Master Plan. This first phase of construction includes all of the retail development and half of the housing units above the retail. The Amendment to the Master Plan was primarily focused on the south end of the project, which includes the larger format retail. In anticipation of the final permit, the developer demolished most of the buildings and began the installation of the utilities and the new road system. This construction activity continued until the onset of winter. The only permit remaining is an amendment to the subdivision to incorporate changes to the road configuration, consistent with the Master Plan. The Town Meeting also approved the submission and the Board of Selectmen worked diligently with our legislature Representative and Senator to obtain approval of a Home Rule Petition for the authority to license the sale of wine and malt beverages in a food store for off premise consumption. Finally, under the direction of the Board of Selectmen, a traffic calming plan and redesign of the proposed intersection of Canton Street and Westwood Station Boulevard was developed in coordination with the neighborhood to ensure that there would be as little impact on the neighborhood as possible.



Rendering of Westwood Station

Everett/Glacier Redevelopment

The Board of Selectmen, the Economic Development Advisory Board and Zoning Board of Appeals worked with AMR Auto Holdings, the new owners of the Mercedes, Audi and Porsche Auto dealerships, to incorporate an adjacent parcel of land into the Mercedes dealership. The new parcel of land allowed the dealership to off-load vehicles being delivered to its three dealerships and for the storage of new vehicles. This allowed for the dealership to display new vehicles for sale on the Westwood portion of its Mercedes lot. The Zoning Board of Appeals also expanded its ability to display some of the used vehicles taken in trade.

Regional Economic Development Working Groups

The towns of Canton, Dedham, Norwood, and Westwood continue to support a working group seeking to pursue specific projects, like the reconstruction of the I-95/I-93/Rt.128 Interchange and the branding of the region which would enhance the economic development of the region. Each community in this working group contributes \$9,000 to the Neponset Valley Chamber of Commerce to hire a staff person to lobby the Commonwealth for the funding required to realize these enhancements. MHD began to prepare the Environmental Impact Design Review and 25% design of the interchange and organize a regional task force to offer feedback.

Community Development and Land Use Committee Review Process

The Land Use Committee, which is comprised of staff from the Building Department, Planning Board, Zoning Board of Appeals, Health Department, Conservation Commission, Police, Fire, Department of Public Works, and Board of Selectmen, continued to meet monthly to provide technical review of major development projects in advance of formal presentations to the various permitting committees and boards. Developers of large projects meet with the Land Use Committee early in the design process to determine problems and major issues that may result from their proposed project. The Town also employed one of the Planning consultants working on the Westwood Station project to assist with the creation of further coordination of the Town's permitting and inspectional services within a community development department, which is being organized in anticipation of the significant increase in workload that will result when Westwood Station actually begins construction.

TOWN ADMINISTRATOR

Affordable Housing

Given a significant change in economic conditions, especially the housing market, it became necessary to change the Affordable and Moderate Housing Program for the first phase of the Westwood Station project. In order to achieve the affordable and moderating housing income requirement goals, the Town and the developer agreed to a modification whereby a building of 75 housing units would be devoted to providing rental housing within which 25% of the units would be rented as affordable units allowing the Town to receive credit for 100% of the units on the State's Housing Inventory List. In addition, the developer would provide the Town with funds for affordable and moderate income programs to be developed by the Town.

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.



James Gavin, Nancy Hyde, Sheila Nee, Marie O'Leary, Pam Dukeman, Patrick Ahearn, Phil Shapiro 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 tenth approved Comprehensive Annual Financial Report (CAFR) for 2008, 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 Board of Assessors revalued all of the Town's property for the current year, including the development of a valuation model for the build out of the Westwood Station project.

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 FY09 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.

Facility Improvements

Comprehensive Municipal Facility Plan

Bargmann Hendrie + Archetype, Inc. prepared and presented 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 expanding existing facilities to meet the growing demand for municipal office space, which will be further compounded once Westwood Station begins construction. The significant change in economic conditions has placed this plan on hold.

TOWN ADMINISTRATOR

High School

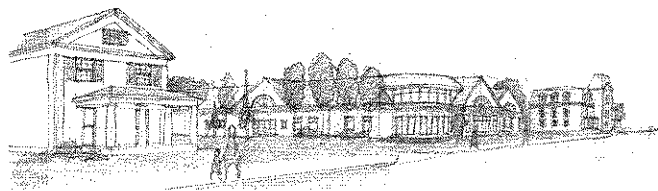
The Department of Public Works completed the reconstruction of the baseball and softball fields and the installation of the artificial surface and field lights on the lacrosse/football/soccer field. The Town continued to pursue a settlement on the litigation against the contractor and bonding company related to poor performance in construction of the High School and its facilities.

Library

After three years, the Commonwealth issued a bond for the library project and had given its preliminary approval. Rather than distributing a portion of the funds on an annual basis to a certain number of projects on its priority list, the Commonwealth decided to fund all the projects that could demonstrate local support (legislative approval of the project funding) by December 31, 2009. In response, the Library Trustees began the process of engaging a project manager and an architect to prepare preliminary designs and costs estimates to be presented at Town Meeting in the fall of 2009 for approval and funding.

Colburn School

The Colburn School, which is currently located on the proposed site for the new library, will need to be relocated on a temporary basis during the library construction project. The Town's architect has developed three alternatives and costs estimates for the temporary relocation of the Colburn School, which will ultimately need the approval of Town Meeting.



Artist Rendition of the New Library and Colburn School

Administration

Executive Function Group

An Executive Function Group was formed which meets weekly to discuss and implement the overall plan for municipal administration. This group consists of the Finance Director, Police and Fire Chiefs, the Director of Public Works, The Community Development Director, the Library Director, the Human Resource Director, the Information System Director, the Westwood

Station Project Manager and the Town Administrator.

Public Safety

Fire Department

The Fire Department initiated a new internet reporting software system and provided input on the preliminary design of the Public Safety Building at Westwood Station.

Police Department

The Police Department replaced its E911 phone system and provided input into the traffic calming plan for the Canton / Everett / Forbes Road neighborhood.

Westwood Lodge Task Force

The Westwood Lodge Task Force, which consists of the Police and Fire Chiefs, the Director of Youth and Family Services, the Town Administrator, Town Counsel, the State's licensing authority and representatives of the Westwood Lodge, continued to meet and review policies and procedures related to the operation of the hospital and its impact on town services and adjacent neighborhoods. These quarterly meetings have been very effective in addressing and correcting issues as they arise.

Public Works

New Garage and Salt Shed

Construction of a new four bay garage and wash bay and a new salt shed, replacing the one that collapsed during a storm, were completed. In addition, several changes were made to the Public Works yard, including the removal of the office trailer and repaving and stripping of the internal roadway and parking areas.

Islington Community Center Boiler

A new energy efficient boiler was added to the Islington Community Center.

Culture Recreation and Human Services

Senior Tax Work-off Program

The Town continues to implement and expand a highly successful senior tax work-off program where seniors volunteer in various Town and School Departments for which they are compensated by a reduction in their annual property tax bill.

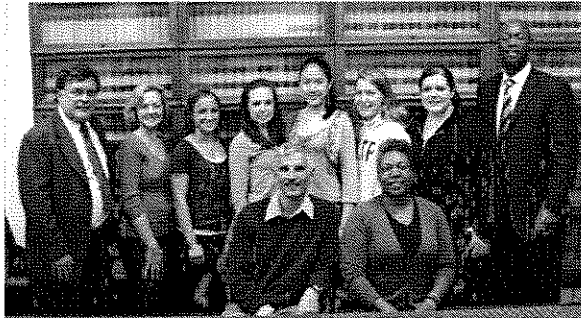
TOWN ADMINISTRATOR

Volunteer Medical Core and Sharps Disposals

The Volunteer Medical Core was used to conduct this year's flu clinic as a mock implementation in response to the need for an emergency inoculation. The Health Department also developed a program and disposal facility for the disposal of needles. Finally, the community was designated a Heart Safe Community for its efforts to install defibrillation equipment in municipal buildings and provide training for staff.

Human Rights Committee

The Human Rights Committee, which was established to pursue the objectives to increase cultural awareness and acceptance within the community, developed its bylaws and reorganized its efforts to achieve its objective. The committee continues to meet monthly, half the time in the evening and other half during the day in order to provide broad representation in the schools and the community.



Michael Jaillet, Nancy Hyde, Anne-Marie Witzburg, Madeline Bugeau-Heartt, Sarina Huang, Amy Bean, Bridget Murphy, Lewis Ware, front: Roy Chiulli, Michelle Perry. not present: Jill Onderdonk, Tom Viti, Stg. Paul Sicard, Marge Griffin, Bill DeFranc, Pat Larkin, Sheryl Goodloe, Rabbi Jeffrey Wildstein, and Dianne Rees

Benefits

GIC Task Force

The Board of Selectmen created a GIC Task Force to consider a more cost effective means of providing health care benefits to the employees and retirees, which may include joining the Commonwealth's Group Insurance Commission (GIC). In addition, the Town adopted a prerequisite for joining the GIC, which is a requirement that all Medicare eligible retirees belong to Medicare / Medicaid.

Appreciation of Dedicated Service

Ralph Phaneuf was acknowledged for his 40 years of dedicated service to the Town. Ralph

currently services as the Town's Highway Superintendent.

James Sullivan was acknowledged for his 30 years of service to the Town as the Veteran's Service Director and Grave Agent.

Lt. Christopher Sheehy, Sgt. Bruce McDonald, Capt. William Cannata, Jr., FF Joseph Henry-McDonald received recognition for their 25 years of service to the Town.

Roy Chiurri was acknowledged for 21 years of service as the Keeper of the Pound.



Roy Chiurri, Sgt. Bruce McDonald, Capt. William Cannata, Jr., Lt. Christopher Sheehy, Patrick Ahearn, Phillip Shapiro, Nancy Hyde and James Sullivan. NOT PRESENT: FF. Joseph Henry-McDonald

Alan Butters was acknowledged for his 16 years of services as the Town's Representative on the Blue Hills Regional School District Committee.

Maureen Bleday became the sixth recipient of the John Cronin Public Service Award, which is given to an individual selected for outstanding continued service to the community.

Diane Beecham resigned as the Town Planner after 10 years of service to the community.

Steve Gordet did not seek reelection as the Town Moderator after 22 years of service to the community.

Anthony Antonellis was elected Town Moderator after serving 4 terms on the Board of Selectmen.

Phil Shapiro was elected to the Board of Selectmen after serving 3 terms on the Board of Assessors.

TOWN ADMINISTRATOR

Condolences

Robert Smith, a former Selectman, passed away after attending a celebration of the passing of the Town Moderator gavel.

Edward Hansen, an active member of the Board of Library Trustees and a former member of the Personnel Board, suddenly passed away as a result of a tragic accident.

Mary Connolly, who served as the Town's Receptionist for many years, quietly passed away.

Special Thanks

I wish to recognize and especially thank those whom I served closely with this year: Barbara Benway, Christine Narciso, 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 carrying out my duties.

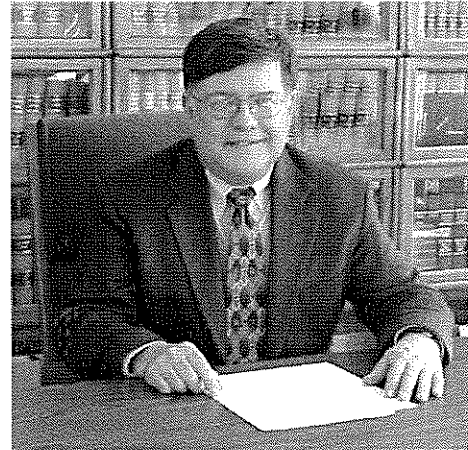


Barbara Benway, Christine Narciso, Ellen Hurley, Thomas McCusker, Michael Jaillet, Mary Beth Bernard, Chris McKeown and Pam Dukeman

It has been a pleasure to serve Nancy Hyde, Anthony Antonellis, Patrick Ahearn and Phil Shapiro, the current and immediate past members of the Board of Selectmen. All four 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.



*Michael A. Jaillet
Town Administrator*

PROCUREMENT DEPARTMENT

The Procurement Department, now in its forty- eight year operated under the provisions of Chapter 41, Section 103, General Laws, as amended. This statute provides that the Procurement Officer shall purchase all supplies for the Town and for every department except in cases of emergency.

All purchases for items exceeding \$5,000.00 through \$25,000 are based upon three price quotes. During this year the Department requested three such quotes in order to obtain the best possible prices in a highly inflationary market.

The Town also takes advantage of the State Cooperative Purchasing program, which makes the same low state contract and vendor prices available to Massachusetts municipalities without going through the time consuming bidding process.

Town By-Laws provide that no contract for the purchase of equipment, supplies or materials, the actual or estimated cost of which amounts to \$25,000.00 or more, shall be awarded unless proposals for the same have been invited by advertisement in at least one newspaper published in the Town. (This By-Law was amended at the 2001 Annual Town Meeting to comply with Chapter 30B, The Uniform Procurement Act, which raised the bidding threshold from \$10,000.00 to \$25,000.00). Eight such bids were advertised.

Town By-Laws also provide that all contracts for architectural, auditing, design or engineering services over \$25,000.00 be awarded on the basis of competition.

The Procurement Officer is also responsible for ensuring that all bids reflect prevailing wage rates (MGL c 149, §§26-27H) and must, therefore, review all bids carefully. Contractors may be called upon to "demonstrate... how (they) could complete the project and comply with Mass. General Laws." During the project, it is the awarding authority's responsibility to monitor contractors' compliance with the prevailing wage. Weekly payroll records must be collected from all contractors and kept on file. The law states that all "public works" projects require payments of the prevailing wage. This generally includes: new construction, renovation, repair, demolition, road or highway work, maintenance, the rental of equipment, moving office furniture, cleaning state office buildings, trash hauling and school bus transportation. The prevailing wage law applies to all public works projects, regardless of the cost or size of the project. To obtain state grant monies we work closely with the State Office of Minority and Women Owned Business Enterprise (A Program of the Massachusetts Executive

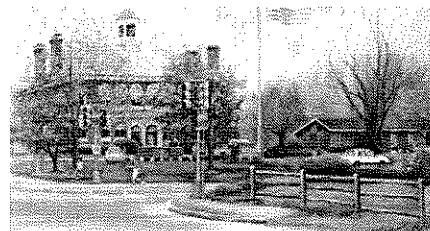
Office of Economic Affairs) when using the bidding process. During the time we acquire quotes we must send the bid to at least one minority or woman owned business, when we advertise, (equipment over \$25,000.00) we also include a minority newspaper such as Cape Verdean News. Previous to advertising in a local newspaper we must send the bid proposals to minority and/or woman owned businesses two weeks prior to advertising to the general public.

Pursuant to the new Construction Reform Law, Chapter 193 of the Acts of 2004, and the revisions it made to M.G.L. c.23A, § 44 and M.G.L. c.7

§ 40N, municipalities must now incorporate Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) goals into both their design and construction procurement for municipal contracts of any state assisted building project by any municipality that includes funding provided by the Commonwealth, in whole or in part (such as funding under the School Building Assistance Program, funding under M.G.L. c.90,

§ 34, funding in any legislative appropriation, grant awards, reimbursements, municipal commitments to use state funds and the like). The new construction reform law can be accessed through The General Court of Massachusetts website: www.mass.gov/legis/laws/seslaw04/s1040193.htm.

The Procurement Office hours of operation are Monday, Wednesday and Thursday from 8:30 a.m. to 4:30 p.m., Tuesday, 8:30 a.m. to 7:00 p.m and Friday 8:30 a.m. to 1:00 p.m.



The following is a list of requisitions broken down into categories and departments. A total of 21 were processed.

General Government	Category	Number Processed
	Selectmen	2
	Accounting	
	Assessors	
	Economic Development	
	Islington Community Center	
General Gov't	Finance Committee	
	Housing Authority	
	Housing Part/Fair Housing Com.	
	Information Systems	
	Personnel Board	1
	Town Clerk E&R	
	Town Collector	
	Town Treasurer	
	ZBA	
Public Safety	Police	
	Animal Control	
	Fire (Includes Ambulance)	1
	Building Inspection	
Health	Health Education	
Human Svc.	Recreation	1
	Commission on Disability	
	Council on Aging	
	Veterans	
	Youth Commission	
Planning & Engineering	Planning	
	Engineering	
	Consulting	
DPW	Public Works	4
	Snow & Ice Removal	
	Fields	2
	Recycling	
	Conservation	1
	Cemetery	
	Sewer	2
Capital	Capital Equipment	6

In the past year, Town Counsel has represented various town agencies before the Norfolk Superior Court, Dedham District Court, Land Court, Appellate Tax Board, and the Department of Environmental Protection. Town Counsel has advised the Board of Selectmen, Executive Secretary, Building Commissioner, Sewer Commission, Housing Authority, Housing Partnership, Planning Board, School Committee, Zoning Board of Appeals, Conservation Commission and other departments on matters requiring conformance with the General Laws of the Commonwealth, Federal Law, and the Westwood Charter and Bylaws. Special assistance has been provided in many Planning Board and Conservation Commission with matters now pending before the Land Court, the Superior Court and the Appeals Court. Much time has been devoted to the Planning Board and Conservation Commission relative to special permit applications.

I would like to express my thanks and appreciation to all Town Boards and Commissions, as well as the staff at the Town Hall, for their help and assistance during the year.

Thomas McCusker, Town Counsel

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

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

The Town continues to comply with the State and Federal mandates that cities and towns provide equal opportunity to all in the areas of housing, employment and business enterprise. The Affirmative Action Officer, the Town's Human Resources Director, earned Certification as an MCAD Anti-Discrimination trainer through the MIIA MCAD Train the Trainer Course in March, 2008. Anti-Harassment and Discrimination training sessions were conducted for Town Departments and will continue through 2009. The Town is committed to provide a workplace that is free from harassment and discriminatory practices.

EQUAL EMPLOYMENT

The Town of Westwood is committed to fair and equitable employment principles and fosters an environment where individuality is encouraged and respected. The Town advertises all employment opportunities in minority publications. Both the Police and Fire Departments comply with Civil Service standards and consent decrees issued by the Federal Court in the matters of *Castro v. Beecher* and *NAACP v. Beecher*.

FAIR HOUSING

The Westwood Housing Authority and the Housing Partnership Committee continue to work in partnership with the Massachusetts Executive Office of Communities and Development toward their goal of providing affordable and diverse family housing in Westwood. The effort has added nine occupied units of affordable family rental housing. The Town also has eight housing units for challenged residents. The Town sought and obtained minority applicants to participate in the lottery for the resale of the affordable homes and distributed over 10% or more of the affordable houses to minorities. Finally, the Human Rights Committee sponsored a Fair Housing Luncheon for the Real Estate Community.

CONTRACT COMPLIANCE

Minority and women owned businesses are notified two weeks in advance of all Town bids for goods and services. All construction contracts over fifty thousand dollars require that five percent of the contract be awarded to minority businesses or used to compensate minority employees. On all State and/or Federally assisted construction projects there shall be a goal of not less than ten percent minority business enterprise where appropriate qualifications are met.

Mary Beth Bernard, Affirmative Action Officer
Michael A. Jaillet, Fair Housing Director
Ellen M. Hurley, Contract Compliance Officer

Mission

The committee will review the Town's option to join the State GIC Program to purchase healthcare for all employees and retirees. The committee will make a recommendation to the Board of Selectmen.

Duties

The GIC Option Review Committee shall be charged with reviewing the Town's option to purchase healthcare through the State GIC program. The committee shall review all relevant information and make a recommendation to the Board of Selectmen.

The committee's review should include the following:

- (1) Analysis of State GIC health plans.
- (2) Analysis and comparison of current plans offered through West Suburban Health Group.
- (3) A review of the requirements necessary for the Town to join the GIC.
- (4) A cost analysis to determine if joining the GIC would provide savings to the Town.
- (5) The analysis of impact on employee's healthcare costs with new plans.

The Committee is made up of Town and School Administrators, Union Representatives, and a member of the Board of Selectmen, Finance Commission and Personnel Board.

The 2008 Group Insurance Commission Option Review Committee members:

Mary Beth Bernard, Committee Chair
Patrick Ahearn
John Antonucci
Richard Bernazzani
Pamela Dukeman,
Dan Fafara
Matthew Gillis
John Grogan
Michael Jaillet
Marie O'Leary
Heath Petracca
Elyse Plotnick
Jamie Resker
William Wood

WEST SUBURBAN HEALTH GROUP

BACKGROUND

The Town of Westwood has participated in the West Suburban Health Group (WSHG), a municipal health benefits purchasing group comprised of sixteen (16) towns and districts in the metro west and central Massachusetts area, 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 Human Resources Director, Mary Beth Bernard, is The Town of Westwood's Board Member and Steering Committee Representative. 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 2008, the West Suburban Health Group's sixteen communities represented over 11,000 subscribers and a total of over 20,000 insured members.

2008 PLAN OFFERINGS

The West Suburban Health Group Board in cooperation with Group Benefits Strategies studies the current health plan design, prescription drug options and costs to ensure competitive products at the best available rates for employees

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. A representative from Social Security was available to meet with employees and retirees regarding Social Security eligibility. Participants were invited to participate in various health screenings offered by health providers at the Benefits Fair. Past screenings have included a Blood Pressure Clinic, Body Fat Composition, Skin Cancer Testing, Vision Check, Seated Back Massage, and Cholesterol Screening.

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 2008 Town of Westwood Employees took advantage of several Wellness Programs sponsored by West Suburban Health Group including: Lunchtime Fitness; Weight Watchers; Yoga, Healthy Cooking, and Skin Cancer Prevention.

At the 2008 Annual Town Meeting, the Town adopted Chapter 32B S. 18. This initiative, that takes effect in July 2009, requires all Town of Westwood retirees to enroll in Medicare upon turning 65 and subscribe to one of the Town's many Retire Health plans. This will result in a significant cost savings for retirees and their spouses without sacrificing any plan benefits. A percentage of the Town costs will be covered by the Federal government. To ensure equity, the West Suburban Health Group sponsored an actuarial study to confirm that the WSHG retiree health plans are actuarially comparable to the Town's active employee health plans. The results of the study confirmed that WSHG retiree health plans in combination with Medicare, are equivalent, less costly, and well suited to the needs of the 65+ retiree population.

The Town continued its compliance with Massachusetts Health Care Reform and Fair Share filing for 2008. Quarterly eligibility reports were submitted to address Massachusetts regulations. The Town continued to maintain a specialized 125 Plan designed to address Massachusetts Health Care Reform employer requirements.

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

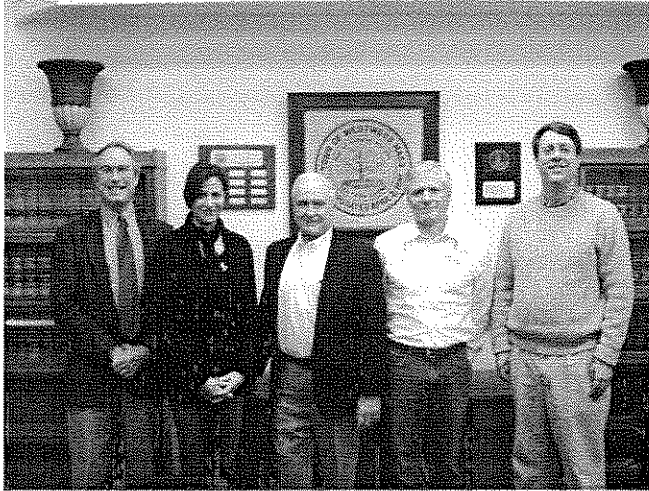
BLUE CROSS	FALLON	HARVARD PILGRIM	TUFTS
HMO PLANS			
Network Blue EPO	Fallon Selectcare or Directcare	Harvard Pilgrim EPO	Tufts EPO
PPO PLANS			
		Harvard Pilgrim PPO	Tufts POS
RATE SAVER PLANS			
Blue Choice Rate Saver	Fallon Direct or Select Rate Saver	HPHC Rate Saver EPO	Tufts Navigator Rate Saver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

PERSONNEL BOARD

MISSION STATEMENT

The Personnel Board is committed to maintain fair and equitable personnel policies and to establish a personnel administration system based on merit principles to ensure a uniform, fair and efficient application of Personnel Policies.

The five members of the Personnel Board are appointed by the Town Moderator to overlapping three year terms. The 2008 Board consists of professionals in the fields of municipal law, human resources, personnel placement, labor law and technology management.



