TOWN OF LUNENBURG

ANNUAL REPORT FOR FISCAL YEAR 2025



Cover photo by Stephanie Grzybowski, Winner of the Town Photo Contest

In Memoriam		Pages 1-4
Lunenburg Profile		Page 5
Elected Officials: Sate and Local		Pages 6-8
Appointed Officials		Pages 9-14
ADMINISTRATION		
Report of the Town Manager		Pages 16-20
Accountant		
	Balance Sheet for FY Ending June 30, 2025	Page 21
	Special Revenue Fund Balance Detail	Pages 22-25
	Capital Project Fund	Page 26
	Trust Fund Balance Detail	Pages 26-27
	Undesignated Fund Balance Roll-forward	Pages 27-29
Board of Assessors		Pages 29-30
Treasurer/Collector		
	Treasurer's Cash as of June 30, 2024	Page 31
	Trust Funds	Page 32
	Trust and Stabilization Funds Held by Other Banks	Page 33
	Five Years Outstanding Debt	Pages 33-34
	Debt Repayment Schedule	Page 35
	Collection of Taxes Receivables Summary	Pages 36-37
TOWN SERVICES		
Building Department		Pages 39-40
Cemetery Commission		Pages 40-42
Conservation Commission		Pages 44-43
Council on Aging		Pages 43-44
Cultural Council		No Report Submitted
Department of Public Works		Pages 44-48
Finance Committee		Pages 48-51
Green Communities Committee		No Report Submitted
Historical Commission		No Report Submitted
Housing Authority		No Report Submitted
Lunenburg Public Library		Pages 51-56
Lunenburg Public Access		Pages 56-62
Senior Property Tax Work-Off Program		Pages 62-63
Sewer Commission		Pages 63-64
Veterans' Services		Pages 64-65
PROTECTION OF PERSONS & PROPERTY		
Board of Health		Page 67
Nashoba Associated Boards of Health		Pages 67-71
Fire Department		Pages 71-74

Police Department Pages 75-78

PLANNING

Capital Planning Report No Report Submitted

Planning Board Pages 80-81

Master Planning Steering Committee No Report Submitted

Zoning Board of Appeals Pages 81-82

Ad Hoc Open Space Advisory Committee to the Planning Board Page 82

EDUCATION

Superintendent's Message Pages 84-85

School Facilities Pages 86-87

Lunenburg Public Schools IT Review Page 87

Special Services Department Pages 88-90

Teaching & Learning Models and PD Update Pages 90-93

Lunenburg School Food Service Pages 93-94

Lunenburg Primary School Pages 94-97

Turkey Hill Elementary School Pages 97-99

Lunenburg Middle School Pages 99-102

Lunenburg High School Pages 103-106

Montachusett Regional Vocational Technical School District Pages 107-130

TOWN CLERK

Vitals Report Page 132

Town Meeting Excerpts Page 132-169

Annual Town Election Results 169-171

MISCELLANEOUS INFORMATION

2025 Gross Wages Pages 173-178

Town Offices Hours Page 179

Trust Fund Commission Pages 180-181

In Memoriam



John Francis Lattanzi was born to John and Frances (Lynch) Lattanzi on April 1, 1936, in Yonkers, New York. He grew up in Yonkers and Washington, New Jersey. In his youth John developed a life-long affinity for mischief, playing rousing piano by ear, and a love of outdoor pursuits. He graduated from Lafayette College in 1958, served as an officer in the U.S. Army, then embarked on a 30-year career with the American Can Company.

He met his life-long partner, Christine Uhl, in 1961. They married, purchased a camp on Sebec Lake in Maine and started their family soon after. John and Christine raised their family in Cranford, NJ and Geneva, NY before moving to Lunenburg, MA in 1982.

Over the past 43 years, John served his community in various roles on the Lunenburg Personnel Board, Conservation Commission, and Historical Society. John was a member of Saint Boniface and Our Lady of the Lake Churches, the Lunenburg Sportsman Club and the Sebec Lake Association.

John leaves behind his beloved wife of over 61 years, and their five children; John Lattanzi Jr. and his wife Karen of Honolulu, HI; Jean Proctor and husband Dan of Lunenburg, MA; Peter Lattanzi and wife Dina of Cumberland, ME; Paul Lattanzi and wife AnnMarie or Yarmouth, ME; and James Lattanzi and wife Allison of Fitchburg, MA. John also leaves behind 15 grandchildren and his younger sister, Jane O'Connell, of Durham, NH.

In Memoriam



Mario A. Patacchiola, 101, of Lunenburg formerly of Somerville, passed away on Wednesday, October 8, 2025 in the Life Care Center of Leominster.

Mario was born in Cambridge, on December 15, 1923, a son of the late Pasquale and Zelinda (Micille) Patacchiola. He graduated from Rindge High School in Cambridge and received his bachelor degree from Boston University.

He worked for Bianchi Wedding Dress Company in Boston

Mario was a WWII Veteran having served in U.S. Navy

In 1955 Mario and his wife built a home on Hickory Hills Lake in Lunenburg and would summer there before making the move from Somerville to Lunenburg in 1985, and Dunnellon Fl. in the winter. His favorite activity was fishing and gardening in Lunenburg and Dunnellon .

Mario was a faithful member of St. Boniface Parish and the Eagle House Senior Center, and a member of the American Legion and the AMVETS and Knights of Columbus

His Wife of 79 years, Ann A. (Macone) Patacchiola passed away in 2023. He leaves two sons, Marc Patacchiola and his wife Gayle of Burlington and James Patacchiola and his wife Kathleen of Sterling; eight grandchildren, eleven great-grandchildren and several nephews and nieces.

He is predeceased by his two sons, David Patacchiola in 2015 and Paul Patacchiola in 1990 + He had 5 brothers & sisters, Marco Marino Patacchiola, Helen Petrillo, Edward Patacchiola, Evelyn Rinaldo Walter Patacchiola

In Memoriam



Robert Joseph Saiia of Lunenburg, MA, affectionately known as Bob or Bobby, passed away peacefully on April 3, 2025, after a long battle with dementia. Bob was a loving husband to Donna and a devoted father to his daughter Tricia Back and son Michael Saiia.

Born in Buffalo, New York (1944), Bob was proud of the days he spent working at The Bankers Life Insurance Company in Buffalo, NY~ later Principal Financial Group, where he was known for his dedication and hard work. As his career progressed, he was promoted and moved his family to Westerville, Ohio, where he became a proud Buckeye fan. His colleagues remember him as a kind and supportive mentor who always had a joke to share. He always held dear the memories of his days as a camp counselor at Camp Weona, just outside of Buffalo, NY. He also had a passion for coaching, whether it be his own children or once they were grown, volunteering as a football coach at Lunenburg High School. Bob also was very proud of the time he served on the Lunenburg Planning Board.

Known as the life of the party, Bob valued every friendship, especially his lifelong friends from Frontier High School, where he graduated in 1962, affectionately calling themselves, HAAC-Hamburg Attitude Adjustment Club. Each and every friendship he made throughout his 81 years of life left an impact on him and he couldn't go anywhere without making a new friend. His infectious laughter and warm spirit made him a beloved friend to all.

Bob loved listening to Jazz, Frank Sinatra and Andrea Bocelli. He loved traveling to Italy and Europe with his wife Donna, but his favorite place to travel was Indiana where he could spend time with his children and grandchildren. He was the best Grandpa around to his two grandchildren, Renee and Anthony; they were his pride and joy and he would do just about anything to put a smile on their faces. He was always their biggest cheerleader and supporter and loved attending all their various events and activities. Bob adored his time with his family and his dogs, loved sports and he especially loved celebrating his Italian heritage. He took great pride in his roots and enjoyed sharing stories of his family's traditions and history.
Bob is survived by his devoted wife, Donna Saiia, daughter Tricia Back (Robert Back), son Michael Saiia, grandchildren, Renee Back (19) and Anthony Back (18), stepchildren Christina Gallagher and Michael Gallagher, sister Kathy Krasowski, nieces Tracy Ensminger (Jeff Ensminger) and Julie Reinstein (Craig Reinstein), Linda Saiia Ross, and his five great nephews and one great niece.

In Memoriam



Elsa (Tocterman) Watson, 92, of Lunenburg died Wednesday, December 17, 2025 at University of Massachusetts – Memorial Hospital, Worcester.

Her husband of 52 years, Herman S. Watson, died in May 2012.

Elsa was born in Heilbronn, Germany, September 25, 1933 one of eight children born to Augen and Elsa (Wass) Tocterman and was educated in Germany. She moved to Lunenburg 62 years ago.

For over twenty-five years Elsa worked independently as a home health aide in the area. She was a member of the Eastwood Club in Fitchburg and had been active in the activities at the Lunenburg and Townsend Senior Centers.

She leaves her son and daughter in law, Rev. Jeffrey H. and Dina Watson of Sterling, MA and two grandsons, Jeffrey and Michael and Her sister Karin Tocterman in Germany.

LUNENBURG PROFILE

YEAR INCORPORATED-1728

REGISTERED VOTERS– 9,240

FY'25 TAX RATE- $14.36

OPEN TOWN GOVERNMENT– 5 MEMBER SELECT BOARD ANNUAL TOWN ELECTION– 3RD SATURDAY IN MAY ANNUAL TOWN MEETING– 1ST SATURDAY IN MAY TOTAL AREA– 26.63 MILES

Lunenburg was settled in 1718 and incorporated in 1728. It occupies a land area of approximately 26.4 square miles. Lunenburg is located in north central Massachusetts approximately 43 miles from Boston, It is bordered on the west by the Town of Ashby and the City of Fitchburg, on the south by the Town of Lancaster and the City of Leominster, on the east by the Town of Shirley and on the north by the Town of Townsend.

Local legislative decisions are made by an open town meeting. Subjet to the legislative decisions made by town meeting, the affairs of the town are generally administered by an elected five member Select Board and a Town Manager and local school affairs are administered by an elected seven member School Committee.

Lunenburg is a semi-rural community located in northern Worcester County. Lake Whalom and the former Whalom Amusement Park delineated the Whalom District from the remainder of Lunenburg. This district was developed as a housing base for many factory workers working in the mills and factories of Leominster and Fitchburg. In many ways the characteristics of the Whalom District closely reflect characteristics of these cities more than of the rest of Lunenburg. The Hickory Hills Lake area was developed as a private community comprised largely of vacation cottages. Shirley Reservoir is a public water body also developed with mainly vacation cottages that have now been modified to year-round residences.

Commercial and industrial development is permitted in several areas of town, primarily along the two major arteries (Route 2A and 13) and the town's peripheries, due largely to the close proximity of Leominster's and Fitchburg's sewer and water systems. Although many farms and orchards have slowly developed into single family house, farming continues on in Lunenburg. In 2013 the Annual Town Meeting voted to establish an Agricultural Commission to represent, preserve and enhance farming in the commujnity and to administer the "Right to Farm" bylaw.

In 2014 Lunenburg Town Meeting established the Architectural Preservation District ("District") bylaw to regulate construction, demolition or renovation of existing "Contributing Property" structures as defined by the bylaw with an established bounded district. The bylaw was introduced at Town Meeting along with the Village District Bylaw, which created an overlay zoning district to encourage the economic vitalization of downtown Lunenburg, the Architectural Preservation District Bylaw ensures that it will not come at the expense of the town's historical character and integrity.

Scan the QR Code to visit our website at https://www.lunenburgma.gov

Follow us on Facebook at https://www.facebook.com/townoflunenburgma

Follow us on Instagram at https://instagram.com/townoflunenburgma

ELECTED OFFICIALS

GOVERNOR
Maura Healey
Massachusetts State House
24 Beacon St. Room 280
Office of the Governor
Boston, MA 02133
617- 725- 4005
888- 870-7770

ATTORNEY GENERAL
Andrea Joy Campbell
Office of Attorney General
One Ashburton Place, 20th Floor
Boston, MA 02108
617-727-2200 Boston office
508-792-7600 Worcester office
Email: ago@state.ma.us

MASSACHUSETTS CONGRESSIONAL DELEGATION
SENATE

Elizabeth Warren
Boston Office
2400 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
617- 565-3170
http://www.warren.senate.gov/

Washington D.C. Office
309 Hart Senate Office Building
Washington, D. C. 20510
202-224-4543

Edward J. Markey
Boston Office
975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
617-565-8519
http://www.markey.senate.gov/

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

Lori Trahan – Federal- 3rd District
2439 Rayburn HOB
Washington, D.C. 20515
(202) 225-3411

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

STATE LEGISLATORS

SENATE-WORCESTER & MIDDLESEX DISTRICTS
John Cronin
24 Beacon St. Room 504
Boston, MA 02133
617-722-1230
John.Cronin@masenate.gov

HOUSE OF REPRESENTATIVES– 37TH MIDDLESEX DISTRICT
Danillo Sena
24 Beacon St. Room 39
Boston, MA 02133
617-722-2014
Danillo.Sena@mahouse.gov

HOUSE OF REPRESENTATIVES– 3RD WORCESTER DISTRICT
Michael Kushmerek
24 Beacon Street Room 433
Boston, MA 02133
617-722-2460
Michael.Kushmerek@mahouse.gov

718 Main Street
Fitchburg, MA 01420
978-829-1954

ELECTED OFFICIALS

BOARD OF ASSESSORS - (3 members) 3 year term
Brian Lafond-2026
Sarah Cammer-2027
Brian Marple-2026

BOARD OF HEALTH - (5 members) 3 year term
Matt Proctor-2027
Paul J. Fortin-2027
Perry R. Jewell-2026
Nicholas Pirro-2028
Lorraine Rudd-2026

SELECT BOARD - (5 members) 3 year term
Caesar Nuzzolo-2026
Amanda Moore-2027
Renee Emkey-2026
Brian Lehtinen-2028
Glenn McLeod-2028

CEMETERY COMMISSION - (3 members) 3 year term
Michael Clark-2026
David Dorren-2027
Donna Landry-2028

CONSTABLE - 3 year term
Michael Ray Jeffries-2028

HOUSING AUTHORITY – (5 members) 5 year term
Deborah A.H. Christen– Governor's Appointee--2026
Wayne Caron-2030
Linda M. McDonald-2029
Dale Proulx-2030
Nicole Waters-2026

LIBRARY TRUSTEES - (7 members) 3 year term
Laura Boussom-2027
Harry Kubetz-2026
Maia Wentrup-2027
Janalee Germaine Balish-2026
David Niose-2028
Stephanie Trudel-2028
Robin Venezia-2027

MODERATOR - 3 year term
Timothy W. Murphy-2027

PARKS COMMISSION - (5 members) 3 year term
Karin Menard-2026
Colleen Shapiro-2026
Christopher Sullivan-2027
Marianne Mascari-2028
1 Vacancy

ELECTED OFFICIALS

PLANNING BOARD – (5 members) 2 - 5 year terms
Matthew Brenner-2026
Amanda Reid-2027
Timothy Russell Willsmer-2028
Adam Burney-2026
1 Vacancy

SCHOOL COMMITTEE - (5 members) 3 year term
Anthony Sculimbrene-2028
Laura Brzozski– 2026
Mandy Gilman-2028
Emily Young-2026
1 Vacancy

SEWER COMMISSION – (5 members) 1/2/3 year terms
Brett Ramsden-2026
Scott Dall-2028
Dan Proctor-2026
Arthur Katis-2026
Allan Wilson-2026

TOWN CLERK – 3 year term
Kathryn M. Herrick - 2028

TRUST FUND COMMISSION – (3 members) 3 year term
John Bowen-2027
Richard Howard-2026
1 Vacancy

APPOINTED OFFICIALS

AGRICULTURAL COMMISSION- (5 members)- 3 year term
Jennifer Duffy-2026
Maryrae Holman-2027
Jacqueline Chabot– 2028
Kathy Dugan-2027
Ryan Stober-2027
Associate Members—(2) 2 year term
Kira McClellan–Associate –2025
Kim Muzzi-2026

AMERICANS WITH DISABILITIES COMMITTEE – (5 members) - 3 year term
Select Board Representative–Renee Emkey
Brian Gingras- Building Commissioner
Barbara Reynolds-Member at Large- 2027
Lori-Ann Tessier-Member at Large-2026
Carolyn Rossi-Member at Large-2028

ANIMAL CONTROL OFFICER ANIMAL INSPECTOR (Term runs May 1 to April 30)
Kathleen M. Comeau Kathleen M. Comeau

ARCHITECTURAL PRESERVATION DISTRICT COMMISSION (APDC)-(5 members)- 3 year term
Nathan Lockwood-2026
Anthony Sculimbrene-2028
William Lloyd – 2028
Jennifer Sanderson-2027
1Vacancy-2026

BOARD OF REGISTRARS OF VOTERS (Term runs April 1 to March 31)
Ruth Anderson-2027
Kathy Herrick- Town Clerk
Karen Kemp-2026
Shirley McBride-2028

BUILDING COMMISSIONER/ZONING ENFORCEMENT OFFICER
Brian Gingras

CAPITAL PLANNING COMMITTEE- (5 members) - 3 year term
Caesar Nuzzolo-Select Board
Matthew Brenner-Planning Board
Peter Beardmore-School Committee
Robert Bowen-Member at Large
Chris Menard-Finance Committee

CONSERVATION COMMISSION- (7 members) 3 year term
Richard Bursch-2026
Mike Larouche-2027
Jenny Pewtherer-2027
Teddy Doucet-2028
Andrea Burnap-2028

APPOINTED OFFICIALS

COUNCIL ON AGING-(11 members) 3 year term
Helen Balcom-2027
Cathy Beale-2027
Elena Christopher- 2026
Deborah Lincoln-2027
James McGuigan-2028
Diane Nowd-2026
Jane Rabbitt-2028
Susan O'Sullivan-2028
Ana Lockwood-2027
Jack Rabbit-2028
Lou Franco-2028

COUNCIL ON AGING DIRECTOR
Deborah Goodsell

CULTURAL COUNCIL (no less than 5 and no more than 22 members) 3 year term
Daniel Burns-2027
Elise Wiley– 2027
Karen Kemp-2027
Donna Saiia-2027
Chriztine Foltz– 2027
Nancy Peterson-2028
Tiffany Warren-2028

DAM KEEPER
Ronald Wilson

ASSISTANT DAM KEEPER
Richard Patry

DPW DIRECTOR
William Bernard

ECONOMIC DEVELOPMENT COMMITTEE 3 year term
Cathy Clark-Member at Large
Jeanne Dupre-Member at Large
Joeci Gilchrest-Member at Large
Judy Dragoslis-Member at Large
Ana Lockwood– Open Space Committee
Ex Officio Members
Glenn McLeod-Select Board
Matthew Brenner-Planning Board

ELECTION WORKERS
Warden: Glen Reinhardt
Deputy Warden: Judy Halligan (R)
Clerks: Kathleen Pliska (D) and Judy Haley (D),
Inspectors: Sue Andrews (D) and Kathy Reinhardt (R);
Deputy Inspectors: Joanne Bergeron (D) and Jane Ranley (R)

APPOINTED OFFICIALS

FIRE CHIEF/ EMERGENCY MANAGEMENTDIRECTOR/ FOREST WARDEN
Patrick Sullivan

FIELD DRIVER
Kathleen M. Comeau

FINANCE COMMITTEE (7 members) 3 year term
Thomas Gray-2027
Chris Menard-2026
Jean Russell-2028
Jay Simeone-2026
Tanya Dall-2028
Mike Rupp-2027
Ana Lockwood-2027

GREEN COMMUNITIES COMMITTEE
David Blatt-term expires 2027
Chris Holden-term expires 20247
Dave Passios-term expires 2026
Kim Duffy-term expires 2027
Matt Snyder-term expires 2028
2 Vacancies-terms expire 2026 and 2027

HAZARDOUS WASTE COORDINATOR
Jennifer Warren-Dyment

HEARINGS OFFICER
Jennifer Warren-Dyment

HISTORICAL COMMISSION (not less than 3 nor more than 7 members) 3 year term
Kevin Boussom-2026
C. William Lakso-2028
Richard McGrath-2027
Jennifer Sanderson-2026

INSPECTOR OF PLUMBING/GAS
Gary Williams

ASST. INSPECTOR OF PLUMBING/GAS
Jeremy Pierce

INSPECTOR OF WEIGHTS & MEASURES
Michael Ryan

INSPECTOR OF WIRING
Baron Bowser

APPOINTED OFFICIALS

ASST. INSPECTOR OF WIRING
Jack Biery

LOCAL CENSUS LIAISON
Kathyrn M. Herrick, Town Clerk

LUNENBURG MUNICIPAL BUILDING DESIGN COMMITTEE
Matthew Brenner-Planning Board
David Blatt-Citizen at Large
Brian Lehtinen-Select Board
Laura Brzozoski-School Committee
Kristina Masaitis-Citizen at Large
Greg Roy-Citizen at Large
Chris Ruth-Town Facility Manager

MART ADVISORY BOARD
Glenn McLeod

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE
Vacant–Planning Board Representative
Vacant-Select Board Representative

MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION
Caesar Nuzzolo-Select Board Representative

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL REPRESENTATIVE
(3 year term)
Barbara Reynolds-2027

OPEN SPACE COMMITTEE (ad hoc)
Timothy Willsmer-Planning Board
Colleen Shapiro–Parks Commission
Eric Hinds-Member at Large
Chris St. Germain-Conservation Commission
Michael Toohill-Member at Large
Ana Lockwood-Member at Large
Vacancy-Member at Large

PERSONNEL COMMITTEE (5 members) 3 year term
5 Vacancies

POLICE CHIEF
Jeffrey Thibodeau

POUND KEEPER
Vacant

APPOINTED OFFICIALS

PUBLIC ACCESS CABLE COMMITTEE (5 members) 3 year term
Steve Archambault-2027
Faith Beall-2027
Steven Walker-2026
Brian Vienneau-2028
Vacancy-term ending 2026

PUBLIC RECORDS ACCESS OFFICERS
General Requests-Jennifer Warren-Dyment–Supervisor
Police Department-Lt. Jeffrey Thibodeau
Fire Dept.-Karen Weller, Admin. Asst./EMS Coordinator
School Dept.-Liz Petersen

"RACES" (Radio Amateur Civil Emergency Service)
Ralph Swick- Control Operator
Brian L. LeBlanc-Asst. Radio Operator
Jeanine Swick, Member

RECREATION DIRECTOR
Vacant

STORM WATER TASK FORCE (5 members as of Nov. 2021)
John Beale-Member at Large
Renee Emkey-Select Board Representative
Mark Muzzi-Member at Large
Timothy Willsmer-Planning Board Representative
Jenny Pewtherer–Conservation Commission

TAX COLLECTOR/TREASURER/TAX CUSTODIAN
Myleen Mallari

ASSISTANT TAX COLLECTOR/TREASURER
Susan Murchie

ASSISTANT TOWN CLERK
Ellen Griffin

TOWN COUNSEL
Mead, Talerman & Costa, LLC
Mirick O'Connell

TOWN CLOCKWINDERS
Tom Alonzo
Louis Franco
Michael Kidney
William Tyler
George Martin

APPOINTED OFFICIALS

TREE WARDEN
William Bernard

VETERANS SERVICES AGENT
Michelle Durkee

ZONING BOARD OF APPEALS (5 members/3 associate members) 5 year term
James Besarkarski-2026
Patrick Callahan-2027
Alfred Gravelle-2028
David Blatt-2027
Vacancy-term ending 2026
Associate Members (3 year term)
Anthony Nicastro-2028
Donald Gurney-2028
Vacancy-term ending 2026

ADMINISTRATION

REPORT OF THE TOWN MANAGER
Fiscal Year 2025

Fiscal Year 2025 saw significant transition in the Office of the Town Manager. The Office of the Town Manager was led by three individuals over the course of the year: Heather Lemieux, who departed in the summer of 2024 after eight years of dedicated service; Carter Terenzini, who served ably as Interim Town Manager from August 2024 through early February 2025; and Jennifer Warren-Dyment, who was appointed as Town Manager and began on February 4, 2025. Throughout these transitions, department heads, Town staff, the Select Board, and the many volunteers who serve on our boards and committees provided the continuity and commitment that kept Lunenburg moving forward.

Below are the highlights of the key topics and accomplishments from FY25 within the Office of the Town Manager.

Leadership Transition

Town Manager Heather Lemieux submitted her notice to the Select Board in June of 2024. Her last meeting with the Select Board was the evening of July 23, 2024, during which she offered heartfelt remarks on her service to the community. She expressed gratitude to residents, board members, staff, business owners, and state officials, reflecting on her seven and a half years of service. She outlined major accomplishments, including long-term staffing plans for public safety, significant capital improvements, enhanced ADA accessibility, and infrastructure projects such as Complete Streets initiatives, Summer Street improvements, and bridge funding. She emphasized that her proudest achievements were the relationships built during her tenure. She clarified that her resignation was not requested by the Board and attributed her decision, in part, to a loss of trust. She concluded by thanking her family for their support and reiterated her commitment to having served Lunenburg with dedication and integrity.

Carter Terenzini was engaged as Interim Town Manager beginning in August 2024. He brought extensive municipal management experience, including several prior engagements in the Interim role, and assumed the position immediately. As Interim Town Manager, Mr. Terenzini not only kept the day-to-day operations running smoothly, but also advanced a number of capital projects, completed the obligation of ARPA funds, navigated multiple vacancies, and made notable strides in improving employee engagement. At his final Select Board meeting on January 28, 2025, Interim Town Manager Terenzini presented his concluding report and was thanked by the Board for filling vacant positions, committing ARPA funds, and fostering greater employee participation during his tenure. Board members expressed appreciation for his work navigating challenging circumstances.

With the Interim position filled, the Select Board stood up a Town Manager Screening Committee and hired the search firm of Community Paradigm Associates. Per the Town Charter, *The Town Manager shall be appointed by the Select Board from names submitted to it by a Town Manager Screening Committee which shall consist of 1 member of the Select Board, designated by it, 1 member of the School Committee, designated by it, 1 member of the planning board, designated by it, 1 member of the Finance Committee designated by it and the Town Moderator, who shall serve as the chair and call all meetings of the Town Manager Screening Committee. Whenever the position of Town Manager shall be vacant, the Town Manager Screening Committee shall be convened and shall solicit candidates, review applications, interview and rate candidates and submit the names of qualified candidates to the Select Board who shall appoint a Town Manager only from the names so prepared and submitted to it.*

The Screening Committee, Chaired by Town Moderator Tim Murphy, also included Tom Alonzo of the Select Board, Peter Beardmore of the School Committee, Chris Menard of the Finance Committee and Matt Brenner of the Planning Board. The Committee worked with Community Paradigm to develop the Position Statement for the Town Manager Role, screen applications, interview semi-finalist candidates, and recommend a list of finalists to the Select Board for their consideration. Much of the work of the Screening Committee is conducted

in Executive Session.

Three finalists were publicly interviewed by the Select Board on January 14, 2025. They included Angeline Lopes Ellison, Jennifer Warren-Dyment, and John Woodsmall. The next evening, the Board moved (4-1) to appoint Ms. Warren-Dyment as Town Manager pending successful negotiation. On January 28, 2025, the Select Board approved the contract with Ms. Warren-Dyment as Town Manager. Ms. Warren-Dyment began her first day on February 4, 2025, and began immediately engaging with department heads, the Select Board, and the budget process that was already well underway.

Select Board Composition and Goals

Throughout the majority of FY25, the Select Board was composed of Chair Caesar Nuzzolo, Vice-Chair Michael-Ray Jeffreys, Clerk Amanda Moore, Tom Alonzo, and Renee Emkey. The Board met regularly, typically the first three Tuesdays of the month, and addressed a wide range of Town business including the annual and special town meetings, policy updates, the Town Manager transition, budget discussions, licensing matters, and appointments.

In the fall of 2024, the Select Board engaged in goal-setting discussions with Interim Town Manager Terenzini. The Board established the following goals (each goal including a number of additional objectives):

1) Establish policies in collaboration with the Town Manager and Assistant Town Manager/HR Director to improve the quality of the Town as an employer, addressing the issues of recruitment, retention, and overall work environment

2) Revamp the Select Board and Town Manager Goal-Setting Process

3) Increase Transparency and Availability of Information to the Public

4) Work through the Town Manager, Assistant Town Manager/HR Director and the department heads to initially create, to periodically review and to develop and secure plans, policies and procedures

Financial Matters

FY26 Budget Development

Interim Town Manager Terenzini began the FY26 budget process, working with the departments to develop budget requests and with Finance Director/Town Accountant Ezequiel Ayala to develop revenue projections. Town Manager Warren-Dyment continued the FY26 budget process after her arrival. She held meetings with all departments in January and worked to understand the picture of revenues and expenditures and made initial revenue adjustments.

By March 2025, the FY26 budget picture had come more fully into sharper focus. The FY26 budget presented to the Select Board on March 19, 2025, included reductions across a number of areas, including cuts to the Pavement Management Plan (which were offset by Chapter 90 funding).

On May 3, 2025, a $49,374,465,00 balanced budget was presented and approved at Town Meeting. The budget was subsidized by a $500,000 appropriation of free cash to the Lunenburg Public Schools (LPS) to fund FY25 and avoid an override allowing town and school leaders to have time to jointly plan for FY27.

The need for additional state funding was a theme that persisted through the development of the FY26 budget with town and school leaders advocating for increased Chapter 70 and Unrestricted General Government Aid funding.

Budget Task Force

The Budget Task Force, formed by the Select Board, brought forward recommendations that were reviewed at

the February 11, 2025 meeting. The Task Force concluded there were three structural causes to the state of disrepair in Lunenburg: 1) Proposition 2 ½ funding; 2) lack of competitive employment packages; and 3) an overly complex financial structure for the town.

Recommendations of the Task Force included 1) consolidating town investment accounts and funds; 2) a targeted diagnostic audit; 3) implement the prudent investment rule; 4) review the viability of the Community Preservation Act; 5) Green grants for HVACs; 6) solar on old town dump; 7) solar on school lots; 8) Brooks House lease; 9) review trash and recycling programs; 10) designate additional roads as town roads; 11) implement a high deductible health plan; 12) increase health insurance opt outs; 13) payroll and purchase order streamlining; 14) standardize and improve workflow for town finances; 15) review school solar contracts; 16) create regular review process for school fees; 17) create regular review process for town fees; 18) change warrant delivery; 19) consolidate town and school snow removal and ground maintenance; and 20) determine viability of split tax rate.

Other Financial Mentions

Town Manager Lemieux had obtained a grant to work with the Division of Local Services (DLS) to draft an update Lunenburg's financial policies and procedures which were not adopted prior to her departure. Interim Town Manager Terenzini shared the draft and encouraged feedback and commentary. This project was not completed in FY25.

As of March 2025, the Town had received over $225,000 in cumulative opioid settlement funds. Town Manager Warren-Dyment began preliminary discussions with the Police Chief and Fire Chief on the potential use of these funds. No funds were expended in FY25.

A final tax rate of $14.36 per thousand was established for FY25. Free cash was certified at $2,270,060.

Infrastructure, Facilities, and Capital Projects

Flat Hill Road Bridge

The Flat Hill Road Bridge replacement over Catacoonamug Brook was the most significant and most challenging capital project of FY2025. After years of planning, the project, funded by a previously secured $500,000 Small Bridge Grant and supplemental MassDOT funding, was awarded to Kenefick Corporation. The road was closed beginning March 7, 2025, with an anticipated reopening of April 25, 2025 and a detour route put in place and communicated widely to the public. However, the water level in the lake had already risen significantly by the time work was to begin, and Kenefick's water control plan proved inadequate for the conditions. No work was performed on the structure, and Kenefick submitted a request for a one-year extension, which was denied. The bridge remained closed for the remainder of FY25 after a MassDOT Underwater Bridge Inspection Team inspection found additional section in the structure.

Town Building Projects

- The Town Hall Roof Replacement and Chimney Restoration project was one of the major capital investments of FY25. The contract was issued in December 2024 under Interim Town Manager Terenzini, with the chimneys prioritized first as they were anticipated to generate the most change orders. Winter weather slowed progress, but by March 2025 both Town Hall chimneys were complete and the roofing work had begun. By April 2025 the Town Hall roof was nearly complete. The contractor then transitioned to the Ritter Memorial Building, completing chimney repointing, flashing repairs, slate tile replacement, and gutter and trim work. The project was substantially complete by May 2025.

- The Library Teen Room expansion was completed during FY25. The project included construction of two new offices (Phase 1), expansion of the teen room itself (Phase 2), and replacement of the children's story craft room floor.

- The Adult Activity Center kitchen renovation, a long-delayed FY21 capital project, was completed during FY25. The renovation included a new stove, warming oven, stainless sink, stainless counters, and a grease trap installation. A rotted sub-slab drain pipe was discovered during construction and repaired, delaying the kitchen's reopening, but the kitchen was back in full use by May 2025.

- A $185,000 Townwide Keying and Security project was included in the FY25 Capital Plan to replace all exterior locks and upgrade access control systems at Town Hall, the Ritter Memorial Building, the Public Safety Building, the Adult Activity Center, the Library, the DPW facility, the Beach House, and the Teen Center. A contract with Dugmore and Duncan was executed in the Spring of 2025, but the project was not completed within the Fiscal Year.

- The DPW Floor Project and DPW Roof Project both commenced in December 2024.

- The Senior Center Roof project was completed in the fall of 2024.

ARPA Fund Obligations

Completing the obligation of all American Rescue Plan Act (ARPA) funds before the federal deadline was one of Interim Town Manager Terenzini's most urgent and consequential priorities during FY2025. The Town had received approximately $3.5 million in ARPA Coronavirus State and Local Fiscal Recovery Funds (SLFRF), and the federal requirement had evolved from a definition of "committed" funds to requiring that all dollars be under contract by December 31, 2024. This created a compressed and challenging timeline.
The ARPA-funded project portfolio being moved to contract during FY25 included a wide range of municipal investments including supplementing existing projects on prior year capital plans as well as additional facilities and infrastructure side projects, public safety upgrades, school projects, Water District projects, software upgrades, and funding for community programs.
By the end of December, all funds were obligated. When Interim Town Manager Terenzini presented his final report to the Select Board on January 28, 2025, he cited the successful commitment of ARPA funds as one of the signature accomplishments of his tenure. Chair Nuzzolo drafted a press release to communicate to the public the full scope of ARPA investments the Town had made on behalf of the community.

Personnel

Staffing remained an ongoing challenge and priority throughout FY25. Key staffing actions during FY25 included: the completion of the Police Chief search and appointment; continued recruitment of the Land Use Director; the search and recruitment of the Senior Center Director; the filling of the Assistant to the Sewer Business Manager position; the recruitment for the Conservation Agent; a vacancy in the position of Executive Assistant to the Town Manager and Select Board to name a few.

One of the most significant recruitments of FY25 was the search for a new Police Chief following Chief Thomas Gammel's retirement. Applications for the Police Chief position closed in early February 2025. A Screening Committee comprised of the Fire Chief, COA Director, Superintendent, a Chief from another community, a Town Manager from another community, and Town Manager Warren-Dyment reviewed all applications and conducted interviews on March 12, 2025. Promoted from Lieutenant and then Interim Chief, Jeffrey Thibodeau, was sworn in as Lunenburg's Police Chief at a well-attended swearing-in and pinning ceremony held on April 18, 2025. Select Board Chair Caesar Nuzzolo served as Master of Ceremonies and PACC produced a video of the ceremony for those unable to attend in person.

After 30 years of service, Sue Doherty retired as COA Director on December 31, 2024. After a recruitment process, Deb Goodsell was hired to take over the helm at the Center. Deb brought significant experience to the position, having served in Clinton for ten years as their Director.

After a sustained vacancy in the role of Land Use Director that was vacated by Adam Burney, Christopher Reilly was hired in September 2024. The position was vacated again in April 2025 and recruitment continued

for the duration of FY25.

Community

The Town of Lunenburg celebrated several meaningful community milestones during FY 2025. The swearing-in ceremony for new Police Chief Thibodeau in April 2025 was a widely attended and celebratory event. The Agricultural Commission hosted a well-received agricultural fair at the TC Passios grounds in October 2024. The Lunenburg Vendor Fair, organized by the Lunenburg Business Association and Parks Department, was held for the first time on May 10, 2025, at TC Passios and featured a number of vendors, food trucks, live music, a petting zoo, and other activities.

Through volunteer efforts, a bocce court was installed at the Adult Activity Center and was completed in roughly an hour and a half in the Fall of 2024, with Facilities Director Chris Ruth coordinating the effort. In April 2025, the Council on Aging and the Town celebrated Charles Sanderson, World War II veteran and remarkable 101-year-old Lunenburg resident, with a presentation of the Boston Post Cane and a formal welcome to the Century Club.

Closing Remarks

Fiscal Year 2025 was a year that asked much of the Town of Lunenburg and of everyone who serves it. Through a leadership transition that spanned three managers and the loss of transfer of knowledge that goes with such a transition, an active list of capital projects in various stages, continued budgetary pressures, and the ongoing work of keeping a community running, the Town's staff, elected and appointed officials, and volunteers continued to show up with dedication and care.

Thank you to the members of the Select Board that served in FY25: Caesar Nuzzolo, Michael-Ray Jeffreys, Amanda Moore, Tom Alonzo, Renee Emkey, Brian Lehtinen, and Glenn McLeod for the leadership, engagement, and collaboration.

Thank you to all department heads who have served for the continuity and leadership which provided stability throughout the year. Thank you to the staff that work in all of our departments for the work that you do. You are our unsung heroes that keep the operations of the town going.

And thank you to the many volunteers who serve on Lunenburg's boards, committees, and commissions. A few special thank you to those who assisted in the transition of not only town leadership, but also transitions within their departmental areas: Matt Brenner, Planning Board Chair; Chris Menard, Finance Committee Char; and Karin Menard, Parks Commission Chair.

Most importantly- to the residents and businesses who make Lunenburg a community worth serving every day- thank you.

Respectfully submitted,

Jennifer Warren-Dyment

Town Manager,

Town of Lunenburg

BALANCE SHEET

TOWN OF LUNENBURG							
Combining Balance Sheet - Enterprise Funds							
as of June 30, 2025							
(unaudited)							
							Totals
	Sewer	Water	Solid Waste	Peg Access			(Memorandum
Assets	Enterprise Fund	Enterprise Fund	Enterprise Fund	Enterprise Fund			Only)
Cash and Cash Equivalents	2,180,979.26	67,557.93	222,940.64	946,153.75			3,417,631.58
Investments							-
Receivable:							-
User Fees	134,785.36	87.10					134,872.46
Special Assessments	2,779,513.03						2,779,513.03
Utility Liens added to taxes							-
Tax Forclosure							-
Departmental							-
Other Receivables	60,513.74						60,513.74
Due from other Governments							-
Due to/Due From	323,705.05	(33,942.00)	26,973.93	131,677.80			448,414.78
Prepaids							-
Inventory							-
Fixed Assets, net of accumulated depreciation							-
Amounts to be provided - payment of bonds							-
Amounts to be provided - Vacation and sick leave							-
Total Assets	**5,479,496.44**	**33,703.03**	**249,914.57**	**1,077,831.55**	**-**	**-**	6,840,945.59
							-
LIABILITIES AND FUND EQUITY							-
							-
Liabilities:							-
Accounts Payable	195,239.45		35,147.74	2,351.41			232,738.60
Warrants Payable							-
Accrued payroll and withholdings	1,997.41			2,818.40			4,815.81
Other Liabilities							-
Deferred Revenue							-
User Charges	134,785.36	87.10					134,872.46
Special Assessment	2,779,513.03						2,779,513.03
Utility liens added to taxes							-
Tax Foreclosure							-
Departmental							-
Other Receivables	60,513.74						60,513.74
Due from other Governments							-
Due to other Governments							-
Due to/from other Governments							-
Notes Payable							-
Bonds Payable							-
Vacation and Sick leave liability							-
Total Liablities	**3,172,048.99**	**87.10**	**35,147.74**	**5,169.81**	**-**	**-**	**3,212,453.64**
							-
Fund Equity:							-
Reserved for encumbrances	19,975.08						19,975.08
Reserved for expenditures							-
Reserved for continuing Appropriations							-
Reserved for Petty Cash							-
Reserved for appropriation deficit							-
Reserved for Debt service							-
Unreserved retained earnings	2,287,472.37	33,615.93	214,766.83	1,072,661.74			3,608,516.87
Investment in Capital Assets							-
Total Fund Equity	**2,307,447.45**	**33,615.93**	**214,766.83**	**1,072,661.74**	**-**	**-**	3,628,491.95
							-
Total Liabilities and Fund Equity	**5,479,496.44**	**33,703.03**	**249,914.57**	**1,077,831.55**	**-**	**-**	**6,840,945.59**
							-
Proof	(0.00)	-	0.00	-	-	-	(0.00)

SPECIAL REVENUE FUND BALANCE DETAIL

TOWN OF LUNENBURG
Special Revenue Fund Balance Detail
as of June 30, 2025
(unaudited)

		Fund Balance 6/30/2025	Receipts thru 9/30/2024	Remaining Deficits
1300	BOOKS/TECH	$ 15,342.90	1,027.65	$ -
1301	CHAPT 658	$ 131,239.09	63,838.12	$ -
1302	ADULT ED	$ 11,623.75	1,500.00	$ -
1303	SUMMER SCH	$ 340.00		$ -
1305	AFTER SCH	$ 133,062.89	29,464.26	$ -
1306	SCH FAC US	$ 65,241.82	1,850.50	$ -
1308	SCH CHOICE	$ 266,086.60	45.00	$ -
1309	INS REC SCHOOLS	$ 1,298.66		$ -
1310	GREENTHUMB	$ 2,390.77		$ -
1311	SCH GIFT	$ 89,872.59	100.00	$ -
1312	EXTEN DAY	$ 98,196.94	38,354.01	$ -
1314	VEND REV	$ 1,954.71		$ -
1315	FAM NETWOR	$ 2,300.64		$ -
1316	COAMEALREV	$ (62.84)	1,932.00	$ -
1500	PARK REVOL	$ 91,726.30	1,955.02	$ -
1501	INS REC HI	$ 6,157.31		$ -
1502	INS RECOVE	$ 9,530.07		$ -
1503	INS REC PO	$ 61,104.84		$ -
1504	LIBR REV	$ 9,383.27		$ -
1505	MART REVOL	$ 3,204.86	15,728.92	$ -
1506	COAST/PATR	$ 3,679.24		$ -
1507	CONS CONSU	$ (120.50)		$ (120.50)
1508	DRUG FORFE	$ (44.48)		$ (44.48)
1511	LIB GIFT	$ 28,271.98	100.00	$ -
1513	SCHOLARSHI	$ 432.26		$ -
1515	BELL TOWER	$ 2,556.37		$ -
1516	POLICE GIF	$ 1,071.62		$ -
1517	PUB SAF GI	$ 204.62		$ -
1518	ELD/DIS FD	$ 2,487.14		$ -
1519	HOLLIS RD	$ 30,428.02		$ -
1520	TOWN RECOR	$ 252.35		$ -
1521	HIST COMM	$ 137.36		$ -
1522	HAZ WASTE	$ 768.76		$ -
1523	PARK GIFT	$ 752.00		$ -
1524	SEWER GIFT	$ 387.09		$ -
1525	CONS GIFT	$ 148.00		$ -

1526	CONS FUND	$	319.59	516.00	$	-
1527	ZONING REV	$	14,621.79		$	-
1528	COA GIFT	$	12,515.95	900.00	$	-
1529	SKATE FUND	$	197.00		$	-
1530	WGHTS/MEAS	$	400.00		$	-
1531	SALE OF RE	$	43,175.00		$	-
1532	MARSHALL P	$	125.00		$	-
1533	CIT RELIEF	$	200.00		$	-
1534	DEBRIS REM	$	676.00		$	-
1535	RECYOUTREA	$	24,246.61		$	-
1536	DPWROADS	$	3,330.00		$	-
1537	GENGOVGIFT	$	1,110.00		$	-
1538	FEDDRUG	$	40,619.42		$	-
1539	TNFACUSEAC	$	394.80	6,000.00	$	-
1540	PREMRESCAP	$	3,543.11		$	-
1541	SWTFREVOLV	$	2,983.00	51.00	$	-
1542	INSREVFUND	$	18,832.43	19,109.70	$	-
1543	TIMBERRGHT	$	43,130.37		$	-
1544	TECHFEEREV	$	42,974.47	4,802.24	$	-
1545	ARTTURFREV	$	62,843.30	45,000.00	$	-
1546	INTREFGIFT	$	3,295.00		$	-
1547	TNCFUND	$	5,462.30		$	-
1548	CEMETERYGI	$	209.39		$	-
1549	TECHCHILDR	$	10,000.00		$	-
1550	OPENSPACE	$	10,000.00		$	-
1551	300THANNIV	$	5,000.00		$	-
1552	BANDGIFTFU	$	3,403.02	400.00	$	-
1553	WETLANDS	$	7,565.27	1,172.34	$	-
2200	SCH LUNCH	$	456,908.16	22,560.77	$	-
2300	CHAPTER 90	$	11,840.37	3,240.13	$	-
2301	CH 204/96	$	0.11	0.11	$	-
2303	DEP PAYT	$	4,720.43	4,720.43	$	-
2305	WRAPGRANT	$	39,304.59		$	-
2306	FAIR SHARE	$	240,503.00		$	-
2353	CLICK/TICK	$	(1,759.63)		$	(1,759.63)
2355	FY25 PUBSA	$	4,354.15		$	-
2356	CP 96 97	$	9.18		$	-
2357	97 DARE	$	35.10		$	-
2359	FY05 CP	$	108.11		$	-
2361	FY07 CP	$	180.44		$	-
2362	08 COMM PO	$	275.47		$	-
2363	FY09 CP	$	72.95		$	-
2367	FYMUNRDSAF	$	776.32		$	-
2403	SAFEGRANT	$	8,446.46		$	-
2404	FF PS EQUI	$	39.84		$	-
2405	05 FF EQUI	$	419.60		$	-
2407	HIS PROP	$	(5,540.00)		$	(5,540.00)
2408	FY09911GRA	$	7.00		$	-

2413	FFSAFETYEQ	$	(3,777.02)	3,753.00	$ -
2450	FG COA	$	19,361.99		$ -
2451	LIB ST AID	$	121,454.26		$ -
2453	WPAT RECPT	$	36,574.45		$ -
2454	HIST COMM	$	4,150.00		$ -
2457	PUBLIC LIB	$	571.17		$ -
2463	RDPGRANT	$	15,891.13		$ -
2466	EPERMITTIN	$	200.00		$ -
2469	SYBERSECUR	$	50.00		$ -
2483	STATEEARMA	$	5,804.77		$ -
2526	UNIV HIRIN	$	1,289.84		$ -
2531	SEC SCHLS	$	0.82		$ -
2532	EMPG GRANT	$	102.03		$ -
2533	PROTORDGRN	$	135.15		$ -
2553	CONFINED S	$	1,956.77		$ -
2572	SEWER HOOK	$	1.46	311.02	$ -
2573	SR CTR GRN	$	11.16		$ -
2574	SEWER HOOK	$	9,222.00		$ -
2575	SEPTIC GRN	$	115,851.73	639.19	$ -
2576	MWPAT SEPT	$	4,079.03		$ -
2577	BOH EMERGE	$	126.10		$ -
2578	PH EMER PR	$	735.51		$ -
2579	PH EMER PR	$	1,620.15		$ -
2580	LSTA GRNT	$	(257.31)		$ (257.31)
2581	PHER GRNT	$	9,813.33		$ -
2582	EECBG ENER	$	316.48		$ -
2583	GREENCOMMU	$	56,702.13		$ -
2584	FY19GREENC	$	443.82		$ -
2587	MASSTRAILS	$	23,564.98		$ -
2590	HHSPROVREL	$	7,035.89		$ -
2591	CARESACTFU	$	7,379.20		$ -
2595	ARPAFUNDS	$	1,118,442.02	17,141.15	$ -
2599	FEMA4496C1	$	(36,247.18)	1,936.35	$(34,310.83)
2622	FY25 #237	$	74,224.33		$ -
2640	CIRCUIT	$	333,494.89	183,468.00	$ -
2650	UST GRANT	$	1,500.00		$ -
2653	FY24237	$	433.70		$ -
2667	FY24718	$	11.10		$ -
2668	FY25718	$	225.00		$ -
2672	FY26 Family & Community	$	12,122.83		$ -
2680	MONBOUQUET	$	3.81		$ -
2685	FY22 Covid 19	$	14,610.00		$ -
2687	FY23528	$	0.50		$ -
2702	FY25 CSHS	$	2,937.90		$ -
2709	FY12#321	$	35.00		$ -
2713	25#305	$	33,867.60		$ -
2727	FY15#305	$	0.40		$ -

2728	FY24#140	$	8,325.00		$ -
2742	FY17 #274	$	43.00		$ -
2750	FY24 #309	$	18.50		$ -
2755	FY19#309	$	212.69		$ -
2758	FY24240	$	9,679.39		$ -
2765	FY20#140	$	(502.00)		$ (502.00)
2766	FY20#305	$	(200.00)		$ (200.00)
2767	FY20#309	$	(267.00)		$ (267.00)
2768	FY21ESSER	$	(99.78)		$ (99.78)
2769	21TITLEII	$	4.55		$ -
2770	FY25 #309	$	1,721.25		$ -
2771	21TITLEI	$	947.51		$ -
2772	FY21CVRF	$	21.63		$ -
2778	FY25117SOA	$	(20,388.70)		$(20,388.70)
2781	FY22119ESS	$	(1,408.46)		$ (1,408.46)
2787	FY22IV309	$	886.62		$ -
2788	FY22II#140	$	1,995.42		$ -
2793	FY23SWIG	$	(4,001.89)		$ (4,001.89)
2795	FY23IV309	$	214.00		$ -
2796	FY23II140	$	(5,680.42)		$ (5,680.42)
2797	FY23719	$	0.12		$ -
2800	FY25 #140	$	(2,208.00)		$ (2,208.00)
2813	FY25 #240	$	141,445.37		$ -
2832	FY25 #274	$	5,427.35		$ -
2903	BC/BS MINI	$	94.65		$ -
2911	TECH PREP	$	1,450.00		$ -
2912	TUFTS GRAN	$	113.45		$ -
2914	HACH GRANT	$	90.61		$ -
2921	UNITED WAY	$	40.42		$ -
2940	WALMART	$	1,000.00		$ -
2941	ARE YOU OK	$	24.00		$ -
2942	FIELDS PON	$	1,600.00		$ -
2943	CVS GRANT	$	500.00		$ -
2944	MARCH PARK	$	1,617.25		$ -
2945	NRA GRANT	$	0.10		$ -
2946	THCHIMNEY	$	3,000.00		$ -
2947	K9GRANT	$	963.54		$ -
2948	AGCOMMGRAN	$	2,952.88	600.00	$ -
2949	COA PROGRA	$	685.69		$ -
2952	MIIAFLEXGR	$	(3,919.22)		$ (3,919.22)
2953	MEDDISPGRN	$	1,300.00		$ -
	SPECIAL REVENUE FUND BALANCE		4,337,053.91	472,216.91	$(80,708.22)

CAPITAL PROJECT FUND BALANCE DETAIL

TOWN OF LUNENBURG
Capital Project Fund Balance Detail
as of June 30, 2025
(unaudited)

		Fund Balance 6/30/2025	Receipts thru 9/30/2024	Remaining Deficits
3006	8/2STM & 6/6 STM Dev Cem	7,463.61		
3053	4/5 STM Eng/Constr Sewers	440.17		
3083	FY14 Capital Plan	5,575.00		
3096	FY20 Capital Plan	360.67		
3100	Acquistion of Streetlights	1,165.04		
3101	FY22 Cap Plan #5 5/21 ATM	569,740.41		
3102	Old Primary School	10,500.00		
3105	FY23 Capital Plan	304,260.16		
3106	Woodruff Property Clean up	98,441.25		
3107				
3108	11/22 Marshall Park Design	54,263.96		
3109	5/23 FY24 Capital Plan	829,034.00		
3110	Historic Homes	25,000.00		
3111	FY25 Capital Plan	890,668.89		
3114	11/23 TC Passios Roof	300,000.00		

TOTAL CAPITAL PROJECT FUND BALANCE	**3,096,913.16**

TRUST FUND BALANCE DETAIL

TOWN OF LUNENBURG
TRUST FUND BALANCE
as of June 30, 2025
(unaudited)

		Fund Balance 6/30/2025	Receipts Thru 9-30-2025	Remaining Deficits 6-30-2025
8000	PERP CARE	23,482.74	1,742.86	-
8001	Perpetual Care	236,902.91	1,500.00	-
8110	Dora Haven Cowdrey Scholarship	430,442.90	2,918.12	-
8111	Arts Lottery	11,583.56	78.83	-
8112	Timothy Stanley Scholarship	14.39	0.09	-
8113	Curtis Scholarship Trust	1,013.67	6.87	-
8114	Library Book/All Purpose Trust	104,808.21	2,824.84	-
8115	Cemetery Sale of Lots	104,471.13	3,157.41	-

8116	School Prize Fund	2,188.32	98.52	-
8117	Ryan Busque Scholarship Fund	10,437.06	70.76	-
8118	Philip Crouse Scholarship Fund	80.96	81.51	-
8119	Athletic Booster Trust Fund	13,143.89	89.12	-
8120	Wakefield Scholarship	49.86	1.02	-
8121	Sidewalks and Ground Trust	21,321.88	144.54	-
8122	Chester Mossman Trust Fund	1,946.79	13.20	-
8123	Worthy Poor Fundsa	33,959.69	230.22	-
8124	Stabilization Fund	3,147,178.96	39,732.22	-
8125	Conservation Trust fund	967,726.65	6,560.53	-
8126	Playground Fund	91.78	0.92	-
8127	C Allen Headstone Trust	160.63	1.09	-
8128	Gazebo Restoration Trust	10,295.86	69.80	-
8129	Zoning Stabilization Fund	249,060.25	1,991.29	-
8130	Barbara Nelson Scholarship	25.43	20.16	-
8131	American Legion Post 283 Trust	8,341.99	56.57	-
8132	Sewer Reserve Capcity Fund	9,314.06	25.85	-
8133	Sewer I/I Stabilization Fund	5,516.23	5,148.46	-
8134	Czelusniak Scholarship Fund	13.03	0.09	-
8135	Linde Sacksen Scholarship Fund	1,225.60	0.15	-
8136	Vehicles/Equipment Stabilization	2,598,621.38	22,759.53	-
8137	Opeb Trust Fund	1,649,190.51	234,589.16	-
8138	Sewer Capital Reserve Stabilization	191,679.20	21,524.28	-
8139	Pete Lincoln Scholarship Fund	13,336.08	90.40	-
8140	Health Insurance Stabilization	11,026.88	139.21	-
8141	Opioid Settlement Stabilization	241,421.18	44,761.66	-
8142	Vincent Joseph Fund	14,565.06	14,663.80	-
8143	Geof Lucier Scholarship	68,603.47	-	-
8144	Compensated Absences fund	10,000.00	-	-
9000	Regional Assessor Account	30,907.25		-
9001	Police/Fire Special Detail	22,954.77	81,824.80	-
9002	Custodian Special Detail	18,508.49		-

UNDESIGNATED FUND BALANCE ROLL-FORWARD

TOWN OF LUNENBURG
Undesignated Fund Balance Roll-forward
as of June 30, 2025
(Unaudited)

Beginning undesignated Fund Balance	**2,751,841.80**

Add:		
	Prior Year Reserved for Encumbrance	**369,841.91**
	Prior Year Reserved for Expenditures	
	Prior Year Reserved for Continuing Appropriations	
	Prior Year Reserved for	
	Prior Year Reserved for	
	Prior Year Reserved for	
	Prior Year Reserved for	
	Prior Year Reserved for	
	Prior Year Reserved for	
Less:	Prior year reserved for Appropriation Deficit	
	Prior year reserved for Snow and Ice Deficit	
Prior Year Total Fund Balance		**3,121,683.71**
Deduct	Current Year Reserved for Encumbrance	**149,066.15**
	Current Reserved for Expenditures	**1,540,424.00**
	Current Reserved for Continuing Appropriations	
	Current Year Reserved for Petty Cash	
	Current Year Reserved for ATM ART #7 5/4/2025 ATM	**458,966.86**
	Current Year Reserved for	
	Current Year Reserved for	
	Current Year Reserved for	
	Current Year Reserved for	
	Current Year Reserved for	
Add:		
	Current Year Reserved for Appropriation Deficits	
	Current Year Reserved for Snow and Ice deficits	
Add:	Current Year Revenue Closeouts	**3,288,261.54**
	Other Financing Sources	
	Audit Adjustments	
Less:		
	Current Year Expenditure Closeouts	**25,000.00**
	Other Financing Uses	
	Audit Adjustments	
Current Year Undesignated Fund Balance		

4,236,488.24

PROOF UNDESIGNATED FUND BALANCE
AGREES TO THE BALANCE SHEET

BOARD OF ASSESSORS

Under the umbrella of Massachusetts state and local town laws, Lunenburg's Assessing Organization will work with town operations and our citizens to meet our vision for delivering a fair and equitable taxation. The Lunenburg Board of Assessors will evolve and administer a series of "Best Practices" methodologies consistent with our Vision. These practices will ensure equitable treatment and compassion for all of our citizens.

