

2021



Annual Town Report

IN MEMORY of
John G. Saad Jr.
1944 - 2021

42 YEARS OF SERVICE TO THE TOWN OF OXFORD

VETERAN • LEADER • HUSBAND • FATHER • FRIEND



Many people will walk in and out of public service, but only true leaders leave lasting footprints in a community that will transcend generations. Selectman John Saad was one of those leaders who is irreplaceable in the hearts, minds and culture of Oxford.

We will all miss John's gentle charm, caring manner and strong advocacy for all things Oxford.

2021 ANNUAL TOWN REPORT

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<u>PRECINCTS</u>	<u>REGISTERED VOTERS</u>	<u>VOTING PLACES</u>	<u>GENERAL AREA</u>
1	2,543	A.M. Chaffee School	Southwest
2	2,420	Oxford Middle School	North
3	2,556	Oxford Middle School	Center
4	<u>2,405</u>	A.M. Chaffee School	Southeast
TOTAL	9,924		

GENERAL INFORMATION

<u>TAX RATE - FY2020</u>	<u>SIZE</u>	<u>ROAD MILEAGE</u>
\$ 16.53 per \$1,000	26.71 Square Miles	111.68
<u>LOCATION</u>	<u>ELEVATION</u>	<u>POPULATION</u>
14 miles South of Worcester 53 miles West of Boston 37 miles from Providence 165 miles from N.Y. City	510 Ft. above mean sea level at Town Hall	2021 Town Census 12,552

ZIP CODES

AUBURN	01501	DUDLEY	01571	NO. OXFORD	01537	WEBSTER	01570
CHARLTON	01507	OXFORD	01540	ROCHDALE	01542	SUTTON	01590

TOWN OF OXFORD PHONE NUMBERS

AMBULANCE SERVICE

Emergency from 987 phones	911
From all other phones.....	508-987-0156
Ambulance billing.....	508-987-6009
ANIMAL CONTROL.....	508-987-6047
BOARD OF APPEALS	508-987-6045 ext. 4
ASSESSOR.....	508-987-6036 ext. 3
BUILDING INSPECTOR	508-987-6045 ext. 4
CEMETERY SUPERINTENDENT	508-987-6006
COMMUNITY CENTER.....	508-987-6002
CONSERVATION COMMISSION	508-987-6044
COUNCIL ON AGING (SOCIAL CENTER).....	508-987-6000/6001
DPW.....	508-987-6006

FIRE DEPARTMENT

Emergency from 987 phones.....	911
Fire Headquarters.....	508-987-6012
North Oxford Fire Station.....	508-987-6015
GAS INSPECTOR.....	508-987-6045 ext. 4
BOARD OF HEALTH	508-987-6045 ext. 4
HOUSING AUTHORITY	508-987-5055
HUMAN RESOURCES	508-987-6038 ext.1028
LIBRARY	508-987-6003
PLANNING DEPARTMENT	508-987-6045 ext. 4
PLUMBING INSPECTOR.....	508-987-6045 ext. 4

POLICE DEPARTMENT

Emergency from 987 phones.....	911
From all other phones.....	508-987-0156
All other calls.....	508-987-0156
Hearing Impaired.....	508-987-3794

TOWN OF OXFORD PHONE NUMBERS CONTINUED

RECREATION COMMISSION	508-987-6002
SCHOOL DEPARTMENT	
A.M. Chaffee School	508-987-6057
Clara Barton School	508-987-6066
High School	508-987-6081
Guidance Office	508-987-6084
Middle School	508-987-6074
Special Education	508-987-6099
Superintendent of Schools	508-987-6050
SEALER OF WEIGHTS & MEASURES	508-987-6030 ext. 2
SEWERAGE INSPECTOR	508-987-6045 ext. 4
BOARD OF SELECTMEN	508-987-6027 ext. 6
TOWN ACCOUNTANT	508-987-6040 ext. 1019
TOWN CLERK	508-987-6032 ext. 1
TOWN COLLECTOR	508-987-6038 ext. 2
TOWN MANAGER	508-987-6030 ext. 8
TOWN TREASURER	508-987-6038 ext. 2
TREE WARDEN	508-987-6006
VETERAN'S SERVICES	508-987-6034 ext. 105
WIRING INSPECTOR	508-987-6045 ext. 4

FEDERAL AND STATE OFFICIALS

UNITED STATES SENATE

Senator Elizabeth A. Warren

309 Hart Senate Office Building
Washington, DC 20510
Tel. 202-224-4543
www.warren.senate.gov

2400 J.F.K. Federal Building
15 New Sudbury Street
Boston, MA 02203
Tel. 617-565-3170

1550 Main Street, Suite 406
Springfield, MA 01103
Tel. 413-788-2690

Senator Edward J. Markey

255 Dirksen Senate Office Bldg.
Washington, D.C. 20510
Tel. 202-224-2742
www.markey.senate.gov/contact

975 J.F.K. Federal Building
15 New Sudbury Street
Boston, MA 02203
Tel. 617-565-8519

1550 Main Street, 4th Floor
Springfield, MA 01103
Tel. 413-785-4610

SECOND CONGRESSIONAL DISTRICT

Congressman James P. McGovern
Cannon House Office Bldg., Room 408
Washington, DC 20515
Tel. 202-225-6101

12 East Worcester Street, Suite 1
Worcester, MA 01604
Tel. 508-831-7356



GOVERNOR

His Excellency Charlie Baker

State House, Rm. 280 Boston, MA 02133

Tel. 617-725-4005

888-870-7770

Constituent.services@state.ma.us

LIEUTENANT GOVERNOR

Her Excellency Karen Polito

State House, Rm. 280 Boston, MA 02133

Tel. 617-725-4005

888-870-7770

Constituent.services@state.ma.us

STATE SENATOR WORCESTER & NORFOLK DISTRICT

Senator Ryan C. Fattman

State House, Rm. 213A, Boston, MA 02133

Tel. 617-722-1420

Ryan.Fattman@masenate.gov

STATE REPRESENTATIVE SEVENTH WORCESTER DISTRICT

Representative Paul K. Frost

State House, Rm. 542, Boston, MA 02133

Tel. 617-722-2489

Paul.Frost@mahouse.gov

STATE REPRESENTATIVE EIGHTEENTH WORCESTER DISTRICT

Representative Joseph D. McKenna

State House, Rm. 33, Boston, MA 02133

Tel. 617-722-2060

joseph.mckenna@mahouse.gov



Town Officers

Elective Town Officials

BOARD of SELECTMEN - 3 years

Michael F. Daniels-Demers (2022)
Dennis E. Lamarche (2024)
Cheryll A. LeBlanc (2022)
Norman J. LeBlanc, Jr. (2023)
Meaghan E. Troiano (2023)

BOARD of LIBRARY TRUSTEES

- 3 years

John J. Bowes (2024)
Carole A. Steina (2022)
Harry Roger Williams, III (2023)

MODERATOR - 3 years

Russell C. Rheault (2023)

SCHOOL COMMITTEE - 3 years

Cory J. Burke (2023)
Molly Ann Cook (2024)
David P. Cornacchioli (2022)
September Gray Forbes (2023)
Palmina Elizabeth Griffin (2024)

SOUTHERN WORCESTER COUNTY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEE - 3 years

Oxford Members

David H. Grenier (2024)
Benjamin J. LaMountain (2023)

Auburn Members

Donald H. Erickson (2023)
Jack Haroian (2022)

Charlton Members

Donald J. Montville (2024)
Michael E. Tiberii (2023)

Dudley Members

Alfred Carl Reich, Jr. (2023)
Timothy M. Schur (2022)

North Brookfield Members

James N. Caldwell (2024)
Donald J. Gillette (2023)

Paxton Members

Peter M. Schur (2022)
Robert A. Wilby (2023)

Rutland Members

Joseph R. Becker (2022)

Anne Marie T. Pantos (2024)

Southbridge Members

Helen I. Lenti (2022)
John S. Pulawski (2024)

Spencer Members

Jesselyn Jane Gaucher (2022)
Robert L. Zukowski (2023)

Webster Members

Alfred E. Beland (2022)
Robert M. Trembley (2024)

OXFORD HOUSING AUTHORITY - 5 years

Karen Erickson (State Appointee)
Patricia Lee Ferdella – Until a successor is qualified
Arsenio Sousa Luz - Until a successor is qualified
Dale Mahota - Until a successor is qualified
Wayne Alfred McFarland - Until a successor is qualified

Appointive Town Officers

Appointments by the Town Moderator

CECELIA SMILENSKI/MILLETTE CHARITABLE TRUST II

Jennifer M. Callahan – Town Manager
John Barry Eul, Jr. – Finance Committee
Cheryll A. LeBlanc – Board of Selectmen
Katherine M. McKenna – Finance Director
Jean M. O'Reilly (2022)
Donna R. Stone (2022)

FINANCE COMMITTEE - 3 years

Corina L. Casey (2024)
John Barry Eul, Jr. (2023)
Amy E. Frick (2022)
Joan P. Mazeika (2022)
John E. McLaughlin (2023)
Mark W. Steina (2024)
Vacancy (2024)

Appointments by Board of Selectmen

***ANIMAL CONTROL
OFFICER/SLAUGHTERING/FIELD
DRIVER/POUND KEEPER*** - 1 year
Kathleen Flynn (2022)

***ASSISTANT ANIMAL CONTROL
OFFICER*** - 1 year
Edward J. Hart (2022)

***ASSISTANT INSPECTOR OF
WIRES*** – 1 year
Ronald C. Stevens (2022)

AUCTIONEER AGENT – Indefinite
Michelle A. Jenkins

BOARD of APPEALS – 5 years
Stephen P. Balcunas (2022)
Peter J. LaFlash (2026)
Thomas P. Purcell (2023)
David E. Silverman (2023)
Alfred Robert St. Germain (2024)
Associate Members – 3 years
Daniel R. Champagne, Jr. (2023)
Robert F. Keogh, Sr. (2023)

***CENTRAL MASSACHUSETTS
REGIONAL PLANNING COMMISSION
(CMRPC)***– 1 year
Kristine V. Bird (2022)

***CHARLES LARNED ENTERTAINMENT
FUND*** – 3 years
Jillian K. Patch (2023)
Joseph R. DePasquale (2024)
Nancy A. Maki (2023)