Personnel Board Members left to right: Vice Chairman Joseph Emerson, Jr., Jamie Resker, Chairman Louis Valentine II, Robert Shea and Douglas Hyde

PROGRAM SERVICE AREAS

The Personnel Board provides (5) five major program/service areas. They are: Personnel Policy Administration; Labor Relations; Performance Review System; Benefits Administration; and Risk Management.

PERSONNEL POLICY ADMINISTRATION

The Personnel Board held ten regularly scheduled meetings in 2008 at which all personnel matters brought to the attention of the Board were addressed, including:

- Research and analysis of Chapter 32B Section 18 and subsequent adoption at Annual Town Meeting
- Review and approval of new and revised job descriptions, including reclassifications as warranted
- Approval of Annual Town Classification and Compensation Plans for FY09
- Review and update of Personnel Policies

- Design and introduction of Administrative Technical and Professional (ATP) Performance Feedback and Goal Setting form
- Study of ATP Salary Structure
- Re-establishing due date for annual performance evaluations for ATP employees
- Compliance with Mass. Health Care Reform
- Approval and implementation of Tuition Assistance Policy & Request for Tuition Reimbursement
- Consolidation and approval of new Anti-Harassment Policy to replace Workplace Violence and Sexual Harassment Policies
- Discussion and revision of Vacation Accrual and Usage Policy, including rollout plan
- Analysis of Probationary Periods and subsequent extension of probationary period for Civilian Communications Officers

LABOR RELATIONS

The 2008 Town's Collective Bargaining Team included a member of the Personnel Board and the Human Resources Director, as designated by the Board of Selectmen. The Personnel Board administers all of the Town's contractual agreements. There were no new contracts in 2008; the following Collective Bargaining Agreements are in place through June 30, 2009 unless otherwise noted:

- The Westwood Police Association, *Massachusetts Coalition of Police, AFL-CIO, Local 174*, was in the third year of a contract expiring on June 30, 2009; it included a 3.0% COLA increase on July 1, 2008.
- The Department of Public Works, *UFCW, Local 1445*, was in the third year of a contract expiring on June 30, 2009; it included a 3.0% COLA increase on July 1, 2008.
- The Westwood Permanent Firefighters Association, *Local 1994 I.A.F.F., AFL-CIO*, was in the third year of a contract expiring on June 30, 2009; it included a 3.0% COLA increase on July 1, 2008.
- Municipal Clerical Employees, *SEIU, Local 888*, were in the third year of a contract expiring on June 30, 2009; it included a 3% COLA increase on July 1, 2008.
- The Westwood Police Superior Officers Association Agreement expired June 30, 2007.
- The Westwood *Traffic Supervisors Association* was in the second year of a three year agreement expiring June 30, 2010; it included a 3% COLA increase on July 1, 2008.

PERFORMANCE REVIEW SYSTEM

The Personnel Board is committed to maintaining a performance review system which emphasizes goals and objectives in the evaluation process. Town employees are evaluated during their first six months of employment and on an annual basis thereafter. Working with Personnel Board Member and Principal of *Employee Performance Solutions* Jamie Resker, a new ATP Performance Feedback and Goal Setting form was designed and is scheduled for rollout during the 2008 Performance Evaluation timeframe.

BENEFITS ADMINISTRATION

The Personnel Board, through the Human Resources Department, directs the administration of benefit plans and all benefit related policies regarding school and municipal employees. This includes health, dental and life insurance for benefit eligible employees; retirement benefits for eligible employees; Workers' Compensation; and safety and wellness programs for all employees. In 2008 the Personnel Board reviewed the requirements for Massachusetts Health Care Reform and implemented the process in compliance with this new legislation.

RISK MANAGEMENT

- Revised and implemented the Workers' Compensation Policies and Procedures Manual
- Conducted Training Workshop for Municipal and School location Managers
- Updated Safety Manual for Town and School distribution
- Implementation of Anti-Harassment Policy
- Signed new contract for EAP services
- Researched and contracted with Police and Fire Injured on Duty Liability Insurance Provider
- Attendance at Risk Management Conference



Human Resources Department Staff: left to right: Human Resources Assistant Linda Unger, Benefits Coordinator Barbara Moore, and Human Resources Director Mary Beth Bernard.

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 Linda Unger, Human Resources Assistant. 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 2008 the Human Resources Department was dedicated to researching, complying with, communicating and implementing M.G.L. Ch. 32B Section 18, as adopted at the 2008 Annual Town Meeting.



EMPLOYMENT

The Human Resources Department, under the policy direction of the Personnel Board, provides all levels of employment services and advising to Town departments and municipal employees. This includes recruiting, interviewing, hiring and 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.

HUMAN RESOURCE DEPARTMENT

Municipal employment changes in 2008 included the retirement of one full time Town employee with 39 years of service, and the promotion of an employee to the position of Assistant Town Clerk. The Town hired eleven full time employees, including four Firefighters and three Student Police Officers; three part time employees; and twelve temporary/seasonal employees. In addition, one part time and two full time employees were hired into Westwood Station related positions. Three full time, one part time and two 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, Workers' Compensation, 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 2008

The Human Resources Department continues to promote wellness through the quarterly *Human Resources Newsletter* which highlights employee events and recognizes employee accomplishments. The newsletter 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 2008 included: Lunchtime Yoga, Lunchtime Fitness, Weight Watchers, Credit Card Care and Cancer Risk Reduction.

In the Fall a Wellness Committee comprised of HR staff and employees from several different departments was formed. Meetings have been held to discuss future wellness programs and ideas. During the Annual Benefits Fair in April, employees and retirees had the opportunity to meet the Health and Dental providers, ask questions and review health plan options. In addition, participants were offered free health screenings for blood pressure, vision and body fat composition.

RISK MANAGEMENT ACTIVITIES

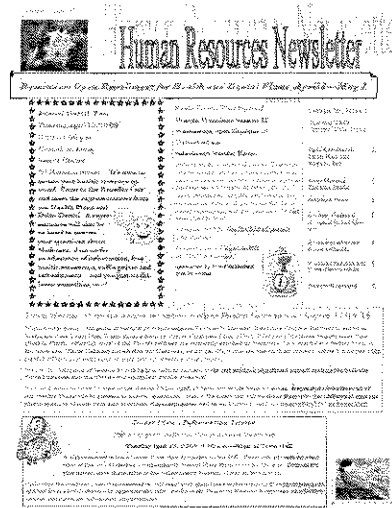
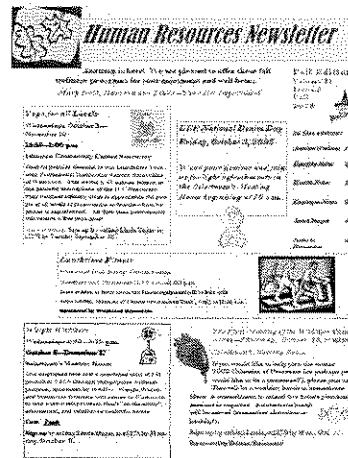
The Human Resources Director received certification through the Massachusetts Commission Against Discrimination upon completing a four-day course

offered through MIIA and MCAD. The HR Department has conducted training in the Recreation and Police Departments and will roll out the remainder of Anti-Harassment and Discrimination Training in 2009 to all Town 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.



TOWN ACCOUNTANT

MISSION

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

LEGAL REQUIREMENTS

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

GOALS & RESPONSIBILITIES

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

PROGRAM/SERVICE AREAS

The Westwood Accounting department provides (5) five major programs/services. These are:

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

CURRENT SERVICES/PROGRAMS

Financial Record Keeping, Analysis, and Reporting

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

Payroll

- Review benefit and payroll related changes for accuracy and process in accordance with Personnel authorization.
- Process weekly payroll for both Town and School employees including contractual obligations as required.
- Process all direct deposit related transactions for various deductions.
- Maintain and remit all deductions on a timely basis.
- Coordinate the timely distribution of W-2's to all employees.

Accounts Payable

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

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.

TOWN ACCOUNTANT

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 FY07 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 FY08 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 High School project which resulted in updated financial information to make informed decisions. 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 FY08 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 FY07 CAFR.
- Assisted the finance team with the preparation of the FY08 CAFR.
- Received notification that the Town's credit rating was upgraded to "AAA" status.
- Prepared and submitted the Schedule A annual report to the DOR and a final FY08 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.

FY2009 SERVICE PLAN

The Accounting Department is committed in FY2009 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 FY09 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 FY2009 audit.
- Assist with the preparation of the FY09 CAFR.
- Assist the independent auditors with the annual audit of Federal grant funds.
- Assist Finance team with maintaining the Town's "AAA" rating.
- Assist 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, 2008 are submitted to the Town for review.

Marie O'Leary, Town Accountant

TOWN TREASURER

TOWN TREASURER



Jim Gavin
Town Treasurer

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual statement of the total cash receipts and disbursements for the fiscal year ended June 30, 2008. In addition, a summary of the highlights of the activities and accomplishments for the year is included. Details of cash transactions and debt activity are contained in the annual report of our independent auditors.

Duties

The Treasurer is responsible for the management and safeguarding of all funds, the issuance and administration of all debt and the proper disbursement of all funds. In summary the aggregate receipts and disbursements for the fiscal year that began on July 1, 2007 and ended on June 30, 2008 are as follows:

Cash and Investments

General Fund – 7/01/07	\$13,841,762.10
Trust Fund – 7/01/07	1,522,699.91

Students Activities and Scholarship Funds	528,516.56
Agency Funds	<u>43,937.57</u>
<u>Balance 07/01/07</u>	15,936,916.14

General Fund – 6/30/08	\$16,154,073.20
Trust Fund – 6/30/08	1,618,074.90

Students Activities and Scholarship Funds	607,754.29
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Agency Funds	<u>32,654.35</u>
<u>Balance 06/30/08</u>	\$18,412,556.74

Cash Management

The total investment income earned for both the General Fund and the Trust Fund was \$673,620 in fiscal year 2008. The Treasurer maintains a competitive investment relationship with various banks and financial institutions. The interest rates of the eleven banks doing business with the Town, averaged 4.04% July 2007 but quickly declined to an average rate of 1.93% by June 2008. The Town maintains safety of principal and liquidity to meet our disbursement requirements while derivatives and similar high-risk investments were specifically avoided. We continue to utilize the investments allowed by the Commonwealth's "legal" list.

Accomplishments

- Rolled the short-term debt of \$3,145,000 and the \$245,000 BANS that matured February 14, 2008 plus a new debt service for the high school fields of \$475,000 for a total of \$3,865,000. This total short-term debt service was issued for six months for a new maturity date of August 14, 2008.
- Issued a 15 year General Obligation Bond on August 1, 2008 in the amount of \$3,830,000 to payoff the BANS due August 14, 2008. A pay down of \$35,000 reduced the total of the GOB.
- Standard & Poor's raised the Town's long-term credit rating from AA+ to AAA in it's review of the General Obligation Bond issue. Moody's Investors Services affirmed current rate of Aa1.
- Audits were completed by Massachusetts School Building Authority for the Downey, Martha Jones and the High School projects early in FY 2008.
- Continued to process claims for abandoned payroll and vendor checks in accordance with MGL 200A Section 9A.
- Continued to maintain records of town and school receipts and disbursements, investment accounts, trust fund accounts, employees payroll/retirement deductions, agency fund accounts, students' activities bank accounts and the high school scholarship funds.
- Received an unqualified audit opinion from the independent auditing firm of Powers and Sullivan for FY2008.
- Received notice of the award for the Town's 2008 Comprehensive Annual Financial Report (CAFR) from The Government Finance Officers Association.

TOWN TREASURER

- Reduced \$28,327 in tax title account balances by monitoring monthly activity. The June 30, 2008 outstanding balance is \$96,100
- Maintained the confidential file of tax deferral property in FY2008. Tax deferral applications increased by \$57,190 for a June 30, 2008 balance of \$115,130.

Investment Income Summary

General Fund Investment Income

<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
688,287	707,268	616,085

Trust Fund Investment Income

<u>FY2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
43,356	59,042	57,534

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

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 2008 represented the following:

Motor Vehicle Excise Tax

- Total collections of \$2,261,669 or a 98% collection rate on the total commitment of \$2,320,914.

Real Estate Tax

- Total collection of \$47,458,617 or a 99% collection rate on the total commitment of \$47,563,543.

Personal Property Tax

- Total collections of \$1,121,873 or a 99% collection rate on the total commitment of \$1,125,877.

Ambulance Fees

- Total collections of \$506,938 or a 65% collection rate on the total commitment of \$779,409.

The collection of Town Accounts, i.e., Board of Health, Cemetery Fees, Police Details, Library, School Services, etc. reflected total collections of \$458,731.

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

TOWN CLERK'S REPORT OF VITAL STATISTICS, ELECTIONS AND TOWN MEETINGS



Dottie Powers, Town Clerk

Teresa Riordan, Assistant Town Clerk
Nancy Mandeville, Support Staff
Linda Valentine, Support Staff

- Vital Statistics 2008

Births.....117
Deaths..... 156
Marriages.....42

- Presidential Primary February 5, 2008
- Annual Town Election April 29, 2008
- Annual Town Meeting May 5, 2008
- State Primary September 16, 2008
- Special Town Meeting October 21, 2008
- State Election November 4, 2008

See Appendix B for Town Meeting and Election Results

ECONOMIC DEVELOPMENT ADVISORY BOARD

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 Westwood 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.

FY09

In FY09, the EDAB provided support for many of the current and future economic engines of our Town, including the ongoing permitting of Westwood Station, meetings with prospective commercial tenants at Westwood Station and ongoing review of proposed changes to zoning bylaws for consistency with the approved master plan.

The EDAB met with a variety of prospective business owners to discuss both their needs and the town's reaction to their plans. The Board was active in business related policy issues including refinement of the town's alcohol policies, potential changes to fast food related zoning by-laws, and appropriate relocation of the Town's adult use zoning in concert with the Town of Dedham.

Goals for FY10 and beyond

With the Westwood Station project at the end of the permitting process, the EDAB will shift its focus to long-range planning for other areas in town including the Route 109 business district, non-Westwood Station sections of the University Avenue MOUD, the Route 1 corridor and the Glacier-Everett area.

The Board, through the EDO, will continue to actively participate on the 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>	Greg Agnew
James Elcock	Joseph Federico
Jim Ferraro	Jason Lee
Kenneth Mackin	Barbara McDonald
Robert Powell	Steven Rafsky
Maria Salvatore	Gary Yessaillian
John Wiggin	

Members Ex Officio

Nancy Hyde, Selectman
Michael Jaillet, Town Administrator

Economic Development Officer

Chris McKeown

PLANNING BOARD

DEPARTMENT MISSION

- To provide for conscientious and orderly land use development through Comprehensive Planning, Subdivision Control, Zoning Bylaw and Zoning Map review;
- To develop and implement land use development and growth management regulations consistent with the goals and policies of the Town;
- To protect the natural resources, safety and aesthetic character of the Town through environmental impact and design review/site plan review and the issuance of special permits pursuant to the Zoning Bylaw.



A rendering of Westwood Station.

LAND USE DEVELOPMENT REVIEW

In 2008, the Planning Board issued the following decisions pursuant to the Subdivision Control Law:

- Reviewed four Approval Not Required (ANR) plans pursuant to M.G.L. Chapter 41, § 41P.
- Reviewed five Definitive Subdivision applications pursuant to M.G.L. Chapter 41, including the following: Reviewed and approved an application for Minor Modification of the Definitive Subdivisions for Autumn Estates to permit minor alterations related to changes in the design of a drainage facility; Reviewed and approved an application for Minor Modification of the Definitive Subdivision for Captain's Crossing to permit construction of sidewalks on only one side of Fox Meadow Lane and to require the establishment of a pedestrian path along that portion of the property near the intersection of Fox Hill Street and Gay Street; Reviewed and denied an application for Definitive Subdivision for Morgan Farm to create a new 11-lot subdivision with a cul-de-sac in excess of 500'; Reviewed and denied an application for Modification of the Definitive Subdivision for

Powissett Estates to alter the conditions of the original subdivision approval in order to permit the conversion of a limited access emergency right-of-way into a through street with access to the proposed Morgan Farm Subdivision; and Reviewed and approved the Second Modification of the Definitive Subdivision for Philips Estates to permit changes to the location and design of a drainage facility.

The Planning Board issued the following decisions pursuant to the Zoning Act:

- Issued fourteen Environmental Impact and Design Review (EIDR) approval decisions pursuant to Section 7.3 of the Zoning Bylaw. In addition to the Westwood Station Phase 1A and 1B EIDR approvals, the Board issued decisions for the following projects: Construction of a new greenhouse at Lambert's Plaza, Providence Highway; Minor modification of previous EIDR approval for change of use of a building located at 100 High Street from residential use to commercial use and construction of a new 25-space parking lot; Addition of drive-through station and canopy at Needham Bank, Washington Street; Expansion of parking and automobile storage at Mercedes-Benz dealership, Providence Highway and Everett Street; Installation of wireless communication antennas for Sprint Wireless Broadband Company, LLC at Dedham-Westwood Water District water tanks, Fox Hill Street; Construction and establishment of a group residence for the Charles River Association for Retarded Citizens, Inc., Pine Lane; Installation of wireless communication antennas for Bell Atlantic Mobile dba Verizon Wireless at Dedham-Westwood Water District water tanks, Fox Hill Street; Installation of wireless communication antennas on existing wireless facility for MetroPCS Massachusetts, Glacier Drive; Installation of wireless communication antennas on existing wireless facility for MetroPCS Massachusetts, Lowder Brook Drive; Installation of wireless communication antennas on existing penthouse structure for MetroPCS Massachusetts, NStar Way; Installation of wireless communication antennas for the Westwood Board of Health at Dedham-Westwood Water District water tanks, Fox Hill Street; and Installation of wireless communication antennas on existing wireless facility for MetroPCS Massachusetts, High Street.
- Issued one Shared Driveway Special Permit approval pursuant to Section 6.1.26 of the Zoning Bylaw for a shared driveway to serve lots 118, 119 and 120 at 303 Grove Street.

PLANNING BOARD

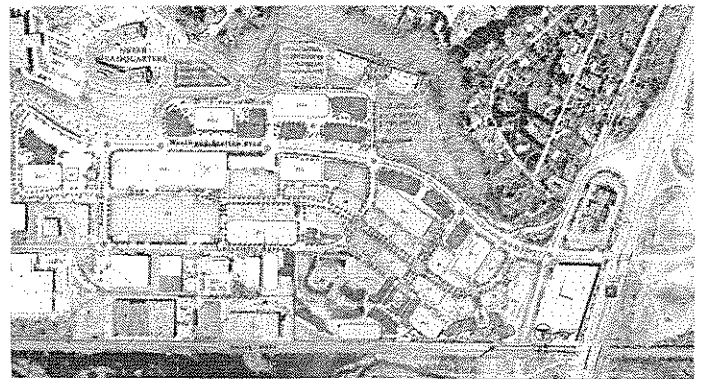
- Issued one amendment to a Wireless Communication Special Permit for an existing facility on Glacier Drive;
- Issued one approval pursuant to the Scenic Roads Act and the Board's Scenic Roads Rules and Regulations for the removal of trees to permit the installation of a water line on Sandy Valley Road.

Activity	2008	2007	2006	2005	2004
Approval Not Required Plans	4	5	5	9	6
Preliminary Subdivision Plans	0	0	0	0	0
Definitive Subdivision Plans	5	0	1	3	1
Site Plan Review Decisions	14	5	6	3	2
Special Permit Decisions	3	4	3	1	3

ANNUAL TOWN MEETING

- The Planning Board sponsored eight warrant articles for the May 2008 Town Meeting, seven of which were recommended by the Finance Commission and approved by vote of Town Meeting. The approved articles all involved amendments to the Zoning Bylaw, including the following: Amendment of Section 9.6.9 [MUOD Conditions] to permit the Planning Board's consideration and approval of on-site and off-site signs related to proposed developments within the Mixed Use Overlay District as part of the Environmental Impact Design Review for such developments; Amendment of Section 6.3 [Enclosure, Screening and Buffers] and amendment of definition for "structure" to allow a boundary fence (or a fence in combination with a wall) up to eight (8) feet in height to be allowed by special permit; Amendment of the definition for "commercial vehicle", along with amendment of Sections 4.3.3.1 and 4.3.3.2 prohibit vehicles with a gross vehicle weight of more than 26,000 pounds from being parked or stored in residential districts (i.e. tractor trailers 40 feet or more in length, moving trucks, dump trucks, concrete trucks) regardless of screening; Amendment of Section 7.1.1 [Earth Material Movement] to designate the Planning Board as the Special Permit Granting Authority for the Earth Material Movement Special Permit for projects which also require approval by the Planning Board under Section 7.2 [Major Business Development, Section 7.3 [Environmental Impact and Design Review] or Section 9.5 [Planned Development Area Overlay District], so that required hearings could be held simultaneously and site development and site

disturbance issues could be dealt with by a single board; Amendment of Section 4.5.8 [Reconstruction After Catastrophe or Voluntary Demolition] to allow for more flexibility in the voluntary demolition and reconstruction of non-conforming one- and two-family residential structures; Amendment of Section 9.4.7.5 [Wireless Communications Overlay District] to clarify that the Wireless Communications Overlay District requirement for cross-polar antennas refers only to those located on monopoles; and Amendment of Sections 4.3.3.7 and 4.3.3.8 [Accessory Uses in Residential Districts], Section 4.4.3.3 [Accessory Apartments], Section 2.60 [Definition of Height, building], Section 5.4.2 [Height Determination and Exceptions] and Section 9.4 [Wireless Communication Overlay District] to correct minor errors in the drafting of those sections. The eighth warrant article sponsored by the Planning Board called for the amendment of Section 8.6 of the Zoning Bylaw [Senior Residential Development] to add a 5-acre minimum lot size requirement. This article did not receive majority support from the Planning Board. It was recommended for indefinite postponement by the Finance Commission and was so voted by Town Meeting.



Plan of Westwood Station

WESTWOOD STATION

- For the past several years, the Planning Board has worked extensively with other Town boards and departments, staff and consultants to review and approve several applications related to the development of Westwood Station. 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. 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

PLANNING BOARD

Associates (fiscal). In September, the Board hired Westwood Station Planning Manager, Glenn Garber. The Planning Board held intense month-long public hearings on each of the various applications associated with Westwood Station. Hearing sessions were 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 throughout the year led to significant improvements to the project. These improvements include an overall improved project design; the development and refinement of detailed design, sign and lighting guidelines; enhanced pedestrian and bicycle access; and extensive landscape treatments. The Board approved a number of conditions designed to ensure that the project, as it progresses through its expected ten-year build-out, will meet minimum benchmark standards primarily relating to traffic and environmental quality, and to ensure that all provisions of the project will be built in accordance with the approved project plans. An application for Phase 1A EIDR was received on January 18, 2008. The public hearing for this application was opened on March 13, 2008, and continued through June 10, 2008. The Board granted Phase 1A EIDR approval on June 10, 2008 and the Notice of Decision was filed in the Office of the Town Clerk on June 18, 2008. An application for Amendment # 1 to the Area Master Plan Special Permit was received on March 14, 2008. The public hearing for this application was opened on May 15, 2008, and continued through November 18, 2008. A further application for First Amendment and Supplement #1 to Amendment #1 to Area the Master Plan Special Permit and Consolidated Special Permits was received on July 22, 2008. The public hearing for this application was opened on August 12, 2008, and continued through November 18, 2008. An additional filing, entitled Supplement #2 to the Application for Amendment #1 to the Area Master Plan Special Permit and Consolidated Special Permits was received on October 2, 2008. The Board granted its approval of Amendment # 1 to the Area Master Plan Special Permit and Consolidated Special Permits, including Supplements #1 to #2, on November 18, 2008 and that decision was filed in the Office of the Town Clerk on November 21, 2008. An application for Phase 1B EIDR was received on March 14, 2008. The public hearing for this application was opened on May 15, 2008, and continued through December 16, 2008. The Board granted Phase

1B EIDR approval on December 16, 2008. An application for Amendment # 1 to the Definitive Subdivision was received on June 23, 2008. The public hearing for this application was opened on August 4, 2008, and has thus far been continued through March 10, 2009.