The Board of Assessors has empowered an Assessor Organization that has the capability to evaluate and assess all property at its full and fair market value. This is accomplished through a rigorous measurement of property, collection of appropriate data, analysis and maintenance of all property tax data records. Additionally, the Assessor Department administers a motor vehicle excise tax, real estate and motor vehicle tax abatements, and all statutory tax exemptions as allowed by law. The Assessor Organization will work cohesively with other town departments.

The last year has seen a lot of progress in restoring the fully functional Assessors' Office.

- We continue to be fully staffed after several years of being understaffed. Our staff includes a full time Principal Assessor, a 19-hour Data Collector and a 32-hour Assessing Administrative Assistant.
- The Assessing office and files have been reorganized from the disarray in 2023.
- Assessing Policies and Procedures have been established.
- A sales inspection program has been established to follow-up on sales and review property data in MLS. Permit inspections are conducted weekly and a cyclical program has been established with the inspection of over 500 properties annually to comply with the DOR Directives from the 2024 revaluation.
- We successfully improved several exemptions by loosening eligibility income and asset limits qualification for Seniors and increasing exemptions amounts. We also worked on developing a new "Senior Means Tested Tax Exemption" for implementation in the fall of 2025 (FY2026).

The Board of Assessors' efforts at restoring the trust of Lunenburg taxpayers include scheduling all our meetings during evenings (with both PACC coverage and Zoom access) so everyone can participate more easily. The Board has also developed a Property Tax program for use at the Senior Center and has held a yearly senior tax exemption presentation to create awareness of the available real estate tax exemptions for the seniors. We continue to improve visibility and access by redesigning of the Website, including analytics and explanations provided the Massachusetts DOR / Division of Local Services, Massachusetts Association of Assessing Officers, and UMass among others. The office staff strives to provide exceptional service that the Lunenburg taxpayers deserve.

Class	Valuation	% of Total Value
Residential	$2,161,060,074	92%
Commercial	$97,763,006	4%
Industrial	$32,627,700	1%
Personal Property	$69,258,000	3%
Total Valuation	**$2,360,706,780**	**100%**

FY2024 Total Valuation $2,242,686,580
% Change 5%

Property Type	FY2025	FY2024	% Change
Avg. Single Family Value	$504,937	$481,417	5%
Avg. Commer/Indust. Value	$435,910	$404,408	7.7%

FY2025 LA4/Assessment Clarification-Town of Lunenburg

Jurisdiction Lunenburg - 162 Fiscal Year 2025 Go

Property Type	Parcel Count	Class1 Residential	Class2 Open Space	Class3 Commercial	Class4 Industrial	Class5 Pers Prop
101	3,635	1,835,446,300				
102	444	151,329,900				
MISC 103,109	39	23,802,000				
104	85	42,026,800				
105	3	1,626,000				
111-125	10	44,424,300				
130-32,106	588	30,567,900				
200-231	0		0			
300-393	126			88,960,200		
400-442	39				30,651,000	
450-452	2				1,240,900	
CH 61 LAND	12 15		0	63,870		
CH 61A LAND	14 24		0	755,056		
CH 61B LAND	15 20		0	1,706,080		
012-043	29	31,836,874	0	6,277,800	733,800	
501	119					6,904,430
502	87					7,688,270
503	0					0
504	5					36,627,540
505	2					2,895,300
506	1					4,561,900
508	3					1,413,390
550-552	4					9,167,170
TOTALS	5,321	2,161,060,074	0	97,763,006	32,625,700	69,258,000
Real and Personal Property Total Value						2,360,706,780
Exempt Parcel Count & Value					166	104,823,600

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

TREASURER & TAX COLLECTOR
TREASURER'S CASH

TOWN OF LUNENBURG		
Treasurer's Cash as of 6/30/2025		
Bartholomew - Health Insurance Stabilization	$	11,026.88
Bartholomew - OPEB	$	1,649,190.51
Bartholomew Opioid Settlement Stabilization	$	233,317.54
Bartholomew- PEG Access Enterprise Fund	$	782,591.31
Bartholomew Stabilization Fund	$	3,147,178.96
Bartholomew-Sewer Capital Reserve Stabilization	$	191,679.20
Batholomew PrudentTrust Funds	$	1,882,242.44
BlueStone Bank General Fund Investment	$	977,949.73
Departmental Petty Cash	$	3,966.29
Edward Jones Library Trust Funds	$	104,808.21
Enterprise Bank General Fund Investment	$	1,132,214.76
Enterprise Bank-School Activity Fees	$	386,847.60
Enterprise Bank-Security Street	$	23,351.21
Fidelity Bank General Fund Investment	$	3,034,599.56
Fidelity Bank -EOCD Grant	$	97,528.82
Fidelity Bank-Sewer Hook-Up	$	21.57
Harbor One Bank General Fund Investment	$	576.04
Hometown Bank General Fund Investment	$	791,669.97
Main Street Bank - ARPA CLFRF Fund	$	2,310,971.81
Main Street Bank General Fund Investments	$	717,797.44
Main Street Bank-PEG Access Enterprise	$	163,577.30
Main Street Bank-Sewer Enterprise	$	1,041,457.80
Main Street Bank-Trash Enterprise	$	222,940.64
Main Street Bank-Vehicle/Equipment Stabilization	$	2,598,621.38
Main Street Bank-Water Enterprise	$	67,557.93
Mass Municipal Depository Trust (MMDT) Arts Lottery	$	7,115.37
Mass Municipal Depository Trust (MMDT) General Fund Investment	$	223,985.09
Mass Municipal Depository Trust (MMDT) Highway Bond Issue	$	3,327.07
Mass Municipal Depository Trust (MMDT) Playground Fund	$	91.78
Newburyport Bank General Fund Investment	$	4,623,021.46
TD BankNorth General Fund Investment	$	61,547.94
TD BankNorth Zoning Stabilization	$	249,548.54
Unibank - Park Revolving Fund	$	88,925.02
Unibank - Performance Guarantee Surety Deposit Escrow	$	12,526.51
Unibank General Fund Investment	$	2,958,992.85
Unibank GL Fund Investment	$	235,429.20
Unibank Linde Sacksen Scholarship Fund	$	1,225.60
Unibank Sewer Capacity Reserve Stabilization	$	9,314.07
Unibank Sewer I/I Stabilization	$	5,516.24
Total Treasurer Cash as of 06/30/2025	**$**	**30,054,251.65**

TRUST FUNDS

TOWN OF LUNENBURG
TRUST FUNDS

FUND NAME	FY 2025 BEGINNING MARKET VALUE	FY 2025 BEGINNING PRINCIPAL (Non-Expend)	FY 2025 BEGINNING EARNINGS (Expendable)	FY 2025 NET INCOME	FY 2025 REALIZED GAIN/LOSS	FY 2025 NET EARNINGS	FY 2025 TRANSFERS OF PRINCIPAL (Non-Expend)	FY 2025 TRANSFERS OF EARNINGS (Expendable)	FY 2025 ENDING PRINCIPAL (Non-Expend)	FY 2025 ENDING EARNINGS (Expendable)	FY 2025 ENDING CASH VALUE	FY 2025 CHANGE IN UNREALIZED GAIN/LOSS	FY 2025 UNREALIZED GAIN/LOSS	FY 2025 ENDING MARKET VALUE
CEMETERY FUNDS														
PERPETUAL CARE BEQUEST	$236,634.32	$214,102.91	$17,226.88	$4,991.17	$1,264.69	$6,255.86	$19,500.00	$0.00	$233,602.91	$23,482.74	$257,085.65	$31,969.36	$37,273.89	$294,359.54
C. ALLEN HEADSTONE	$409.32	$100.00	$300.14	$8.46	$2.03	$10.49	$0.00	($250.00)	$100.00	$60.63	$160.63	$1.42	$10.60	$171.23
SALE OF CEMETERY LOTS	$88,007.00	$75,596.32	$10,437.86	$1,862.45	$474.50	$2,336.95	$8,600.00	$0.00	$84,196.32	$12,774.81	$96,971.13	$12,086.66	$14,059.48	$111,030.61
SUBTOTALS	$325,050.64	$289,799.23	$27,964.88	$6,862.08	$1,741.22	$8,603.30	$28,100.00	($250.00)	$317,899.23	$36,318.18	$354,217.41	$44,057.44	$51,343.97	$405,561.38
CONSERVATION FUNDS														
CONSERVATION LAND PURCHASE	$57,773.05	$21,650.00	$34,827.98	$1,196.83	$294.11	$1,490.94	$0.00	$0.00	$21,650.00	$36,318.92	$57,968.92	$7,109.63	$8,404.70	$66,373.62
R. BURTON CONSERVATION	$542.70	$501.48	$29.05	$11.26	$2.76	$14.02	$0.00	$0.00	$501.48	$43.07	$544.55	$66.78	$78.95	$623.50
H. BENJAMIN CONSERVATION	$251.86	$232.72	$13.49	$5.21	$1.28	$6.49	$0.00	$0.00	$232.72	$19.98	$252.70	$30.98	$36.63	$289.33
G. HUBBARD CONSERVATION	$174.96	$161.70	$9.34	$3.64	$0.89	$4.53	$0.00	$0.00	$161.70	$13.87	$175.57	$21.53	$25.45	$201.02
I. KIMBALL CONSERVATION	$98.39	$90.85	$5.33	$2.03	$0.50	$2.53	$0.00	$0.00	$90.85	$7.86	$98.71	$12.10	$14.31	$113.02
SHAWN H KELLEY ESTATE	$901,948.03	$869,830.41	$11,899.03	$18,760.73	$4,610.19	$23,370.92	$3,585.84	$0.00	$873,416.25	$35,269.95	$908,686.20	$111,528.43	$131,747.02	$1,040,433.22
SUBTOTALS	$960,788.99	$892,467.16	$46,784.22	$19,979.70	$4,909.73	$24,889.43	$3,585.84	$0.00	$896,053.00	$71,673.65	$967,726.65	$118,769.45	$140,307.06	$1,108,033.71
SCHOLARSHIP FUNDS														
CHESTER MOSSMAN TEEN CENTER	$1,940.20	$1,237.25	$659.46	$40.20	$9.88	$50.08	$0.00	$0.00	$1,237.25	$709.54	$1,946.79	$238.77	$282.26	$2,229.05
GEORGE WAKEFIELD SCHOLARSHIP	$249.45	$210.48	$33.38	$4.76	$1.24	$6.00	($62.29)	($37.71)	$148.19	$1.67	$149.86	$11.04	$16.63	$166.49
MABEL ALLEN SCHOOL PRIZE	$855.30	$133.43	$702.70	$18.35	$4.71	$23.06	$0.00	($63.75)	$133.43	$662.01	$795.44	$88.51	$107.68	$903.12
JOSEPH HARWOOD SCHOOL	$625.05	$16.77	$594.27	$13.60	$3.51	$17.11	$0.00	($213.75)	$16.77	$397.63	$414.40	$30.81	$44.82	$459.22
LUNENBURG ATHLETIC BOOSTER	$15,101.40	$14,067.50	$695.38	$304.60	$76.41	$381.01	($1,042.08)	($957.92)	$13,025.42	$118.47	$13,143.89	$1,465.19	$1,803.71	$14,947.60
TIMOTHY J STANLEY SCHOLARSHIP	$14.33	$12.78	$1.23	$0.31	$0.07	$0.38	$0.00	$0.00	$12.78	$1.61	$14.39	$1.77	$2.09	$16.48
RYAN BUSQUE SCHOLARSHIP	$10,401.81	$9,145.00	$1,023.64	$215.47	$52.95	$268.42	$0.00	$0.00	$9,145.00	$1,292.06	$10,437.06	$1,280.06	$1,513.23	$11,950.29
PHILIP CROUSE	$80.69	$66.69	$12.19	$1.67	$0.41	$2.08	$0.00	$0.00	$66.69	$14.27	$80.96	$9.92	$11.73	$92.69
DORA HAVEN COWDRY SCHOLARSHIP	$434,986.10	$383,523.07	$41,712.13	$8,994.74	$2,212.96	$11,207.70	$0.00	($6,000.00)	$383,523.07	$46,919.83	$430,442.90	$52,351.92	$62,102.82	$492,545.72
BETH N CURTIS MEMORIAL SCHOLAR	$2,011.20	$1,873.04	$93.08	$37.55	$10.00	$47.55	($871.96)	($128.04)	$1,001.08	$12.59	$1,013.67	$50.91	$95.99	$1,109.66
BARBARA NELSON SCHOLARSHIP	$926.70	$862.74	$43.19	$16.31	$3.19	$19.50	($840.70)	($59.30)	$22.04	$3.39	$25.43	($42.73)	($21.96)	$3.47
SCOTT CZELUSNIAK MEMORIAL AWARD	$12.98	$10.77	$1.92	$0.27	$0.07	$0.34	$0.00	$0.00	$10.77	$2.26	$13.03	$1.60	$1.89	$14.92
PETE LINCOLN SCHOLARSHIP	$14,865.47	$13,848.26	$683.98	$303.54	$75.30	$378.84	($632.57)	($942.43)	$13,215.69	$120.39	$13,336.08	$1,520.13	$1,853.36	$15,189.44
VINCENT JOSEPH SCHOLARSHIP	$0.00	$0.00	$0.00	$61.67	$3.39	$65.06	$14,500.00	$0.00	$14,500.00	$65.06	$14,565.06	$2,851.12	$2,851.12	$17,416.18
SUBTOTALS	$482,070.68	$425,007.78	$46,256.55	$10,013.04	$2,454.09	$12,467.13	$11,050.40	($8,402.90)	$436,058.18	$50,320.78	$486,378.96	$59,859.02	$70,665.37	$557,044.33
MISCELLANEOUS FUNDS														
AMERICAN LEGION POOR	$11,948.73	$500.00	$11,180.88	$247.54	$60.83	$308.37	$0.00	$0.00	$500.00	$11,489.25	$11,989.25	$1,470.43	$1,738.28	$13,727.53
J & M HOWARD SDWLK / GRDS	$21,249.81	$5,000.00	$15,773.46	$440.24	$108.18	$548.42	$0.00	$0.00	$5,000.00	$16,321.88	$21,321.88	$2,615.03	$3,091.38	$24,413.26
WORTHY POOR INCOME	$21,896.23	$1,200.00	$20,205.39	$453.59	$111.46	$565.05	$0.00	$0.00	$1,200.00	$20,770.44	$21,970.44	$2,694.57	$3,185.41	$25,155.85
GAZEBO RESTORATION	$10,261.05	$100.00	$9,931.03	$212.59	$52.24	$264.83	$0.00	$0.00	$100.00	$10,195.86	$10,295.86	$1,262.74	$1,492.76	$11,788.62
LUNENBURG POST #283	$8,313.84	$6,941.18	$1,186.29	$172.20	$42.32	$214.52	$0.00	$0.00	$6,941.18	$1,400.81	$8,341.99	$1,023.11	$1,209.48	$9,551.47
SUBTOTALS	$73,669.66	$13,741.18	$58,277.05	$1,526.16	$375.03	$1,901.19	$0.00	$0.00	$13,741.18	$60,178.24	$73,919.42	$9,065.88	$10,717.31	$84,636.73
GRAND TOTALS	$1,841,579.97	$1,621,015.35	$179,282.70	$38,380.98	$9,480.07	$47,861.05	$42,736.24	($8,652.90)	$1,663,751.59	$218,490.85	$1,882,242.44	$231,751.79	$273,033.71	$2,155,276.15
ACCOUNTING METHOD :	BOOK VALUE													

TRUST & STABILIZATION FUNDS HELD BY OTHER BANKS

TOWN OF LUNENBURG
TRUST AND STABILIZATION FUNDS HELD BY OTHER BANKS

FUND NAME	FY2025	FY2025 BEGINNING PRINCIPAL	FY2025 NET EARNINGS	FY2025 TRANSFERS OF PRINCIPAL	FY2025 EXPENDITURES	FY2025 ENDING CASH VALUE	FY2025 CHANGE IN UNREALIZED GAIN/LOSS	FY2025 UNREALIZED GAIN/LOSS	FY2025 ENDING MARKET VALUE
ARTS LOTTERY (MMDT)		$15,452.83	$258.23	$9,605.00	($13,732.50)	$11,583.56			$11,583.56
PLAYGROUND TRUST (MMDT)		$88.13	$3.65			$91.78			$91.78
MABEL ALLEN UNITIL STOCK #20376		$498.00				$498.00			$498.00
JOSEPH HARWOOD UNITIL STOCK		$480.48				$480.48			$480.48
EDWARD JONES LIBRARY TRUST FUND		$97,436.78	$7,371.43			$104,808.21			$104,808.21
ZONING INCENTIVE STABILIZATION (TD BANKNORTH)		$243,063.42	$5,996.83			$249,060.25			$249,060.25
SEWER RESERVE CAPACITY (UNIBANK)		$9,209.87	$104.19			$9,314.06			$9,314.06
SEWER INFLOW (UNIBANK)		$5,465.18	$51.05			$5,516.23			$5,516.23
LINDE SACKSEN SCHOLARSHIP FUND (UNIBANK)		$1,524.86	$0.74	($300.00)		$1,225.60			$1,225.60
VEHICLE/EQUIPMENT STABILIZATION (MAIN STREET)		$2,254,933.99	$93,687.39	$250,000.00		$2,598,621.38			$2,598,621.38
GRAND TOTALS		$2,628,153.54	$107,473.51	$259,305.00	($13,732.50)	$2,981,199.55			$2,981,199.55

FIVE YEARS OUTSTANDING DEBT

FIVE YEARS OUTSTANDING DEBT					
	As of June 30, 2025				
	2025	2024	2023	2022	2021
Inside the General Debt Limit					
Sewers & Drains	836,807	926,561	1,458,302	2,007,387	2,552,053
Land Acquisition	-	-	-	-	28,443
Schools	-	-	76,073	854,640	1,623,255
Other Building	-	75,000	155,727	628,858	1,103,356
Streets Sidewalks & Parking					
Departmental Equipment			-	-	-
Athletic & Recreational Facilities	280,000	345,000	410,000	470,000	530,000
DPW Public Way/Pavement	2,060,000	2,350,000	2,790,000	3,025,000	3,230,000
Architectural & Engineering Services	-	-	-	-	-
Total Within the General Debt Limit	3,176,807	3,696,561	4,890,102	6,985,885	9,067,107
Outside the General Debt Limit					
Sewers	1,360,000	1,530,000	1,708,200	1,893,200	2,078,200
Schools	26,175,000	27,135,000	28,040,000	28,915,000	29,760,000
Water	865,000	890,000	915,000	940,000	960,000
Other Outside General	-	5,000	10,000	15,000	20,000
Total Outside the General Debt Limit	28,400,000	29,560,000	30,673,200	31,763,200	32,818,200
Total Long-Term Indebtedness	$ 31,576,807	$ 33,256,561	$ 35,563,302	$ 38,749,085	$ 41,885,307
Short-Term Indebtedness					
Revenue Anticipation Notes	-	-	-	-	-
Grant Anticipation Notes					
Bond Anticipation Notes	-	152,499	304,998	457,497	609,996
Total Short-Term Indebtedness	-	152,499	304,998	457,497	609,996
Total Outstanding Indebtedness	$ 31,576,807	$ 33,409,060	$ 35,868,300	$ 39,206,582	$ 42,495,303

(1)Principal amount only. Excludes lease and installment purchase obligations, overlapping debt and unfunded pension liability.

Authorized Unissued Debt and Prospective Financing

The Town has the following authorized unissued debt:

Amount	Purpose
-	School Feasibility Study Bond
-	School Construction
-	Land Acquisition
-	Sewer Construction
-	Sewer Construction
-	Pavement Management Plan
-	Artificial Turf Field & Track
-	Ladder Truck-Fire Department
-	

DEBT REPAYMENT SCHEDULE

FISCAL YEAR	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	TOTAL
MUNICIPAL PURPOSE																							
PRINCIPAL																							$0
INTEREST																							$0
TOTAL MUNICIPAL PURPOSE																							$0
MASS WATER POOL 9*																							
PRINCIPAL																							$0
INTEREST																							$0
ADMIN FEE																							$0
TOTAL MASS WATER POLL TRUST																							$0
MASS WATER POOL 13*																							
PRINCIPAL	$14,114	$14,114	$14,114																				$42,342
INTEREST	$0	$0	$0																				$0
ADMIN FEE	$53	$32	$11																				$95
TOTAL MASS WATER POLL TRUST	$14,167	$14,146	$14,125																				$42,437
MUNICIPAL PURPOSE																							
PRINCIPAL																							$0
INTEREST																							$0
TOTAL MUNICIPAL PURPOSE																							$0
MASS WATER POOL 14*																							
PRINCIPAL	$18,884	$19,265	$19,654	$20,051																			$77,854
INTEREST	$1,368	$987	$598	$201																			$3,153
ADMIN FEE	$103	$74	$45	$15																			$236
TOTAL MASS WATER POLL TRUST	$20,355	$20,326	$20,296	$20,267																			$81,244
GOB MS-HS CONSTRUCTION																							
PRINCIPAL	$255,000	$260,000	$270,000	$280,000	$290,000	$300,000	$310,000	$320,000	$330,000	$340,000	$350,000	$365,000	$375,000	$390,000	$405,000	$420,000	$435,000	$450,000	$465,000				$6,610,000
INTEREST	$226,700	$217,775	$208,675	$199,225	$189,425	$180,145	$170,545	$160,625	$150,385	$139,825	$127,925	$115,675	$102,900	$89,775	$76,125	$61,950	$47,250	$32,025	$16,275				$2,513,225
TOTAL SCH GENERAL OBLIGATION	$481,700	$477,775	$478,675	$479,225	$479,425	$480,145	$480,545	$480,625	$480,385	$479,825	$477,925	$480,675	$477,900	$479,775	$481,125	$481,950	$482,250	$482,025	$481,275				$9,123,225
GOB MS-HS CONSTRUCTION																							
PRINCIPAL	$570,000	$595,000	$615,000	$640,000	$665,000	$685,000	$705,000	$730,000	$750,000	$775,000	$795,000	$825,000	$850,000	$875,000	$905,000	$935,000	$965,000	$995,000	$1,030,000	$1,070,000			$15,975,000
INTEREST	$535,771	$512,971	$489,171	$464,571	$438,971	$419,021	$398,471	$377,321	$355,421	$332,921	$308,121	$282,681	$256,900	$230,338	$202,994	$172,450	$140,894	$108,325	$73,500	$37,450			$6,138,265
TOTAL SCH GENERAL OBLIGATION	$1,105,771	$1,107,971	$1,104,171	$1,104,571	$1,103,971	$1,104,021	$1,103,471	$1,107,321	$1,105,421	$1,107,921	$1,103,121	$1,107,681	$1,106,900	$1,105,338	$1,107,994	$1,107,450	$1,105,894	$1,103,325	$1,103,500	$1,107,450			$22,113,265
SCH/SEWER/MPL REFUNDING																							
PRINCIPAL	$115,000	$120,000	$120,000	$125,000	$130,000	$130,000	$135,000	$140,000	$145,000	$150,000	$155,000	$160,000	$165,000	$170,000	$175,000	$180,000	$190,000	$195,000	$200,000	$205,000			$3,105,000
INTEREST	$99,913	$96,463	$92,863	$89,263	$85,513	$81,613	$77,713	$73,663	$69,463	$64,750	$59,875	$54,838	$49,238	$43,463	$37,513	$31,825	$25,975	$19,800	$13,365	$6,765			$1,173,868
TOTAL SCH GENERAL OBLIGATION	$214,913	$216,463	$212,863	$214,263	$215,513	$211,613	$212,713	$213,663	$214,463	$214,750	$214,875	$214,838	$214,238	$213,463	$212,513	$211,825	$215,975	$214,800	$213,365	$211,765			$4,278,868
MASS WATER POOL 19*																							
PRINCIPAL	$58,371	$59,640	$60,936	$62,260	$63,613	$64,996	$66,409	$67,852	$69,327	$70,834	$72,373												$716,611
INTEREST	$14,332	$13,165	$11,972	$10,753	$9,508	$8,236	$6,936	$5,608	$4,251	$2,864	$1,447												$89,072
ADMIN FEE	$1,075	$987	$898	$807	$713	$618	$520	$421	$319	$215	$109												$6,680
TOTAL MASS WATER POL TRUST-SEWER	$73,779	$73,792	$73,806	$73,820	$73,835	$73,849	$73,865	$73,881	$73,896	$73,913	$73,929												$812,364
MUNICIPAL PURPOSE LOAN/SCH CONSTRUCTION																							
PRINCIPAL	$205,000	$205,000	$195,000	$200,000	$125,000	$125,000	$100,000																$1,155,000
INTEREST	$34,650	$28,500	$22,350	$16,500	$10,500	$6,750	$3,000																$122,250
TOTAL GOB MPL OF 2017	$239,650	$233,500	$217,350	$216,500	$135,500	$131,750	$103,000																$1,277,250
DPW-ROADS GENERAL OBLIGATION																							
PRINCIPAL	$100,000	$100,000	$95,000	$75,000	$50,000	$50,000	$50,000																$520,000
INTEREST	$20,800	$15,800	$11,800	$8,000	$5,000	$3,000	$1,500																$65,900
TOTAL DPW-ROADS GENERAL OBLIGATION	$120,800	$115,800	$106,800	$83,000	$55,000	$53,000	$51,500																$585,900
MEADOW WOODS -SEWER GENERAL OBLIGATION																							
PRINCIPAL	$40,000	$40,000	$45,000	$45,000	$45,000	$50,000	$50,000	$50,000	$55,000	$55,000	$55,000	$60,000	$60,000	$60,000	$65,000	$65,000	$70,000	$70,000	$75,000	$75,000	$80,000	$80,000	$1,290,000
INTEREST	$44,875	$42,875	$41,275	$39,475	$37,675	$35,875	$34,375	$32,875	$31,250	$29,463	$27,675	$25,888	$23,938	$21,988	$19,963	$17,769	$15,575	$13,213	$10,850	$8,225	$5,600	$2,800	$563,494
TOTAL MEADOW WOODS-SEWER GENERAL (	$84,875	$82,875	$86,275	$84,475	$82,675	$85,875	$84,375	$82,875	$86,250	$84,463	$82,675	$85,888	$83,938	$81,988	$84,963	$82,769	$85,575	$83,213	$85,850	$83,225	$85,600	$82,800	$1,853,494
MEADOW WOODS -WATER GENERAL OBLIGATION																							
PRINCIPAL	$25,000	$30,000	$30,000	$30,000	$30,000	$30,000	$35,000	$35,000	$35,000	$35,000	$40,000	$40,000	$40,000	$40,000	$45,000	$45,000	$45,000	$45,000	$50,000	$50,000	$55,000	$55,000	$865,000
INTEREST	$30,088	$28,838	$27,638	$26,438	$25,238	$24,038	$23,138	$22,088	$20,950	$19,813	$18,675	$17,375	$16,075	$14,775	$13,425	$11,906	$10,388	$8,869	$7,350	$5,600	$3,850	$1,925	$378,475
TOTAL MEADOW WOODS-WATER GENERAL	$55,088	$58,838	$57,638	$56,438	$55,238	$54,038	$58,138	$57,088	$55,950	$54,813	$58,675	$57,375	$56,075	$54,775	$58,425	$56,906	$55,388	$53,869	$57,350	$55,600	$58,850	$56,925	$1,243,475
MUNICIPAL PURPOSE LOAN SCH/DPW																							
PRINCIPAL	$105,000	$110,000	$115,000	$120,000	$125,000	$125,000	$125,000	$130,000	$130,000	$135,000													$1,220,000
INTEREST	$31,344	$26,094	$20,594	$18,294	$15,894	$13,394	$10,894	$8,394	$5,631	$2,869													$153,400
TOTAL GOB MPL OF 2020	$136,344	$136,094	$135,594	$138,294	$140,894	$138,394	$135,894	$138,394	$135,631	$137,869													$1,373,400
GRAND TOTAL PRINCIPAL	$1,506,369	$1,553,019	$1,579,704	$1,597,311	$1,523,613	$1,559,996	$1,576,409	$1,472,852	$1,514,327	$1,560,834	$1,467,373	$1,450,000	$1,490,000	$1,535,000	$1,595,000	$1,645,000	$1,705,000	$1,755,000	$1,820,000	$1,400,000	$135,000	$135,000	$31,576,807
GRAND TOTAL INTEREST	$1,039,840	$983,467	$926,935	$872,719	$817,723	$772,071	$726,571	$680,573	$637,351	$592,504	$543,719	$496,456	$449,050	$400,338	$350,019	$295,900	$240,081	$182,231	$121,340	$58,040	$9,450	$4,725	$11,201,102
GRAND TOTAL PRINCIPAL & INTEREST	$2,546,210	$2,536,485	$2,506,639	$2,470,030	$2,341,337	$2,332,067	$2,302,980	$2,153,425	$2,151,678	$2,153,338	$2,011,092	$1,946,456	$1,939,050	$1,935,338	$1,945,019	$1,940,900	$1,945,081	$1,937,231	$1,941,340	$1,458,040	$144,450	$139,725	$42,777,909
GRAND TOTAL MWPAT ADMIN FEES	$1,230	$1,093	$953	$822	$713	$618	$520	$421	$319	$215	$109	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$7,012
TOTAL DEBT	**$2,547,440**	**$2,537,578**	**$2,507,592**	**$2,470,851**	**$2,342,050**	**$2,332,684**	**$2,303,500**	**$2,153,846**	**$2,151,996**	**$2,153,553**	**$2,011,200**	**$1,946,456**	**$1,939,050**	**$1,935,338**	**$1,945,019**	**$1,940,900**	**$1,945,081**	**$1,937,231**	**$1,941,340**	**$1,458,040**	**$144,450**	**$139,725**	**$42,784,921**

*MASS WATER POLLUTION ABATEMENT TRUST: PAYMENT AMOUNTS TO BE SUBSIDIZED BY EQUITY EARNINGS AND CONTRACT ASSISTANCE PAYMENTS

COLLECTION OF TAXES RECEIVABLES SUMMARY

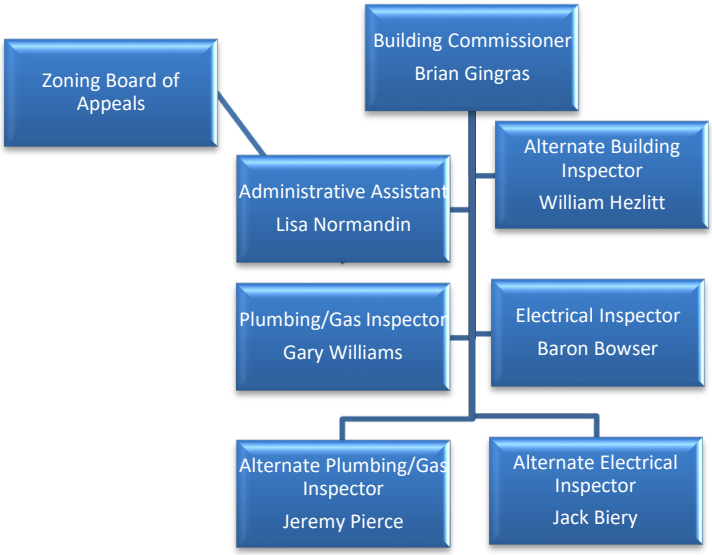
TOWN OF LUNENBURG
FY2025 COLLECTION OF TAXES
RECEIVABLES SUMMARY
JUNE 30, 2025

FISCAL YEAR	FORWARD	COMMITTMENTS	ABATEMENTS	PAYMENTS	REFUNDS	TRANSFER	ADJUSTMENTS	BALANCES
REAL ESTATE								
LEVY OF 2007	71.57							71.57
LEVY OF 2008	15.90							15.90
LEVY OF 2009	0.00							0.00
LEVY OF 2010	18.46							18.46
LEVY OF 2011	21.01							21.01
LEVY OF 2012	21.88							21.88
LEVY OF 2013	22.49							22.49
LEVY OF 2014	23.39							23.39
LEVY OF 2015	341.22							341.22
LEVY OF 2016	3.92							3.92
LEVY OF 2017	0.00							0.00
LEVY OF 2018	0.00							0.00
LEVY OF 2019	0.00							0.00
LEVY OF 2020	(319.29)				319.29			0.00
LEVY OF 2021	(0.46)							(0.46)
LEVY OF 2022	(4,636.26)				117.27			(4,518.99)
LEVY OF 2023	(8,081.96)		(980.77)		3,450.11	3.41		(5,609.21)
LEVY OF 2024	475,974.40		(55,414.59)	(360,443.54)	92,412.60	30,335.74	(205,567.38)	(22,702.77)
LEVY OF 2025	0.00	32,933,027.21	(146,607.10)	(32,174,388.39)	9,913.15	(23,979.62)	(27,822.78)	570,142.47
PERSONAL PROPERTY								
LEVY OF 1998	281.48							281.48
LEVY OF 1999	0.00							0.00
LEVY OF 2000	0.00							0.00
LEVY OF 2001	35.89							35.89
LEVY OF 2002	34.32							34.32
LEVY OF 2003	1,818.43							1,818.43
LEVY OF 2004	108.55							108.55
LEVY OF 2005	364.18							364.18
LEVY OF 2006	3,257.00							3,257.00
LEVY OF 2007	3,145.49							3,145.49
LEVY OF 2008	3,088.28							3,088.28
LEVY OF 2009	3,053.21							3,053.21
LEVY OF 2010	2,648.15							2,648.15
LEVY OF 2011	2,285.22							2,285.22
LEVY OF 2012	2,138.90							2,138.90
LEVY OF 2013	2,063.40							2,063.40
LEVY OF 2014	2,463.19							2,463.19
LEVY OF 2015	1,527.50							1,527.50
LEVY OF 2016	2,859.42							2,859.42
LEVY OF 2017	3,850.32			(159.84)				3,690.48
LEVY OF 2018	3,344.27			(112.68)				3,231.59
LEVY OF 2019	5,425.32			(100.87)				5,324.45
LEVY OF 2020	6,862.37			(114.80)				6,747.57
LEVY OF 2021	8,729.69			(339.54)				8,390.15
LEVY OF 2022	12,016.20			(77.18)				11,939.02
LEVY OF 2023	9,992.33			(224.91)				9,767.42
LEVY OF 2024	29,974.23		(855.87)	(14,158.79)		397.80		15,357.37
LEVY OF 2025	0.00	996,587.57	(3,801.74)	(972,744.33)		(456.78)	(2,042.75)	17,541.97
MOTOR VEHICLE EXCISE								
LEVY OF 2005	0.00							0.00
LEVY OF 2006	1,585.73							1,585.73
LEVY OF 2007	0.00							0.00
LEVY OF 2008	0.00							0.00
LEVY OF 2009	204.58							204.58
LEVY OF 2010	0.00							0.00
LEVY OF 2011	5,824.48							5,824.48
LEVY OF 2012	3,988.88			(56.25)				3,932.63
LEVY OF 2013	3,719.79			(56.25)				3,663.54
LEVY OF 2014	4,998.54			(56.29)				4,942.25
LEVY OF 2015	5,738.04							5,738.04
LEVY OF 2016	7,520.55			(82.09)				7,438.46
LEVY OF 2017	10,428.83			(102.92)				10,325.91
LEVY OF 2018	9,418.24			(168.75)				9,249.49
LEVY OF 2019	9,830.29			(5.01)				9,825.28
LEVY OF 2020	13,533.51		(109.25)	(667.90)				12,756.36
LEVY OF 2021	9,196.68			(2,140.51)	114.00			7,170.17
LEVY OF 2022	19,155.92		(1,388.82)	(8,262.96)	1,372.84			10,876.98
LEVY OF 2023	49,382.23		(1,363.27)	(25,431.35)	1,422.23		(812.05)	23,197.79
LEVY OF 2024	200,698.11	353,313.36	(38,343.35)	(466,041.32)	26,222.79			75,849.59
LEVY OF 2025	0.00	1,745,393.70	(34,305.32)	(1,312,745.95)	4,574.71		(5.00)	402,912.14

OTHER EXCISE TAXES								
FARM ANIMAL EXCISE	17.50							17.50
SUPPLEMENTAL TAXES								
LEVY OF 2023	0.00							0.00
LEVY OF 2024	(2,390.66)	34,405.95		(25,396.62)		(6,618.19)	(0.48)	(0.00)
LEVY OF 2025	0.00							0.00
TAX LIENS	1,044,719.07	237,621.88		(68,213.78)			(1.15)	1,214,126.02
TAX TITLE USER CHARGES	5,150.42		5,805.54	(275.41)				10,680.55
FORECLOSURES	47,179.26							47,179.26
ROLLBACK TAXES	0.00							0.00
DEFERRED PROPERTY TAX	2,614.02							2,614.02
DEFERRED SEWER PRI	0.00							0.00
DEFERRED SEWER INT	0.00							0.00
WATER USER CHARGES	(3.14)	20,206.98		(20,116.74)				87.10
SEWER USER CHARGES	156,427.44	1,308,976.28		(1,196,113.90)	6,040.52	(67,537.21)	(99,064.20)	108,728.93
UTILITY LIENS ADDED TO RE TAXES								
SLIEN COMM TO RE PRIN	6,335.24	68,287.77		(65,573.00)		(5,375.90)		3,674.11
SILIEN COMM TO RE INT	662.23	6,480.42		(6,315.94)		(429.64)		397.07
UNAPPORTIONED ASSESSMENTS								
SEWER BETTERMENT	3,120,573.94	26,771.96		(95,117.66)		(264,916.71)		2,787,311.53
MEADOW WOODS WATER BETTERMENT	890,000.00					(25,000.00)		865,000.00
STREET BETTERMENT	0.00							0.00
SEPTIC BETTERMENT	0.00							0.00
SEPTIC EOCDSE	0.00							0.00
WATER BETTERMENT	0.00							0.00
APPROTIONED ASSESSMENT ADDED TO TAXES								
SEWER COMMITTED PRIN	13,193.61	264,916.71		(240,634.61)			(5,370.31)	32,105.40
SEWER COMMITTED INT	2,793.01	91,330.82		(66,880.96)			(1,495.50)	25,747.37
SEWER PRELIM COMM PRI	0.00							0.00
SEWER PRELIM COMM INT	0.00							0.00
MEADOW WATER COMMITTED PRIN	0.00	25,000.00		(12,500.00)				12,500.00
MEADOW WATER COMMITTED INT	0.00	31,337.50		(15,668.75)				15,668.75
STREET COMMITTED PRIN	0.00							0.00
STREET COMMITTED INT	0.00							0.00
WATER COMMITTED DUE W.D. PRI	0.00							0.00
WATER COMMITTED DUE W.D. INT	0.00							0.00
SEPTIC COMMITTED PRI	0.00							0.00
SEPTIC COMMITTED INT	0.00							0.00
SEPTIC EOCDSE COMMITTED PRIN	0.00							0.00
SEPTIC EOCDSE COMMITTED INT	0.00							0.00
GRAND TOTAL	6,217,339.95	38,143,658.11	(277,364.54)	(37,151,489.79)	145,959.51	(363,577.10)	(342,181.60)	6,372,344.54

TOWN SERVICES

BUILDING DEPARTMENT



The Town of Lunenburg Building Department is Located in the Ritter Memorial Building located at 960 Massachusetts Avenue. The Building Department works to efficiently, effectively, and consistently ensure a safe, sustainable, and vibrant community through effective oversight of construction and development activities by enforcing the Massachusetts state Building, Plumbing, Gas, and Electrical Codes, The Architectural Access Board Regulations, and Lunenburg's Zoning Bylaw and Town Code. The Building Department also plays a critical role in assisting business through the process of obtaining permits and ensuring compliance with all relevant codes and regulations. A commitment to being accessible, responsive and to providing a high level of customer service empowers us to be a partner the community, property owners, businesses, contractors, and developers can rely on when needed. The Building Department maintains this commitment by:

- Ensuring the public has consistent access to effective and courteous assistance in obtaining information, permits or approvals related to construction, building or zoning regulations and providing clear information about regulations, permitting requirements and associated fees.
- Maintaining a consistent level of communication by responding to all inquiries and applications in a timely manner.
- Enforcing building codes, regulations, local codes, and safety standards to guarantee the safety of occupants and the community.
- Improving and optimizing the permitting process to facilitate efficient and timely approvals for construction projects while maintaining thorough and consistent review procedures.
- Utilizing technology to streamline internal processes, enhance data management, and provide better online services for applicants and property owners.
- Regularly reviewing and assessing departmental processes and policies, seeking opportunities for improvement, efficiency, and effectiveness in serving the community.
- Coordinating with other departments to ensure a streamlined approach to permitting and enforcement as needed.
- Receiving and evaluating feedback from the public and other interested parties, and implementing changes as needed to ensure the department goals are being met.
-

FY25 Permits Issued	
Type	Number Issued
Building	600
Demolition	10
Sheet Metal	35
Plumbing	166
Gas	140
Electrical	459
Total	1,410

CEMETERY COMMISION

Throughout the past year, the Cemetery Commission met regularly with DPW Director William Bernard and Cemetery Superintendent Todd Holman to review day-to-day operations, maintenance needs, and long-term planning for Lunenburg's public burial grounds. The Commission also conducted several on-site visits to North, South, and Fish Street Cemeteries to assess current conditions and identify upcoming needs.

The Cemetery Commission is an elected three-member board with staggered three-year terms. Its responsibilities include establishing cemetery regulations, overseeing care and management of public burial grounds, and laying out lots and pathways in both existing and newly acquired cemetery land. Daily operations are handled by the Town Manager and delegated to the DPW Director, as the Cemetery Division operates within the Department of Public Works.

Overview of Cemetery Properties

- North Cemetery (Holman Street)
  Approximately 22 acres, with about 10 currently active. The property includes open land suitable for near-term expansion and additional wooded areas for long-term development. 23-acre wetlands parcel also borders the site.
- South Cemetery (Page Street)
  About 6 active acres, with limited remaining expansion capability.
- Fish Street Cemetery (Fish & Lincoln Streets) – Goodrich Family
  A historic 0.06-acre family plot with five marked graves and additional identified burial locations.
- West Street Terrace – Arnold, Litch, & Moulten Families
  A small historic family cemetery located on private property.

Both North and South Cemeteries remain open for lot sales and burials.

Projects and Improvements

Significant progress was made on the North Cemetery backlot expansion this year. Town Meeting appropriated $50,000 in May 2025, and the Commission contracted with Dillis & Roy for engineering services. Preliminary plans were submitted. The bidding process for construction will be in Fiscal Year 2026.

Administrative improvements included purchasing a secure file cabinet for cemetery records and continuing support for the CIMS software system, which offers digital mapping, ownership records, and public search tools.

Maintenance efforts included:

- Rebuilding roughly 150 feet of stone wall, completed by Amanda Construction at the South Cemetery.
- New concrete pad for flag poles at the South Cemetery, completed by Mike McAllister.
- Installation of 20 new cedar trees to replace aging hedges by Lakeview Landscaping at the North

Cemetery.

- Roadside trimming by Ray Morin and front hedge work by Beaulac Brothers
- Roadway crack sealing by Indus, Inc at both North and South Cemeteries.

All work was performed under the supervision of the Cemetery Superintendent.

Acknowledgments

The Commission extends its sincere appreciation to DPW Director William Bernard, Cemetery Superintendent Todd Holman, and all individuals and contractors who supported cemetery maintenance and improvements this year. Special thanks to:

- Peter Schmidt and James Versoi, Seasonal Laborers
- Robin Verenza – natural plantings and landscape guidance
- Leominster Monument Co. and Vitelli Monument – ongoing assistance
- Dillis & Roy – engineering and survey work
- Lakeview Landscaping – plantings and seasonal services
- Amanda Construction – stone wall repairs
- Ray Morin – roadside trimming
- Beaulac Brothers – hedge maintenance at North Cemetery
- Chase Jasma and John Bowen, Jr, student volunteers.
- Jean Russel, volunteer
- Lunenburg Water District – water for new hedges
- Jim Lattanzi – donated water tank for watering hedges

Online cemetery maps for North and South Cemeteries are available at www.burialsearch.com.

CEMETERY DIVISION – 2025

List of people interred this year.

NAME	AGE	CEMETERY	NAME	AGE	CEMETERY
January			**September**		
February			*Wayne Conrad	85	North
March			Arline Ouellette	88	South
April			*Judith Joseph	86	North
*Brain Garrity	45	North	Sandra Daly	80	South
Joan Bigelow	89	South	*Cynthia Wilson	82	South
*John Palo Jr.	89	North	*Marjorie Dodge Worth	82	North
(Vietnam)					
*Barbara Brown	81	North	**October**		
*Robert Brown	88	North	*Richard Grigas	90	N/W East #60
(Vietnam)			(Korean)		
			Catherine Previte	102	North
May			*Shirley Pagano	85	North
*William Callahan	74	South	*Luanne MacMillan	70	North
*Normand Gaudet	59	North			
*Shawn Carpenter	49	South	**November**		
			*Robert Remal	91	North
June			*Priscilla Remal	88	North
*Pamela Trainque	74	North	Therese Griffin	86	North
*David Carrier	66	North			
Grace Carrier	98	North	**December**		
*David Cameron	73	South	Roger Winchester	84	North

July					
*Carol Lynch	92	North			
*Jack Pichnarick Jr.	60	South			
*Roger Foster Jr.	76	North			
*Joan Allaway	82	North			
*Beatrice Stepton	99	North			
*Miriam Cheesman MacKenna	101	South			
(WWII)					
August					
*Laura Bean	63	North			
*Florence Brockelman	90	North			
*Steven Szocik	67	N/W East #58			
*Mark Eden	74	North			
*Isabel Kelly	93	North			
*Sandra Copeland	84	South			
			Full Burials	7	
			*Denotes Cremations	31	
			Total	38	

CONSERVATION

The Town of Lunenburg Conservation Commission is a seven-member commission, each appointed to 3-year terms by the Select Board, whose duties are codified under the Conservation Commission Act MGL chapter 40 s 8C. The Commission enforces the Massachusetts Wetland Protection Act MGL chapter 131 s 40 and Chapter 239 of the local bylaws for the protection of wetlands. The Commission also manages, and controls town owned lands retained for conservation and passive recreation use.

The fiscal year 2025-26 was a very busy and active agenda containing both public hearings and meetings for a wide range of projects from commercial development, subdivisions and small single family upkeep projects and larger scale industrial/commercial proposals. The Commission also held numerous inspections on weekends prior to meetings to familiarize themselves with the upcoming proposals that would appear on the agenda. During this period the Conservation Commission supported 28 NOIs, 36 Administrative Determinations, 18 RDAs, 34 COCs, and numerous other requests.

The Conservation Commission continues to implement forest stewardship plans developed using grants as outlined in the last annual reports. The funding from the sale of harvested timber provides the seed money to make it possible for the Commission to apply for grants to maintain and improve Lunenburg's Conservation Lands. The Conservation Commission continues to execute on the awarded MASS Recreational Trail Program Grant that was awarded in 2023. The purpose of this grant was to fund the engineering design and permitting work to create parking access in Table Rock and Rayno Conservation Areas. The grant scope also covered improving Accessible Access to the Cowdrey Conservation Area as accessed from Townsend Harbor Road. In early 2025, the permits were issued for Table Rock and Rayno Areas. This effort is ongoing to complete the engineering design and permitting work in the Cowdrey. Members of the commission applied for two additional grants for the upcoming year.

The Pollinator Habitat portion of the Hollis Rd property provides for a diversity of native flowers throughout the growing season. The Habitat promotes insect egg laying and nesting sites for pollinators. The Habitat provides food sources for birds and numerous insects including native bees and butterflies. This unique "Hidden Gem" works as an ambassador for native pollinators to our community. We are very thankful for the dedicated volunteers supporting the Lunenburg Community Pollinator Habitat.

The Conservation Commission will sponsor April Earth Day projects across Conservation Properties. The Commission would like to express our gratitude for all the hard-working volunteers that work so enthusiastically in maintaining and improving Lunenburg's conservation lands!

The Commission has also continued to work closely with Lake Shirley and Hickory Hills on the implementation of their lake management plans. These plans set goals and action items designed to give a better picture of the overall health of the lakes and define various strategies to ensure continued protection of these valuable resources. Both lakes presented to the commission in early 2026.

The administrative office position was removed from the Clerical Union at Town Meeting and moved to SAP with a new title of Conservation Agent. This helped the office attract and extremely qualified full-time agent and the Commission looks forward to full time office support.

The Commission thanks all the town agencies for their continued support!

Respectfully Submitted,
Jenny Pewtherer, Chair
Richard Bursch, Vice-Chair
Michael Larouche, Clerk
Mary Wilson, Andrea Burnap, and Teddy Doucette

COUNCIL ON AGING

The mission of the Council on Aging is to advocate for the improved quality of life for all residents age 50+ through supportive services, programs, and education. Councils on Aging were established under Massachusetts General Law Chapter 40, section 8B, to include setting policy for the administration of elder programs or services and to develop, coordinate, and conduct such activities which advocate for this population's issues.

The FY25 Council on Aging staff consisted of Susan Doherty/Debra Goodsell, Director; Michele Beauvais, Administrative Assistant and Transportation; Pauline Roy, Outreach Coordinator; Pamela Myllykangas, Meal Site Coordinator; Sandra Ricci, Asst. Meal Site Coordinator; Elsa Watson and Ann Penney, Meal Site Assistants; Jim McGuigan, David Gallagher, & Kimberly Moore, MART Van Drivers.

The Council on Aging Board is an eleven-member board appointed to 3-year terms by the Lunenburg Select Board. The FY24 Council on Aging Board members were Chairperson Deb Lincoln, Vice-Chairperson Jane Rabbitt, Ana Lockwood, Pete Lincoln/Jack Rabbitt, Jim McGuigan, Diane Nowd, Cathy Beale, Susan O'Sullivan, Elena Christopher, Judith Tarbell/Lou Franco & Helen Balcom.

The Town budget alone does not support the Lunenburg COA at the Lunenburg Adult Activity Center. Other sources of funding include the Eagle House Supporters Inc., a non-profit 501c3 group, Formula Grant funding from the Commonwealth of Massachusetts, and Montachusett Regional Transit Authority.

In FY23 the Eagle House Senior Community Center rebranded its name to the Lunenburg Adult Activity

Center. The change has encouraged all people aged 50+ to visit the center and participate in programming. FY25 showed a continued increase in the number of daily participants. Growth is anticipated through 2050.

Construction was completed on a new commercial kitchen in the Spring of 2025 using funds that had been previously allocated to this project.

We are incredibly lucky to have a large volunteer force at the Council on Aging. In FY25, we had forty-two (42) volunteers who contributed 668 hours of their time to help us out in various ways, such as driving for the Meals on Wheels program, program leaders, kitchen helpers, Memory Café, office help, library, handyman, and friendly visitors/phone calls. We greatly appreciate their service.
In FY25, we offered a variety of programs including Meals on Wheels, congregate lunches and breakfast programs, transportation, health and wellness, arts and crafts, bocce, cards, and games, cultural, Veterans Breakfast, movies, Historical Society presentations, information and referral, Memory Café, health insurance counseling, and social events both at the Adult Activity Center and offsite to individuals age 50+.

There were approximately 1184 people who utilized the Adult Activity Center in FY25. Those 1184 people compiled 22,871 units of duplicated service by participating in the programs listed above.

The Lunenburg Council on Aging newsletter lists current events and is available for you online at www.mycommunityonline.com , or you can pick up a copy at the Lunenburg Adult Activity Center, Town Hall, Library, Post Office, local churches, and various businesses throughout the community.

We are truly fortunate to have a Town Government that supports our center and understands the importance of supporting the Council on Aging to maintain quality services for our residents as they age.

Special thanks go to our 501c3 fundraising group, Eagle House Supporters Inc. This group provides funding for new living room furniture, office/kitchen supplies, various programs & entertainment, and garden upkeep at the Lunenburg Adult Activity Center. Also special thanks to all our outside agencies, especially the Lunenburg Police and Fire Departments, for their support of programming for our clients.

I want to thank the staff and volunteers at the Lunenburg Adult Activity Center for their caring and dedication to our clients. Moving forward, the Lunenburg Council on Aging remains committed to bringing new and innovative programming for those aged 50+ in our community while maintaining long lasting relationships with those who we serve now and in the future.

Respectfully Submitted,
Debra Goodsell, Director
Lunenburg Council on Aging

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works is honored to serve the residents of Lunenburg each day. Our work touches nearly every part of community life—from safe roads and reliable sewer services to well-maintained cemeteries and a clean environment. The DPW is made up of the Highway, Cemetery, Sewer, and Vehicle Maintenance Divisions, all supported by a dedicated team of public works professionals who take great pride in caring for our town.

Our staff includes one Director, one Executive Assistant (shared with Facilities), one Highway Superintendent, three Heavy Equipment Operators, two Driver/Laborers, one Mechanic, one Cemetery Superintendent, two Seasonal Cemetery Laborers, one Sewer Business Manager, and one Assistant to the Sewer Business Manager.

Our Mission

We are committed to delivering high-quality, cost-effective, and safe services that preserve Lunenburg's infrastructure and enhance residents' daily lives. Our work supports a healthy, welcoming community while ensuring responsible management of the Town's roadway, stormwater, solid waste, and wastewater systems—today and for generations to come.

Goals and Priorities

As a department rooted in community service, our goals focus on reliability, preparedness, and continuous improvement:

- Provide round-the-clock response to weather events, roadway hazards, and emergencies.
- Support a skilled and dedicated staff committed to professionalism and public service.
- Deliver proactive maintenance to reduce long-term costs and improve reliability:
    1. Uphold roadway improvements guided by the *2022 Pavement Management Plan*.
    2. Repair and maintain sidewalks per the *2020 PROW ADA Transition Plan*.
    3. Expand roadside mowing and vegetation care.
    4. Increase catch basin cleaning and roadway sweeping per the 2020 Operations and Maintenance plan to meet MS4 Permit requirements.
    5. Maintain and upgrade the sewer system and pump stations.
- Expand staff training to help reduce insurance premiums.
- Identify new state and federal funding sources to stretch tax dollars further.
- Continue open, respectful, and helpful communication with residents, boards, and commissions.
- Modernize operations with improved equipment, technology, and asset management.

Highway Division

The Highway Division plays a vital role in keeping our community safe and connected. Their daily work includes maintaining roads, drainage, signage, trees, roadside areas, and sewer infrastructure, as well as assisting other departments when needed. Our team responds to emergencies day and night to ensure the safety of residents.

The DPW Director reviewed permits for street openings, trench safety, sewer connections, driveway installations, stormwater BMPs, demolition, and more—ensuring projects throughout town meet safety and infrastructure standards.

Pavement Management

Preserving our road network remains a top priority. Following the *2022 Pavement Management Plan*, the following roads were paved with hot mix asphalt in 2025:

- Holman Street (from closed bridge to Chase Road)
- Eastern Avenue
- Mulpus Road
- Section of Kilburn Street
- Section of Reservoir Road

These improvements help ensure safer travel and extend roadway life while protecting taxpayer investment.

Stormwater Management

Stormwater continues to be a growing challenge statewide, and Lunenburg is no exception. Working alongside the Storm Water Task Force and our consultant, the DPW continues to strive to meet EPA and MassDEP MS4

permit requirements.
Our responsibilities include:

- Catch basin cleaning
- Street sweeping
- Pipe jetting and replacement
- Swale maintenance
- BMP maintenance
- Responding to flooding and drainage calls

This work plays an important role in protecting water quality and reducing storm-related hazards.

Bridges and Culverts

In 2025, we completed a *Bridge Assessment and Ranking Plan*, outlining prioritized repairs for six bridges and culverts. This plan helps the Town coordinate future work efficiently and submit stronger applications for state and federal funding.

Tree Removal and Vegetation Care

Lunenburg's roadside trees are a cherished part of our landscape, but they also require ongoing attention. The DPW continues to manage tree hazards using the *2015 Tree Risk Management Inventory* as a guide, while also responding to new issues caused by aging trees and severe storms.

Because we lack specialized equipment such as a bucket truck or crane, larger removals are outsourced. We are grateful to Unitil for their continued partnership in removing hazardous trees that threaten power lines.