CONSTABLES – 3 years
Gregory J. Cofsy, (2024)
Richard M. Kneeland (2024)
Stephen Lapomardo (2024)
Ralph W. Miller (2024)
Michael C.G. Plante (2024)
John G. Puniskis (2024)

***DOWNTOWN BEAUTIFICATION
COMMITTEE*** – 1 year
Joel P. Masley (2022)
Juliana M. Masley (2022)
Cynthia E. Saad (2022)
Barbara C. West (2022)
Timothy P. West (2022)

INSPECTOR of WIRES – 1 year
Alfred Wayne Banfill (2022)

***MUNICIPAL LIAISON TO STATE
ETHICS COMMISSION*** - Indefinite
Michelle A. Jenkins

***MUNICIPAL LIAISON TO U.S. CENSUS
BUREAU*** - Indefinite
Michelle A. Jenkins

PARKING CLERK – 1 year
Jillian K. Patch (2022)

POLICE CHIEF – Indefinite
Anthony P. Saad

REGISTRAR OF VOTERS - 3 years
John H. Flattery (2022)
Carol J. Graves (2023)
Michelle A. Jenkins (ex-officio)
Vacancy (2024)

TOWN MANAGER – 5 years
Jennifer M. Callahan (2026)

***WELCOME TO OXFORD SIGN
COMMITTEE*** – 1 year
Glenn E. Krevosky (2022)

***WORCESTER REGIONAL TRANSIT
AUTHORITY*** – 1 year
Laura Beth Wilson (2022)

Appointments by the Town Manager

***ASSISTANT ACCOUNTANT/FUND
ACCOUNTANT - 3 years***
Patricia A. Arcure (2023)

ASSISTANT TOWN CLERK – 1 year
Thomas W. Sullivan (2022)

ASSISTANT TOWN MANAGER - 1 year
Jennifer Elizabeth Warren-Dyment (2022)

***ASSISTANT TREASURER/COLLECTOR
- 3 years***
Cheyenne Cusson (2024)

BOARD of ASSESSORS - 3 years
Garry F. Bates (2022)
Robert W. Fike (2024)
Christopher T. Pupka (2023)

BOARD of HEALTH - 3 years
Dina Jean Costa (2023)
David R. Escobar (2022)
Kerrie Ann Singer (2024)

BUILDING COMMISSIONER – 1 year
Patrick Stephen Dahlgren (2022)

CEMETERY COMMISSIONERS – 3 years
Jane E. Davis (2024)
Daniel John Viel (2023)
Claire D. Wilson (2022)

***COMMUNITY CENTER DIRECTOR –
Indefinite***
Shelley L. Lambert

***CONSERVATION COMMISSION -
3 years***
Paul J. Cunningham (2023)
Arthur Christian Firl, Jr. (2022)
Robert C. Manuel (2023)
Thomas J. O'Neill, Jr. (2024)
Albert Shahnarian (2022)
Edward J. Stuczko (2023)
J. William Zoldak (2024)

***COUNCIL ON AGING -
3 years***
Karen M. Erickson (2024)
Carole A. Fegreus (2022)
Robert W. Krasinskas (2024)
Carolyn M. Merson (2023)
Joyce A. Nilson (2022)
Jody Marie Williams (2022)
Rose M. Wing (2023)

***DEPARTMENT of PUBLIC WORKS
DIRECTOR/SUPERINTENDENT of
STREETS – 1 year***
Jared Martin Duval (2022)

***DIRECTOR of PLANNING &
ECONOMIC DEVELOPMENT - Indefinite***
Tony M. Sousa

***EXECUTIVE ASSISTANT TO THE
BOARD of SELECTMEN – 1 year***
Diane “Dee” Green (2022)

FENCE VIEWER – 1 year
Peter Gerhard (2022)

***FIRE CHIEF/EMS DIRECTOR -
Indefinite***
Laurent R. McDonald

HISTORICAL COMMISSION - 3 years
Terrence A. Cummings (2022)
Howard G. Holbrook (2023)
Jean M. O'Reilly (2024)
Carol A. Pytko (2023)
A. Russell Pytko (2022)
Richard A. Shumway (2024)
Emily F. Thomas (2023)

INSPECTOR of ANIMALS – 1 year
Kathleen Flynn (2023)
Edward J. Hart (2023)

***INSPECTOR of GAS PIPING and GAS
APPLIANCE in BUILDINGS – 1 year***
Paul D. Mazeika (2022)

**MASTER PLAN IMPLEMENTATION
COMMITTEE – 5 years**

Stephen C. Anderson (2026)
Gordon Cook (2026)
Paul J. Cunningham (2026)
John Barry Eul, Jr. (2026)
Norman J. LeBlanc, Jr. (2026)
Roger McCarthy (2026)
Jean M. O'Reilly (2026)

**MUNICIPAL HEARING OFFICER -
1 year**
Alfred Wayne Banfill (2024)

PERSONNEL BOARD - 3 years
S. Veronica Bachard (2024)
William A. Capers (2024)
Mary A. Perveiler (2023)
Rebecca A. Power (2024)
Vacancy (2022)

PLANNING BOARD - 5 years
Kristine V. Bird (2025)
Richard A. Escolas, Jr. (2026)
Craig P. Holmberg (2024)
Mark T. Lee (2024)
Roger L. McCarthy, Jr. (2023)
Matthew Einar Pearson (2022)
Jeffrey P. Stafford (2023)

RECORDS ACCESS OFFICER –
Indefinite
Michelle A. Jenkins

RECREATION COMMISSION - 5 years
Daniel P. Fitzpatrick (2024)
Gregory G. Gray (2024)
Eric E. Lambert (2022)
Joel P. Masley (2026)
Roger McCarthy (2025)
Wayne Alfred McFarland (2026)
Vacancy (2023)

SEALER of WEIGHTS and MEASURES –
1 year
Ronald William Valinski (2022)

SENIOR CENTER DIRECTOR –
Indefinite
Laura Beth Wilson

**SEXUAL HARASSMENT GREIVANCE
OFFICER – 1 year**
Joanne F. Frederick (2022)

SUPERINTENDENT of SEWERS – 1 year
Jared Martin Duval (2022)

SEWERAGE INSPECTOR – 1 year
Jared Martin Duval (2022)

**TOWN ACCOUNTANT/FINANCE
DIRECTOR – 3 years**
Katherine M. McKenna (2023)

TOWN ASSESSOR – 3 years
Christopher T. Pupka (2023)

TOWN COUNSEL – Indefinite
KP Law – Lauren F. Goldberg, Managing
Attorney

TREASURER/COLLECTOR – 3 years
Jillian K. Patch (2024)

**TREE WARDEN/SUPERINTENDENT of
INSECT CONTROL – 1 year**
Wayne F. Burlock (2022)

VETERANS' AGENT - 1 year
David S. Adams (2022)

<p><i>Appointments by the Town Manager and the Board of Selectmen</i></p>
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CULTURAL COUNCIL -
2 & 3 years
Sarah H. Champagne (2024)
Dana M. Esposito (2024)
Susan M. Grenier (2023)
David Carl Gustafson, Jr. (2024)
Deborah A. Horgan (2024)
Rebecca Lynn Ide (2024)
Debra Anne King (2022)
Robert W. Krasinskas (2023)

Nicole Mazzella (2024)
Patricia C. Rodier (2023)
Cynthia E. Saad (2024)
Laura Beth Wilson (2023)
Albert J. Zelle (2024)

DIRECTOR of LIBRARIES – Indefinite
Brittany S. McDougal Bialy

SUPERINTENDENT of SCHOOLS
Michael Lucas

COMMISSION on DISABILITY – 3 years
Verena E. Berthiaume (2024)
Carol Marie Kuzdzal (2023)
Debra B. LaMarche (2023)
Wayne Alfred McFarland (2022)
Meaghan E. Troiano (2024)
Kelly J. Twombly (2022)

***Dates are as of December 31, 2021

TOWN CLERK - Indefinite
Michelle A. Jenkins

<i>Appointments by the Board of Health</i>

BOARD OF HEALTH
AGENT/DIRECTOR OF PUBLIC
HEALTH – Indefinite
Rike M. Sterrett

BURIAL AGENT - Indefinite
Michelle A. Jenkins

INSPECTOR OF PLUMBING – 1 year
Paul D. Mazeika (2022)

<i>Miscellaneous Appointments</i>
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CONSERVATION AGENT – Indefinite
Judith A. Lochner

DIRECTOR of FACILITIES – Indefinite
Michael Lucas

HOUSING AUTHORITY – EXECUTIVE
DIRECTOR – Indefinite
Barry Nadon, Jr.

INSURANCE ADVISORY COMMITTEE
– Indefinite
Brianna Ajemian
Daniel James Ausmus
Angela Bernard
Scott M. Cheney
Dennis L. Fitzgibbons
Susan M. Grenier
Donna M. O'Halloran
Joann Somers

GENERAL GOVERNMENT

SELECTMEN

July 9, 2021, Oxford mourned long-time resident and Selectman, John G. Saad, Jr. John's legacy of service deserves to be the first item we write about in this annual report. John gave much of his time to the community he called home, the community he loved, and the residents for whom he deeply cared. John's dedication to Oxford shined in many ways, including, his response to resident's concerns and fairness he brought to his voting decisions. John was a man residents trusted to do the right thing because he showed that time and time again. Rest in Peace John, your legacy of service will not be forgotten.

2021 was a tumultuous year for the Board, but through it all, the work of the Board did not stop. There were times Board members felt discourse was preventing them from completing their tasks-at-hand. While those feelings were present, if one analyzed the votes of our meetings, the vast majority of the votes proved to be unanimous. In April, the Board voted to reduce the Quorum for Annual Town Meeting because of Covid-19 concerns keeping people away from gatherings. In May, the Board tried but failed to reorganize and June brought a vote to require meetings for all Town boards, committees and commissions to be held in person. The routine business of the Board continued throughout the year. In December, the Board unanimously appointed Michelle Jenkins as Oxford's Town Clerk. Welcome Michelle!