COLLABORATION

- The Planning Board will continue to work collaboratively with the Board of Selectmen and the Economic Development Advisory Board on the permitting process for the Westwood Station project.
- As time permits, the Planning Board will continue to work on other planning/economic development initiatives derived from planning studies and plans including the Route 1/Everett Street Commercial Area Study, EO 418 Community Development Plan, Comprehensive Plan, Town Centers Study and the Municipal Growth Planning Study.
- The Planning Board will continue to work collaboratively with the Neponset Valley Chamber of Commerce and the Towns of Norwood, Dedham, Canton and other municipalities to advance regional planning initiatives, especially the Add-A-Lane project which will add an additional lane on Route 128 between Randolph and Wellesley and the comprehensive redesign of the Interstate 95/93/Route 128 interchange. These regional planning efforts will be coordinated primarily through the Route 128/ABC Coalition and the Regional Working Group.
- The Planning Board's web site is continuously updated to include information on pending applications, public hearings, decisions and planning documents such as the Zoning Bylaw, Comprehensive Plan, Open Space and Recreation Plan, Development Guide, the Board's Special Permit Granting Authority Rules and Regulations and applications for site plan, special permit and subdivision review. Approved minutes of Planning Board meetings, dating back from the most recent meeting for which minutes have been approved to January, 2006, were added to the website and are now available for download. The web site also serves as the repository for the voluminous amount of Westwood Station information generated as part of the permitting process.
- The Land Use Committee serves as a forum for applicants to informally present proposed development projects for staff comment and technical review. It also provides the added benefit of stronger collaboration and information-sharing among the various departments involved in

PLANNING BOARD

land use development issues, including the Health, Building, Fire, Police, Public Works, Economic Development, Conservation Commission and Engineering Departments.



Planning Board Members

Robert C. Malster, Chairman
Steven H. Olanoff, Vice Chairman
Robert E. Moore, Jr. Secretary
Bruce H. Montgomery
Henry W. Gale

Nora Loughnane, Town Planner
Janice Barba, Land Use Assistant

FY 2010 SERVICE PLAN

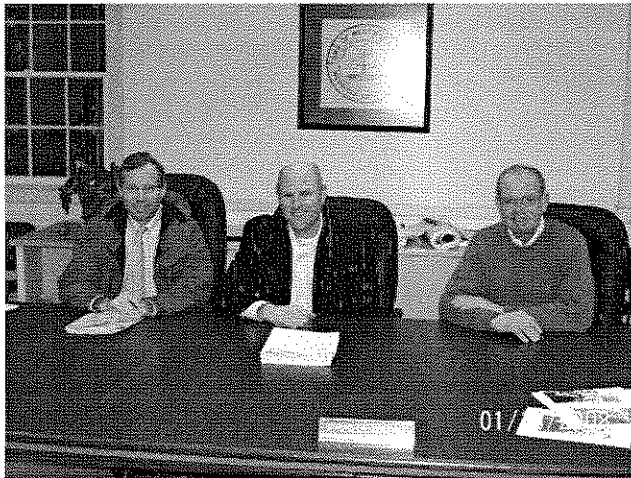
- Maintain existing level of service.
- Work cooperatively with the peer review consultant team, Town Boards and departments and the project developer to continue a smooth and thorough permitting process for the remaining permits required for the Westwood Station project, including Amendment #1 to the Definitive Subdivision plan for Westwood Station and any future EIDR approvals related to the development.
- As time permits, work cooperatively with the Board of Selectmen, Economic Development Advisory Board and other Town departments and committees to identify and implement the highest priority policies and recommendations from the Comprehensive Plan, EO 418 Community Development Plan, Everett Street/Glacier Drive/Route 1 Commercial Area Study, Town Centers Study, Municipal Growth Planning Study and Executive Order 418. Also, pursue grants and other appropriate means of funding to assist in the implementation of these identified policies and recommendations.
- As time permits, continue working with the Task Force on Senior Housing and the Housing Partnership on affordable housing and senior housing initiatives.
- As time permits, complete the comprehensive revision of the Subdivision Rules and Regulations, as well as the revision of Zoning Bylaw sections related to Major Residential Development, Senior Residential Development, and the Mixed Use Overlay District.

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.

While 2008 reflected a slowdown in the number of applications filed for hearing before the Board, the matters themselves were of a more complex nature. This past year saw an increase in the number of continuances necessitated by the sheer amount of information needed in order for the Board to make an informed decision.

In the spring, a new member, Gregory Donovan, a local attorney was appointed to the ZBA by the Board of Selectmen in order to have a full complement of associate members.



Charles Reilly, David Krumsiek-Chairman, John Lally

The ZBA reviewed 43 applications in a combination of Special Permits and Variances. A number of the applications dealt with signs in and around town and there were three applications requesting Special Permits under Section 7.1 entitled Earth Material Movement. This particular bylaw is quite specialized and it is unusual to see three applications in one year. Needham Cooperative Bank applied for and received a Special Permit and a Variance in order to install a drive through window for their banking customers and there has been an increase in the number of Special Permits under Section 4.3.3.2 requesting garaging for additional vehicles over the allowed number. Mercedes of Westwood was granted an amendment to their Special Permit to include the property located at 100 Everett Street and modification of certain conditions in their original Special Permit.

There were four Special Permits granted for accessory apartments to be built for occupation by family members.

The balance of the applications submitted to the ZBA comprised a variety of Special Permits for home improvements. It should be noted that several of the applications requested more than one permit.

Hearing Activity	2008	2007	2006
Matters Heard	43	52	37
Special Permits Requested	39	51	37
Variances Requested	9	8	9
Appeals	1	3	2
Decisions Rendered	39	41	35

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. Ms. Rossi and Mr. Krumsiek attended a two day seminar sponsored by the Massachusetts Housing Institute focusing on affordable housing and state regulations.

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:

Robert J. Rossi – Clerk	Michael E. Flynn
John J. Clancy	Alan A. Ward
Joseph J. Crowley	Gregory J. Donovan

Louise C. Rossi, Administrator

BOARD OF ASSESSORS

PERMANENT BUILDING COMMITTEE

The Assessors office has gone through an extremely active and demanding year with the tri-annual revaluation. After extensive statistical analysis 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.

The Department of Revenue mandated Measure and List continued this year and is approaching its final stages which will provide a much more accurate and detailed account information.

With the unsteady housing market the office proved to be both steady and full of activity from concerned taxpayers. Again this year sales in Westwood slowed but most of the housing values stayed consistent. Land sales continued to grow which caused larger increases in land values then in recent years.

The office continues to update all property record cards, including ownership, building permits and adjustments to valuation as needed.

Another big change for the Assessors office this year happened in April when board member Philip Shapiro was elected to the Board of Selectmen. Philip has been on the board of Assessors since 2001 and proved to be a benefit to both the residents and the office staff. While Phil will be greatly missed his dedication and experience will be a major asset to the Town of Westwood by both employees and residents alike.

In September the Board of Assessor appointed Mark Murphy for the interim position on the board. Mark comes to the board of Assessors with wide spread experience in real estate tax appeals and assessment law.

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

Michael P. Krone
Chairman

Louis A. Rizoli
Clerk

Mark Murphy
3rd Member

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

The Permanent Building Commission is supervising the completion of the construction of the new Westwood High School and associated athletic fields. Construction is being completed by the surety company after the termination for default of the original contractor. The final cost of the construction is the subject of pending litigation involving the Town, the original contractor and the surety company.

Permanent Building Committee

John Cronin – 2011

Tom Erickson – 2011

Judy Frodigh – 2011

John Salvatore – 2010

Richard Wade – 2010

Dan Lehan – 2009

Paul Colantuoni – 2009

NORFOLK COUNTY COMMISSIONERS

Incorporated in 1793, the County of Norfolk includes twenty-eight cities and towns, mostly located to the South and West of Boston.

Norfolk County is known as the County of Presidents because it is the birthplace of four Presidents of the United States: John Adams, John Quincy Adams, John F. Kennedy and George Herbert Walker Bush.

County government is responsible for regional services which include the Registry of Deeds, County Agricultural High School, Sheriff's Department, County Engineering, Trial Court facilities Maintenance, Wollaston Recreational Facility, and other departments and services.

Decreased revenues presented significant challenges during FY 2008. County revenues are significantly affected by conditions in the real estate and credit markets. Expenditures were scaled back and staffing reduced while every effort was made to maintain and improve services.

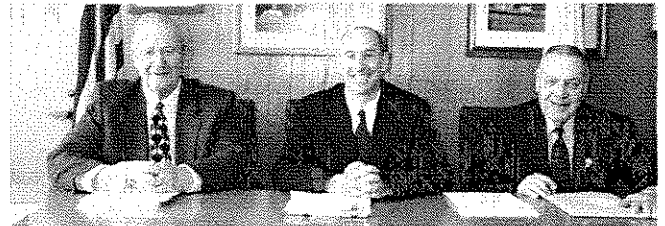
During FY 2008 capital improvements continued to be made to County facilities, including new replacement windows and an upgrade of the electrical service at Superior Court, additional work at other courthouses and improvements at the Wollaston Recreational Facility. A complete list of projects is listed in our County Annual Report.

We wish to take this opportunity to thank the County's department heads and employees, as well as elected officials, both state and local, for all their efforts on behalf of Norfolk County and its communities.

As County Commissioners, we are privileged to serve you.

Very truly yours,

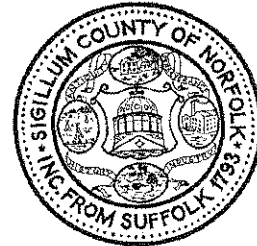
Francis W. O'Brien, Chairman
John M. Gillis
Peter H. Collins



John M. Gillis

Peter H. Collins

Francis W. O'Brien



Administrative Offices – P.O. Box 310
614 High Street – Dedham MA 02027-0310
Telephone: (781) 461-6105
Facsimile: (781) 326-6480
E-mail: info@norfolkcounty.org

HOUSING AUTHORITY

DEPARTMENT MISSION

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

GOALS AND RESPONSIBILITIES

- To explore various financing alternatives for the development of affordable rental housing units.
- To identify alternative sites for the development of affordable rental units.
- To develop and manage affordable rental housing owned and operated by the Westwood Housing Authority.

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 duplex that was purchased in 2004. WAHA now owns four duplexes. All units are under lease agreements and have substantial waiting lists.

FY 2010 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)

HOUSING PARTNERSHIP/FAIR HOUSING COMMITTEE

DEPARTMENT MISSION

Housing Partnership

To ensure that housing opportunities are available in Westwood to all income and age levels in accordance with programs regulated by the Massachusetts Housing Partnership.

Fair Housing Committee

To protect against discrimination in the sale of real estate within the Town of Westwood.

GOALS AND RESPONSIBILITIES

Housing Partnership

- To work with the Planning Board to ensure that the Town's Zoning Bylaws encourage the construction of low or moderate-income housing.
- To continue to encourage housing development that cultivates heterogeneity in Westwood's population.
- To administer a lottery process for selection of qualified households to purchase affordable houses at Chase Estates and Cedar Hill Estates under the guidelines of the Local Initiative Program.
- To obtain recognition from state authorities for affordable units regulated under Chapter 774 of the Acts of 1969 that were developed at Chase Estates and Cedar Hill Estates during 1998.

Fair Housing Committee

- To establish a discrimination policy that is actively promoted and institutes a grievance procedure for enforcement.
- To ensure that there is no discrimination in the housing market, and to provide a hearing process in the event of an alleged discrimination occurrence.
- To ensure that the lottery process for affordable houses under the Local Incentive Program includes applicants from minority populations.

PROGRAM/SERVICE AREAS

Housing Partnership Committee

The Housing Partnership Committee consists of eight members appointed by the Board of Selectmen and represents the Selectmen, the Planning Board, the Conservation Commission, the Housing Authority, and at-large members including representatives from the real estate and banking industries. The committee meets periodically to review housing market statistics, Town Zoning bylaws, Town demographics, and proposed housing developments in an effort to provide greater diversity of housing opportunity within the Westwood community.

Fair Housing Committee

The Fair Housing Committee is a sub-committee of the Housing Partnership Committee, which consists of the Executive Secretary, who serves as the Fair Housing Director, and the at-large members of the Housing Partnership Committee. The Committee meets periodically to develop housing goals and to review any grievance that is filed alleging discrimination in the sale or rental of Westwood real estate.

PRIOR YEAR ACCOMPLISHMENTS

- The Board of Selectmen appointed a consultant to serve as Housing Lottery Director and to administrate the lottery process under state guidelines and maintain a list of qualified buyers for both Local Initiative Program developments.
- Housing staff qualified a buyer for an affordable house at Cedar Hill Estates that resold.
The remaining list from the December 2007 lottery drawing will remain active for the next two years.
- Members of the Housing Partnership, Housing Authority, and Town officials worked with Equity Residential, Cabot, Cabot, & Forbes, and Tremont Realty on supporting plans to expand the number of affordable housing units in Westwood.
- Members of the Housing Partnership have continued working with community groups and developers to explore ideas for increasing the amount of affordable housing in Westwood or a variety of age groups and needs.

HOUSING PARTNERSHIP/FAIR HOUSING COMMITTEE

- Several members of the Housing Partnership planned and organized a luncheon meeting for Westwood Real Estate brokers on Fair Housing laws in April 2008. An attorney for the Greater Boston Real Estate Board presented an informative update on Fair Housing laws and practices.

FY 2010 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 - 2009
Pamela Kane - 2009
Barbara McDonald - 2009
Robert Moore - 2009
Richard Thompson - 2009
Jack Wiggin - 2009
Jerrold B. Wolfe - 2009
Barbara Zoob - 2009

Ex Officio Member

Michael A. Jaillet - 2009

Alternate Member

Jill Onderdonk - 2009

Robert Malster - 2009

Fair Housing Director

Michael A. Jaillet - 2009

COMMUNICATION & TECHNOLOGY ADVISORY BOARD

The Communications & Technology Advisory Board (CTAB) was established by Article 31 in the 2003 Annual Town Meeting. This board was established for a five year period with a provision for the Town to renew it again at the end of that period. Article 31 combined the Cable Advisory Board and the Information Systems Advisory Board into a single Communications and Technology Advisory Board. Previously the Cable Advisory Board existed to oversee cable TV programming, monitor customer service issues and represent the town in negotiations with the Cable provider. This work included ensuring that high speed internet access was made available to all residents. The Information Systems Advisory Board provided guidance to the Town to enhance performance and provide better services to the Town. As technology evolved, the oversight of these two Boards overlapped, which prompted the combination into a single board.

The Communications and Technology Advisory Board (CTAB) consists of seven volunteer members appointed by the Board of Selectmen to two-year overlapping terms. The Board has formal meetings, generally on the second Tuesday evening of the month, where it is joined by Donna McClellan, the Town's Information Technology Department Manager, and by Michael Jaillet, the Town's Executive Secretary. As required, Board members participate in other meetings and activities with employees and officials of the Town government whenever needed to help oversee information systems, broadband and cable access activities in Westwood.

The CTAB also serves to provide advice and guidance to the Information Technology Department, attempting to ensure that efficient use of existing technology is made, that any expenditures are appropriate, and that the overall needs of the Town are being met. In addition, the Board works to ensure that industry accepted standards regarding items such as privacy, security, and reliability are followed.

The following four areas were the focus of the CTAB for 2008:

1. **Monitor performance of Cable Providers:**

The Board has continued to monitor the progress of build out of the Verizon FIOS infrastructure so that the entire town can benefit from this additional choice in services.

The Board continues to monitor the performance of our existing broadband and cable provider COMCAST and VERIZON with respect to their contractual obligations with the Town. Foremost

is customer service. The Board tries, whenever possible, to settle most subscriber complaints. The Board makes sure that those complaints falling within the provisions of the contract are satisfactorily resolved by the cable provider.

2. **Bring PEG Broadcasting to Westwood**

The Board has also worked with the Board of Selectmen and interested residents to provide PEG (public, educational and government) broadcasting for Westwood. A non-profit corporation Westwood Cable Access Television (WesCAT) was formed in 2008 with the mission to promote and enhance community access television content to Westwood residents via cable and online channels.

3. **Continue to Enhance Communication with Residents**

Town Web Site –The Board continues to advise the Town on methods to evolve the Internet information exchange to enhance Town services. The Town web site (www.townhall.westwood.ma.us) has grown into a true vehicle of communication for the Town.

4. **Pace of Change of Technology**

As with all organizations of limited fiscal resources, the issues of coping with the rapid pace of change in technology is a difficult one for the Town of Westwood. The CTAB will continue to determine the most fiscally prudent ways for the Town to stay abreast of appropriate technology.

The CTAB wishes to continue to make itself available as a technological resource to the Town and address Town information technology issues as they arise and evolve. Through this, we hope to continue to see the level of services the Town provides enhanced with the effective use of technology.

Christopher Gervais, CoChairman
Steve Anderson
Leon Barzin
Gary Capuccino
Mark Hichar
Wesley MacQuarrie, Jr.

Ex Officio Members
Michael A. Jaillet
Donna McClellan

INFORMATION TECHNOLOGY

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.
- Support and promote the use of Geographic Information Systems technology; ensure that GIS data is accessible and accurate.

- Maintain a strategic plan to stay abreast of emerging technologies and seize cost effective implementation opportunities that are consistent with the long-range plan.

PROGRAM/SERVICE AREAS

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

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

CURRENT SERVICES/PROGRAMS

Strategic Planning

Given the importance of the information entrusted to or generated by the Town, the pressures to make that information available to the public and 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

INFORMATION TECHNOLOGY

first avenue for departments in need of Information Technology resources. Properly qualified resource requirements may then be evaluated for relative merit. Departmental resources can then be provided or resolution achieved by outside forces.

PRIOR YEAR ACCOMPLISHMENTS

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

Managed IT infrastructure which includes 17 servers over 200 pcs and 100 printers. Eighty (80) pcs were either purchased new or reconfigured from existing inventory for town and school administration users.

Continued management of the Student Information System (SIS) Database. This work includes maintenance of the centralized student database, including end user support, distribution of all grade reports, and coordination with Department of Education (DOE) digital reporting requirements for both students (SIMS) and all school employees (EPIMS)

Processed RMV files for import into municipal software and also prepared and transmitted quarterly real estate files for tax services.

Configured and installed three (3) new servers which provide domain services to town users and file storage to both town and school administration users.

Configured a virtualized server which replaced four (4) existing servers and provided necessary hardware for 3 additional servers.

Upgraded patch management software to latest version and migrated to new virtualized server.

Upgraded antivirus software and migrated to new virtualized server

Upgrade recreation software and migrated to new virtualized server

Upgraded email software including implementation of collaboration tools and migrated to new virtualized server

Coordinated installation of an additional high speed internet access including integration with existing T1, firewall and other networking components for all town users.

Configured and installed a ssl device which provides fast, reliable and secure remote access for town users.

Implemented a new email notification for all changes to the town website made in the previous week and another email notification for all events listed on the web site for the next week.

Replace web filter software with an appliance providing additional functionality and reporting

Moved INET equipment including switches and servers to a larger server room located in the Fire Station.

FY2010 SERVICE PLAN

Continue the high level of training of users to maximize the software currently available.

Continue to upgrade hardware and software in a cost-effective manner to keep current with today's technological advances

Continue to improve the Town of Westwood web site with a focus on greater access to public information.

Advance the Town's LANs and WAN with new technology resources.

Increase the accessibility, magnitude and accuracy of data available on the GIS.

Deploy an additional virtualized server to provide redundancy and backup.

Migrate Assessing database server to virtualized server

Retire two (2) older servers moving all services and data to the 2 servers configured and deployed FY 2009.

Migrate two (2) Police Department servers to a virtualized server.

Donna McClellan
Director of Information Systems

METROPOLITAN AREA PLANNING COUNCIL AND THE THREE RIVERS INTERLOCAL COUNCIL

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 the 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 comprehensive regional plan for Metro Boston's growth and development through 2030 was adopted by the Council on December 2, 2008. This initiative, in which over 5,000 individuals and organizations from throughout the region participated, will guide the MAPC region's growth and development, as well as the preservation of critical resources. The project will now move from planning to advocacy and action.
- As a member of **Massachusetts Smart Growth Alliance**, MAPC helped form the Transportation Investment Coalition last year. This year, the group of business, environmental, public interest, and planning organizations changed its name to **Our Transportation Future**, and has actively advocated for savings, efficiencies, and new revenues to address the state transportation finance deficit by pressing for savings, efficiencies, and new revenues. The Alliance is also working to reform the state's zoning laws by continuing its participation on a state zoning reform task force which filed a bill called the **Land Use Partnership Act**. Passing this legislation will be a key area of focus for MAPC throughout 2009.

- MAPC continued its popular **Regional Bike Parking Program** to provide bicycle racks to municipalities at a 100% reimbursement of the cost of the equipment.
- MAPC continues its work on the **Regional Pedestrian Plan** to make walking convenient, safe, and practical throughout the region. I serve on the Advisory Committee for this plan.

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 2008, TRIC provided input to MAPC on subregional legislative priorities, and on the strategies for implementation of MetroFuture. TRIC presented its transportation priorities for local projects to MAPC and to the Boston Region Metropolitan Planning Organization (MPO) for the formation of the regional transportation plans and programs.

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.

Read the entire MAPC and TRIC Annual Report at [www.mapc.org/about_mapc/town_report/2008AnnualReport\(ThreeRivers08\).pdf](http://www.mapc.org/about_mapc/town_report/2008AnnualReport(ThreeRivers08).pdf).

RTAC: I am also the Town's representative to the **Regional Transportation Advisory Council**, which provides the MPO with input from municipalities, agencies, and advocacy organizations. My activities at RTAC include attending MPO meetings and representing the Advisory Council on the UPWP Committee, which selects planning studies, and on the Suburban Mobility Committee, which finances suburban transportation initiatives.

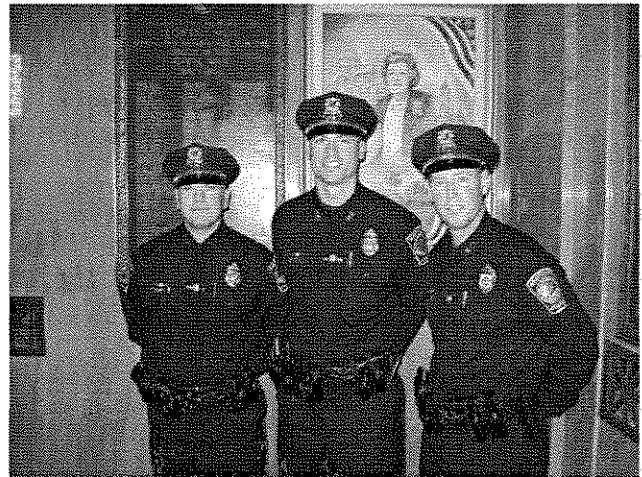
MBTA Advisory Board: I am the Westwood designee to this organization and in early 2008 met with MBTA officials to resolve Commuter Rail performance issues. This year, budget problems will be the T's major concern. Transportation financing for all modes in our region must be resolved this year.

Steven H. Olanoff
MAPC Representative
Three Rivers Interlocal Council Representative

WESTWOOD POLICE DEPARTMENT

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

The Westwood Police Department is comprised of twenty-eight sworn police officers, six civilian communication officers and two records clerks. The duties and responsibilities of each member encompass many different areas.



Left to Right: Officers Jeremy Lenzo, William Sheehan and Donald Murphy

In addition to the three new officers, Ms. Heather Kimball was hired as a Civilian Communications Officer, bringing the compliment of this Division back to the approved staffing level. Communications Officer Kimball had previously worked as a Communications Officer in another municipality, and was able to transition to the Westwood Police Department in an efficient manner. Heather's knowledge of computerized dispatch software has made the transition to the Westwood Police Department a flawless event, and she is a welcomed addition to the professional call takers that handle 911 calls, business calls, and radio dispatch.

Rank/Position	Authorized Strength	Actual Strength
Police Chief	1	1
Lieutenants	3	3
Patrol Supervisors	4	4
Traffic Safety Sergeant	1	1
Patrol Officers	16	16
Detectives	2	2
School Resource Officers	1	1
Communication Personnel	6	6
Administrative Staff	2	2

Personnel

The 2008 calendar year brought a number of personnel changes to the Department. Officer John Kaszanek retired from the Westwood Police Department after 39 years of dedicated service to the Town. Officer Kaszanek's most recent assignment was as senior patrol officer on the day shift.

Retirements and personnel changes in the Department brought three new individuals to the patrol staff to bring the staffing to the authorized level. William Sheehan III, Donald Murphy and Jeremy Lenzo graduated from the Lowell Police Academy in October 2008. Each new officer was assigned a mentor upon graduation and the training received at the academy was put into practice with the guidance and assistance of a veteran Westwood Police Field Training Officer. At the conclusion of their field training in Westwood, each new officer was assigned to a patrol shift. All three officers bring with them individual talents that are sure to guarantee successful careers. They have an intimate familiarity with the community, as each man grew up in town and graduated from Westwood High School.