Our team also expanded roadside vegetation clearing using our utility tractor and boom mower and is developing a more comprehensive town-wide mowing plan for the future.

Landfill and Environmental Stewardship

The capped landfill on Youngs Road remains in compliance with MassDEP requirements. A consultant performs gas and groundwater testing, while the DPW monitors the site and contracts out mowing.

Adjacent to the landfill, we responsibly store catch basin materials and sweeping debris under a state-approved Beneficial Use Determination (BUD) permit.
We also continued hosting Yard Waste Days on seven Saturdays in the fall and seven in the spring, giving residents a convenient opportunity to dispose of brush and leaves for composting.

Solid Waste and Recycling

In 2025, the Town welcomed GW Shaw and Son as our new trash and recycling contractor, following many years of service from E.L. Harvey & Sons.

Weekly collection continued under the Pay-As-You-Throw (PAYT) program, with PAYT bags available at various local businesses.

Residents also have access to:

- Household hazardous waste disposal at the Devens facility
- Additional fee-based recycling at the CHARM Center in Townsend

The DPW remains the primary contact for residents with trash and recycling questions.

Lake Shirley Dam

The Lake Shirley Dam continues to be well maintained and fully compliant with state requirements. The dam is inspected regularly by a licensed engineer, and we are grateful to the Lake Shirley Association volunteers for many years of dedicated support.

Winter Operations

Snow and ice response is one of our most visible and vital responsibilities. Our team worked tirelessly through winter storms to keep roads safe and passable.

Key points from this winter:

- Lunenburg participates in a regional salt purchasing group to control costs, despite annual price increases.
- Due to aging equipment, we relied more heavily on contracted plow vendors to ensure adequate storm coverage.
- Four new snow-fighting trucks were ordered in 2024; two were delivered in 2025, with two more expected in 2026.

We deeply appreciate the hard work of our DPW staff and our private contractors—our community's true "Storm Troopers."

Cemetery Division

The Cemetery Division provides respectful and meticulous care for our town cemeteries. The Superintendent oversees operations, assisted by seasonal workers and supported by the Highway Division as needed. 31 cremations and 7 full burials were performed this year.

We extend sincere thanks to the Massachusetts Department of Corrections crews and to the many local businesses that contributed services, including Lakeview Landscaping, Beaulac Brothers, Dillis and Roy Civil Design Group, Leominster Monument, Vitelli Monument, Lunenburg Dipping Donuts, and Tomatoes Pizza. And special thanks to Jean Russell, John Bowen, Jr, Chase Jasma, Lunenburg Water Department, and Jim Lattanzi for their contributions.

Wastewater

The DPW oversees daily operations of the Town's wastewater collection system. CTE, a specialized vendor, maintains our ten pump stations.

We thank Paula Bertram for her dedicated service and wish her well in her new role. We also welcome Andrew Valliere, who joined us in 2025 as Sewer Business Manager, handling billing, customer support, permitting, and budgeting while working closely with the Sewer Commission.

Fleet Maintenance

Our Mechanic maintains and repairs more than 30 pieces of equipment, as well as police vehicles, fire apparatus, mowers, and other Town assets. Specialized repairs are outsourced as needed, ensuring reliability across all departments.

Closing Thoughts

I would like to thank former Town Manager Heather Lemieux for her leadership and wish her well in her next chapter. I also appreciate the efforts of Interim Town Manager Carter Terenzini and warmly welcome Jennifer Warren-Dyment as our new Town Manager.

Finally, I want to express my deep appreciation to the Selectboard, Town leadership, staff, commissioners, and especially the residents of Lunenburg. Your ongoing support allows us to carry out our mission with pride. I am profoundly grateful to the DPW staff for their dedication, professionalism, and commitment—much of their hard work happens behind the scenes, yet it is essential to the quality of life we all enjoy.

Together, we will continue strengthening the town's infrastructure and ensuring a safe, vibrant community for all.

Respectfully,

William Bernard
DPW Director

FINANCE COMMITTEE

On May 3, 2025, members of the public gathered in the Lunenburg Middle/High School and participate in the centuries-long tradition of New England style town government. As part of this tradition, the Finance Committee has reviewed all monied articles, recommended updates, held public hearings, and has voted on our official recommendations. This warrant contains five budgetary articles that are worth highlighting:

- **Article 10**: Omnibus Budget article that provides most funds for the operations of town (both municipal and schools).
- **Article 12**: One-time, free cash funding to the School Department, breaking from Lunenburg's traditional practices but potentially necessary to fund essential school services.
- **Article 11**: A Citizens Petition requesting a Proposition 2 ½ override of $2,099,337.
- **Article 28**: A Debt Exclusion article requesting $13.8M in bonds for construction and revitalization following Master Plan of Marshall Park.
- **Article 29**: A Debt Exclusion Article requesting between $21,409,100 and $22,301,145 in bonds to renovate Town Hall into a Meeting House, renovate Ritter Memorial, and add a Town Hall addition onto Ritter Memorial.

The first three articles are related to operational budgets and service levels for the Town. This report will summarize the impact on planned operations, and detailed presentations will be given at Town Meeting. The last two articles are debt exclusion articles resulting from years of planning and design work by two commissions.

Town Revenue Projections

Lunenburg's revenue comes from multiple sources, primarily Property Tax. This year's budget builds on the FY25 Levy Limit of $31,602,108, including increases from the successful FY25 Proposition 2 ½ override. By law, the levy limit increases automatically by 2.5%, resulting in an increase of $790,052.70. Additionally, the Town estimates new growth of $400,000, leading to a total increase of 3.76%. Previously approved excluded debt of $2,213,677 is then applied, resulting in a maximum allowable levy of $35,005,838.

FY2026 Net State Aid is estimated at $10,006,739, based on the Governor's budget, with potential increases pending State Legislator's negotiations. Chapter 70 Governor's budget is set at $9,109,185, reflecting ongoing challenges with state aid for education. The Chapter 70 program is the primary source of state aid for funding

local public elementary and secondary schools. From FY13-FY23 state aid increased at an annual rate of 5.3%, but in the last three years, it has slowed to 1.5%, increasing the financial burden on the town to raise and appropriate funds. From a Lunenburg resident's perspective, State Aid is funded through income and sales taxes.

Fiscal Year	Foundation Enrollment	% Change	Chapter 70 Aid	Percent Change
FY13	1,630	3.3%	$ 5,219,937	15.4%
FY14	1,607	-1.4%	$ 5,354,696	2.6%
FY15	1,627	1.2%	$ 5,605,872	4.7%
FY16	1,647	1.2%	$ 5,834,483	4.1%
FY17	1,632	-0.9%	$ 6,351,257	8.9%
FY18	1,705	4.5%	$ 7,272,505	14.5%
FY19	1,716	0.6%	$ 7,538,072	3.7%
FY20	1,705	-0.6%	$ 7,771,740	3.1%
FY21	1,705	0.0%	$ 7,773,938	0.0%
FY22	1,656	-2.9%	$ 7,823,618	0.6%
FY23	1,671	0.9%	$ 8,722,228	11.5%
FY24	1,615	-3.4%	$ 8,819,128	1.1%
FY25	1,615	0.0%	$ 8,988,960	1.9%
FY26	1,633	1.1%	$ 9,109,185	1.3%

Additional revenue sources include local receipts (Excise Tax, Meals Tax, etc.) and enterprise funds such as Sewer. Notably, Chapter 90 funding for municipal capital improvements has increased from $418,227 to $690,000 due to a five-year state-level bond bill.

Operations

Many Town Meeting articles relate to operational budgets. Lunenburg, like most municipalities in the Commonwealth, faces increased health insurance costs (14.84% increase), stagnant state aid, necessary salary increases to remain competitive, and inflation. As a result, the vast majority of department staffing plans have been maintained, placed on hold, or reduced. The Fire Department and School Department experienced the most significant impacts of these decisions this year, though all departments were affected.

School Department Operations

The School Committee and Superintendent have aligned their budget with the Town Manager's plan, representing $25,787,474 in the Omnibus Budget. While grants augment this budget, Town Meeting voters determine omnibus budget funding. This budget necessitates eliminating approximately 28 Full-Time Equivalents (39 employees) at the time of writing this report.

A Citizens Petition article for $2,099,337 aims to restore level funding to FY25 operations. As of this report, the Finance Committee has not received details of this article. The Select Board voted unanimously to recommend disapproval of this article and further voted to not include the Proposition 2 ½ override on the Annual Town Election Warrant. The Finance Committee also voted unanimously to recommend disapproval of this article. As a Proposition 2 ½ override the article would require passage at Town Meeting and at an Election, therefor no path exists for this article.

If approved, the Tax Rate would increase by approximately $0.89 per $1,000 of property value, translating to an

average annual increase of $449 for a single-family household valued at $504,937. This is a 6.19% increase in property tax.

If the override is rejected, **Article 12** proposes a $500,000 Free Cash transfer to the School Department as a temporary measure to delay service cuts. The School Committee has not yet determined how these funds would be allocated, with further details expected at Annual Town Meeting.

Fire Department Operations

The Fire Department currently operates three shifts covering 24/7 town operations, leading to a 48-hour, six-day-per-week schedule. Sundays are covered by call and per-diem staff, with 62% of coverage provided by career firefighters. Of the 197 Massachusetts Fire Departments providing 24/7 coverage, Lunenburg is one of only six operating with three shifts. Most departments use a four-shift model, making Lunenburg less competitive in hiring and retention. The shift expansion plan remains on hold for another year.

Borrowing

The town employs two types of borrowing:

- **Regular Debt**, typically for smaller projects within the Tax Levy Limit.
- **Excludable Debt**, requiring Town Meeting and ballot approval, which does not permanently increase taxes—once the debt is repaid, the tax rate decreases.

According to the Massachusetts Division of Local Services, "Municipal debt is an important tool for city and town governments to finance the purchase of expensive capital assets and to construct and maintain municipally owned infrastructure. However, debt cannot become overburdensome to either the community's property tax paying population or to the budget. Capital purchasing and/or improvements should ideally be planned with its priorities analyzed and reviewed by a capital planning committee seeking to coordinate community planning with debt affordability and aiming to present its recommendations to municipal leaders and to the public."

The Town policy states that:

- Principal and Interest on Regular Debt remain below 4%.
- Excludable Debt remains below 11%.
- Combined debt remains below 14%.

This year, Regular Debt decreases by $393,881.14, with these funds being utilized for:

1. **FY26 Capital Program** ($244,576)
2. **Operating Budget Offsets** ($149,305)

Two debt-funded projects are on the Warrant and Ballot:

1. **Marshall Park improvements** ($13.8M via Excludable Debt)
2. **Municipal Building renovations** ($21.4M - $22.3M via Excludable Debt)

Marshall Park Improvements ($13.8M via Excludable Debt)**:** Require full funding approval before pursuing grants exceeding $1.5M. The Parks Commission has been encouraged to reapply for prior high-scoring grants such as PARC and Land and Water that scored highly. The Parks Commission was successful in securing Grants in excess of $1.5M prior to the project being put on hold in 2024. As presented for the Marshall Park project, the Tax Levy would increase by approximately $0.46 per $1,000 on top of the FY26 increase. The average single-family household has a valuation of $504,937 and would result in an increase of $231 per year in taxes. This is a 3.2% increase in property tax.

Municipal Building Renovations ($21.4M - $22.3M via Excludable Debt): As presented for the Municipal Building project the Tax Levy would increase by approximately $0.57 per $1,000 on top of the FY26 increase.

The average single-family household has a valuation of $504,937 and would result in an increase of $288 per year in taxes. This is a 3.97% increase in property tax.

The estimated tax impact for the Marshall Park and Municipal Building projects will be detailed at Town Meeting. Both projects combined would remain under the Combined debt policy limit of 14%. The combined projects would be around the 11% excludable debt policy limit.

Summary

This year's Town Meeting presents critical budgetary decisions for voters. The Finance Committee acknowledges the financial concerns of residents and appreciates the work done by town boards and commissions to prepare budgets and warrant articles. Ultimately, the decisions rest with those who participate in Town Meeting.

The Finance Committee extends gratitude to Town Manager **Jennifer Warren-Dyment** for her rapid acclimation to Lunenburg's finances. We also thank **Ezequiel Ayala** for his financial analysis, as well as Superintendent **Dr. Kate Burnham** for her service, wishing her well in retirement. We appreciate all department heads, municipal staff, and school employees for their dedication to the town.

Lunenburg Finance Committee

- Christopher Menard, Chair
- Jean Russell, Vice-Chair
- Thomas Gray, Clerk
- Jay Simeone
- Tanya Dall
- Ana Lockwood
- Michael Rupp

LUNENBURG PUBLIC LIBRARY

"A library outranks any other one thing a community can do to benefit its people. It is a never failing spring in the desert." **-Andrew Carnegie**

A Year of Stewardship, Renewal, and Community Connection

As Library Director, it is my pleasure to present this year's annual report on the activities of the Lunenburg Public Library. After years of serving rural communities, I can say with confidence that what we have accomplished together this year is something special. Our library continues to be a true gem in the town—not only a place of books, but a living, evolving institution that reflects care, creativity, and deep community investment.

We continue to make large and small changes to the library in an effort to constantly improve the facility, our resources, and the value the library brings to the community.

This year we made significant strides in improving the comfort and sustainability of our building. The installation of mini splits, along with essential HVAC repairs, has greatly enhanced efficiency and

responsiveness throughout the library. Although the HVAC is aging and maintenance needs continue to arise, we saw a drastic improvement in the system's efficiency after a repair in August.

The exterior of the library received much-needed attention, including painting and general maintenance made possible by American Rescue Plan act funding. This work not only preserves the integrity of the building but also reinforces the library's presence as a well-cared-for and inviting landmark in our town. Similarly, the new library sign that was added at the end of FY24 to the façade received lighting fixtures as its final touch.

Gardens, Grounds, and Stewardship

The Proctor Memorial Garden once again has a fully functioning waterfall. Another project that was completed thanks to ARPA funding, this work restores the patio and its surrounds to a condition that fully supports mindful appreciation of our environment, quiet contemplation, and even energetic play for young library visitors.

We are grateful to Charles LeTarte for the generous donation of two handcrafted bird houses. These charming additions enhance the garden spaces in the front of the library and reflect the library's commitment to local wildlife and environmental awareness.

We also embraced a "Leave Your Leaves" approach in designated garden areas to support luna moth habitats. Our three River Birch trees on the southeastern corner of the building could support luna moths over the winter if the leaves are allowed to remain on the ground around the trees. This simple but meaningful practice reinforces our objectives to educate and demonstrate acts that support our local ecosystems.

Programs, Outreach, and Community Engagement

We kicked off our year with our best ever Summer Reading Program. Almost 400 people registered their reading endeavors, while hundreds of others attended the programming events. The highlight even more than the high levels of participation this year was our summer lunch program, sponsored by Main Street Bank, during which we served almost 650 lunches to Summer Reading Program participants and other visitors to the library. Both the library and Main Street Bank are excited to continue this partnership during future Summer Reading Programs.

During FY25, we also developed our focused outreach plan to guide our efforts to connect with underserved patrons and non-library users outside the library walls. Through visits to Farmers' or Artisan Markets, schools, local businesses and apartment complexes, our goal is to find new avenues to deliver services to our community. I thoroughly believe that the library has something that could benefit each and EVERYONE in town, when they are aware of its availability.

Spaces for Growth and Belonging

If there is one accomplishment of the library this year to focus on, it's the renovation of the Teen Room, which transformed the space into a vibrant, welcoming space designed with our teens in mind. The updated room supports study, creativity, and social connection, and clearly signals that young adults have a valued place in the library. Most importantly, it creates a safe, comfortable environment for teens to use library resources without unintentionally disrupting access for other groups. These changes were funded by ARPA money, and the furniture was purchased by our Friends of the Lunenburg Public Library. The Friends also offered additional funding to support contingency expenses for the construction project. Our Friends of the Lunenburg Public Library are unique for a library of our size in their capacity to provide continued advocacy and financial support, and they make it possible for us to respond thoughtfully to both planned improvements and unexpected needs.

I also want to acknowledge and thank two long-time Trustees who have stepped away from their leadership roles at the library. Donna Saiia served as Trustee for nine years. Richard Mailloux served for eighteen years.

Library Trust Funds

The Library Trustees continue to steward the trust funds that have been given to the library; these funds increased by 7.6% to a total value of $104,808.21 as of June 27, 2025. The majority of these funds, $63,848.09 were held in a Balanced Growth and Income Account managed by the investment firm Edward Jones, $36,000, was deposited in an FDIC-insured, brokered CD and the remainder was held in a money market for liquidity purposes. No trust funds were spent during this fiscal year due to the availability of ample grant funding and generous donations from the Friends of the Library.

These trust funds are to be used to finance special library projects or programs or to enhance and enrich the Library's services as opportunities arise and in accordance with the library's Strategic Plan. The Trustees currently have no concrete plan to spend trust funds, focusing on the growth and appreciation of capital.

Library Gifts

The Library received two monetary donations directly during this fiscal year. A gift of $150 from the Lewin family, and a gift of $250 from Chris Harlow and Kate Casey. These funds were fully expended as part of a purchase of software licenses for the Library's public computers. We thank the donors for their generosity!

Lunenburg Public Library FY2025 Statistics

Visitors: 68,459 (4% increase)
Programming: 410 programming events with 6,759 attendees
Physical Circulations: 77,543 items borrowed
Electronic Circulations: 34,363 (29% increase!)
Meeting Rooms Used by Community: 1,181 times

Adult Services Highlights

Programming
Programs and events at the library have been an increasingly successful part of the Adult Services Department, and FY25 proved to be no different. This year, the library hosted 182 programs and meetings for adult patrons, with a total of 2,067 attendees for the year.

Highlights of programs for FY25 include:

- Increasing popularity of the quarterly puzzle swap events, averaging 60 attendees and 550-600 puzzles at each swap. These are by far the most popular events we hold every quarter.
- Workshops and events led by local experts were also popular. One of our goals for FY25 was to partner with more Lunenburg residents for localized programming at the library, and this effort far exceeded our expectations for success.
    - A local guitar instructor hosted six Saturday morning music clinics once a month that were open to anyone. A total of 95 aspiring musicians came to these classes throughout the year.
    - On a September evening, a blacksmith came to demonstrate his craft with a mobile forge in the parking lot, drawing 35 people to this one event.
    - An occupational therapist led several exercise classes for us again, with 189 people learning and

practicing better movement for their bodies.

- The library saw 28 people complete winter sowing projects led by a library volunteer and gardening guru in February.
- We also partnered with the Lunenburg Business Association and hosted a Lunch & Learn seminar led by a local realtor that was attended by 12 people.
- And perhaps one of our biggest successes was the first annual Winter Artisan Market on Sunday December 8th that drew large crowds into the library and showcased our local artists. Managed in collaboration with a local beekeeper and town organizer, it was an amazing display of community effort that we hope will become an annual tradition.

- Our special "Craft & Chill" programs, on one Friday evening every month, showed significant promise in bringing in the 20–40-year-old group. These individuals are part of an elusive demographic, and engaging with this group will continue to be an ongoing target for the library.

Outreach
Formalizing the library's outreach services was another major focus for FY25. The Director, Assistant Director, and Digital Services & Outreach Librarian worked together to outline a plan to deliver library services outside the walls of the library. Our initial outreach visits in 2024-2025 were successful, with six offsite events attended and over 120 visitor engagements. Looking forward to 2025-2026, we will work to maximize the effectiveness of our visits based on the work we did this year on our Outreach Plan.

Collections & Digital Services
Incorporating feedback from various sources, we expanded part of our adult collection with the addition of new Memory Care Kits in autumn 2024. Curated for adults who are suffering from memory loss conditions and their caregivers, these kits circulate at the library and are available to anyone with an active library card. Additionally, we added 13 new items to our Library of Things collection, including some backyard games like bocce, cornhole, and ring toss. Gaining popularity, this collection continues to grow and meet the needs of the community for items beyond typical library holdings.

We have also started offering genre guide bookmarks in our fiction collections to help patrons find more books in the styles they like to read. This tool improves the browsing experience by giving examples of titles readers might like based on similar themes or styles.

On the digital side of collections, this year we added two new resources and already see a high level of engagement: Hoopla and Freegal. We have 71 digital resources funded by CWMARS, our library, the Friends of the Library, and the state board of library commissioners that patrons can access with a library card. Our top used resources - Libby, Hoopla, Kanopy, and Freegal - offer patrons downloadable or streaming content like eBooks, eAudiobooks, music, movies and more.

<u>FY26 Goals for Adult Services:</u>

- Improve community connections with key prospective partners through targeted outreach efforts outlined in our FY25 Outreach Plan.
- Develop a homebound delivery service to meet the needs of potential patrons with mobility or transportation obstacles.
- Refine program planning to create a cohesive slate of events that meet a variety of interests while maintaining an appropriate balance of resources in the Adult Services department.
- Identify other areas for growth in the adult collections through opportunities like new Library of Things

acquisitions, memory care kit expansions, digital resources, or entirely new collection development ideas to better serve adults in Lunenburg.

Young Adult Services Highlights

- The Teen Librarian offered 48 tween- and teen-focused events with a total of 285 participants.
- 57 teens signed up for summer reading with 73,172 minutes of reading logged.
- In an effort to support the increasing numbers of homeschooling families a series of 14 Homeschool Family Meet-up and Homeschool Craft Corner events brought in 206 participants.
- Partnerships with the Teen Advisory Board and the Shapiro Educational and Behavioral Consultants created regular engagements and contributed positive events for teens.

Goals for FY26

- Increase Teen program participation by at least 10%.
- Improve YA book recommendation experience.
- Increase volunteer opportunities with the Teen Advisory Board
- Expand partnerships with community groups and leaders to improve support for the teens in the community.

Children's Services Department Highlights

- We started off the year with our best ever participation in our Summer Reading Program with a total of 229 children regististering their participation. These readers completed a total of 222,000 minutes of reading during our 6 week program!
- We served a total of 640 free lunches during July. Sponsored by Main Street Bank, we offered food four days each week. Generous portions of delicious and nutritious food were prepared and delivered by Employment Options, Inc.
- Between 32 meetings of Little Listeners Story Times (ages 0-3) and 34 Preschool Story Times (ages 3-5), more than 1,761 children visited the library. More than 200 visitors came to attend 8 STEM (Science, Technology, Education, Math) programs. More than 250 attended craft programs with Miss Joslyn.
- 28 STEM education kits were available to borrow and these circulated a total of 75 times
- Our focus in collection development was to improve the variety and volume of our graphic novel collection, which are important books to support the interest and reading development of school-aged children. This collection was shifted to a more central location to ease access and improve awareness. The 820 items in this collection circulated more than 5,000 times in FY25.
- We continue to see that Library visits from young patrons and their families have definitely increased. Lots of children stop by almost every afternoon to socialize, participate in our passive and active programs, and check out their next books to read.

GOALS FOR FY26

- Increase participation of active library users and programs attendees.

- Focus on developing of our non-fiction collection for early readers. There is growing demand for quality books for this demographic of savvy, sophisticated readers!
- Continue to use circulation data and best library practices to evaluate our collections at all levels.
- Encourage circulation and continue to expand availability of STEM kits.
- Broaden scope of attendees at STEM-focused programs.
- Create book clubs that work for broader selection of readers in grades 1-5 .

Closing Reflection

Each accomplishment this year—both large and small—reflects a shared commitment to excellence, stewardship, and community. In a rural town, a library's impact is measured not only in circulation numbers, but in the quality of the space, the strength of its programs, and the sense of belonging it fosters. Lunenburg Public Library continues to be an institution its community can be proud of and I am deeply grateful to our staff, volunteers, Trustees, Friends, and patrons who make this library the exceptional place it is.

Respectfully submitted,
Muir Haman, Library Director

PUBLIC ACCESS CABLE (PAC)



Public Access Cable Committee (PACC)
Steve Walker, Chair
Faith Beall, Vice Chair
Steve Archambault, Secretary
Pete Lincoln, Member
Paul Sarapas, Member
Brian Vienneau, Member

The Lunenburg Public Access Cable Committee (PACC) is responsible for the long-term plan to manage the Public Access Channels available to the Lunenburg community through Comcast, the town's only cable-service provider.

The overall strategy includes providing and improving equipment to acquire, record, broadcast and re-broadcast programming. Original content is also conceived and produced by PAC. Town events/meetings and school activities, as well as outside sources of programming, are all provided to increase the viewer's knowledge of what is happening around town.

Two members of PACC resigned during FY25; Paul Sarapas and Pete Lincoln, leaving two vacancies on the committee. Brian Vienneau joined the committee as the fourth member at the end of FY25. There is one vacancy remaining.

Programming

CH8 – Government

Most content on the Government Channel (Ch8) is locally broadcasted meetings. In addition to several live weekly municipal meetings and re-broadcasts, other government programs downloaded from MassAccess MMX (massaccess.telvue.com), include Massachusetts State Agency PSA's and programs of a political nature.

There was an increase in local government meetings being recorded and uploaded to the government and YouTube channels, including the newly formed Trust Funds Committee, School Committee's Superintendent Interview special meetings, Council on Aging, Stormwater Task Force, Economic Development Committee and special forums with the Master Plan Steering Committee.

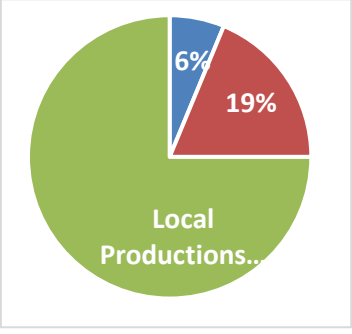
PAC produced "Talk of the Town" program in FY25, which is an interview program featuring the Town Manager. This show airs on both the Government channel (Channel 8) and the Public Channel (Channel9). "Talk of the Town" is in the process of being revamped for FY26.

Government meetings are recorded at the request of board/committee members and reviewed by PAC. PAC makes every effort to accommodate requests based on availability. Meetings are recorded and scheduled to rebroadcast on Ch8 and uploaded to the PAC's YouTube Channel. These YouTube meetings can be watched and/or downloaded at the convenience of viewers. The number of rebroadcast meetings on Ch8 is over 150 hours per month. Rebroadcast meeting hours fluctuate depending on the time of year and number of meetings.

CH9 – Public

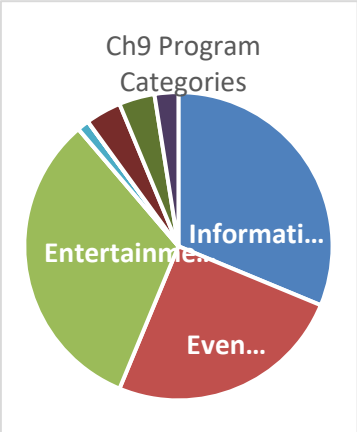
Public Access Cable (PAC) produced 75% of the local programming on Ch9 in FY25, down 3% from FY24. The total number of Public (Ch9) programs, both local and AccessShare (outside resources), decreased from 125 in FY24 to 80 programs in FY25 resulting in a decrease of overall programs of 36 %. This decrease in Ch9 programs was due to the growth of government recordings, a reduction of videographers and the transfer of LHS sports from Public Channel (Ch9) to the Educational Channel (Ch22).

Sixty (75%) local programs included presentations, band concerts and featured projects. The remaining 20 (25%) programs were obtained through shared media sources.



Several categories of local programming were aired on Public Ch9. Among the top programs were Informational (31%), Events (25%), and Entertainment (32%), making up the majority of Ch9 programming (see chart below).

Two of the top three program categories, Informational and Events (56%) provided viewers with presentations and overviews that helped to familiarize them with resources and information, as well as current events happening around town.



Locally produced programs and government meetings are available on the LunenburgAccess YouTube Channel. **http://www.youtube.com/LunenburgAccess**

Links to the YouTube channel for local Ch9 programs can be found on Lunenburg Public Access' Facebook Page **https://www.facebook.com/Lunenburg-Public-Access-Cable**

CH22 – Educational

In May of FY20, PAC added an Educational Channel, Comcast Channel 22. The additional channel has allowed PAC to feature local educational content to viewers in addition to the bi-monthly School Committee meetings.

Many programs are shared between Channel 9 (Public) and Channel 22. As of FY25, most of the channel's content remains to be LHS sports, school events and concerts, as well as, downloaded resources such as "Democracy NOW" and "Kim's Art Show." Other shows added to the channel have an educational or entertainment component to them, including "Wicked Good Food" and "Health Matters."

While it is optimal to receive programming from the local schools, PAC frequently subsidizes local programming with imported resources. School Committee meetings, shared between Gov't. (Ch8) and Educational (Ch22), airs frequently for the viewers convenience. Other school events are recorded, often with the use of multiple cameras, as they occur throughout the year.

"Lunenburg Storytime – The Books We Love" produced by PAC airs twice daily on Ch22 as an anchor of this channel. Storytime has experienced tremendous popularity amongst residents as well as other media centers on the MMX database. Community volunteers read children's books in studio recorded monthly for broadcast.

PAC continues to work toward content growth on all channels.

As a member of the MassAccess organization, PAC is given access to the Telvue Connect (massaccess.telvue.com) **(MMX)** database for sharing productions of both state and nationwide programming. Many shows downloaded and aired on Channel 9 and Ch22 are sourced from this outlet.

In FY20, PAC began sharing their own locally produced programs with the MassAccess Telvue Connect content database, or MMX. The results were outstanding! PAC now has 108 affiliates on the database and growing. The PAC produced programs uploaded by media centers are "Movie Talk", "Talkin' Baseball" and "Storytime – The Books We Love." These programs are downloaded and aired by over 85 affiliates around the country. Most stations that downloaded our programs are in Massachusetts but reach as far as California.

We are delighted to showcase programs to the community while using the MMX database to add to PAC content. A Catholic Mass out of Burlington, VT is downloaded to air weekly on Ch9, as well as, a sports podcast from Boston. PAC strives to increase local content, however, these types of programs integrate well into the schedule by helping to fulfill our commitment to the community.

In addition to MassAccess Telvue (MMX) downloads, PAC also receives local programs from nearby access stations that air on Ch9, including "Barbara and You" and Chess Chat from Fitchburg Access Television (FATV).

Studio and Equipment

PAC has had studio space in the TC Passios school since 2013. We encourage the public to take advantage of the facilities and equipment offered for creative productions. The PAC manager also supports various town departments in the use of public access' resources for their communication needs.

In FY25 PAC completed the upgrade of the audio system in the Bilotta Room at Town Hall with a Symetrix system. This improvement was paid for through ARPA funding. The speaker system was replaced and the control room upgraded with a tablet-based control panel for audio administration.
The audio quality now experienced at meetings has been remarkable and has exceeded expectations.

The studio has continued to experience the benefits of the FY24 upgrades, including the new switcher and cameras. In FY25, PAC has added more lighting kits, portable wireless microphones and new and reused furniture for the set. Many organizations have taken advantage of the studio using it for purposes such as event announcements.

Staff

In FY25, there was one full-time Manager, a Production Technician, 5 part-time videographers and a part-time contracted Bulletin Administrator. One videographer resigned, leaving 2 vacancies in the organization. One videographer was hired to fill the open position at the end of FY25, leaving one open videographer position for FY26.

The PAC Manager administers the day-to-day operation of the organization, including all production and programming schedules, staff scheduling, equipment and services procurement, social media and equipment and system troubleshooting. Videographers provide video recording of government meetings and are available for local video assignments and projects.

The Production Technician manages the day-to-day operations of the studio and assists the videographers with training and equipment needs. Reporting to the Manager, he provides technical assistance for production and studio support. The team relies on the Production Technician to oversee and assist with troubleshooting issues that arise. He also advises on new equipment and supervises set up and administration of large productions.

PAC's 5 Videographers work 2-10 hours per week recording board and committee meetings, sports, events and special projects. They work "in the field" as well as in the studio producing such shows as "Talkin' Baseball" and "Movie Talk." The staff responds to recording requests from town officials and management on

a regular basis and help cover larger productions such as the LHS home football games and Town Meetings, resulting in high quality 4 camera productions.

Videographer coverage has been entered in Google Calendar since FY25, which streamlines the scheduling process. A calendar link is sent to the staff at the end of the month listing their upcoming assignments and is available for all videographers to access. Dates for coverage are assigned and automatic reminders are sent out 2 days before an event to the videographer's email.

PAC is always looking for producers. If a community member has a special skill or interest, PAC will help make the show happen. Our studio and staff are equipped to assist new producers in video production.

Financials

PAC receives its income from Comcast in quarterly payments (received August, November, February and May) and monthly interest payments deposited into the Enterprise Fund. The overall revenue received for FY25 from Comcast was $180,792 a decrease from the previous year's $ 192,954 (6.3% reduction). The budget starting balance was set at $208,772 for FY25 projected expenses and capital costs.

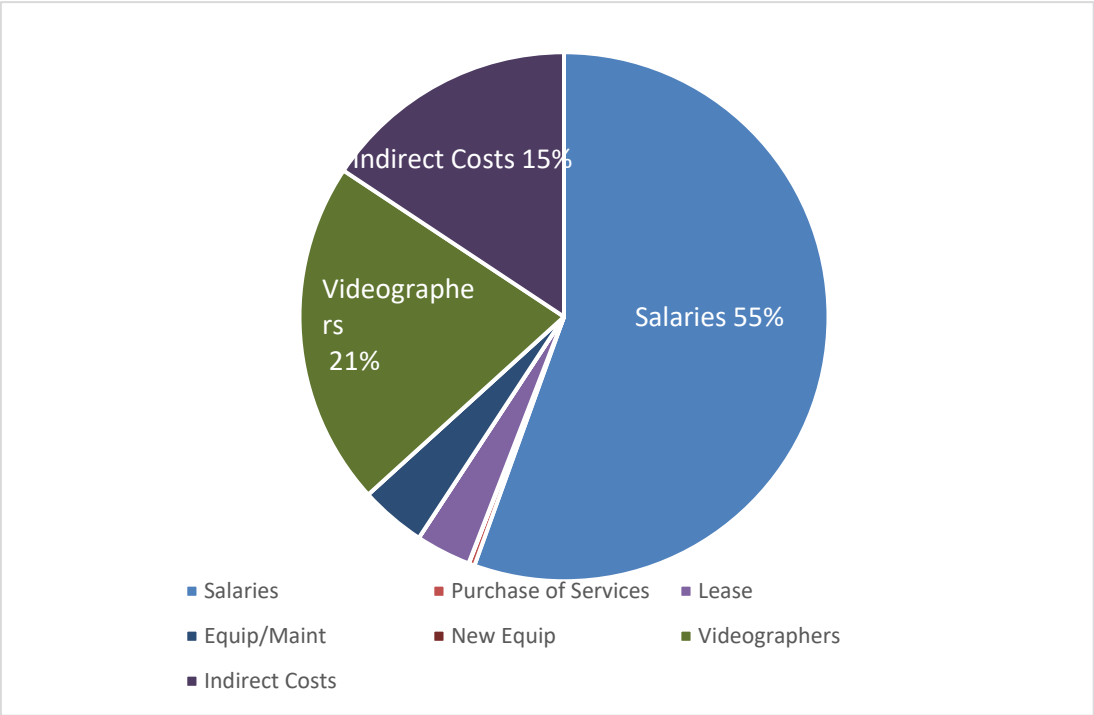
FY25 REVENUE vs EXPENSES

Revenue (from Comcast)	$180,792
Enterprise Fund Interest	$ 46,343
Investment Interest	$ 35,430
Subtotal	$262,565
Expenses	$178,140
Beginning Balance	$208,772
Ending Balance	$ 30,632

FY25 LINE ITEMS AS A PERCENTAGE

Line Item	Expenses	% of Expense
Salaries	$98,868.97	55.50%
Purchase of Services	$633.50	0.36%
Consultant	$40.00	0.02%
Lease	$6,000.00	3.37%
Office Supls	$0.00	0.00%
Advertising	$0.00	0.00%
Equip/Maint	$7,156.03	4.02%
New Equip	$0.00	0.00%
Videographers	$37,512.50	21.06%
Indirect Costs	$27,929.97	15.68%
Vendor Expenses	$0.00	0.00%

Total	$178,140.97	100.00%



Summary

PAC experienced a significant decrease in Public Channel (Ch9) growth in FY25. There were several reasons for the decline, including videographer's hours and an increase in government meetings. LHS sports were moved from Ch9 to the Educational Channel (Ch22) for the year, resulting in the decrease of public programming. However, with careful planning and full videographer staff, PAC's goal is to surpass FY25 growth in FY26.

PAC offers more informational, entertainment and event category programs to the community. These programs are popular on our stations, as well as on the Lunenburg Access YouTube channel. Viewers are able to access a wide variety of shows, including concerts and LHS sports. Content has been created with minimal staff, as videographers juggled multiple commitments to deliver local programming.

While our shared PAC programming on MassAccess' MMX database steadily grew in popularity, PAC's local programming experienced a declined. The MMX database content uploaded for sharing, include our popular featured PAC produced programs. These shows are a strong representation of PAC's ability to create quality content in the upgraded studio. The Educational Channel (Ch22) programming remains at a consistent rate of growth, while Government (Ch8) has increased with the addition of committee/board meetings.

PAC staff is the core of the group. The team is supportive and dedicated to the goals of the organization. Videographers are always learning new skills and training on new equipment. They also continually cover hybrid board and committee meetings as requested without hesitation. There are currently over 20 board and committee meetings that are recorded either through Zoom or in hybrid mode. While often short staffed, PAC videographers have managed to keep up with government recordings and local shows of interest.

Funding from Comcast has been declining each quarter, however PAC is able to continue operations at a high level. Although the funding is limited, PAC has strategically drawn on available resources to continue coverage of important meetings and events.

Won't you join us as a producer or volunteer?
PAC's supportive staff offers production assistance, making it easy to produce your own show. Our community is thriving with talented and creative individuals – now is your time to shine! If producing doesn't appeal to you, then consider "behind the camera" options. Become a volunteer. Volunteers are the "life blood" of media centers around the state, and without that involvement PAC will not be able to grow. Consider volunteering to help provide the necessary resources needed for PAC's continued success.

We need you!

Jo Toale, Manager
617-763-3018

jtoale@lunenburgma.gov
pac@lunenburgma.gov

SENIOR PROPERTY TAX WORK-OFF PROGRAM
JANUARY 1, 2025 – NOVEMBER 1, 2025

The Senior Property Tax Work-Off Committee is administered by the Assistant Town Manager/HR Director.

What is the Senior Property Tax Work-Off?

The Senior Property Tax Work-Off Program offers income eligible senior citizens age 60+ an opportunity to have an abatement applied to their property tax bill. Participants work in various town departments doing jobs such as general office work, custodial, library shelving, meals on wheels, school assistance, etc., to earn the tax abatement.

The 2025 tax abatement maximum is $1,500 and applied to the participant's 3rd quarter real estate tax bill.

The current hourly rate is $15.00 per hour.

Eligibility Requirements

· Applicants must be 60 years of age or older
· Must occupy and be the owner of the property as of July 1st
· Receive a property tax bill in their name or their spouse's name (60 years+)
· Meet the income guidelines of (proof of income is required):
  one person household - $50,000
  two person household - $75,000
· All new applicants are required to have a CORI background check
· Earnings are exempt from state taxes
· Earnings are subject to OBRA if participants are not receiving a pension from either Worcester Regional Retirement or Massachusetts State Teachers Retirement
· Final amount earned will be applied to the 3rd quarter real estate tax
· All Property Tax Workers must re-apply and be accepted annually for participation in the program

2025 Participation

During 2025, there were six residents who participated in the Program in the following departments:
· Council on Aging
· Public Library
· Tax Collector
· Assessors
· Sewer

These individuals as a whole, accumulated 293.75 hours amounting to $4,406.25, before deductions, in real estate tax abatements.

SEWER COMMISSION

The Sewer Commission bears the responsibility of overseeing the Sewer Enterprise Fund, planning for the future, and developing and implementing rules, regulations, and policies. Under the Town's Charter, responsibility for the day-to-day operation, care and maintenance of the sanitary sewers are under the supervision of the Town Manager who delegates the responsibility to manage and maintain the operational side of the system to the Department of Public Works' Director. The Town of Lunenburg does not operate a sewer treatment plant. Approximately 89% of Lunenburg sewer is discharged to the City of Leominster, and the other 11% is discharged to the City of Fitchburg.

The Sewer Commission started FY25 with the following members: John Reynolds-Chair, Brett Ramsden-Vice Chair, and Mike Mackin as Clerk. At the end of August, John Reynolds stepped down from the Commission, leaving only 2 members. A mailing was sent out to all sewer customers, seeking new members. Four men applied and three new commissioners started on 9/24/24. With a full board, the Commission reorganized with Mike Mackin (Chair), Brett Ramsden (Vice Chair), Scott Dall (Clerk) and members Joe Hurley and Eli Torres. In early 2025 Mike Mackin and Eli Torres left the Commission but were replaced in May by Dan Proctor and Arthur Katis.

At the end of August 2024, Paula Bertram resigned as Sewer Business Manager and it was several months before a replacement was found. In the meantime, DPW Director Bill Bernard stepped in as acting Business Manager, in addition to running the DPW, and Paula consulted part-time assisting Bill with quarterly billing plus other tasks. Andrew Valliere was hired in January 2025 and quickly learned the job with some training from Paula. During all this transition, there were still multiple issues with doing the billing on Munis. Outside consultants were brought in to enable the bills to go out relatively on time. To Andrew's credit, he persevered through some tough billing cycles and found ways to deal with the Munis issues. In May 2025, Susan Sullivan was hired as Assistant Sewer Business Manager.

Currently there are 1,226 properties connected to the Lunenburg system and another 270 which have access to Town Sewer but are not yet connected. During FY25, 14 new accounts connected to Town Sewer. The Commission billed out $1,187,341.09 in quarterly sewer bills and $67,187.77 went to owners' December 2024 FY25 tax bills for non-payment of sewer charges. The delinquency rate has been averaging 18% and continues to be an issue.

The Commission received $100,000 in ARPA funds for repairs to manholes that are allowing clean water to enter the system as I/I (Inflow & Infiltration). The Manhole Repair IFB went out in September 2024 and the contract was awarded to Insituform Technologies for replacement of frames and covers, along with repairs to the inside of some manholes. Due to various delays, work was scheduled to begin in July 2025.

Major repair projects were completed in FY25 at the Mass 1 and Dana Street pump stations by our maintenance

contractor (CTE) and sub-contractor Pride Environmental. The repair at Mass 1 involved replacing a rotting pipe under the station, repairing suction lines and replacing the gate valves at a cost of $98,000. The work was completed in November 2024. The Dana Street station is the main pump station that most of the waste goes through. It also had some rotting pipes that needed replacement similar to Mass 1 and the project was scheduled for the end of June 2025 at an estimated cost of $123,600. As the pump stations are approaching 20 years of use, these projects will protect the stations from very costly emergency repairs.

As in FY24, clogs in the pump stations continued to be a major concern. The Commission sent out reminders to users and placed notices in the Lunenburg Ledger noting how important it is to only flush waste and toilet paper down the system. Clogs jam the pumps and can cause costly repairs, which can impact sewer costs.

At the 5/3/25 Annual Town Meeting, the Commission put forward 4 articles. The FY26 budget article appropriated $1,886,150.22 from anticipated Sewer Enterprise receipts of $1,583,917.45 and $302,232.77 from Retained Earnings to balance the budget. The second article transferred monies to the Capital Reserve Stabilization Fund in the amount of $5,133.15. The third warrant article transferred $19,104.40 into the Sewer Inflow/Infiltration Stabilization Fund used for mitigating I/I from entering the system. The fourth article transferred the sum of $1,545.00 into the OPEB Sewer Trust Fund. All four articles passed at Town Meeting.

Prior to the end of FY25, the Commission discussed drawing up guidelines and a fee structure for proposed ADUs (Accessory Dwelling Units). Many of these units are being proposed and the Commission will be working with Town Counsel to incorporate changes into the by-laws in FY26.

Sewer Commission as of report submittal (Feb 2026):
Brett Ramsden, Chair
Scott Dall, Vice-Chair
Dan Proctor, Clerk
Arthur Katis, Member

VETERANS' SERVICES

Massachusetts leads the way in taking care of Veterans because only in MA, is there a Veterans Service Officers in every Town, either Full Time (Population over 12,000) or Part Time.

Also, MA is the only State that offers Chapter 115 Benefits to its Veterans, Veterans families, or widows who qualify, can be provided this monthly financial assistance, which are reimbursements for specific living expenses such as heating fuel, medical care, and pharmacy co-payments.

This Veteran Agent is State Certified by the Department of Veterans Affairs, so this Veteran Agent is an authorized representative, to process and file VA claims for Veterans benefits.

Some other examples of Veterans' Service Office assistance services include:

--Assistance obtaining military service records
--Housing assistance, including Veterans Shelters and Veterans Homes
--Payments of "Welcome Home" bonuses for deployed Veterans
--Assistance obtaining certain Massachusetts automobile and motorcycle license plates
--Employment assistance
--Property tax exemptions
--Tax Exempt State Annuities for parents or spouses of those killed in Action or those who are 100% disabled.

--Burial Assistance

During FY25 (July 1, 2024- June 30, 2025), Lunenburg started serving 5 recipients on Chapter 115 Benefits and ended with serving 7 recipients (Veterans, Families, or Widows) per month. Lunenburg paid out $50,323.27 in benefits, which is on average $4,193.61 per month. Lunenburg was reimbursed $38,283.61 by State, which is the maximum allowable 75% share.

This Veteran Agent is located at the Ritter Building, 960 Massachusetts Ave. Office hours are Thursdays, 9:00 AM thru 12:00 PM.

If you are a Veteran, Family of a Veteran or know a Veteran, Please contact me at:
mdurkee@Lunenburgma.gov, or **978-400-1938**.

Thank you,
Michelle Durkee

PROTECTION OF PERSONS & PROPERTY

BOARD OF HEALTH

The Board of Health Office is located in the old Ritter Library building on the corner of Mass. Ave and Leominster Road. Our office is on the upper level at the end of the hall on the right. We can be reached at 978-345-4146, extension 430.

The Board of Health, with the assistance of its Agent, the Nashoba Associated Boards of Health, continued its mission to maintain its focus on public health and safety issues during 2025, reviewing Title V Inspection Reports, building permits, septic and well permits, nuisance investigations, housing inspections, complaints and general public health related issues as well as resident concerns.

In addition, our local Board continued to be tasked with responding to emerging health responsibilities. The Board of Health assisted residents and businesses in understanding ever changing guidance and compliance with those orders. We continued to conducted compliance checks and responded to complaints. Through Nashoba Associated Boards of Health, vaccine clinics are held.

Homeland Security and Emergency Preparedness Planning is ongoing. Meetings continue between our agents, other Town Departments and regional entities to develop a plan for not only Lunenburg but with our partner towns in our region.

This year, we processed applications for Septic Permit Lot Tests, permits for new construction, new wells, repairs or upgrades to septic systems, well permits and food service permits. The Board continues its vigilance with regard to septic systems, wells, food service inspections, housing and nuisance complaints and its general mandate to protect the environment and groundwater of the Commonwealth.

The Board of Health provides numerous other services in cooperation with our Health Agents, the Nashoba Associated Boards of Health. This year, clinics provided our residents with inoculations for Flu as well as Senior well adult clinics.

The Town of Lunenburg participates in the Central Mass. Mosquito Control Project. Mosquito Control monitors the mosquito population in Lunenburg and advises of any potential diseases such as EEE and West Nile Virus and sprays frequently to control the population during the warmer times of the year. Residents who want to have their property sprayed can do so by emailing to: cmmcp@cmmcp.org, calling (508) 393-3055, completing a request on their webpage at: http://www.cmmcp.org, or calling the Board of Health office. This service is free of charge to residents.

Please contact our office in the Ritter Building for more information.

Please remember that our Board Members volunteer their time and efforts on behalf of you, the Citizens of Lunenburg. If you have something that you think we can help you with, we are at your service. Contact the Board office at 582-4146 ext. 430.

NASHOBA ASSOCIATED BOARDS OF HEALTH

Nashoba Associated Boards of Health continues to serve the Lunenburg Board of Health in meeting the challenges of environmental and public health needs in your community.

In 2025, the Nashoba Associated Boards of Health (NABH) continued to advance regional public health through the ongoing support of two key grants: the Public Health Excellence (PHE) Grant and the Contact Tracing and Case Investigation (CT/CI) Grant.

The PHE Grant has enabled the onboarding of staff over time, including two Health Agents, an Education/Communication Specialist, and part- time staff to help with food inspections and manage the grant; the CT/CI Grant has further supported NABH by funding a full-time Public Health Nurse. Staff provided by these grants have enhanced NABH's ability to provide inspections, community outreach, and health education, fostering a more robust and adaptable public health infrastructure across participating municipalities.

In response to the closure of the Nashoba Valley Health Center and the Massachusetts Department of Public Health's new public health services delivery model, Foundational Public Health Service (FPHS), the Association contracted for a Community Health Needs Assessment (CHNA) to better understand the needs of our community; the contractor delivered their report at the end of December. The work was made possible by the CT/CI Grant.

Together, these grants have strengthened NABH's ability to meet evolving community needs, improving disease surveillance, emergency preparedness, and equitable access to high-quality public health services. Through a collaborative and resource-sharing approach, NABH has built a resilient and modern public health system that continues to effectively serve all member communities.

Environmental Health Department

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

Food Service Licensing and Inspections (64)
This office licenses, inspects, responds to complaints and conducts follow-up on concerns in licensed operations. Our staff review plans for new/renovated facilities to ensure they are constructed in accordance with the Food Code.

Recreational Permitting and Inspections (11)
This office licenses, inspects and responds to complaints regarding recreational camps for children, bathing beaches and public and semi-public pools. We sample bathing beaches weekly, providing the results to community partners to ensure swimming only occurs at the public and semi-public beaches which meet State regulations.

Housing & Nuisance Investigation (27)
This office inspects dwelling units for compliance with the State Sanitary Code upon complaints, and prior to occupancy. We issue orders to affect corrective actions, reinspect, and initiate legal action if necessary. Similarly, complaints from residents concerning unsanitary conditions, environmental concerns and/or pollution are investigated and actions taken as required.

Title 5 related work – On-site Sewage Disposal
We received 83 applications for soil testing (testing necessary for the design of a sewage disposal system) and witnessed 158 tests performed (perc tests and soil evaluation holes). We have received 49 applications for sewage disposal systems and reviewed 32 plans for new and replacement systems.
Our office has prepared 34 sewage disposal system permits for the Board's review and approval: 15 for new construction and 19 for the replacement of failed systems. We conducted 92 inspections during the construction of sewage disposal systems.

We provide consultation to your residents on matters relating to sewage disposal systems (operations, inspection and expansion (including the proposed accessory dwelling units (ADU)). As part of this work, we reviewed 86 Title 5 inspection reports.

Private Wells
We reviewed water quality and quantity reports and interpreted the results for your residents. As water quality awareness has increased, we have assisted communities with systematic water testing programs (generally upon

property transfer); providing consultation and direction on how to comply with local requirements.

Private wells are regulated by local regulation, and we issued 17 permits for new and replacement private water supply wells.

Rabies Clinics
The number of residents attending our community clinics has dropped. Understanding the importance of service, we have offered regional clinics to ensure convenient access to a clinic.

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) Standards of Public Nursing Practice. Our nursing team underwent significant changes this year, a retirement and staff moving to new positions. As of the end of 2025 the nursing team has been rebuilt, and we are working quickly to restore services while remaining adaptable to changes requested by our member communities and to meet the obligations outlined in the FPHS. Town Nurse Hours were "on pause" July through December 2025 while we re-built our public health nursing team. During this time, the core, State-mandated communicable disease case investigation and reporting continued.

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

- Working with MDPH and local Boards of Health to identify and manage clusters of disease/exposures in the district.
- Working with school nurses and childcare providers in the district to provide information, offer advice and support.
- In conjunction with our Health Agents, we work with individuals in challenging living conditions (unsanitary, hoarded) to facilitate services to mitigate situations which would allow an individual to remain in their home.
- We work with Councils on Aging, community outreach workers and other staff in town to help residents find services they need.

Communicable Disease Number of Cases investigated:

Calicivirus/Norovirus	5
Hepatitis C	1
Human Granulocytic Anaplasmosis	4
Influenza	136
Novel Coronavirus (SARS, MERS, etc)	59
Salmonellosis	1
Streptococcus pneumoniae	1

The Nashoba nursing staff provided monitoring and guidance to travelers and residents testing positive for TB infection (not contagious) throughout the district this calendar year and have also been managing **2** active TB cases in the District during 2025. The towns in the Nashoba District fall into a **LOW RISK TB** category (as defined by MDPH).

In addition to the mandated disease surveillance and reporting, our staff serves as a resource to the community,

addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways including:

- Monthly town nurse hours were offered from January through June 2025 and were "paused" July through December while we rebuilt our Public Health Nursing team. Nashoba nursing staff conducted town nurse hour events this year, including 6 in Lunenburg (including the regional flu clinic). Town nurse hours include an opportunity for blood pressure checks, diet/nutrition information and teaching, medication review, and assistance with identifying and coordinating community resources and referral as needed.
- In 2025 we partnered with local pharmacies to offer our seasonal vaccine clinics, expanding vaccine availability with COVID and RSV vaccines in addition to influenza and preserving local public health funding and capacity. In collaboration with these pharmacies, we conducted 11 vaccine clinics throughout the district vaccinating 1019 attendees and providing 1,498 vaccines.
- The nurses are available to make home visits to make general assessments, assist with coordinating care and services, provide support/teaching and make referrals to other local community resources. Our nurses made twenty-one home visits and received twenty-eight resident calls.
- Nashoba has offered community outreach and educational programs covering topics such as disease prevention, chronic disease management, emergency preparedness, mental health awareness, and overall wellness. We continued to offer grief support group availability.
- Nashoba staff attend and regularly participate in collaborative meetings, trainings, and conferences to keep current with the latest developments in local public health.
- Nashoba staff facilitated several meetings with key stakeholder groups to promote partnership, encourage strong regional communication, and foster working relationships. This has helped to identify common goals and guide future public health initiatives and outreach.

Community Health- Communications and Public Health Education Summary, 2025

The Public Health Educator/Communications Specialist (PHE/CS) role has continued to evolve since its inception in Sept 2021 to best support the needs of the district. In the past year, the PHE/CS has been communicating timely and relevant public health information to towns and stakeholders and providing educational opportunities across the district with a social determinants of health (SDOH) lens. This work has included:

- Providing community educational opportunities to residents both independently and collaboratively with the PH nursing team based on community need- Harm reduction, emergency preparedness, positive aging, etc.
- Serving as project lead for a community health assessment from June to December, integrating contractor management, stakeholder engagement, communications, marketing, and logistical planning
- Partnering with CHNA9 and THFCM to launch a local Nashoba Health Equity Micro-Coalition supported by the NABH Shared Services Coordinator
- Maintaining up-to-date distribution lists, communicating within the district via channels such as quarterly newsletters, regular email updates, etc. pertaining to public health news, information, and events such as vaccine and rabies clinics. Continuing to explore and evaluate communication methods to reach as many community members as possible.
- Maintaining social media presence to reach more people in district with current, relevant, and seasonal public health information. Serving as a resource for community members with public health related questions across a broad range of topics
- Overseeing and administering a grant and donation-funded community grief support program

- Offering and instructing adult mental health first aid certification courses for municipal staff, community volunteers, and other groups serving NABH region residents
- Providing education and advocacy related to harm reduction, treatment and de-stigmatization of substance use disorder
- Serving on the Governor's Nashoba Valley Health Planning Working Group to identify data and community-driven local priorities for closing critical healthcare gaps
- Organizing technical assistance and resource-sharing meetings for municipalities related to opioid abatement settlement funds, with a fully executed IMA between 7 towns realized in 2025
- Collaborating with the new Shared Services Coordinator to maximize resources and identify opportunities for capacity building
- Building and maintaining relationships with stakeholders through meetings and attending community events to represent NABH
- Serving as the primary administrator for NABH's annual vaccine clinics in our first year partnering with a pharmacy
- Attending trainings with an emphasis on health equity and public health service regionalization.
- PHE/CS has utilized an SDOH lens to identify health inequities that most impact the NABH region to focus efforts and collaborate with community partners to lessen these gaps.
- Developing educational and communications materials for district and individual towns by request including print, electronic, presentation, and TV/news media materials. Publishing the first NABH regional Annual Report document
- Maintaining and improving upon NABH website to keep info relevant and accessible
- Co-organizing events to facilitate the exchange of information such as a springtime Social Services Networking Fair

FIRE DEPARTMENT

The Firefighters and Emergency Medical Technicians of the Lunenburg Fire Department are dedicated to providing the highest quality, most cost-effective fire, and emergency medical services to the citizens of the town of Lunenburg.