Members of the Policy Sub-committee were charged with reviewing current policy and drafting new policies to ensure the Board's policies address the current needs of the Town. In 2021, the sub-committee was ineffective in

reviewing and updating policies. It is the goal of the Chairman to review policies on a regular basis in the coming year as a full Board to identify out of date policies and to draft new policies, which will address the changing needs of the organization and the community as a whole. In 2021, several members of the Board participated jointly with members of the Planning Board in a 40B Webinar. The goal of this Webinar was to explain the 40B housing development process so that the Boards could better serve the town. It is a commitment of the Board to participate in more continuing education opportunities in the coming year.

The Board of Selectmen Office issued the following licenses in 2021.

License:	Fees:
Automatic Amusement	\$400
Class I	\$600
Class II	\$1,600
Class III	\$200
Common Victualler	\$1400
General Licenses	\$35
Liquor	\$24,630
Special Permit for Earth Removal	\$700
Misc. Permits (Outdoor Bus.)	\$70
Cable TV	\$1,607
Special Permit for Animals	\$650
Special Permit for Unregistered Vehicles	\$50
Sunday Entertainment	\$450
Weekday Entertainment	\$175
TOTAL	\$32535

The Oxford Board of Selectmen would like to thank all Town employees, Board, Committee and Commission members, local businesses, and residents for their contributions, which made

2021 a successful year in Oxford. The Board would like to specifically thank all Town employees who retired in 2021 and welcome the new members of our team who have filled these roles. We take great pride in the professionalism and dedication of all Town staff.

The Board of Selectmen wishes to thank all the residents of Oxford for their support and dedication to making Oxford a wonderful place

**Volunteerism is the voice of
the people put into action.
These actions shape and mold
the present into a future of
which we can all be proud.**

Helen Dyer

to live. The Board encourages all residents to participate in your Town Government and to exercise your right to vote. It is truly the contributions of volunteers that help keep our Town moving forward. If you are interested in joining a Board or Committee, please submit a volunteer form that can be found in the rear of this Town Report or on the Town website.

*Respectfully Submitted,
Michael F. Daniels,
Board of Selectmen, Chairman*

TOWN MANAGER

As the entire world settled into the “new normal” in 2021 following the outbreak of the COVID-19 pandemic, the Town of Oxford also saw a shift to the “new normal” of running a forty-plus million-dollar municipal operation. This meant a return to focusing on the strategic goals and objectives laid out by Management and the many Boards, Committees and Commissions in Town as well as continuing to respond to the short and long-term effects of the pandemic.

Since becoming your Town Manager in 2018, I have worked actively alongside staff members to pursue one-time revenue sources such as grants, legislative earmarks and beneficial financial agreements. Obtaining grants allows the Town to tackle a multitude of projects outside of the operating budget, which positively impacts our taxpayers. With a clearer understanding of the impacts of COVID-19, we were able to again aggressively pursue such grant funding.

The Fiscal Year 2022 operational and capital budgets (effective July 1, 2021) focused on an aggressive schedule to address a backlog of infrastructure repair, deferred maintenance and replacement. In the past, Oxford had not adhered to a Five Year Capital Plan, which targeted essential improvements to roads, bridges, buildings and equipment. Adhering to a five-year plan allows the Town to stagger capital projects over a number of years based on prioritization factors. Such a plan also highlights the necessary investments needed to best maintain expensive and often technologically complex equipment. Making timely repairs and phasing in system replacements allows the Town to maximize the life expectancy of its existing infrastructure, before it breaks completely, which always proves to be far more costly to address. Increased Free Cash (built by using best financial practices and conservative measures), coupled with grant funding, allowed the Town to tackle a significant amount of capital projects in 2021.

The members of our Fire/EMS Department as well as Police Department were arguably most impacted by the pandemic. While many Departments returned to business as usual, these individuals continued to treat and transport emergency cases. They selflessly worked many long hours to ensure the community as a whole remained protected. Public safety is the cornerstone of any municipal operation. In 2021 negotiations of both the Police and Fire/EMS Unions, new Collective Bargaining Agreements

were completed. Additionally, administrative hours were restored following COVID-related reductions and the Fire/EMS Department saw a significant departmental reorganization as well as increased paramedic training.

The Town also experienced several significant transitions in personnel in 2021. As some personnel retired, other individuals joined our municipal operations. New positions were created, while others were reorganized. In certain Departments where there had been COVID-related reductions, hours were restored. Like any large-scale organization, the Town continually adapts to the changing needs of both the community and operations.

Arguably, one of the most significant events of 2021 was the passing of long-serving Selectman, John G. Saad. John was a steadfast advocate for all things Oxford and was instrumental in nearly every major decision of the Town. I will forever remember John's steady hand of leadership, his well-thought-out advice and mentorship, his institutional knowledge, but most importantly; his friendship. He loved Oxford with all his heart and is truly irreplaceable. John- you are greatly missed!

The remainder of this report will explain some of the major highlights of 2021 as follows:

COVID Pandemic

COVID-19 continued to have an effect on operations in 2021, despite a greater understanding of the virus. While it may be difficult to imagine, at the start of the New Year, nearly 100% of residents had yet to receive their first dose of any coronavirus vaccine, as vaccinations in the United States had only begun on December 14, 2020. By January 11th, our First Responders were eligible to receive the first dose of a vaccine. By February, the Town began hosting its own vaccination clinics in partnership with Webster Medical Center. I am proud of our

employee and town volunteer efforts, along with the Clinic's staff support, which resulted in the Town of Oxford providing enhanced early protection to over 276 seniors by administering two vaccine doses to our seniors a month apart.

We also saw a return of students back into classrooms in a phased manner in 2021 with students returning for full in-person learning in the month of April. In a similar fashion, Town Hall phased out the use of the customer service window for residents and fully reopened to the public in May. Also in May, the much-cherished Memorial Day parade resumed.

Both the Federal and State governments provided additional funding in 2021 to help boost recovery efforts. The American Rescue Plan Act (ARPA) of 2021, a \$350 billion relief package, became law on March 11, 2021. Although this bill was signed into law in 2021, the United States treasury did not issue its final rule until early 2022. The final rule codified how this funding could be spent by recipients. The Town will have until 2024 to spend the funds. Oxford's Finance Director, Katie McKenna and I spent many hours watching webinars and talking to our colleagues about this important funding tool. In order to help the broader region understand ARPA and other Federal economic recovery efforts, I assisted the Central Massachusetts Regional Planning Commission with organizing a legislative affairs forum. It was an honor for me to moderate this timely forum with House Ways & Means Chairman Congressman Richard Neal and the Chairman of the Committee on House Rules, Congressman Jim McGovern. Locally, State Representative Joseph McKenna was able to obtain a \$50,000 earmark for the North Fire Station roof project within a State bill known as "An Act Relative to Immediate COVID-19 Recovery Needs".

The pandemic continued to have an impact on voting and Town Meeting. Mail in voting was

extended to avoid crowding at the polls. The Annual Town Meeting was again held in the High School gymnasium to allow for enhanced social distancing. However, by the Fall Town Meeting, local case counts had significantly fallen allowing for a safe return to the High School auditorium.

Throughout the year, our Public Health nurses continued to monitor cases and assist those needing services. By the summer of 2021, cases had finally fallen to zero. However, soon after cases again rose to 38 per week. The highest case counts came following end of year gatherings with 90 cases per week reported in December. Also in December, the State identified Oxford as one of the 102 high-need communities and the Town received 2,070 test kits. The goal of the test kit distribution program was to increase access for individuals and families facing financial hardship. Test kit distribution to income-eligible residents began in December.

GRANTS

Those who have watched Board of Selectmen meetings over the last few years or read the Onward Oxford newsletters are aware I oversee a team approach in avidly pursuing grant project funding for the Town of Oxford. Grants as a one-time time funding source allow the Town to accomplish projects, either in part or in totality, outside of the levy. Grant funding also allows the Town to pursue projects that would otherwise not be a funding priority in a given year. Since becoming Town Manager, I have worked hand-in-hand to identify and successfully apply these new funding sources. This past year, we were able to complete the work on projects that had received grant funding in 2020 as well as obtain significant new grant awards.

Our restoration efforts on all of the Town's Military Monuments were also completed under the Mass Historic Commission's SHRAB grant obtained in 2020. With this important funding,

the bronze eagle plaque on the crumbling World War I Monument was removed and professionally refurbished. It was set in place on an enormous new granite monolith and base. Despite Covid-related supply chain delays, the entire monument was installed by a crane on a new concrete foundation just in time for Veterans Day! Additionally, a new Spanish-American war monument was erected at Joslin Park and the Vietnam and World War II monuments were restored.

There was significant DPW-related grant activity in 2021. The Town obtained \$400K in funding under MassDOT's Shared Winter Streets and Spaces grant to improve pedestrian safety on Main Street. With this grant, existing crosswalks were enhanced with rectangular rapid flashing beacons as well as new pedestrian refuge islands. MassDOT considered this a priority due to several tragic pedestrian fatalities and other accidents involving pedestrians. Utilizing grant funding from the Green Communities program, the Town upgraded from low efficiency lighting to LED lighting at the Senior Center, Library, and both Fire Stations. Scaffolding from the Library was removed in the spring as work concluded on the significant envelope repairs resulting from a previous grant under the Massachusetts Preservations Project Fund. Through the Executive Office of Energy and Environmental Affairs, \$55,275 was obtained for planning and design of the McKinstry Pond Dam. Presently, the dam is considered to be in poor condition and is structurally deficient. In 2021, the Town also received funding from the Complete Streets grant program to update and develop a new Tier II Prioritization Plan. The award was for \$37,000 and will make the Town eligible for future Tier III program improvements funding, which could be upwards of \$400K. Writing a grant with our Tree Warden, Wayne Burlock, we were able to secure \$7,000 through the Department of Conservation and Recreation's Urban and

Community Forestry Challenge Grant for our new Trees for Trees Program to replace high hazard trees with young, healthy trees. Lastly, the Stanton Foundation, which had previously provided significant funding to build the Oxford dog park, provided an additional \$9,203 to install security cameras at the park.