Training

Professional training of all personnel is a vital necessity in the law enforcement profession, and is of paramount interest to the Administrative Division of the Department. To keep up with the yearly changes in the law, court decisions, policies and procedures, and law enforcement initiatives, the Department conducts its own 40-hour in-service training program. In addition to outside subject matter experts, Westwood Police personnel facilitate training in these areas, as well as CPR/AED recertification, firearms requalification, and defensive tactics training.

The Department regularly reviews the annual 40-hour training program to ensure that all officers receive the necessary 'tools' to do their job safely and effectively. It is the goal of the department to provide as much "in-house" training as possible. This allows us to tailor the curriculum to the needs of the community and the personnel who serve it.

Members of the Department's Support Services Division attended the Attorney General's Cyber Crime Initiative Quarterly Meetings. These meetings of law

WESTWOOD POLICE DEPARTMENT

enforcement professionals from around the state focus on incidents where computers, cell phones, and other electronics are used in the commission of crimes. Our School Resource Officer also attended specialized training on Juvenile Justice issues.

Investigations

The Department's two detectives continue to follow-up on cases initiated by patrol officers. The manner in which cases are funneled to the Detectives vary from case to case, but generally speaking, criminal investigations requiring a significant investment of time and resources usually are assigned to a Detective. The caseload is also impacted by self-initiated investigations, and can encompass drug investigations, fraudulent activity, and quality of life issues.

Traffic Enforcement



The volume of traffic and the speed at which it travels continues to be a shared concern of many residents. Selective enforcement is a strategy employed by the Department to target traffic violations at specific times and locations, often based on resident complaints, and continue to be a priority of the Patrol Division. With the advent of a new records management system, our traffic enforcement efforts and assignments can be more efficiently and effectively implemented. Although speed enforcement may be the most obvious means of dealing with speeding violations and other traffic problems, the goal of traffic enforcement is only one way of achieving compliance with traffic laws. Public education and road engineering are also important facets in making the roads of Westwood a safer place.

The Department has two traffic enforcement speed trailers that are often deployed along major travel routes to advise motorists of the speed at which they are traveling, in an effort to boost voluntary compliance with speed limits.

Crossmatch AFIS

In the fall, we implemented our first digital fingerprint live scan system. This is a hardware and software combination that allows us to capture fingerprints without using ink. We can print out fingerprint cards for citizens who need their fingerprints, or submit the fingerprints to both the state and FBI for arrests. When arresting people, we can now get positive identifications back in about 10 minutes. One of the first two arrests we processed with the system gave us a false name, which was revealed both through the fingerprints and additional questioning. This helps the courts in bail determinations and cuts down on the possibility of a wanted person being released by giving a false name.



Left to Right: Officers Domenic Abbatangelo and Mark Randlett receive training on digital fingerprint system

Crime Statistics

Crime	Reported Incidents
Murder	0
Rape	2
Robbery	2
Arson	1
Aggravated Assault	6
Burglary & Attempts	31
Larceny-Theft	114
Motor Vehicle Theft	10
Alarms	829
Accidental 911 Calls	542
Missing Persons	63
Motor Vehicle Crashes	478
Disturbances	162
Identity Fraud	32
Bomb Threat	1

WESTWOOD POLICE DEPARTMENT

Grants

The police department was successful in obtaining a number of grants to help offset some of its capital and operational costs. Listed in the following chart is a summary of the grant awards the department received during the calendar year:

Funding Source	Amount	Purpose
Community Policing	\$18,024.00	Community Policing Programs
Governors Highway Safety	\$10,000.00	Traffic Enforcement Campaigns
E-911	\$27,524.00	Training and Technology

Goals

Aside from maintaining the progress already made on various initiatives, the department will continue to move toward expanding its capabilities into the following service areas during the next calendar year:

- Increase traffic safety initiatives
- Continue to reduce false alarms that tend to tie up police resources and create an inconvenience for neighbors.
- Continue to upgrade the Radio Infrastructure to allow digital communications within the community
- Continue to work with residents, businesses, and municipal agencies on the Westwood Station Impact Study
- Continue revision of the WPD Policy manual to ensure compliance with all state and federal laws

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.

With the anticipated changes during the course of the next year, there 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.

The Town of Westwood is a community which recognizes the value of their police department and the initiatives that we have undertaken to ensure that the community is a safe one in which to live and work. We

pride ourselves on working collaboratively with a number of community organizations to be successful in our community care-taking role. The Westwood Board of Selectmen has always been supportive of the department's needs, and I am grateful for their support over the past year. The Personnel Board, Finance Commission and Planning Board are always available for consultation and their guidance and assistance is always appreciated. The Westwood Fire Department, Council on Aging and Department of Public Works are among our valued partners, and we cherish the close working relationship we have with these agencies. The Westwood Public Schools continue to work with us to ensure the safety and well-being of our most precious community members. The residents of Westwood are considered our constituents, and we recognize how fortunate we are to be working in such a supportive environment.

William G. Chase
Chief of Police

PARKING CLERK

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

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

In 2008, the Town of Westwood issued 94 parking tickets, which equaled fines totaling \$1,570.00. The police department is charged with the responsibility of issuing parking tickets for the purpose maintaining and enforcing public safety in the Town. A late notice is generated for parking tickets that have not been resolved within 21 days

of the violation. In those cases where the parking tickets are considered overdue, there is an additional fine that is assessed if the parking goes unanswered. If the overdue notices are not answered, the next step is to refer those parking tickets to the Registry of Motor Vehicles where the registrations of the vehicles are flagged. Once the registration of a vehicle has been flagged with an unresolved parking ticket, the registered owner of the vehicle will not be able to register the vehicle at the time when the registration expires until the outstanding parking ticket(s) has been paid.

Type of Parking Ticket	# Tickets
Handicap Parking Violations	5
Blocking Handicapped Ramp	0
Parking in Public Safety / Fire Lanes	7
Restricted Place or Prohibited Area	73
Obstructed Driveway	1
Obstructed Crosswalk	1
Obstructed Sidewalk	4
Within 20 Ft. of an Intersection	0
Within 10 Feet of Fire Hydrant	0
Wrong Direction	0
Over 1 Ft. from Curb	0
Obstructing Snow Removal	1
Overtime Parking	0
All Night Parking	2
Other	0
Column Total:	94

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

Michael A. Jaillet
Parking Clerk

WESTWOOD FIRE DEPARTMENT



**Firefighter Ian Brown extinguishing a car fire on Hartford Street.
(Photo courtesy of Mark Rast)**

DEPARTMENT MISSION

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

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

2008 STATISTICS:

FIRES:

STRUCTURE	103
VEHICLES	15
BRUSH/GRASS	44
OTHER FIRES	14

EMS/RESCUE SERVICE:

AMBULANCE	1681
LOCK IN/OUT	64
VEHICLE ACCIDENTS	218
MISSING PERSONS SEARCH	1
ANIMAL RESCUES	2

HAZARDOUS CONDITIONS

HAZARDOUS CONDITIONS	49
SERVICE CALLS	11
ASSIST POLICE DEPT.	14
MUTUAL AID/LINE COVERAGE	56
GOOD INTENT CALLS	56
SMOKE INVESTIGATIONS	59
ELECTRICAL EMERGENCIES	76
HAZARDOUS MATERIALS INCIDENTS	57
FALSE ALARMS	8
ALARM SYSTEM MALFUNCTIONS	183
UNINTENTIONAL ALARMS	127
CARBON MONOXIDE DETECTOR INVESTIGATIONS	68
<u>BOMB SCARES</u>	<u>1</u>
TOTAL EMERGENCY RESPONSES	3015

2008 FIRE LOSS \$1,525,275.

OPEN BURNING PERMITS	453
INSPECTIONS & PERMITS	994
TRAINING PROGRAMS	176

REVENUES GENERATED FOR 2008:

AMBULANCE SERVICE	\$581,254.14
SMOKE DETECTORS	\$6860.00
PERMIT FEES	\$10,139.00
FIRE ALARM FEES	\$3,250.00
MISC. REPORTS	\$472.00
TOTAL	<u>\$601,975.14</u>

2008 AREAS OF NOTE

- ◆ Firefighter Mark Reilly retired after 22 years with the department. We wish him all the best and thank him for his dedication to the Department and to the community.
- ◆ Four new members were added to the Department as Firefighter/Paramedics; Firefighters Jeffrey Ciccone, William Little, Michael Tarella and

WESTWOOD FIRE DEPARTMENT

Michael Crawford were hired to fill vacancies. Firefighters Ciccone, Tarella and Little attended the Brookline Firefighting Academy prior to receiving their shift assignments. Firefighter Michael Crawford transferred to Westwood from the Plainville Fire Department.

- ◆ Reverend Sheldon Keller was appointed as the new Fire Chaplain for the Department.
- ◆ The Fire Department, in conjunction with the Police Department, has successfully completed the first full year of using the Incident Dispatch and Reporting Software and continued personnel training.
- ◆ The Fireman's Fund Insurance Company donated two Panasonic Toughbook computers to expand the use of our Incident Dispatch and Reporting Software. These enable the firefighters to access and analyze data from the fire engines while en route to or operating at a call.
- ◆ The Department applied for and was awarded a grant from the S.A.F.E. Program Grant to continue our Fire Prevention Programs in the schools.
- ◆ The Department applied for and was awarded a grant from the Firefighters Safety Equipment Grant. The funds will be used to purchase protective gear for the firefighters.
- ◆ This year the Department administered a Quality Assurance/Quality Improvement Program for the Paramedics. This program is coordinated by a third party firm and overseen by the Doctor in charge of Medical Direction for our ambulance service. All ambulance calls and the resulting treatments are reviewed and training programs are developed based upon the needs identified by the reviews.
- ◆ All schools, nursing facilities and places of assembly were inspected quarterly as required by law.
- ◆ Deputy Chief Morrison, the Department's Fire Prevention Officer performed inspections and plan reviews and issued permits covering oil and propane installations, blasting operations, sprinkler system installations, fuel tank removals, new occupancies, and oil tank truck safety inspections. He was assisted by the Captains and Lieutenants, who also issued compliance certificates for the sale or transfer of homes.
- ◆ The Department would like to remind the residents to change the batteries in their smoke and carbon monoxide detectors. Please be aware that smoke detectors are required on each habitable floor, at the bottom of all stairways and outside all bedrooms. Carbon monoxide detectors are required on each habitable floor and within ten feet of all bedroom doors. Anyone with questions can call Station 1 and speak to the Officer on duty.
- ◆ Through a combination of Federal and State grants the Norfolk County Fire Chiefs have installed a countywide mutual aid radio network. The radio

channels have been installed in all of our Department's radios and will enhance fireground operations.

- ◆ Emergency Medical Technician and Paramedic refresher courses were hosted by the Department this year. Monthly Continuing Education courses are also provided.
- ◆ Through the continued support of the Westwood Lions Club, the department received the funds necessary to help purchase rescue equipment.
- ◆ Again, considerable time was spent this year for the review and planning process for the Westwood Station Complex as well as other projects. Many meetings were attended with the Planning Board, Utility Engineers, Road Engineers, Fire Protection consultants and Architectural consultants, as well as coordinating with the Building Department during the code review process.
- ◆ The Department conducted two specialized training programs for members this year. The first was a confined space class and the other was a blasting code compliance class.
- ◆ Facility improvements this year included replacing the roof on the apparatus floor area at Station 1 and removing the cell tower that was located behind the station and replacing it with a smaller radio tower.
- ◆ In October the Department held an Open House at the High Street Station that was attended by several hundred residents. In addition to fire safety exhibits there were two "live burn" demonstrations.
- ◆ In addition to the large number of routine fires, motor vehicle accidents, hazardous materials incidents, and medical emergencies the Department responded to this year, some of the more significant incidents included:
 - ◆ A major fire in a residence on Weatherbee Drive
 - ◆ A construction staging collapse resulting in injuries on Tamarack Road
 - ◆ A difficult fire in a vacant manufacturing building on Everett Street
 - ◆ A car fire inside the parking garage at the 128 Railroad Station
 - ◆ An arson fire at a commercial building on Wilson Way
 - ◆ Assisting the State Police Bomb Squad with a hazardous device on Nahatan Street
 - ◆ A Hazardous Materials Incident with injuries on Gloucester Road
 - ◆ A lightning caused fire in a structure on Summer Street
 - ◆ A motorcycle accident requiring a Medflight Helicopter on Route 1
 - ◆ Assisting the Norfolk Fire Department with a missing person search
 - ◆ A rapidly extending brush fire off High Street

WESTWOOD FIRE DEPARTMENT

- ◆ A serious accident on High Street requiring a Medflight helicopter

2009 OUTLOOK:

- ◆ Continue to pursue opportunities to expand shared Fire/EMS on regional basis.
 - ◆ Provide community based CPR and Fire Education Programs.
 - ◆ Apply for State and Federal Grants.
 - ◆ Prepare for pending budget constraints
-
- ◆ The Fire Department appreciates the high level of cooperation it receives from the other town departments and boards we interact with especially the Police Department, Building Department and Board of Health.

William P. Scoble, Chief of Department



Firefighters operate at a house fire on
Weatherbee Drive

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.

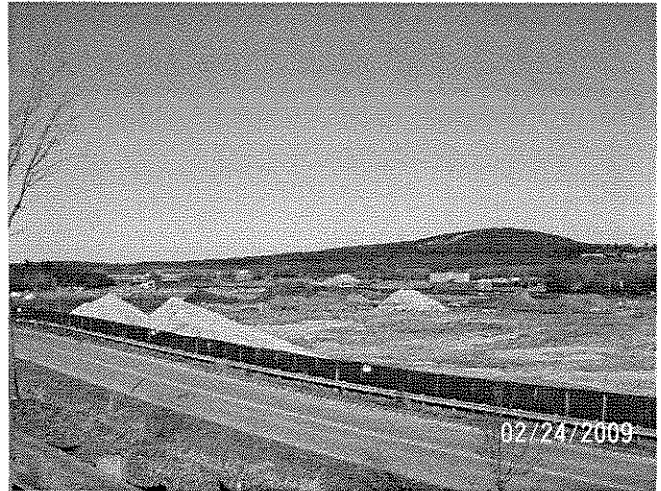
2008 ACTIVITIES AND ACCOMPLISHMENTS

- 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 2008:

Building Permits	682
Gas Fitting Permits	232
Plumbing Permits	426
Wiring Permits	541
Sprinkler	3
New Dwellings	13

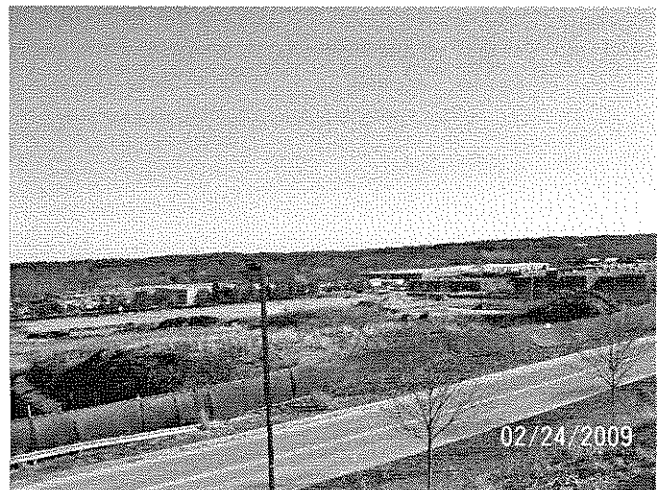
- Seven of the thirteen new dwelling permits issued were to reconstruct houses on non conforming lots after the existing structures were removed. Most of these projects also required Special Permits from the Zoning Board of Appeals under Section 4.5.8 of the Town's zoning bylaws
- All schools, restaurants, 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 received seven permit applications for the construction of buildings and structures in the Westwood Station Development. Four were for new buildings in the "lifestyle" area, one for a retaining wall, one for a sound attenuation fence, and one for a model apartment located at 160 University Ave. As of the end of 2008, the wall and fence have been completed, the model apartment permit was issued but construction has not begun, and review of the plans for the four new buildings has been suspended at the builder's request.



Westwood Station

- Demolition of most of the buildings along University Avenue that are scheduled to be removed for the Westwood Station Project have been demolished. Removal of these structures is necessary for the completion of infrastructure work in preparation for the construction of the Westwood Station development.



BUILDING DEPARTMENT



Captain's Crossing

- Two permits were issued for the Captain's Crossing development.
- The Building Department continues to update the web page on the Town's Internet site and will continue to add information to it over the course of the coming year. Most permit applications are available on line along with the current permit fee schedules. There is a section for frequently asked questions along with on line documents that are intended to educate the public on the required documentation that must be submitted to obtain a permit. A separate section is available in an attempt to simplify the permitting process for the Westwood Station project. The web page also provides links to related sites such as the Town's Zoning Bylaws, the Architectural Access Board, the Board of Building Regulations and Standards, and the Department of Public Safety. Please avail yourself of the site and feel free to make recommendations for future additions to the page.

BUILDING DEPARTMENT PERSONNEL

Building Commissioner – Joseph F. Doyle, Jr.
Assistant Building Inspector – Michael P. McLean
Wiring Inspector - Daniel McIntyre
Assistant Wiring Inspector – Kevin Malloy
Assistant Wiring Inspector – James Naughton
Plumbing/ Gas Inspector – John F. O'Malley
Asst. Plumbing/Gas Inspector – William Jacobs
Administrative Assistant – Susanne Hogan

The Building Department would also like to extend its thanks to all the Town Departments that have assisted us this past year including the Information Systems Department, Health Department, Fire Department, Town Planner, Town Counsel, Zoning Board of Appeals and the Conservation Agent.

WESTWOOD SCHOOL COMMITTEE

On behalf of the Westwood School Committee, it is my pleasure to report to the residents of Westwood in the 112th Annual Town Report.

Our school system and our students continue to excel at every level. Upon graduation, Westwood's students attend the finest colleges and universities in the country. Our K-12 program continues to attempt to meet the needs of all our students and offers numerous opportunities in athletics, art, music and drama.

Unfortunately, 2008 brought the retirement of two of our most veteran principals and our Assistant Superintendent. After 40 years of educating Westwood's children, Miss Joanne Hadalski decided to leave the Sheehan School for some well deserved rest and relaxation. After 35 years in Westwood, Mr. Victor Palladino also decided to retire. It is rumored that Victor Palladino and Edward Kazanjian having been enjoying a few well deserved rounds of golf. The School Committee thanks them for their outstanding commitment to Westwood and wishes them all the best in the future.

At the start of the school year, we welcomed three new principals (Alison Borchers at the Thurston Middle School, Kristen Evans at the Sheehan School, Dr. Allan Cameron at the Deerfield School), a new Director of Business and Finance, and a new Director of Operations. They all transitioned to their new positions quickly and have positively impacted the School Administrative teams.

During the year, the School Committee had occasion to honor and recognize the three Deerfield employees (Tricia DeAngelis, Matt Kuklantz, and Genny Smith) whose quick action saved the life of their colleague, Robert Sheehy, who had suffered a heart attack at the school.

At the May 2008 Town Meeting, approval was given for a modular classroom expansion project and an addition to the Cafeteria at the Thurston Middle School. Due to decreased construction costs, the bid for the work came in approximately \$ 1,000,000 under budget and the construction is due to be completed before the start of the 2009-2010 school year.

In large part, the outstanding success of our school system is due to the consistent support and generosity of Westwood residents. We would like to thank you for your support of Westwood's schools and, in particular, for your approval of an operating override two years ago. The override has made a significant and positive impact on our schools and on the daily lives of our students and is helping the schools continue to provide an excellent education to all students even as the

economic conditions across the state worsen and other districts face significant staff reductions.

Finally, we would like to publicly thank Westwood's teachers and administrators for their tireless efforts to educate our children. The School Committee will continue to work with them to maintain and enhance Westwood's well deserved reputation for academic excellence.

Ellen R. Mason, Chair – Westwood School Committee

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 more than 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, and 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. Eighteen Westwood High School students received letters of commendation from National Merit Scholarship Program. Seventy-eight students received AP Scholar Awards. One student was a State Scholar; 14 students were National Scholars; 31 were Scholar with Distinction; 10 were Scholar with Honor; and 22 students were Scholar. The Academic Decathlon Team finished third in the small school division and first in the Super Quiz. Two students won gold medals and one student won gold medals in Economics, Art, Social Science, Language and Literature and Math. He also won a bronze medal in Music and had the highest total score in the Scholastic Division. The Girls' Basketball Team won the MIAA Sportsmanship Award. Both the Boys' Baseball Team and the Girls' Lacrosse Team won State Championships. The Robotics Team reached the semi-finals this year. Christopher Sullivan-Trainor and Raef Istfan were honored as Eagle Scouts this past year. Westwood High School graduates students prepared and eager to continue their education. 97% of the students in the graduating class of 2008 are continuing their education; 95% at four-year colleges or universities and 2% 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. The Elementary Mathematics Program met its first goal which was to have specialists assist the teachers in introducing the new curriculum and to provide support to 3rd and 4th graders who were struggling to meet the expectations. Dr. Avalin Green and her committee conducted an in-depth review of the science curriculum. The high school accreditation by NEASC was completed and a report, which contained many positives, was issued. The Food Services Department implemented a school lunch calendar this year and the Student Services Department put together and disseminated a district elementary handbook. 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.

We welcomed two new principals this year, Allan Cameron, Jr. to the Deerfield School and Kristen Evans to the Sheehan School. Carol Craig-O'Brien, our Coordinator of Early Childhood, was appointed by Governor Patrick to the state's Board of Early Education.

In 2008, eight faculty members retired after many years of dedicated service to students and town. The retirees were: Judy Caporiccio, 35 years; Susanna Christie, 28 years; Brendan Dillon, 16 years; Joanne Hadalski, 40 years; Edward Kazanjian, 10 years; Mary LeVangie, 18 years; Alice McNaught, 7 years; and, Victor Palladino, 35 years. The high school baseball field was dedicated to Russ Downes a former teacher and baseball coach. William Riley, the girls' basketball coach, retired after many successful years in Westwood.

John J. Antonucci
Superintendent of Schools

BLUE HILLS REGIONAL TECHNICAL SCHOOL

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

Blue Hills Regional Technical School continues to provide quality vocational instruction and postgraduate training to ninth through twelfth grade students and residents of the nine district towns of Avon, Braintree, Canton, Dedham, Holbrook, Milton, Norwood, Randolph, and Westwood.

Charles W. Flahive serves as the Westwood representative. The public is invited to attend Committee meetings which are held on the first and third Tuesday of each month at 7:00 p.m. in Room 207A at the school at 800 Randolph St., Canton. The following members comprised the 2007-08 / 2008-09 District School Committee:

AVON: Francis J. Fistori
BRAINTREE: Robert P. Kimball (appointed in 2007; elected on November 4, 2008)
CANTON: Aidan G. Maguire, Jr.
DEDHAM: Joseph A. Pascarella
HOLBROOK: William T. Buckley (Robert S. Austin elected on November 4, 2008 after Mr. Buckley did not seek another term)
MILTON: Festus Joyce (re-elected)
NORWOOD: Kevin L. Connolly (re-elected)
RANDOLPH: Richard Riman (re-elected)
WESTWOOD: Alan L. Butters (Charles W. Flahive elected as a write-in candidate on November 4, 2008 after Mr. Butters did not seek another term)

Blue Hills Regional offers a variety of outstanding academic and technical courses at the high school, post-secondary and continuing education levels for district residents and others.

There were some changes in the composition of the Blue Hills District School Committee (see above). Mr. Charles W. Flahive was elected as a write-in candidate. He is the former Westwood High School principal, and was also a teacher and assistant principal there. Mr. Flahive is also an active member of the MSSAA (Mass. Secondary School Administrators Association). His goals for Blue Hills Regional during his term include increasing Westwood's enrollment, examining curriculum and programs, and reducing costs where appropriate. Mr. Flahive will encourage the administration and District School Committee to explore ways in which to introduce short programs for upper-class students who might transfer to Blue Hills Regional.

The school is extremely grateful to former Blue Hills Regional District School Committee Representative

Alan L. Butters for his nearly 17 years of dedicated, highly professional service. Everyone wishes him the best in all his future endeavors.

Late in 2004, Gov. Mitt Romney announced the inception of the John and Abigail Adams Scholarships, which are given to high school students in recognition of their outstanding MCAS scores. The scholarships entitle the recipients to four years of free tuition at any University of Massachusetts campus or any participating state or community college in Massachusetts. There were 43 Adams Scholars in the Blue Hills Regional Class of 2009, the largest number since the awards' inception.