In 2025, your Fire Department responded to 2006 calls for service, which broke down as follows:

Fires, Alarms & Hazardous Conditions	387
Emergency Medical	1233
Inspections	320
Other	29

This level of activity was similar to 2024, with a slight decrease in fires, alarms and hazardous conditions, but an increase in EMS responses. The closure of Nashoba Valley Medical Center continues to strain the Region's EMS Services. Ambulances traveling to distant hospitals or "holding the wall" waiting for a bed locally have resulted in increased out of service times for all services in the area. For our Department, this has resulted in a 36% increase in mutual aid EMS responses and an average of 15 additional minutes in turnaround time for an ambulance to become available. It is not uncommon for one of the ambulances to be "holding the wall" in the local Emergency Department for 20 minutes or more waiting for a bed.

The Department consists of 10 Career and 30-35 On Call/Per Diem Firefighters and Emergency Medical Technicians, plus a full-time Administrative Assistant. The Station is staffed by three Firefighter/EMT's or Paramedics. This coverage is provided by a combination of our Career Staff and Per Diem Firefighters. The

greatest issue we continue to confront is having enough part time staff to cover the 96 hours of Per Diem coverage each week. This is particularly true of having enough Part time Firefighter/Paramedics. The addition of a 4th shift of 3 Firefighter/Paramedics is critical to our future operations. This would allow Career Staff to cover 7 days per week, not 6. This would improve working conditions for our staff and decrease the amount of forced overtime we are experiencing. The Per diem coverage could then be reallocated to assist with staffing our second ambulance for much of the week. This is a concern that is coming to the forefront with increasing numbers of ambulance calls and longer transport and turnaround times at hospitals. In 2025 we had to rely on mutual aid 65 times for a mutual aid ambulance. This was due to either insufficient staffing to cover the second ambulance, an ambulance being out of service or both ambulances were already on calls.

Staffing the Station with dual trained Fire/EMS personnel ensures that we are prepared to respond to whatever emergency occurs. As many calls require more personnel than are on duty, we continue to rely heavily on the dedication and commitment of our On Call Firefighters and Emergency Medical Technicians.

The Department's Paramedic Program is now in its third year. Having this level of service in-house allows us to provide advanced level EMS care to our residents and not draw on resources from other communities. Of the Staff on Duty, One-two are always Firefighter/Paramedics. Paramedic training is more than two thousand hours and requires anywhere from 9-18 months of college level classroom education, clinical time, and field internships to obtain certification. Firefighter/Paramedics Andrew Bolton and Jenny Smith serve as our ALS and EMS Coordinators.

Lieutenant Christos Lekaditis and Firefighter Carl Gamberdella make up the Department's Fire Prevention Division and conducted 350 Inspections in 2025. This is in addition to multiple fire drills and public education initiatives. By law, we are required to inspect Smoke and Carbon Monoxide Detector installations when a home is sold. We are also required to inspect all new oil burners and propane gas installations. Any business holding a liquor license also requires a yearly inspection for fire safety issues. In addition, all new construction projects must have their plans reviewed for proper fire protection, as well as ongoing inspections during the construction process. Other Fire Safety Initiatives undertaken during 2025 include:

- Continuation of a Department of Fire Services Grant in the amount of $6953 to assist with Fire Safety Education in both the schools and with Senior Citizens. This Grant provides funding for both materials and personnel to bring fire safety education to our most vulnerable populations. Firefighter Olivia Hayes serves as our Coordinator for this program.
- Participation in the Senior Center's "Sand for Seniors" Program. This program provides buckets of walkway sand for Senior Citizens who were unable to obtain it for themselves in the winter months. In partnership with this program, Firefighter Olivia Hayes delivers the sand to the residents and when possible, inspects their homes for Smoke and Carbon Monoxide Detectors. If the resident was lacking detectors, Firefighter Hayes can install free detectors obtained through the Senior SAFE Grant.
- It should be noted that each year, 50% of fatal fires are found to have nonfunctional or nonexistent smoke detectors.

Fire Prevention has become increasingly complex as codes change and new technologies appear. To keep pace, both Inspectors hold certifications with the State as Fire Prevention Officers- Level 1 or 2. In addition two other members have also completed the Level one training and other staff have completed the Basic Level training.

Four Firefighters from Lunenburg continue to be members of the Fire District 8 Technical Rescue and Dive Teams. These regional teams respond to high risk and specialized rescue situations, such as Confined Space, Rescue from Heights, Building and Trench Collapse, Swift/Floodwater and Underwater Search and Recovery. In conjunction with these Teams, Lunenburg operates both a Water Rescue Unit and a Collapse/Trench Rescue Trailer.

Our Apparatus fleet is currently in particularly good condition, with two pumpers and the Ladder truck at or under 10 years old. Engine 2, our 1989 GMS Brush Fire Truck, has exceeded its lifespan and is currently scheduled for replacement under the proposed FY '27 Capital Plan. Our Rescue Pumper, Squad 3, remains in good condition though it is nearing the end of its projected life span. This unit is scheduled for Replacement in FY'29. This unit is a dual-purpose Pumper and Rescue Unit, carrying the Jaws of Life, High Pressure Air Bags, and other specialized rescue tools.

The Ambulances are experiencing increased wear and tear as we see not only more calls for service but longer transport times to more distant hospitals and critical care facilities. 35 years ago, we had four hospitals within a 10–15-minute transport time. Today there is only one. In addition, many cardiac and trauma patients require definitive treatment in specialty facilities. This often requires transport to Worcester or occasionally even Boston. Our new Rescue 1 arrived in the spring of 2025 and is in service as our Primary Ambulance. Rescue 2, a 2019 unit has been rotated to be the back up ambulance. The former Rescue 1, a 2014 International has been rotated to replace our water rescue truck which was a 1998 ambulance.

State and Federal Grants provided additional equipment to the Department including:

- Drying Rack for drying firefighting clothing after washing/decontamination
- Replaced broken/obsolete chain saws
- New Forest Fire Helmets and gloves to replace ones over 20 years old
- 2 Handheld Thermal Imaging Cameras

As I write what will be my last Town Report before my retirement, I must reflect on the progress the Fire Department has made in the last 13 years. When I assumed the role of Fire Chief in 2012, much of our front-line apparatus was approaching or over 20 years old. Our staffing only provided 2-3 Firefighters during the day. Our On Call staff responded to all calls after 6pm. We relied on other services to provide Advanced Life Support for our ambulance patients. Today nearly all our front-line apparatus has been updated and is 10 years or less in age. We have 24/7 coverage at the Station and provide our own Advanced Life Support. These improvements were possible due to the unwavering support of Town residents, Town Government and most of all the men and women of the Lunenburg Fire Department. It is my fervent wish that this support continues to bring the Department over its next great hurdle. The need for the 4th Shift.

In conclusion, I would like to thank the members of the Lunenburg Fire Department for their outstanding commitment to the Town. Their enthusiasm, professionalism and dedication are what truly make the Department the high-quality organization that it is. I do not say it enough, but so many of our staff deserve accolades for the work they do "behind the scenes" every day to make the Department what it is. I cannot ask for a better group of men and women, and it is my profound honor to have served with them.

I would also like to thank the other department heads, boards, and commissions for their continuing support during my tenure The level of inter-departmental cooperation that occurs daily is invisible to most people, but it continues to be critical to the smooth operation of the Town. Finally, my thanks also go out to the citizens of Lunenburg for their ongoing support of public safety. Such support allows us to continue providing the high level of service you have come to expect from us.

Roster of the Lunenburg Fire Department- 2025

Patrick A. Sullivan, Chief of Department+*

Peter J. Hyatt, Deputy Chief

Career Firefighters+

A Shift	B Shift	C Shift
Scott Dillon, Lieutenant/EMT	Kenneth Jones, Captain/AEMT	Christos Lekaditis, Lieutenant/AEMT
Carl Gamberdella, FF/Paramedic	Austin Flagg, FF/Paramedic	Melissa Buchanan, FF/Paramedic
Andrew Bolton, FF/Paramedic	Jennie Smith, FF/Paramedic	Olivia Hayes, FF/Paramedic

Karen Weller, Administrative Assistant+

Call Firefighters

Joseph Arsenault, FF/AEMT
Jorge Baiz, FF/EMT
Robert Barrett, FF/Paramedic
Matthew Benoit, FF/AEMT
Jason Boyle, FF/EMT
Brady Burns, Firefighter
Frank Byrne, FF/Paramedic
Michael Byrne, FF/AEMT
Joseph Cardone, EMT
Larissa Couture, Firefighter/EMT
Philip d'Entremont, FF/Paramedic*
Timothy Downey, FF/EMT
Matthew Glenny, FF/EMT
Alan Hyatt, Firefighter/EMT
Ronald Hyatt, FF/Paramedic
Samuel Johnson, FF/EMT
Manuel Lafountaine, Firefighter
Mari Laundree, FF/EMT
Corey Lopez, FF/Paramedic
Mitchell Mabardy, FF/Paramedic*
Daniel Motyka, FF/EMT
Stephen Morse, FF/EMT
Timothy O'Connell, FF/EMT
Tyler Pelkey, FF/Paramedic
James Ricci, Firefighter
Anthony Russo, FF/EMT
Daniel Sanchez-Morfin, FF/EMT
Tyler Thibodeau, FF/EMT
Jared Wayne, FF/Paramedic

*Indicates member of District Technical Rescue Team
+ Indicates Career/Full Time Staff
FF- Firefighter
EMT- Firefighter/Emergency Medical Technician- Basic
AEMT- Advanced Emergency Medical Technician

POLICE DEPARTMENT

Mission Statement:
We, the members of the Lunenburg Police Department, strive to provide the highest quality of police services to our community members and visitors alike. We believe in Community Policing, and all the benefits that are realized from this concept. We will strive to maintain the strong partnerships that have been developed with our community and continuously look for ways to improve that relationship. We will strive to deliver police services in a fair and impartial manner, consistent with all applicable laws, while respecting all individual rights. We will use innovative and modern ideas and techniques to solve crimes, apprehend criminal offenders, and help resolve quality of life issues.

Values:

- We are committed to ensuring that all of our actions reflect the utmost integrity and honesty.
- We are committed to respecting individual rights, human dignity, and the values of all members of the community and members of the Lunenburg Police Department.
- We are a proactive and problem-solving agency.
- We strive to serve our citizens in a professional manner with compassion, respect, and empathy.
- We are committed to providing the highest quality of police services to our community.
- We recognize the value of our employees and recognize they are our most valued resource. We will strive to provide our employees with the necessary resources, training, and career development to enhance their professionalism.
- We recognize that the well-being of our employees is of the utmost importance. We will strive to provide the necessary assistance to assure our employees enjoy a long and satisfying career.

Department Personnel:

Administration
Chief Jeffrey Thibodeau
Lt. Sean Zrate
Police Executive Assistant: Kennedy Jackson
Public Safety Desk Clerk: Evelyn Rowe
Part-Time Admin Assistant: Gail Kemp

Patrol Bureau

Day Shift
Sgt. John Morreale
Ofc. Jon Broc
Ofc. Gage Russell
Ofc. Elijah Weiss

Evening Shift
Sgt. Vacant
Ofc. Anthony Cappucci
Ofc. Jesse Reed
Ofc. George Tibbetts
Ofc. Brody Tapply

Night Shift
Sgt. Paul Theodoulou
Ofc. Jenna Morse
Ofc. Chris Bergeron
Ofc. Grace Kerr

Split Shift
K9 Ofc. John Wagner
Traffic Ofc. Joel Ortega

Investigative Bureau
Detective Josh Mathieu

Community Policing Bureau
SRO Bradley McNamara
(Accompanied by Comfort Dog: Hank)
SRO Kamerin Munroe

Reserve Police Officers
Ofc. Robert DaCosta
Off. Benjamin Campbell
Off. Paul Duquette

Animal Control Officer
Kathleen Comeau

Department Review:
It is a privilege to present the Lunenburg Police Department's Annual Report. In 2025, the Department continued to face challenges related to economic conditions, population growth, increased traffic and increase of cyber-crimes involving within the community. Ongoing nationwide difficulties in police recruitment and retention have also impacted the Department; however, progress has been made in addressing these challenges. Despite these obstacles, the Department remains proactive and fully committed to ensuring the safety of the community.

Promotions:
In October 2024, Chief Thomas Gammel retired, and Lieutenant Jeffrey Thibodeau was promoted to Interim Chief of Police. In November 2024, Sergeant Sean Zrate was promoted to Acting Lieutenant. Both positions later became permanent. In 2025, Interim Chief Thibodeau was formally appointed Chief of Police in April, and Acting Lieutenant Zrate was appointed to the rank of Lieutenant in August.

New-Hire Updates:
In May 2025, Officer Brody Tapply was appointed as a student officer and attended the Basic Recruit Academy at Fitchburg State University. Upon successfully completing the academy, he was sworn in as a full-time patrol officer in September 2025.

In October 2025, the Department welcomed two additional officers, Officer Grace Kerr and Officer Elijah Weiss. Officer Kerr is a graduate of Fitchburg State University and previously served with the Fitchburg State University Police Department beginning in September 2023. Officer Weiss joined the Department from the Mendon Police Department, where he served since October 2023. Prior to that, he was employed by Fitchburg State University from 2021 through 2023.

Programming Updates:
Through a partnership with the Lancaster Police Department and Open Sky Community Services, the Department was able to secure funding to implement a Co-Response Model for mental health–related calls. As a result, Co-Response Clinician Vanessa Rivera began working with the Department in December. This program enhances our ability to respond effectively to mental health incidents and support community members during mental health related calls, as they continue to increase. The department has addressed the emerging nationwide trend of cyber-crimes and fraud. We have been fortunate to have highly trained and proactive Officers with the expertise and guidance of Officer Bradley McNamara in combatting these cyber-crime trends. Officer McNamara has had many successful prosecutions and seizure of illicit funds that lead to the victims recovering their financial loses.

2025 Statistical Information:
The overall goal of the Lunenburg Police Department is a reduction of crime, assure quality of life issues are addressed, and provide a safe community to live, work and visit. The Department evaluates effectiveness, in part, by statistical information that is generated through the Records Management System.

The following statistical information is to provide some insight into our officers' activity for 2025.

Activity	**2024**	**2025**
Calls for Service	**22,880**	**18,822**
Arrests Total	**315**	**435**
Arrests Custody	92	147
Arrests Summons	222	288

Protective Custody	**1**	**7**
Motor Vehicle Accidents (MVA) Total	**289**	**315**
MVA w/Injury	72	65
MVA w/o Injury	190	217
MVA Hit & Run	27	33
Motor Vehicle Stops	**3,031**	**2,960**
Civil Citations (fines)	53	140
Citations Warnings	1836	1297
Citations Criminal Offenses	120	381
MV Arrests	28	100
OUI	16	19
Radar Operations	**3,255**	**2,290**
Domestic Violence Related Incidents	**65**	**79**
Restraining/Harassment Orders	59	59
Cyber-Crimes/Fraud	40	60
Internet crimes against Children	4	10
Burglary/B&E	12	6
Shoplifting	67	71
Animal Control Calls for Service	**286**	**305**
Dog Bites	10	18
Kennel Inspections	20	19
Barn Inspections	41	47
Mental Health Related Incidents	**88**	**131**
Attempted/Threat of Suicide	21	25
Mental Health Evaluations	20	18
Firearms Licensing	**306**	**382**
License to Carry	260	289
Firearms Identification Card	8	15
Over 70 (age) FID/LTC	36	71
License to Sell/Ammunition/Gunsmith	N/A	3
Machine gun	2	4

Training:

Training continues to be a priority for the Department. We obtained a department MILO advanced training system with earmark funding from the state. We now have the ability to train in virtual simulation-based programs. We have department instructors for specialized areas including Firearms, Less Than Lethal, Defensive Tactics, RAD, Active Shooter, MILO instructors, ALERRT &ALICE trainers and Resiliency (Officer Well Being). The Department's in-house trainers look for up to date ways to complement our annual MPTC state mandated in-service training for all officers.

In addition, many officers have attended specialized training in various areas of Policing as a part of the department's professional development. Training includes Cybercrimes, Accident reconstruction, Crisis Intervention Team, Critical Incident Management System, FBI-LEEDA, Servant Officer and Intentional

Leadership Programs.
The Department also provides training designed for our non-sworn members, such as Police Executive Assistant Conference, and Massachusetts Public information requests training.

Nashoba Valley Regional Dispatch District:
The Nashoba Valley Regional Dispatch District (NVRDD) is a Regional Emergency Communications Center located in Devens, MA. NVRDD serves as the 911 public safety answering point and dispatch center for Police, Fire and EMS for the communities of Lunenburg, Berlin, Bolton, Boxborough, Havard, Lancaster, Devens, Hudson and Department of Defense at Devens. NVRDD serves a total population of just over 55,000 residents and thousands more visitors to the orchards, farms, businesses, and attractions within its eight communities.

Conclusion:
I would like to thank the Citizens and businesses of the Lunenburg community for their continued support of the police department. Without collaboration with our community partners, we would not be successful. We look forward to the New Year and continue to bring the very best in policing to our community.

Most importantly I would like to thank all the employees and their families of the Lunenburg Police Department for their dedication to the Community, and the work that they perform daily. When working for a public service department the employees work twenty-four hours a day 365 days a year to keep our community safe, this is not an easy task for any Law Enforcement Officer and their families. The personnel of the Lunenburg Police Department play a vital role day to day in making the Town of Lunenburg a great and safe place to live, work and visit for all.

Thank you,
Chief Jeffrey Thibodeau

PLANNING

PLANNING BOARD

Two (2) ANR Plans (land division plans not requiring approval under the Subdivision Control Law, but still requiring Board endorsement) were approved.

Lunenburg's Stormwater Bylaw requires the Board review and approval for any development/redevelopment project that disturbs one or more acre(s) of land. This Bylaw safeguards the public health, safety, welfare and the environment by minimizing adverse impacts of contaminated stormwater both off-site and downstream. These updates are more likely to affect large commercial projects and multi-family dwellings; not the average homeowner wanting to put in a shed, garden, pool, etc. The Board approved stormwater permits for the following.

- Construction of 3 Single-Family homes, 171 Arbor St
- Reconfigure parking, 494 Electric Ave
- Construction of a single-family home, 70 Kilburn St
- Construction of Single-Family home & Expand Common Driveway, 560 Goodrich St
- Construction Single-Family home, 795 Leominster Rd
- Construction Single-Family home, 791 Leominster Rd
- Construction 5 Multi-Family homes, 213 Electric Ave
- Construction Single-Family home, 255 Sunnyhill Rd
- Construction 5 Single-Family homes on 5 ANR lots, 100 Townsend Harbor Rd

Lunenburg has four designated Scenic Roads; Lancaster Avenue, Flat Hill Road, Northfield Road, and Leominster Road. As these are Scenic Roads, any repair, maintenance, re-construction, or paving work in the Town's right-of-way cannot involve the cutting or removal of trees or the tearing down or destruction of stone walls without consent of the Planning Board and/or Tree Warden.

- Removal of large dying maple tree, 63 Lancaster Ave

The Planning Board received and approved site plans for the following

- Battery Energy and Storage System, 485 Leominster-Shirley Rd
- 1092 SF addition, 110 Pleasant St
- 10 Space gravel parking area, 801 Northfield Rd
- 10 Space parking area, 994 Northfield Rd
- Construction of quality air controlled building, 1260 Reservoir Rd
- Change Use, 1335 Mass Ave
- Construct a commercial building, 494 Electric Ave

The Planning Board approved two (2) Site Plan Modifications.

- Reduce project size, 260 Falulah Rd
- Addition 10x12 Ft Shed, 230 Flat Hill Rd

Five (5) Special Permits were issued. Four (4) for Common Driveways.

- 1523 Mass Ave
- 443 West Townsend Rd
- 171 Arbor St
- 560 Goodrich St

And One (1) for a free standing Sign.

- 3 Lancaster Ave.

The Planning Department saw the start and resignation of Planning Director Christopher Reilly and the resignation of Administrative Assistant Logan O'Connell.

The Master Plan Steering Committee continues to work on the Master Plan Meetings continue at Town Hall with a hybrid model; both in-person and via Zoom.

The Planning Office is located in the Ritter Memorial Building, 960 Massachusetts Avenue and can be reached at 978-582-4146 extension 413. Various forms are available online at https://lunenburgma.gov/ on the Planning Board's homepage. The Zoning Map, Code of the Town of Lunenburg, MA (which contains the Protective [Zoning] Bylaws), Rules and Regulations Governing the Subdivision of Land, Rules & Regulations for Site Plan Approval & Special Permits, and Permitting Guidebook are available online.

Matthew Brenner, Chair	Timothy Willsmer, Vice Chair	Amanda Reid, Clerk
Adam Burney, Member	Vacant, Member	Richard Harris, Interim Land Use Director

ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard Several petitions during the calendar year 2025. There were several applicants seeking special permits and special permits for dimensional variations. The Zoning Board meetings are held on the second and Fourth Wednesdays of the month at Town Hall at 7:00PM on an "as needed" basis or Zoom as an alternative.

The Zoning Board consists of the following members: Alfred Gravelle, Chairman, James Besarkarski, Vice-Chairman, Members: David Blatt, Patrick Callahan and Anthony Nicastro and Donald Gurney, Associate members.

The functions of your Zoning Board of Appeals as required by statutes are as follows:

1. To hear and decide applications for Variances from Town's Protective By-Laws as authorized in the By-laws.
2. To hear and decide applications for Special Permits as authorized in the Town's Protective By-laws.
3. To hear and decide appeals in accordance with Chapter 40A, Section 8 of the Massachusetts General Laws, as amended, from any person aggrieved by reason of his or her inability to obtain a permit or enforcement action from the Administrative Officer or Board in the Town, the Regional Planning Agency, abutting City or Town or other Administrative Official.
4. To act upon application for comprehensive permits in accordance with Massachusetts General Laws, Chapter 40B. The Zoning Board of Appeals reviews requests for comprehensive permits submitted to the Board under Chapter 40B by developers who wish to create affordable housing. These requests can, by law, circumvent local zoning ordinances.

The office of the Zoning Board of Appeals is located in the Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg. Business hours are 8:00 AM to 4:00 PM Monday and Wednesday and 8:00 AM to 6:00 PM Tuesday and Thursday, closed Friday. If you need any assistance from the Zoning Board of Appeals, please contact us at 978-582- 4146, ext. 421 during regular business hours. Zoning Board applications are available in the office and online at www.lunenburgma.gov

Alfred Gravelle, Chairman
James Besarkarski, Vice Chairman
David Blatt, Member
Patrick Callahan, Member
Anthony Nicastro, Associate Member
Donald Gurney, Associate Member
The board has opening for two Associate members

AD HOC OPEN SPACE ADVISORY COMMITTEE TO THE PLANNING BOARD

The Open Space Committee's efforts in 2025 principally focused on gaining a better understanding of the Town of Lunenburg's portfolio of vacant, undeveloped, "general municipal" lands, and assessing which of those properties may be repurposed more specifically to meet needs identified in the Town's Open Space and Recreation Plan.

The Open Space Committee applied for and received an extension to the Open Space and Recreation Plan required by the state. The revised plan is now due June 30, 2029.

The Open Space Committee also reviewed several Chapter 61 withdrawal notifications this past year as part of the town's defined multi-board process.

The Open Space Committee has drafted a Town Bylaw for consideration at the May 2026 Town Meeting. The Bylaw changes the status of the Open Space Committee from ad hoc committee of the Planning Board to a standing standalone committee.

Respectfully submitted,
Michael Toohill, Chair

EDUCATION

LUNENBURG PUBLIC SCHOOLS
Superintendent's Message

To the Citizens of Lunenburg,

It is with profound joy and a deep sense of honor that I submit my first annual report as your Superintendent of Schools. As I conclude my first year in this role, I reflect on the warm welcome I have received from this community. I extend my deepest gratitude to the Town Manager, Town Department Heads, the Select Board, the Finance Committee, and the School Committee for their partnership and support. It is a privilege to serve a town that cares so deeply about its children.

My tenure began with a commitment to listen. Before setting a new course, I needed to understand the heart of Lunenburg. Through three comprehensive surveys and countless conversations, I heard from 491 students, 106 staff members, and 186 families.

What I learned was powerful. I discovered a district with a strong heartbeat; where staff take immense pride in their colleagues and where families value the safety and opportunities our schools provide. However, I also heard clear calls for growth. While 70% of our students feel supported, we learned that a sense of belonging is fragile; too many students told us they do not yet feel fully accepted for who they are. Families expressed a need for stability in the budget and a focus on student mental health, while staff highlighted that years of fiscal constraints have impacted trust.

These findings became the compass for our work this year. They confirmed that our mission must be to move our "One Community" spirit from a theme to a daily practice: welcoming all, lifting each other up, learning with purpose, and leading with heart.

Guided by what I learned, we established four strategic goals to steer the district through the 2025- 2026 school year.

First, we focused on Improving Instruction. With the appointment of Dr. Kimberly Sarfde as our Director of Teaching and Learning, we raised the bar for classroom excellence. Our goal has been to ensure every educator receives high-quality, actionable feedback that drives student achievement. A central pillar of this work is our steadfast commitment to early literacy, with the explicit goal that every child will be reading fluently by the end of third grade. We are seeing the "joy of rigor" emerge in every classroom, where high expectations meet high engagement.

Second, we prioritized Fiscal Leadership and Transparency. A critical step in this direction was the hiring of Christopher McNamara as our Business Manager. Mr. McNamara has made strong gains in implementing accounting practices that are clear and publicly communicated, allowing effective insight for town elected officials and citizens. Understanding the financial pressures facing the town, we developed a budget process defined by "radical clarity." We presented distinct budget scenarios—level-service, town-allocation, and restoration which fostered an honest, collaborative dialogue about what we value and what we fund.

Third, we dedicated ourselves to Building a Culture of Belonging. We strove to create an environment where kindness is the norm and every student sees themselves as a valued member of the community.

Looking back on the past year, we have achieved milestones.

We completed universal screenings in mathematics and literacy for grades K–5 to ensure no child slips through the cracks. Our educators modeled the instructional excellence we strive for. To support this work, we provided targeted professional development in the Open Sci Ed curriculum and the development of literacy skills.

We built from a position of fiscal stability. Throughout the year, our budget remained healthy and on track. Our mantra was no surprises for the staff, school committee and the community that entrusts us to be stewards of limited resources. Furthermore, in compliance with state requirements, we responsibly reinvested funds into our food services program, upgrading critical infrastructure like walk-in freezers to better serve our students.

The spirit of Lunenburg shone brightly this year. From the always spirited Homecoming parade to an undefeated regular season for our Field Hockey team and a Championship title for our Football team, our students gave us much to cheer for. Perhaps most inspiring was our Unified Basketball program, which continues to be a beacon of inclusion, proving that we win when we play together. Even in our youngest grades, we saw this culture taking root, with Primary School students demonstrating unprompted acts of kindness that remind us all of the power of empathy.

As we look toward the coming year, my commitment to the town of Lunenburg remains steadfast: to lead visibly, communicate plainly, and budget transparently. We acknowledge the challenges ahead, but we face them with the strength of a united community.

Thank you for the opportunity to serve this incredible town.

Respectfully submitted,

Dr. Jodi Fortuna, Superintendent

Grade Level	Lunenburg Resident Students	School Choice Students	Total
PK	55	0	55
K	108	0	108
1	116	0	116
2	110	0	110
Primary Total	**389**	**0**	**389**
3	113	0	113
4	135	0	135
5	108	0	108
Elementary Total	**356**	**0**	**356**
6	122	0	122
7	151	0	151
8	109	0	109
Middle School Total	**382**	**0**	**382**
9	89	5	94
10	110	6	116
11	116	4	120
12	118	2	120
High School Total	**433**	**17**	**450**
Advanced Community Experience Program(ACE)	8	0	8
All Schools Total	**1568**	**17**	**1585**

*Based on Oct 1st state enrollment reporting

School Facilities Department
Town Report 2025

Lunenburg Schools Facilities has been working diligently on the up keep of our infrastructure and the completion of several Capital Planning Projects throughout the summer of FY 25.

Capital Program

All of the projects below have been completed:

l) Primary Elementary School mini split project was completed at a cost of $499,900 in August of FY25. The project included the installation of (13)2-ton condensers, (13)2-ton indoor wall units. These units will provide cooling in the warmer months and help out with the buildings original heating system as well as act as supplemental heat if needed. Lunenburg has worked with Green Communities for grants to help pay the cost as well as rebates from Unitil and National Grid. This project was awarded to Daikin Applied.

2) THES Fire Alarm Upgrade was completed August of FY25 at a cost of $354,990. This system brought the Turkey Hill Elementary School up to code with all new hardware and software. The project was awarded to Relay Fire & Safety.

3) Exterior door upgrade at Turkey Hill Elementary was completed August of FY25 at a cost of $164,482. This project included the replacement of doors and hardware on entrances 1, 2, 3 and 10. This project has helped make the building safer, reliable and weather tight. This project was awarded to Suburban Glass and Mirror.

4) Primary and Turkey Hill got an upgrade of cameras and security card access that was completed August of FY25 at a cost of $135,426. The project was rewarded to Galaxy Integrated Technologies.

5) All 3 schools received upgraded refrigeration controls of the walk in freezers and refrigerators at a cost of $12,778 .This was funded through Green Communities Grants and Utility rebates. These new controls help them work more efficiently and cost effective. Grouped in with this is was weather stripping for exterior doors at Primary & Elementary.

Summer FY25 Facilities Projects

l) The Lunenburg Schools Facilities Dept. was tasked with moving Central Office. This move was from the deteriorating Passios School to Turkey Hill Elementary School. The District hired a moving company Esquire Movers at a cost of $9,820. The Maintenance Department continued moving anything residual. A storage container was needed and purchased for a cost of $3,575.

2) Facilities Department worked with Kitchen Services to make several upgrades in the District Schools kitchens. New mechanicals were installed for the Turkey Hill freezer and refrigerator. A new dish machine was installed at Primary as well as a new grease trap. New steamer was installed at

LMHS as well as new milk coolers. The projects were funded through Kitchen Services.

Preventative Maintenance

The Facilities and Grounds Department has been working conscientiously on up keep of grounds and snow removal as well as maintaining climate equipment within the schools. Such tasks include cleaning of uninvents, replacement of motors, filters, actuators and heating coils. Custodial is always taking advantage of vacations and breaks for deep cleanings of all schools. The Facilities Department always strives to cut costs and keep work in house as much as possible. This summer was very active and as a department we met the challenge.

Respectfully Submitted,
Christopher Stevens, Director of Facilities

Lunenburg Public Schools IT Review
Town Report 2025

The Lunenburg Public Schools Information Technology (IT) Department played a critical role in addressing the technology needs both inside and outside of the classroom. The Department also focused heavily on building security upgrades. The following projects were completed as part of an emphasis on building security:

1. Turkey Hill Elementary School received additional cameras to cover many blind spots both in and out of the building.
2. Turkey Hill Elementary School also received a new access control system with swipe pads at various entrances around the building.
3. Turkey Hill Elementary School also was given a brand new alarm system as part of the security upgrade.
4. Lunenburg Primary School received additional cameras to cover blind spots as well as had a problematic door fixed.
5. Pending in 2026 is replacement of the door entry cameras at both locations as well as district-wide security center replacement to replace end of life equipment.

Solutions supporting cyber safety were also addressed this year. CrowdStrike was added to all windows devices to monitor any malicious activities on the staff devices and lab computers.
GoGuardian was expanded to not only cover the LMHS one-to-one devices but all student Chromebooks. Staff Chromebooks were also introduced which are natively more secure.

Technology continued to be a prevalent tool in the classroom. In response, the district continued to support devices for each student by providing new devices to 6th and 9th graders as well as introducing new devices in grades 2 and 3 to replace end of life equipment.

The IT Department continued to manage and respond to all help desk requests with an extra focus on following best practices, student technology usage and excellent customer service. The team will continue to direct efforts towards improving end-user experience and protecting the district's technology environment from potential cyber threats in the new year.

Respectfully Submitted,

Special Services Department
Town Report – FY25 (data taken from 2024-2025 school year)

From the March 1, 2025 report (SIMS Report 5-Enrollment Statistics – District Summary), there are 246 students with disabilities receiving special education or related services in Lunenburg (last year there were 242). This represents 15.7% of our total student population of 1,568 students (it was 15.5% last year). The state average from the 2024-2025 elected Populations Report (data was last updated on January 23, 2025) (https://profiles.doe.mass.edu/statereport/selectedpopulations.aspx) is 20.6%. From the March 1, 2025 report (SIMS Report 7-SPED Enrollment Statistics – District Summary), the total number of students receiving services outside the district was 10 (last year was 8). Of the 10 students, 6 are placed in Collaborative Placements, 3 are in Day Placements and 1 is in a Residential Placement. Our Advanced Community Experience Program (ACE), which serves students ages 18-22 years old, had 10 students enrolled last year. Additionally, from the March 1, 2025 report, 122 students identified with a disability received accommodations via 504 plans in Lunenburg (last year was 119).

For the 2025 school year, our Accountability Overall Classification was "not requiring assistance or intervention". The reason for this classification was "Substantial Progress Towards Targets" at 50% (last year it was 60%). This data can be found at the DESE website: http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=01620000&orgtypecode=5&

Other data collected throughout the year is also important to consider when looking at the whole Special Services Department. DESE requires us to collect data for certain Indicators they are targeting each year. For our Indicators, the following information is available below and also can be found at: http://profiles.doe.mass.edu/gis/sped_map.aspx?orgcode=01620000&

Indicator 1 – Graduation Rate. The state target for Students with IEPs was 79.33% (was 78.33% last year). Lunenburg's rate was 90.0% (was 61.9% last year) and the overall state rate was 79.7% (was 80.4% last year) for Students with IEPs.

Indicator 2 – Dropout Rate. The state target for Students with IEPs was 12.47% (was 12.97% last year). Lunenburg rate for Students with IEPs was "Suppressed" due to enrollment counts fewer than 6 (it was 11.1% two years ago) and the overall state rate was 13.3% (was 13.6% last year).

Indicator 3C – Proficiency Rate for Students with IEPs on MCAS-Alt. "In Massachusetts the highest possible score on the MCAS-Alt, the state's alternate assessment, is Progressing. Therefore, the data reported in the SPP/APR for the "Number of Children with IEPs Scoring At or Above Proficient Against Alternate Academic Achievement Standards is zero '0'" District-level data on the performance of all students with IEPs on MCAS-Alt is available at:

- *https://profiles.doe.mass.edu/mcas/achievement_alt_level.aspx?linkid=116&orgcode=01620000&fycode=2024&orgtypecode=5*

Indicator 4 – Suspension (more than 10 days)/Expulsion for Students with IEPs. For Lunenburg, our FY2023 rate (most current data available) was 0.0% (last year it was 0.0%). The state rate was .8%. Additionally, Indicator 4B records significant discrepancies with the Suspension/Expulsion rates by race or ethnicity. In FY2022 (most current data available), Lunenburg was not found to have any significant discrepancies due to these factors.

Indicator 5 - Educational Environments for Students Aged 6-21 with IEPs. For 2023-2024, the state's rates are

as follows: for Full Inclusion of students = 67.8%, Partial Inclusion = 12.6%, Substantially Separate Placements = 12.9%, and for Separate Schools/Residential Facilities/Homebound/Hospitals = 6.6%. In Lunenburg, our percentages are as follows: Full Inclusion = 69.8%, Partial = 8.4%, Substantially Separate = 18.1% (this target was NOT met by district) and Separate schools, Residential, etc = 3.7%.

Indicator 6 – Educational Environments for Students Aged 3-5 with IEPs. The 2023-2024 state rates showed the percent of students receiving a majority of their special education and related services in a Full Inclusion early childhood program was 51.7%, in a Partial Inclusion Program was 15.2%, a Substantially Separate Placement (special education class, separate school, or residential facility) was 20.9%, and students not attending an early childhood program but receiving only a related service (e.g. speech, OT, PT) was 12.2%. In Lunenburg, our early childhood Full Inclusion rate was 26.3% (this target was NOT met by district), our Partial Inclusion rate was 5.3%, Substantially Separate rate was 57.9% (this target was NOT met by district), and Related Services was 10.5%.

Indicator 7 – Early Childhood Outcomes. The 2023-2024 state targets for Summary Statement 1 (Growth), which measures preschoolers who substantially increased their rate of growth by the time they exited the program. In Lunenburg, our growth rate was 88.90% for Positive Social-Emotional Skills (state rate 83.3%), 88.9% for Acquisition and Use of Knowledge and Skills (state rate 83.3%), and 77.8% for Use of Appropriate Behavior (state rate 83.2%) (this target was NOT met).

The state targets for Summary Statement 2 (Proficiency), which measures children functioning within age expectations by the time they exited. In Lunenburg, our proficiency rates were 11.1% for Social-Emotional Skills (state rate 38.0%) (this target was NOT met), 11.1% for Knowledge and Skills (state rate 41.4%) (this target was NOT met), and 11.1% for Appropriate Behavior (state rate 47.0%). In Lunenburg, our proficiency rates were 11.1% for Social-Emotional Skills (this target was NOT met).

Indicator 8 – Parent Involvement. This indicator measures the % of parents with a child receiving special education who report that school facilitated parent involvement as a means of improving services and results for students with IEPs. For 2023-2024 the state target was 90%. Lunenburg's rate was 7.3% and the state's rate was 10.7% (from information collected in the Spring of 2022) (this target was NOT met).

Indicator 9 & 10 - Both of these Indicators deal with Disproportionality in Special Education and in Special Education Categories. In Lunenburg, the state determined that there was no disproportionality found in either case.

Indicator 11 – Initial Evaluation Timelines. This indicator measures the % of children with parental consent to evaluate, who were evaluated within the State established timeline (2023-2024). Data is reported for all initial evaluations initiated in October, November, and December of the reporting year. Lunenburg was rated 100% in compliance and the state average for this Indicator was 86%.

Indicator 12 – Early Childhood Transition. This indicator measures the % of children referred by Part C, found eligible for special education services, and who have an IEP developed and implemented by their third birthdays. The state target for this indicator was 100% and Lunenburg in 2023-2024 was 100%. Data is suppressed if the number of students referred by Part C and found eligible for special education services is fewer than 10.

Indicator 13 – Secondary Transition. In all years, the state target for Secondary Transition is 100%. This indicator measures the % of youth with IEPs aged 16 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet those postsecondary goals, and annual IEP goals related to the student's transition services needs. In 2023-2024 Lunenburg was 100% in compliance.

Indicator 14 – Post-School Outcomes for Students with IEPs. This indicator measures the % of students with IEPs who exited high school during the 2023-2024 school year and self-reported post-school engagement in education or employment one year after leaving high school. Engagement is defined through three measurements:

- Measurement A: Enrolled in higher education within one year of leaving high school.
- Measurement B: Enrolled in higher education or competitively employed within one year of leaving high school.
- Measurement C: Enrolled in higher education, or in some other postsecondary education or training program; or competitively employed, or in some other employment within one year of leaving high school.

Measurements are cumulative with Measurement C reflecting the total number of exiters engaged in a post-secondary activity one year after leaving high school. For the 2023-2024 school year, state targets for the three measurements of Post-School Outcomes are Measurement A: 46%; Measurement B: 76%; and Measurement C: 82%. Lunenburg rates are as follows (from reporting year 2023-2024): Measurement A = 33.3%, Measurement B =50%, and Measurement C = 66.6%. State targets were not met.

The Parent Advisory Council Supporting All Learners (PACSAL) continues to be an active support group for parents, teachers and administration. All parents and community members can join the group, which currently consists of parents of students receiving Title I services and parents of students with disabilities. Meeting/Support Groups are currently being held monthly, 6pm, via Zoom and/or in person. As of January 2026, the executive board is made up of Chairpersons: Cheri Cordella and Sondria Harp. For more information, go to:
https://sites.google.com/a/lunenburgschools.net/lps/department-directory/special- services/pacsal?authuser=0

The Lunenburg Public Schools continues to provide a variety of special needs services to meet the varying needs of our students in the least restrictive environment. We have an experienced, hard working staff that works together with parents to provide these varied services. Our parents are equal partners in our efforts to develop challenging and focused educational programs for children. We remain committed to the Lunenburg Public Schools mission, "The mission of the Lunenburg Public Schools is to provide all students with the skills, confidence, and passion for life-long learning so that they may find their own paths to successful careers, active citizenship, and rewarding lives." We are proud of our staff, students, and families and their collaboration and dedication to meet the needs of all students.

For additional information, please visit our website at:
https://sites.google.com/a/lunenburgschools.net/lps/department-directory/special-services,
or contact Julianna Hanscom, Director of Special Services, Special Services Office, 129 Northfield Road, (978) 582-4100, ext. 5213.

Respectfully Submitted,
Julianna Hanscom, Director of Special Services

Teaching & Learning Update
Town Report 2025

Teaching and learning remains the central focus of Lunenburg Public Schools. During the 2024–2025 school year, the district continued to strengthen curriculum implementation, instructional practices, and systems of student support across all grade levels. This work reflects a sustained commitment to research-based instruction, data-informed decision-making, and long-term instructional coherence, carried out amid ongoing fiscal constraints and increasing uncertainty in state and federal funding.

Collectively, these instructional systems are designed to ensure that students receive consistent, high-quality

instruction every day, regardless of school or grade level. The district's emphasis on strong core instruction, early identification of need, and timely, targeted support is intended to prevent small gaps from becoming long-term barriers to learning. For students and families, this work results in clearer expectations, earlier intervention, and improved access to grade-level learning.

Across content areas, the district has prioritized instructional approaches that emphasize conceptual understanding, reasoning, and application while maintaining alignment with the Massachusetts Curriculum Frameworks and expectations established by the Massachusetts Department of Elementary and Secondary Education.

Literacy Instruction and Student Support Systems

Lunenburg Public Schools continues to implement a coherent, research-aligned literacy system designed to improve outcomes for all students while maximizing the impact of limited and increasingly uncertain resources. Rather than relying on isolated or short-term initiatives, the district has focused on aligning curriculum, assessment, professional learning, and intervention into an integrated system that can be sustained over time.

High-quality Tier 1 classroom instruction serves as the foundation of the district's literacy framework. Research consistently demonstrates that strong daily instruction is the most effective way to improve literacy outcomes at scale, particularly in districts with limited supplemental staffing. At the elementary level (Grades K–5), HMH Into Reading provides a structured, evidence-based approach that integrates foundational skills, vocabulary development, knowledge-building, and comprehension.

In Grades K–2, instruction emphasizes early reading development—including phonological awareness, phonics, spelling, and fluency—while intentionally embedding oral language and comprehension from the outset. These practices are designed to prevent reading difficulty rather than respond after gaps widen. In Grades 3–5, instruction shifts toward consolidating fluent reading and strengthening vocabulary, background knowledge, and comprehension of increasingly complex texts.

At the middle school level, the district has devoted significant time to deepening implementation of Amplify English Language Arts. Educators engage in sustained Professional Learning Community (PLC) work focused on text complexity, pacing, instructional routines, and scaffolding to ensure students consistently engage with rigorous, grade-level material while receiving appropriate instructional support.

Assessment data are used instructionally to guide teaching and support decisions. Elementary students are universally screened using Dynamic Indicators of Basic Literacy Skills (DIBELS), enabling educators to identify risk early, adjust instruction, and provide targeted intervention through the district's Multi-Tiered System of Supports (MTSS). Intervention time and intensity are determined by data and refined through regular progress monitoring and collaborative review.

Beginning in February 2026, Lunenburg Primary School will engage in a short, high-impact partnership with the HILL for Literacy. This classroom-based work will focus on modeling effective instruction and providing real-time feedback to teachers, intentionally strengthening internal instructional capacity that can be sustained despite declining external funding.

Mathematics Instruction and Conceptual Understanding

Mathematics instruction across grades K–12 emphasizes conceptual understanding, reasoning, and application rather than rote memorization of procedures. Programs and practices are aligned with the Massachusetts Mathematics Frameworks and DESE expectations for high-quality instruction.

In Grades K–5, mathematics instruction is delivered through HMH Into Math, with a strong emphasis on number sense, multiple representations, mathematical discourse, and problem-solving. Students regularly engage with visual models, hands-on materials, and structured discussion to develop deep and lasting

understanding of mathematical concepts.

At the middle school level, mathematics instruction is delivered through EdGems, an inquiry-based program that emphasizes reasoning, sense-making, and productive struggle. Instruction encourages students to articulate their thinking, engage with complex problems, and develop confidence as mathematical learners.

At the high school level, mathematics instruction follows a coherent sequence aligned with state frameworks and college- and career-readiness expectations. Students complete required coursework in Algebra, Geometry, and Algebra II, with additional opportunities in Precalculus, Statistics, Calculus, Business Math, and Advanced Placement courses. Multiple pathways ensure access to rigorous, standards-aligned instruction that supports a range of postsecondary goals.

Universal screening for early numeracy using the Universal Screener for Number Sense (USNS) supports MTSS decision-making in the elementary grades. Data are reviewed collaboratively to guide instruction, intervention, and progress monitoring.

Science Instruction and Inquiry-Based Learning
Science instruction across grades K–12 is aligned with the Massachusetts Science and Technology/Engineering Frameworks and the Next Generation Science Standards. Instruction emphasizes inquiry, investigation, and the application of scientific concepts.

In Grades K–2, science instruction is delivered through locally designed, standards-aligned units that promote curiosity, observation, questioning, and hands-on exploration, supporting early scientific thinking and language development.

In Grades 3–5, science instruction utilizes OpenSciEd materials, which engage students in real-world phenomena and integrate science and engineering practices, disciplinary core ideas, and crosscutting concepts. This approach supports sustained investigation, explanation, and sense-making over time.

Middle school science is delivered through Glencoe/McGraw Hill iScience, incorporating hands-on investigations, laboratory experiences, literacy connections, and assessments aligned with state standards.

At the high school level, students complete coursework in Biology and have additional opportunities in Chemistry, Physics, Environmental Science, Anatomy and Physiology, Biotechnology, and Advanced Placement sciences. Instruction emphasizes laboratory experiences, scientific inquiry, and the application of scientific concepts.

Data-Informed Instruction, MTSS, and Professional Collaboration
Across content areas, structured data review and professional collaboration remain central to instructional improvement. Professional Learning Communities meet regularly to analyze student performance, refine instructional practices, and adjust MTSS supports. Progress is reviewed through ongoing data analysis, classroom observation, and collaborative reflection to ensure instructional practices remain effective, equitable, and responsive to student need.

This work reflects the expertise, professionalism, and sustained commitment of Lunenburg educators, who continue to refine practice and support students despite significant resource constraints.

Safety, Preparedness, and School Environment
Student and staff safety remains a district priority. Staff have participated in ALICE safety training, and schools maintain strong partnerships with local police and fire departments to support emergency preparedness and age-appropriate safety education.

Federal and State Funding: Strategic Use and Uncertainty
The district continues to use federal ESSA Title funds strategically to support instructional priorities, professional learning, intervention services, and capacity-building aligned with identified student needs. However, the future of these funding sources is increasingly uncertain.

Lunenburg Public Schools does not anticipate receiving its full allocation of Title I funds in future years and is actively planning for potential reductions. In addition, the district is preparing for the likely loss of Title II and Title IV funding moving forward. These funds have historically supported professional development, instructional leadership, and student support initiatives that cannot be readily absorbed into the local operating budget.

As funding uncertainty increases, the district has prioritized protecting the instructional core. This includes maintaining high-quality curriculum, preserving early literacy and numeracy screening, sustaining MTSS structures, and ensuring educators have access to the professional collaboration necessary to respond effectively to student needs.

The district is also actively pursuing additional grant opportunities to offset anticipated losses and support continued instructional improvement. Despite these efforts, the loss of federal funding will further limit flexibility and place additional pressure on already constrained instructional systems.

Fiscal Context and Sustainability
All instructional work described in this report has been carried out amid repeated budget reductions, staffing losses, declining grant funding, and growing uncertainty surrounding federal education dollars. These fiscal realities have required careful prioritization and an ongoing focus on instructional coherence and sustainability.

The district is operating with limited remaining flexibility. Continued progress depends on stability in staffing and funding. Additional reductions—particularly the loss of federal Title funds—would compromise instructional systems and place current gains at risk.

Looking Ahead
Lunenburg Public Schools remains committed to continuous improvement, transparency, and collaboration with families and the community. The district's instructional systems are designed to ensure that access to high quality instruction and timely support is based on student need rather than circumstance.

By investing in coherent curriculum, strong instruction, and data-informed systems of support, the district continues to work toward improved outcomes for all students while responsibly managing limited and uncertain resources.

Respectfully Submitted,
Dr. Kimberly Sarfde, Director of Teaching & Learning

Lunenburg School Food Service
Town Report 2025

Food Service Director
Nadine Lorenzen

Cook/Managers
John Terho
Elin Forgues
Marlene Aubuchon-Hoaglund

General workers
Eleni Tsiakalos
Vanessa Cole
Jessica McCarthy
Jennifer Cotoni
Kathy Dunlop
Jessica Ouellette
Jennifer Pasciuti
Carol Jones
Morgan Joslin
Nicole Newcomb
Katelyn Walsh

As the Commonwealth of Massachusetts continues to supplement the National School Lunch Program, all students are able to access healthy school meals regardless of household income. Universal free meals have eliminated the stigma often associated with qualifying for free and reduced-price meals, and student participation continues to grow as a result.

Increased meal participation and reimbursement revenue have allowed the program to make several much-needed equipment upgrades across district kitchens. At the Primary School, A new dish machine was installed. Turkey Hill Elementary School upgraded the walk-in freezer and purchased a new slicer. The Middle High School replaced the steamer and milk coolers.

LINQ Nutrition Software has proven to be a valuable asset to the program, supporting menu planning and nutrition analysis while saving staff time. Additionally, allowing students to enter their own identification numbers during meal service has significantly improved efficiency.

The Lunch Program continues to participate in Harvest of the month promoting a different Massachusetts-produced food each month in our cafeterias. This initiative supports local farms and encourages students to enjoy locally grown foods.

We also welcomed a new employee to our team, Katelyn Walsh.

Respectfully Submitted,
Nadine Lorenzen, Food Service Director

Lunenburg Primary School
Town Report 2025

Lunenburg Primary School is a student-centered early childhood school serving children from preschool through Grade 2. Educating students ages three through eight, we remain committed to fostering a nurturing, inclusive, and engaging environment where each child's academic, social, and emotional development is supported. Our school community consists of students, families, educators, instructional assistants, and support staff working collaboratively to ensure that every child's individual needs are met. By focusing on the whole child, we strive to cultivate strong foundational academic skills alongside the essential social-emotional competencies that prepare students for continued success throughout their educational journey. We are proud to maintain a welcoming and enriching atmosphere where all children feel valued and encouraged to reach their full potential, and we look forward to another year of shared growth, learning, and community.

As of February 2026, Lunenburg Primary School reported a total enrollment of 406 students to the Department of Elementary and Secondary Education. This includes 65 preschool students attending various half-day

sessions across two classrooms. The school serves 110 Kindergarten students across five classrooms, with class sizes ranging from 21 to 23 students; 119 Grade 1 students across five classrooms, with class sizes of 23 to 24 students; and 112 Grade 2 students across five classrooms, with class sizes ranging from 22 to 24 students. This structure ensures that each grade level is supported by dedicated classroom spaces designed to promote optimal learning conditions. We remain proud to provide a strong academic foundation that supports both student achievement and developmental growth.

Throughout the 2025–2026 school year, our professional development efforts have centered on strengthening inclusive practices and refining high-quality instructional strategies. We continue to implement the HMH Into Reading and Into Math curricula to guide literacy and mathematics instruction. Common Planning Time remains a priority within our schedule, enabling teachers to collaborate regularly, analyze student performance data, and align instruction to meet the needs of all learners. In partnership with consultants and district curriculum coordinators, our staff continues to deepen the use of evidence-based practices and ensure a consistent and cohesive learning experience across grade levels.

In addition to academic excellence, we place strong emphasis on cultivating a positive, inclusive, and supportive school culture. Our educators consistently work to create classroom environments where students feel safe, respected, and empowered. The Responsive Classroom model continues to be implemented school wide to strengthen community and promote social-emotional learning. We also maintain our commitment to Positive Behavioral Interventions and Supports (PBIS), a tiered framework designed to enhance student behavior and engagement through aligned systems and practices. Monthly school wide themes encourage reflection and character development among students and staff. Through our continued partnership with our School Resource Officer and his emotional support canine, Hank, we celebrate students through the Hank's Helper Awards, recognizing acts of kindness, respect, and helpfulness within our school community. During monthly assemblies, selected students also participate in "Snack with the Principal," providing opportunities for small-group connection and student voice. These initiatives reflect our dedication to supporting both academic achievement and character development.

Lunenburg Primary School remains committed to ensuring that all students receive the support necessary to succeed. We continue refining our tiered instructional system to provide timely and targeted interventions. Students in Kindergarten through Grade 2 participate in common reading and mathematics assessments in the fall, winter, and spring to monitor progress and evaluate instructional effectiveness. Using this data, we identify students who may require additional support and provide targeted interventions through our Multi-Tiered System of Supports (MTSS). This year, we were pleased to secure two no-cost reading intervention programs for the district: High Dosage Tutoring and Hill for Literacy to further strengthen our literacy support services. Our MTSS framework provides individualized interventions in reading, mathematics, speech and language, occupational therapy, and social-emotional support. Through a comprehensive and data-driven approach, we aim to ensure that every student is equipped with the tools and resources needed to thrive.

The Lunenburg Primary School Council continues to meet monthly to review school initiatives, advise the principal, and contribute to the development of the school improvement plan and building budget. The 2025–2026 Council members include Principal Carla Squier; Assistant Principal Michael Smith; parents Skylar Joly-Pelliter, Janet Winer, Sarah Wright, and Ryan Hilgendorf; School Committee Representative Mandy Gilman; and School Building Leadership Team members Jennifer Hochard, Amy Raffaele, Christa Palma, Julie Hudson, and Laura Refrigeri. The Council's collaborative efforts and diverse perspectives ensure that decisions are made in the best interest of our students and school community.

We are sincerely grateful for the opportunity to work alongside our dedicated district colleagues, supportive families, and engaged community partners in serving Lunenburg's youngest learners. The continued collaboration and commitment of our school community make a meaningful difference in the lives of our students each day. For more information about Lunenburg Primary School, please visit the Lunenburg Primary School website.

Respectfully submitted,

Carla Squier, Principal

LUNENBURG PRIMARY SCHOOL STAFF ROSTER		
Carla Squier - Principal		***Second Grade Teachers***
Mike Smith - Asst. Principal		2B - Julie Hudson
Krissy Carbone - Admin Secty		2C - Sara Kenney
Chelsea Drake - Nurse		2D - Nicole Bienvenu
Vi-Anne Brown- Counselor / LCSW		2E - Brittany Gibbons
Eileen Ahern - Psychologist		2F - Melissa Bourgeois
Preschool		***Special Education***
Jessica Coelho- Teacher		**Michelle Withers – Special Ed K & 1**
Sarah Call-Para		Julie Drake - Para
Linda Williams- Para		Shannon Loughlin-Para
		Laura Refrigeri – Special Ed 1 & 2
Jennifer Hochard - Teacher		Karen Turley-Para
Mari Braithwaite- Para		Kaitlin Clement-Para
Candis Doucette - Para		
		Unified Arts
Achieve/TLC		Derek Guimond-PE
Brittany Pepoli - ACH Teacher		Heidi Quinlivan-Art
Melissa Nolan - Para		Deborah DiFruscia-Music
Sherry Williams - Para		Tara Bastien-STEM
Kristen Kosteki- Para		
Lyndsi Smith- Para		**Amanda Lucey-TLC Inclusion**
Alysia Batallas - Para		**Maureen Dupuis-Para**
Alexis Wasiuk - TLC Teacher		**Kelsey Bertram-Para**
Ivana Thompson - Para		**Serene Pease-Para**
Skye Abreu- Para		
Courtnay La Venture- Para		***Kindergarten Teachers***
K1-Nicholette Dumont		Amy Shepherd-Para
K2-Carly Guinee		
K3-Arabella Sauer		***Specialists***
K4-Deb Zivojinovic		Mary Sieling-Speech
K6-Amy Raffaele		Sue Richards-Phys. Ther.
		Jayne Dusek-COTA
First Grade Teachers		Kat Barry-Grove-OT
1A- Michael Courtemanche		Mary Young-BCBA
1B-Patti Kilcommins		Elena Oksanish-Speech
1C-Kara Slattery		
1D-Christa Palma		***Cafeteria***
1E-Jackie Favreau		Elly Forgues - Cafeteria Manager
		Jessica McCarthy / Carol Jones
ELL Teachers		
Meredith Weiss		***Facilities &Custodians***
Emily Ribble		**Chris Stevens-Director of Facilities**
		Jose Marcial Allende
Erin McNamara-Library/Media		Jason Flinkstrom

MTSS		**SRO**
Beth Robinson		**Kam Munroe**
		Ext Day/ELC
		Patty McCarthy-Guillette-Director
		Annette Queen & Natalie Marabello
		CFCE Grant Program
		Meaghan Lamachia

Turkey Hill Elementary School
Town Report 2025

Turkey Hill Elementary School is an elementary school serving students in third grade through fifth grade. As of Feb 2026, Turkey Hill Elementary School serves 355 enrolled students. There are five sections of grade 3, grade 4, and grade 5. Grade 3 has 111 students. Grade 4 has 136 students and Grade 5 has 108 students.