Our Public Safety Divisions also actively pursued funding in 2021. The Oxford Police Department obtained \$47,588 through the Community Compact IT grant program to update the Dispatch Consoles. Dispatch was also supported by \$33,323 in funding through the State's Enhanced 911 Training Grant program. The Police Department also received \$19,200 in funding for new bulletproof vests and funding through the District Attorney's Office for Operation Graduation. The Oxford Fire Department received \$14,998 in funding through the State Department of Fire Services, which coupled with donations, allowed for the purchase of cardio-fitness equipment for both stations.

Through a Community Compact Grant obtained in 2020, the Town completed its first comprehensive Financial Policies and Procedures as well as a GFOA budget document. The Town was awarded its first "Distinguished Budget Award" in November, which recognized the Town's best budgeting practices and budgetary transparency. Grant applications kept Oxford's Town Planner, Tony Sousa, busy in 2021 as well. Mr. Sousa obtained a Local Rapid Recovery Technical Assistance Grant allowing Oxford small businesses COVID-19 recovery, particularly in the areas of developing an online presence, curbside pickup, marketing and promotion, and façade improvements. He successfully obtained \$30,000 to update the Town's Open Space Recreation Plan (OSRP), which had expired in 2017. Once completed, the Town will become eligible for future funding of major parks, recreation, and conservation projects. Lastly, he obtained a \$20,000

Brownfields grant to complete a Phase I Environmental Assessment at the blighted Moscoffian Property on Old Webster Road and to identify any contaminants onsite.

CAPITAL PROJECTS

In addition to the capital projects that were targeted through grant funding, the Town tackled a multitude of additional significant capital projects and purchases. The long-awaited construction of the Sacarrappa Road Culvert replacement project was completed in December and the bridge was reopened to traffic in December. I thank the DPW for their diligence in seeing the project through and to the local residents for their patience and understanding of the complexity of this project. The most significant capital purchase in 2021 was the Squad 1 vehicle. The Fire Department took possession of this new rescue/pumper, which replaced two vehicles that had reached the end of their useful service life in November. Work resumed on a feasibility study for the Oxford Community Center in the spring. With an appropriation from a previous Town Meeting, the Town issued a Request for Proposals for a needs assessment, market analysis, operational costs analysis, facility assessment and concept design for the outdated building. In July, the Town selected the firm Berry Dunn to complete conduct the study and work was active on the project throughout the remainder of the year.

The year was not complete without several unanticipated capital items. Due to unusually heavy rains, Industrial Park West and Prospect Street saw significant culvert failures costing upwards of \$60K to repair. These weather related events, show the impact of climate change and demonstrate the importance of the Town in participating in the Municipal Vulnerability Preparedness Program. Through Town Meeting, funds had been appropriated to demolish Joslin Annex. Joslin Annex is the vacant building

located behind the Oxford Community Center, which has reached the end of its useful life. Prior to demolition, a hazardous materials assessment was completed which showed significant asbestos remediation would be required. With the feasibility study for the Community Center ongoing, the decision was made to hold off on demolishing the annex to see if the foundation of the building could be repurposed. If so, this will reduce the demolition-related abatement costs of the old Annex building.

Residents may have noticed a multitude of projects ongoing in downtown Oxford. A major goal of the 2017 Oxford Master Plan is to enhance Oxford Center. Specifically, the plan states “Oxford intends to seek ways to reinvigorate the downtown area and create a vibrant town center with a strong ‘sense of place’.” Two capital projects that help fulfil the goal of the Master Plan are the new accessible ramp at the bandstand in Joslin Park and the Town Hall electronic communications message board. Joslin Park and the bandstand should be a place all residents can equally enjoy. For this reason, I advocated the bandstand ramp should receive funding through the Cecelia J. Smolenski Millette Charitable Trust. As Manager, I also recognize the importance of communicating to residents utilizing a multitude of media outlets, which is why I sought and received \$30k in grant funding for the new Town Hall message board. Previously, the Town had a hand-marquee style board, which allowed for one to two announcements at a time. With the new message board, we are able to provide residents with many more communications. Despite, this modern technology, it was important that we replicated the historic architecture of the Town Hall with this sign structure. I feel we have accomplished just this with the roof design of the message board’s housing unit, wrought iron work and the fleur de lis embellishments that pay homage to Oxford’s Huguenot settlers.

PUBLIC SAFETY

As I attend events throughout the community, I often hear compliments from residents about the appreciation and respect they have for the members of our Fire/EMS and Police Departments. Additionally, their praises are sung at nearly every Board of Selectmen meeting. It is my privilege to work with such dedicated and selfless public servants.

In 2021, two Collective Bargaining Agreements (CBA) with the public safety unions were negotiated and ratified. The CBA with International Association of Firefighters, Local 4634 was ratified in January and runs through June 30, 2023. In June, the CBA with the Oxford Police Officers Association, which runs through June 30, 2024, was ratified. I thank the negotiating team from both bargaining units for working cooperatively to achieve mutually beneficial agreements.

Additional accomplishments for the Police Department included Officer Dan Ausmus being recognized as “First Responder of the Year” by the Central MA EMS Corp (Region II). Officer Ausmus was nominated by Chief Laurent McDonald for his efforts to care for a pediatric patient at a fire scene. In August, the Department was joined by K-9 Zax. K-9 Zax and Officer Ryan Kasik completed 20 weeks of training at K-9 Academy. We look forward to the invaluable service that K-9 Zax will provide the Town.

In addition to the much anticipated arrival of Squad 1, the Fire/EMS Department also several notable highlights in 2021. In February, the position of Assistant Chief was eliminated and a second Deputy Chief position was created. Prior to this change, the management structure of the Department was relatively flat. By creating two Deputy Chiefs, each station gained a dedicated Deputy and duties were clearly defined. I was pleased to appoint Kenneth “Ken” Sellers to the

role of Deputy Chief. Together with Chief McDonald and Deputy Chief Belanger, Oxford has a more streamlined management structure. The Department also launched the Emergency 911 Address Sign Project. This important public safety program provides highly visible, reflective address markers at a small cost to residents. If you have not had a chance to purchase one of these signs, be sure to visit the Oxford Fire/EMS Department website for more information! On a more somber note, the Department recognized the 20th anniversary of the September 11th terrorist attack. Of the 2,977 victims of the day, 412 were emergency responders- including 343 firefighters. We must never forget the sacrifices that our public safety personnel make each and every day.

OTHER HIGHLIGHTS OF 2021

- The Town of Oxford partnered with Massachusetts Office of Dam Safety to participate in a pilot program for abandoned, hazardous dams. Lowes Pond Dam was one of the six abandoned dams selected statewide for this pilot program. By June 75% of the design improvements had been completed and the project transitioned into the permitting phase. A community meeting for area residents was organized by my office and the DPW Director and held in September to answer questions about the project and was attended by 75 residents. This will be an over \$2M grant project funded by the Office of Dam Safety!
- In May, the Town held a very successful public auction for properties obtained through tax title foreclosure. In total, six properties were sold for the sum of \$650,000. This effectively brought these properties back onto the tax rolls.
- The local cannabis market had some notable events in 2021 with the Town executing a Host Community Agreement with BVO, LLC for its first cultivation

facility and HAVN Extracts, Oxford's first cannabis manufacturer, finally commencing operations. Additionally, the Town had several partnerships with Curaleaf this year. This included a fuel assistance program and an Oxford employee appreciation event to recognize all of our essential workers after a very challenging pandemic year.

- DPW members Laurie Massoni and Matt Krupsky took home 2nd place in a tandem axle competition at the National American Public Works Association. The pair were able to compete in nationals after an Oxford team took first place at the regional competition.
- Oxford resident, Terry Cummings was honored with the 2021 Annual Service Award from the Central Massachusetts Planning Commission.
- As part of an improved communications initiative, the "Onward Oxford" Town newsletter was launched in the fall. The newsletter is now available online and in print.
- As part of the strategic goal to create a thriving Downtown, "Movies on Main" resumed in the summer of 2021 and five free movies were shown on Joslin Park.
- The Veterans Day luncheon also resumed in 2021. We recognized the service contributions of and hosted lunch for over 160 Veterans on November 10th. We were honored to have Lieutenant Governor Karyn Polito and State Representative Joseph McKenna participate in the luncheon.
- In October, the High School field was dedicated to Commander Michael J. Masley Jr. who began the NJROTC program in Oxford.
- Hearing the calls for roadway repair, a \$5M debt exclusion was passed at Town Meeting. Resident forums were held to explain the proposal, which unfortunately, did not pass at the ballot box.

- In December, the Town received a BioReady distinction through the Massachusetts Biotechnology Council, flagging Oxford as a Town that is prepared to welcome biotech-related business.

To the residents of Oxford, please know it is a distinct honor and privilege to serve as your Town Manager. I thank each and everyone one of you for the individual contributions you make to this great community. Additionally, I extend my continued gratitude to the exemplary employees of Oxford. Each day, I am impressed with their dedication to public service. Lastly, and certainly not least, I thank all of the volunteer members of Oxford's Boards, Committees, and Commissions. Although not always easy, the work you do on behalf of the community as a whole is highly valued, essential and helps to improve the quality of life here in our beloved town.

As always, Onward Oxford!

PERSONNEL BOARD

The Personnel Board was organized as follows for the 2021 calendar year:

- S. Veronica Bachand, Chair
- Rebecca A. Power, Vice Chair
- William R. Capers, Member
- Vacancy
- Vacancy
- On October 18, 2021, Ms. Mary Perveiler resigned from the Personnel board due to moving out of Oxford.
- We are currently looking for two new members for the Board.

In November of 2021, the Personnel Board voted to approve a 3% increase for the FY22 Town of Oxford pay plan, which was presented by the Finance Director, Katie McKenna and the Town Manager, Jennifer Callahan.