Eighty-four Blue Hills Regional students participated in the SkillsUSA Central District Competition on March 11 at Diman Regional Technical School in Fall River. Sixteen Blue Hills Regional students won medals in their technical fields.

The National Honor Society (NHS) Induction was held on February 13. Twenty-three new members were welcomed. Brian McKenna of Westwood was among the new inductees from the Class of 2008.

Nick Angelici of Westwood, a student in Design & Visual Communications, designed a handsome poster for the second annual Fall Music Festival sponsored by the Randolph Music Boosters. Angelici, a junior, came up with a strikingly unique concept for the poster that is a sophisticated fusion of dynamic elements including silhouettes of jazz and rock musicians playing their instruments.

The school held its annual Open House on Wednesday, Nov. 19, 2008. The well-attended event allowed visitors to tour the entire school, see the technical programs, visit academic departments, watch demonstrations, and meet teachers, administrators and students.

Eighteen juniors in the Health Occupations Program earned their certified nursing assistant credentials on June 2. They were required to complete 75 hours of classroom and clinical instruction, as well as pass an advanced nursing class.

Blue Hills Regional also administers the Practical Nursing Program, 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. Over the years, essentially all students in this program have been employed upon graduation.

BLUE HILLS REGIONAL TECHNICAL SCHOOL

As of October 1, 2008, total enrollment in the high school was 844 students; of those, 12 students were from Westwood.

As part of their training, Blue Hills students offer services relating to their studies, at below market prices, to non-profit agencies and to district residents as noted below:

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 Tuesday through Friday 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 Automotive students complete auto projects for member towns and community residents on a departmental-approved appointment basis.

The Early Education Program includes a preschool program for youngsters who are two years nine months old to kindergarten entrance age. This program is accredited by the National Association for the Education of Young Children.

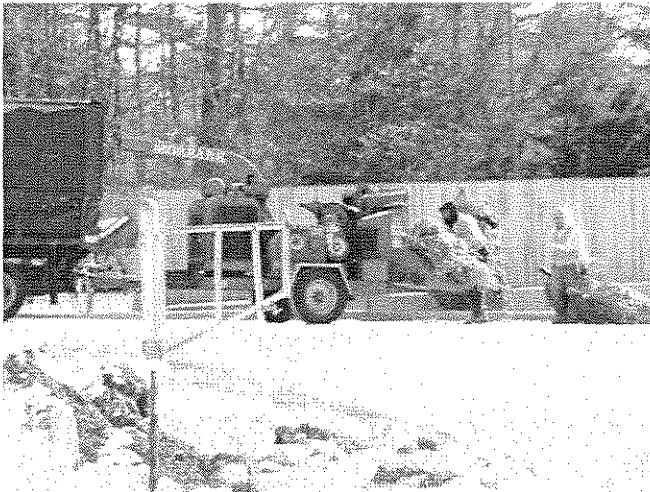
Each year, Blue Hills Construction Technology students build large-scale additions for homeowners and do town projects. A major home addition was done in Westwood during the 2007-08 school year.

Charles W. Flahive
Westwood Representative
December 31, 2008

DEPARTMENT OF PUBLIC WORKS

DEPARTMENT MISSION

- To maintain and expand the Public Works infrastructure by providing for the planning and implementation of related activities.
- To collect and dispose of all residential solid waste and recyclable materials in accordance with Massachusetts General Laws and the rules and regulations established by the Department of Environmental Protection.
- To provide for the safety of pedestrian and vehicular traffic on Town roads with street lighting and traffic control signals, traffic markings, and signs.
- To maintain and expand the Town-owned Cemeteries, Parks, and Athletic Fields.
- To provide administration, planning, construction and related services in an efficient and effective manner for the operation, maintenance, and expansion of the sanitary sewerage system.
- To furnish these services for the express purpose of avoiding pollution as well as to protect the public's health and well being.



Highway Department Crew collecting Christmas Trees

GOALS AND RESPONSIBILITIES

- Maintain the infrastructure of the Town, which includes sewer system, streets, drainage systems, street lighting, traffic control devices, buildings, Town grounds, fields, parks, cemeteries, solid waste and recycling programs.
- Repair and maintain the Town's infrastructure, including the solid waste and recycling programs, storm drain system, the roadway and sidewalk system, street lighting and traffic control signals, municipal vehicles and equipment, the sewerage system, engineering services, parks, fields, and cemeteries.



New Garage at Highway Yard

- Improve and maintain the roadway system providing safer, more economical traveling conditions, and a reduction in long-term maintenance.
- Maintain and beautify Town properties and public ways.
- Repair and maintain most municipal vehicles and equipment as required.
- Remove dead trees, cut excessive growth, and trim trees within the public ways to maintain and improve public safety.
- Maintain and improve the safe and efficient flow of traffic through proper roadway signage and striping.
- Provide for efficient management of all services and programs required providing residents with waste collection, disposal and recycling programs.
- Maintain the Town's public buildings to provide attractive and clean buildings for public use and a comfortable work environment for Town employees.
- Provide engineering information (Federal flood maps, street layouts, etc.) to general public, businesses and developers.
- Furnish engineering support for Town departments and boards as requested.
- Define existing problems with the Town's infrastructure and recommend proper corrective measures.
- Provide complete and efficient lighting on Town streets, in order to ensure the safe nighttime driving on public roadways.
- Provide and maintain street directional signs and traffic controls signals.
- Provide weekly curbside collection of residential solid waste and to dispose of the waste at an approved disposal site.

DEPARTMENT OF PUBLIC WORKS

- 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; 1,155 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

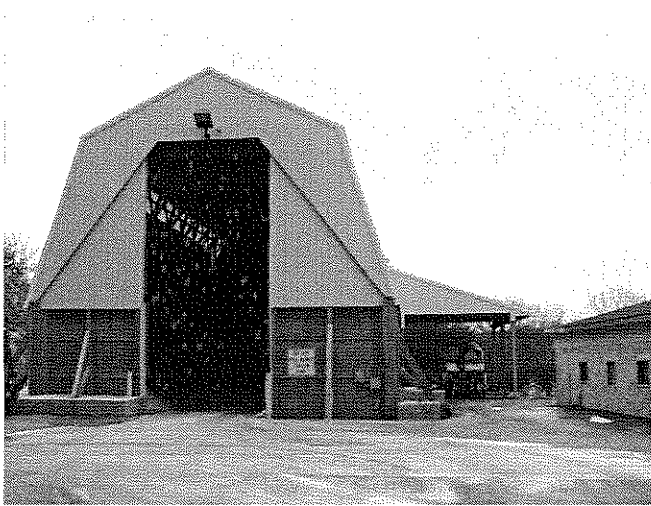
COLLECTION AND TRANSPORTATION

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. Total tonnage of trash delivered in 2008 was 5,516 tons.

DEPARTMENT OF PUBLIC WORKS



Highway Department's Salt Shed

RECYCLING

The Town is mandated by the Department of Environmental Protection to remove specific items from its waste stream. Effective April 1, 1993 the Town was mandated to remove batteries, white goods, leaves, grass clippings and other yard waste, glass and metal containers. At present, the Town is removing these items as well as cardboard, newsprint, glass, and plastic from the solid waste stream and approximately seventy percent of the households participating in the curbside collection of recyclables. A total of 1,501 tons of recyclables were collected in 2008, which calculates out, to a 20% of solid waste recycled.

HAZARDOUS WASTE

The Town has provided a fall annual hazardous waste collection day where households are encouraged to dispose of hazardous waste, which they have been collecting. In the year 2008, 276 households have participated in the program. In addition to the household collection, the Town also disposed of hazardous waste, which had accumulated in the Public Works, Fire, and School Departments.

SEWER

The Westwood Sewer Division provides (6) six major programs/services. These are:

1. Administration
2. Billing
3. Pumping Station Maintenance
4. Maintenance of System
5. Assessment from MWRA
6. Debt Service-Construction

These programs involve the following activities:

- Operation and maintenance of approximately 87 miles of gravity sewers and ten pumping stations.

- Continued with installation of the SCADA and Radio Commutation System to the pumping stations.
- Administer house surveys in the High Street, Hartford Street, & Pond Street area. Looking for illegally connected sump pumps.
- Produced billing for 4,927 sewer customers.
- Administer State Mandated T.V. and Cleaning of 19 miles of sewer main.
- Inspected the installation of 20 sewer services adding record drawings of services to our files.
- Administer repairs and upgrades to sewer stations.
- Administer through review of T.V. work, the repairs of sewer mains.
- Review and commented on various subdivision plans.
- Provided customers and prospective customers with consultation as to the feasibility of connecting to the sewer system.
- Plan for future expansion of the sewer system and upgrades to the sewer pumping stations.

PRIOR YEAR ACCOMPLISHMENTS

ENGINEERING DEPARTMENT

Provided construction liaison and or inspection for the following projects or subdivisions:

- Westwood Station infrastructure
- Summer St. Sewer
- Autumn Estates
- North Street drainage/Bubbling Brook improvements
- Captain's Crossing
- DPW Garage
- DPW Salt Shed
- Goode Building resolution
- Pedestrian Signals – High Street
- Sandy Valley Road water line
- Porter Street – subdivision issues

Reviewed proposed projects:

- Goode building resolution
- Canton Streets Takings
- Sandy Valley water lines
- Mercedes Parking lot expansion
- Westwood Station:
 - 1A
 - 1AA
 - Definitive Plan
 - Definitive Plan-Revised
 - EIDR 1B
- 100 High Street – site plan review
- Morgan Farm Estates - Revised
- Lowderbrook
- 480 Summer St. sewer
- Rte. 128 Add a line
- Board of Health wireless antennas on Foxhill Street

DEPARTMENT OF PUBLIC WORKS

Other accomplishments:

- Installation of new Turf field at High School
- Followed up on resident complaints
- Assisted various departments: Selectmen, Planning Board, Conservation Commission, Business Development, Health, Building, Sewer, Police Department, Fire Department, Historical Commission, etc.
- Provided representation on the Land Use Committee
- Provided representation on the Land Use Committee, Open Space and Recreation Subcommittee, O.P.E.N., Traffic Safety Task Force, Forest Management Committee, Storm Water Committee etc.
- Drainage Problems
 - Arcadia Road
 - Cushing Road
 - Spellman Road
 - Sunrise Road
- Prepared Stormwater Phase II Program update
- Stormwater station set up for middle school field trip to Hale
- Worked with utilities – Verizon, NSTAR, Comcast, Dedham-Westwood Water District, RCN, etc.
- Battery backup installed at Washington St. & East St. Traffic signals
- Reviewed submittals for Planning Board
- Inspected subdivisions for Planning Board
- Performed inspections for Sewer Division
- Continued research into Porter Street
- High Street: audible pedestrian signals installed.
- Provided layout and inspection for new salt shed

HIGHWAY DIVISION

- Resurfaced and related work on the following streets: Barlow Lane, Beverly Lane, Birchtree Drive, Clapboardtree Street from Washington Street to the Snarc Building, Hampton Road, Hillcrest Place, Oxford Road, Oxford Terr., Sterling Road, Windsor Road.
- 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/Salt Shed at D.P.W. yard.
- Swept 100% of town streets this spring with town sweeper and hired one sweeper. Rest of the year spot sweeping was done as needed by town sweeper.
- Swept all sidewalks, which were plowed during the winter.
- Roadside mowing took place this year with approximately 1/3 of all streets mowed twice this year.
- Spent a considerable amount of time mowing islands, Cemeteries, Town Hall, Veterans Park,

Fisher School, Obed Baker House, Morrison Park, School Street Playground, Police Station, Baptist Lot, Temple Lots, and Sewer Stations, all with town forces.

- Another time-consuming project taken on was the watering of town flowers and shrubs.
- Clean catch basin sumps and manholes, clean culverts as required, repair and rebuild catch basins, manholes and pipes, and construct new drainage structure and pipes.
- Administer contract for cutting and removal of dead trees, as well as selective trimming of trees, and provide crews to cut excessive growth along roadways.
- Keep records of locations and provide personnel to maintain and fabricate all roadway signage and oversee contract for traffic control line painting and traffic control devices.
- Provided crews to operate nine pieces of Town equipment for sanding, salting and plowing; and oversee two contracts providing an additional thirty-five pieces of equipment for plowing.
- With stump grinder bought through the consortium, the Department was able to grind more than one-hundred stumps.
- Cleared Sewer Easements of brush.
- Aerated Morrison Park Little League, Softball Fields, High School Football, Hanlon Soccer, Martha Jones, Sheehan, Middle School, Town Hall, and the Police Station, and Council on Aging.
- Grade all gravel roads.
- Maintain all Town Athletic fields – mowing, fertilizing, and grooming.

VEHICLE MAINTENANCE

- Performed all maintenance on Police, COA, and Public Works vehicles.
- Prepared all vehicles in the fall for winter operations such as installing all sander bodies.
- Continued to paint, letter, and put Town seals on all Public Works vehicles.

BUILDING

- Contracted custodial services for the Town Hall, Carby Street Municipal Office Building, and C.O.A. for daily general cleaning and annual cleaning of windows and rugs.
- Installed new sign & new holiday lighting at the Town Hall and Islington Center.
- Continued the process of straightening out the heating control system of the Town Hall.

DEPARTMENT OF PUBLIC WORKS

SOLID WASTE

- Secured DEP Grants for recyclable recycling brochure mailers for every residence. The total grant awarded was over three thousand dollars.
- Secured the services of a Hazardous Waste Contractor to hold a Hazardous Waste Day in September 2008.
- Fall and Spring curbside collection of leaves.
- Christmas tree curbside collection.
- Bi-weekly curbside collection of recyclables
- Weekly collection of household trash.

CEMETERY

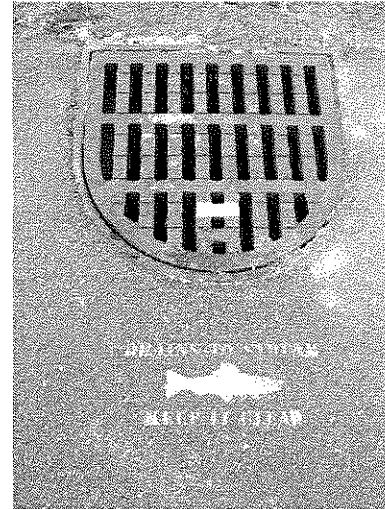
- Continued in the removal of overgrown shrubs in the old cemetery.
- Major cleanup of cemetery prior to Memorial Day by Town crews.
- Sold 32 lots in the Town's cemeteries and had 72 interments in 2008.
- Mowed and trimmed grass areas; trimmed shrubbery; provided fall clean-up; furnished interment services; and maintained, repaired, and constructed foundations for headstones at the Town cemeteries.

SEWER

- Upgraded all pumping stations with radio communications integrated into the computer control system.
- Conducted house surveys in the Washington, High, Gay Street area. Looking for illegally connected sump pumps.
- Carried out the normal maintenance of sewer lines and pumping stations.
- Produced quarterly bills for approximately 4,270 sewer customers.

SNOW AND ICE

- Sanded and salted 92 miles of roadway, exclusively by Town forces.
- When snow accumulates to three inches all roadways are then plowed, 15.5 miles by Town forces and 80.5 miles by contractors.
- Plowed snow seven times in the winter of 2007 - 2008.
- Sanded and salted a total of twenty-eight times.



Eagle Scout Project – Stencil approximately 1,000 catch basins

FY10 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

BOARD OF SEWER COMMISSIONERS

The Board of Sewer Commissioners is organized as Anthony J. Antonellis Chairman, Francis X. MacPherson, Jr. as Clerk, and David W. White as Third Member.

The personnel of the Sewer Commission are: Robert J. Angelo, Superintendent; Laura J. Fiske, Secretary to the Board; Carolyn Collins, Account Specialist; Richard Barry, Head Pumping Station Operator; and Shaun Degnan, Pumping Station Operator.

DEPARTMENT MISSION

To provide administration, planning, construction, and related services in an efficient and effective manner for the operation, maintenance, and expansion of the sanitary sewerage system.

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

SEWERAGE SYSTEM AT A GLANCE

- Approximately 87 miles of sewer mains (8" to 24" pipe size).
- 10 pumping stations
- Approximately 4,270 buildings are connected to the system.
- Approximately 97% of all buildings with service available are connected to the system.
- Approximately 85% of all buildings in the Town are connected to the system.

SEWER ACCOMPLISHMENTS

- Conducted surveys in the Nahatan Street, Pond Street area, checking the sewer system.
- Carried out the normal maintenance of sewer lines and pumping stations.
- Produced quarterly bills for approximately 4,927 sewer customers.



Sewer Department's Vacuum Truck

ANNUAL STATE MANDATED SEWER CLEANING, TV-ING, AND REPAIR

Annually, the Sewer Commission provides a preventive maintenance program in response to the Commonwealth's Administrative Order issued to the Town on May 23, 1985. In general, the program attempts to clean, inspect, and repair where necessary, approximately five miles of gravity sewers. Detailed logs and videotapes are produced for the department during the course of this work. Included are areas having a past history of problems as well as areas of suspected high inflow and/or infiltration.

The Fiscal Year 2009 Annual Sewer System Maintenance Program is comprised of the following components:

- ◆ Approximately 12.0 miles of cleaning and TV inspection of sewers
- ◆ Rehabilitation of approximately 5 sewer manholes.

Anthony J. Antonellis, Chairman
David W. White
Francis X. MacPherson, Jr.
Board of Sewer Commissioners

STORM WATER MANAGEMENT COMMITTEE

This year marked the end of the first five year permit through the EPA's Stormwater Management Program. With support of the Thurston Middle School we continued our public education through a wetland and watershed station for the seventh grade field trip to Hale Reservation. In addition to the work completed by Eagle Scout Al Wisialko, there was additional stenciling done of the catch basins. A year end report was filed with both the EPA and Massachusetts DEP at the end of April with the specifics completed for the year's program.

There has been work done on Brookfield Road to control any flooding from Purgatory Brook and we are currently investigating existing drainage systems to prevent any further problems. A scope of work has been developed to estimate the cost of a study that would include the entire watershed and existing piping as a first step toward the permanent solution to this chronic problem.

Stormwater Management Committee

Robert Angelo
Town Planner
John Bertorelli
Karen Catrone
Joseph Doyle
Lynne Fielding
Chris Gallagher
David Harrison
Michael Jaillet
Chris McKeown
Health Petracca
Ralph Phaneuf
William Scoble
Linda Shea
Tim Walsh

DEDHAM-WESTWOOD WATER DISTRICT

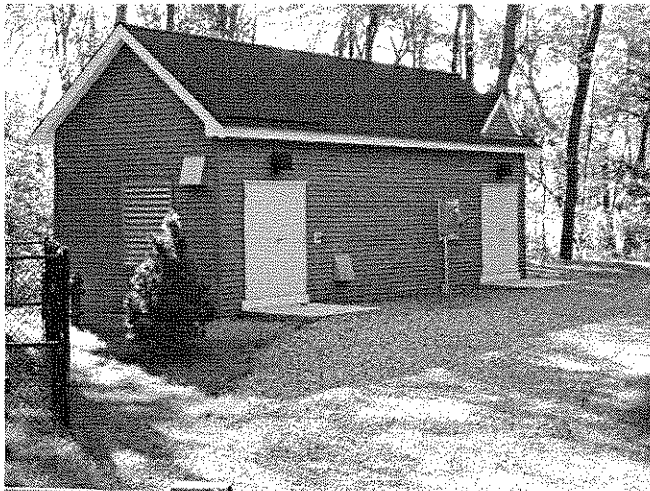
The Board of Water Commissioners sets policy, prepares operating and capital budgets, and establishes rates along with rules and regulations for the Water District. Relations with the various town boards and officials and the communities continue to be excellent.

Board of Water Commissioners (2008)

Chairman, James J. Galvin, (Westwood); Vice Chairman, Kenneth C. Bragg, (Dedham); Clerk, Robert E. McLaughlin, Jr. (Westwood); Joseph S. Carter, Jr. (Westwood); Steven M. Mammone (Dedham); Michael Powers, (Dedham). Westwood Commissioner Peter Nangeroni resigned from the Board, after having served four years. The Board gratefully acknowledges the contributions Peter provided to the District and thanks him for his service.

Projects –\$2.3 Million dollars was invested in the Water System during 2008. Water mains were replaced in Dover Road, Hillview Drive and Hillside Terrace in Westwood and in Commonwealth Ave in Dedham. Water main installation was completed at Hebrew Senior Life and Legacy Place and a significant portion of the Westwood Station water mains were installed. The new MWRA pump station located in

Westwood was put on line in May. Access platforms to extremely tall equipment at the White Lodge Treatment Plant were built and the equipment was refurbished. Lastly, the District completed the multiyear projects of replacing two water supply wells and associated pump stations as well as the replacement of the High Rock Booster Station.



Water Supply – The District hired two engineering firms to separately evaluate the physical plant and equipment at the Bridge Street Treatment Plant and provide options for rehabilitation or replacement of the treatment plant. The District's Bridge Street Treatment Plant sub-committee is currently evaluating the data provided.

The District's membership in the Massachusetts Water Resources Authority allows for the annual purchase of up to 36.5 million gallons of water from the MWRA. This water 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 the District's treatment and other equipment sites electronically and provides operating data to District personnel 24 hours per day.

Rates – There were no rate increases in 2008. The rates were last adjusted in 2005. A rate increase has been approved for 2009.

Water Conservation –



Dedham-Westwood Water District recently teamed with the U.S. Environmental Protection Agency's (EPA) WaterSense program to help consumers save water for future generations and reduce costs on their utility bills.

The rebate program for toilets and low flow washing machines returned \$31,000 to customers in 2008. Residents took advantage of these rebate programs and, in so doing, contributed significantly to water conservation. The District processed 376 rebates for front loading washers and low flow toilets.

National Theatre for Children Performance May 5, 2008 – Celebration of National Drinking Water Week. The National Theatre for Children performed a water awareness show at the Avery School in Dedham. The scheduled performance at the Sheehan School in Westwood was unfortunately cancelled due to an unscheduled school closing.

Rain Sensors Free Rain Sensors continue to be available at the District office to allow residents to be in compliance the District Rules and Regulations pertaining to irrigation sprinkler systems.

Rain Barrels 100 barrels were purchased by residents with a subsidy from the District. Since the program began in 2003, over 600 barrels have been purchased.

The District was the recipient of a Department of Environmental Protection Leak Detection Grant. Under the program, a contracted leak detection survey,

DEDHAM-WESTWOOD WATER DISTRICT

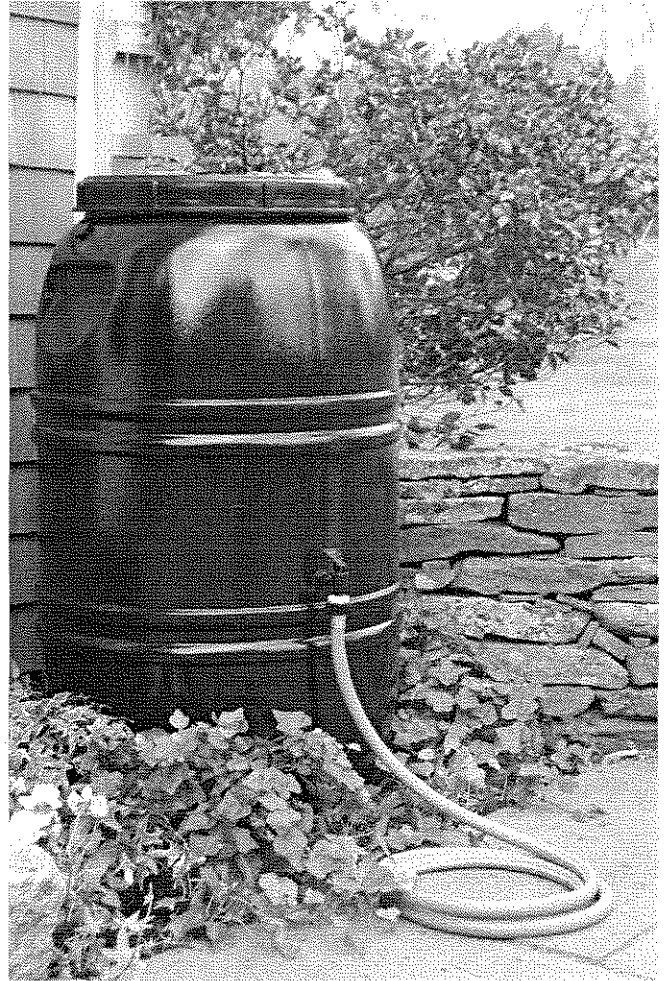
valued at \$19,000 was awarded to the District. The leak survey conducted in the Spring of 2008, evaluated all 205 miles of the District's water mains and revealed 23 leak indications in the distribution system. The anticipated savings in water from the survey is estimated at 147 gallons per minute or 77 million gallons annually.