Our unified arts areas include physical education, art, music, library, and STEM. We are also served by a full time assistant principal, full time nurse, a psychologist, a full time adjustment counselor/social worker, and 21 full time teachers. Other support personnel who work across the district include an ELA coach (through December), a Math Specialist, a Director of Teaching and Learning, two EL teachers, a Speech and Language Pathologist, OT, and PT. In addition, we have a half-time interventionist targeted support for small groups of students.

Staff continually work on the development of the whole child by supporting students' development and growth in the areas of social emotional learning, literacy, math, social studies and science. We are able to meet student needs with the support of the district curriculum of teaching and learning and the two coaches which enables teachers to have the opportunity to meet at grade levels to develop and provide evidence based instruction, common learning experiences, and student data analysis and share effective teaching strategies to support student academic growth. Students continue to have benchmark assessments three times throughout the school year (beginning, middle and end of year) that are used to help us celebrate students' academic growth and effort. The data provided by these assessments also helps refine our focus for interventions. We began the implementation of the OpenSci Ed curriculum with initial training and a trial unit. The implementation will continue next school year.

This fall our fifth grade students had their annual trip to Nature's Classroom. It was a successful week with good weather, community building, and the creation of fond memories of a unique time together, thanks to the combined efforts of our entire fifth grade staff.

We held an open house in September. It was a well-attended event and for many parents their first opportunity to be physically present in our building. It was accompanied by a book fair facilitated by our librarian, Mrs. McNamara. Parent conferences in January offered both in person and virtual options and appointments were fully booked within a few days.

We held our annual Penny Wars fundraiser, it was a huge success and the money raised will be put toward the purchase and installation of a shade structure in our playing field. As always, our PTO assisted in the weeklong collection. We could not be successful without their efforts. We were able to bring back a fifth grade band and all students will be performing in an upcoming spring concert under the direction of our music teacher, Mr. Anthony Balester. Turkey Hill also held its annual Turkey Trot in November. Led by Mr. Derek Guimond, the Turkey Trot was a wonderful experience.

The Turkey Hill School Council meets each month to discuss school related concerns. Serving as an advisory group to the principal, the council is charged with reviewing the school building budget and developing the school improvement plan.

Members of the Council for the 2025-2026 school year are:

Principal:	Norman Yvon
Assistant Principal:	Bethann Cormier
Teachers:	Kate Robinson, Rhonda Connery
Parents:	Nichole Camelo, Steve Lahti, Katie Gingras

Our school's success relies upon the combined and collaborative efforts of our wonderful staff, parents, and community members. We continue to seek out opportunities to engage and effectively communicate with our families. I am honored to be your principal.

For more information about the work that we do at the Turkey Hill Elementary School please visit our website: https://sites.google.com/a/lunenburgschools.net/thms/welcome

Respectfully submitted,

Norman P. Yvon, Principal

THES STAFF ROSTER			
Administration/Office	***Room #***	***Grade 3***	***Team Color***
Norman Yvon	Principal	Quinn Cavaco	Red
Bethann Cormier	Assistant Principal	Amy Harrington	Red
Alicia McAllister	Adm. Secretary	Nancy Murray	Blue
		Rich Bowen	Blue
		Erin Gyles	White
Nurse/Health & Behavioral Health			
Elizabeth Schatia	Nurse	***Grade 4***	*Team Color*
Kathleen Lantiegne	Social Worker	Erin Blanchette	Blue
Eileen Ahern	Psychologist	Danielle Celona	Blue
		Gina Cote	White
		Charlotte Guinto	Red
		Lynn Marabello	Red
Special Areas			
Anthony Balester	Music	***Grade 5***	
Derek Guimond	Physical Education	Narci Woods	Red
Heidi Quinlivan	Art	Brian Chartrand	White
Erin McNamara	Library	Rhonda Connery	White
Tara Bastien	STEM	Kate Robinson	Blue
		Heather Witham	Blue
Learning Center/Special Education			
Christine Defelice	Gr. 3 Teacher	***Achieve/TLC***	
Amy Sabbio	Gr. 4 Teacher/MTSS	Amber Gothie	Teacher

Kristin Anthony	Gr. 5 Teacher	Allison Melvin	Achieve Para
Meredith Weiss	ELL Teacher	Vicki Poulin	Achieve/TLC Para
Emily Ribble	ELL Teacher	Kathy Jones	Achieve Para
Kathryn Barry-Grove	Occupational Therapist	Katie Donell	Achieve/TLC Para
Sue Richard	PT	Becky Staffiere	Achieve/TLC Para
Elena Oksanish	Speech	Samantha Price	TLC Para
Carol Saranich	Speech	Susie Suppa	TLC Para
Grade level Paraprofessionals		***Custodians***	
Carrie Arciprete	Gr. 3 Para	James Gentilella	Senior Custodian
Kathy Cordeiro	Gr. 4 Para	Paul Reddin	Custodian/Night
Kerry Roder	Gr. 5 Para	Scott Hoaglund	Custodian/Night
SRO		***Maintenance***	
Kamerin Munroe	SRO	Tim McKenna	Maintenance
Cafeteria		Norman Cormier	Maintenance
Marlene Hoaglund		Ryan Leger	Maintenance
Katherine Dunlap			
Morgan Joslin			
Katekyn Walsh			

Lunenburg Middle School
Town Report 2025

Lunenburg Middle School provides a rigorous academic curriculum as well as strong programs that support students' social and emotional growth. These programs ensure that each child becomes a self-motivated, creative, lifelong learner in a safe, stimulating environment that encourages diversity and open honest communication. The dedicated and accomplished staff of professionals within the school embraces the philosophy of educating the whole child academically, socially, and emotionally. This philosophy is a means by which all students become positive community members that possess the skills to be successful in high school and beyond.

Lunenburg Middle School is a co-located middle - high school serving grades six through eight. Our effective, student centered middle school embraces interdisciplinary teams of teachers that enable teachers to work with smaller groups of students. Smaller groups of students allow teachers to learn and engage students in their preferred learning style, making them more confident and successful.

Our effective middle school model is student centered and provides opportunities to explore a variety of different interests and talents through special areas and enrichment classes and extracurricular activities. One of our goals is for students to discover something they are passionate about and want to continue exploring as they move through high school and beyond. We will continue to seek out opportunities for students that foster critical thinking and problem-solving skills that prepare them for high school and beyond or where their passion may lead them to.

Our grade eight team of teachers continue to implement a schedule that mirrors the high school schedule. Our philosophy is to ease the difficult transition from middle school to the first year of high school by developing student's independent skills they will require to be successful in high school. Grade eight teachers function as

one inclusive team where students take classes with a variety of different teachers as they would in a high school setting. This differs from our two interdisciplinary team of teachers that have been a successful model in grades six and seven.

Lunenburg Middle School has benefited from a top notch guidance support team. A guidance counselor and a school Adjustment Counselor coupled with our shared school psychologist has been able to provide a high level of social emotional support to our students and their families. Our guidance team has been able to meet the needs of our students while preparing them to be available for academic learning.

2025 Spring MCAS Scores

Grade/Subject	% Meeting or Exceeding	% State Meeting or Exceeding
Grade 6 ELA	**47**	**42**
Grade 6 Math	**51**	**41**
Grade 7 ELA	**52**	**42**
Grade 7 Math	**47**	**39**
Grade 8 ELA	**55**	**44**
Grade 8 Math	**42**	**38**
Grade 8 Sci/Tech/Eng	**48**	**37**
Grade 8 Civics	**59**	**39**

2025 Spring MCAS testing at LMS shows the percentage of students who scored in the " meeting or Exceeding" category and then the column next to it shows our scores in comparison with the state scores in schools who service similar grade levels. As you can see, LMS scores are above the state percentage in all eight areas tested. In grade 8 Civics, a newly tested content area, our scores are 20 points higher than the state average, an impressive number. Lunenburg Middle School continues to be a high performing school when compared to other schools in the state that service similar grade levels.

Athletics and clubs

LMS successfully participated in middle school Field Hockey and Boys and Girls Cross Country and this winter we will continue with middle school basketball. The opportunities middle school sports provides students to participate, learn and become part of an effective team atmosphere is immeasurable.

Science Olympiad, Drama Club, Yearbook Club, Ski and Drama Club and middle school Student Government return as favorite activities for students to engage in. Student Government continues to provide opportunities for students to engage in age appropriate extracurricular activities like dances, spirit weeks and movie nights.

Lunenburg Middle School continues to provide high quality educational services and supports that ensure student success and promote a passion for lifelong learning. The key components to our success continue to be our talented faculty committed to making a positive impact on students, our parents and community who support our teaching and learning, and most of all, our students who inspire us through their commitment to learning. Together we continue to make a difference in the lives of students.

Lunenburg Middle School Staff Roster 2025

Administration:		***6th Grade:***
Santry, Timothy – LMHS Principal		Arsenault, Beth DH
McGrath, Robert – LMS Assistant Principal		Clarke, Emily
Carpenter-Bowen, Mona – MS Secretary		Reardon, Susan
		Pouliot, Melanie
Guidance: Middle School		Gardner, Andrea
Antaya, Katherine - Grades 7 & 8		
		7th Grade:
Saranich, Carol (Speech)		Bertoni, Meagan
Shea, Lori (Psychologist)		Sheasgreen, Tim
Tata, Toni (School Adjustment Counselor) Grade 6		Diamantopoulas, Krista DH
Young, Mary (Behaviorist)		Grebinar, Dawn
Health Office:		Gaines, Nancy
McGuire, Katie (nurse)		
		8th Grade:
Achieve: Middle School		LeBlanc, Lisa
Moore, Jamie		Cormier, Meredith

Catalina, Christine (para)		Rios, Jen
Goldin, Chrissy (para)		Rooney, Nicole
Goode, Laurian (para)		Notaro, Alma
Malloy, John		
Ouellette, Jen (para)		***Custodian:***
Russell, Jessica (para)		Lafontaine,Renee
Garcia, Jennifer (para)		
		Cafeteria:
Specialists: Middle School		Terho, John
Therrien, Nicole (PE)		
Matthew Marrazzo (PE)		***Special Ed. Middle School:***
Sheldon, Geoffrey (Music) MS		Lizek, Maura 6th DH
Buiwit, Heather (Tech) MS		Klingler, Terry (para)
Warren, Robin (Art) MS		Barone, Judy (para)
Vallee, Pam (Library)		Mobley, Melanie 7th
-		Cuddahy, Jamie (para)
		Strickland, Amy (para)
		Fernandes, Ana Sophia
		Nano, Kirsti
		Ross, Nick (para)

Lunenburg High School
Town Report 2025

Lunenburg High School and its faculty continue to focus on rigorous curriculum, high standards and opportunities for students, both academic and extracurricular, so that every student feels supported and included in our community. LHS faculty is student centered in their teaching practices, and strive to learn and to change in order to best serve all of our students.

2025 School Year

Lunenburg High School is rich with tradition and core values that center around student success. A talented and experienced faculty are skilled in supporting students in their learning and creating an environment that fosters independence and resilience. Our goal is for students is to acquire the skills necessary to earn a high school diploma and be successful in post-secondary education as well as in the work force.

A reduction in faculty and opportunities for student choice have challenged our school community to adapt and shift to best meet the ever changing needs of the students we serve. We continue with an upward trend in both the number of students taking Advanced Placement coursework as well as the percentage of students scoring a 3 or higher in those courses.

We have also developed programs that support students in their daily classroom instruction. We are fortunate to have an Intervention teacher that provides direct instruction to students who were identified by their teachers as to needing additional support to be successful in the classroom. Students receive instruction in the specific class or classes they are struggling in. The data show the students participating in the intervention classroom show substantial improvement in the completion of classwork and in their overall grades.

MCAS RESULTS
Lunenburg High School - Spring 2025 MCAS Results (Grade 10)

Subject Test	Exceeding Expectations / Meeting Expectations	State Average (EE/ME)
ELA	58%	51%
Math	53%	45%
Science	46%	46%

The results indicate the LHS percentage scores for meeting and exceeding expectations are at or higher than the state average in all tested areas. In mathematics, 8 percentage points higher than the state average when compared to schools who serve students in similar grade levels.

We were also very pleased to learn that 29 students at Lunenburg High School received the state's John and Abigail Adams Scholarship this year. The scholarship is available to students whose MCAS performance places them at the top 25 percent of their district. To be eligible, students must either score Advanced on one exam and Proficient on the other, or Advanced on both the English and Math exams. That is approximately 30 % of grade 10 students receiving the award.

HOMECOMING, ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Homecoming weekend was a wonderful and well attended by students, families and alumni. The weather was beautiful and highlighted the community event. The parade was a huge success with a huge turnout to support

the school. Many community members noticed the care and time that were placed into the floats at each grade level. The Blue Knights played well and won the football game and we always enjoy watching the LHMS Marching Band perform.

Lunenburg High School Athletic Accomplishments

Fall

The golf team delivered an outstanding season, finishing 9-1 in league play and 10-1 overall in the postseason, earning the title of Mid Wach C League Champions. To cap off an exceptional year, one of our student-athletes was honored as the league MVP.

The girls' soccer team also enjoyed a remarkable season, posting an impressive league record of 8-1-3 and an overall postseason record of 13-2-3. Their consistent excellence earned them the title of Mid Wach C League Champions.

The boys' soccer team demonstrated tremendous resilience and perseverance throughout the season. While the record did not fully reflect their effort and growth, the team's commitment to integrity and teamwork was recognized with the prestigious Sportsmanship Award for their league.
The field hockey team finished in dominant fashion with an undefeated league record of 6-0-3, securing the Mid Wach C League Championship. They concluded the postseason with an outstanding 12-1-4 overall record and were further recognized by Central Mass officials for exemplary sportsmanship.

The cross country program had another strong year. The girls' team was recognized for outstanding sportsmanship in their league, while the boys' team showed grit and determination through the final meets of the season. Two of our student-athletes were honored as Telegram & Gazette All-Stars, highlighting the program's continued success.

Football captured the Mid Wach E League Championship with an impressive 7-3 record. The team's success was further highlighted by two student-athletes earning league MVP nominations.

Cheerleading continued to build momentum this fall, earning placements at several competitions while also seeing encouraging growth in participation numbers.

Unified basketball had an incredible season, culminating at the Fitchburg High School Jamboree. The event showcased the true spirit of unified athletics, as it was inspiring to see all of our student-athletes competing and celebrating together.

At the middle school level, both cross country and field hockey enjoyed exciting seasons focused on skill development and growth. Coaches reported noticeable improvement and strong enthusiasm from our developing student-athletes.

Winter

The indoor track team has put together a tremendous season competing at both the Reggie Lewis Center and New Balance in Boston—elite venues that serve as the only sites where performances are officially recognized for meeting MIAA qualifying standards. The girls team achieved the remarkable distinction of being crowned Division 5 State Champions, while the boys team delivered an outstanding performance, finishing just behind them and placing 6th place out of 40 schools. Many hitting personal records and medaling at the meet.
Boys basketball, currently holding an 11-7 record, has advanced to the finals of the Clark Tournament—one of the oldest and most respected tournaments in the country. This marks the program's first finals appearance in 34 years, with the team set to compete on February 20th. They have also secured a postseason berth as the #25 seed in Division 4.

Girls basketball has also had a strong campaign, posting a 12-7 record and earning a Division 4 postseason

berth as the #20 seed. While they fell short in the Clark Tournament, the team's consistent play has positioned them well for tournament competition.

Winter cheer made an exciting return this year for the first time in several years, and participation numbers were strong. The team has played a key role in reigniting school spirit and bringing great energy and hype to boys basketball games. They have also attended several competitions this season and are eager to earn placements as the program continues to grow.

The ski team, a cooperative program with Littleton, Narragansett, and Leominster, has competed well at multiple meets this season, with several student-athletes advancing to their respective tournaments.

The ice hockey team, currently 12-6-1, has put together an impressive season and earned the #16 seed heading into postseason play.

Our cooperative girls hockey team at Leominster High School includes three dedicated student-athletes from Lunenburg. The team is currently seeded #22 in Division 2 and will continue into postseason competition.

Our middle school basketball teams recently concluded one of their most engaging seasons to date. With many new participants and clear skill development on display at home contests, the future of Blue Knights basketball looks extremely promising as these young student-athletes continue to grow and refine their game.

CURRICULUM

Teachers and administrators continue to refine, revise and create curriculum that is aligned to the state frameworks and is rigorous and challenging. This year's focus is to teachers will be to engage in NEASC-aligned curriculum work and unit planning to support coherent, standards-based instruction across content areas. Professional development time will be used to review, refine, and align instructional units to ensure consistency, intentional sequencing, and alignment with school wide expectations for teaching and learning.

Lunenburg High School continues to provide a high quality education that ensures student success and promotes a passion for lifelong learning. The key components to our success continue to be our talented faculty, our parents and our community members who support our teaching and learning. Most of all, our students who inspire us through their commitment to learning. Together we continue to make the difference in the lives of students.

Lunenburg High School Faculty/Staff Roster

Administration/Office	***Staff Title***	***Administration/Office***	***Staff Title***
Timothy Santry	Principal	Sandra Sheehy	Guidance Secretary
Karma Tousignant	Assistant Principal		
Yanina Burns	Assistant Principal	***Language Arts***	
Lisa Lavery	Nurse	Timothy Macuga	Teacher
Math		Mike Estabrook	Teacher
Joshua Rusack	Teacher	Mary Foyle*	Teacher
Andrew Cantatore	Teacher	Paul Harmon	Teacher
Jennifer Miller*	Teacher	Julia Callahan	Teacher
Eric Short	Teacher		
Jennifer Morse	Teacher	***Social Studies***	
Jacob lanpher	Teacher	Warren Stevenson*	Teacher
		Bradford Hausler	Teacher

Science		Casey McDonnell	Teacher
Dawn Gearin*	Teacher	Hailee Attorri	Teacher
Mitchell Friedman	Teacher	James McSweeney	Teacher
Craig Pingsterhaus	Teacher		
Jennifer Biery	Teacher	***Unified Arts***	
Mark Hannah	Teacher	Alexis Pukaite	Teacher
		Steven Boone	Teacher
Foreign Language		Sarah McGregor	Teacher
Taylor Smith	Teacher	Scott Barry-Grove*	Teacher
Jessica Ayer*	Teacher	Amy Monahan	Teacher
Tamara Yourk	Teacher	Pamela Vallee	Teacher
Lynn Radford	Teacher		
		Athletic Director	
Special Services		Yanina Burns	AD
Joshua Koziol*	Teacher		
Jessica Walker	Teacher	***Athletic Secretary***	
Bryan Speck	Teacher	Courtney Fuller	Secretary
Amanda Duggan	Teacher		
Christina Conklin	Teacher	***Media Specialist***	
		Pamela Vallee	Teacher
Paraprofessionals			
James Hayner	Para	***Guidance***	
Kimberly Poli-Monsini	Para	Jeff Dionne	Guidance
Samantha Collyer	Para	Gail Okerman*	Guidance
Tricia Sicard	Para	Jonathan Ciullo	Guidance
Lisa Szocik-Maillett	Para		
Dennis McDonnell	Para	***Interventionist***	
Joseph Adamowicz	Para	Meghan Arnold	Teacher
Lyndsi Smith	Para		
		Cafeteria	
Dana LeMarbre	Para	John Terho-Manager	Cafe
Lindsey Hughes	Para	Jen Cotoni	Cafe
Ashley Hale	Para	Eleni Tsiakalos	Cafe
		Renee LaFountaine	Head Custodian
		Richard Krafve	Custodian

2025

ANNUAL REPORT



MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

1050 WESTMINSTER STREET
FITCHBURG, MA

WWW.MONTYTECH.NET

LETTER FROM LEADERSHIP



As the Montachusett Regional Vocational Technical School District approaches its upcoming 60th anniversary, it is apparent that our school community refuses to rest on its past laurels and successes. Instead, Monty Tech continues to seek out and implement innovative strategies and partnerships that will best address our diverse student body's post-secondary goals as they proceed on their workforce or educational pathways. Personally, it marked my eleventh year at Monty Tech and third as its very fortunate superintendent as I continue to be so appreciative of the commitment to success of our students, families, instructors, staff, administrators and community partners. As always, I am honored to provide our eighteen cities and towns with this annual report which summarizes the District's achievements and innovations during the 2024-2025 school year.

As the school year opened, Monty Tech experienced a welcome growth spurt as the District officially launched the inaugural year of the Montachusett Vocational Partnership (MVP) Academy. Created as an innovative proposal to address the building capacity issue that results in hundreds of students being deprived of the opportunity to be enrolled at Monty Tech, MVP Academy allowed nearly 80 juniors and seniors from three of our sending districts, the opportunity to receive workforce training in Electrical or House Carpentry during the school day while remaining enrolled in their sending school. Thus, as Monty Tech instructors and students worked to complete the renovation of the program's future home, the initial MVP instruction began in an outdoor classroom located on our main campus. As winter approached, however, the MVP students joined their Monty Tech peers to assist with the facility renovations and, in April 2025, Monty Tech welcomed dignitaries from throughout the commonwealth to simultaneously celebrate the grand opening of the MVP Academy and the graduation ceremony of the program's first 40 graduates. Looking ahead, the program hopes to expand by adding a third program, Plumbing, in fall of 2026.



Of course, innovative programs like MVP Academy are not possible without the District's efforts to alleviate the burden of costly new initiatives that could fall on the eighteen cities and towns of our regional community. Consequently, in order to avoid that scenario, 2024-2025 became noteworthy as the District's most successful in terms of accessing competitive grants from a variety of resources. This included opportunities involving cybersecurity, equitable access, workforce training in clean energy fields and for adults with disabilities, skills capital equipment, partnership/implementation programs, no-cost adult workforce training and even anonymous corporate partner donations. In total, during the 2024-2025 school year, Monty Tech was awarded almost $3.7 million in external grants and donations. Such results clearly reflect the District's commitment to offering innovative state-of-the-art workforce training to a variety of highly skilled workers while also being mindful of the financial implications such valuable training could have on our sending communities.

Without question, the MVP program represents a significant expansion of workforce training that goes beyond our annual secondary-level training efforts. However, it is important to acknowledge the ongoing efforts of our post-secondary training programs. For example, our Continuing Education program, also known as Monty Tech Nights, maintained its consecutive run of expanding enrollment across the spectrum of its offerings. Between the 2020-2021 and the 2024-2025 school years, Monty Tech Nights has experienced 25-30% growth in its enrollment. An essential element of this growth has been the expanded offerings of our no-cost training through the Career Technical

Initiative (CTI). In 2024-2025 alone, the efforts in CTI resulted in 108 graduates in HVAC, Plumbing, Auto Body and Carpentry. Furthermore, the District, once again, applied for the most recent round of grants through CTI and was awarded the Round 10 CTI grant. Meanwhile, in June, the District's Practical Nursing Program held its ceremonial "pinning" of 45 graduates who completed their training during the 2024-2025 school year. Monty Tech takes great pride in the fact that so many of these well-trained nurses choose to work within our local communities as nearly half of the graduates reported that they would be working for local healthcare providers including Gardner Rehabilitation, The Highlands, Fitchburg Healthcare, Athol Hospital, Dept. of Developmental Services, CAPS Collaborative, Heyward Affiliated Medical Group, MCI Gardner, Wachusett Manor and Spring Hill Recovery Center.

Additionally, while expansive programs like MVP Academy, Monty Tech Nights and the Practical Nursing Program are certainly elements of our district that we take great pride in supporting, we have the same sense of pride when it comes to the small individual equipment purchases or facility renovations that happen on a year-to-year basis. For example, during the 2024-2025 school year, through a variety of fiscal resources including annual Chapter 74 funds from state aid, Monty Tech introduced new appliances to our culinary program, supplemented the HVAC program's energy efficiency equipment, installed new rooftop air conditioning equipment, replaced flooring in our student support classrooms and repaired the roof to our auditorium entry way. Such ongoing efforts to maintain a clean and safe learning environment, as well as a well-equipped instructional tool kit, are the backbone to ensuring that our students earn the industry recognized credentials and state/national SkillsUSA awards that indicate our vocational excellence. It should not be overlooked that, in 2024-2025, thanks to the wonderful support of our industry partners across the region, Monty Tech had a record-breaking year as 288 students were placed at cooperative learning sites allowing them to have real world industry training while earning money as an employee.

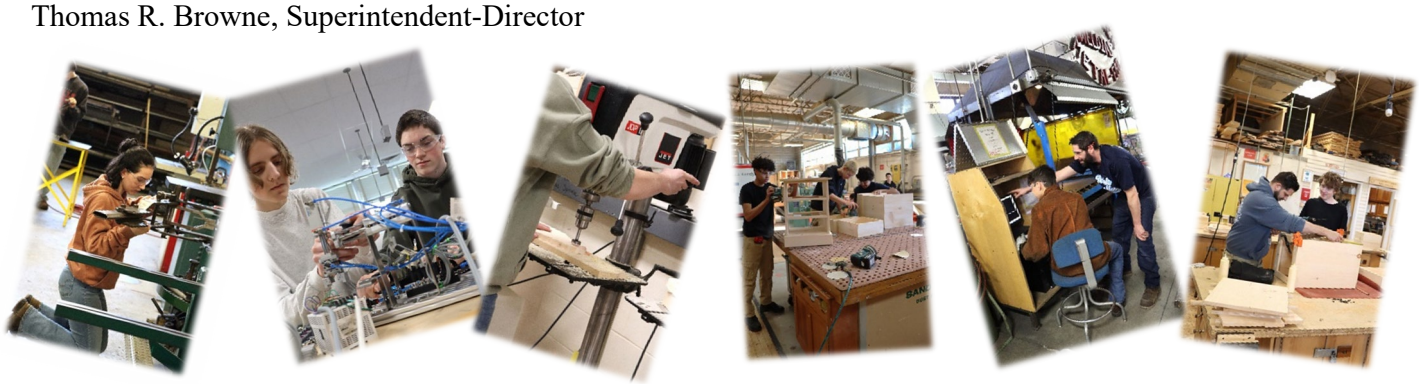
Similarly, it is these critical efforts that allow for our consistent academic achievement as demonstrated by our MCAS Passing Rates (97% in ELA, 95% in Math and 95% in Biology) and our growing Advanced Placement results including 2024-2025 as Monty Tech experienced its highest number of AP exams administered (292), highest number of students earning a qualifying score (135) and, notably, nearly doubling the number of students who were designated AP Scholars for earning a qualifying score on three different AP exams (35).

To conclude, while it is clear that there will be changes to traditional vocational school operations across the Commonwealth, Monty Tech will continue to focus on overall student achievement, outstanding instructional practice and the support for our sending communities. Without question, as an institution, we take great pride in the numerous achievements highlighted in this annual report, but we additionally acknowledge that our success as a school is dependent on the ongoing support of the civic leadership and residents of our eighteen communities.

On behalf of everyone at Monty Tech, we are grateful for that continued support and greatly value the opportunity to be an educational partner to all of our communities.

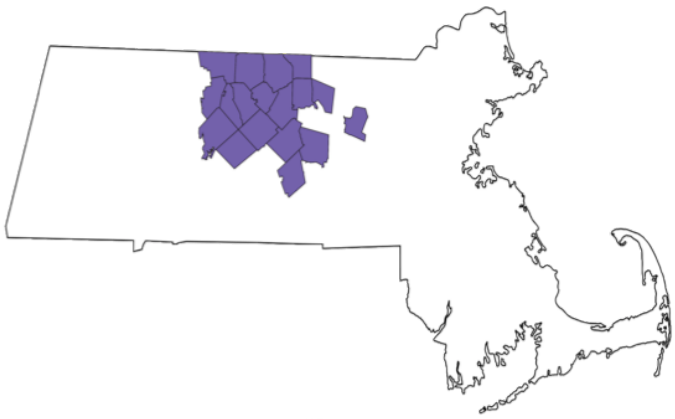
Respectfully submitted,

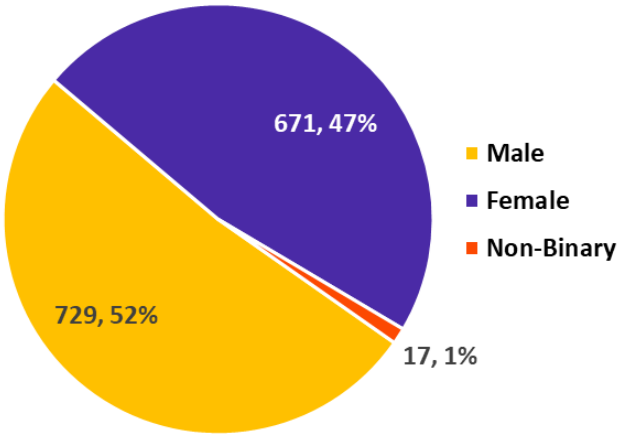
Thomas R. Browne, Superintendent-Director



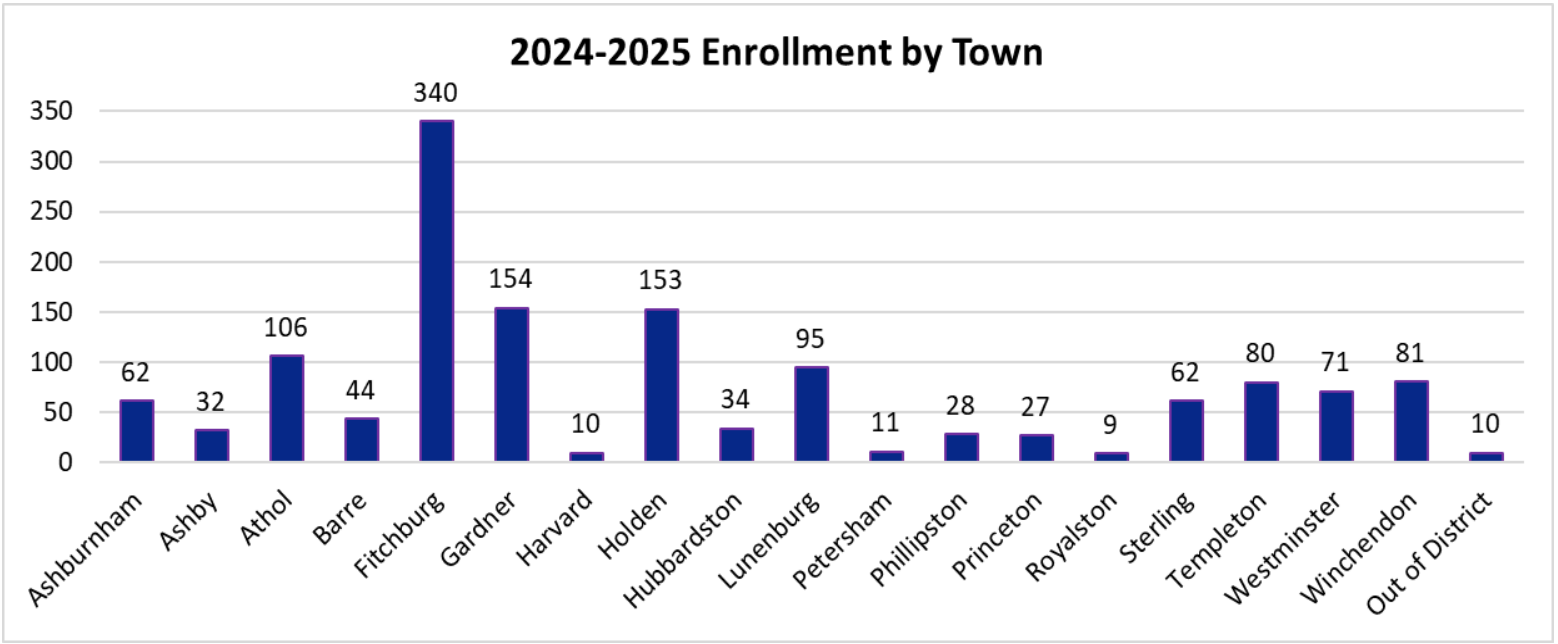
Montachusett Regional Vocational Technical School—known throughout the region as *Monty Tech*—is a four-year career and technical high school serving eighteen member communities:

Ashburnham
Ashby
Athol
Barre
Fitchburg
Gardner
Harvard
Holden
Hubbardston
Lunenburg
Petersham
Phillipston
Princeton
Royalston
Sterling
Templeton
Westminster
Winchendon



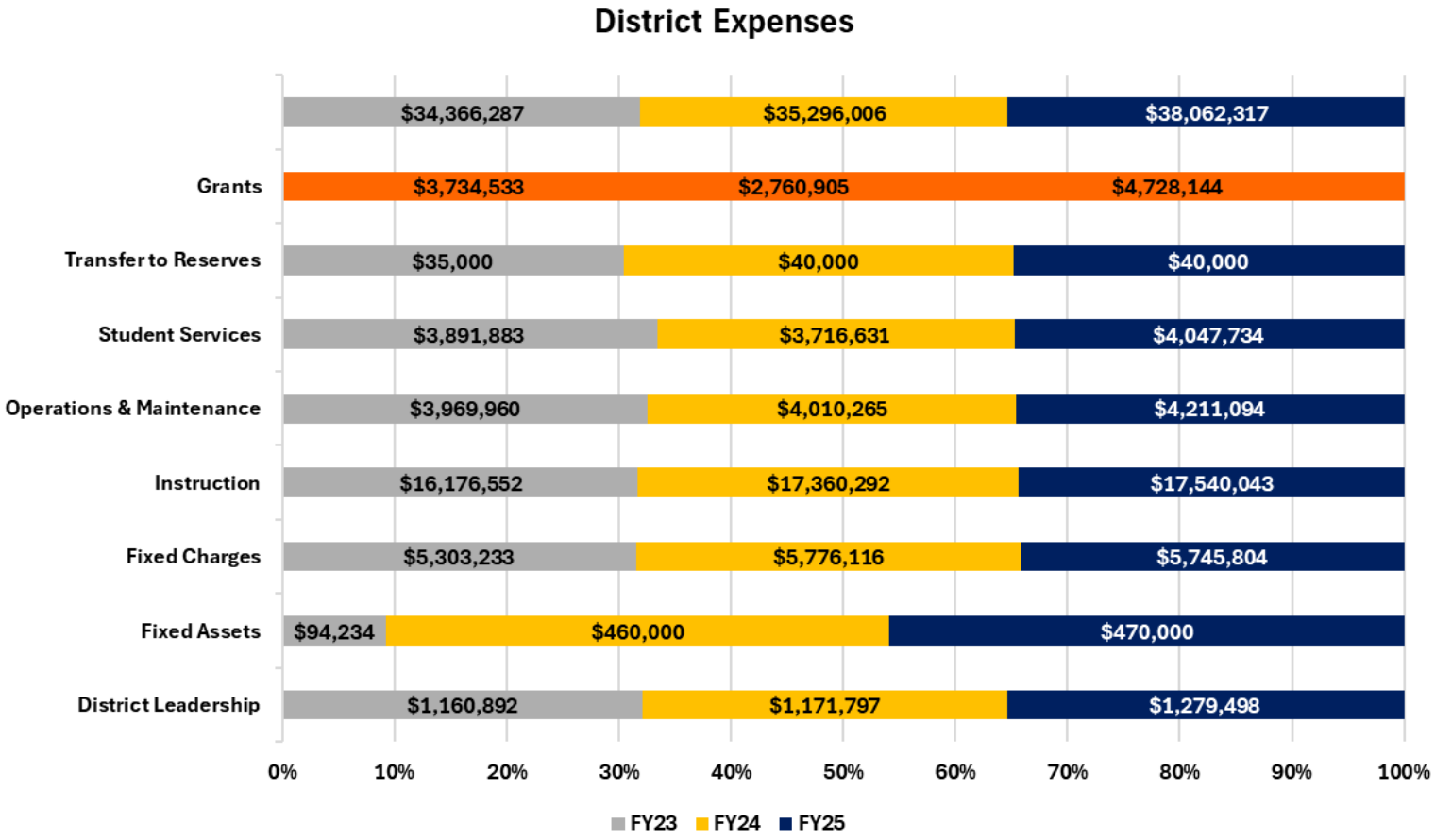


During the 2024-2025 school year, Monty Tech served 1,417 students in grades 9–12 across 21 rigorous vocational-technical programs, with a balanced enrollment of male and female students representing a wide range of academic interests and achievements.



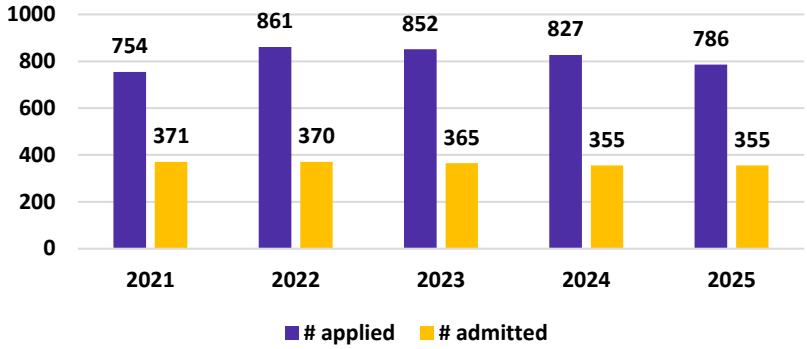
FINANCIAL REPORT

Each year, Monty Tech's Business Manager works in conjunction with the Superintendent and 22-member School Committee, to develop a cost-effective budget that reflects the values and priorities of the institution. The final fiscal year 2024-2025 Educational Plan totaled $33,334,174 which represented a modest 2.46% increase over the 2023-2024 Educational Plan. Remarkably, Monty Tech has been able to deliver highly effective, meaningful academic and vocational training programs, operating on one of the Commonwealth's more conservative budgets. In fact, the FY25 budget exceeded the minimum spending required by Massachusetts General Law Chapter 70 by only 0.8%, while other Massachusetts vocational school districts operated on budgets that exceeded the FY25 Required Net School Spending by as much as 65%. Further, a historical review of district expenses confirms a commitment to provide resources where they benefit students most – instruction.

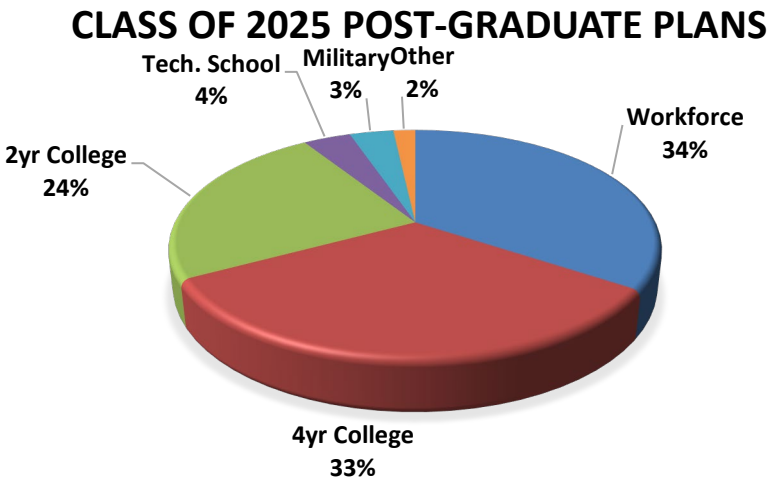


While we are proud to offer vital education and training programs at a minimal cost to our member communities, we understand that vocational education is, in fact, more costly than a traditional, comprehensive academic program. To that end, school officials pursue countless grant opportunities to expand and improve training programs each year. For the fiscal year 2025, state and federal grant sources provided the district with $4,728,144. Programs funded by these grants include: Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, Vocational Capital Equipment Enhancements, Student Support and Academic Enrichment, and No-Cost Evening Training Initiatives.

CHOOSING VOCATIONAL



Like almost all vocational schools across Massachusetts, Monty Tech has a limited building capacity, which drives the school's acceptance. When more students apply for admission than there are available seats, Monty Tech has, for many years, relied on the state-approved admission policy to determine which students would be accepted. Guided by the District Agreement, which ensures students from all eighteen sending communities are accepted annually, the school's admission policy has undergone intense review. In 2024-2025, school leaders determined that the admission policy, which has always included scoring elements like grades, attendance, discipline, and even a personal interview, would change moving forward. Beginning 2025-2026, students will be accepted by lottery, removing merit-based elements such as grades or discipline. While we understand that a lottery will not address the overarching issue of capacity, we remain committed to increasing access through innovative programming, like MVP Academy and no-cost training programs through the School of Continuing Education, which *(combined*) provide vocational training to approximately 200 more students annually. With a waitlist exceeding 400 students each year, we still have work to do and look forward to creative solutions and meaningful partnerships with area comprehensive school districts and even employers who can help us address increasing student interest and workforce demands across North Central MA.



In our 60-year history, Monty Tech has earned a reputation for providing innovative, engaging lessons that produce students and graduates that feed our regional workforce. While our reputation is strong, and our graduates are successful contributors, we are often met with the same questions – why do so many of your students go to college after graduation? Shouldn't they be ready to enter the workforce? At Monty Tech, first and foremost, we aim to provide students with a well-rounded high school education that prepares the student for both college and career pathways, because roughly half of our vocational programs require continued education and training to enter the labor market, earning a livable wage *(i.e. Engineering Technology, Health Occupations, Early Childhood Education).* The other half of our vocational training programs do not require a college degree to be competitive in the workforce. Students who graduate from programs such as Carpentry, Masonry, and Cosmetology are prepared for entry-level positions within their trades. Having such a range of workforce training programs demands that we prepare students for college and/or career upon graduation. It is not surprising, then, to see that 34% of the Class of 2025 entered the workforce, while another 57% enrolled at a 2 or 4-year college or university. What should be noted, though, are those students who do both. So often students who enroll in a 2-year college (24% of the Class of 2025) are balancing their continued studies with part-time (or even full-time) employment. Those students, no doubt, are relying on the skills they gained at Monty Tech, to help as they work their way through a degree program.

ACADEMICS

While students attending Monty Tech benefit from the hands-on, project-based learning that defines a vocational-technical high school experience, they are also held to the same rigorous academic expectations as their peers in comprehensive districts. At Monty Tech, we believe a well-rounded high school education includes both meaningful academic instruction and high-quality vocational training. Many of our vocational programs also require postsecondary education and industry-recognized credentials, making strong academic preparation essential for student success. We are proud of our students' accomplishments in the classroom as well as in their vocational shops.

Monty Tech students continue to demonstrate strong academic and postsecondary readiness outcomes while participating in a rigorous vocational-technical education. In the spring of 2025, 10th-grade students participated in the MCAS assessments in English Language Arts, Mathematics, and Biology. In addition, select 9th-grade students also took the MCAS Biology exam. Overall, students performed well across all subject areas, achieving passing rates of 97% in English Language Arts, 95% in Mathematics, and 95% in Biology. From an accountability perspective, Monty Tech continues to make moderate progress toward state targets, with average scaled scores exceeding 500 in all three subjects. Students performing at or above this level met grade-level expectations and are academically on track for success in their current coursework. These outcomes align with Chapter 74 and DESE expectations that vocational-technical students demonstrate academic proficiency comparable to their peers in comprehensive districts while preparing for postsecondary education, training, and career pathways.

Grade 10 English Language Arts

	2022	2023	2024	2025
Exceeding Expectations	7	11	13	8
Meeting Expectations	54	56	57	55
Partially Meeting Expectations	38	32	27	34
Not Meeting Expectations	1	2	3	3

Grade 10 Mathematics

	2022	2023	2024	2025
Exceeding Expectations	8	3	8	9
Meeting Expectations	45	55	48	42
Partially Meeting Expectations	43	40	39	44
Not Meeting Expectations	4	2	5	4

Grade 10 Science

	2022	2023	2024	2025
Exceeding Expectations	12	11	13	17
Meeting Expectations	54	51	51	45
Partially Meeting Expectations	29	37	33	33
Not Meeting Expectations	5	2	3	5

Monty Tech students also demonstrated outstanding achievement on Advanced Placement (AP) exams. Participation continues to increase, with 192 students taking AP courses and a record total of 292 AP exams administered. As a result, a record number of students—135 in total—earned qualifying scores of 3 or higher, making them eligible to receive college credit. These results reflect our continued commitment to providing rigorous academic opportunities that support both college and career pathways and prepare students for long-term success.

The subjects with the highest number of students earning qualifying scores included AP English Language & Composition (41 students), AP English Literature & Composition (40 students), AP Psychology & AP Statistics (both with 21 students).

When comparing Monty Tech's results with Massachusetts and global performance, student outcomes

exceeded state and/or global qualifying score percentages in three subject areas:

- AP Research: 100% of students earned qualifying scores
- AP English Language & Composition: 86% of students earned qualifying scores
- AP Environmental Science: 85.7% of students earned qualifying scores



Notably, Monty Tech had 35 AP Scholars, nearly double the 19 AP Scholars recognized following the 2024 AP exams. AP Scholars earn qualifying scores of 3 or higher on at least three AP exams.

Monty Tech continues to offer a broad range of Advanced Placement opportunities across multiple content areas, to include: English: AP English Literature & Composition, AP English Language & Composition, English 10 AP Seminar (planned for 2025–2026); Mathematics: AP Calculus, AP Statistics, AP Pre-Calculus (planned for 2026-2027); Science: AP Environmental Science, AP Chemistry, AP Physics; and Electives: AP Seminar, AP Research, AP Psychology.

These results underscore the dedication of our staff and the effectiveness of district-wide curriculum alignment, instructional support, and targeted professional development. In addition, several Advanced Placement courses were taught by new instructors or teachers in their first few years of delivering AP content. As these instructors and newly implemented courses continue to develop, Monty Tech anticipates sustained improvement in student performance and exam outcomes over time.

While AP exam scores play an important role in earning college credit, the greatest value of Advanced Placement courses lies in the academic experience of the curriculum itself. AP coursework engages students in college-level reading, writing, problem-solving, and critical thinking, helping them develop the skills and habits needed for success in postsecondary education. Through sustained inquiry and rigorous instruction, students gain confidence, resilience, and a deeper understanding of their subject areas—benefits that extend well beyond the exam.

These efforts reflect the district's commitment to equity and access by intentionally expanding high-quality Advanced Placement opportunities for a broader and more diverse group of students, supported through structured teacher mentoring, collaborative planning, and ongoing professional development aligned to AP frameworks and Massachusetts standards. During the 2024-2025 school year, Monty Tech implemented a new AP Psychology course and plans to launch English 10 AP Seminar in the 2025–2026 school year. In addition, the continued incorporation of new and updated instructional materials and curricula to expand STEM opportunities—through PLTW, AP, and dual enrollment options, particularly in mathematics and science—remains a strong priority as the district strengthens inclusive college and career readiness pathways for all students.

Monty Tech also continues to offer a variety of after-school dual enrollment opportunities, expanding access to school-day dual enrollment, with a particular focus on strengthening STEM pathways for students.

Monty Tech maintains a long-standing partnership with Mount Wachusett Community College through the Introduction to Biotechnology course, providing students with the opportunity to earn college credit upon successful completion.

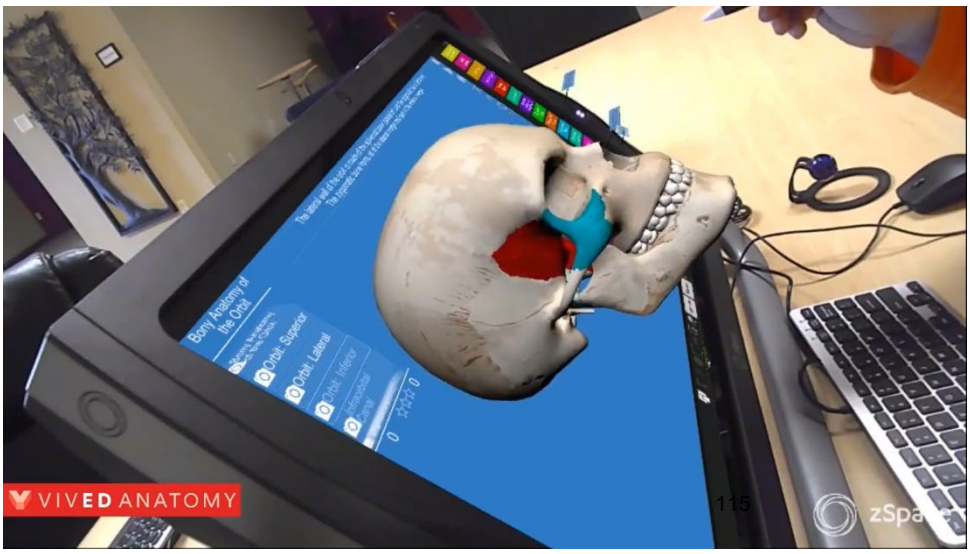
Monty Tech will further expand its post-secondary partnerships by offering college credit through a four-year institution for the first time. Students who successfully complete Concepts in Biology and Anatomy & Physiology will earn college credit through a partnership with Worcester State University. This milestone reflects the continued strengthening of Monty Tech's postsecondary collaborations and underscores the district's commitment to expanding equitable access to rigorous, college-level learning opportunities.

While Monty Tech's academic programs continue to evolve, the district maintains a strong commitment to equity and access by intentionally supporting and honoring the language proficiency of our multilingual students. Monty Tech is a proud participant in the Massachusetts State Seal of Biliteracy program, which recognizes multilingualism as an asset and promotes equitable access to postsecondary and career opportunities for English Learners.

In its inaugural year of participation, Monty Tech demonstrated strong outcomes. All participating seniors earned the Massachusetts Seal of Biliteracy, with students earning the Seal in Spanish and French, and one student also earning the Seal of Distinction in Haitian Creole. Overall, 77% of test takers earned the Seal, reflecting a high level of language proficiency among participating students. In addition, a Monty Tech staff member earned the Seal of Biliteracy with Distinction in Spanish, further modeling the value of multilingualism within our school community.

This DESE-recognized credential affirms students' attainment of high levels of English proficiency alongside another language, strengthens college and career readiness, and enhances students' competitiveness in the workforce and global economy. Monty Tech remains committed to providing English Learners with inclusive, standards-aligned instruction and multiple pathways to demonstrate mastery, while celebrating the linguistic and cultural diversity that enriches our school community.

Finally, 2024-2025 brought much-needed enhancements and renovations to Monty Tech's science department. A storage expansion project added new cabinetry to six science labs, with cabinets designed and constructed by Monty Tech students. Seven of the school's twelve science laboratories have received new laboratory cabinetry, instructional workstations, and specialized equipment to ensure alignment with current safety standards, instructional expectations, and the Massachusetts Curriculum Frameworks. Each year, science instructors work closely with the Director of Academic Programs to determine facility and professional development needs that would enhance the student experience and improve outcomes. With continued support from Massachusetts Life Sciences Center, Monty Tech aims to further integrate state-of-the-art technology into the science program, bringing students the latest technology.



At Monty Tech we understand students work and learn best when introduced to materials in a variety of ways, so, to compliment lectures and with grant support from our industry partners, students will be introduced to all new STEM experiences through AR/VR technology products, engaging with fully interactive, visual content in Biology, Anatomy and Physiology coursework.

Introducing students to new technology and learning platforms that include 3D gross and micro-anatomy views, histology slides, illustrations, and animations, will bring science lessons to life, adding to the improved science/STEM educational experience for all Monty Tech students.

VOCATIONAL TRAINING

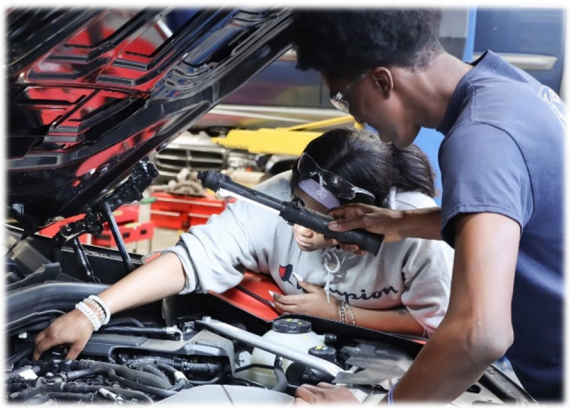


There is something special about a Massachusetts vocational school. Our students have chosen this path to not only grow and learn in a traditional academic sense, but also to develop lifelong skills in one of the twenty-one vocational programs available. Our vocational instructors are expert tradesmen and women, first. They are proud of their vocations and have a vested interest in training the next generation of their workforce. Each year, students are introduced to a variety of hands-on learning opportunities, that may occur on campus (fixing and replacing lights or the water fountains in the hallways) or off-campus (completely retrofitting an old warehouse to create a state-of-the-art training space). Their high school years are marked with successes that may point back to years from now, knowing they have made an impact here at Monty Tech and in their own communities. The following are some of the more notable accomplishments across our vocational programs.