In November of 2021, the Personnel Board held a meeting to review the following items: practices:

- Presented by Ms. Frederick- Approval of the job description for the new position of Director of Public Health services and placing that position at a Level 19 on the Town Pay Plan grid.
- Presented by Ms. Frederick- Approval of the job description for the new position of Media Production Coordinator and placing that position at a Level 15 on the Town Pay Plan grid.
- Presented by Ms. Frederick- Approval of the job description for the new position of Production Assistant-Videographer-Camera Technician and placing that position at a Level 12 on the Town Pay Plan grid.
- Presented by Ms. Frederick- Approval of the job description for the new position of Cataloging & Technology Librarian Technician placing that position at a Level 10 on the Town Pay Plan grid.
- Presented by Ms. Frederick- Approval of the job description for the new position of Assistant Town Manager and placing that position at a Level 19 on the Town Pay Plan grid.

The Personnel Board will continue to provide guidance, oversight and support to Town Management in reviewing and implementing changes. The Personnel Board would thank the Board of Selectmen, Town Manager, and townspeople for their continued support.

*Respectfully submitted,
S. Veronica Bachand, Chairman*

BOARD OF ASSESSORS

The Board of Assessors was organized for the calendar year 2021 as follows:

Christopher T. Pupka, Chairman - Full-time
Robert Fike, Member - Part-time
Garry Bates, Member - Part-time

The Assessor's Office is charged with determining the value of real and personal property and is committed to ensuring that all classes of property are valued fairly and assessed equitably. The Assessor's Office processes abatements and exemptions on real and personal property tax bills and motor vehicle excise tax bills; conducts cyclical and building permit visits to real property; updates ownership of real property with information supplied by the Worcester County Registry of Deeds; processes plans and corrections to update Assessor's maps; oversees implementation of agricultural, forest and recreational land classifications; certifies abutters lists and prepares business lists; researches property ownership and assists other Town Departments in the performance of their duties. The office staff, with the assistance of a private appraisal vendor who specializes in personal property valuation, is dedicated to providing the highest quality of service to the citizens, property owners and businesses of Oxford. The Town also utilizes a mapping company to annually update GIS and hard copies of the Assessor's maps, with data submitted by the Assessor's Office.

The Assessor's Office was not immune to the world changing circumstances brought upon by the coronavirus pandemic during 2020, which unfortunately continued well into 2021. The Assessing staff provides services to our residents and businesses, such as preparing abutters lists; processing abatement applications for real estate, personal property and motor vehicle; processing exemptions for qualified seniors and veterans, and assisting customers in general via phone, e-mail, and in person at our office on the first floor of the Town Hall.

The annual classification hearing to determine the percentage of tax to be borne by each class of property for fiscal year 2021 was held November 10, 2020. The hearing was held remotely via zoom pursuant to Governor Baker's order, which remained in effect. The second half fiscal year 2021 tax bills were issued on December 31, 2020.

The numbers and amounts of statutory exemptions that were approved for FY 2021 were as follows:

Clause 41C (Senior)	33	\$	24,146.11
Clause 17D(Surviving Spouse)	18	\$	4,375.00
Clause 22 (Veteran)	75	\$	43,977.42
Clause 22B (Veteran)	1	\$	1,875.00
Clause 22D (Veteran)	9	\$	34,296.45
Clause 22E (Veteran)	35	\$	51,217.21
Clause 22F (Veteran)	1	\$	4,392.02
Clause 37 (Blind)			
	<u>5</u>	<u>\$</u>	<u>3,062.50</u>
Total	177	\$	167,341.71

The number and amounts of real estate, personal property and motor vehicle excise tax abatements that were approved and processed during 2021 were as follows:

FY2021 Personal Property	3	\$	3,170.48
FY2021 Real Estate	<u>15</u>	<u>\$</u>	<u>21,938.63</u>
Total	18	\$	25,109.11

Motor Vehicle Excise Tax Abatements:

2021	234	\$	27,258.85
2020	159	\$	14,223.13
2019	<u>7</u>	<u>\$</u>	<u>598.03</u>
Total	400	\$	42,080.01

The annual classification hearing before the Board of Selectmen for FY2022 to determine whether to continue with a single tax rate for all classes of real and personal property was November 9, 2021. FY2022 final tax bills were issued for January 1, 2022.

The numbers and amounts of statutory exemptions that were approved for FY 2022 during calendar year 2021 were as follows:

Clause 41C(Senior)	23	\$	16,074.28
Clause 17D(Surviving Spouse)	10	\$	2,462.94
Clause 22 (Veteran)	52	\$	30,275.64
Clause 22B(Veteran)	1	\$	1,875.00
Clause 22D(Veteran)	7	\$	28,549.88
Clause 22E(Veteran)	36	\$	51,205.11
Clause 22F(Veteran)	1	\$	4,505.41
Clause (Blind)	<u>2</u>	<u>\$</u>	<u>1,312.50</u>
Total	132	\$	136,260.76

The Board of Assessors and the staff in the Assessor's Office wish to thank all of our fellow Town employees, the residents and businesses of the Town of Oxford for their continued support and cooperation. As we close out the final chapter of 2021, the members of the Assessor's Office and the Board of Assessors wish all of the citizens and businesses of Oxford a brighter, happier and healthier New Year!

*Respectfully submitted,
Christopher T. Pupka
Principal Assessor, Board of Assessors*

OXFORD ACCOUNTANT REPORT

Balance Sheet - Government Fund Types as of June 30, 2021

	General	Special Revenue	Capital Projects
<u>ASSETS</u>			
Cash and cash equivalents	10,237,805.62	6,398,431.02	858,486.87
Receivables:			
Personal property taxes	6,716.42		
Real estate taxes	243,725.91		
Allowance for abatements and exemptions	(1,268,157.51)		
Tax liens	1,095,876.86		
Motor vehicle excise	438,418.15		
Departmental	68,297.20		
Due from other governments	808,808.00		
Other receivables		521,306.94	
Foreclosures/Possessions	124,417.62		
TOTAL ASSETS	\$ 11,755,908.27	\$ 6,919,737.96	\$ 858,486.87
<u>LIABILITIES AND FUND EQUITY</u>			
Liabilities:			
Accrued payroll	312,336.64		
Abandoned Property and unclaimed	39,262.93		
Other liabilities	527,811.63		
Deferred revenue:			
Real and personal property taxes	(1,017,715.18)		
Tax liens	1,095,876.86		
Foreclosures/Possessions	124,417.62		
Motor vehicle excise	438,418.15		
Departmental	68,297.20		
Due from other governments	808,808.00		
Other receivables		521,306.94	
Notes payable			2,037,000.00
TOTAL LIABILITIES	\$ 2,397,513.85	\$ 521,306.94	\$ 2,037,000.00
Fund Equity:			
Reserved for encumbrances	482,233.90		
Reserved for continuing appropriations	1,978,920.57		
Reserved for expenditures	2,150,000.00		
Undesignated fund balance	4,747,239.95	6,398,431.02	(1,178,513.13)
TOTAL FUND EQUITY	\$ 9,358,394.42	\$ 6,398,431.02	\$ (1,178,513.13)
Total Liabilities and Fund Equity	\$ 11,755,908.27	\$ 6,919,737.96	\$ 858,486.87

**Balance Sheet - Proprietary & Fiduciary Fund Types
as of June 30, 2021**

	Proprietary Fund Types	Fiduciary Fund Types	
	Enterprise	Trust and Agency	Long-term Debt
<u>ASSETS</u>			
Cash and cash equivalents	724,978.10	15,574,564.74	
Receivables:			
Tax liens	5,083.39		
User fees	10,784.03		
Utility liens added to taxes	263.66		
Special assessments	352,819.36		
Due from other governments		4,080.00	
Other receivables	126,935.33		
Amounts to be provided - payment of bonds			7,115,000.00
Amounts to be provided - vacation/sick leave			490,565.56
TOTAL ASSETS	\$ 1,220,863.87	\$ 15,578,644.74	\$ 7,605,565.56
<u>LIABILITIES AND FUND EQUITY</u>			
Liabilities:			
Deferred revenue:			
Due from other governments		4,080.00	
Other receivables	495,885.77		
Agency Funds		585,941.31	
Bonds payable			7,115,000.00
Vacation and sick leave liability			490,565.56
TOTAL LIABILITIES	\$ 495,885.77	\$ 590,021.31	\$ 7,605,565.56
Fund Equity:			
Reserved for encumbrances	4,111.94		
Reserved for continuing appropriations	77,000.00		
Reserved for expenditures	30,000.00		
Undesignated fund balance	613,866.16	14,988,623.43	
TOTAL FUND EQUITY	\$ 724,978.10	\$ 14,988,623.43	\$ -
Total Liabilities and Fund Equity	\$ 1,220,863.87	\$ 15,578,644.74	\$ 7,605,565.56

Schedule A
Fiscal Year Ending June 30, 2021

REVENUES – GENERAL FUND

Personal Property Taxes	1,093,843
Real Estate Taxes	24,275,921
Motor Vehicle Excise	1,903,018
Penalty and Interest	179,949
Meals Excise	177,772
Cannabis Excise	283,909
Other Taxes	819,770
Other Departmental Revenues	327,241
Cannabis Impact Fee	360,425
Licenses and Permits	43,125
State Revenue	13,446,952
Court Fines	32,996
Other Fines	1,755
Miscellaneous Revenue	322,011
Earnings on Investment	29,889
Transfers In From Special Revenue	1,464,857
Transfers In From Enterprise Funds	31,000
Transfers In From Trust/Agency Funds	28,292

TOTAL GENERAL FUND REVENUES	\$ 44,822,725
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EXPENDITURES - GENERAL FUND

General Government:

Legislative – Salary and Wages	6,946
Legislative – Expenditures	11,420
Legislative - Capital Outlay	90,831
Executive – Salary and Wages	295,421
Executive – Expenditures	19,569
Accountant/Auditor – Salary and Wages	167,768
Accountant/Auditor – Expenditures	52,544
Treasurer - Salary and Wages	117,585
Treasurer - Expenditures	102,955
Assessors - Salary and Wages	201,827
Assessors - Expenditure	26,750
Operations Support (IT) - Expenditures	426,254
Operations Support (IT) - Capital Outlay	8,277
Legal Services – Expenditures	70,765
License and Registration – Salary and Wages	195,501
License and Registration – Expenditures	19,682