Resource Protection – With the support of the Dedham Conservation Commission, 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 areas designated as low salt zones. The goal is to remediate water quality impacts to the District's 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 – Eileen Commane was named Executive Director for the District in May 2008. A Northeastern Engineering student was hired under the CO-OP program to assist with the Distribution Department and provide the engineering student with valuable learning experiences.

Future Goals – The District will continue installing new radio read water meters in 2009. Leak detection continues to be a priority for the District. A pilot study is underway using remotely installed devices that transmit leak indications via a text messaging system. The District continually strives to reduce the percentage of unaccounted for water throughout the system. Our existing water conservation programs that benefit both residents and commercial interests will be expanded and new initiatives will be implemented in the future. The District will continue to communicate with the Towns of Dedham and 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, the agents for the aforementioned Boards as well as the Fire and Police Departments, the Department of Public Works, the Assessor's and Collector's Offices, and especially the Town Administration and Board of Selectmen for their continued cooperation and support.



CONSERVATION COMMISSION

The Town of Westwood Conservation Commission consists of a group of seven volunteer members and a conservation agent.

The Conservation Commission is the official agency specifically charged with the protection of a community's natural resources. A Conservation Commission (ConCom) also advises other municipal officials and boards on conservation issues that relate to their areas of responsibility.* The Conservation Commission, under the powers of the Wetlands Protection Act (Massachusetts General Law c.131, 40) and the Town of Westwood's Wetlands Bylaw (Article 18), functions to regulate work in or near wetlands and river resource areas and encourages and works towards the acquisition and management of Conservation Land.

The ConCom issued 25 Orders of Conditions in 2008 for new construction and residential projects. An Order of Conditions is designed to protect wetland and river resource areas by regulating construction in the buffer zone. The Building Department notified the ConCom of approximately 400 applications from residents and developers for new dwellings, additions to existing buildings, new or enlarged decks and the installation of pools. The ConCom inspected each site to identify wetland issues and assist residents with the permit process under Wetlands Protection, M.G.L. c. 131, § 40.

POND PROJECTS



Haslam Pond

The Commission has been actively working with neighborhood groups to maintain the ponds in Westwood. The Westwood Pond Preservation Project was initiated to look at the ecological health of our neighborhood ponds. Each pond study reviews the

pond characteristics and includes a plant survey, water quality testing, and identification of land maintenance requirements. The reports provide the Conservation Commission with data and management options that allow the Commission to design long term management plans for the sites.



The Conservation Commission is currently looking at progressive ways to control loosestrife and other invasive plants which are overtaking Westwood's wetland resource areas. In fiscal year 2008, with the Commission's Pond Maintenance funding and donations from residents, efforts were started to eradicate Loosestrife in Pettee Pond.

VOLUNTEER PROJECTS

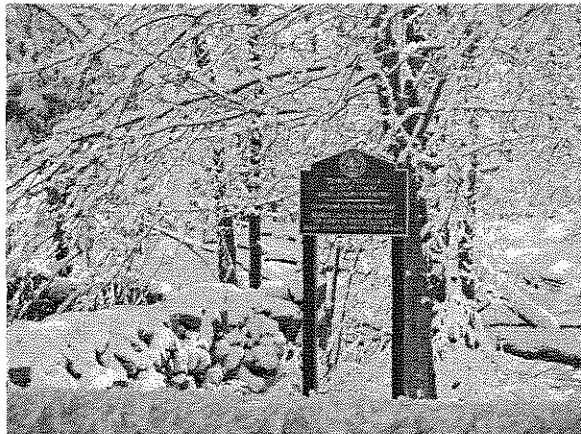
The Conservation Commission has also approved several volunteer projects presented by residents of the Town. Groups such as the Boy Scouts and The League of Women Voters have made a very positive impact on Westwood's Conservation areas.

Joseph Previtera, Chairman
Richard Thompson, Vice Chairman
Leo Crowe
Barry Hoffman
John Masterson
Michael Terry
William Stowe

KEEPER OF THE POUND

CEMETERY COMMISSION

The Town Pound has made it through the 2008 calendar year in excellent condition.



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 is maintained by the Westwood DPW.

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.

Ralph J Phaneuf
Keeper of the Pound

Town cemeteries had 72 internments in 2008 and 32 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

BOARD OF HEALTH

The members of the Board of Health are Christine Previtera, R.N.J.D., Barton P. Smith, M.D. and Susan Aries, R.N. The Board of Health staff consists of Linda R. Shea, R.E.H.S./R.S., Director, Cheryl Kelly, C.F.S.P., Sanitarian/Food Inspector, Mary Beechinor, R.N., Public Health Nurse and Julie Pickard, Administrative Assistant. Vincent Durso, D.V.M., Laura Fiske and Paul Jolicoeur, Animal Control Officer, serve as Animal Inspectors. Elliot Brown serves as the Tobacco Control Consultant.

NEW PROGRAM:

The Westwood Board of Health rolled out the new Westwood Sharps Collection Program in 2008. An amendment to the Massachusetts Medical Waste Regulations requires all communities in Massachusetts to comply by removing sharps (needles, syringes and lancets) from the residential trash stream.

Sharps are considered medical waste and as such must be disposed of in a safe and sanitary manner. Throwing sharps in the trash exposes the waste haulers and the public to a possible sharps exposure.

Residents can dispose of their sharps 24 hours a day, 7 days a week in the new sharps collection kiosks that have been installed outside at the Senior Center, on Nahatan Street and at the Islington Fire Station, on Washington Street.



Sharps Collection Kiosk at the Senior Center

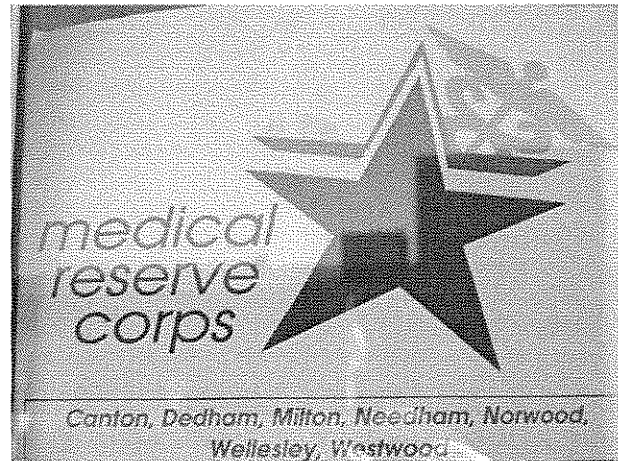
In order to dispose of sharps in the sharps collection kiosks, you must use a red one-liter sharps disposal container. Disposal containers are available free of charge to residents at the Westwood Health Department, 50 Carby Street, the Westwood Town

Hall, 580 High Street, and the Senior Center, 60 Nahatan Street during regular business hours.

We encourage all Westwood residents to take advantage of this new program and protect our community from sharps dangers.

EMERGENCY PREPAREDNESS:

Emergency Preparedness is the number one priority for the Westwood Health Department and the Board of Health. Health Department personnel are considered first responders; a role traditionally associated with fire, police and EMS. The Health Department is required to provide 24 hours a day, seven days a week coverage. As such, we have joined with neighboring communities to share resources. The Massachusetts Department of Public Health (MADPH) created 6 emergency preparedness regions in 2003 of which Westwood is a member of Region 4b. Region 4b consists of 27 communities which meet monthly to discuss public health issues. MADPH distributes emergency preparedness funds through the regions.



Medical Reserve Corps Logo

Westwood received a \$6092.95 grant from Region 4b in 2008. The grant money was used for training health department staff, holding educational programs, purchasing supplies, and educational materials. The Board of Health has focused on recruiting residents to become volunteers for the Medical Reserve Corps (MRC). The MRC is a group of qualified and dedicated medical and non-medical professionals that live in the community and are committed to assisting the town during a public health emergency.

The Westwood Board of Health along with the Boards of Health of Canton, Dedham, Milton, Needham, Norwood, and Wellesley has formed a regional coalition, Sub-Region 3, to continue emergency preparedness activities. In 2008, the Sub-Region received a grant of \$5,000 from the National

BOARD OF HEALTH

Association of County and City Health Officials, and a grant of \$21,000 from the Medical Reserve Corps funding through the CDC.

Each of the seven communities also received \$2250 through a grant entitled the "Partnership Effective Emergency Response" to enhance communication with each other and our public safety partners. The group is working on a radio communications project. The communities received an FCC commercial license and are in the process of locating a repeater and antenna on the Dedham Westwood Water District water tower on Fox Hill Street. (This is the most central location for the seven communities) Phase two of the project entails the purchase and installation of a radio base station in each health department with hand held radios for staff. The radios will not interfere with public safety radios during an emergency but will allow for communication between each health department regionally and all health department staff locally and regionally.

The Westwood Board of Health formed a Community Sheltering Team in 2008 after receiving American Red Cross certification for the Westwood High School gymnasium, which is the Town of Westwood's shelter. For localized emergencies, the American Red Cross will open and manage the shelter. However, if several communities need shelters opened at the same time, there may not be enough American Red Cross volunteers, leaving some communities without shelter services. Therefore, the Sheltering Team will be activated when the shelter is opened. Team members must be physically fit and attend two courses on sheltering; Shelter Operations and Shelter Simulation, and must be willing to respond to help open Westwood's shelter or help the American Red Cross open and manage our shelter if necessary. The Board of Health is continuing to recruit team members.

The Westwood MRC was very busy with activities in 2008. Westwood has 75 committed volunteers in the Medical Reserve 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.

In 2008, Emergency Dispensing Site-Part II was held on February 26th, and Behavioral Health Training- Part II was held on April 3rd. MRC Orientations were held on January 29th, February 25th and 26th. Corps members gain a sense of civic pride in serving their community in such a meaningful capacity.



Annual Flu Clinic/Emergency Dispensing Site Drill at Westwood High School, November 15, 2008

On Saturday, November 15, 2008, the annual Flu Clinic was held as an Emergency Dispensing Site Drill for Westwood MRC volunteers. This was the second year that 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 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 all future flu clinics using this plan.

Approximately 400 doses of vaccine were administered at the clinic which was held from 9:00 AM until 12:00 PM.



Annual Flu Clinic/Emergency Dispensing Site Drill Westwood High School, November 15, 2008

The Health Director is involved with the Local Emergency Planning Committee (LEPC), serving as recording secretary. The LEPC consists of 13

BOARD OF HEALTH

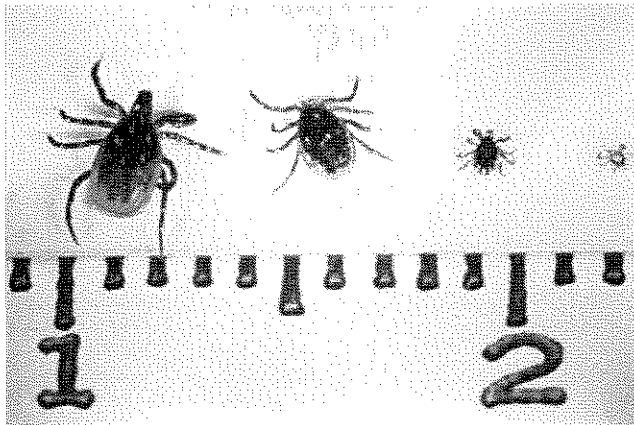
membership categories appointed by the Board of Selectmen, which include elected officials, law enforcement, emergency medical services, emergency management, firefighting, health, local environment, public works, hospital, transportation personnel, media, community groups, and owners and operators of facilities using hazardous materials. The Westwood LEPC is provisionally certified by the Massachusetts Emergency Management Agency and meets biannually.

PUBLIC HEALTH NURSING:

An important Board of Health function is to provide Public Health Nursing services to the residents of Westwood. These services include maintenance of the vaccine depot, distribution of flu vaccine to Westwood health care providers, investigation and reporting of communicable diseases, holding blood pressure, flu and other clinics and conducting home visits to the infirm and the elderly.

The Public Health Nurse provided the following services in 2008: 12 blood pressure clinics, 233 home visits, 229 office visits, and the investigation of 116 communicable diseases.

Mary Beechinor, R.N. has been working with the Lyme Disease Task Force with Dr. Hartman of Westwood Pediatrics and the surrounding communities. A Lyme Disease Forum was held in Westwood on April 30, 2008. The group has created educational materials and has continued planning a yearly forum for the public.



*Stages of a Deer Tick in centimeters
From left adult female, adult male, nymph, larva*

Health promotion, disease prevention and early detection of health problems remain the primary function of the public health nursing department. Residents are urged to take advantage of the educational materials, brochures and programs offered by the town.

The Town of Westwood was designated as a "Heart Safe Community" by the Massachusetts Department of Public Health, Office of Emergency Medical Services in 2008. The town was recognized for community efforts to improve survival from sudden cardiac arrest. The Board of Health on behalf of the Town of Westwood was presented with a certificate and road signs to allow the town to display the "Heart Safe Community" status to citizens and travelers.

The Town qualified for the designation because we have demonstrated that the community has an awareness of the importance of quick response to cardiac events. In the spring, the Board of Health purchased six AEDs and installed them in the Town Hall, Carby Street Municipal Office Building, the Westwood Public Library, the Branch Library, the Islington Community Center, and the Department of Public Works garage. Once the AEDs were installed, the Public Health Nurse, Mary Beechinor conducted CPR/AED training for all municipal employees in these buildings. All public buildings in Westwood have access to AEDs.

PROGRAMS:

The Board of Health offered the following programs in 2008

In April, The Health Department hosted a Special Populations Networking Breakfast. We co-sponsored this program with the Westwood Commission on Disabilities. Speakers included Ann Berry Goodfellow from the Westwood Commission of Disabilities, Pat Larkin, COA Director, Fire Chief Bill Scoble, Police Lt. Leo Hoban and I. We had a great turnout from agencies that work with special populations. This program was paid for with our emergency preparedness grant money from Region 4b and DPH.

In May, The Public Health Nurse, Mary Beechinor, R.N. conducted choke-saver training for all food establishments in Westwood. The state food code regulations require that establishments having 25 seats or more must train their employees in anti-choking procedures. A total of 35 people attended the two training sessions.

Also in May, the Health Director and the Public Health Nurse attended the annual camp director's meeting for recreational camps for children held at Hale Reservation, and was hosted by Eric Arnold, the Executive Director and Steven Larsen, Director of Programs. The Health Department reviewed the requirements of the *State Sanitary Code for Recreational Camps for Children* with representatives from each of the day camps that operate in Westwood. The Board of Health licenses all recreational camps for

BOARD OF HEALTH

children, which includes reviewing, and approving applications and inspecting each camp. The Public Health Nurse oversees the camp medical requirements and works closely with the camp health supervisors of each camp. The Public Health Nurse reviews camper and staff medical records to make sure that each record is complete and that all campers and staff are up to date with their immunizations. The 2008 camp season was very successful with approximately 1000 children and 200 camp staff per day at the 11 recreational camps for children licensed in Westwood.

In May 2008, Health Department staff held a Food Security Program for Westwood food establishments. The program was funded by the emergency preparedness grant from MADPH and Region 4b. A total of 29 representatives from 24 establishments attended the training. The program focused on likely emergencies (loss of power, fire, flood, loss of water, ill employees) that food establishments may encounter and the strategies to handle such emergencies. Each attendee was provided with a packet of information regarding food security.

The Westwood Board of Health has continued participating in the Mercury Recovery Program, sponsored by Wheelabrator Millbury Inc. The program has been developed to remove mercury containing thermometers, thermostats, switches and button batteries from residential trash. The Board of Health distributes digital thermometers in exchange for residents' mercury thermometers. Button batteries, mercury containing thermometers, thermostats, switches, and products that contain liquid mercury can be brought to the Board of Health office to be recycled properly.

RABIES CONTROL:

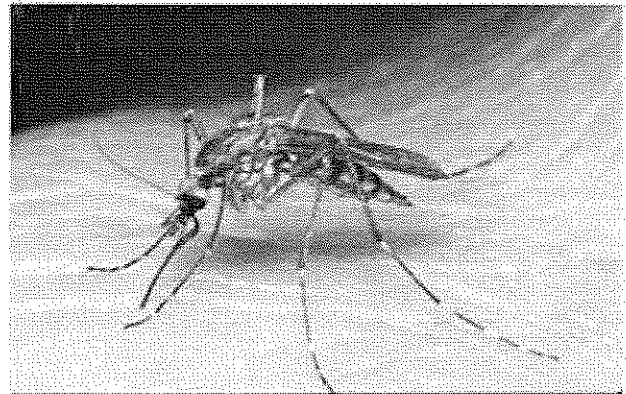
The Board of Health appoints the animal inspector, whose duties include consultation with town residents, town officials and health professionals regarding state and local rabies regulations and protocols. In 2008, Paul Jolicoeur, Animal Control Officer, Vincent Durso, D.V.M. and Laura Fiske were appointed as animal inspectors. 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 2008, 10 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 2008, 2 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 11 birds were reported to the West Nile Virus Hotline. Two birds were submitted for testing with one bird testing positive.

The Westwood Board of Health the Westwood Animal Clinic and the Westwood Rotary Club co-sponsored a rabies clinic held on April 5, 2008. State law requires all dogs and cats be vaccinated against rabies. One hundred ten (110) 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 inspections were conducted in 2008.

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 2008, 4,007 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

BOARD OF HEALTH

Nile Virus breed prolifically in these containers. This practice can eliminate mosquito breeding without the need for pesticides. In 2008, 680 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.

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 2008, 318 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. Briquettes and granular applications by hand for larval control were conducted on 16.8 acres in 2008. 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>.



Ariel Larviciding

TOBACCO CONTROL:

Elliot Brown, the Tobacco Control Consultant for the Westwood Board of Health conducted compliance checks to make sure that licensed vendors are not selling tobacco products to minors in compliance with the Board of Health regulation entitled, *Regulations Affecting Smoking and the Sale and Distribution of Tobacco in Westwood*. In 2008, 11 tobacco vendors were inspected for compliance with the local regulations and State Law by health department staff and were issued permits to sell tobacco. Mr. Brown conducted compliance checks in April, August and November in 2008. There were no sales to minors in April or August. Unfortunately the compliance checks conducted in November revealed that the vendors

need to train their staff to ask for ID when customers purchase tobacco products as there were three sales to minors. One vendor was issued a \$200.00 violation ticket as this was the second sale in less than 24 months. A public hearing was held before the Board of Health and the vendor's permit to sell tobacco products was suspended for seven days. The other two vendors who sold cigarettes to a minor were issued \$100.00 violation tickets. A public hearing was held for each establishment by the Board of Health and each vendor had their license to sell tobacco products suspended for one day.

GOALS AND RESPONSIBILITIES:

The Board of Health:

- Issues permits and licenses for a wide variety of businesses and activities throughout Westwood
- Inspects all licensed and permitted facilities
- Enforces applicable state and local regulations and statutes
- Provides a comprehensive public health nursing service to residents
- Investigates all reports of communicable diseases
- Provides information and advice regarding environmental health issues
- Takes part in regional programs such as mosquito control, tobacco programs and food seminars

ENFORCEMENT:

The Board of Health enforces the following:

Commonwealth of Massachusetts Regulations, including: The State Sanitary Codes for Housing, Public and Semi-public Swimming Pools, Food Establishments, Retail Food Establishments, Mobile Food Trucks, Sale of Milk and Cream, Sale of Frozen Desserts, Recreational Camps for Children, Bathing Beaches, and The State Environmental Code, Title 5.

Massachusetts General Laws, Chapters 40, 41, 43, 94, 111, 122, 129, and 140.

Board of Health Regulations: Abrasive Blasting Regulation, Board of Health Regulation, Rules and Regulations Governing the Use of Dumpsters, Rules and Regulations of Therapeutic Massage and Bodywork, Private Well Regulations, Regulations Affecting Smoking and the Sale and Distribution of Tobacco in Westwood

Westwood Bylaws: Article 17, The Hazardous Materials Bylaw.

BOARD OF HEALTH

2008 IN REVIEW

	PERMITS	INSPECTIONS
FOOD:		
Food Establishments	48	192
Retail Food Establishments	13	39
Milk and Cream	51	
Frozen Desserts	7	
Temporary Foods	38	18
Mobile Food Trucks	3	5
Recreational Camp Food Permits	10	17
Food Complaints	19	19
Total Food Permits Issued	170	
Total Inspections Conducted		290
TITLE 5:		
Title 5 Inspection Reports	13	
Septic Repairs	2	4
Septic Constructions	0	
Total Permits Issued	2	
Total Septic Inspections Conducted		4
MISCELLANEOUS:		
Disposal Works Installers	8	
Permit for the Abandonment of Systems	15	
Percolation/Observation Test Sites	3	12
Septage Haulers	11	15
Rubbish Removal Companies	41	
Private Well Permits	7	
Funeral Directors	2	
Tobacco Permits	11	11
Tobacco Compliance Checks		32
Public/Semi-Public Pools/Spas	3	4
Recreational Camps	9	34
Bathing Beaches	2	5
Hotels/Motels	1	3
Keeping of Animals	10	10
Hazardous Materials Registration	12	15
Total Permits Issued	174	
Total Inspections Conducted		141
TICKETS ISSUED:	CITATIONS	WARNINGS
	29	18

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

COUNCIL ON AGING

ACCOMPLISHMENTS

19,576 Daily and Home Delivered meals were served at the Senior Center

7,561 Medical Van Trips

93 Families were assisted through the Food Pantry

22 Health Screenings: Cholesterol, Diabetes, Blood Pressure, Eye, Hearing, Podiatry, Skin Cancer, Alzheimer, Monogram, Flu Shots, Prostrate, etc

66 Support Group Sessions: Caregivers, Alzheimer's and Bereavement

75 Seniors worked in the Property Tax Work – Off Program

Other programs and services that are available include: Alzheimer's Partnership Association Monthly Meetings, Bingo, Book Club, Bowling, Bridge, Coffee Hours, Computer Classes, Cook Book Group, Arts & Crafts, Cribbage, Exercise, Financial Planning, Health Insurance Assistance, Quilting, Monthly TRIAD meetings, Knitting & Crocheting, WII, Whist, Writing Class, Income Tax Assistance, Legal Assistance, Newsletter, Tai Chi, Telephone Reassurance Line, Walking Groups, Yoga and Health Lectures from local hospitals. Transportation which includes -(Medical-Van, Shopping Trips, Westfare Taxi Coupons, Assistance with applying for the RIDE, FISH Volunteers and White Cab Service, Assistance with insurance issues through our SHINE Counselor, Outreach services that include: Fuel Assistance, S.S. Issues, S.S.I., S.S.D.I., Food Stamps, Health Care Proxy, Homestead Declaration forms, home visits, Tax Relief Information, etc.

The C.O.A. has worked with other COA's throughout the Commonwealth, the Joint Revenue Committee at the State House, the Assessors Association and the DOR to develop bills that will assist elders with their property taxes for seniors. Cities and Towns now may lower the percentage on Property Tax Deferrals for seniors. Westwood's Deferral percentage is now 03%.

The Property Tax Work Off Program now has 75 seniors working throughout the Town. Our Seniors work 97 hours per year and receive a reduction of \$750.00 from their property tax bill each January. This program assists the Town and our seniors. Seniors work throughout the Town in various departments some include: Town Hall, the Libraries, Schools – (Deerfield, Hanlon, Martha Jones, and the High

School), Senior Center, HESSCO Nutrition Site and the Recreation Department.

The C.O.A. has numerous volunteers who donate hours of their time each year to assist in various programs and services such as: Home Delivered Meals, Newsletter Committee, Desk Coverage, Van Drivers, Computer Aids, Program Leaders, Mailings, Tax Relief Committee, Holiday Basket Committee, Telephone Reassurance Callers, Food Pantry Assistants, Nutrition Site Helpers, Home Delivered Meals Drivers, Craft Fair Assistance, etc. The cost for the volunteer services at market rate equals approximately \$141,712. They have committed 17,714 hours of volunteer hours this past year. Our Volunteers are the back bone of our Senior Center. The staff and C.O.A. Board sincerely respect and value their contribution of time and loyalty to the C.O.A.