Advanced Manufacturing: Advanced Manufacturing students now work and learn in a state-of-the-art machine shop and have the opportunity to earn a number of industry-recognized credentials to demonstrate their technical capacity. All junior students completed the NC3 PMI 6 Certification. These students have six stackable credentials in measuring. The seniors have earned six stackable credentials in Advanced Measuring Instrument this year, which expands upon the PMI credentials into more advanced measuring skills. Over two hundred credentials in metrology were earned. All Freshman students successfully completed safety training earning Career Safe OSHA 10-hour general industry certification. We completed many projects for the community including tags for the Royalston Fire Department, and a plaque for the Town of Ashburnham. Fourteen Seniors and eleven Juniors earned co-op placements, working and learning in area machine shops. (Total student enrollment: 50)

Auto Body Collision Repair Technology: Monty Tech Auto Body students earned valuable industry credentials in the 2024-2025 School year. Students earned the OSHA 10-hour general industry card, EPA 6H spray certification, and ALI Certification. Students also earned I-CAR Certifications in Collision Repair Fundamentals, Disassembly and Re-assembly, Plastic Repair, Aluminum and Steel Small Dent Removal, and Preparation for Refinishing. Seven Seniors and three juniors earned co-op placements and were reported to be valuable contributors to local repair shops in the area. One Junior was placed on externship at the Gardner Fire Dept. At the SkillsUSA District Competition, seven out of nine students won a medal, earning a silver and gold in Auto Refinishing and Collision Repair. Two students were able to attend the SkillsUSA National Competition. We maintained several school vans, and painted multiple railings, stairs, and brackets for our MVP building. We painted a UTV for the Gardner Fire Department, repaired water leaks from a Petersham Police car, and repaired a car for Second Chance Cars to be given to a local family in need. We are currently working on a 1968 Ford Bronco, which will be auctioned off, and all proceeds will be donated to the Teen Challenge of New England. (Total student enrollment: 67)

Automotive Technology: In Automotive Technology we serviced, repaired, and diagnosed approximately three hundred vehicles throughout the year. These jobs included basic maintenance, inspections, alignments, brakes, exhaust, tires, and more. We also serviced the Petersham Police Department vehicle. The Upperclassmen earned their NC3/Snap on Apollo D8 Certification, Juniors earned their NC3/Snap on Multimeter certification, and the freshmen students earned the Career Safe



OSHA 10 Certification. Seven Seniors and one junior earned a Co-op placement. For the SkillsUSA Competition, our Junior students placed third and fifteenth. While two Seniors placed fifth and fifteenth in the State Competition. (Total student enrollment: 69)

Business Technology: Monty Tech's Business Technology program continues to thrive through its financial literacy initiatives. All Juniors and Seniors earned a financial literacy certificate through the MassMutual Foundation FutureSmart program. This year, one student represented the program in the Customer Service competition at the SkillsUSA District level. In addition, four Seniors and seven Juniors secured co-op placements for the 2024–2025 school year. Freshmen and Sophomores successfully completed the Career Safe OSHA 10-hour training and CareerSafe Interview Skills modules. The department also engaged in several collaborative projects: a Macy's Day Parade project with Information Technology, an Oreo Cookie Redesign project with Culinary and Advanced Manufacturing, and an International Hotel Project with CAD Drafting & Design. Weekly case studies have been introduced to highlight companies, product development, and international relations. These activities foster teamwork, communication, and collaboration both within Business Technology and across other technical areas. (Total student enrollment: 58)

Cabinetmaking: Monty Tech Cabinetmaking students are called upon for a number of projects small and large, across the campus and in our communities. During the 2024-2025 school year, students completed projects that included: build and install cabinets and countertops for the MVP Academy, build and install cabinets and countertops for the new IT office, and the existing dental shop. A number of projects were made for charitable gifts such as, flag shadow boxes for veterans, a toy box for the Christmas toy drive, and a coat storage unit for the Monty Tech Foundation. Fourteen Seniors & Thirteen Juniors earned co-op placements, representing the program well in the local workforce. Cabinetmaking freshmen completed OSHA Careersafe 10 hr online course. (Total student enrollment: 70)

CAD/Drafting & Design: In 2024-2025, five Monty Tech CAD/Drafting & Design Senior students and one Junior earned Co-op Placement. Students were also able to achieve a number of valuable industry-recognized certifications including Autodesk Inventor, Revit, Autodesk AutoCAD and SolidWorks. Freshmen students completed the 10hr OSHA CareerSafe Online course. All students earned the Fundamental of Building Green Certifications. Two students competed in the SkillsUSA District Competition. The shop completed a variety of signs, banners, and posters for the school. We collaborated with Business Technology for a hotel design project and website. We designed the addition to the Phillipston Animal Control Facility. (Total student enrollment: 45)

Cosmetology: The Monty Tech Cosmetology program is one of the only programs that students may leave and directly enter the industry, fully-licensed and ready for a career. The state-approved program is rigorous and provides students with countless opportunities to refine their cosmetology skills on clientele who understand and appreciate the learning environment. Freshmen completed the Career Safe Online OSHA course. Eighteen senior students earned their cosmetology licenses. Seven students earned Co-op Placement opportunities. One Senior placed Gold in SkillsUSA Districts and went to the SkillsUSA State Competition. Students earned certification in Pravana Color Certification, barbicide, and dermalogica certifications. Two Junior students went to SkillsUSA State Competition. Freshmen and Sophomores participated in Family & Friends Service Day. We participated in Beauty Battles at Worcester Voke, in which several sophomores won 1st & 2nd in nails and 1st in textured hair. One junior placed 1st for formal hair. (Total student enrollment: 85)



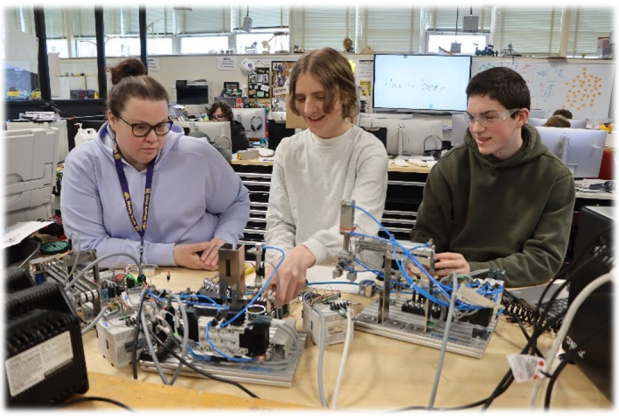
Culinary Arts: Monty Tech Culinary Arts students and instructors operate a full-service restaurant and bakery, serving 70-90 patrons daily. In September, they hosted a Welcome Back/New Teachers reception serving hors d'oeuvres and mini pastries for 60 people after school. They prepared a luncheon for Principals & Counselors Day for 30 people in

October. They prepared dinner for both Program Advisory Dinner/meetings for over 380 people each time. Students and staff hosted the Westminster Senior Center holiday party for 110 people, funded by the Ryan Patrick Jones Foundation. The program also continued to donate leftover baked goods to the Salvation Army of Fitchburg. Freshmen earned their Career Safe OSHA 10 hour Culinary certification, sophomores & juniors earned their Allergen Awareness certification, and juniors and seniors earned their Servsafe certification. One Senior competed at the state level in the SkillsUSA cooking competition. Junior students toured Johnson & Wales University of Providence RI. Sophomores students went to Great Wolf Lodge in Fitchburg where they toured the property and learned about the hotel industry and career opportunities. (Total student enrollment: 66)

Dental Assisting: Monty Tech Dental Assisting instructors have emphasized the need for students to earn valuable industry-recognized credentials, as a means to demonstrate technical skill and proficiency. In 2024-2025, students obtained their certificate from CDC for Infection Control. Sophomores & Seniors received certification from American Red Cross for Basic Life support, and all freshmen received the Career Safe 10 Hour OSHA. Eight Seniors and seven Juniors earned co-op placements, while the remaining Juniors and Seniors earned experience in affiliation/externship in area dental clinics and offices. Through the Community Health Connections Caring for Kids Program, Monty Tech students could receive free dental cleaning, radiographs, and sealants. Our students were allowed to assist in their procedure. Junior students provided dental education for the pre-school children at the Guild of St. Agnes at Devens and Head Start in Fitchburg. One Senior received a gold medal to go to SkillsUSA states competition. (Total student enrollment: 60)

Early Childhood Education: Seven Seniors & eight Juniors earned co-op placements, gaining valuable experience working with young children in local childcare centers. Two Seniors and one Junior gained experience on externships. All Sophomore & Seniors completed their Pediatric and Adult First Aid/CPR/AED training. Four Seniors have earned the Child Development Associate National certification. Six Seniors earned the MA Department of Early Education and Care Teacher certification. Nine juniors completed the 12 hour MA Strongstart Early Education and Care Essential Training. We hosted a mock baby shower with donations of diapers & wipes being donated to Montachusett Opportunity Council to benefit families in the community. Sophomores & juniors assisted in Head Start Preschool classrooms to acquire training hours for the national certification. Three Juniors went to SkillsUSA Districts, one junior placed bronze at States. All Freshmen completed the Career Safe 10 hr OSHA. We went on a field trip to the Eric Carle Museum to learn about children's literature and illustration and another Field trip to Turn BackTime (a nature-based education center) in Paxton to explore outdoor classroom environments. (Total student enrollment: 41)

Electrical: Throughout 2024-2025, students and instructors in the Monty Tech Electrical program wired numerous electrical projects within the school. The Majority of Seniors & fourteen Juniors earned Co-op placement, which allowed them to gain important on-the-job skills and additional training in the industry. Students and instructors completed the wiring at the MVP Academy building. We wired mini-splits for the American Legion in Baldwinville. The Freshman class was filled with 24 first choice students, and all successfully completed the Career Safe 10-hour OSHA training and certification. (Total student enrollment: 95)



Engineering Technology: The Engineering Technology program at Monty Tech is a rigorous program, infused with a nationally certified curriculum provided by Project Lead the Way, and countless hands-on learning opportunities that provide students with opportunities to demonstrate creativity, make connections with prior learning, earn college credits, and industry recognized certifications. Seven Seniors earned Co-op placement. All Freshmen completed the OSHA 10-hour General Industry

training and certification program. Students competed in SkillsUSA Districts. 17 Students earned SACA Industry Certifications. (Total student enrollment: 54)



Graphic Communications: Throughout the 2024-2025 school year, students in the Graphic Communications program produced over 300 projects for our district cities and towns, and a variety of non-profit organizations within the district. Our copy center ran throughout the school year providing printed materials for the school. We completed a 268-page full color yearbook for Monty Tech. Two Seniors and one junior were on Co-op, which allowed them to continue their on-the-job training in a real-world work setting. Ten students medaled in 5 competitions in SkillsUSA district competition; 7 medaled in States; and 2 students are going to Nationals. One student for Pin Design and the other for Dye Sublimation. This is the 4th year in a row returning to Nationals. All Freshmen completed their OSHA 10 certification. All of the seniors presented their senior thesis project at the end of the year to the community and industry professionals (Total student enrollment: 84)

Health Occupations: The Health Occupations program continues to be one of the more competitive programs here at Monty Tech, providing a rigorous education grounded in current medical knowledge and practice, balanced by hands-on learning opportunities in the on-site Sim Lab and through the use of state-of-the-art Anatomage technology. We continue to improve the instructional spaces, technology and equipment for student training purposes. 25 Seniors were partnered with area clinics, through the co-op program, where they continued to learn and flourish in their chosen field, while back on campus, students focused on achieving important industry-recognized credentials. 17 Students passed their Clinical Medical Assistant exam to become nationally certified medical assistants. 14 Juniors passed their Nurse Aide Exam. All Sophomores obtained their CPR, First Aid, and Alzheimer's Association Certification. All Freshmen completed the 10 Hour Career Safe OSHA Certification. We had two students compete in SkillsUSA state competition. We held the Pediatric Health Fair and the Women's Resource Mock Baby Shower. (Total student enrollment: 110)

House Carpentry: Monty Tech House Carpentry program completed a number of projects, large and small during this 2024-2025 school year. We completed the renovations of the MVP Academy building. We continue to support local charitable organizations with donations of our Adirondack chairs built by the Freshmen in the program. All Juniors received their Hot Works Certification. Nine Seniors & Eight Juniors participated in the Co-op program this year. Sophomores received their OSHA 10 hr Construction Certifications. Freshmen received their Career Safe OSHA 10 Certification. Sophomores completed a custom-built wedding arbor for a community member. The first shed of the newly revamped shed building program was raffled off and the sophomores have started work on the next one. Freshmen are using leftover cypress scraps to build small planter boxes that are being sold in the MT Greenhouse. (Total student enrollment: 69)

HVAC & Property Maintenance: In 2024-2025, Monty Tech's HVAC & Property Maintenance junior student was chosen to be a "delegate" for SkillsUSA Nationals. Our shop sent 2 sophomores to states for Facilithon and 1 junior for sheet metal. This was the third year Monty Tech competed in the Facilithon, Leadership in Facilities Management competition for the SkillsUSA competition. Five Seniors & seven juniors earned Co-op placement in area businesses. All Juniors earned EPA Universal License to work with HVAC Refrigerants and their Hot Works Certification. Freshmen completed the Career Safe OSHA 10 hr General Industry Certification & Sophomore completed OSHA 10 hr Construction. Sophomores completed a 3 day Building Science and Energy auditing course, earning 2 new industry credentials (GPRO, BPI, and

Health Homes). These certificates open the door to positions in energy auditing companies, as well as, weatherization and insulation jobs. Seniors completed the R410a Certification as well as an Indoor Air Quality Certification. We serviced leaf blowers, string trimmers and a generator. At the new MVP Academy, our shop completed a total of 9 heating and AC systems as well as 2 building fresh air ventilation systems. We installed a second commercial heat pump system at the American Legion in Baldwinville. (Total student enrollment: 69)

Information Technology: The Information Technology program continues to offer students opportunities to earn a wide range of industry-recognized certifications that affirm the technical skill proficiency needed for entry-level careers in networking and information technology. In 2024-2025, all Freshmen completed the Career Safe OSHA 10-hour General Industry training. One Senior competed in the SkillsUSA State Competition. Four Seniors and one Junior were on co-op placements applying their technical skills in area businesses. Eight seniors achieved their Cisco Intro to Networks course certification. An open team of 4 Seniors and one Junior achieved 1st Place Gold Tier award in the Cyberpatriot National Youth Cyber Education State Competition. Two seniors won 2nd and 3rd place State Awards in the Competition. Students in the Sophomore class designed a website for the MT Greenhouse. We also fixed computer hardware for individuals in the community. (Total student enrollment: 34)



Masonry: The talents of Monty Tech Masonry students are on display throughout district communities, as projects that were completed during the 2024-2025 school year include: completing work at the MVP Academy, Repairs for Winchendon Housing, Concrete work for Hubbardston DPW, paver patio at Clarke Memorial in Winchendon. Sophomores received their 10 hr OSHA Construction Certification, and freshmen completed their Career Safe 10hr Industry Certification. Juniors and Seniors were Hot Works Certified. Six seniors and four juniors earned co-op placements and continued to refine their skills working with business partners through the school's co-op program. The Masonry Students competed in the Mass Trowel Trades Competition at Bay Path and had four students compete in various competitions at the annual SkillsUSA meeting. (Total student enrollment: 68)

Plumbing: For the 2024-2025 school year, Students and instructors completed the work at the MVP Academy building. Students also worked fixing numerous plumbing issues within the Monty Tech building. Juniors successfully completed their HotWorks safety training and earned that important credential. Freshmen also completed the Career Safe 10-hour OSHA general industry safety training, while Sophomore students completed the 10-hour OSHA Construction safety training and certification. Nine Seniors and six Juniors earned co-op placements, which allowed them to continue to grow in the trade, working with plumbing professionals in the area. Sophomores and Seniors were trained in Viega PEX/copper press, earning a valuable certification. One Senior earned the PHCC 2026 Vocational Plumbing All Star Award, given by the Plumbing, Heating, and Cooling Contractors Association of Massachusetts. He received a scholarship for his continuing education in the plumbing licensure program and a fine set of tools. Another senior was awarded the Central Mass Plumbing & Gas Inspectors Association $500 Scholarship. This will be applied to his continuing education in the profession. (Total student enrollment: 74)

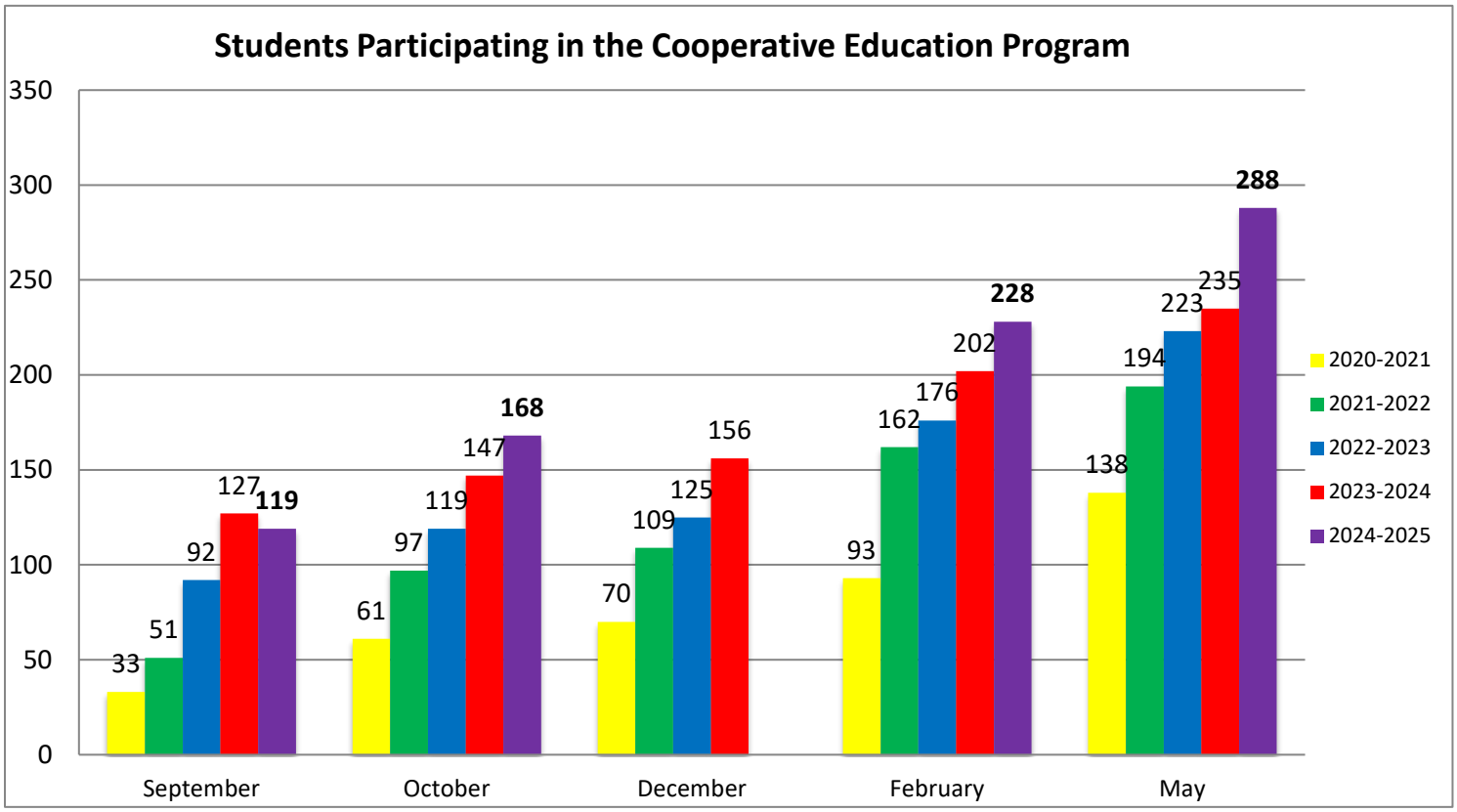
Veterinary Science: For the 2024-2025 school year, the Monty Tech Veterinary Clinic completed approximately 900 appointments, seeing 668 dogs and cats and servicing 284 district families. We are so happy to be helping so many clients and patients in need. Twelve seniors and three juniors earned co-op placement. Twenty seniors passed the Recover CPR, Fear Free Level 1 and seven seniors completed the

Human Animal Bond Certification. All juniors passed their Certified Veterinary Assistant Exam. For SkillsUSA, two freshmen competed at the state competition in Safety Poster Design. All freshmen completed the Career Safe OSHA 10 hr General Industry course. (Total student enrollment: 79)

Welding/Metal Fabrication: The Welding/Metal Fabrication Department completed over twenty community service projects in the 2024-2025 school year. We completed projects for the MVP Academy Building by making staircases with railings, roof support beams with saddles, frames for concrete decking, handrails with guardrail for mezzanine staircase, guardrails for the upper mezzanine, lockable conduit rack for electrical, wire reel rack for electrical, and other miscellaneous parts. We fabricated and donated three fire pits to the community. Three juniors also earned the AWS FCAW 1G E71T-C Certification. Three juniors and thirteen seniors earned Co-op placements. Juniors completed the Hot Works Certification, and all freshmen students completed the Career Safe OSHA 10-hour Construction Certification. One junior received a Bronze medal in SkillsUSA Districts. One student earned the Defense/Military Welding Certification in Aluminum GTAW. (Total student enrollment: 62)



COOPERATIVE EDUCATION



The Monty Tech Cooperative Education Program is an extension of the student's technical education that combines classroom instruction with on-the-job-training. The popular Co-op Program provides students with an opportunity to further develop academic, technical and employability skills in an industry-related

work environment. All students are eligible to participate in the Co-op Program, provided they satisfy state and school grade, attendance and performance requirements, and all Co-op students must have completed the OSHA recognized Career Safe online health and safety course prior to being placed in a work environment.

The Cooperative Education Program is beneficial for both students and employers. For the student, it is a chance to gain on-the-job training that improves both their technical proficiency and employability skills, and making industry connections enhances post-graduate employment opportunities. The Co-op Program also allows students to earn while they learn, which has allowed many students to learn valuable life skills, financial literacy skills, and gain a deeper understanding of the importance of career advancement and self-advocacy.

Employer benefits include addressing workforce needs in an efficient manner. Co-op students provide a pool of trained talent, ready to assume temporary, part-time or even full-time opportunities, thus reducing employer training costs. Co-op work hours may also be tailored to suit the needs of partnering employers.

With approximately 100 area employers participating in Cooperative Education, providing valuable experience to 286 students by the end of the 2024/2025 school year, school officials remain grateful for their continued support, and look forward to future collaborations.

STUDENT SUPPORT SERVICES

Monty Tech's Department of Student Support Services houses the district's school counseling services, oversees special education programming, and maintains efforts to provide social/emotional learning and resources to all students. Throughout the 2025-2026 school year, department staff continued to prioritize the district's effort to educate and develop the next generation of young adults, ensuring students have access to support in academic and vocational programming, as well as services related to social and emotional wellness.



Throughout an individual's high school career, Monty Tech offers numerous opportunities and support for individuals to explore vocational interests, develop skills, and make strides in personal growth and independence. All students establish goals and identify pathway interests that align with DESE's MyCAP (My Career and Academic Plan) initiative. Additionally, our trained and compassionate staff work to provide structured support for students as they acclimate to the demands, pace and rigor of high school academics, vocational programming and extracurricular activities.

Balancing curriculum and course pathways with current social norms, Monty Tech recognizes young adults are growing up in a world that is rapidly changing. With increased exposure to technology and social media, the means in which young adults communicate and connect has shifted. With that, the foundational skills and social norms have also changed, taking on an array of variances that schools must recognize and address to effectively prepare students to be successful young adults.

Recognizing the shift in experiences and brain development, Monty Tech has focused support on the growing concerns and struggles with age-appropriate interactions, use of social media, and the need for meaningful connections. The Department of Student Support has concentrated its efforts on creating a safe and supportive environment, offering opportunities and experiences that challenge our students to reflect,

grow, and learn in all areas of their experiences. The department continued its important mission to break the stigma of mental health, shifting our perspective to find balance and mental wellness. This unified approach, support, and collaboration helps our student body develop socially, build resilience, communicate effectively, grow individually and meet success.

Monty Tech has joined forces with CareSolace, matching individuals with mental health and/or substance abuse counselors. CareSolace Coordinators address the growing need to locate support and match individuals with therapists, saving students and families hours of time, phone calls, waitlists and frustration. CareSolace supports the matching process and follows up with individuals to ensure each connection was a success. Most importantly, CareSolace Match Services are free to our students, family, staff and community: https://caresolace.com/site/montytech.

During the 2024-2025 school year, Montachusett Regional Vocational Technical School District provided specialized services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and approximately one hundred students adhering to individualized Section 504 plans. While the Student Support Services Department encompasses special education, the department provides support that is available to all Monty Tech students. Students have access to direct tutoring both before and after school. School counselors are available to assist students with vocational placement and post-secondary planning. Furthermore, our counselors are equipped with the skills to engage students in workshops and groups that support the development of social resilience, functional academics, finding balance, and referral services for those experiencing struggles.

TECHNOLOGY @ MONTY TECH

Keeping up with technology is essential to any industry, but in vocational education, it is critical. Students and staff access traditional platforms, found and used often in school districts across the nation, but are also introduced to industry-specific technology and tools that demand mastery prior to entering the workforce.

The Monty Tech Technology Department is a crucial department that not only keeps technology operating, but they consistently seek and secure the latest platforms, operations, and applications to streamline education, training, and day-to-day work efforts. In 2024-2025, the district's Technology Director attended the LDR512: Cybersecurity Leadership Conference. There he gained advanced technical and leadership skills to effectively manage the district's security programs and learned more about key topics like security architecture, vulnerability management, cloud security, and GenAI security.

The Commonwealth of Massachusetts provided a state match through a well-deserved Municipal Local Cybersecurity Grant, making this opportunity possible. As a result, the Monty Tech Technology Department is better equipped and more prepared to successfully manage evolving threats, quickly address incident responses, identify hacker tools and techniques, and understand and share cyber threat intelligence to the school community.

Supporting and maintaining student devices and instructional technology continues to comprise the bulk of

the department's efforts. With each student having a school-issued Chromebook, and academic and vocational teachers using a wide variety of instructional technology, the talented technology team continues to streamline troubleshooting and support efforts to ensure more than 1,600 student and staff are online daily, and able to fully participate in educational activities at all times.

SERVICE LEARNING

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) is a leadership program focused on instilling values of citizenship, service, personal responsibility, and accomplishment in young adults. Throughout the 2024-2025 school year, cadets served over 3,000 hours in community service and volunteerism, highlighting their growth and increased efforts in community outreach.



During the 2024 - 2025 school year, twenty-six cadets attended a joint Cadet Leadership Course (CLC) in southern Massachusetts, where they engaged in team-building activities and challenged their mental and physical capabilities through obstacle courses and squad competitions. This four-day camp fostered camaraderie and leadership development with cadets from other JROTC programs in New England.

Additionally, cadets supported three community 5K runs, including the Friends of Fitchburg Veterans 5K, the Rock and Roll 5K at Wachusett Brewery, and the Heroes Live Forever 5K. They provided assistance with parking, run route coordination, and vendor support. Participation in the annual Blacksmith Festival in Fitchburg, MA, offered them insights into community volunteerism and the craft of blacksmithing.

In collaboration with the Fitchburg Salvation Army, cadets participated as bell ringers and conducted volunteer tolls, successfully collecting over $25,000 in donations to support the less fortunate in the Monty Tech community. This fundraising goes on to assist with the costs associated with clothing, housing, food, and transportation requirements for numerous community members.

The Monty Tech Color Guard supported in excess of 25 color guards at numerous events, including Monty

Tech home football games, community, and veteran ceremonies, as well as graduate and undergraduate celebrations at Fitchburg State University.

A special Veterans Day ceremony on November 10th honored Monty Tech staff and student veteran family members through a collage display and sword detail presentation. Also, on November 10th, the MCJROTC celebrated the 250th birthday of the United States Marine Corps with a Birthday Ball. Over 250 cadets and guests attended for a four-course meal, music, and dancing.

Cadets have also participated in several different competitions including National Marksmanship competitions, cyber- security competitions, and numerous Raider challenges with an emphasis on confidence and discipline.

This year emphasized the cadets' well-rounded approach to continued improvements and dedication to community outreach and volunteerism, as well as team building and small unit leadership development.

EVENING PROGRAMS



In recent years, the Monty Tech School of Continuing Education, has received more than $2.7M in funding from Commonwealth Corporation, to provide valuable workforce training at no-cost for individuals who may be unemployed or underemployed. These grant-funded training opportunities are an example of the collaboration between the MassHire Workforce Investment Board, MassHire North Central Career Center, the Executive Office of Labor and Workforce Development, and generous sponsorship from Commonwealth Corporation, making it possible for Monty Tech to offer meaningful job readiness training in occupations with high demand and self-sustaining wages.

In 2024-2025, school leaders were pleased to offer 200-hour training programs in Automotive Collision Repair, Carpentry, Plumbing, and HVAC to qualified participants. Of the 64 students who enrolled, 56 participants persisted in completing their selected training program. Of those, 21 having since secured full-time employment in their chosen occupations. In addition to these grant-funded opportunities, the School of Continuing Education, continues to offer the area's most affordable and comprehensive cosmetology training program, effectively preparing participants to sit for the Massachusetts State Board examinations. In FY25, nine cosmetology students graduated from the program.

Serving more than 1,700 community members annually, the School of Continuing Education is proud to offer training to a non-traditional student population, while working to develop new and important relationships with business partners in need of a talented candidate pool. The Continuing Education staff understands that the strength of any vocational training program is dependent upon mutually beneficial relationships between the school and our business partners, and they work tirelessly to build relationships throughout the year. In May 2025, the School of Continuing Education hosted the annual Job Fair, welcoming more than thirty area employers who spent time visiting with both day and evening students seeking job opportunities. Numerous students attended the event, presented resumes to business representatives, and made contacts with employers that led to a first-time job placement and entry into the trades. Additionally, the School of Continuing Education hosted its first annual Fall and Spring Open Houses, designed to offer prospective students the opportunity to learn more about training programs, meet instructors and ask questions.

The Montachusett Regional Vocational Technical School Practical Nursing Program class of 2025 achieved a remarkable 93% NCLEX-PN Pass Rate on their first attempt, exceeding the national first-time pass rate of 86.6% for U.S.-educated Practical Nursing candidates. This achievement highlights the hard work and commitment of our students, along with the ongoing support and guidance from our faculty and staff.

Our success starts with a learning environment that is supportive, student-focused, and built to help students grow into confident, capable nurses. Our faculty play a key role—not only teaching in the classroom and clinical setting but also mentoring students throughout the program. Coursework and clinical training are designed to strengthen clinical judgment and build a solid understanding of nursing practice. We emphasize evidence-based practice, critical thinking, patient safety, and compassionate, culturally aware care.

We also know that student success includes more than academics. The program offers strong student support services, including academic advising, wellness resources, and assistance navigating financial assistance. Faculty advisors work closely with students, providing consistent encouragement and mentorship from day one through graduation.

To continue expanding clinical learning opportunities, we are actively building new community clinical partnerships to give students experience in a variety of healthcare environments. These efforts support our goal of growing the program and preparing Practical Nurses who are ready to meet workforce needs across North Central Massachusetts.

Ongoing improvement is a priority for our program. We regularly review and update our curriculum, invest in faculty development, and expand student resources to support learning and licensure success. We will continue incorporating technology and evidence-based teaching strategies to help students graduate prepared and career-ready.

Community interest in the program remains strong, with more than 150 inquiries each year for 48 available seats in our annual cohort.

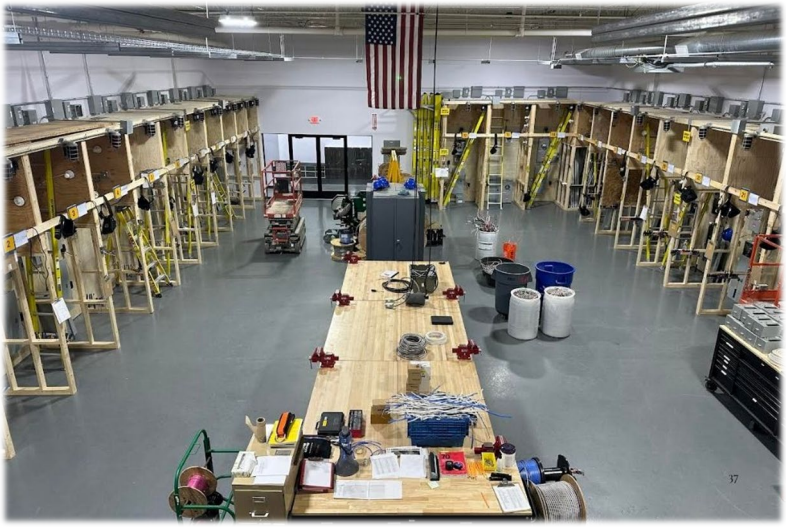
Our graduates have successfully transitioned into nursing roles in many local healthcare settings within our school district, to include the following employer partners:

- CAPS Collaborative
- The Highlands
- Gardner Rehabilitation and Nursing
- Heywood Hospital
- Athol Hospital
- MA Department of Developmental Services
- Fitchburg Healthcare
- Wachusett Manor
- Spring Hill Recovery
- MCI-Gardner



MVP ACADEMY

What may be considered the single greatest accomplishment of the 2024-2025 school year was not achieved on our campus, but rather one mile down the road. After securing $3.4M in competitive grant funding, school leaders celebrated the opening of the MVP Academy, the district's first satellite campus, designed in partnership with Fitchburg, Gardner, and Narragansett Regional Public Schools, to provide vocational training in Carpentry, Electrical and Plumbing *(beginning Fall 2026)* to interested students. Renovating an empty 16,000 sq. ft. warehouse to create an all-new training academy, provided meaningful training and skill-building opportunities for our own students, who completed a majority of the impressive work.



A combined 72 students (Juniors and Seniors) from our partnering districts participated in the Academy's inaugural year. Led by expert carpenters and electricians, MVP students work every day to prepare for careers in a variety of occupations. Students use equipment and technology funded entirely by grants, earning valuable industry-recognized credentials before graduating.

Juniors and Seniors in Electrical began by completing ladder safety training and shop safety exercises, before advancing to complete week-long hands-on projects in their own booths, demonstrating safe practices and

skill development. Following industry-standard Mike Holt curriculum, Seniors also satisfied Year 1 of the Electrical Apprentice Classroom Instruction hours, streamlining entry into this high-demand, high-wage occupation. Juniors and Seniors in the Carpentry trade learned about foundations and footings, while adhering to the Massachusetts Carpenters Unions curriculum. They, too, completed shop safety training prior to using any power tools, and became skilled in cutting, shaping, and construction foundation skills. Employers visited with instructors and students to guide learning and encourage job placements upon graduation, which motivated students and only reaffirmed the relevance of MVP training.



In April 2025, MVP Academy welcomed state and local leaders, vocational educators from across the Commonwealth, students and even proud parents to the Ribbon Cutting Ceremony. The celebration marked not only completion of a building, but also new and life-changing opportunities now available to regional students. Student speakers spoke of a high school experience that lacked engagement before attending MVP, where they found renewed spirit and meaning in all lessons, including those academic lessons they were previously disinterested in. The celebration further substantiated school leaders' commitment to expanding access and marked a significant step in addressing the chronic lack of seats in vocational training programs in our region. Since that celebration, school leaders have been asked to speak at national conferences, provide tours of the facility for those who did not attend, and even offer guidance in grant applications that may fund a similar satellite campus and partnership program, in districts across Massachusetts.

MONTY TECH LEADERSHIP

The district continues to benefit from a talented leadership team whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent, the team has transformed the school into one of the most sought-after high schools in North Central Massachusetts.

Thomas R. Browne, Superintendent-Director
Dayana Carlson, Principal
Tammy Crockett, Business Manager
Kim Curry, Co-Operative Education Coordinator
Taryn DiVito, Data Analysis and Accountability Coordinator
Christina Favreau, Director of Academic Programs
Michael Gormley, Director of Facilities
Donald Kitzmiller, Director of Technology
Christine Leamy, Dean of Admissions
Kathryn Schmidt, Assistant Principal
Katy Whitaker, Development Coordinator
Brian Williams, Director of Vocational Programs
Victoria Zarozinski, Director of Student Support Services

In addition, the Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations,

policies, and procedures. Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2024-2025 School Committee for their outstanding service.

John Columbus, Templeton
Chair

Eric Commodore, Gardner
Vice Chair

Julie Marynok
Secretary

Jeffrey Gallant
District Treasurer

Diane Swenson, Ashburnham
Shelly Jones, Ashby
Jeffrey Raymond, Athol
Whitney Marshall, Barre
Robert Campbell, Fitchburg
Michael Hurley, Fitchburg
Dr. Ronald Tourigny, Fitchburg
Evelyn Bosworth, Fitchburg
Calvin Brooks, Gardner
Christina Smith, Holden
Scott Carignan, Hubbardston
Stephanie Quinn, Lunenburg
Jada McConologue, Petersham
Eric Olson, Phillipston
John P. Mollica, Princeton
Ashley Hadmack, Royalston
William Brassard, Sterling
Ross Barber, Westminster
Tamarah Estes, Winchendon





MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

1050 WESTMINSTER STREET
FITCHBURG, MA

TOWN CLERK

TOWN CLERK

VITALS REPORT:

AT THE RECOMMENDATION OF THE REGISTRY OF VITAL RECORDS AND US DEPARTMENT OF STATE AND FOR THE SAFETY AND SECURITY OF THE RESIDENTS OF TOWN, NAMES OF INDIVIDUALS HAVE BEEN ELIMINATED AND INSTEAD THE NUMBER OF OCCURANCES OF EACH BIRTH, MARRIAGE AND DEATH ARE TOTALLED FOR THE YEAR.

DURING 2025 THE TOWN CLERK RECORDED THE FOLLOWING:

BIRTH –114 DEATHS –123 MARRIAGES – 33

TOWN MEETING EXCERPTS:
Annual Town Meeting - May 3, 2025

The Moderator called the meeting to order at 9:03 AM declaring a quorum, announced that the warrant was properly served, then led the assembly in the Pledge of Allegiance. He then went over ground rules of the meeting, then made announcement about vacancies on various committees. Flowers were presented to Tom Alonzo and Michael Ray Jefferies for their years of service to the town as selectmen. Various Town and School employees were recognized for their years of service. The new police chief, Jeffrey Thibodeau was welcomed. The Moderator then had the meeting test the electronic devises for recording the vote taken on each article. Robert Bowen was made the Deputy Moderator and the Moderator explained the Consent Calendar and moved for consideration Articles 4, 5, 18, 21, 23, 24, 25, 26, 27, 32, and 33. The Consent Calendar was passed unanimously by voice vote. *Finance Committee and Select Board recommend Approval.*

ARTICLE 1: To see if the Town will vote to hear and/or accept the regular written reports of the Town Officers and Committees; or take any other action relative thereto. Heard **Select Board Report on Brooks House** and S**torm Water Task Force by DPW Director.**

ARTICLE 2: To see if the Town will vote to authorize the Town Treasurer/Tax Collector, with the approval of the Select Board, to borrow money from time to time in anticipation of the revenue of the Fiscal Year 2026, the period from July 1, 2025 through June 30, 2026, in conformity with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17, and to authorize the Treasurer/Tax Collector to enter into a compensating balance agreement or agreements for Fiscal Year 2026 pursuant to Massachusetts General Laws, Chapter 44, Section 53F; or take any other action relative thereto. **VOTED (yes 145; no 25; abstain 1, 114 needed for 2/3rds majority) to authorize the Town Treasurer/Tax Collector, with the approval of the Select Board, to borrow money from time to time in anticipation of the revenue of the Fiscal Year 2026, the period from July 1, 2025 through June 30, 2026, in conformity with the provisions of the Massachusetts General Laws, Chapter 44, Section 4, and to issue a note or notes as may be given for a period of less than one year in accordance with Massachusetts General Laws, Chapter 44, Section 17, and to authorize the Treasurer/Tax Collector to enter into a compensating balance agreement or agreements for Fiscal Year 2026 pursuant to Massachusetts General Laws, Chapter 44, Section 53F.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 3: To see if the Town will vote to accept any and all state highway assistance funds authorized by the state legislature and approved by the Massachusetts Highway Department under the so-called Chapter 90 Highway Assistance Program to be expended for the maintenance, repair and construction of Town roads in anticipation of reimbursement under the direction of the Select Board and the Town Manager for work on roads located on the State Aid Primary System as approved by the Massachusetts Highway

Department, and further to authorize the Town Treasurer/Tax Collector, with the approval of the Select Board, to borrow money from time to time during Fiscal Year 2026, for the period from July 1, 2025 through June 30, 2026, in anticipation of reimbursement of said highway assistance in conformity with the provisions of Massachusetts General Laws, Chapter 44, Section 6A; or take any other action relative thereto. Select Board and Finance Committee recommend Approval. **VOTED (yes 120, no 14, abstain 1, 90 needed for 2/3rds majority) to accept any and all state highway assistance funds authorized by the state legislature and approved by the Massachusetts Highway Department under the so-called Chapter 90 Highway Assistance Program to be expended for the maintenance, repair and construction of Town roads in anticipation of reimbursement under the direction of the Select Board and the Town Manager for work on roads located on the State Aid Primary System as approved by the Massachusetts Highway Department, and further to authorize the Town Treasurer/Tax Collector, with the approval of the Select Board, to borrow money from time to time during Fiscal Year 2026, for the period from July 1, 2025 through June 30, 2026, in anticipation of reimbursement of said highway assistance in conformity with the provisions of Massachusetts General Laws, Chapter 44, Section 6A.**

ARTICLE 4: To see if the Town will vote to authorize revolving funds for various departments, boards, committees, agencies or officers pursuant to Massachusetts General Law Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2025 to be expended in accordance with Chapter 138 of the Town's General Bylaws; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to authorize revolving funds for various departments, boards, committees, agencies or officers pursuant to Massachusetts General Law Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2025 to be expended in accordance with Chapter 138 of the Town's General Bylaws.** ***Finance Committee and Select Board recommend Approval.***

Revolving Fund	*FY 2026 Spending Limit*
Ambulance Billing	$100,000
Timber Rights	$10,000
School Custodial Special Details	$13,000
Green Thumb	$5,000
Library Revolving	$12,000
Council on Aging/MART Revolving	$60,000
Stormwater Task Force	$5,000
Electrical, Gas, Plumbing Inspector Revolving	$55,000
Technology Revolving	$30,000
Local Wetlands Protection Bylaw Fees	$50,000
CoA Meal Site	$20,000
Parks Programming	$77,000

ARTICLE 5: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for payment of prior year expenses; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to PASS OVER Article 5.**

ARTICLE 6: To see if the Town will vote to transfer from available funds, all sums of money necessary to amend the amounts voted for the Town's FY 2025 Budget, under Article 7 of the May 4, 2024 Annual Town Meeting and Article 1 of the November 12, 2024 Special Town Meeting; or take any other action relative thereto. **UNANIMOUS VOICE VOTE to PASS OVER Article 6**. ***Finance Committee and Select Board recommend Approval to pass over Article 6.***

ARTICLE 7: To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $465,000 to cover FY 2025 and prior year operating deficits in the following accounts:

School Department (Unanticipated SPED Move-Ins)	$50,000
Snow & Ice	$415,000
Total	$465,000

VOTED (yes 171, no 12, abstain 2) to transfer from Free Cash the sum of $50,000.00 to Line 79 of the FY 2025 Omnibus Budget, "School Department," and further to transfer from Free Cash the sum of $408,966.86 to Line 70 of the FY2025 Omnibus Department, "Snow Removal Expense." ***Finance Committee and Select Board recommend Approval.***

ARTICLE 8: To see if the Town will vote to raise and appropriate, and/or transfer from available funds, a sum of money to purchase or lease/purchase and equip either the FY 2026 Program of Capital Projects Option 1 or FY 2026 Program of Capital Projects Option 2, including all costs incidental or related thereto, and, as needed, to authorize lease/purchase agreements for periods of up to or in excess of three years for such purposes; or take any other action relative thereto.

FY 2026 Program of Capital Projects Option 1

CPC Ranking	Department	Project Name	Project Cost	Cumulative Cost
1	Police	Patrol Cruiser	$72,058	$72,058
2	Schools	Primary School Feasibility Study for Entry & Drive Way Expansion	$30,000	$102,058
3	Fire	Fire Prevention / Duty Officer Vehicle	$75,000	$177,058
4	Facilities	Library HVAC Upgrade and Control Design	$32,000	$209,058
5	Facilities	Town Hall HVAC Upgrades	$113,000	$322,058
6	Schools	Primary School Designer Services, Playground Equipment	$30,000	$352,058
7	Schools	THES Hot Water Tank	$20,000	$372,058
8	Facilities	Senior Center, Flooring	$41,000	$413,058
9	Facilities	Teen Center, Replace Floors	$35,000	$448,058
10	Facilities	Public Safety Building 2nd Floor Design – Office/File Space	$42,000	$490,058
11	Police	Patrol Cruiser	$72,058	$562,116
12	Facilities	Town Hall, Window Replacement	$210,000	$772,116
13	DPW	Compact Backhoe	$115,000	$887,116
15	Schools	Replacement of Security Camera Central Server	$40,000	$927,116
16	Facilities	Senior Center Parking Design	$32,000	$959,116
17	DPW	1 Ton Truck - Utility Body / Plow	$70,000	$1,029,116
19	Schools	Primary School Window Safety Film	$26,865	$1,055,981
20	DPW	North Cemetery Expansion Area Prep	$50,000	$1,105,981
22	Facilities	Marshall Pond Weed Treatment	$50,000	$1,155,981
		Contingency	$69,019	$1,225,000
		Total F2026 Capital		**$1,225,000**

FY 2026 Program of Capital Projects Option 2

CPC Ranking	Department	Project Name	Project Cost	Cumulative Cost
1	Police	Patrol Cruiser	$72,058	$72,058
3	Fire	Fire Prevention / Duty Officer Vehicle	$75,000	$147,058
4	Facilities	Library HVAC Upgrade and Control Design	$32,000	$179,058
5	Facilities	Town Hall HVAC Upgrades	$113,000	$292,058
8	Facilities	Senior Center, Flooring	$41,000	$333,058
9	Facilities	Teen Center, Replace Floors	$35,000	$368,058
10	Facilities	Public Safety Building 2nd Floor Design – Office/File Space	$42,000	$410,058
11	Police	Patrol Cruiser	$72,058	$482,116
12	Facilities	Town Hall, Window Replacement	$210,000	$692,116
13	DPW	Compact Backhoe	$115,000	$807,116
16	Facilities	Senior Center Parking Design	$32,000	$839,116
17	DPW	1 Ton Truck - Utility Body / Plow	$70,000	$909,116
20	DPW	North Cemetery Expansion Area Prep	$50,000	$959,116
22	Facilities	Marshall Pond Weed Treatment	$50,000	$1,009,116
N/A	Schools	Primary School Heat Pump System (Local Funding for Green Communities Award)	$146,865	$1,155,981
		Contingency	$69,019	$1,225,000
		Total F2026 Capital		**$1,225,000**

Amendment to Line #20 rejected by Moderator. VOTED Option 2 as presented (Yes 152, No 30, Abstain 2) to raise and appropriate the sum of $244,576; transfer from Free Cash the sum of $655,424; and transfer from Article 6 of the May 7, 2022 Annual Town Meeting the sum of $325,000; for a total appropriation of $1,225,000 to fund the FY26 Capital Plan, Option 2, as appearing in the May 3, 2025 Annual Town Meeting Warrant Booklet. ***Finance Committee and Select Board recommend Approval.***

ARTICLE 9: To see if the Town will vote to transfer from available funds the sum of $152,500 for a program of special projects as follows; or take any other action relative thereto.

Project	Sum
A. Decommission Portions of TC Passios	$75,000
B. Grant Writing Services Pilot Program	$50,000
C. Board of Assessor – Phase 1 DOR Directives	$27,500

VOTED (Yes 147, No 22, Abstain 2) to transfer from Free Cash the sum of $152,500 for a program of special projects as follows:

Project	Sum

A. Decommission Portions of TC Passios	**$75,000**
B. Grant Writing Services Pilot Program	**$50,000**
C. Board of Assessor – Phase 1 DOR Directives	**$27,500**

Finance Committee and Select Board recommend Approval.

ARTICLE 10: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to defray the charges and expenses of the Town for FY 2026 and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager; or take any other action relative thereto .**VOTED (Yes 162, No 18) to raise and appropriate the sum of $48,942,526.53, transfer the sum of $307,125.25 from Sewer Enterprise Fund, transfer the sum of $38,453.78 from the Artificial Turf Revolving Fund, transfer the sum of 31, 271.94 from the PEG Access and Cable Related Enterprise Fund, and transfer the sum of $55,087.50 from Water Betterment Revenue to defray the charges and expenses of the Town for Fiscal Year 2026 of $49,374,465.00, and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 11: To see if the Town will vote to raise and appropriate $2,099,337 to supplement the Lunenburg Public School's budget for Fiscal Year 2026, contingent upon the passage of a Proposition 2 ½ ballot question; or take any other action relative thereto. **VOTED (Yes 96, No 94) to raise and appropriate $2,099,337 to supplement the Lunenburg Public School's budget for Fiscal Year 2026, contingent upon the passage of a Proposition 2 ½ ballot question.** ***Finance Committee and Select Board recommend Disapproval.***

ARTICLE 12: To see if the Town will vote to transfer the sum of $500,000 from Certified Free Cash to the Lunenburg Public Schools Fiscal Year 2026 Operating Budget; such transfer to occur only if voters fail to approve a Proposition 2½ override, so-called, on or before May 17, 2025, to supplement funding for the Lunenburg Public Schools in an amount equal to or greater than $2,099,337; or take any other action relative thereto. **VOTED (Voice) to amend date from May 17, 2025 to November 15, 2025. VOTED (Yes123, No 45, Abstain 2) vote to transfer the sum of $500,000 from Free Cash to the Lunenburg Public Schools Fiscal Year 2026 Operating Budget; such transfer to occur only if voters fail to approve a Proposition 2½ override, so-called, on or before November 15, 2025, to supplement funding for the Lunenburg Public Schools in an amount equal to or greater than $2,099,337.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 13. To see if the Town will vote to amend the Code of Lunenburg, Chapter 70, Schedule A, entitled "Salary Administration Plan," as follows: that the existing position of DPW Director be assigned to Grade 17; and that the position of Communications and IT Manager be added and assigned to Grade 12; or take any other action relative thereto. **VOTED (Yes 121, No 16, Abstain 1) to amend the Code of Lunenburg, Chapter 70, Schedule A, entitled "Salary Administration Plan," as follows: that the existing position of DPW Director be assigned to Grade 17; and that the position of Communications and IT Manager be added and assigned to Grade 12.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 14. To see if the Town will vote to replace the current Salary Schedule in the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," Section 70-8, entitled "Salary Schedule," Subsection A, and specifically Schedule A as referenced therein, as amended, with a FY 2026 Salary Schedule, which authorizes wage increases for Fiscal Year 2026, for permanent employees not covered by a collective bargaining unit agreement or individual contract; and, further, to transfer a sum of money from available funds to fund the wage increase for FY2026; or take any other action relative thereto. **VOTED (Yes 125, No 12) to replace the current Salary Schedule in the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," Section 70-8, entitled "Salary Schedule," Subsection A, and specifically Schedule A as referenced therein, as amended, with a FY 2026 Salary Schedule, which authorizes wage increases for Fiscal Year 2026, for**

permanent employees not covered by a collective bargaining unit agreement or individual contract; and, further, to transfer the sum of $43,406.20 from the FY2026 Salary Reserve Fund to fund the wage increase for FY2026, for Salary Administration Plan employees. ***Finance Committee and Select Board recommend Approval.***

ARTICLE 15 To see if the Town will vote to amend the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," Section 70-19, entitled "Paid Holidays", by amending Section C as follows (additions are shown in ***bold italics*** for emphasis only); or take any other action relative thereto:

C. Holiday leave will be granted on the day the Town observes the holiday, when possible. If the holiday falls on a Saturday, it will be observed on the preceding Friday. If the holiday falls on a Sunday, it will be observed on the following Monday. If an eligible employee is required to work on the day the Town observes the holiday, they will be entitled to a Floating Day, which has to be used within 30 days, by agreement of the supervisor and employee. If the department head determines that holiday leave cannot be granted, the employee shall receive payment at one and one-half times the base hourly rate for all hours worked on the holiday, in addition to his or her holiday pay. Final determination is to be made by the Town Manager. ***Call Firefighters assigned to work a Duty Shift at the Fire Station on a holiday shall be paid one and one half times their hourly rate for the hours worked. For purposes of this section only, Holiday time shall be considered the calendar date of the holiday, regardless of the day of the week it falls on.*** **VOTED (Yes 123, No 7) to amend the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," Section 70-19, entitled "Paid Holidays", by amending Section C as follows:**

C. Holiday leave will be granted on the day the Town observes the holiday, when possible. If the holiday falls on a Saturday, it will be observed on the preceding Friday. If the holiday falls on a Sunday, it will be observed on the following Monday. If an eligible employee is required to work on the day the Town observes the holiday, they will be entitled to a Floating Day, which has to be used within 30 days, by agreement of the supervisor and employee. If the department head determines that holiday leave cannot be granted, the employee shall receive payment at one and one-half times the base hourly rate for all hours worked on the holiday, in addition to his or her holiday pay. Final determination is to be made by the Town Manager. Call Firefighters assigned to work a Duty Shift at the Fire Station on a holiday shall be paid one and one half times their hourly rate for the hours worked. For purposes of this section only, Holiday time shall be considered the calendar date of the holiday, regardless of the day of the week it falls on. ***Finance Committee and Select Board recommend Approval.***

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to the Stabilization Fund; or take any other action relative thereto. **UNANIMOUS VOICE VOTE to PASS OVER Article 16**.

ARTICLE 17. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to the Special Purpose Stabilization Fund; or take any other action relative thereto. **UNANIMOUS VOICE VOTE to PASS OVER Article 17.**

ARTICLE 18. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money into the OPEB Trust Fund that was created at the November 10, 2010 Special Town Meeting; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to Transfer from Free Cash the sum of $222,500 to the OPEB Trust Fund established at the November 30, 2010 Special Town Meeting.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 19. To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 13D, thereby establishing a reserve fund for the future payment of accrued liabilities for compensated absences due upon the termination of employment, said fund to be known as the "Compensated Absences Reserve Fund"; or take any other action relative thereto. **VOTED (Yes 127, No 6, Abstain 1) to**

accept the provisions of Massachusetts General Laws Chapter 40, Section 13D, thereby establishing a reserve fund for the future payment of accrued liabilities for compensated absences due upon the termination of employment, said fund to be known as the "Compensated Absences Reserve Fund." ***Finance Committee and Select Board recommend Approval.***

ARTICLE 20. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of $10,000 to the Compensated Absences Reserve Fund, heretofore established under Massachusetts General Laws Chapter 40, Section 13D; or take any other action relative thereto. **VOTED (Yes 131, No 8 Abstain 1) to raise and appropriate or transfer from Free Cash the sum of $10,000 to the Compensated Absences Reserve Fund, heretofore established under Massachusetts General Laws Chapter 40, Section 13D.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 21. To see if the Town will vote to transfer from available funds the sum of $1,545.00 into the OPEB Sewer Trust Fund; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to transfer from Sewer Enterprise Retained Earnings the sum of $1,545.00 into the OPEB Sewer Trust Fund established at the November 30, 2010 Special Town Meeting.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 22. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Sewer Enterprise Fund for FY 2026; or take any other action relative thereto. **VOTED (Yes 125, N0 6, Abstain 1) to appropriate from Sewer Enterprise revenues the sum of $1,276,792.20 and appropriate from Sewer Revenue retained earnings the sum of $281,638.61 for a total appropriation of $1,558,430.81, to operate the Sewer Enterprise Fund for FY 2026; and further that the sum of $307,125.25 be included in appropriations from the general fund for indirect costs and be allocated to the Sewer Enterprise Fund.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 23. To see if the Town will vote to transfer from available funds the sum of $19,104.40 into the Sewer Inflow/Infiltration Stabilization Fund; or take any other action relative thereto**. VOTED UNANIMOUS CONSENT to transfer from Sewer Retained Earnings the sum of $19,104.40 to the Sewer Inflow/Infiltration Stabilization Fund.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 24. To see if the Town will vote to transfer from available funds the sum of $5,133.15 into the Sewer Reserve Capacity Stabilization Fund; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to transfer from Sewer Enterprise Retained Earnings the sum of $5,133.15 to the Sewer Reserve Capacity Stabilization Fund.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 25. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Solid Waste Disposal Program Enterprise Fund for FY 2026; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to appropriate from Solid Waste Disposal Enterprise Anticipated Revenues the sum of $500,000 to operate the Solid Waste Disposal Enterprise Fund for FY 26**. ***Finance Committee and Select Board recommend Approval.***

ARTICLE 26. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Water Enterprise Fund for FY 2026; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to appropriate from Water Enterprise Revenues the sum of $45,000 to operate the Water Enterprise Fund for FY 26.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 27. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the FY 2026 Public Educational Government (PEG) Access Enterprise operating and capital budgets; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT to appropriate from PEG Access and Cable Related revenues the sum of $194,655.55 to fund the operating and capital budgets of PEG Access and Cable Related Enterprise Fund foe FY26; and further that $31,271.94 be**

included in appropriations from the general fund for indirect costs and be allocated to the PEG Access and Cable Related Enterprise Fund. ***Finance Committee and Select Board recommend Approval.***

ARTICLE 28 To see if the Town will appropriate a sum of money to pay costs of designing, constructing and equipping improvements to Marshall Park, including, but not limited to, construction of a basketball court, three pickleball courts, a universally accessible playground, a picnic area, a picnic pavilion with restroom facilities and a concession stand, a baseball diamond, and softball diamond and adjacent restroom facilities, additional parking lots and walking paths, and to pay all other costs incidental and related thereto; and to determine whether this appropriation shall be raised by borrowing or otherwise; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a Proposition 2½ debt exclusion question, so-called, in accordance with G.L. c. 59, § 21C(k); or take any other action relative thereto. **Article 28 was DEFEATED (Yes 85, No 63, Abstain 1 – 100 needed for 2/3rds majority).** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 29: To see if the Town will appropriate a sum of money to pay costs of (i) reconstructing, equipping and furnishing the Meeting House and the Ritter Memorial Building, including the costs of related architectural and engineering services and all other costs incidental and related thereto, and (ii) constructing, equipping and furnishing a new Town Hall to be located adjacent to the Ritter Memorial Building, including the costs of related architectural and engineering services and all other costs incidental and related thereto, with the anticipated scope of such work more fully described in the report presented to the Town by Taylor & Burns Architects, dated February 24, 2025; to determine whether this appropriation shall be raised by borrowing or otherwise; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a Proposition 2½ debt exclusion question, so-called, in accordance with G.L. c. 59, § 21C(k); or take any other action relative thereto. **Article 28 was DEFEATED (Yes 77, No 48, Abstain 1 – 84 needed for 2/3rds majority).** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 30. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," Article IV, entitled "Use Regulations," by deleting therefrom in its entirety Section 4.8, entitled "Floodplain District," and by substituting the following therefor:

§ 250-4.8. Floodplain District.

A. The purpose of the Floodplain Overlay District is to:
   (1) Ensure public safety through reducing the threats to life and personal injury
   (2) Eliminate new hazards to emergency response officials
   (3) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
   (4) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
   (5) Eliminate costs associated with the response and cleanup of flooding conditions
   (6) Reduce damage to public and private property resulting from flooding water.