Schedule A
Fiscal Year Ending June 30, 2021

License and Registration – Capital Outlay	25,800
Land Use – Salary and Wages	240,894
Land Use – Expenditures	60,951
Land Use – Capital Outlay	25,050
Public Building Maintenance – Salary and Wages	383,106
Public Building Maintenance – Expenditures	384,403
Public Building Maintenance – Capital Outlay	347,678
Other - Salary and Wages	103,062
Other - Expenditures	8,443
Public Safety:	
Police – Salary and Wages	2,367,398
Police – Expenditures	125,046
Police – Capital Outlay	160,269
EMS/Fire – Salary and Wages	1,536,322
EMS/Fire – Expenditures	225,669
EMS/Fire – Capital Outlay	169,296
Other – Salary and Wages	64,013
Other – Expenditures	9,785
Education:	
Education – Salary and Wages	13,655,818
Education – Expenditures	4,329,862
Education – Capital Outlay	226,867
Education – Regional School Assessment	1,354,131
Public Works:	
DPW – Salary and Wages	1,446,932
DPW – Expenditures	771,307
DPW – Capital Outlay	658,018
Other – Salary and Wages	63,078
Other - Expenditures	392,469
Human Services:	
Veterans Services – Salary and Wages	10,254
Veterans Services – Expenditures	176,769
Special Program (COA) – Salary and Wages	97,443
Special Program (COA) – Expenditures	17,501
Special Program (COA) – Capital Outlay	12,893

Schedule A
Fiscal Year Ending June 30, 2021

Culture and Recreation:

Library – Salary and Wages	249,984
Library – Expenditures	139,127
Historical Commission – Salary and Wages	57
Historical Commission – Expenditures	335
Celebrations – Expenditures	2,924
Other (OCC) - Salary and Wages	62,390
Other (OCC) - Salary and Wages	85,858

Debt Service:

Retirement of Debt Principal	1,076,300
Interest on Long Term Debt	235,193
Interest on Short Term Debt	27,749

Unclassified:

Health Insurance Total	4,168,969
Other Insurance Total	422,174
Unemployment Total	182,295
Intergovernmental Assessments Total	1,053,260
Retirement Total	2,188,260

Transfers Out:

Transfer to Other Funds	705,952
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TOTAL GENERAL FUND EXPENDITURES	\$ 41,865,449
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SPECIAL REVENUE FUNDS - Revenues & Other Financing Sources

Federal Grants	2,731,341
State Grants	2,849,856
Receipts Reserved for Appropriation	1,342,241
Revolving Funds	1,545,508
Other Special Revenue	699,628

TOTAL Special Revenue Funds – Revenue & Other Financing Sources	\$ 9,168,574
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SPECIAL REVENUE FUNDS - Expenditures & Other Financing Uses

Federal Grants	2,034,855
State Grants	1,779,274
Receipts Reserved for Appropriation	775,500
Revolving Funds	1,571,892
Other Special Revenue	554,056

TOTAL Special Revenue Funds – Expenditures & Other Financing Uses	\$ 6,715,577
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Schedule A
Fiscal Year Ending June 30, 2021

CAPITAL PROJECTS FUND - Revenues & Other Financing Sources

State Revenue	947,315
Transfers From Other Funds	30,000
Other Financing Sources	256,300

TOTAL Special Revenue Funds – Revenue & Other Financing Sources	\$	1,233,615
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CAPITAL PROJECT FUND - Expenditures & Other Financing Uses

Expenditures	-
Capital Outlay	652,040
Transfers Out	-

TOTAL Special Revenue Funds – Expenditures & Other Financing Uses	\$	652,040
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ENTERPRISE FUNDS - Revenues & Other Financing Source

Sewer – Revenue	602,526
Water – Revenue	68,528

TOTAL Enterprise Funds – Revenue & Other Financing Sources	\$	671,054
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ENTERPRISE FUNDS - Expenditures & Other Financing Uses

Sewer – Expenditures	443,946
Water – Expenditures	100,249

TOTAL Enterprise Funds – Expenditures & Other Financing Uses	\$	544,195
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TRUST FUNDS - Revenues & Other Financing Source

Miscellaneous Revenue	8,802
Earnings on Investment	2,667,779
Transfers in from Other Funds	1,450,198

TOTAL Trust Funds – Revenues & Other Financing Sources	\$	4,126,779
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TRUST FUNDS - Expenditures & Other Financing Uses

Expenditures	249,807
Transfers to Other Funds	909,442

TOTAL Trust Funds – Expenditures & Other Financing Uses	\$	1,159,249
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Schedule A
Fiscal Year Ending June 30, 2021

DEBT OUTSTANDING: ISSUED AND RETIRED THIS YEAR

Long Term Debt:

Outstanding 7/1/2020	8,050,000
Issued this Fiscal Year	-
Retired this Fiscal Year	935,000
Outstanding 6/30/2021	7,115,000
Interest this Fiscal Year	273,170

Short Term Debt:

Outstanding 7/1/2020	1,639,300
Issued this Fiscal Year	684,000
Retired this Fiscal Year	286,300
Outstanding 6/30/2020	2,037,000
Interest this Fiscal Year	27,749

Debt Redemption Schedule
June 30, 2021

Project	Issuance Date	Principal Payment	Maturity Periods	Original Loan	Balance 30-Jun-21	Interest 30-Jun-21
Police Station	8/1/08	235,000 Varies	2021 2022-2028	4,250,000	1,995,000	93,235
Elementary Schools Additions	12/15/03	290,000 Varies	2021 2022-2023	4,900,000	560,000	37,385
OCC improvements	8/15/12	50,000	2021-2033	1,000,000	600,000	15,850
Middle School HVAC improvements	10/15/14	60,000 65,000	2021-2030 2031-2035	1,200,000	865,000	29,956
Fire Truck Remount	10/15/14	25,000	2021-2025	260,000	100,000	4,500
Memorial Hall Clock Tower	10/15/14	10,000	2021-2035	200,000	140,000	4,863
Gas Conversions	10/15/14	20,000 15,000	2021-2025 2026-2035	350,000	230,000	8,194
Beverly Street Sewer	8/1/08	8,642 8,644	2021-2027 2028	175,000	60,496	2,884
Sewer Leicester Street	10/15/14	10,000	2020-2035	220,000	140,000	4,863
TOTAL INSIDE DEBT LIMIT				\$ 12,555,000	\$ 4,690,496	\$ 201,729

Middle School Roof	8/15/12	130,000	2021-2033	2,500,000	1,560,000	41,210
Thayer Sewer Improvements	8/15/12	20,000	2021-2033	375,000	240,000	6,340
Water Tank	8/1/08	11,358 11,356	2021-2027 2028	230,000	79,504	3,791
Water Company Purchase	10/15/14	65,000 60,000	2021-2022 2023-2030	932,100	545,000	20,100
TOTAL OUTSIDE LIMIT				\$ 4,037,100	\$ 2,424,504	\$ 71,441

TOTAL LONG TERM DEBT (PRINCIPAL)				\$ 16,592,100	\$ 7,115,000	\$ 273,170
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DEBT AUTHORIZED/UNISSUED		AUTHORIZED	ISSUED	UNISSUED
Purchase Water Co	5/11/1977	600,000	-	600,000
Purchase Water Co	5/6/2019	6,700,000	1,000,000	5,700,000
Fire E1/R1 Replacement	5/5/2021	685,000		685,000
		\$ 7,985,000.00	\$ 1,000,000.00	\$ 6,985,000.00

Combined Debt Schedule
FY2021-FY2035

WITHIN STATUTORY LIMIT				OUTSIDE STATUTORY LIMIT		
	Prinicpal	Interest	Total	Prinicpal	Interest	Total
2022	718,642	173,264	891,906	226,358.00	64,636.00	290,994.00
2023	718,642	144,119	862,761	221,358.00	58,671.00	280,029.00
2024	453,642	114,596	568,238	221,358.00	52,799.00	274,157.00
2025	468,642	97,002	565,644	221,358.00	46,631.00	267,989.00
2026	448,642	79,644	528,286	221,358.00	40,754.00	262,112.00
2027	463,642	62,713	526,355	221,358.00	34,946.00	256,304.00
2028	478,644	45,145	523,789	221,356.00	29,140.00	250,496.00
2029	145,000	26,674	171,674	210,000.00	23,025.00	233,025.00
2030	145,000	22,550	167,550	210,000.00	17,400.00	227,400.00
2031	150,000	18,300	168,300	150,000.00	12,525.00	162,525.00
2032	150,000	13,975	163,975	150,000.00	8,550.00	158,550.00
2033	150,000	9,488	159,488	150,000.00	4,275.00	154,275.00
2034	100,000	4,875	104,875			
2035	100,000	1,625	101,625			
	\$ 4,690,496	\$ 813,969	\$ 5,504,465	\$ 2,424,504	\$ 393,352	\$ 2,817,856

TOTAL COMBINED DEBT			
	Prinicpal	Interest	Total
2022	945,000	237,900	1,182,900
2023	940,000	202,790	1,142,790
2024	675,000	167,395	842,395
2025	690,000	143,633	833,633
2026	670,000	120,398	790,398
2027	685,000	97,659	782,659
2028	700,000	74,285	774,285
2029	355,000	49,699	404,699
2030	355,000	39,950	394,950
2031	300,000	30,825	330,825
2032	300,000	22,525	322,525
2033	300,000	13,763	313,763
2034	100,000	4,875	104,875
2035	100,000	1,625	101,625
	\$ 7,115,000	\$ 1,207,321	\$ 8,322,321