Patricia Carty-Larkin, Director
Mary Hunt, Chairman

William Brooks
Betty Connors
Peter Dalton
William Galvin
Harvey Fischler
Robert Folsom
Irene MacEachern
Richard Mackey

COUNCIL ON AGING

Grant Amount	Purpose	Funding Agency
\$12,400	Nutrition Site Manager	Health & Social Services Consortium, Inc.
\$13,500	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
\$ 1,000	Intergeneration Coordinator	Executive Office of Elder Affairs
\$ 2,000	Exercise Instructor	Executive Office of Elder Affairs
\$ 1,000	Crafts Instructor	Executive Office of Elder Affairs
\$ 1,500	Painting Instructor	Executive Office of Elder Affairs
\$ 1,500	Writing Instructor	Executive Office of Elder Affairs
\$ 34,900	Total Staffing Grants	
Programs and Services		
\$ 1,800	Volunteer Recognition Luncheon	Executive Office of Elder Affairs
\$68,809	Matching funds for Nutrition Site and Home Delivered Meals	Health & Social Services Consortium, Inc.
\$ 1,000	Senior Center Programs	Howland Foundation
\$ 5,000	Senior Center Programs	Roger Piece Foundation
500	Intergenerational Program at the Deerfield School	Target
\$ 1,200	Coffee for Senior Center	Star Bucks
\$ 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.
\$ 3,500	Food for Program Events	Roche Bros.
\$ 1,700	Senior Summer Supper's	Young Women's Club
\$ 500	Tax Relief Assistance	Interfaith Counsel
\$ 300	John Root Musical	Arts Lottery
\$ 2,500	Arts & Craft Supplies	Westwood Residents
\$19,000	Food Pantry Food Donations	Westwood Residents & Businesses
\$ 1,200	Food Pantry	Women's Club
\$ 1,000	Senior Center Programs	Knights of Columbus
\$ 1,500	Food Pantry	Howland Foundation
\$ 5,000	Food Pantry	Copeland Foundation
\$ 500	Food Pantry	Caritas Norwood Foundation
\$ 1,000	Senior Center Programs	Howland foundation
\$ 125	Intergenerational Program	Westwood Educational Foundation
\$ 300	Yoga Mats	Westwood Educational Foundation
\$ 500	Food Pantry	Lyons Club
\$ 2,600	Senior Center Programs	Memorial Accounts
\$ 122,534	Total Program & Service Grants	
\$ 157,434	Total Grants	

WESTWOOD YOUTH & FAMILY SERVICES



Westwood Youth & Family Services

REPORT

In our twenty first year, Youth & Family Services strengthened service quality and delivery and our relationships with community organizations. Our role as a child development, mental health, and human service resource for children and their families, public school staff, local law enforcement, and community service organizations continues to be robust. 2007 was another successful year as the Board of Selectmen continued to support the department's efforts to provide, create, or locate local and state services for residents. Our well respected graduate intern training program provided additional counseling and parent guidance services to residents at no cost, helping us meet increased demand for services at no additional cost. Department staff continued to promote volunteer service by our children through the Mentor and RAY programs.

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

- Dedham Institute for Savings
- Dedham Youth Commission
- Early Childhood Council
- First Parish Church
- Needham Youth Commission
- Norfolk County District Attorney's Office
- Westwood Cares
- Westwood Council on Aging
- Westwood Community Chest
- Westwood School Department
- Westwood Police Department
- Westwood Recreation Department
- Westwood Rotary
- Westwood Interfaith Council

CURRENT SERVICES/PROGRAMS

Individual & Family Counseling-

Short term, problem-focused counseling, diagnostic assessment and clinical consultation services are available from Westwood Youth & Family Services'

staff to younger residents (ages 4 -18) and family members. Parent education and counseling are also available. Referrals to appropriate treatment providers and advocacy for needed services are provided. Westwood Youth & Family Services provides crisis stabilization services to residents through referrals from the public schools, Police Department, and area mental health professionals and organizations.

Consultation and Referral Information-

Clinical or family consultations are available to residents, school faculty/administration and other municipal department heads on a variety of issues related to mental health, family health, child and adolescent behavior, parenting issues, substance abuse, etc. In the past year the Westwood Youth & Family Services has also worked closely with a number of community groups including: Westwood Cares, Westwood Community Chest, Westwood Public Schools, Westwood Rotary and Westwood Interfaith Council.

Group Counseling-

Project Growth provides group services for youth and families within the Westwood community. These include: after school activity groups for middle school age children through the popular Thurston Middle School drop-in program; structured play therapy groups for elementary school age children; support groups for high school youth; single parent support groups; and other workshops/trainings for youth and families.

Community Education & Prevention Programs

The Westwood Youth & Family Services staff are involved providing educational programs and primary prevention programs to adults and children in the community. These programs include: Body Safety Theatre (Grade 3) Teen Center at Thurston Middle School (Grade 7 & 8); Friends Network Program (Grade 3-5); and the Our Changing Bodies Program (Gr. 5).

Youth Volunteer Program/ "Mentors' Program"

Established in 1987, the Mentors' Program provides young people (Grades 9-12) the opportunity to become actively involved in community volunteer service that meets identified needs of the community. Each year, thousands of hours of service are provided to the community through involvement with a number of our prevention programs and cooperative efforts with other social service agencies.

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.

WESTWOOD YOUTH & FAMILY SERVICES

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 726 hours** of clinical and consultation services to residents.
- **WY&FS received \$6100** gifts and grants to support such programs as Body Safety Theatre and the Single Parent Support Group.
- **Youth & Family Services Staff** were represented on the following boards/committees: Westwood Community Chest, Human Rights Committee, Youth Commission Collaborative, 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 **240 hours** of psychoeducational services to children and adolescents.
- **The Youth Volunteer or "Mentors"** program provided **2114** volunteer hours and serviced **618** 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 seventh 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 2008: **Delaney Russell, Lisa Caldwell and Jack Donahue.**
- **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 \$1500 grant** from the Westwood Young Woman's Club to support The Single Parent Support Group.
- **WY&FS received \$2250 in grant money** from the Downey, Hanlon, Sheehan, Deerfield and Martha Jones PTO'S to support the Body Safety Theatre Program.
- **The eighth annual Holiday Gift Giving Project supported 36 Westwood families with 63 children.** Some of our sponsors included The Dedham Institute for Savings, The Westwood Rotary, Ann Wood, AAA, Leslie Carver, Century 21/The Alexanders, Westwood Montessori School, Starbucks, The Coop Bank. Westwood residents and Town of Westwood Employees also helped provide each family with Roche Bros gift certificates.
- **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.
- **Completed the Body Safety Program** for all third grade students.
- **WY&FS participated in a seminar training program** for graduate student interns in collaboration with the Needham and Dedham Youth Commissions.
- **The staff of Youth & Family Services** provided clinical crisis coverage services for the Westwood Public Schools Student Services Department on an as needed basis.
- **The Director of Youth & Family Services** functioned as liaison to the Employee Assistance Program (EAP) for Town employees.
- **The Director of Youth & Family Services** served as a member of the Emergency Preparedness Summit.
- **The Director of Youth & Family Services** attended trainings on clinical supervision.
- **The Director of Youth & Family Services** provided administrative supervision and case coordination for Westwood's social work contractor.

WESTWOOD YOUTH & FAMILY SERVICES

During 2008 Westwood contracted with Alice Barkin, LICSW, a licensed clinical social worker, to provide ongoing bereavement and caregivers' support groups at the Senior Center and to assist residents in crisis access available state and local assistance. These services can be accessed by calling Westwood Youth & Family services at 781-320-1006.

Carol Sargent, Chairperson
Joan Courtney-Murray, Vice Chairperson
Paul Toland
Susan Deluca
Mary Bamford
Amy Keith
Lynne Medsker
Lois Riley
Matt Sawyer
Neelum Wadeker
Katelyn Rafferty
Amy Reynolds
Mark Chirokas
Jake Tucke
James Laughlin
Rebecca McClellan
Danielle Sutton, Counselor
Dr. William DeFranc, Director
MaryAnne Carty, Administrative Clerk

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.

In 2008, the Committee worked to increase awareness and activity of the account. The Committee generated public knowledge of the account through presentations at public meetings and newspaper articles. In addition, the Committee sent a direct mailing to all Westwood residents, describing the history of the account and requesting donations.

Collections to the fund amounted to approximately \$30,000, almost double the previous years' collections. While some residents donated a single, large contribution, many others gave a smaller amount, \$5 - \$25, each time they paid their own tax bills. The small donations received from a large number of individuals were vital to helping the growth of the fund. We thank our residents for their generosity and concern for their fellow neighbors.

The Committee also worked to improve outreach and increase the number of seniors applying to the fund. In 2008, there were approximately triple the number of applicants than in 2007. The Committee was able to distribute roughly \$40,000 to approximately 50 of our most needy senior residents. These residents all met the general criteria of the fund: income less than \$40,000/Yr., and home value less than Town average of \$560,000. The majority of the recipients exceeded 80 years of age and had lived in Town more than 40 years. The recipients received distributions ranging from \$500 to \$1,000, depending on home assessment. This financial award is applied directly to the resident's tax bill, thereby providing continued tax relief to these long-time residents.

The Committee again would like to thank all our residents whose donations have helped their senior neighbors remain in the homes and Town they love. The Committee will continue to work in 2009 to provide this significant assistance to our elderly and disabled residents.

- | | |
|--------------------|--------------|
| Patrick J. Ahearn | Bill Ribas |
| James Gavin | Janice Polin |
| Michael Krone | Pat Larkin |
| Albert F. Wisialko | Pam Dukeman |
| Sharon Papetti | |

During the program year ending September 30, 2008 Self Help, Inc., received a total funding of approximately \$22M and provided direct services to 32,989 limited income households in the area.

In the TOWN OF WESTWOOD Self Help, Inc. provided services totaling \$62,664 to 48 households during program year 2008.

Self Help's total funding of \$22,163,958 does not tell the real value of services delivered to the area as a whole. This funding enabled us to mobilize an additional \$2,806,153 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 \$24,970,111.

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, 2007 through September 30, 2008 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 2008 a successful one.

Norma Wang
Executive Assistant/Human Resource Manager

COMMISSION ON DISABILITY

The Commission on Disability had a busy and productive year collaborating with the Health Department, Council on Aging, Housing Partnership Westwood Public Schools, and the Special Education Parent Advisory Council on a number of issues of great importance to Town residents with disabilities and their families.

Housing

The Commission worked in collaboration with the Housing Partnership and the Westwood Station developers to ensure that the project complies with state and federal disability access requirements. In addition, working with the two boards, the developers committed to the adoption of universal design principles that will apply to all housing units and will result in units that flexibly accommodate a variety of physical needs.

Physical Access

The Commission on Disability continues to monitor compliance with state and federal laws that ensure that disabled citizens have access to buildings and services in the Town of Westwood. The Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, Massachusetts General Law Chapter 151B, and the Architectural Access Board Regulations prohibit any place open to the general public from discriminating against individuals with disabilities. Public and private entities can obtain technical assistance in complying with access laws from the U.S. Department of Justice Webstie www.ada.gov.

Disability Awareness

The Commission is very pleased that the public schools have re-instituted a disability awareness program. Volunteer parents have put together a program of literature, hands on activities and speakers to introduce 2nd grade students to various disabilities. Parents involved in the Disability Awareness program would like to see activities offered at various grade levels throughout the school system at some point in the near future.

Emergency Planning

The Commission joined with the Board of Health in sponsoring an Emergency Planning Networking Meeting. Municipal leaders, citizens and local program providers met to discuss emergency preparedness for disabled citizens and other residents with special considerations. The Police and Fire Department discussed the importance of community planning and

the mechanism for individuals to use to identify their needs by using the 911 Disability Indicators Form. This form enables first responders to be prepared in the event of an emergency. The Commission recommends that residents with disabilities identify themselves to the Police and Fire Departments to make sure that any special considerations are taken into account in the event of an emergency.

The Commission was pleased to learn that the local Emergency Planning Committee was successful in installing a generator in the Senior Center so that the center may be used as an alternate site in the event of an emergency.

Post Secondary Transition for young adults in need of continuing Human Services

The Commission heard a presentation from the public schools concerning transition planning for students who are graduating from the high school or who are no longer eligible for special education as a result of turning 22 years of age. The public school refers disabled students who have a continued need for support and human services to one of the adult human service agencies such as the Massachusetts Rehabilitation Commission, the Department of Mental Health, the Department of Intellectual Disabilities, the Massachusetts Commission for the Blind or the Massachusetts Commission for the Deaf and Hard of Hearing.,

Recreation

Commission members recently completed a review of disability access to the High School pool. While there is a lift that provides access to the locker rooms and pool, one must call ahead to have the lift unlocked. Access to the pool could be improved by providing a bell or phone to enable a visitor to use the pool without prior arrangement.

Anne Berry Goodfellow, Chairman

Nuala Barner

Jean Barrett

MaryAnne Carty

Pat Carty-Larkin

Jane Forsberg

Alan MacDonald

Fran MacQueen

Jette Meglan Co-Chair

Jude O'Hara

Jan Randlett

Connie Rizoli

Susan Rogers

SOUTH NORFOLK COUNTY ASSOCIATION FOR RETARDED CITIZENS, INC

SOUTH NORFOLK COUNTY ASSOCIATION FOR RETARDED CITIZENS, INC.

Turning Disabilities into Possibilities . . .

www.sncarc.org - See our updated website !!

With funding through the Westwood Board of Health, the South Norfolk County Arc (SNCARC) provides and supports services to citizens of Westwood who are disabled by mental retardation or other developmental disabilities. SNCARC is a private, non-profit membership-based organization founded in 1954 by local parents. For more than half a century SNCARC has been, and continues to be, governed by the family members of the individuals we serve. It is a testament to the good works we perform that the town of Westwood, along with the other eleven towns we serve, continues to provide the vital funding support as it has done for over thirty years.

Our mission is, **"To advocate for and provide supports and services to people disabled by mental retardation and other developmental disabilities and to their families."**

Supports and services provided by SNCARC to the citizens of Westwood include:

Family Support and Respite Care:

SNCARC provides temporary in-home or out-of-home professional care and training for children and adults with mental retardation or other developmental disabilities on a planned or emergency basis. It operates after-school and school vacation week programs for children, provides a wide range of support groups for families and operates a resource center for parents and professionals at our home facility in Westwood.

Family Autism Center:

The SNCARC Family Autism Center implements high quality programs, services and environments for all persons with an Autism Spectrum Disorder. This program provides individuals with autism, their families and the general community with information and referral services, educational services, parent and sibling support groups and a resource library with Internet access.

Autism and Law Enforcement Education Coalition (ALEC)

ALEC is a collaboration of the Family Autism Center with the office of Norfolk County District Attorney, William R. Keating and local fire and police precincts. ALEC training helps foster a deeper understanding of ASD among public safety and law enforcement personnel. Training is available for police officers, emergency room personnel and firefighters, using curriculum and videos specific to each group.

Presenters are first responders with direct knowledge of ASD through a family member.

Social-Recreational Programs:

SNCARC provides special after-school and evening education classes, sports activities, social clubs and events, and special summer programs for individuals with mental retardation. A principal component of these programs is one-to-one volunteer friendships (citizen advocacy).

Advocacy:

SNCARC provides specialized education, information and referral services, social support, as well as legal, financial and other consultation support. This program also provides self-advocacy training to individuals and advocacy support to families with members who are disabled by mental retardation or other developmental disabilities.

Clinical Resource Program:

SNCARC provides behavioral and other psychological counseling and psychiatric services for children and adults with mental retardation and other developmental disabilities and their families.

Residential Management:

SNCARC provides Residential Management Services for residential homes and apartments housing individuals with mental retardation.

Day Habilitation Program:

SNCARC provides educational and therapeutic services for adults with severe and multiple developmental disabilities. The program works to help individuals improve their communication skills, physical well being, domestic and self-care skills, community living skills and social skills. This program includes a component for individuals who are elderly and disabled by mental retardation. Its primary objective is to enable these individuals to continue to maintain their functional and social skills and to meaningfully participate in the life of their community.

SNCARC was selected by the Massachusetts Council of Human Services Providers to receive the prestigious 'Peer Provider Award' which this statewide organization presented to us at their annual Convention and Expo held this year on 12/3/08 at the Marriott Copley Place in Boston. Specifically, we were nominated by the staff of Rehabilitation Resources, an agency providing residential services, for the work of our Day Habilitation Program staff. The nomination states, in part, "Seven individuals served by Rehabilitation Resources attend the day habilitation program at SNCARC where they receive exemplary services . . ."

SOUTH NORFOLK COUNTY ASSOCIATION FOR RETARDED CITIZENS, INC

In addition, we were informed that the collaborative way in which our staff work with other agencies in the best interest of the individuals at the program was a primary reason for the nomination. It is a tribute to our entire Day Habilitation staff to be recognized for such important work.

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., Chief Executive Officer

VETERANS' SERVICES

To provide benefits and services to all Westwood Veterans, Widows, and Dependents.

GOALS AND RESPONSIBILITIES

- Secure and assist veterans, widows, and dependents with appropriate financial and medical benefits.
- The Department is required to offer services to all Westwood veterans, widows, and dependents.
- The budget fluctuates from year to year depending on the case load. An estimate is made as to the amount of money Veterans' Services will need for benefits in the coming year.
- The benefits are paid 25% by the Town of Westwood and 75% by the state of Massachusetts.
- The department operates directly under the regulations of M.G.L c.115 & 108 CMR and is supervised by the Massachusetts Secretary of Veterans' Services.

VETERANS SERVICES

- Coordinate all Memorial Day and Veterans Day activities.
- Provide cemetery plaques, markers, headstone flags, and flowers.
- Custodian of the U.S. Street flags displayed at various times during the year.
- Custodian of Veterans' Memorial Park.

CURRENT SERVICES/PROGRAMS

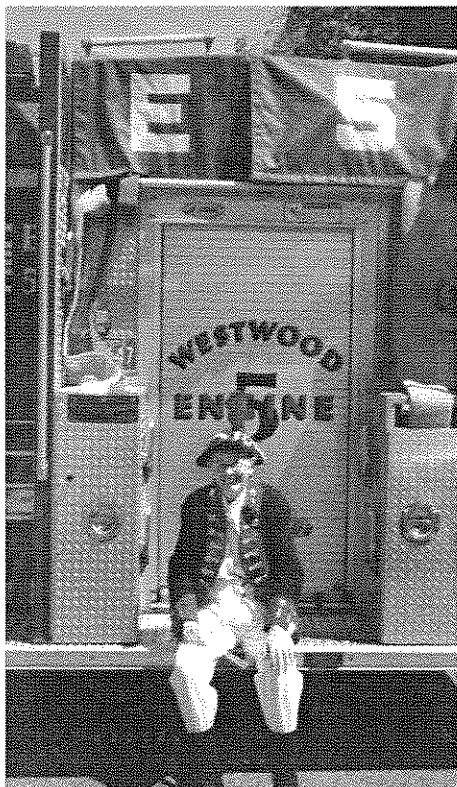
- Provide information and referrals on Veterans' benefits.
- Provide information regarding Veterans Administration insurance, pensions, education, and loan programs.
- Provide information on Veterans' hospitals, nursing homes, outpatient clinics, vocational, and counseling services.
- Obtain military and medical records.
- Distribute financial benefits to eligible recipients.
- File all appropriate documents with the State for reimbursement for benefit payments.
- Provide financial assistance for ordinary benefits, bills, etc.
- Coordinate Veterans' burial benefits as well as headstone and grave marker programs.



Memorial Day 2008

PRIOR YEAR ACCOMPLISHMENTS

- Welcomed home Westwood's Service men and women from active duty and introduced them to their fellow veterans at the America Legion, Veterans of Foreign Wars, Marine Corps League, and other veterans' organizations.
- Aided, assisted and advised veterans, dependents and others.
- Acted as liaison to the Veterans Administration, VA hospitals, nursing homes, outpatient clinics, vocational rehabilitation programs, and various veterans groups.
- Provided administrative and budgetary support for the Memorial Day parade, ceremonies, and cemetery decorating.
- Worked closely with community human services organizations, including HESSCO, DET, COA, Social Security administration, and various housing authorities, to help secure benefits for clients.
- Organized Veterans Day services at Veterans Memorial Park
- Held the Wreaths Across America Ceremony at the Old Westwood Cemetery
- Supplied information and applications to those eligible to receive a veteran's bonus, death benefits, insurance, pension, and DIC benefits.
- Displayed and maintained U.S. Street flags flown on patriotic holidays.



Drummer, Ann Fleck, from the Sons of the American Revolution.

FY2009 SERVICE PLAN

- Aid, assist, advise, and support veterans and dependents seeking help.
- Continue to monitor state reimbursements of benefit payments.
- Continue to build a strong working relationship with community human service organizations.
- Complete work at the new location of the Veterans memorial.
- Memorial Day ceremonies will be held on Monday, May 25th, 2008 at 10:00 A.M.

James M. Sullivan
Veterans' Officer/Agent

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

This year the Massachusetts Board of Library Commissioners (MBLC) granted the Town of Westwood a four million dollar grant for the new Westwood Main Library project. This is the culmination of a process that begun in 1997 with the Library Long Range Plan. The 2001 annual Town Meeting approved a space planning study which concluded that "Westwood's collections were at maximum capacity."

A feasibility study that was completed in 2004 stated that the optimal expansion for the library would be on its current site. It also recommended that the library acquire adjacent land for the expansion. In 2005 the MBLC approved Westwood's plans for a new library but the funding was only granted this year. This grant is conditional on the approval of the Town for its portion of the project budget, which must be approved by December 31, 2009. A Special Town Meeting has been planned for the fall of 2009.

The Library Trustees are strongly committed to fund raising for the new Library and have hired a consulting firm, Ruotolo Associates, to assist in the campaign. The trustees have also hired a project manager firm, Design Techniques, inc., to oversee the project. The Board has placed an article on the 2009 Annual Town Meeting Warrant to fund an architectural firm that will finalize the plans for the new Library building and provide an up-to-date budget, as the last one was done in 2004.

The Trustees would like to acknowledge the dedication of the Library Director and staff who have worked tirelessly to provide outstanding service to the patrons of the library. Tom Viti has served as Director for over 28 years and there are numerous members of the staff who have served for over 20 years. In 2006 the Westwood Educational Foundation granted the Barbara M. Friedman Excellence in Education Award to the library staff in honor of the staff's commitment to promote life-long learning for Westwood residents.

The success and quality of programs being offered by the Westwood Library are due in no small measure to the various organizations in town that contribute to the Library. The Friends of the Westwood Public Library provide funding for the museum passes as well as numerous programs. The Westwood Educational Foundation, the Westwood Young Women's Club, the various PTO organizations are among the many supporters of the Westwood Library and their efforts are extremely valued by the Trustees.

The 2008 year ended on a tragic note for the Trustees and the town as well due to the sudden death of a long-term trustee, Edward Hansen, who had served for sixteen years on the Board. Ed also served on the Finance Commission and the Personnel Board as well as numerous committees on the Trustees Board. Ed loved the Westwood Library and was committed to ensuring the success of the Library project.

We look forward to serving the residents of Westwood for many years to come and we welcome your input to ensure that a quality library continues on its mission.

Karen A. Coffey, Chair
Jane Nash, Secretary
Mary Feeley
Eric Gutterson
Dan Lehan
Jane Wiggin

LIBRARY DIRECTOR

2008 was a year of several important milestones for the Westwood Public Library. Circulation, driven by a decline in the economy and the return of Sunday hours at the Main Library, rose to a record high. Four million dollars in state grants for the proposed main library project was provisionally awarded to the Town by the Massachusetts Board of Library Commissioners in August. This long awaited development set in motion a new round of planning work that will lead to town vote on the project in 2009.

Circulation rose for both adult and children's materials, with an overall total of 265,772. At the Main Library circulation was up by 10.2% and the Branch saw an increase of 5.6%. Overall, children's circulation increased by more than 14% and inter-library loan activity increased by over 16%. Even with the growing popular of on-line services such as requests, renewals, and overdue payment, the annual count of people entering the Main Library was up over 4% to 106,322. Attendance at library sponsored programs reached 11,522.

Main and Branch Libraries Usage (2008 Annual Figures)

Total Circulation	265,772
Patron Visits	106,322
Program Attendance	11,522
Interlibrary Loans	49,780
Reference Questions	11,122

The 2008 Annual Town Meeting approved funding for project manager services for the building project. A committee selected Design Techniques, Inc. to provide this important oversight and coordination function. The Committee included members of the Permanent Building Committee, Library officials, and town residents with expertise in construction matters. I want to thank Tom Erickson, Dave Harrison, the late Ed Hansen, Ned Richardson, and Fred Willard for their invaluable contributions to this process.