B. Zone

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within Lunenburg designated as Zone A and AE on the Worcester County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official and Conservation Commission.

C. Definitions

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE means any structure that is:

(a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
(b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
(c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
(d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
    (1) By an approved state program as determined by the Secretary of the Interior or
    (2) Directly by the Secretary of the Interior in states without approved programs.

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. *New construction includes work determined to be substantial improvement.*

RECREATIONAL VEHICLE means a vehicle which is:

(e) Built on a single chassis;
(f) 400 square feet or less when measured at the largest horizontal projection;
(g) Designed to be self-propelled or permanently towable by a light duty truck; and
(h) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

REGULATORY FLOODWAY - The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

SPECIAL FLOOD HAZARD AREA. The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH.

START OF CONSTRUCTION. The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction

means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR.

VARIANCE means a grant of relief by a community from the terms of a flood plain management regulation.

VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided.

D. Use Regulations.

(1) The Floodplain District is established as an overlay district to all other districts. All development, including structural and nonstructural activities, must be in compliance with MGL c. 131, § 40 and with the requirements of the Massachusetts State Building Code pertaining to construction in the floodplain.

(2) Permitted Uses. The following uses of low flood damage potential and causing no obstructions to flood flows shall be allowed, provided they are permitted in the underlying district and they do not require structures, fill or storage of materials or equipment:
   (a) Agricultural uses such as farming, grazing, truck farming, horticulture, etc.
   (b) Forestry and nursery uses.
   (c) Outdoor recreational uses, including fishing, boating, play areas, etc.
   (d) Conservation of water, plants, wildlife.
   (e) Wildlife management areas, foot, bicycle and/or horse paths.
   (f) Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage or sale of crops raised on the premises.
   (g) Buildings lawfully existing prior to the effective date hereof.

(3) Uses permissible by special permit granted by the Planning Board. No structure or building shall be erected, constructed, substantially improved or otherwise created or moved, no earth or other materials dumped, filled, excavated or transferred, unless a special permit is granted by the Planning Board. Said Board may issue a special permit hereunder, subject to other applicable provisions of this bylaw, if the application is in compliance with the following provisions:

   (a) The proposed use shall comply in all respects with the provisions of the underlying district; and
   (b) Within 10 days of receipt of the application, the Board shall transmit one copy of the development plan

to the Conservation Commission, Board of Health and Building Commissioner. Final action shall not be taken until reports have been received from the above boards or until 35 days have elapsed; and

(c) All encroachments, including fill, new construction, substantial improvements to existing structures and other development, are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the one-hundred-year flood; and

(d) The Board may specify such additional requirements and conditions it finds necessary to protect the health, safety and welfare of the public and the occupant of the proposed use.

E. Designation of Community Floodplain Administrator

The Town hereby designates the position of Building Commissioner to be the official floodplain administrator for the Town.

F. Special Permits are required for all proposed development in the Floodplain District

The Town requires a special permit for all proposed construction or other development in the Floodplain District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

G. Assure That All Necessary Permits Are Obtained

The Town's special permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the Floodplain District. The proponent must acquire all necessary permits.

H. Floodway Encroachment

In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zone AE, along watercourses that have a regulatory floodway designated on the Town's FIRM, encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

I. Unnumbered A Zones

In A Zones, in the absence of FEMA BFE data and floodway data, the Building Department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

J. Subdivision proposals

All subdivision proposals and development proposals in the Floodplain District shall be reviewed to assure that:

(a) Such proposals minimize flood damage.

(b) Public utilities and facilities are located & constructed so as to minimize flood damage.
(c) Adequate drainage is provided.

K. Base flood elevation data for subdivision proposals

When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

L. Recreational Vehicles

In A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

M. Watercourse alterations or relocations in riverine areas

In a riverine situation, the Building Commissioner shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities, especially upstream and downstream
- Bordering States, if affected
- NFIP State Coordinator
  Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist
  Federal Emergency Management Agency, Region I

N. Requirement to Submit New Technical Data

If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s). Notification shall be submitted to:

- NFIP State Coordinator
  Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist
  Federal Emergency Management Agency, Region I

O. Variances to Building Code Floodplain Standards

The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as $25 for $100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain District.

P. Variances to the Zoning Bylaw related to community compliance with the National Flood Insurance Program (NFIP)

A variance from this Bylaw must meet the requirements set out by State law, and may only be granted if:

(1) Good and sufficient cause and exceptional non-financial hardship exist;
(2) The variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and
(3) The variance is the minimum action necessary to afford relief.

Q. Abrogation and Greater Restriction

The floodplain management regulations found in this Floodplain District Bylaw shall take precedence over any less restrictive conflicting local laws or codes.

The degree of flood protection required by this Bylaw is considered reasonable but does not imply total flood protection.

R. Severability Section

If any section, provision or portion of this Bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the Bylaw shall be effective;

or take any other action relative thereto. **VOTED (Yes 82, No 4 – 58 needed for 2/3rds majority). .** ***Finance Committee-NDFI and Select Board recommends Approval.***

ARTICLE 31. To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," so as to bring it into compliance with certain provisions of the Affordable Homes Act, being Chapter 150 of the Acts of 2024, specifically those provisions relative to so-called accessory dwelling units, or ADUs, as follows:

i. within Article IV, entitled "Use Regulations," Section 4.1, entitled "Permitted and prohibited uses," Subsection G, the "Use Table," Item 4.1.H.(1), by adding the word "Unit" following "Accessory Dwelling"; and
ii. by deleting from the same Article IV and Section 4.1, Subsection H, entitled "Residential uses," the entirety of Paragraph (1) and by substituting the following therefor:

(1) ACCESSORY DWELLING UNIT (ADU) — a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; and (ii) is not larger in gross floor area than 1/2 the gross floor area of the principal dwelling or 900 square feet, whichever is smaller; provided, however, that an ADU shall further satisfy the following criteria:

(a) An ADU that conforms to the requirements contained herein shall be permitted by-right as an accessory use in accordance with the Use Table.

(b) The ADU may be a detached dwelling on the same lot or part of the same structure as the principal dwelling unit.

(c) An ADU shall conform to the dimensional requirements of Section 250-5.2; provided, however, that no minimum lot size is required for an ADU per 760 CMR 71.03(3)(b)(2).

(d) An ADU may not be used for short-term rental as defined in Section 1 of MGL Chapter 64G.

(e) Not more than 50% of the lot area may be occupied by the principal and accessory dwelling(s)";

iii. within Article V, entitled "Dimensional Regulations," Section 5.2, entitled "Setbacks and yards," Subsection E, entitled "Side and rear yards," Item (3), entitled "Retail Commercial, Commercial, Office Park and Industrial Districts," by: (1) deleting the phrase "Retail Commercial" from the title of said Item (3) and substituting the phrase "Limited Business/Residential" therefor; and (2) adding to said Item (3), Subitems (a) and (b), the phrase "not containing an accessory dwelling unit," twice, following the phrase "detached accessory building";

or take any other action relative thereto. **VOTED (Yes 84, No –0, Abstain 1) to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," so as to bring it into compliance with certain provisions of the Affordable Homes Act, being Chapter 150 of the Acts of 2024, as printed in the May 3, 20255 Annual Town Meeting Warrant Booklet.** ***Finance Committee-NDFI. Select Board and Planning Board recommend Approval.***

ARTICLE 32: To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 59, Section 5, to increase the maximum qualifying amount of whole estate or assets for FY2026 from $40,000 to $68,244, under Clause 17E, and to increase the exemption amount for FY2026 from $185 to $343, under Clause 17F; or take any other action relative thereto. **VOTED UNANIMOUS CONSENT pursuant to Massachusetts General Laws, Chapter 59, Section 5, to increase the maximum qualifying amount of whole estate or assets for FY2026 from $40,000 to $68,244, under Clause 17E, and to increase the exemption amount for FY2026 from $185 to $343, under Clause 17F.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 33: To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 59, Section 5, Clauses 41C and 41D, to increase the single income maximum qualifying amount from $24,000 to $32,571 for FY2026, to increase married income amount from $30,000 to $40,946 for FY2026, to increase the Single Asset maximum qualifying amount from $40,000 to $54,492 for FY2026, and to increase the Married Asset maximum qualifying amount from $55,000 to $75,172 for FY2026. Thereafter, COLA provisions, already accepted by the Special Town Meeting of November, 2024, would apply to Income and Assets for 41D, or take any other action relative thereto. **VOTED UNANIMOUS CONSENT pursuant to Massachusetts General Laws, Chapter 59, Section 5, Clauses 41C and 41D, to increase the single income maximum qualifying amount from $24,000 to $32,571 for FY2026, to increase married income amount from $30,000 to $40,946 for FY2026, to increase the Single Asset maximum qualifying amount from $40,000 to $54,492 for FY2026, and to increase the Married Asset maximum qualifying amount from $55,000 to $75,172 for FY2026. Thereafter, COLA provisions, already accepted by the Special Town Meeting of November, 2024, would apply to Income and Assets for these Clauses.** ***Finance Committee and Select Board recommend Approval.***

ARTICLE 34: Will the citizens of Lunenburg, Massachusetts Adopt the following:
1. Adopt the following definitions governing the powers and duties of the Lunenburg Cemetery Commission's powers and duties as enshrined in the Charter of the Town of Lunenburg and in the Cemetery Commission's Rules and Regulations;

Definitions:
"Sole" as in separate;

"Care" as in "duty of care a legal responsibility of an organization to avoid any behaviors or omissions that could reasonably be foreseen to cause harm to others."

"Superintendence" as in "The function of watching, guarding, or overseeing."

“Management” as in “To direct the the transactions of government."

“Town” as in “body politic; “inhabitants of a Town”” as it states in statute and the Rules and Regulations of the Cemetery Commission wherein it states in part “;and, subject to the approval of the ***town,*** may make such regulations, consistent with law, as it deems expedient.”

2. And direct the Cemetery Commission to act as an oversight elected body, for which it has been directed as such by statute, enshrined in MGLA CH. 114 SECTION 23; and as pursuant to The Charter of the Town of Lunenburg, which has enshrined the supreme power and duties as supervisor of the cemeteries day-to-day care and maintenance authority to the Town Manager in SECTION 3-5 (b) CEMETERY COMMISSION:

MGLA Ch. 114 Sec. 23
“Said board shall have the sole care, superintendence and management of all public burial grounds in its town, may lay out any existing public burial grounds in its town or any land purchased and set apart by said town for such cemeteries, in lots or other suitable subdivisions, with prop paths and avenues, may plant, embellish, ornament and fence the same and erect therein suitable edifices and conveniences and make such improvements as it considers convenient; and, subject to the approval of the town, may make such regulations, consistent with law, as it deems expedient.’

SECTION 3-5 (b) CEMETERY COMMISSION
“… The day-to-day care and maintenance of the cemeteries shall be under the supervision of the town manager.”

3. Direct the Town Manager pursuant to her Charter authority over all Town Property Article 4 Section 4-1 (i) and her granted authority pursuant to Article 5 Section 5-1 (a) to Conjoin (merge) the powers and duties governing the supervisory authority of the cemetery property, (multiple parcels of land owned by the Town of Lunenburg), by changing the working of the power and duties granted to the Town Manager to the Department of Public Works the words which will clearly reference with the word “property”, or “land” by adding the words “including all cemetery lands” which is under the authority of the Town Manager and the Department of Public Works who presently share supervisory of all lands (property) in the Town of Lunenburg excepting the School Department.

4. All changes to the Rules and Regulations of the Cemeteries shall be made under the following schedule and processes and only upon approval by the majority vote of the Inhabitants of the Town of Lunenburg at the Annual Town Meeting or Special Town Meeting according to the following schedule and process:

a. The cemetery commission **shall** be permitted to make a **RULES AND REGULATION** changes ***not requiring the expense of any money***, only by submission of a warrant article, at the Annual Town Meeting or Special Town meeting for a Vote of the Inhabitants of The Town of Lunenburg, subject to the approval of the article by the Town Manager, and a two-thirds majority vote of the finance committee and selectboard

b. The Cemetery Commission **shall** be permitted to make a **RULES AND REGULATION** change ***requiring the expense of any money***, *(including expenses derived from the following funds, but not limited to, the Sale of Lots Fund, Perpetual Care Fund, or a Family Trust Fund, a Gift or Donation or any and all monies allocated or procured, including the granting of any refunds)*, only by a submission of a warrant article, which Shall be presented with a comprehensive collaborative written plan, for its specified use, which includes a presentation of the Director of the Department of Public Works, Cemetery Superintendent and the Town Manager and then presented at the Annual Town Meeting for a Vote of the Inhabitants of the Town of Lunenburg, subject to the approval of the warrant article by the Town Manager, and a two-thirds majority vote of the Finance Committee and Selectboard.

5. The Cemetery Commission shall be permitted to use money held by the Town of Lunenburg, (see list as included as reference mentioned in section 4 (b) of this article), only upon a submission of a comprehensive written plan and presentation from the Cemetery Commission and the Director of the Department of Public Works, Cemetery Superintendent and the Town Manager, and it must be presented to the Selectboard and Finance Committee and meet the guidelines for approval pursuant to the process in 4 (b) of this article to be presented at annual town meeting for finalization.

The following sections of the commission, which must require approval for monies include but are not limited to the following:

a. For the perpetual care and maintenance of the cemeteries and
b. For the layout of any existing public burial grounds in the town
c. Or to purchase any land for such cemeteries, either in lots or other suitable subdivisions, with proper paths and avenues, to plant, embellish, ornament or fence
d. and erection therein such suitable edifices and conveniences and make such improvements as it considers convenient

ARTICLE 34 was DEFEATED (Yes 12, No 67)

Meeting Dissolved at 5:01PM

Excerpts: SPECIAL TOWN MEETING November 18, 2025

The meeting was called to order at 7:00 PM in the Middle/High School Auditorium. The Moderator declared that we had a quorum present and that the warrant was properly served. We then pledged allegiance to the flag; we were reminded of the ground rules for the meeting and finally we tested the electronic devices to be used for voting. The Moderator explained the Consent Calendar and moved same: that Town Meeting advance for consideration Articles 5,6,and 14 and that it take action on said Articles without debate: VOTED 2/3RDS (YES-95, NO-2, ABSTAIN-1.

ARTICLE 1: To see if the Town will vote to hear and/or accept the regular written reports of the Town Officers and Committees; or take any other action relative thereto. Finance Committee: No Direct Financial Impact. Select Board recommend Approval (5-0) **VOTED (Yes-74, No-20, Abstain-2) to hear and accept the regular written reports of Stormwater Task Force and Master Plan Steering Committee.**

ARTICLE 2: To see if the Town will vote to raise and appropriate or transfer from available funds, all sums necessary to amend the amounts voted in the FY2026 Omnibus Budget under Article 10 of the May 3, 2025 Annual Town Meeting; or take any other action relative thereto. Finance Committee & Select Board Recommend Approval. **VOTED (Declared 2/3rds) (Yes-91, No-10, Abstain-2, needed 69 for 2/3rds Majority) to: (i) raise and appropriate the sum of $160,052 to the Town Accountant line, thus increasing the amount raised and appropriated under Article 10 of the May 3, 2025 Annual Town Meeting; (ii) transfer the sum of $49,276.43 from the Salary Reserve Fund appropriation made under Article 10 of the May 3, 2025 to fund the first year of the FY 26-FY 28 New England Police Benevolent Association, Local 353 dated July 1, 2025- June 30, 2028, the sum of $8,911.56 from said Fund to the Town Accountant line, the sum of $19,950 from said Fund to the Police Department line, and the sum of $7,409.48 from said Fund to the Informational Technology Department; and (iii) transfer the sum of $27,500 from Article 9 of the May 3, 2025 Annual Town Meeting to the Assessors Administration line.**

ARTICLE 3: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for payment of prior year expenses; or take any other action relative thereto. (Finance Committee &

Select Board recommend approval)
ARTICLE 3. Part 1-VOTED (Yes 110, No 4, needed for 9/10th 103) to authorize the payment of prior year expenses as follows: (i) raise and appropriate the sum of $4,617.32, transfer the sum of $61,382.68 from Article 5 of the May 1, 2021 Annual Town Meeting and transfer the sum of $24,000.00 from Article 6 of the May 7, 2022 Annual Town Meeting, all for the payment of prior year expenses to the City of Fitchburg; said sum or sums to be reimbursed to the General Fund from the Water Enterprise Fund or the Retained Earnings thereof in future fiscal year(s).

ARTICLE 3. Part 2-VOTED (Yes 104, No 1, needed for 9/10th 95) to authorize the payment of prior year expenses as follows: (ii) pay the sum of $266.00 from the FY26 Physical line to Heywood Hospital for an unpaid bill of a prior year; (iii) pay the sum of $390.00 from the FY26 Facilities and Buildings- Part Department Line for an unpaid bill of a prior year; and (iv) pay the sum of $3,500.00 from the FY26 Town Accountant line for an unpaid bill of a prior year.

ARTICLE 4: AUTHORIZATION TO FUND SPECIAL PROJECTS
(Submitted by the Town Manager)

To see if the Town will vote to transfer from available funds a sum of money for a program of special projects as follows; or take any other action relative thereto.

Project	Sum
Stormwater Consulting	$42,900.00

Finance Committee recommends Approval (3-2). Select Board recommends approval (4-1). **VOTED (Yes 64, No 45, Abstain 1) to transfer the sum of $42,900 from funds previously appropriated under Article 5 of the May 1, 2021 Annual Town Meeting for capital expenditures for the so-called Stormwater Consulting project.**

ARTICLE 5. PUBLIC ACCESS CABLE COMMITTEE TRANSFER OF FUNDS
(Submitted by Public Access Cable Committee)

To see if the Town will vote to transfer the sum of $35,271 from Retained Earnings of the PEG Access and Cable Related Enterprise Fund to fund the FY26 PEG Access and Cable Related Enterprise operating and capital budgets; or take any other action relative thereto. Finance Committee Recommend Approval. Select Board Recommends Approval (5-0). **VOTED (2/3rds Declared) CONSENT CALENDAR TO PASS OVER ARTICLE 5.**

ARTICLE 6. CEMETERY COMMISSION TRANSFER OF FUNDS
(Submitted by the Cemetery Commission)

To see if the Town will vote to transfer the sum of $10,000 from the Cemetery Sale of Lots Fund 8115 to the Capital Article Fund 3006; or take any other action relative thereto. Finance Committee recommends Approval (5-0). Select Board recommends Approval (5-0). **VOTED (2/3rds Declared) CONSENT CALENDAR to transfer the sum of $10,000.00 from the Sale of Cemetery Lots Fund 8115 to Capital Article Fund 3006.**

ARTICLE 7. AUTHORIZATION TO FUND A SUM OF MONEY FOR PROJECT ESTIMATORS
(Submitted by Town Manager)

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $50,000 for the engagement of one or more consultant(s) to assist with capital project estimations; or take any other action

relative thereto. Finance Committee recommends Approval (4-1). Select Board recommends Approval (5-0). **VOTED (Yes 70, No 21, Abstain 3) to transfer the sum of $50,000 from funds previously appropriated under Article 5 of the May 1, 2021 Annual Town Meeting for capital expenses to fund the engagement of one or more consultant(s) to assist with capital project estimations.**

ARTICLE 8. ESTABLISHMENT OF A SPECIAL EDUCATION RESERVE FUND

(Submitted by the School Committee)

To see if the Town will accept the provisions of MGL Chapter 40, Section 13E, to establish a Special Education Reserve Fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education and recovery high school programs, out-of-district tuition or transportation; or take any other action relative thereto. Finance Committee Recommends Disapproval. Select Board recommends Approval (4-1). **VOTED (Yes 65, No 24, Abstain 1) to accept the provisions of MGL Chapter 40, Section 13E, to establish a Special Education Reserve Fund to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education and recovery high school programs, out-of-district tuition or transportation.**

ARTICLE 9. 41A PROPERTY TAX DEFERRAL

(Submitted by the Board of Assessors)

To see if the Town will vote to increase the gross receipts that seniors may have in the prior calendar year to be eligible to defer property taxes under Massachusetts General Laws, Chapter 59, Section 5, Clause 41A, from $20,000 to 100% of the amount established annually by the Commissioner of Revenue as the income limit for single seniors who are not heads of households to qualify for the “circuit breaker” state income tax credit, so-called, for the preceding tax year, with such increase to be effective for deferrals granted for taxes assessed for fiscal years beginning on or after July 1, 2026. Finance Committee recommends Approval. Select Board recommends Approval (5-0). **VOTED (Yes 82, No 12, Abstain 2) to increase the gross receipts that seniors may have in the prior calendar year to be eligible to defer property taxes under Massachusetts General Laws Chapter 59, Section 5, Clause 41A, as printed in the November 18, 2025 Special Town Meeting Warrant Booklet.**

ARTICLE 10. 21 MAIN STREET EASEMENT

(Submitted by Town Manager and Select Board)

To see if the Town will vote to authorize the Select Board to acquire by gift, meaning for nominal consideration, an easement, determined to be unique, through and within certain property known as and numbered 21 Main Street, Lunenburg, Massachusetts, a.k.a. Assessor’s Parcel ID 060-0006-0000, situated adjacent to Town Hall, said easement being comprised of 442 square feet, more-or-less, shown as the "Permanent and Exclusive Easement 442+-S.F." on a plan of land entitled "Easement Plan in Lunenburg, Massachusetts," prepared by Dillis & Roy Civil Design Group, dated March 13, 2025, and on file with the office of the Town Clerk, for the purposes of maintaining, repairing, replacing and/or installing anew, and for the ongoing use of, the deck, ramp and walkway appurtenant to and accessing and the aforementioned Town Hall, or for incidental purposes; or take any other action relative thereto. Finance Committee: No Direct Financial Impact. Select Board recommends Approval. **VOTED (Yes 86, No 2, Abstain 3) to authorize the Select Board to acquire by gift an approximately 442-square-foot easement through and within certain property known as and numbered 21 Main Street, as shown on a plan of land on file with the Town Clerk, for the deck, ramp and walkway adjacent to Town Hall, all as more specifically described in the November 18, 2025 Special Town Meeting Warrant Booklet.**

ARTICLE 11. TRANSFER THE CARE, CUSTODY, AND CONTROL OF KIDS KINGDOM AND THE LAND IT IS ON FROM THE SCHOOL COMMITTEE TO THE SELECT BOARD

(Submitted by Town Manager and Select Board)

To see if the Town will vote to transfer the care, custody, and control of a portion of the land with the building thereon, known as Kids Kingdom, located at 1079 Massachusetts Avenue, more specifically identified in the Assessor's records as Map 60, Parcel 55, and as shown on a plan of land entitled "Approximate Parce Configurations: Passios Building and Brooks House," dated April 15, 2016 and on file with the office of the Town Clerk, from the School Committee, presently held for school purposes, to the Select Board, for general municipal purposes; or take any other action relative thereto. Finance Committee: No Direct Financial Impact. Select Board recommends Approval (5-0).**VOTED (Yes 70, No 17) TO PASS OVER ARTICLE 11.**

ARTICLE 12. NOTICE OF TOWN MEETING

(Submitted by Town Manager and Select Board)

To see if the Town will vote to amend the Code of Lunenburg, Chapter 81, entitled "Town Meetings," Subsection 1, entitled "Warrants," by making certain deletions (in strikethrough) and additions (in bold italic) as follows:

§81-1 Warrants

A. Warrants for all Town Meetings shall be served by posting attested copies thereof in four or more public places in the Town, 14 days, at least, before the day appointed for said meeting, one in each Precinct:

(1) Precinct A: Town Hall, 17 Main Street.
(2) Precinct B: Whalom Variety Store, 423 Electric Avenue in the Whalom-Bakerville District.
(3) Precinct C: Powell Stone & Gravel Co. Inc., 225 Leominster-Shirley Road.
(4) Precinct D: JAXX Country Variety, 1383 Massachusetts Avenue.

B. The warrant for any Town Meeting, with report and recommendation of the Finance Committee (required by Chapter 12, Article I, § 12-2, of these bylaws), ***together with the warrant for the Annual Town Election*** shall be ***posted to the Town website and available at Town Hall*** ~~mailed by the Select Board to each dwelling unit in the Town in which a registered voter resides,~~ at least 14 days prior to such meeting~~. The warrant for the Annual Town Election shall be included in the mailing for the Annual Town Meeting.~~ ***The Select Board shall cause a notification of the date of Town Meeting and availability of the Warrant to be mailed to each dwelling in the Town in which a registered voter resides at least 14 days prior to such meeting***. Or take any other action relative thereto. Finance Committee recommends Approval (3-2-0). **VOTED (Yes 55, No 26, Abstain 1) to PASS OVER ARTICLE 12.**

ARTICLE 13. MBTA ZONING ACT COMPLIANCE

(Submitted by Planning Board)

To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," so as to bring it into compliance with the MBTA Communities Act, being M.G.L. Chapter 40A, Section 3A, by adding a new Section 4.19 thereto, entitled "Multi-family Overlay District," as follows:

Section 250-4.19 Multi-family Overlay District.

A. Purpose

The purpose of the Multi-family Overlay District (MOD) is to allow multi-family housing at a density of 26.1 units per acre as of right per Section 3A of the Zoning Act (Massachusetts General Laws Chapter 40A). This zoning provides for as of right multi-family housing to accomplish the following purposes:

1. Promote public health, safety and welfare by encouraging the production of various housing sizes and types to provide equal access to new housing throughout the community to meet the various

needs for people and households of all incomes, ages and sizes.

2. Preserve open space in a community by locating new housing within or adjacent to existing developed areas and infrastructure.

3. Increase the municipal tax base through private investment in new residential developments.

B. Establishment and Applicability

This MOD is an overlay district superimposed over the underlying zoning district and is shown on the Zoning Map.

1. Underlying Zoning. The MOD is an overlay district superimposed on underlying zoning districts. The regulations for use, dimension, and all other provisions of the Zoning Bylaw governing the respective underlying zoning district(s) shall remain in full force, except for uses allowed as of right in the MOD. Uses not identified in Section 250-4.19 are governed by the underlying zoning district(s) requirements.

2. Density Protection. The Planning Board shall have the authority to modify any conflicting dimensional or design standards imposed by other sections of the zoning by-law if such standards would result in a reduction of the base density of 26.1 units per acre for multifamily housing within the MOD.

C. Definitions.

For Section 250-4.19, the following definitions shall apply. See Section 250-2 of the Zoning By-laws for all other definitions.

1. Affordable unit. A multi-family housing unit that is subject to a use restriction recorded in its chain of title limiting the sale price or rent or limiting occupancy to an individual or household of a specified income, or both.

2. Affordable housing. Housing that contains Affordable Units eligible for listing in the EOHLC's Subsidized Housing Inventory.

3. Applicant. A person, business, or organization that applies for a building permit, Site Plan Review, or Special Permit.

4. Area Median Income (AMI). The median family income for the Fitchburg-Leominster, MA statistical region includes the Town of Lunenburg as defined by the U.S. Department of Housing and Urban Development (HUD).

5. As of right. Development that may proceed under the Zoning in place at the time of application without needing a special permit, variance, zoning amendment, waiver, or other discretionary zoning approval.

6. Building coverage. The maximum area of the lot can be attributed to the footprint of the buildings (principal and accessory) on that lot. Building Coverage does not include surface parking.

7. Compliance Regulations. Compliance Regulations for Multi-Family Zoning Districts Under Section 3A of the Zoning Act as further revised or amended from time to time - see 760 CMR 72.00: MULTI-FAMILY ZONING REQUIREMENT FOR MBTA COMMUNITIES.

8. EOHLC. The Executive Office of Housing and Livable Communities (formerly Department of Housing and Community Development, also known as DHCD) or any successor agency.

9. Development standards. Provisions of Section 250-4.19.G. General Development Standards made applicable to projects within the MOD.

10. MBTA. Massachusetts Bay Transportation Authority.

11. Multi-family housing. A building with three or more residential dwelling units or two or more buildings on the same lot with more than one residential dwelling unit in each building.

12. Multi-family zoning district. A zoning district, either a base district or an overlay district, in which multi-family housing is allowed as of right.

13. Open space. Contiguous undeveloped land within a parcel boundary.

14. Parking, structure. A building used for the storage of motor vehicles in two or more tiers or levels. Parking Structure does not include underground parking.

15. Parking, surface. One or more parking spaces without a built structure above the space. A solar panel designed to be installed above a surface parking space does not count as a built structure for this definition.

16. Residential dwelling unit. A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

17. Section 3A. Section 3A of Chapter 40A of the Massachusetts General Laws.

18. Site plan review authority. The Planning Board is responsible for Site Plan Approval within the MOD.

19. Special permit granting authority. The Special Permit Granting Authority shall be the Zoning Board of Appeals for the issuance of special permits in the MOD.

20. Subsidized Housing Inventory (SHI). A list of qualified Affordable Housing Units maintained by the Executive Office of Housing and Livable Communities (EOHLC) used to measure a community's stock of low-or moderate-income housing for M.G.L. Chapter 40B, the Comprehensive Permit Law.

D. Permitted Uses

1. Uses Permitted As of Right. The following uses are permitted as of right within the MOD: Multi-family housing, up to 26.1 units per acre. See Section 4 of the Zoning By-laws for all other uses allowed as of right in the underlying zones.

2. Accessory Uses. The following uses are considered accessory as of right to any of the permitted uses in Section 250-4.19.D.

a. Parking, including surface parking on the same lot as the principal use.

b. As of right accessory uses appropriate to the above permitted uses, per Section 3 of the Zoning By-laws for uses allowed as a right or special permit in the underlying zones.

E. Dimensional Standards

1. Dimensional Standards. Notwithstanding anything to the contrary in this Zoning, the dimensional requirements applicable in the MOD are as follows:

Minimum Front Yard: 40 feet
Minimum Side Yard: 25 feet
Minimum Rear Yard: 25 feet
Maximum Height: 38 feet
Minimum Open Space: At least 10% of the total site area shall be devoted to open space; required setbacks shall be considered as part of the total area required for open space. The required open space shall not be used for parking or loading purposes and shall be open and unobstructed to the sky. Items such as benches, walkways, planters, landscaping, kiosks, gazebos and similar structures shall not be considered obstructions.

2. Multi-Building Lots. In the MOD, lots may have more than one principal building.

3. Exceptions. The limitation on height of buildings shall not apply to chimneys, ventilators, towers, silos, spires, or other ornamental features of buildings, which features are in no way used for living purposes and do not constitute more than 25% of the ground floor area of the building.

F. Off-Street Parking

Multifamily development in the MOD shall provide two parking spaces per dwelling unit. Stand-alone Parking Structures are prohibited.

G. General Development Standards

1. Development standards in the MOD are applicable to all multi-family and mixed-use development. These standards are components of the Site Plan Review process in Section 250-4.19.J. Site Plan Review.

2. Site Design.

a. Connections. Sidewalks shall provide direct connections among building entrances, the public sidewalk (if applicable), bicycle storage, and parking.

b. Vehicular Access. Where feasible, curb cuts shall be minimized, and shared driveways encouraged.

c. Screening for Parking. Surface parking adjacent to a public sidewalk shall be screened by a landscaped buffer of sufficient width to allow the healthy establishment of trees, shrubs, and perennials, but no less than 6 (six) feet. The buffer may include a fence or wall of no more than three feet in height unless there is a significant grade change between the parking and the sidewalk.

d. Parking Materials. The parking surface may be concrete, asphalt, decomposed granite, bricks, or pavers, including pervious materials but not including grass or soil not contained within a paver or other structure. Pervious materials are encouraged.

e. Open Space and Plantings. Plantings shall include species that are native or adapted to the region. Plants on the Massachusetts Prohibited Plant List, as may be amended, shall be prohibited.

f. Lighting. All exterior lighting shall be Dark Sky–compliant, employing fully shielded, full-cutoff LED luminaires and meeting current Illuminating Engineering Society (IES) design recommendations for the intended use; fixtures shall be mounted and aimed to prevent glare, light trespass onto adjoining properties, and skyglow, and shall utilize controls (timers, dimming and/or motion sensors) to reduce illumination outside operating hours.

g. Mechanicals. Mechanical equipment at ground level shall be screened by a combination of fencing and plantings. Rooftop mechanical equipment shall be screened if visible from a public right-of-way.

h. Dumpsters. Outdoor dumpsters will be enclosed on all sides by a building, fence, and/or wall that has a landscaping buffer on at least 2 of the non-gated sides.

i. Stormwater Management. Strategies that demonstrate compliance of the construction activities and the proposed project with the most current versions of the Massachusetts Department of Environmental Protection Stormwater Management Standards, the Massachusetts Stormwater Handbook, Massachusetts Erosion Sediment and Control Guidelines, the Town's Stormwater Bylaw, as amended, and, if applicable, additional requirements under the Town of Lunenburg MS4 permit.

3. Buildings: Multiple Buildings on a Lot.

a. Parking and circulation on the site shall be organized to reduce the amount of impervious surface. Where possible, parking and loading areas shall be connected to minimize curb cuts onto public rights-of-way. The minimum horizontal distance between any two curb cuts on the same lot shall be no less than 100 feet.

b. A paved pedestrian network shall connect parking to the entries to all buildings and the buildings to each other and all walkways and connections shall meet accessibility standards.

c. The orientation of multiple buildings on a lot should reinforce the relationships among the buildings. All building façade(s) shall be treated with the same care and attention in terms of entries, fenestration, and materials. The relationship of the buildings to the site, including the siting of buildings, structures and open spaces, shall be designed to permit passive solar energy and to permit maximum protection of pedestrian areas from adverse impact of winds, vapors or other emissions, shadows and/or noise. The minimum horizontal distance between any two principal buildings on the same lot shall be no less than 40 feet.

d. The building(s) adjacent to the public street shall have a pedestrian entry facing the public street.

4. Buildings: Shared Outdoor Space. Multi-family housing shall have common outdoor space that all residents can access. Such space may be in any combination of the courtyard, rooftop, or terrace.

5. Buildings: Principal Façade and Parking. Parking shall be subordinate in design and location to the principal building façade while minimizing the extent of impervious surface. Vehicular parking spaces and garage doors shall be located behind the primary plane of the principal building façade.

a. Surface Parking. Surface parking shall be located at the rear or side of the principal building. For the purposes of this section, a side location must be behind the primary plane of the principal building façade and must be screened from the public right-of-way by landscaping or fencing. Parking shall not be located in the required front setback between the building and any

lot line adjacent to the public right-of-way.

b. Integrated Garages. Garage doors for residential units are prohibited on any principal façade that faces a public street. Integrated garages are permitted on a side or rear façade, including garage doors for ramps to underground parking.

6. Waivers. Upon the request of the Applicant and subject to compliance with the Compliance Regulations, the Site Plan Review Authority may waive the requirements of this Section 250-4.19.G. General Development Standards,.

H. Affordability Requirements.

1. Purpose.

a. Promote the public health, safety, and welfare by encouraging a diversity of housing opportunities for people of different income levels;

b. Provide for a full range of housing choices for households of all incomes, ages, and sizes;

c. Increase the production of affordable housing units to meet existing and anticipated housing needs; and

d. Work to overcome economic segregation allowing the Town of Lunenburg to be a community of opportunity in which low and moderate-income households have the opportunity to advance economically.

2. Applicability. This requirement is applicable to all residential and mixed-use developments with 2 or more dwelling units, whether new construction, substantial rehabilitation, expansion, reconstruction, or residential conversion. No project may be divided or phased to avoid the requirements of this section.

3. Affordability requirements. Subsidized Housing Inventory: All units affordable to households earning 80% or less of AMI created in the MOD under this section must be eligible for listing on EOHLC's Subsidized Housing Inventory.

4. Provision of Affordable Housing. In Applicable Projects, 10% of housing units constructed shall be Affordable Housing Units. For purposes of calculating the number of units of Affordable Housing required within a development project, a fractional unit shall be rounded down to the next whole number. The Affordable Units shall be available to households earning income up to 80% of the AMI.

5. Development Standards. Affordable Units shall be:

a. Integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of exterior and interior materials with the other units and/or lots;

b. Dispersed throughout the development;

c. Located such that the units have equal access to shared amenities, including light and air, and utilities (including any bicycle storage and/or Electric Vehicle charging stations) within the development;

d. Located such that the units have equal avoidance of any potential nuisances as market-rate units within the development;

e. Distributed proportionately among unit sizes; and

f. Distributed proportionately across each phase of a phased development.

g. Occupancy permits may be issued for market-rate units prior to the end of construction of the entire development provided that occupancy permits for Affordable Units are issued simultaneously on a pro rata basis.

6. Administration. The Lunenburg Housing Authority or another qualified housing entity as designated by the Planning Board shall be responsible for administering and enforcing the requirements in this section.

J. Site Plan Review

1. Applicability. Site Plan Review is required for any multifamily projects in the MOD. An application for Site Plan Review shall be reviewed by the Planning Board for consistency with the purpose and intent of this Section.

2. Submission Requirements. As part of any application for Site Plan Review for a project within the MOD submitted under this Section, the Applicant must submit the following documents:

a. Application and fee for Site Plan Review.

b. Site plans that show the position of the building on the site, points of vehicular access to and from the site and vehicular circulation on the site, stormwater management, utilities, and landscape treatments, including any screening of adjacent properties, and other information commonly required by Lunenburg for Site Plan Review.

c. Elevations of the building(s) showing the architectural design of the building.

d. All site plans shall be prepared by a certified architect, landscape architect, and a registered professional engineer registered in the Commonwealth of Massachusetts. A certified landscape architect registered in the Commonwealth of Massachusetts shall prepare all landscape plans. A certified architect registered in the Commonwealth of Massachusetts shall prepare all building elevations. All plans shall be signed and stamped, and drawings prepared at a scale of one-inch equals forty feet (1"=40') or larger, or at a scale as approved in advance by the Permitting Authority.

3. Site Plan Approval. Site Plan approval for uses listed in Section 250-4.19.D. Permitted Uses shall be granted upon the determination by the Planning Board that the following conditions have been satisfied. The Site Plan Review Authority may impose reasonable conditions, at the applicant's expense, to ensure that these conditions have been satisfied.

a. The Applicant has submitted the required fees and information as outlined in Lunenburg's requirements for a Building Permit and Site Plan Review

b. The project described in the application meets the development standards outlined in Section 250-4.19.G. General Development Standards.

4. Project Phasing. An Applicant may propose, in a Site Plan Review submission, that a project be developed in phases subject to the approval of the Site Plan Review Authority, provided that the submission shows the full buildout of the project and all associated impacts as of the completion of the final phase. However, no project may be phased solely to avoid the provisions of Section 250-4.19.H. Affordability Requirements.

K. Severability.

If any provision of this Section 250-4.19 is found to be invalid by a court of competent jurisdiction, the remainder of Section 250-4.19 shall not be affected but shall remain in full force. The invalidity of any provision of this Section 250-4.19 shall not affect the validity of the remainder of Lunenburg's Zoning.
Or take any other action relative thereto. Finance Committee: No Direct Financial Impact. Select Board recommends Approval (4-1). **VOTED (Yes 67, No 9, Abstain 1) to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," so as to bring it into compliance with the MBTA Communities Act, being M.G.L. Chapter 40A, Section 3A, by adding a new Section 4.19 thereto, entitled "Multi-family Overlay District," as printed in the November 18, 2025 Special Town Meeting Warrant Booklet, but with the following additional amendments: (i) replacing all references to "site plan review" with references to "site plan approval"; (ii) deleting Subsection D(2)(b), relative to certain as-of-right accessory uses; and (iii) adding to the end of Subsection G(6), relative to waivers, the phrase "with a finding that the requested waivers serve a public good."**

ARTICLE 14. REMOVING BITUMINOUS CONCRETE REQUIREMENT FROM COMMON DRIVEWAYS (Submitted by Planning Board)
To see if the Town will vote to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," Section 6.4, entitled "Driveways and Entrances," Subsection C(7)(c)(6), with deletions therefrom shown as stricken-through, as follows:

> [6] The common driveway will be constructed of materials resistant to erosion and frost heaving and sufficient to support an axle load of 34,000 pounds under all weather conditions. ~~**The common driveway will be paved with a 3 inch minimum thickness layer of bituminous concrete.**~~

Or take any other action relative thereto. Finance Committee: No Direct Financial Impact) Select Board recommends Approval (5-0). **VOTED (2/3rds Declared) (Yes-95, No-2, Abstain-1; 67 Needed for 2/3rds) CONSENT CALENDAR to amend the Code of Lunenburg, Chapter 250, being the Town's "Protective Bylaw," Section 6.4, entitled "Driveways and Entrances," Subsection C(7)(c)(6), with deletions therefrom shown as stricken-through, as follows:**

> **[6] The common driveway will be constructed of materials resistant to erosion and frost heaving and sufficient to support an axle load of 34,000 pounds under all weather conditions.** ~~**The common driveway will be paved with a 3 inch minimum thickness layer of bituminous concrete.**~~

ARTICLE 15. AMENDMENTS TO THE SALARY ADMINISTRATIVE PLAN (SAP) POSITION TITLES/GRADES
(Submitted by the Assistant Town Manager/Human Resources Director)

To see if the Town will vote to amend the Code of Lunenburg, Chapter 70, Schedule A, entitled "Salary Administration Plan," as follows: that the position of "Conservation Agent" be added and assigned to Grade 13; that the title of "Land Use Director" be amended to "Director of Planning and Economic Development"; and that the title of "Special Assistant to the Assessor- Temporary****"; and that the following language shall be added at the end thereof, "******** ***provided that the other terms and conditions of employment for said position***

shall be subject to an Employment Contract in accordance with Section 70-30"; or take any other action relative thereto. (Finance Committee recommends approval (5-0). (Select Board recommends Approval (5-0). **VOTED (Yes 59, No 0, Abstain 3) to amend the Code of Lunenburg, Chapter 70, Schedule A, entitled "Salary Administration Plan," as follows: that the position of "Conservation Agent" be added and assigned to Grade 13; that the title of "Land Use Director" be amended to "Director of Planning and Economic Development"; and that the title of "Special Assistant to the Assessor- Temporary****"; and that the following language shall be added at the end thereof, "**** *provided that the other terms and conditions of employment for said position shall be subject to an Employment Contract in accordance with Section 70-30*".**

ARTICLE 16. SALARY ADMINISTRATIVE PLAN (SAP) AMENDMENTS- CHANGES OTHER THAN THE PERSONNEL COMMITTTEE

(Submitted by the Town Manager and Assistant Town Manager/Human Resources Director)

To see if the Town will vote to amend the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," as shown on a document entitled "November 18, 2025 Special Town Meeting, Article 16, SAP Amendments Relative to So Called "Fringe" Benefits, or "Indirect Pay" Provisions, such as Holidays and Vacations with Pay, Sick Leave, and the Like " dated October 27, 2025, on file with the office of the Town Clerk, with additions thereto shown as bold, italicized text and with deletions therefrom shown as bold and stricken-through; or take any other action relative thereto. (Finance Committee recommends _____) (Select Board recommends Approval (5-0). **VOTED (Yes 62, No 3, Abstain 1) to amend the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," as shown on the handout entitled "November 18, 2025 Special Town Meeting, Article 16, SAP Amendments Relative to So Called 'Fringe' Benefits, or 'Indirect Pay' Provisions, such as Holidays and Vacations with Pay, Sick Leave, and the Like," but, as a typographical correction to Subsection B, replacing the word "then" with "ten."**

§ 70-5: New or Changed Positions

The Personnel Committee tentatively may add new job title and descriptions to this Plan, establishing grades with minimum and maximum wage or salary ~~**brackets**~~ ***ranges*** for the same, and reclassifying existing jobs, revising the description and the minimum and maximum wage and salary ~~**brackets**~~ ***ranges*** therefore, and such addition or reclassification to be effective only for the period from the date of such action by the Personnel Committee to the date of any vote with respect thereto adopted at a subsequent Town Meeting but in no case later than the next Annual Town Meeting unless such later date as may be specified by such vote. ~~**Any increase in wages or salaries under this section shall be effective only if funds are available for the purpose, and approved by the Finance Committee and Select Board.**~~

§ 70-7: Job Descriptions and Interpretations

A. The Personnel Committee shall maintain written job descriptions of the jobs or positions in the Plan, describing the essential functions, requirements, and duties. The descriptions shall not be interpreted as either complete or restrictive and employees shall continue to perform any duties assigned by an employee's supervisor. ***Job descriptions shall be reviewed, at a minimum, upon the exit of an existing employee and before the Town seeks to fill the vacancy.***

B. ***At least e***~~**E**~~very three (3) years, the Personnel Committee shall review the wage and salary schedules of all positions in the Plan, and be in a position to recommend to the Select Board any action deemed desirable to maintain a fair and equitable pay level.

C. ***Annually, the Town Manager shall make recommendations to the Select Board regarding annual cost of living increases for consideration at Annual Town Meeting.***

§ 70-11: Transfers*,* ~~and~~ **Promotions*, and Reclassifications***

A. Upon promotion, the employee will ***automatically*** be placed on the pay grade for the new position at ***the step that is closest to, but not less than, their current rate of pay, and not less than the step increase they would***

have achieved on their next anniversary date had they not been promoted ~~**the lowest step at which the employee would receive a pay increase.**~~ They may also receive at the time one or more step rate increases, provided the maximum for the job is not exceeded, if the Department Head recommends that qualification and performance warrant it, and the Personnel Committee approves. If the Department Head should feel that there should be a trial period before recommending the promotional step rate increase or increases, on recommendation of the Department Head, the Personnel Committee may approve any such deferred promotional increase at the conclusion of the trial period.

B. If an employee is transferred to a job with a lower rate range, or rate of pay, they shall enter it at the pay rate closest to their current rate or at the maximum rate for the job, whichever is the lower.

C. If an employee is reclassified to a higher grade, the employee will be placed to the higher grade at the step that is closest to, but not less than, their current rate of pay, and not less than the step increase they would have achieved on their next anniversary date had they not been reclassified.

§ 70-12 A.: New Personnel
All employees shall be hired at the minimum of the rate range of the job for which the new employee is hired unless the Town Manager, after consultation with the Chair of the Personnel Committee, authorizes paying the employee at a higher step due to the employee's qualifications and experience or market~~**ing**~~ conditions. The Personnel Committee must formally vote to approve any proposal by the Town Manager to pay the new employee above Step 4. ***In the event that the Personnel Committee does not have enough members to conduct business, the Select Board shall have the authority to administer this provision of the Salary Administration Plan***. ~~**The Town Manager may not use the provision of Section 70-2 paragraph G to hire a new employee above Step 4.**~~

§ 70-12 D.: Special Merit Awards
Special Merit Awards - In addition to pay increases which may be awarded to an employee, the Town Manager may annually make a one-time award of two hundred fifty dollars and No Cents ($250.00) to up to three employees who have gone above and beyond in one of three (3) categories. There shall be only one (1) award in each of these three (3) categories, which are:

Communications: Displays a commitment to assisting the public and transparency in government including, but not limited to, improving and/or devising new ways to communicate information within the organization and to the public at large.

Efficiency: Displays a commitment to ensuring we operate proficiently and efficiently by "stepping up" and "stepping in" to undertake nominal cross training in mission critical functions, exhibits a willingness to "float" as needed, and/or suggests ideas that result in ease of processing, and savings of time, material, storage requirements and the like.

Pinnacle of Excellence: Displays a willingness to make extraordinary efforts in the ongoing improvement of the organization, assisting other staff members or departments to complete new or ongoing assignments and often requires the person to "stretch" to learn new computer programs, methodologies or processes.

The Town Manager shall annually solicit nominations of employees from citizens at large, members of a Board, Committee, Commission, Department Heads, or fellow employees for such awards. The Town Manager shall make all determinations regarding the nominees. Nominations shall be made on a form approved by the Town Manager. All recipients will be publicly recognized for their accomplishment and have a letter of commendation placed in their personnel file in addition to their one-time award of monies.

§ 70-12-1: Recruitment Incentives
The Town acknowledges that there may be times of extremely low unemployment, a discipline specific

shortage of qualified applicants, or recruitment challenges posed by the Town's wage structure, that the recruitment of needed employees may prove so difficult as to make it problematic to deliver certain mission critical services. Upon the Town Manager making such a finding, they may offer the prospective employee a recruitment incentive***. Incentives may include, but are not limited to the*** **by** deposit**ing** ***of*** up to five (5) days of ***vacation*** leave time, ~~**which shall be charged against earned leave time over the coming year, with which to begin their employment**~~***, a one-time sign-on bonus, or other similar limited allowances***.

§ 70-13: Grievance Procedure

A. The Town will promptly consider and respond to employee grievances. The preferred method of addressing grievances is informally with the employee's supervisor, to correct the cause of the grievance and encourage employees and supervisors to address and resolve problems as they arise. If the cause of a grievance cannot be resolved informally, the below procedure should be followed.

~~**A.**~~ ***B***. Any employee who believes that they have been subject to a violation of the Salary Administration Plan ***must bring their grievance forward within ten working days of the occurrence or knowledge of the event. The employee*** is encouraged to discuss the grievance initially with their ~~**supervisor**~~ ***Department Head.*** ~~**within 10 working days of the occurrence or knowledge of the event.**~~ If the employee is not comfortable discussing the matter with their ~~**direct supervisor**~~ ***Department Head***, or if the matter is not settled, the employee should submit the said grievance to ***the Human Resource Director*** ~~**their Department Head**~~. The ***Human Resources Director*** ~~**Department Head**~~ shall meet with the employee and will respond in writing to the employee within 14 days of the meeting.

~~**A.**~~ ***C***. If the grievance is not resolved by the decision of the ~~**Department Head**~~ ***Human Resources Director***, the employee may escalate the grievance to the **Assistant** ~~**Town Manager/HR Director**~~ ***Town Manager*****.** ~~**If unsatisfied, the employee may file an appeal in writing with the Town Manager**~~ within 10 days of receipt of the most recent decision. The Town Manager will meet with the employee within a reasonable time after receipt of the appeal and will respond in writing to the employee's grievance within 30 days after meeting with the employee. The Town Manager's decision shall be final and binding.

§ 70-17: Hours of Work; Overtime; Compensatory Time

A. Non-Exempt Employees:

The ***regularly*** schedule***d*** ~~**of**~~ hours to be worked shall be determined by the appropriate Department Head ***in consultation with the Town Manager***.

~~**For**~~ ***N*~~**n**~~on-exempt positions ***are*** entitled to overtime pay at one and one-half (1 1/2) times the regular rate for work actually performed in excess of forty (40) hours within a workweek. ***Included in the computation of forty (40) hours shall be all hours of*** ~~**The words**~~ "work actually performed" ~~**shall be construed to include**~~ ***and*** all duly paid time off, including but not limited to holidays, sick leave, vacation, personal days and bereavement leave~~**, and such leave shall be included in the computation of forty (40) hours**~~. Unauthorized leave or leave for which the employee is not entitled to compensation shall not be included in such computation, unless otherwise required by law.

Notwithstanding anything in the foregoing paragraphs, the employee may request, and the appropriate department head may approve, compensatory time off at a rate of 1 ½ times the hours worked that qualify for overtime instead of paying the overtime rate. Compensatory time must be taken within 60 days.

B. Exempt Employees:

~~**Exempt**~~ Employees ***primarily performing work that is not subject to the overtime provisions of the FLSA (employees who meet the FLSA exemption test and generally work in an executive, administrative, professional, or computer occupations).*** ~~**, Administrative and Professional Occupations, are not governed**~~

~~by hours of the positions under their supervision or control. Generally, such positions shall be for at least forty (40) hours per week when full-time and not entitled to overtime.~~

C. **Notwithstanding anything in the foregoing paragraphs, the appropriate department head may, instead of paying the overtime rate, provide that the employee take compensatory time off at a rate of 1 1/2**

§ 70-18: Paid Vacations

All changes to Section 70-18 shall be effective July 1, 2026, as to employees employed by the Town on or before November 18, 2025. It shall apply upon hire to employees hired after November 18, 2025.

A. All persons employed regularly by the Town and classified as either full-time, part-time A, or part-time B shall ***accrue*** ~~**receive**~~ paid vacation according to the following schedule. Vacation will be prorated accordingly. The vacation and sick leave formula shall be used to determine the prorated leave time. **(See SECTION 29. DEFINITIONS).** ~~**Employees classified as part-time A will be capped at a maximum of twice the number of hours they are regularly scheduled to work in a week.**~~

B. ***Vacation leave shall accrue on a monthly basis, beginning with the first full month following the employee's date of hire, and shall be credited on the first day of each subsequent month.***

C. ***Monthly accrual rates shall be based on the employee's length of continuous service with the Town, in accordance with the following schedule:***

~~**After Completion of:**~~ ***Length of Service***	**Hours of Paid Vacation** (Based on 40 hour week)
~~**Less than one complete year**~~ ***Upon hire and up to 5 Years*** of continuous service	8 hours per each full calendar month up to 80 hours
~~**After completion of 1 Year of continuous service**~~	~~**80**~~
No other changes to chart	

The amount of the monthly accrual is adjusted in December and June to adjust for rounding during preceding months.

~~**B. Earned vacation time up to and including 80 hours must be used in the year granted. No unused portion of this allowance shall be carried forward into a subsequent vacation year, nor shall any monetary compensation be given for such unused portion. Earned vacation time in excess of 80 hours should be used in the year granted, and no portion of such excess shall be carried forward into a subsequent year. If departmental scheduling or other serious extenuating circumstances preclude the use of all such excess in the year granted, the employee may request to receive compensation equivalent to such unused portion in a lump sum payable on the first payroll warrant in July, in addition to their regular salary, or may be allowed to carry over such excess as the Town may elect in its sole discretion. Any employee asserting a serious extenuating circumstance must submit a written request to their direct supervisor and such request must be approved by the direct supervisor and the Town Manager before the employee shall be compensated for, or allowed to carry over, such excess.**~~

D. Employees may begin using vacation time after one full calendar month of continuous service. In order to provide flexibility, vacation time may be used before time is actually accrued, with advance written approval of the Department Head and Human Resources Director. Employees will be required to pay back any portion of unearned vacation that was paid in advance if the employee should leave the Town's employment prior to that vacation becoming accrued. Employees may be required to sign an authorization for this deduction.

E. Accruals are capped at the employee's annual accrual level, plus five (5) days. For example, if an the employee has 5 years' service, their maximum vacation accrual would be 20 days (15 days + 5 days). Notwithstanding the prior two sentences, employees classified as part-time A will be capped at a maximum of twice the number of hours they are regularly scheduled to work in a week. Accruals shall be suspended if the employee's vacation balance reaches the applicable cap. Accruals will resume once the balance falls below the cap.

F. When an employee's vacation accrual increases, the accrual for that month should be calculated as a weighted average of the number of calendar days at the previous accrual rate and the number of calendar days for the new accrual rate.

~~**C.**~~ ***G.*** Employment Termination. An employee whose employment ends shall be paid for all accrued, but unused vacation leave, ***minus any vacation time used, but not yet accrued.***

~~**D. The vacation year shall begin July 1. In the first year of employment, employees shall accrue one (1) day of vacation leave (prorated based on number of hours worked each week) per month of service completed to a maximum of 80 hours to be available for use by the employee on the following July 1st. Vacation leave accrued each fiscal year will be available for use on the following July 1st. Any change in the rate of accrual shall occur on the employee's anniversary date. When an employee's anniversary date for the completion of the 5th, 10th-20th years occurs after July 1st, the employee shall receive vacation leave for the remainder of the year on a pro-rated basis.**~~

~~**E.**~~ ***H***. Vacation leave shall be approved by the Department Head and/or their designee for such time or times as best serve the public interest, provided, however, that each employee shall be entitled to use at least 40 hours of their vacation accrual during the period between June 1 and September 15 if desired, based on seniority.
~~**F. No vacation time may be used in advance of the July 1 date on which it would normally be credited; except that where such advance serves the needs of the employee and the Town, it may be granted, upon request of the employee, by the Department Head, subject to the written approval of the Town Manager. In no case shall any such advanced vacation exceed the number of days for which the employee would be entitled to compensation, were they to terminate their services in good standing on the first day of such vacation.**~~
~~**G.**~~ ***I.*** The Town Manager, ***with the approval of the Select Board,*** may award a new employee an accrual rate of vacation leave in recognition of the employee's qualifications and experience, or market conditions provided that such initial accrual shall not exceed ~~**three (3)**~~ ***four (4***) weeks. Such employees shall be awarded a service date for the purpose of vacation leave accruals only, which shall be used for future increases in the accrual rate***.***

J. To effectuate the transition from the prior vacation leave benefit to the accrual-based vacation leave system, any vacation time earned and unused as of July 1, 2026 shall be converted into a one-time "Vacation Bank". Employees shall be required to use at least one-third (⅓) of their banked time during each of the following three fiscal years (FY27, FY28, FY29). Banked vacation shall be used in accordance with Town policies. All employees with a balance over 120 hours as of June 30, 2026, shall receive a lump-sum buyout of all time over 120 hours. The banked vacation shall be maintained as a separate balance and used prior to newly accrued leave (in any given fiscal year); provided employees may combine the last of their vacation leave from their Vacation Bank for a given year and accrued vacation leave from the given year to cover a single block of time.