Abubakar-Mwenye Evelyn A	Art Teacher	78,432.25
Adams David Stephen	Veteran's Agent	7,904.11
Adams Michael	Physical Education Teacher	64,088.64
Ajemian Brianna	Spec. Ed. Teacher	85,807.03
Allen Deborah M	Substitute Teacher	55,427.48
Amaral Robert*	Patrol Officer	88,315.33
Andersen Megan	Grade 2 Teacher	47,502.19
Anderson Cole A	Educare Worker	938.25
Andexler Brandon M	Firefighter/Paramedic	44,330.16
Aquafresca Roy L*	Patrol Officer	99,219.26
Arcure Patricia A	Assistant Town Accountant	63,900.40
Aromando Jean E	Secretary	44,659.66
Auger Amy	Recess/Lunch Aide	5,916.53
Augustynski Tara	Substitute Recess Aide	567.00
Ausmus Jr Daniel J*	Patrol Officer	88,928.28
Azzaoui Mohammed	DPW Custodian	18,069.14
Banfill Alfred W	Inspector Of Wires	18,743.82
Barba Elaine	Speech Pathologist	80,521.52
Bates Garry F	Board Of Assessors	500.00
Bathgate Cynthia	Election Worker	212.63
Bayer Debra A	Culinary Supervisor	17,387.78
Baylies Walter W	Skilled Seasonal Laborer-DPW	800.00
Beaudette Brooke A	Adjustment Counselor	58,960.41
Belanger Ashley E	Firefighter/Paramedic	88,414.70
Belanger Jon T	Deputy Fire Chief/Paramedic	102,662.89
Belhumeur Amy J	Principal	107,050.06
Bell Kevin C	Spanish Teacher	17,399.92
Bellerose Janelle L	Spec. Ed. Teacher	22,160.93
Belmonte Heather L	Pre-K Teacher	58,220.99
Belvery Joyce D	Instructional Aide	31,455.02
Bennett Andrew R	Educare Worker	9,291.13
Bennett Cathy J	Food Service Worker	29,152.23
Bennett Samantha E	Psychologist	73,555.41
Bennett Sarah J	Kindergarten Teacher	21,407.58
Bennett Tara A	Physical Education Teacher	79,388.13
Benoit Matthew J	DPW-Supt Cemetery/Grounds	84,029.34
Bent Annette S	Instructional Aide	29,113.52
Berg Jared	Seasonal Laborer/DPW	5,955.00
Berg Michael C	DPW-Fleet Superintendent	90,083.04
Berg Thomas J	DPW-Assistant Mechanic	75,952.15
Bergman Kelly L	Instructional Aide	26,731.41
Berkowitz Talia M	Kindergarten Teacher	30,095.43
Bernard Angela M	Instructional Aide	41,266.74
Berthiaume Debra J	Instructional Aide	26,165.45
Berube Brandy	Science Teacher	60,340.25

Bialy Brittany S. McDougal	Library Director	78,557.36
Bilis Deborah E	Children's Librarian	49,010.84
Bingham Claude R	OCC - Sr. Activity Coordinator	4,415.73
Birkbeck Katelyn E	Reading Specialist Teacher	25,245.66
Blood Michelle A	English & Social Studies Teacher	86,772.15
Bordeaux Timothy	Educare Supervisor	11,323.13
Borjeson Sara	Physical Education Teacher	76,411.02
Borowko Debra A	Instructional Aide	28,963.52
Boss Kristie	Adjustment Counselor	89,188.55
Boucher Deborah P	Substitute Teacher	3,300.00
Boudreau Devynn G	Music Teacher	37,295.74
Boulay Barbara J	Substitute Teacher	2,700.00
Bourque Suzanne	Animal Control Pt Clerk	491.98
Boutillette Emily	Substitute Teacher	12,470.00
Boutillette Patrick W	Athletic Coach	5,600.00
Bowen Tricia R	Grade 3 Teacher	38,270.11
Bowes Kayla R	Sub. Educare Aide	955.13
Bowes Sean T	Call Firefighter/EMT	5,945.00
Brazeau Rebecca	Instructional Aide	8,442.42
Brennan Cynthia E	Senior Clerk - Floater	10,802.66
Brescia Joyce	Instructional Aide	27,614.04
Brindisi Evan	Athletic Coach	135.00
Brooks Erika M	Library Page	2,598.76
Brothers Kerri	Substitute Teacher	13,162.50
Bryn Richard P*	Patrol Officer	82,469.28
Buccico Evelyn	Crossing Guard	6,289.59
Burch Jason A	Spec. Ed. Teacher	86,890.55
Burdett Jason E*	Sergeant	116,466.69
Burlingame Brittany	Math Teacher	55,941.22
Burlock Laurie A	Administrative Assistant-Fire	30,055.25
Burlock Wayne F	DPW-Tree Warden	82,290.51
Bursell Janice C	Instructional Aide	1,952.30
Butterworth Olivia L	Substitute Teacher	1,450.00
Button Morgan T	Spec. Ed. Teacher	5,541.97
Button Patrick T	English Teacher	76,634.80
Buxton Isabella M	Educare Worker	2,025.00
Byrne Heather Anne	Library Page	2,230.88
Cady Martha A	Election Worker	297.01
Callahan Jennifer M	Town Manager	150,399.89
Cameron James L	Skilled Seasonal Laborer-DPW	22,276.09
Cameron Katie	History Teacher	56,185.41
Campbell Andrew J	Substitute Teacher	11,746.29
Campbell Deborah J	Instructional Aide	28,863.52
Carlson Bettie	Election Worker	165.38
Carpenter Craig B	DPW-Heavy Equipment Operator	55,380.96

Carr William	Music Teacher	78,258.08
Carrier Trey Michael-Thomas	OCC Activities Coordinator	1,483.26
Casillo Lisa	Specialty Teacher	56,126.85
Casine Carly B	Physical Education Teacher	17,774.91
Castillo Mandy M	Spec. Ed. Teacher	56,468.75
Castonguay Lindsay S	Librarian	79,552.13
Ceppetelli Wendy	Instructional Aide	27,228.36
Charron Cherie	Occupational Therapist	40,060.19
Cheney Scott M	Custodian	58,617.00
Chesmore Audrey S	Grade 2 Teacher	53,915.10
Clark Megan M	Substitute Teacher	25.00
Clarkson Jeffrey	Athletic Coach	10,200.00
Coffin Helen M	Executive Assistant	70,767.94
Cofsky Jill M	Title I Teacher	85,862.09
Coghlan Mark	Custodian	21,421.19
Cohen-Abbo Isaac	Physics Teacher	29,595.60
Colon Rosa L	Health And Safety Monitor	2,831.63
Comptois Amber M	Health And Safety Monitor	1,869.75
Conger Sarah	Speech Language Assistant	27,807.38
Conlon Joseph P*	Police Sergeant	146,022.24
Connolly Lori M	Occupational Therapist	80,570.16
Consolmagno Katelyn	Bryt Room Academic Coord./Teacher	19,087.42
Cook Molly	School Committee Member	325.00
Coonan Daniel	School Committee Member	281.25
Corey Amy B	History Teacher	79,025.58
Cormier Joanne	English Teacher	80,680.16
Cornacchioli David P	School Committee Member	712.50
Corriveau Mackenzie B	Secretary	11,512.36
Costa Dina	BOH Member	500.00
Cote Brianna Marie	Lifeguards	2,107.50
Coulombe Brian	Firefighter/Paramedic	90,625.73
Coulson Joshua	Science Teacher	62,566.23
Cove Mark	Call Firefighter/Paramedic	1,340.00
Craig Timothy L	Math Teacher	81,310.23
Crutcher Karalyn	Art Teacher	63,004.37
Cunningham Phyllis M	Instructional Aide	29,263.52
Curtis Kathi	History Teacher	85,865.59
Cusson Cheyenne	Assistant Treasurer/Collector	51,230.64
Cusson Joseph E	Sewer Enterprise Foreman	9,962.84
Cutroni Cindi	Instructional Aide	25,768.12
Cutroni-Morris Jamie L	Substitute Recess Aide	1,964.26
Dadah Christine L	Food Service Worker	8,525.40
Dahlgren Patrick Stephen	Building Commissioner	42,530.00
Daige Kathleen	Administrative Assistant-DPW	49,536.89
Daniels Meaghan Riley	Summer Program Counselors	2,095.89

Daniels Michael F	Board Of Selectmen	1,999.98
Daoust Valerie J	Substitute Secretary	412.00
Davis Angelique	Health And Safety Monitor	807.75
Davis Jane E	Cemetery Commissioner	500.00
Davis Kimberly A	Grade 1 Teacher	74,958.88
Davis Susan A	Bookkeeper	52,171.09
De Fays Myriam A	Substitute Teacher	14,377.75
De Oliveira Sena Camily Vitoria	Summer Program Counselor	2,257.89
Deary Trina	Full Time Dispatcher	66,782.93
Decker Stacey M	Instructional Aide	29,213.52
Delgado Kelly	Title I Teacher	65,876.91
Demers Christine	Building Custodian	37,330.36
Dennison Mary J	Instructional Aide	4,162.80
Desantis Ronald P	Alternate Inspector Of Bldgs	265.73
Desautels Tyler	Call Firefighter	2,851.88
Desouza Emanuel P*	Firefighter/EMT	45,649.52
Didonato Rachel L	Grade 3 Teacher	68,907.77
Digioia Sarah L	Spec. Ed. Teacher	80,830.10
Doeg Christopher W*	On-Call Firefighter/EMT	25,954.88
Dolan Aidan T	Grade 3 Teacher	58,227.65
Donahue Nichole	Teaching Assistant	23,524.67
Donahue Timothy M	Adjustment Counselor	86,667.19
Donnelly Kenneth B	Maintenance Technician	63,440.26
Doray Lois M	English & Social Studies Teacher	89,425.55
Douka Barbara	English & Social Studies Teacher	90,145.11
Dowd Stephen P	DPW-Light Equipment Operator	1,577.79
Downing Deena	Instructional Aide	25,218.12
Dube Melissa L	Health And Safety Monitor	283.50
Dumouchel Kerry M	Instructional Aide	32,723.48
Dussault Ava R	Substitute Teacher	200.00
Duval Jared M	Director DPW	114,393.64
Dvareckas Stephanie R	Opd-Radio Dispatcher	63,427.74
Elliott Nancy K	Election Worker	168.75
Elwood Kaili	Educare Worker	5,919.80
Elwood Kristi	Instructional Aide	9,529.91
Engh Kayla M	Substitute Teacher	1,300.00
Ennis Brenda A	PT Recording Clerk- Recreation Dept.	614.46
Escobar David R	BOH Member	500.00
Esposito James G	DPW - Working Foreman	82,971.58
Esposito Stephen F	DPW-Operations Manager	97,736.97
Estrella Jasline	Secretary	1,240.24
Ethier Thomas M	History Teacher	94,040.35
Ethier Tracie	Substitute Food Service	124.88
Everett Norman Carey	Summer Program Coordinator	1,852.51
Faford Megan	Health And Safety Monitor	1,296.00