Hunter Lee at the Recycling Art Program

The Library's materials collection and many programs provided information and recreation activities for town residents throughout the year. New in 2008 was the "Playaway" collection, pre-recorded best-sellers in an easy-to-use MP3 format. Two popular children's events, the annual summer reading program and the Positively Poetry series, again drew hundreds of the enthusiastic youngsters to the Library. Noted author Dennis McFarland appeared at the Main Library in April to discuss his works and jazz artists Mike Monaghan and Brad Hatfield delighted a standing-room only crowd with their annual performance.

Other programs of note for adults were "Investigating Sherlock Holmes" and "Burning up the Air: Jerry Williams and Talk Radio." Emery Hutchins & Mac McHale gave a folk concert during the summer. Children's programs included the Repertory Theater's Dueling Storytellers, Bubble Mania, and Debbie O'Connell's Irish folktales. A grant from the Westwood Young Women's Club funded appearances by authors Steven Carney and Stephen Krensky. Library staffers visited Westwood's schools, nursery schools in town and held Intergenerational story times at the Senior Center.

The Friends of the Westwood Public Library is an energetic group of volunteers committed to enhancing library services to the public. Through the annual membership appeal, March Book Sale, and other fund raising efforts the Friends pay for local museum admission, adult and children's programs, and special events. Their support enables the Library to provide a higher level of community service. Other town organizations also underwrite the creative efforts of the

library staff including the Westwood Educational Foundation, the Westwood Young Women's Club, and the Westwood Cultural Council.



Lauren Klaff with librarian Katie Corrigan. Lauren asked for donations to the library instead of birthday gifts.

I want to acknowledge the Board of Library Trustees for their efforts in supporting the Library's mission. The library staff and our many volunteers are a high-performing team dedicated to making a difference in the community. I thank my fellow municipal department heads and their staffs for their cooperation in helping the Library achieve its goals. In closing, I want to recognize Ed Hansen whose service to the Town taught me a great deal about commitment and courtesy.

Thomas Viti

The mission of the Westwood Cultural Council is to promote excellence, access, education, and diversity in the arts, humanities, and the interpretive sciences in order to improve the quality of life for all Westwood residents. Public funds are allocated to Westwood by the Massachusetts Cultural Council, which receives these funds from the state of Massachusetts and the National Endowment of the Arts.

Grant requests are thoroughly reviewed by council members who assess applications by considering various criteria. Members of the Council look for a direct benefit to the community, the potential for excellence, evidence of a sound track record in their field, financial need, educational opportunities presented, and the community involvement demonstrated by each applicant.

The Westwood Cultural Council received applications totaling \$5,500 for the October 2008 cycle. The Council allocated \$4200 and distributed this amount as follows.

Several programs for the Council on Aging were funded. These programs will entertain seniors as well as the community at large. Richard Clark will offer a dramatization of Ernest Hemingway. Greg Curtis will perform "Songs to Inspire". Tim Van Egmond will offer multi-cultural stories, songs, and poems entitled "Hats Off to Seniors." John Root will perform a musical program that includes flute, piano, and voice.

Children will be thrilled with Ed Cope's "Reading is Magic" and families will love the Pied Potter Hamelin's Magical Potter's Wheel. A grant was also given to Westwood favorite Greg Maichack who will teach "Pastel Painting" at the library.

The Southeastern Mass Community Concert Band will perform a symphonic concert with their 50 member ensemble in the traditional summer concert at the town commons. The Un-Common Theatre Company will do two performances, including "Les Miserables, School Edition" and a Musical Drama. Both performances will be held at the Orpheum Theatre in Foxboro.

Carolyn Pope
Jane Kaveney
Kathleen Purpura
Nancy Donahue
Jane Lehmann
William Crowley

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 residents of Westwood. This board supports the year-round, high quality, indoor and outdoor recreation activities for people of all ages. The Recreation Commission oversees the management and use of all playing fields and playgrounds on Town sites. They also oversee the wide 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 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" and are 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 the 2008 Annual Report. This report summarizes the Recreation Department's operations for the past year and provides information on the Recreation Department programs and services.

The Recreation Department is committed to offering an array of high quality programs. The staff is dedicated to providing this quality service in a friendly, courteous, and fiscally responsible manner. We provide a wide variety of activities which encourages participants to spend their time in a positive, productive and enjoyable manner. Programs and services are regularly evaluated and assessed to assure quality. One of our goals is to provide programming for people of all ages.

In 2008 we successfully managed both the Recreation Swimming Pool and Fitness Center for our second 12-month cycle. Both of these areas have provided residents, young and old, novice and experienced, recreational opportunities at a very low cost. The public response to these facilities has been outstanding. If you have not had the opportunity to visit these facilities, we invite you to do so.

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

Programming

The Recreation Department provides an opportunity for all Town residents to participate in an array of activities during their leisure time. 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 reviewed, evaluated, and adapted to ensure quality programs are available for all ages and interests.

Within all programs and service areas, our goal is to cover all operating expenses with revenue generated from: memberships, program fees, room/pool rentals, donations, and point of sale items. The staff continues to use good fiscal control on all expenses and maximizes revenue opportunities.

In 2008, the Department offered over 800 programs with 7,877 participants. (These numbers do not reflect pool/fitness memberships or special events.)

The Islington Community Center (ICC)

The Islington Community Center (ICC), in its fifth year of operation, provides additional space for recreation programs, drop-in activities, special events and community programs for people of all ages. Where program space continues to remain limited, the space at the ICC is invaluable. The space is used for community programs including the Boys Scout of America, AA Meeting, and the Commission on Disability.

The Basement at the ICC

The Basement (Middle School After-School Program) in its third year continues to flourish. Enrollment increased from twenty-three families in 2007-2008 to twenty-seven families this school year. This program provides a safe, fun, and supervised environment for children, grades sixth through eighth, to attend after school and is a valued resource to parents.

Pool Memberships

	Number	Revenue
Family	375	\$13,845
Single	864	\$17,040
Total	1239	\$30,885

RECREATION COMMISSION

Fitness Center Memberships

	Number	Revenue
Family	175	\$5,945
Single	385	\$7,255
Total	560	\$13,200

Field User Permit System

The Recreation Commission continues to implement the Field Permit Policy and issue permits for all sports groups. The Multipurpose Turf Field at the High School was a new addition to field resources this year. The addition of this field has helped with the scheduling and permitting process for the growing demand of youth sports groups.

The Department is also responsible for assisting with town agencies in the capital planning of recreational facilities. Park maintenance service involves scheduling each area for routine work with the Department of Public Works, based upon the users' schedules and the expressed necessities at each site.

Accomplishments

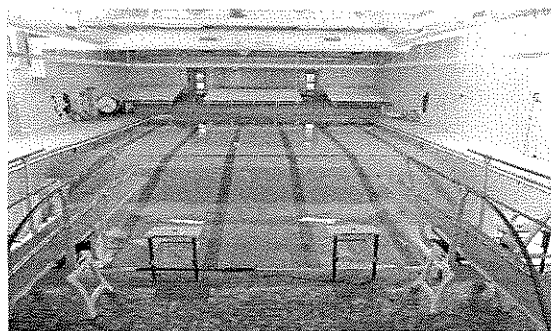
January 2008 – December 2008

⇒ Conducted an on-line survey requesting information from residents and others to evaluate our current programs and services, and to suggest ideas on what people would like the Department to offer. The results were used to expand programming and to meet community interests.

⇒ Improved Pool Facility: Purchased and Installed new drain covers to comply with the Virginia Graeme Baker Safety Act, Purchased and Installed Semi-Automatic Backwash Controller, and Increased Available Open and Lap Swim Hours.

⇒ Pool Program Participation

- Open/Lap Swim: 12,535 Swimmers
- American Red Cross Learn to Swim: 915
- Swim Team: 286
- Pool Parties: 39 Families, over 800 swimmers
- Stroke Clinic: 35
- Lifeguard Training: 24
- Water Safety Instructor: 10
- Water Exercise: 329
- Short Wednesday Swim: 71
- Licensing Agreements: 5



⇒ Provided technical support/assistance and use of the swimming facility.

T.E.C.

- Westwood Public School Special Education
- Westwood High School Boys Swim Team
- Westwood High School Girls Swim Team
- Boy Scouts of America

⇒ Produced a quarterly program brochure, which is available on-line and mailed to every Westwood household. Provided all residents the opportunity to view details of the upcoming season's programs, special events, and new program offerings.

⇒ Directed the Summertastic program, a great group of young teens, who chose "Team Todd," a Community Charity Project for the Boston Marathon Jimmy Walk. These young teens planned and assisted with car washes, hot dog stand, and a penny drive and raised over \$700.

⇒ Worked cooperatively with Youth and Family Services Mentor Program to place high school volunteers at the Basement. Monday through Thursday four to six mentors volunteer their time helping the Basement participants with their homework.

⇒ Coordinated with Community Chest, an organization that provides financial scholarships to Westwood Residents. This organization generously donated \$7,275 to assist 13 families with summer recreation programs.

⇒ Managed 57 Leadership Development Program Participants. This program guides teenagers to work with staff, children and develop leadership skills. The participants volunteered 4,849 hours.

⇒ Managed on-line registration, an efficient way for patrons to register for all programs On-line registration was extremely successful with over 2,978 program registrations taken last year yielding \$308,910 in revenue.

RECREATION COMMISSION

- ⇒ Established a Summer Youth Suburban Tennis League with three other local towns.
- ⇒ Developed the Youth and Adult Tennis programs, under the instruction of Tennis Professional Jayson Sellers, serving 500 participants.
- ⇒ Organized the Morrison Tennis Classic, a fundraiser developed to raise money to rehabilitate Morrison's Tennis courts (2).
- ⇒ Initiated the Summer Meal Plan Option. Worked cooperatively with the School System's Food Service Department to establish a summer meal plan for recreation participants and staff. This service was well received by parents of summer program participants serving over 548 participants during a six-week period.
- ⇒ Increased program offerings at the Fitness Center.
- ⇒ Hired a Personal Trainer to instruct new fitness programs Elite Athlete and Personal Training.
- ⇒ Increased Parent /Child programs. These programs offer young children a great opportunity to experience a routine, build confidence, and provide a social network for parents.
- ⇒ Expanded The Preschool Adventure program to two days a week. This successful program is often a child's first introduction to a preschool setting, or a child's only preschool experience before entering Kindergarten. This program also supplements other preschool programs the children are attending.
- ⇒ Collaborated with the high school Flex Class for the third year. This is a win-win situation. The high school students are positive role models for their preschool friends. In turn, the preschoolers unconditionally welcome their high school friends into the classroom. The high school students read books to children, help with their arts and crafts projects, and engage in play.
- ⇒ Offered a Parent/Child Summer Tot time class. This program was very successful, and enjoyed by parents and children alike.
- ⇒ Offered Summer Preschool Adventure AM and PM extended day hours. These extended hours were well received especially by working parents.
- ⇒ Offered 17 trips that attracted 58 participants. Most traveled were American Girl Place, Block Island, NY Shopping Day, Vermont Day Trip, Niagara Falls & Red Sox Game, and Winnepesaukee Scenic Railroad.

- ⇒ Continued to coordinate and offer annual special events that are looked forward to by many participants, such as Fireman's Foam, Fishing Derby, Summer Band Concerts, New Year's Eve Fireworks, and many playground events. Many of the special events are coordinated with other town entities, such as the Westwood Young Women's Club, the Westwood Fire Department, the Westwood Department of Public Works, and Roche Brothers Supermarket.

In Summary, throughout 2008, 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 members, writing communication through the mail or our web site at www.townhall.westwood.ma.us

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

WESTWOOD HISTORICAL COMMISSION

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 completed the exterior foundation stone-facing restoration of the building and planted three elm trees around the building according to the original landscaping plans prepared for the 2001 Annual Town Meeting. In the Spring of 2009, 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.

As a condition of the Special Permit for the Master Plan for Westwood Station - "Site Drives", the WHC submitted historical Westwood names for consideration in street naming. The following fifteen names related to people or places from Westwood's past were submitted: Abel, Balch, Blue Hart, Cabot, Eaton, General Edwards, Locke, Lowell, Lyman, N.C. Munson, Philbrick, Ragged Plain, Robert Steele, Springvale, and Tolman.

The Commission was notified by MHC of three proposed wireless telecommunications antenna expansion projects: (1) in the steeple of the First Parish Church at 248 Nahatan Street, (2) on the water tank at 213 Fox Hill Street, and (3) on the flagpole behind the First Parish Church at 808 High Street. These projects, as approved by the MHC, include equipment shelter buildings in addition to the antenna expansions and appear to be completed or in progress.



The First Baptist Church, Westwood
Photo by Ralph Buonopane

High Rock Village, a 118-unit Senior Residential Development, proposed for the site of the former "Holbrook Farm and Store" at 1255 High Street continues to be held up in litigations. Demolition of the historic 1898 farmhouse and store that are listed in the National and State Register of Historic Places is proposed by the Tremont Redevelopment Corp. The MHC has determined that "the proposed project will have an adverse effect through the demolition of historic properties" and has asked for revised plans that mitigate the proposed demolition. The Westwood Historical Commission concurs with the MHC determination and has provided input to the consultation process. The WHC favors preservation of the House and store and is also concerned that construction will destroy potential Native American landmarks on the site and the historic trolley waiting room walls adjacent to the site.

The Commission has been notified by MHC of a proposed 11-lot subdivision off Morgan Farm Road called "Morgan Farm Estates" The MHC has reported that the "project is archeologically sensitive and multiple recorded archeological sites are located in the vicinity". They requested that an intensive professional archeological survey be conducted for the project in order to locate and identify, in advance, any significant archeological resources that could be affected. The WHC notes that this project lies between Hale Reservation to the north and the proposed High Rock Village project and Buckmaster Pond to the south. The Commission observes that a contiguous tract of land holding local native people's history possibly exists in Westwood and could be of historical archeological significance.



Oven Mouth: [Then \[↶\]](#) and [Now \[↷\]](#)
Native American Landmark on High Street

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.

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

WESTWOOD HUMAN RIGHTS COMMITTEE

The mission of the Westwood Human Rights Committee (WHRC) is to help develop and support a culture of diversity, tolerance, and appreciation in the Town of Westwood, Massachusetts. To further this mission, the Committee plans and implements activities that inform and sustain our community. The 2005 Westwood Annual Town Meeting approved a resolution from the Board of Selectmen that led to the Committee's formation.

The 2008-2009 WHRC Chair is Michelle Perry and the Co-Chair is Roy Chiulli. The Committee would like to recognize the service of the 2007-2008 WHRC Chair Tom Viti and the Co-Chair Danielle Sutton. The Committee would also like to recognize those members who stepped down during 2008, including Danielle Sutton and Avalin Green. Both these individuals performed valuable services for the WHRC and the Town.

This year, the WHRC was fortunate to welcome several new members. Bill DeFranc of the Department of Youth and Family Services replaced Danielle Sutton. Also, the WHRC welcomed four new representatives from Westwood High School (WHS), including Ms. Anne-Marie Witzburg, a language teacher at WHS and Advisor to the WHS Gay Straight Alliance. WHS student representatives include Amy Bean, Sarina Huang, Madeleine Bugeau-Heart, and Bridget Murphy.

At the start of the WHRC term in September 2008, the Committee resolved to be more prominent in the community in order to help Westwood keep its focus on human rights issues. Marge Griffin developed a Westwood Human Rights Committee brochure that highlighted the mission, goals, and past activities of the Committee. This brochure was sent out to all Westwood residents as a single-page insert in the December 2008 Town Newsletter. Marge also developed a tri-fold glossy version of the WHRC brochure. Hundreds of copies of this tri-fold brochure were printed and are available to the public at Town Hall, the Town Library, the Council on Aging, and other town locations. The Committee would like to recognize the efforts of Marge Griffin, along with Av Green and Diane Thorton, for developing this excellent publication.

Two other means were implemented to help the Committee be more prominent in the community. The WHRC website, maintained by Tom Viti, published the meeting agendas, including location of the meeting and topics to be discussed, a week in advance of the meetings. Following each monthly WHRC meeting, Roy Chiulli sent a meeting summary to the Westwood Press and Hometown Weekly for publication.

In November 2008, there was a hate crime in Newton, where a swastika was painted on the sign at the entrance to the Temple Shalom. The Westwood Human Rights Committee, using a hate crime script developed by its members, wrote letters to the editors of the Westwood Press and the Hometown Weekly to reaffirm that the WHRC stands firmly and compassionately in support of the civil rights of the members of Temple Shalom, as well as Jews everywhere, to live and prosper in rightful harmony in their respective communities. The WHRC received a letter of appreciation from Rabbi Gurvis on behalf of the members of the Temple Shalom.

The Westwood Human Rights Committee was prominent at the METCO program to honor Dr. Martin Luther King, Jr. on 6 February 2009 at WHS. The Committee participated in the march-in to start the evening. Each Committee member at the celebration wore a WHRC badge, along with a favorite MLK quote. The Committee set up a WHRC information table during the social event preceding the MLK program. The Committee was also present at the Westwood Chinese Cultural Night on 28 March 2009 at WHS. The WHRC recognizes the outstanding efforts of Sheryl Goodloe (MLK event) and Sarina Huang (Chinese Cultural Night) in presenting events that celebrate the diversity of Westwood and unify the community.

2008-2009 Westwood Human Rights Committee

Michelle Perry, Chair, Community Member
Roy Chiulli, Co-Chair, Community Member
Michael Jaillet, Treasurer, Town Administrator
Tom Viti, Westwood Public Library
Pat Larkin, Westwood Council on Aging
Nancy Hyde, Board of Selectmen
Marge Griffin, Westwood Inter-Faith Council
Jill Onderdonk, Westwood Housing Authority
Sgt Paul Sicard, Westwood Police
Rabbi Jeffrey Wildstein, Westwood Clergy Assoc.
William DeFranc, Youth and Family Services
Sheryl Goodloe, Westwood Public Schools
Dianne Rees, Community Member
Lewis Ware, Community Member
Anne-Marie Witzburg, WHS Faculty
Amy Bean, WHS Student Class of 2009
Sarina Huang, WHS Student Class of 2010
Madeline Bugeau-Heart, WHS Student Class of 2010
Bridget Murphy, WHS Student Class of 2010

KEEP WESTWOOD CLEAN COMMITTEE

The Keep Westwood Clean Committee was formed in June of 2007, building on the work of Westwood volunteers who have been asking residents to pick up litter in April each year. Because Earth Day (April 22nd) usually occurs during the Westwood Schools' spring vacation week, residents are encouraged to join in earth-friendly activities as soon as spring vacation ends. "Earth Week" has been designated as a week of addressing pollution and litter across Westwood.

The Keep Westwood Clean Committee has developed a website for residents to visit to find information on the town-wide effort. This website has been offered not only as a source of information, but as the primary means of volunteering since the spring of 2007. By visiting www.keepourtownclean.com, Westwood residents can find out when and where yellow trash bags and gloves will be available for volunteers. On the sites page, anyone wishing to identify a site that needs to be cleaned can do so by clicking on the Google map. Once a site has been identified, volunteers may sign up online, and, once the site has been cleaned, may mark the site as cleaned on the map. Volunteers are encouraged to make comments regarding safety at the site, what was found, and where bags of litter were left for the DPW crews to pick up. Finally, the site offers safety information on such topics as poison ivy.

During the spring of 2008, over 60 areas that needed cleaning were identified by Westwood residents, and almost every site was addressed by volunteers during Earth Week! The Committee is very grateful to all of the Earth Week volunteers – from Girl Scout and Boy Scout troops, sports teams, religious groups, the Westwood Land Trust, Westwood students and their teachers, neighborhood associations and individuals, for their willingness to tackle the unpleasant job of picking up litter. Several residents offered to be neighborhood coordinators, demonstrating stewardship and a commitment to improve our local environmental health. The Keep Westwood Clean Committee hopes that more residents will make a long-term commitment to help protect an open space, wetland or street in their neighborhood next year.

The work of this Committee is supported by the Selectmen, Westwood DPW (for the supplies and personnel to support the clean-up efforts each year) and the staff of Hale Reservation. Unfortunately, litter continues to be an issue for the region, and affects the

environmental health of our community and that of all of the surrounding towns. The litter that is evident on roads throughout Westwood eventually travels to our wetlands (by wind or by runoff during a rain event), and contributes to pollution of both the Charles and the Neponset Rivers.

The Committee hopes to continue to encourage public participation in improving Westwood's environmental health.

Keep Westwood Clean Committee

Wendy Muellers, Adrienne Farfalla, Jay Walsh, Angela Lin, Nancy Hyde, Tim Walsh, Chris Gallagher, Karen Catrone, Eric Arnold, Donald Dahl, Ken Aries and Chris McKeown

WESTWOOD ENVIRONMENTAL ACTION COMMITTEE

Overview

The Westwood Environmental Action Committee is a newly appointed Town Committee consisting of concerned Westwood residents who are committed to taking practical actions to help resolve environmental problems at both personal and community levels. Our mission is to position the town of Westwood and its residents to meet the challenges of sustainable growth and economic development for the future. Sustainable development means living with the minimum impact on the environment, including animals, plants, and natural resources. It is a pattern of resource use designed to meet the present human needs without compromising the ability of future generations (our children and grandchildren) to meet their own needs.

Our Committee promotes energy and resource conservation, development and use of renewable energy, water conservation, green buildings, more efficient vehicles, tree planting, recycling and environmental education on the local level. Our goal is to raise awareness of climate change due to carbon dioxide emissions, pollution and resource depletion. We are collaborating with other groups in town as well as with similar groups in neighboring communities to meet these challenges.

Our first project was to join the EPA Community Energy Challenge which has a goal of reducing energy use in the Town's buildings by 10%. If we are successful, this will result in a cost savings for the Town of over \$100,000 per year in electric bills alone and also reduce Westwood's CO2 emissions by numerous tons. Our neighbors in Needham and Dedham have already joined this program.

Actions that we are currently taking include:

- conducting an energy audit of town buildings and discuss options for reducing utilities costs as part of the EPA Challenge;
- conducting an energy fair to promote energy conservation, money saving measures and products that improve energy efficiency for the home, the use of renewable energy sources;
- investigating the possibility of a solar or wind installation in the town;
- bringing guest speakers to the community on a regular basis; and
- discussing with town officials an expansion of current recycling efforts;
- gathering information on actions taken in other towns and establish collaborations with similar committees in other towns.

Plans for 2009 will focus on

- Continuing our effort to collect the utility information for Westwood Town buildings that will

enable us to complete the energy audit portion of the EPA Community Challenge;

- Completing initial efforts to make our Town buildings energy efficient.
- Presenting the results and preliminary recommendations to town officials by the end of the school year. For example, we might recommend that the Town reinvest the dollars that are saved with the 10% reduction in energy consumption into making Town buildings more energy self sufficient or we might recommend that the Town pass the savings along by funding programs to build awareness and further educate residents about what can be done in their homes to save money on energy consumption.

Formation of Recycling Subcommittee

One of the priorities of WEACT is to increase the amount and the type of materials that residents recycle by promoting existing programs, starting new programs, and increasing awareness about the importance of recycling. Everything we discard has to go somewhere; even though it is out of our homes it goes somewhere, in a landfill, incinerator, in the trash near roads and in the woods, in the air we breathe, in the water we drink or swim in. Recycling allows transforming much of our trash into new products thus saving energy and conserving natural resources. Even our kitchen scraps can be recycled by composting them and turning into soil and nutrients for our garden. It all depends how much we are willing to do. The WEACT is collecting information on ways we can recycle materials that are not currently collected as part of the town curbside recycling and will post a list on the group web site next month. Recycling is just one of the possible actions we can take to save energy and reduce our trash. Reusing bottles, plastic and paper bags, plastic containers, and buying products with less packaging also helps. Each of us can find solution and take the actions that are most suitable to our lifestyle.

Environmental Fair in May 2009

We are partnering with Dedham to host an environmental fair. The fair will be held Saturday May 16, 10a.m.-2p.m. at the Dedham Middle School, located on the corner of East Street and Whiting Ave. There will be numerous vendors and seminars pertaining to environmental topics.

Westwood Environmental Action Committee

Michael Brier, Marie Costantini, Melanie Hamblen, Mary Joyce, Peter Kane, Pamela Kane, Pauline O'Keefe, Alice Smith and Thomas Philbin