Employees may request, and the Town Manager may approve subject to the availability of funds, to be paid for a greater amount of their balance as of June 30, 2026. Any remainder shall, as detailed above, be banked in three equal increments for FY '27, FY '28 and FY '29 unless the employee and Town Manager agree that the banked time shall be used in a shorter period of time.

Beginning July 1, 2026, employees employed on or before November 19, 2025, shall begin accruing vacation on a monthly basis as outlined above.

§ 70-19: Paid Holidays

C. Holiday leave will be granted on the day the Town observes the holiday, when possible. If the holiday falls on a Saturday, it will be observed on the preceding Friday. If the holiday falls on a Sunday, it will be observed on the following Monday. If an eligible employee is required to work on the day the Town observes the holiday, they will be entitled to a Floating Day, which has to be used within ~~**30 days**~~ ***the Fiscal Year***, by agreement of the supervisor and employee. If the department head determines that holiday leave cannot be granted, the employee shall receive payment at one and one-half times the base hourly rate for all hours worked on the holiday, in addition to his or her holiday pay. Final determination is to be made by the Town Manager.

D. Call Firefighters assigned to work a Day Shift at the Fire Station on a holiday shall be paid one and one half times their hourly rate for the hours worked. For purposes of this section only, Holiday time shall be considered the calendar date of the holiday, regardless of the day of the week it falls on.

~~**D.**~~ ***E.*** To be eligible for paid holiday leave, an employee must ~~**work his or her**~~ ***be in a paid status for their*** full assigned shift on his or her regularly scheduled workday before a holiday, and the next regularly scheduled working day following the holiday, unless the ***absence on either day is approved in accordance with the Town's leave policies (e.g., vacation, personal, or authorized sick leave).*** ~~**employee has been excused for a legitimate reason by the direct supervisor.**~~

All changes to Section 70-20 shall be effective July 1, 2026, as to employees employed by the Town on or before November 18, 2025. It shall apply upon hire to employees hired after November 18, 2025.

§ 70-20: Sick Leave

A. ***Upon hire*** ~~**A**~~***a***ll persons employed, in a classification of full-time or part-time B employees ~~**who have completed the six (6) months waiting period by July 1 of any year,**~~ shall be ~~**entitled to sick leave of ninety-six (96) hours, to be credited on July 1**~~ ***credited with the equivalent of three (3) days of sick leave, with hours prorated, in accordance with*** ~~**T**~~***t***he Vacation and Sick Leave formula ~~**shall be used to determine the employee's prorated sick pay**~~ (See **SECTION 29. DEFINITIONS**).

Additional sick leave will not be accrued until the employee completes three (3) months of service, at which time they will begin to accrue sick leave in accordance with the Vacation and Sick Leave Formula.

§ 70-20-1: Sick Leave Bank

A sick leave bank shall be established, no later than June 30, 2025, for all employees, except those in a classification of Intermittent or Seasonal, by adoption of a formal policy by the Select Board, after consultation with the Personnel Committee, to assist eligible employees during medical emergencies.

§ 70-21: Personal Leave

A. All persons employed in a classification of full-time or part-time B ~~**who have completed six (6) months waiting period by July 1 of any year,**~~ shall be entitled to personal leave of three (3) days ~~**to become available on July 1 for use during the ensuing fiscal year**~~ ***per fiscal year, which shall be pro-rated in the employee's first year of service.***

~~B. **New employees having completed the six (6) months waiting period shall be credited as of the end of said six**~~

~~**(6) months, with one (1) personal day for use during the period between said six (6) months anniversary and the end of the then current fiscal year; provided, however, that the said six (6) months waiting period must have been completed by May 1 of that year.**~~

~~***C.***~~ ***B.*** Employees who do not use any sick leave within a three month (3) month period (calculated quarterly), will be entitled to one (1) additional personal day for each such quarter; said personal days are to be used in the same fiscal year in which they are earned. Personal leave shall be scheduled with the approval of the Department Head and/or their designee. Personal leave shall not be cumulative.

§ 70-23: Bereavement Leave
In the event of death in an employee's family (spouse, children, parents, in-laws, step-children, step-parents, ***sibling, step-sibling,*** significant other or someone who is under your direct care and living in your home, up to and including five (5) days off duty shall be granted, with pay. In the event of death of a grandparent, grandchild, ~~**sibling,**~~ sibling-in law, ~~**step-sibling,**~~ uncle, aunt, nephew, ***or*** niece, three (3) days off duty shall be granted, with pay. Two (2) additional days off, with pay, may be granted at the discretion of the Town Manager not to be charged against sick leave. Any time above these days is to be charged against sick leave.

§ 70-29: Definitions ~~***Hourly Employee***~~ ***Non Exempt Employee*** shall mean any employee of the Town who by virtue of their classified position ***is not exempt from overtime. Non-exempt employees may be paid on an hourly or salaried basis*** ~~**is compensated at an hourly rate for services rendered.**~~
Intermittent Employee shall mean any employee who works on an irregular or occasional basis without a pre-arranged schedule and is compensated only for the time they work. ***Intermittent employees are not eligible for benefits (i.e. vacation, sick, holiday, longevity, insurance, and the like, unless required by law).***

Exempt Employee shall mean any employee of the Town who by virtues of their classified position is exempt from overtime.

Spouse the meaning given this term by the marriage laws of the Commonwealth, or someone with whom the individual is cohabitating with the intent of it being permanent.

§ 70-30: Employment Contracts
The Town Manager may negotiate and execute an employment contract for a period of time not to exceed three (3) years to provide for the performance standards, salary, fringe benefits, and other conditions of employment, including but not limited to: severance pay, ~~**relocation expenses,**~~ reimbursement for expenses incurred in the performances of duties of office, liability insurance, performance standards, and leave for all department heads, provided that the Select Board may authorize the Town Manager to enter into an employment agreement with employees in other titles due to market conditions or for positions requiring specific skills, education or level of experience. Such employment contract shall be subject to Select Board approval under the procedures set forth in the Charter for the ratification of appointment and shall prevail over any conflicting provisions of any Town personnel by-law, rule, or regulation.

ARTICLE 17. SALARY ADMINISTRATIVE PLAN (SAP) AMENDMENTS- PERSONNEL COMMITTEE

(Submitted by the Town Manager and Assistant Town Manager/Human Resources Director)

To see if the Town will vote to amend the Code of Lunenburg, Chapter 70, entitled "Salary Administration Plan," as shown on a document entitled "November 18, 2025 Special Town Meeting, Article 17, Personnel Committee" dated October 27, 2025, on file with the office of the Town Clerk, with additions thereto shown as bold, italicized text and with deletions therefrom shown as bold and stricken-through; or take any other action relative thereto.

§ 70-1: Purposes and Scope

This by-law establishes a Salary Administration Plan, hereinafter called the "Plan", which classifies several positions of town services into groups, establishes salary schedules, establishes so called "fringe" benefits, or "indirect pay" provisions, such as holidays and vacations with pay, sick leave, and the like**., ~~and establishes a Personnel Committee to administer the Plan, as hereinafter provided, and to represent the interest of both taxpayers and town employees~~.**

§ 70-2 A.: Personnel Committee (Establishment)

~~There is hereby established a Personnel Committee consisting of five members, each residing in the Town of Lunenburg, to be appointed by the Select Board, and each member shall serve for a term of three years; provided, however, that of the members originally appointed, one shall serve a term of one year, two for a term of two years, and two for a term of three years, as designated by the Select Board. However, nothing herein shall be deemed to prohibit the chair of the Personnel Committee from designating a member of said committee to serve as a representative of said Committee on a study committee of the Town Meeting, nor shall such service affect the tenure of said member of the Personnel Committee. If any member of the Personnel Committee shall resign or otherwise vacate the office before the expiration of their term, the successor shall be appointed by the Select Board, at their discretion, to serve for the balance of the unexpired term.~~

§ 70-2 B.: Personnel Committee (Town Employee)

~~A Town employee may have a staff assignment to serve as a subject matter expert and non-voting member of the Personnel Committee and may be called upon from time to time to provide information requested by the Personnel Committee so that the Personnel Committee can make well informed decisions and proposals.~~

§ 70-2 C.: Personnel Committee (Structure)

~~Said Committee shall elect its own chair and vice-chair at their first meeting after June 30th of each year; and in the absence or incapacity of the chair, the vice-chair shall act as chair. The Committee shall keep a record of its official proceedings and actions, may establish its own rule of procedure and may, subject to appropriation therefore, retain such clerical and other assistance, and make such other expenditures as may be necessary to the performance of its duties. Three members shall constitute a quorum for the transaction of the business of the committee, and the affirmative vote of three members shall be necessary to any official act of the Committee.~~

§ 70-2 D.: Personnel Committee (Role)

~~The Personnel Committee is hereby authorized to administer the provisions of this by-law, except for such duties as may be specifically assigned by statute, Town Charter or by-law to other Town officers, boards or committees.~~

§ 70-2 E.: Personnel Committee (Structure)

~~The Personnel Committee may from time to time issue, amend, or revoke Administrative Orders for the purpose of giving effect to the provisions of this by-law, and for the purpose of giving effect to the provisions of such other by-laws and votes of the Town, pertaining to personnel administration, as said Committee may be responsible for administering and/or enforcing. Each such order shall be numbered in sequence, and said Committee shall maintain in the Town Office a file for all such orders issued, said file to be open to public inspection.~~

§ 70-2 F.: Personnel Committee (Access)

~~Except as otherwise provided by law, the Committee shall have access to all facts, figures, records and other information relating to the personnel of Town departments, and the same shall be furnished forthwith by any such department whenever so requested by the Personnel Committee, in such a form as said Committee may require.~~

§ 70-2 G.: Personnel Committee (No Committee)

~~In the event that the Personnel Committee does not have enough members to conduct business, the Town Manager shall have the authority to administer the Salary Administration Plan.~~

§ 70-5: New or Changed Positions

The ~~**Personnel Committee**~~ ***Town Manager*** tentatively may add new job title and descriptions to this Plan, establishing grades with minimum and maximum wage or salary brackets for the same, and reclassifying existing jobs, revising the description and the minimum and maximum wage and salary brackets therefore, and such addition or reclassification to be effective only for the period from the date of such action by the ~~**Personnel Committee**~~ ***Town Manager*** to the date of any vote with respect thereto adopted at a subsequent Town Meeting but in no case later than the next Annual Town Meeting unless such later date as may be specified by such vote. Any increase in wages or salaries under this section shall be effective only if funds are available for the purpose, and approved by the Finance Committee and Select Board.

§ 70-6: Reclassification of Employees

No employee shall be reclassified to a job in another group, either higher or lower, until the ~~**Personnel Committee**~~ ***Town Manager*** shall have determined that such a reclassification will be consistent with the provisions of the Salary Administration Plan. Eligibility for a step increase of a reclassified employee will be granted one year from the date of reclassification.

§ 70-7: Job Descriptions and Interpretations

A. The ~~**Personnel Committee**~~ ***Human Resources Director*** shall maintain written job descriptions of the jobs or positions in the Plan, describing the essential functions, requirements, and duties. The descriptions shall not be interpreted as either complete or restrictive and employees shall continue to perform any duties assigned by an employee's supervisor.

B. Every three (3) years, the ~~**Personnel Committee**~~ ***Human Resources Director*** shall review the wage and salary schedules of all positions in the Plan, and be in a position to recommend to the Select Board any action deemed desirable to maintain a fair and equitable pay level.

§ 70-8: Salary Schedule

A. The Classification and Salary Schedule of the Salary Administration Plan, set forth in Schedule A of this by-law, shall consist of the maximum and minimum salaries and step-rate salaries for the groups and positions in the Classification and Salary Schedule. The salary range of a group shall be the salary range for all positions classified in such group.

B. Irrespective of the period of time for which pay rates may be shown in the Salary Schedule, all employees shall continue to be paid on an hourly, weekly, monthly, or other basis, as at present**,** ~~**unless otherwise authorized by the Personnel Committee**~~ or by amendment of the Salary Administration Plan.

§ 70-11: Transfers and Promotions

A. Upon promotion, the employee will be placed on the pay grade for the new position at the lowest step at which the employee would receive a pay increase. They may also receive at the time one or more step rate increases, provided the maximum for the job is not exceeded, if the Department Head recommends that qualification and performance warrant it, and the ~~**Personnel Committee**~~ ***Town Manager*** approves. If the Department Head should feel that there should be a trial period before recommending the promotional step rate increase or increases, on recommendation of the Department Head, the ~~**Personnel Committee**~~ ***Town Manager*** may approve any such deferred promotional increase at the conclusion of the trial period.

B. If an employee is transferred to a job with a lower rate range, or rate of pay, they shall enter it at the pay rate closest to their current rate or at the maximum rate for the job, whichever is the lower.

§ 70-12: New Personnel

All employees shall be hired at the minimum of the rate range of the job for which the new employee is hired unless the Town Manager, ~~**after consultation with the Chair of the Personnel Committee**~~, authorizes paying the employee at a higher step due to the employee's qualifications and experience or marketing conditions. The ~~**Personnel Committee**~~ **Select Board** must formally vote to approve any proposal by the Town Manager to pay

the new employee above Step 4. The Town Manager may not use the provision of Section 70-2 paragraph G to hire a new employee above Step 4.

§ 70-14: Department Budgets

~~**Each Department Head shall include in the annual budget request, a pay adjustment section to provide funds for anticipated pay adjustments during the ensuing year, expenditures to be made therefrom only in accordance with the Salary Administration Plan with approval of the Personnel Committee.**~~

§ 70-20-1: Sick Leave Bank

A sick leave bank shall be established, no later than June 30, 2025, for all employees, except those in a classification of Intermittent or Seasonal, by adoption of a formal policy by the Select Board~~**, after consultation with the Personnel Committee,**~~ to assist eligible employees during medical emergencies. Finance Committee recommends disapproval (1-3-1). Select Board recommends Approval (4-1). **ARTICLE 17 was DEFEATED (Yes-30, No-37, Abstain-1)**

Meeting Dissolved 11:50PM

OFFICIAL TALLY SHEET

ANNUAL TOWN ELECTION

LUNENBURG, MASSACHUSETTS

Saturday, May 17, 2025

PRECINCT	A	B	C	D	TOTAL
TOTAL REGISTERED VOTERS	2304	2541	2260	2503	9608
BALLOTS CAST (PER BALLOT BOX)	208	154	158	246	766

SELECT BOARD MEMBER					
3 YEARS VOTE FOR 2					
**BRIAN J. LEHTINEN	135	90	84	155	464
**GLENN L. MCLEOD	104	71	94	114	383
SAMUEL E. SMITH	80	75	54	107	209
ALL OTHERS	3	0	2	0	5
BLANKS	94	72	82	116	364
TOTAL	416	308	316	492	1532
SEWER COMMISSIONER					
3 YEARS VOTE FOR 2					
**SCOTT A. DALL	168	109	108	185	570
FAILURE TO ELECT					0
ALL OTHERS	7	5	3	10	25
BLANKS	241	194	205	297	937

TOTAL	416	308	316	492	1532
SEWER COMMISSIONER					
2 YEARS VOTE FOR 2					
FAILURE TO ELECT					0
FAILURE TO ELECT					0
ALL OTHERS	10	10	4	11	35
BLANKS	406	298	312	481	1497
TOTAL	416	308	316	492	1532
BOARD OF HEALTH MEMBER					
3 YEARS VOTE FOR 1					
**NICHOLAS A. PIRRO III	153	116	103	171	543
ALL OTHERS	2	2	7	4	15
BLANKS	53	36	48	71	208
TOTAL	208	154	158	246	766
BOARD OF HEALTH MEMBER					
1 YEAR VOTE FOR 1					
**LORRAINE P. RUDD	161	112	107	173	553
ALL OTHERS	1	2	0	1	4
BLANKS	46	40	51	72	209
TOTAL	208	154	158	246	766
ASSESSOR					
3 YEAR VOTE FOR 1					
FAILURE TO ELECT					0
ALL OTHERS	10	8	3	7	28
BLANKS	198	146	155	239	738
TOTAL	208	154	158	246	766
ASSESSOR					
1 YEAR VOTE FOR 1					
**BRIAN P. LAFFOND	147	110	108	175	540
ALL OTHERS	2	1	1	1	5
BLANKS	59	43	49	70	221
TOTAL	208	154	158	246	766
TOWN CLERK					

3 YEARS VOTE FOR 1					
**KATHRYN M. HERRICK	180	130	130	190	630
ALL OTHERS	1	1	0	2	4
BLANKS	27	23	28	54	132
TOTAL	208	154	158	246	766
CONSTABLE					
3 YEARS VOTE FOR 1					
**MICHAEL RAY JEFFREYS	16	5	8	24	53
ALL OTHERS	17	13	9	13	52
BLANKS	175	136	141	209	661
TOTAL	208	154	158	246	766
SCHOOL COMMITTEE MEMBER					
3 YEARS VOTE FOR 2					
**GEORGE E. YAPP	150	95	93	164	502
**AMANDA GILMAN	147	107	103	170	527
ALL OTHERS	2	3	4	0	9
BLANKS	117	103	116	158	494
TOTAL	416	308	316	492	1532
SCHOOL COMMITTEE MEMBER					
1 YEARS VOTE FOR 1					
**EMILY D. YOUNG	152	108	103	177	540
ALL OTHERS	0	2	1	1	4
BLANKS	56	44	54	68	222
TOTAL	208	154	158	246	766
PARK COMMISSIONER					
3 YEARS VOTE FOR 2					
**ANITA SCHEIPERS	141	104	102	160	507
**MARIANNE MASCARI	151	105	96	171	523
ALL OTHERS	2	2	0	4	8
BLANKS	122	97	118	157	494
TOTAL	416	308	316	492	1532

COMMISSIONER OF TRUST FUNDS					
3 YEARS VOTE FOR 1					
FAILURE TO ELECT					**0**
ALL OTHERS	**8**	**10**	**2**	**7**	**27**
BLANKS	**200**	**144**	**156**	**239**	**739**
TOTAL	**208**	**154**	**158**	**246**	**766**
COMMISSIONER OF TRUST FUNDS					
2 YEARS VOTE FOR 1					
****JOHN P. BOWEN**	2	0	0	0	2
ALL OTHERS	4	8	2	5	19
BLANKS	**202**	**146**	**156**	**241**	**745**
TOTAL	**208**	**154**	**158**	**246**	**766**
COMMISSIONER OF TRUST FUNDS					
1 YEAR VOTE FOR 1					
****RICHARD HOWARD**	**4**	**1**	**1**	**3**	**9**
ALL OTHERS	**5**	**7**	**2**	**8**	**22**
BLANKS	**199**	**146**	**155**	**235**	**735**
TOTAL	**208**	**154**	**158**	**246**	**766**
CEMETERY COMMISSIONER					
3 YEARS VOTE FOR 1					
JOHN P. BOWEN	**29**	**13**	**22**	**19**	**83**
****DONNA L. LANDRY**	**166**	**128**	**125**	**219**	**638**
ALL OTHERS	**2**	**2**	**0**	**0**	**4**
BLANKS	**11**	**11**	**11**	**8**	**41**
TOTAL	**208**	**154**	**158**	**246**	**766**
LIBRARY TRUSTEE					
3 YEARS VOTE FOR 2					
****DAVID A. NIOSE**	**155**	**106**	**105**	**173**	**539**
****STEPHANIE L. TRUDEL**	**155**	**108**	**103**	**175**	**541**
ALL OTHERS	**2**	**3**	**0**	**2**	**7**
BLANKS	**104**	**91**	**108**	**142**	**445**
TOTAL	**416**	**308**	**316**	**492**	**1532**
LIBRARY TRUSTEE					

2 YEARS VOTE FOR 1					
****ROBIN F. VENEZIA**	**170**	**117**	**110**	**179**	**576**
ALL OTHERS	**1**	**1**	**0**	**1**	**3**
BLANKS	**37**	**36**	**48**	**66**	**187**
TOTAL	**208**	**154**	**158**	**246**	**766**
PLANNING BOARD MEMBER					
5 YEARS VOTE FOR 1					
****MATTHEW A. ALLISON**	**160**	**112**	**107**	**172**	**551**
ALL OTHERS	**1**	**1**	**0**	**1**	**3**
BLANKS	**47**	**41**	**51**	**73**	**212**
TOTAL	**208**	**154**	**158**	**246**	**766**
HOUSING AUTHORITY MEMBER					
5 YEARS VOTE FOR 1					
****DALE PROULX**	**150**	**111**	**106**	**171**	**538**
ALL OTHERS	**1**	**1**	**0**	**1**	**3**
BLANKS	**57**	**42**	**52**	**74**	**225**
TOTAL	**208**	**154**	**158**	**246**	**766**

**** ELECTED**

Annual Town Election Continued May 17, 2025

DEBT EXCLUSION QUESTIONS:

QUESTION 1.- Ritter Building, Meeting House, New Town Hall

YES	49	36	30	59	**174**
NO	150	113	113	177	**553**
BLANK	9	5	15	10	**39**
TOTAL	**208**	**154**	**158**	**246**	**766**

QUESTION 2.- Marshall Park Improvements

YES	75	50	33	101	**259**
NO	124	99	108	138	**469**
BLANK	9	5	17	7	**38**
TOTAL	**208**	**154**	**158**	**246**	**766**

MISCELLANEOUS INFORMATION

2025 GROSS WAGES

ABRAHAM	DAVID	$64,696.14
ABREU	BRIANA	$2,658.75
ABREU	SKYE	$17,495.64
ADAMOWICZ	JOSEPH	$32,752.73
ADAMS	MARIE	$8,599.65
AHERN	EILEEN	$95,540.43
ALVES SANQUINTIN	KYARA	$975.00
ANDERSON	RUTH	$5,666.25
ANDERSON	MAX	$44,494.34
ANDREWS	SUSAN	$206.25
ANTHONY	KRISTIN	$89,286.74
ARCIPRETE	CARRIE	$26,197.17
ARNOLD	MEGHAN	$83,356.95
ARO	DEBRA	$72,136.49
ARSENAULT	JOSEPH	$6,838.14
ARSENAULT	BETH	$94,046.20
ATTORRI	HAILEE	$91,543.07
AUBREY	ANNE	$18,802.77
AUBUCHON-HOAGLUND	MARLENE	$32,275.62
AYALA	EZEQUIEL	$108,703.91
AYER	JESSICA	$108,055.48
BAIN	LEIGH	$5,079.60
BAIZ-NOGUE	JORGE	$5,356.62
BALBONI	MARABETH	$32,988.37
BALESTER	ANTHONY	$47,075.89
BALISH	PENELOPE	$1,622.88
BARNEY	SUZANNE	$7,290.97
BARONE	JUDITH	$31,948.70
BARRETT	ROBERT	$6,559.40
BARRY	SCOTT	$90,866.79
BARRY-GROVE	KATHRYN	$14,885.78
BARTLETT	DAVID	$187.50
BASTIEN	TARA	$102,559.17
BATALLAS	ALYSIA	$6,669.52
BEAUVAIS	MICHELE	$55,720.46
BELLIVEAU	JULIE	$100,503.29
BENOIT	MATTHEW	$534.35
BERGERON	JOANNE	$1,668.75
BERGERON	CHRISTOPHER	$122,523.02
BERNARD	WILLIAM	$122,704.96
BERTHET	MADDISON	$2,165.31
BERTONI	MEGAN	$93,253.44
BERTRAM	KELSEY	$24,420.59
BIENVENU	NICOLE	$91,259.21
BIERY	JOHN	$330.00
BIERY	JENNIFER	$95,153.52
BIGELOW	KEVIN	$51,743.31
BILLINGS	JAMES	$180.00
BLANCHETTE	ERIN	$93,159.12
LEGER	VICTORIA	$2,056.23
LEGER	RYAN	$51,595.39
LEHTO	EMILY	$16,530.85
LEKADITIS	CHRISTOS	$157,320.26
LEMARBRE	DANA	$30,030.12
LENOX	SAMANTHA	$67,412.50
LETARTE	WAYLON	$270.00
LETARTE	LAWRENCE	$570.00
LETARTE	FAITH	$2,440.00
LETARTE	GABRIELLE	$34,521.22
LIND	KIRSTEN	$16,408.51
LIZEK	MAURA	$112,416.65
LOPEZ	CORY	$63.48
LOR	EMILY	$8,984.33
LORENZEN	NADINE	$60,018.38
LOUGHLIN	SHANNON	$27,765.09
LUCEY	AMANDA	$25,010.28
LUCIER	SAMANTHA	$35,684.17
LUDTKE	STEVEN	$44,761.55
MABARDY	MITCHELL	$9,008.00
MACUGA	TIMOTHY	$90,466.12
MAHONEY	ERIN	$52,404.35
MAILLET	LISA	$36,465.24
MAKI	KATELYN	$4,517.18
MALLARI	MYLEEN	$106,021.33
MALLINSON	ERIN	$3,411.90
MALLOY	JONATHAN	$66,173.07
MANNINEN	JAXIN	$42,408.50
MANNONE	KENZIE	$14,350.91
MARABELLO	NATALIE	$42,762.72
MARABELLO	LYNN	$93,613.94
MARBLE	LILI	$2,828.13
MARCIAL ALLENDE	JOSE	$50,624.21
MARINO	MARY	$5,468.56
MARR	DANIELLE	$2,789.11
MARRAZZO	MATTHEW	$73,858.31
MARTIN	TRAVIUNTA	$2,963.00
MASCARI	MARIANNE	$7,967.35
MASON	MICHAEL	$2,298.00
MASSAK	JOHN	$8,879.28
MASTROTOTORO	ANDREA	$369.31
MATHIEU	JOSHUA	$101,337.26
MATOS	JUAN	$1,629.45
MATTSON	ANDREA	$5,918.80
MAY	DONNA	$176.25
MCALLISTER	ALICIA	$58,135.30
MCBRIDE	SHIRLEY	$3,360.00
MCCARTHY	JESSICA	$14,525.54
MCCARTHY	KARA	$47,158.88

BOLDUC	SHERYL	$693.75
BOLTON	ANDREW	$96,684.58
BONILLA	MARIACHRISTINA	$7,977.93
BOOKIS	DEBORAH	$132,325.49
BOONE	ELIZABETH	$1,813.05
BOONE	ALYSSA	$2,370.65
BOONE	STEVEN	$111,234.89
BORNEMAN	PENNEY	$69,685.84
BOURGEOIS	DANIEL	$7,937.69
BOURGEOIS	MELISSA	$69,453.11
BOWEN	RICHARD	$73,632.40
BOWSER	BRIONNA	$5,644.72
BOWSER	JARROD	$6,628.75
BOWSER	BARON	$45,630.30
BOYLE	JASON	$2,871.82
BRAGA	DELUMA	$6,454.40
BRAITHWAITE	MARIANNE	$26,229.79
BRENNAN	TONY	$6,822.34
BREWER	ALEXANDER	$13,448.33
BRITT	ROSEMARIE	$3,327.21
BROC	JONATHAN	$107,748.47
BROCHU	KAREN	$900.00
BRODEN	LAURENE	$59,698.25
BROOKS	LARISSA	$4,009.00
BROWN	VIOLA	$90,601.58
BUCHANAN	MELISSA	$101,967.03
BUCK	AUTUMN	$54,464.29
BUIWIT	HEATHER	$62,406.84
BURDEN	MADISON	$6,983.83
BURNHAM	KATHLEEN	$118,678.14
BURNS	BRADY	$613.68
BURNS	YANINA	$92,992.21
BURR	ANDREW	$54.80
BURSCH	MARK	$9,877.06
BYRNE	MICHAEL	$1,031.84
BYRNE	FRANK	$2,429.40
CAJKA	LYNDA	$113,446.47
CALL	SARAH	$30,158.01
CALLAHAN	JULIA	$96,424.44
CANFIELD	STACEY	$56,715.92
CANTATORE	ANDREW	$98,692.40
CANTIN	LISA	$49,501.89
CAPPUCCI	ANTHONY	$112,171.67
CARBONE	KRISTINA	$58,164.20
CARDONE	JOSEPH	$4,296.06
CARDOZO	JESUS	$1,692.48
CARON	DARLENE	$28,223.48
CARPENTER BOWEN	MONA	$36,622.66
CASE	GRIFFIN	$9,317.76
CATALINI	CHRISTINE	$31,563.05
MCCARTHY-GUILLETTE	PATRICIA	$88,652.42
MCCOLL	PATRICIA	$17,546.85
MCCUE	DENISE	$27,716.19
MCDONALD	LINDA	$423.75
MCDONNELL	DENNIS	$31,034.47
MCDONNELL	CASEY	$72,407.69
MCEVOY	JACOB	$85.00
MCGRATH	ROBERT	$114,344.98
MCGRAVEY	RANDALL	$6,825.00
MCGREGOR	SARAH	$53,167.17
MCGUIGAN	JAMES	$1,539.37
MCGUIRE	KATHLEEN	$78,906.37
MCKENNA	MICHAEL	$4,505.75
MCKENNA	KATHERINE	$23,355.85
MCKENNA	TIMOTHY	$67,930.86
MCNALLY	CASEY	$3,752.00
MCNAMARA	CHRISTOPHER	$39,080.45
MCNAMARA	ERIN	$99,859.24
MCNAMARA	BRADLEY	$120,426.54
MCSWEENEY	JAMES	$72,536.69
MELVIN	ALLISON	$30,342.62
MIKOUANYA	JHEOVANIE	$4,544.15
MILLER	JENNIFER	$100,680.82
MITCHELL	LISA	$2,457.00
MOBLEY	MELANIE	$107,825.40
MONAHAN	AMY	$31,227.21
MONSINI	KIMBERLY-ANNE	$30,827.54
MOORE	KIMBERLY	$24,119.96
MOORE	JAIME	$93,467.21
MORREALE	JOHN	$136,564.26
MORSE	STEPHEN	$3,652.81
MORSE	JENNIFER	$88,887.13
MORSE	JENNA	$91,731.48
MOTYKA	DANIEL	$21,013.07
MOURA	KIMBERLY	$1,200.00
MULONE	ALYSSA	$24,972.01
MUNROE	MATTHEW	$5,952.43
MUNROE	KAMERIN	$111,258.11
MURCHIE	NICOLE	$869.04
MURCHIE	SUSAN	$60,191.02
MURPHY	ALEXANDER	$4,764.00
MURRAY	NANCY	$100,220.46
MYERS	HAYLEE	$482.22
MYERS	THOMAS	$524.45
MYLLYKANGAS	PAMELA	$15,268.51
NANO	KIIRSTI	$30,371.51
NANO	ROBIN	$43,535.20
NEWCOMBE	NICOLE	$10,235.29
NIEVES	ARACELY	$3,662.18
NOLAN	MELISSA	$31,179.95

CAVACO	QUINN	$68,275.47
CELONA	DANIELLE	$105,274.57
CENEDELLA	NICOLE	$4,378.50
CHARTIER	PATRICIA	$2,103.75
CHARTRAND	BRIAN	$78,036.96
CIULLO	JONATHAN	$68,673.81
CLARKE	EMILY	$96,895.27
CLEMENT	ANGELA	$21,204.50
CLEMENT	KAITLIN	$30,668.63
COLE	VANESSA	$15,146.44
COLLYER	SAMANTHA	$48,255.37
COMEAU	KATHLEEN	$36,000.00
CONKLIN	CHRISTINA	$87,557.89
CONNERY	RHONDA	$110,230.56
CONROY	JONATHAN	$2,444.00
CONWAY	JOHN	$3,070.89
COONEY	GABRIELA	$8,308.19
COONEY	TINA	$60,417.97
COOPER	MASON	$59,787.18
COPPENRATH	KAITLYN	$400.00
CORDEIRO	KATHLEEN	$25,834.93
COREY	CASEY	$2,206.34
CORMIER	NORMAN	$59,114.96
CORMIER	MEREDITH	$105,273.88
CORMIER	BETHANN	$138,356.04
CORONELLA	OLIVIA	$4,421.20
COTONI	JENNIFER	$14,008.93
COURTEMANCHE	MICHAEL	$108,360.22
COUTURE	LARISSA	$8,111.67
COXALL	BRENT	$20,019.12
CRONIN	HEATHER	$2,600.00
CROWLEY	DEBORAH	$5,253.50
CUDDAHY	JAMIE	$2,349.10
DACOSTA	ROBERT	$2,179.46
DAIGLE	JENNIFER	$15,760.48
DALY	PAIGE	$5,688.67
DARMANIN	EVELYN	$3,900.33
DAVIS	JOSLYN	$26,418.68
DAVISON	CORA	$1,588.65
DAWSON	ZANE	$2,062.80
DEBETTENCOURT	KATE	$33,107.77
DEBONO	JULIE	$4,821.63
DEFALCO	MONICA	$600.00
DEFELICE	PAUL	$1,535.00
DEFELICE	CHRISTINE	$113,676.86
DELEO	AMY	$1,600.00
DELFELD	NEAL	$3,645.00
DELLASANTA	ERIK	$5,226.00
D'ENTREMONT	PHILLIP	$7,538.80
DEXTRAZE	JOHN	$6,008.77
DIAMANTOPOULOS	KRISTA	$96,737.31
DICKHAUT	SYDNEY	$14,838.84
NORMANDIN	LISA	$58,020.26
NOTARO	ALMA	$85,229.87
O'CONNELL	TIMOTHY	$338.56
O'CONNELL	LOGAN	$27,038.56
OKERMAN	GAIL	$94,558.52
OKSANISH	ELENA	$102,130.21
ORDWAY	EDWIN	$6,956.88
O'ROURKE	NANCY	$96,403.88
ORTEGA	JOEL	$163,842.14
ORTON-GIBSON	PORTIA	$1,536.45
OSUNA	ARIANA	$396.43
OUELLETTE	JESSICA	$12,430.33
OUELLETTE	JENNIFER	$28,395.81
PALMA	CHRISTA	$99,101.90
PALUMBO	JOHN	$63,782.12
PAOLILLI	LYDIA	$67,620.99
PASCIUTI	JENNIFER	$12,990.05
PASZKO	JANE	$716.48
PATTURELLI	CARL	$153.75
PEASE	SERENE	$2,185.95
PEDERSEN	DEVYN	$634.53
PELKEY	TYLER	$1,145.46
PENNEY	ANN	$7,399.64
PENTEDEMOS	GIANNA	$1,390.60
PEPOLI	BRITTANY	$86,763.66
PERRY	PATRICK	$2,635.00
PETERSEN	ELIZABETH	$78,479.18
PIERCE	JEREMY	$180.00
PIMENTEL	LYNETTE	$7,848.54
PINGSTERHAUS	CRAIG	$92,501.40
PLASSE	NOAH	$3,887.50
PLISKA	KATHLEEN	$176.25
POCHINI	JORDAN	$74,894.24
PORPORA	MARGARET	$79,483.55
POTVIN	TABITHA	$1,304.16
POULIN	VICKI	$8,826.75
POULIOT	MELANIE	$100,653.54
POWELL	CAILEY	$13,434.09
PRICE	SAMANTHA	$29,216.44
PROCTOR	BRIANA	$5,081.00
PROCTOR	PEGGY	$70,514.91
PROGIN	JOSEPH	$82,939.06
PUTNAM	MIKAYLA	$5,438.72
PUTNAM	MIRANDA	$69,013.42
QUEEN	ANNETTE	$46,783.66
QUINLIVAN	HEIDI	$94,085.86
QUINN	BRYANT	$983.04
RADFORD	LYNN	$101,649.56
RAFFAELE	AMY	$75,618.86
RANLEY	JANE	$3,200.81
RASH	KAREN	$6,321.00
RAST	PARMIDA	$5,758.33

DICONZA	ROBERT	$17,319.52
DIFRUSCIA	DEBORAH	$44,971.69
DIK	GREGORY	$42,353.60
DILLON	SCOTT	$116,016.10
DIONNE	JEFF	$91,819.43
DOHERTY	SUSAN	$30,141.96
DOHERTY	ALLISON	$56,715.91
DONELL	KATHERINE	$37,700.15
DONOVAN	MEGAN	$7,912.68
DOOLAN	KATIE	$818.90
DOROW	SOPHIA	$32,470.74
DOUCETTE	CANDIS	$22,341.71
DOWNEY	TIMOTHY	$1,299.63
DRAKE	JULIE	$26,290.57
DRAKE	CHELSEA	$68,085.64
DRIGGERS	AMY	$37,402.52
DUGGAN	AMANDA	$90,601.58
DUMONT	NICHOLETTE	$31,121.57
DUNLAP	KATHERINE	$18,208.00
DUPUIS	MAUREEN	$29,093.08
DUQUETTE	PAUL	$4,305.17
DURKEE	MICHELLE	$10,999.85
DUSEK	JAYNE	$40,872.13
DWYER	KAYLA	$13,854.84
ELKINS	MADELYN	$3,988.31
ELLERT	LUCINDA	$13,020.00
ESTABROOK	MICHAEL	$83,101.91
FARLEY	BRYAN	$2,298.00
FAVREAU	JACQUELYN	$90,438.38
FEBO	MADELINE	$3,300.00
FEMINO COTE	GINA	$95,153.52
FERNANDES	ANA-SOFIA	$71,792.61
FIELDS	ANDREW	$20,469.51
FITZWATER	AMBER	$15,142.70
FLAGG	AUSTIN	$99,655.24
FLANAGAN	BRIENNA	$21,152.35
FLINKSTROM	JASON	$11,879.12
FOREST	GRACE	$1,801.00
FORGUES	ELIN	$32,626.02
FORTIER	JENNIFER	$3,100.00
FORTUNA	JODI	$82,666.71
FOSTER	TIMOTHY	$32,352.25
FOWLER	XZACHEON	$2,991.08
FOYLE	MARY	$101,407.54
FRATONI	MARISSA	$3,800.00
FRATTURELLI	MICHAEL	$6,929.00
FRIEDMAN	MITCHEL	$105,777.55
FULLER	COURTNEY	$28,890.04
GAGNE	DONALD	$78,637.95
GAINES	NANCY	$80,023.62
GALE	MICHAEL	$6,859.68
GALLAGHER	DAVID	$13,701.97
REARDON	SUSAN	$107,063.98
REDDIN	PAUL	$45,316.35
REED	JESSE	$117,655.10
REFFITT	KAYLA	$3,879.78
REFRIGERI	LAURA	$83,546.88
REILLY	CHRISTOPHER	$42,944.00
REINHARDT	GLEN	$187.50
RESNICK	AMY	$96,891.31
RIBBLE	EMILY	$88,193.12
RICCI	SANDRA	$2,782.08
RICCI	JAMES	$2,833.43
RICHARD	MELISSA	$15,080.76
RIOS	JENNIFER	$87,840.55
RIZZUTI	ALANA	$20,785.23
ROACH	ROBIN	$510.00
ROBERTS	MICHAEL	$4,796.45
ROBICHAUD	AARON	$496.26
ROBINSON	BETH	$34,999.65
ROBINSON	KATE	$90,793.44
ROBUCCIO	ROBERT	$4,581.00
ROCK	JOSEPH	$4,764.00
RODER	KERRY LYNNE	$32,969.56
ROONEY	NICOLE	$85,752.78
ROSS	NICKOLAS	$31,386.02
ROWE	EVELYN	$63,903.35
ROWLEY	MADISON	$21,862.91
ROY	PAULINE	$50,073.81
RUSACK	JOSHUA	$93,253.44
RUSSELL	JESSICA	$22,895.88
RUSSELL	GAGE	$103,985.69
RUSSO	JOSEPH	$1,062.06
RUSSO	ANTHONY	$11,158.32
RUTH	CHRISTOPHER	$119,048.40
RYAN	RENEE	$56,330.89
SABBIO	AMY	$104,743.40
SANCHEZ-MORFIN	DANNY	$373.66
SANTRY	TIMOTHY	$141,296.70
SARANICH	CAROL	$91,073.12
SARFDE	KIMBERLY	$7,724.18
SAUER	ARABELLA	$18,284.58
SCHATIA	ELIZABETH	$76,110.81
SCHMIDT	PETER	$5,570.15
SCHNEPF	ANDREA	$52,718.64
SCHOFIELD	ELISE	$540.00
SCOTT	KELLY	$2,300.00
SEMINATORE	DANIEL	$14,012.83
SENESI	ANTHONY	$312.92
SHAPIRO	MICHAEL	$3,780.00
SHEA	LORI	$88,343.26
SHEASGREEN	TIMOTHY	$112,928.56
SHEEHY	SANDRA	$41,447.57
SHELDON	GEOFFREY	$101,498.45

GAMBERDELLA	CARL	$120,742.62
GARCIA	JENNIFER	$5,744.14
GARDNER	ANDREA	$87,943.12
GARRITY	CONNER	$1,300.04
GAUTHIER	JUSTIN	$1,506.63
GEARIN	DAWN	$123,083.42
GENTILELLA	JAMES	$58,059.39
GIBBONS	BRITTANY	$69,583.82
GILL-SAMMET	TOMMI	$300.00
GILSON	SUSAN	$87,356.23
GINGRAS	BRIAN	$113,239.76
GIULIANI	KARYN	$60,200.46
GLENNY	MATTHEW	$510.68
GLENNY	LEESA	$667.50
GOLDIN	CHRISTINA	$27,797.28
GOODE	LAURIAN	$34,246.81
GOODSELL	DEBRA	$83,747.87
GOTHIE	AMBER	$75,808.52
GOYNE	KRISTEN	$2,629.48
GREBINAR	DAWN	$92,540.58
GREEN	BRANDY	$2,463.00
GRIFFIN	ELLEN	$50,079.68
GUIMOND	DEREK	$81,621.96
GUINEE	CARLY	$85,310.02
GUINTO	CHARLOTTE	$97,809.90
GYLES	ERIN	$66,810.09
HALE	ASHLEY	$28,281.08
HALEY	JUDY	$457.50
HALL	JANE	$191.25
HALLIGAN	SAOIRSE	$7,518.48
HAMAN	MUIR	$93,395.20
HANNAH	MARK	$86,630.41
HANSCOM	JULIANNA	$167,601.77
HANSON	KATHLEEN	$21,313.81
HARMON	PAUL	$100,546.07
HARRINGTON	AMY	$85,752.78
HAUSLER	BRADFORD	$77,169.40
HAYES	SHAYNA	$1,086.75
HAYES	OLIVIA	$109,135.07
HAYNER	JAMES	$11,481.41
HAZELRIGG	JOHN	$20,898.49
HEALY	JEWEL	$389.04
HERRICK	KATHRYN	$80,506.95
HILL	JEFFREY	$54,707.40
HILL	ROBERT	$76,554.91
HILLMAN	KAELA	$3,082.00
HIMMELBERGER	KAITLYN	$36,381.05
HOAGLUND	SCOTT	$8,920.60
HOCHARD	JENNIFER	$86,571.28
HOFER	ELIZABETH	$8,987.37
HOLLERAN-FREEMAN	SHERRI	$23,443.78
HOLMAN	TODD	$85,239.18
SHEPHERD	AMY	$4,860.93
SHORT	ERIC	$112,148.56
SICARD	TRICIA	$29,340.73
SIELING	MARY	$103,122.57
SINISI	THOMAS	$3,938.90
SKREHOT	KRISTINA	$425.00
SLATTERY	KARA	$81,404.28
SMITH	LYNDSI	$34,529.74
SMITH	ALLAN	$53,941.13
SMITH	TAYLOR	$56,962.44
SMITH	MICHAEL	$95,488.44
SMITH	JENNY	$102,273.99
SNAPE	KIRSTEN	$45,990.95
SNYDER	OWEN	$4,463.35
SOMERS	SUSAN	$3,721.88
SONTAG	SONIA	$6,142.21
SPARE	MICHAEL	$9,162.00
SPECK	BRYAN	$90,601.58
SPINNEY	HEIDI	$74,685.84
SQUIER	CARLA	$119,025.40
ST JEAN	ZACHARY	$4,241.04
STACY	LARISA	$19,498.03
STAFFIERE	REBECCA	$29,402.49
STANEK	LYDIA	$4,435.68
STEVENS	CHRISTOPHER	$68,429.16
STEVENSON	WARREN	$108,513.48
STICKLOR	JAMES	$74,099.40
STILLMAN	CHERYL	$16,976.35
STOKES	LARA	$2,743.00
STRICKLAND	AMY	$27,306.41
SULLIVAN	SUSAN	$15,039.65
SULLIVAN	PATRICK	$120,565.39
SUNDBERG COELHO	JESSICA	$84,694.83
SUPPA	SUSIE	$23,578.95
TAPPLY	BRODY	$50,636.89
TATA	KAREN	$4,526.21
TATA	TONI	$48,121.45
TERENZINI	CARTER	$16,100.00
TERHO	JOHN	$37,592.66
TESSIER	LORI-ANN	$5,340.58
THEODOULOU	PAUL	$144,343.22
THERRIEN	NICOLE	$92,371.50
THIBEAU	JACQUELINE	$6,215.43
THIBODEAU	TYLER	$52,863.12
THIBODEAU	JEFFREY	$145,164.69
THOMPSON	MALLORY	$4,764.00
THOMPSON	HEATH	$12,097.26
THOMPSON	IVANA	$21,506.96
TIBBETTS	GEORGE	$113,704.14
TOALE	JOANN	$72,070.19
TOCCI	JOSHUA	$19,392.33
TOLEDO	ELIZABETH	$2,737.68

HUDSON	JULIE	$74,709.40
HUGHES	LINDSEY	$26,707.24
HURLEY	SEAN	$1,535.00
HURLEY	JENNIFER	$35,285.23
HYATT	RONALD	$12,553.60
HYATT	PETER	$13,192.88
HYATT	ALAN	$23,589.65
INFERRERA	KIMBERLY	$3,267.10
JACKSON	KENNEDY	$75,207.65
JAIME	HERLIN	$17,130.81
JOHNSON	AMY	$462.00
JOHNSON	SAMUEL	$3,249.45
JOHNSON	DANIEL	$15,411.48
JONES	CAROL	$13,432.27
JONES	KATHLEEN	$29,620.07
JONES	KENNETH	$142,083.96
JOSLIN	MORGAN	$18,317.93
KEMP	KAREN	$367.50
KEMP	GAIL	$20,759.28
KENNEY	SARA	$107,230.48
KERR	GRACE	$14,115.44
KILCOMMINS	PATRICIA	$93,253.44
KIMBALL	MOLLY	$2,958.35
KING	DAVID	$200.00
KING	MELANIE	$51,540.07
KLINGLER	THERESA	$35,464.42
KOSTECKI	KRISTIN	$23,610.34
KOZIOL	ABIGAIL	$1,417.80
KOZIOL	JOSHUA	$103,143.20
KOZLOSKI	SKYLER	$16,621.56
KRAFVE	RICHARD	$60,524.81
KYAJOHNIAN	STEVEN	$4,581.00
LABELLE	YOLANDA	$4,472.86
LABELLE	KATHERINE	$100,698.72
LACHANCE	JACOB	$85,918.67
LAFFOND	DEBRA	$51,047.90
LAFOUNTAINE	MANUEL	$22.28
LAMACHIA	MEAGHAN	$7,339.45
LANE	SHARON	$27,692.55
LANPHER	JACOB	$74,386.61
LANTIEGNE	KATHLEEN	$90,601.58
LARIVIERE	CHARLOTTE	$12,248.26
LAUNDREE	MARI	$213.52
LAVALLE	JOSEPH	$19,300.00
LAVENTURE	COURTNAY	$21,434.28
LAVERY	LISA	$71,202.81
LE	JILL	$2,072.70
LEBLANC	DANIELLE	$400.97
LEBLANC	CHAD	$7,707.00
LEBLANC	LISA	$106,769.23
LECLAIR	FELICIA	$21,383.95
TOUSIGNANT	KARMA	$121,880.74
TRAVERSO	JENNIFER	$38,656.35
TROCQUET	WALTER	$14,565.00
TSIAKALOS	ELENI	$21,164.95
TURCOTTE	TODD	$4,764.00
TURLEY	KAREN	$29,676.81
TYLER	WILLIAM	$1,026.00
ULF	MARY	$992.80
VALLEE	PAMELA	$109,734.64
VALLIERE	ANDREW	$62,552.64
VAUTOUR	NICOLE	$13,746.90
VENEZIA	ROBIN	$168.75
VERSOI	JAMES	$4,803.83
WAGNER	JOHN	$145,465.42
WAITE	ELIZABETH	$184.45
WALKER	DANIEL	$1,470.00
WALKER	JESSICA	$84,789.55
WALSH	KATELYN	$3,764.85
WALSH	ROBERT	$75,168.39
WARD	TANIA	$200.00
WARD	ENNIS	$26,649.41
WARREN	ROBIN	$96,031.48
WARREN-DYMENT	JENNIFER	$146,097.37
WASIUK	ALEXIS	$73,417.40
WASSO PUKAITE	ALEXIS	$105,667.17
WATSON	MATTHIAS	$266.90
WATSON	ELSA	$3,035.52
WAYNE	JARED	$14,296.19
WEAVER	BARBARA	$176.25
WEISS	ELIJAH	$22,045.66
WEISS	MEREDITH	$96,681.58
WELCH	JOHN	$79,533.62
WELLER	KAREN	$78,576.11
WELTON	MICHELLE	$36,575.03
WENTWORTH	PATRICIA	$51,673.54
WHIPPLE	CALVIN	$1,560.60
WHITE	BRIAN	$13,240.48
WILDER-LONG	JULIE	$1,816.68
WILLIAMS	GARY	$19,737.80
WILLIAMS	LINDA	$28,950.59
WILLIAMS	SHERRY	$32,652.11
WINTON	BRENNDEN	$3,297.00
WITHAM	HEATHER	$102,861.54
WITHERS	MICHELLE	$103,122.57
WOODS	NARCI	$60,495.23
YOUNG	MARY	$87,943.12
YOURK	TAMARA	$98,648.10
YVON	NORMAN	$115,984.64
ZIVOJINOVIC	COURTNEY	$4,073.00
ZIVOJINOVIC	DEBRA	$97,996.80
ZRATE	SEAN	$175,604.01

TOWN OFFICES	HOURS	PHONE#
(Please check the Town Website for any changes/updates to office /t ours or meetings.)		
ALL TOWN OFFICES, EXCEPT WHERE NOTED, ARE CLOSED ON FRIDAYS		
ACCOUNTING DEPT.	Mon./Wed. 8 AM - 4 PM Tues./Thurs.. 8 AM - 6 PM	978-582-4138/4139
ANIMAL CONTROL (Nashoba Valley Dispatch)		978-582-4531
ASSESSORS OFFICE	Mon./Wed. 8 AM - 4 PM Tues./Thurs. 8 AM - 6 PM	978-582-4145/4164
BOARD OF HEALTH	Mon./Wed. 8 AM - 3 PM Tues./Thurs.. 8 AM - 6 PM	978-582 4146 X 3
BUILDING DEPT./ ZONING ENFORCEMENT	Mon./Wed. 8 AM - 4 PM Tues./Thurs. 8 AM - 6 PM	978-582-4146 X 1
CEMETERY DEPT.	Mon. - Fri. 7 AM - 3 PM	978-582-4160 x7
CONSERVATION	Mon./ Wed 8 AM - 4 PM Tues./Thurs.. 8 AM - 6 PM	978-582-4146 x8
COUNCIL ON AGING/SENIOR CENTER	Mon. & Wed. 8 AM-7 PM Tues., Thurs. & Fri. 8 AM-4 PM,	978-582-4166
ELECTRICAL INSPECTOR	By Appointment	978-505-2461
FACILITES DIRECTOR	Mon.-Fri. 7 AM -3 PM	978-582-4146
LIBRARY	Mon. - Thurs. 10 AM - 8 PM Fri. 2-6 PM Sat. 10 AM - 2 PM	978 582-4140
PARKS COMMISSION	Mon.- Thurs. 9 AM - 3 PM	978-582-4146 x 2
PAYROLL & BENEFITS	Mon Wed. 8 AM - 4 PM Tues./Thurs. 8 AM - 6 PM	978-582-4134
PLANNING BOARD	Mon./Wed. 8 AM - 4 PM Tues./Thurs.. 8 AM - 6 PM	978-582-4146 x5
PLUMBING/GAS INSPECTOR	By Appointment	978-265-6540
PUBLIC ACCESS CABLE	By Appointment	617-763-3018
SELECT BOARD/TOWN MANAGER	Mon./Wed. 8 AM - 4 PM Tues./Thurs.. 8 AM - 6 PM	978 582-4144
ASST. TOWN MGR/HUMAN RESOURCES	Mon-Thurs 8 AM - 4PM	978 582-4130
PUBLIC SAFETY		
FIRE DEPT	**EMERGENCY DIAL 911**	978-582-4155
POLICE DEPT.	**EMERGENCY DIAL 911**	978 582-4531
PUBLIC WORKS	Monday-Friday 7 AM - 3 PM	978 582-4160
SEWER COMMISSION	Monday Friday 7 AM - 3 PM	978 582-4160 X 8
TOWN CLERK	Mon./Wed 8 AM - 4 PM Tues./Thurs. 8 AM - 1 PM; 3- 6 PM	978-582-4130/4131
TREASURER/ COLLECTOR OFFICE	Mon Wed. 8 AM - 4 PM Tues./Thurs. 8 AM - 6 PM	978-582-4133
VETERANS AFFAIRS AGENT	Thurs 9 AM - 12 PM	978-582-4176
WEIGHTS & MEASURES	By Appointment	978-582-8290
ZONING BOARD OF APPEALS	Mon./Wed. 8 AM - 4 PM Tues./Thurs. 8 AM - 6 PM	978-582-4143 x

TOWN OF LUNENBURG, MASSACHUSETTS

TRUST FUND COMMISSION – ANNUAL REPORT FOR FISCAL YEAR 2025

(Reporting period: July 1, 2024 – June 30, 2025)

INTRODUCTION

The Lunenburg Trust Fund Commission, established under Massachusetts General Law c.41 §45, submits this Annual Report for Fiscal Year 2025. This report is provided for inclusion in the Annual Town Report pursuant to M.G.L. c.40 §49.

COMMISSION MEMBERSHIP (FY 2025–2026)

John Bowen, Chair (elected May 17, 2025)

Richard Howard, Vice-Chair (elected May 17, 2025)

Vacancy – third seat remained open through most of the fiscal year.

OVERVIEW OF TRUST FUNDS

The Commission oversees donor-restricted municipal trust funds in coordination with the Town Treasurer. Funds are generally pooled for investment to promote stability, efficiency, and preservation of donor intent.

FINANCIAL SUMMARY FOR FY2025

All available FY25 financial data originates from the Town of Lunenburg Trust Funds quarterly report for the period ending March 31, 2025.

CATEGORY ENDING MARKET VALUES (3/31/2025)

• Miscellaneous Funds: $77,003.93

• GRAND TOTAL: $1,454,369.67

INTEREST INVESTMENT TOTALS (NET INCOME FOR FY25)

(Only available quarter for FY25: quarter ending 3/31/2025)

Miscellaneous Funds: $427.93

• TOTAL INTEREST INVESTMENT (FY25): $427.93

NAMED MISCELLANEOUS TRUST FUNDS – ENDING VALUES (3/31/2025)

• American Legion Poor: $12,489.53

• J & M Howard SDWLK / GRDS: $22,211.58

• Worthy Poor Income: $22,887.22

• Gazebo Restoration: $10,725.46

• Lunenburg Post #283: $8,690.14

QUARTERLY PERFORMANCE MATRIX (AVAILABLE QUARTER ONLY)

Only one quarter (ending 3/31/2025) was available for FY25.

COMMISSION ACTIVITIES FOR FY25

• June 26, 2025 – Organizational meeting; Bowen elected Chair; Howard elected Vice-Chair; bi-weekly schedule adopted.

INVESTMENT RANGE & PORTFOLIO COMPOSITION (FY25)

No FY25 portfolio holdings document was included; therefore, investment range data cannot be reported.

DISCLAIMER

This report includes all FY25 information available in the submitted documents. Future discovery of additional quarters or minutes should be appended as an addendum.

ACKNOWLEDGMENTS

The Commission thanks the Treasurer, Accountant, Town Manager, and donors supporting the Town’s dedicated trust funds.

Respectfully Submitted,

Lunenburg Trust Fund Commission

(Chair and Vice-Chair as seated during FY25)



Photo by Eric Vickery, Submitted during the Town Photo Contest