Fahey Aidan Michael	Educare Worker	1,734.75
Fairbanks Richard H*	Patrol Officer	136,806.02
Fallavollita Joseph V	DPW-Heavy Equipment Operator	61,052.73
Faraday Mason D	Custodian	9,884.62
Favata Danielle Marie	Grade 4 Teacher	56,096.74
Fegreus Carole A	Election Worker	168.75
Feige Nicole A	Library Page	11,586.64
Ferdella Patricia L	Election Worker	212.63
Ferschke Erin	Food Service Worker	19,635.54
Fike Robert W	Board Of Assessors	500.00
Finkel Amy	Library- High School Page- PT	2,126.27
Fitzgibbons Dennis L	Lieutenant/Paramedic	94,488.42
Fitzpatrick Amanda M	Senior HR Clerk	24,800.06
Flattery John H	Board Of Registrars	500.00
Flores Claudette M	Election Worker	178.88
Flynn Kathleen	Animal Control Officer	55,268.80
Foley Erin Ashley	Summer Program Counselors	2,473.89
Foley Sara	Summer Program Counselors	2,210.63
Fontaine Jesse S	Music Teacher	19,657.08
Fontaine Kayla A	Part Time Dispatcher	5,347.62
Forbes Benjamin	Educare Worker	135.00
Forbes September	Educare Worker	10,012.50
Fournier Michael R*	Patrol Officer	116,756.88
Fournier Tammy L	Kindergarten Teacher	77,817.31
Frederick Joanne F	HR Specialist	93,192.08
Freedman Sharon A	Instructional Aide	24,786.62
Fresolo Nicholas	Call Firefighter	538.77
Freudenthal Mary L	Grade 4 Teacher	91,275.55
Frykberg Paul	English Teacher	76,655.02
Gabrenas Paul D	Spec. Ed. Teacher	66,794.60
Gagner Craig R	Permanent Intermittent	28,274.57
Gallant Michael J	Substitute Custodian	3,422.00
Gawronski Terryann	Social worker	77,646.37
Gemboski Kelly	Teaching Assistant	11,114.67
Genatossio Anthony C	Substitute Teacher	1,400.00
Gerhard Peter	Project Manager	79,870.02
Gevry Amanda D	Title I Teacher	22,749.50
Giard Keith J	OCC - Sr. Activity Coordinator	9,219.69
Gibbons Kyle W	Call Firefighter	2,431.25
Gifford Michael A*	Police Sergeant	110,810.95
Gilbert Laureen	Assistant Assessor	60,439.63
Giles Mark D	Custodian	51,740.46
Gilligan Bonnie A	Grade 3 Teacher	75,528.96
Giourelis Andrew	Fire Chaplin	700.00
Givner Bryan J	Call Firefighter	250.00

Givner Eva*	Call EMT	6,129.39
Givner Kathleen	Crossing Guard	8,362.24
Gomes James L	Athletic Coach	3,280.00
Gonyea Jacquelyn	Grade 3 Teacher	70,212.20
Goulas Elaine M	Math & Science Teacher	86,865.55
Goyette Calib P	Educare Worker	2,973.40
Granahan Sandra S	Substitute Teacher	4,000.00
Granger Courtney	Instructional Aide	29,463.10
Grasseschi Tammy M	Instructional Aide	25,499.70
Graves Carol J	Board Of Registrars	500.00
Gray Andrew T*	Patrol Officer	81,136.16
Green Dee	Exec. Asst. to Board Of Selectman	65,621.26
Green Robert M*	OPD-Traffic Controller	5,925.00
Greene Lisa J	Instructional Aide	31,066.02
Greenough Donna M	Physical Education Teacher	78,965.72
Greenough Kerry M	Substitute Health Safety Monitor	945.38
Grenier Patricia	Physical Therapist	77,653.08
Grenier Susan M	Secretary	49,971.52
Griffin Palmina	School Committee Member	650.00
Grniet Amy*	Public Nurse	36,960.00
Grniet Amy	Nurse	89,539.19
Grniet Benjamin	Substitute Custodian	118.00
Grniet Jeromy T	Police Sergeant	125,746.82
Grzembksi Anthony J	Teaching Assistant	13,516.78
Grzembksi Joanne B	Math Teacher	85,824.78
Gunderman Julia E	Food Service Worker	47,692.15
Gustafson Susan B	Election Worker	168.08
Guzman Kristy L	Secretary	15,195.08
Hadley-Wires Donna Marie	Health and Safety Monitor	187.63
Hall Jr Ricci W*	Call Paramedic	18,858.09
Hamel Stacey M	Election Worker	209.25
Hammond Alyssa E	Part-Time Dispatcher	5,568.05
Hammond Charlene	Spec. Ed. Teacher	82,215.67
Hammond Nora A	Instructional Aide	32,019.86
Handlin Ryan R	Athletic Coach	7,550.00
Hankey Robert C	Spec. Ed. Teacher	74,978.23
Hanlan Robin E	Food Service Worker	18,981.97
Hanley Alan*	Firefighter/EMT	49,993.18
Harnois Connor	Teaching Assistant	10,335.33
Harrington Claire J	Food Service Worker	27,288.65
Hart Edward	Assistant Animal Control Officer	13,917.22
Harvey Colby	Math Teacher	73,999.56
Harvey Kristin Lynn	Secretary	31,388.05
Hassett Michael C	OPD- Traffic Controller	10,105.00
Hauver Brook	Spec. Ed. Teacher	18,810.36

Henrichon Susan	Assistant Superintendent	92,339.53
Herriage Mary F	Land Management Office Manager	55,808.81
Herrick Catherine J	Grade 4 Teacher	66,375.29
Herrick Kristina M	Senior Account Analyst	58,862.57
Hersey Scott W	Physical Education Teacher	77,757.31
Hetherman Cheryl A	Lt Sub Teacher	11,358.48
Hetherman James M	Head Custodian	62,610.61
Hetherman Tucker	Substitute Custodian	5,487.00
Higgins Conor P	Sub Educare Aide	9,438.84
Higgins Haley	Educare Worker	270.00
Higgins Stephanie M	Grade 1 Teacher	66,476.91
Hill Kimberly A	Title I Teacher	69,572.54
Hokanson Patricia A	Director Of Food Service	23,841.98
Holstrom Kevin	Firefighter/EMT	64,532.74
Horgan Sarah E	Substitute Teacher	1,350.00
Hornbaker Lyndsey R	Substitute Health Safety Monitor	3,789.63
Hornbaker Robin	Math & Science Teacher	69,617.84
Hudon Michael P	Lieutenant/Paramedic	93,701.61
Hutchinson Christen J	Assistant Principal	85,412.60
Ibrahim Bishoy R*	Patrol Officer	87,917.40
Ignatovich Adrian	Lifeguard	3,056.25
Iott Toni L	Licensed Practical Nurse	39,229.40
Iwanski Karen M	Spec. Ed. Teacher	68,757.13
Janeczak-Quinn Hannah E	Spec. Ed. Teacher	25,662.33
Janerico Joseph D	Industrial Arts Teacher	79,408.96
Jenkins Eric D	History Teacher	78,657.25
Jenkins Michelle	Temporary Town Clerk	84,734.62
Johnson Danielle C	Educare Worker	2,317.63
Johnson Glenn E	Food Service Delivery Driver	3,050.00
Johnson Karen A	Spec. Ed. Teacher	65,986.57
Joyce Paul W	Substitute Teacher	8,355.75
Kabala Maria	Eng Lang Learn Teach	82,495.09
Kane Maureen	Math & Science Teacher	58,548.73
Karsok Mary E	Adjustment Counselor	91,153.09
Kasik Ryan	Patrol Officer	88,846.00
Kay Edward Vincent	NJROTC Instructor	73,924.20
Keller Jillian N	Grade 1 Teacher	72,490.12
Kelley Jennifer	Substitute Teacher	2,150.00
Kelley Suzanne M	Registrar	26,833.39
Kemp Brittany J	Custodian	23,250.28
Kennen Audrey L	Library Aide	34,258.57
Keohane Holly L	Instructional Aide	30,890.52
Kerrigan Edward J	Substitute Custodian	5,979.50
Kersting-Mumm Sarah A	Head Lifeguard	3,522.83
Kertyzak Christopher	Physics Teacher	43,746.46

Kim Matthew	Music Teacher	70,484.49
Kim Sunkwon	Math Teacher	21,691.43
King Aidan B	Health And Safety Monitor	4,776.89
King Debra	COA Van Driver	16,533.41
King Miriam T	English & Social Studies Teacher	77,748.10
Knapp Brian M	Call EMT	250.00
Kneeland Richard M*	OPD-Traffic Controller	10,770.00
Kniskern Ashlie	Science Teacher	63,004.37
Kniskern Kristina M	Instructional Aide	4,264.92
Kolesnik Mathew R	Substitute Teacher	1,750.00
Krasinskas Robert W	Election Worker	178.89
Krupsky Matthew J	DPW Light Equipment Operator	51,257.11
Kuppens Madalyn H	Grade 2 Teacher	21,768.63
Labelle April A	Senior Clerk	38,170.80
Labelle Dylan	DPW Light Equipment Operator	48,559.95
Labonte Timothy G	Media Production Coordinator	46,801.23
Ladd Cassandra	Math Teacher	75,486.02
Lal Patricia H	French & Spanish Teacher	86,665.61
Lamarche Dennis E	Board Of Selectmen Chair	2,500.02
Lambert Lucas	Athletic Coach	135.00
Lambert Nicholas J	Lieutenant/Paramedic	108,953.89
Lambert Roger D	Captain/Paramedic	103,101.26
Lambert Ruess R	Firefighter/EMT	79,009.69
Lambert Shelley L	OCC Director/Program Manager	46,732.85
Lambert Suzannah	Library Page	5,631.86
Lamountain Alexandra	Substitute Teacher	2,470.88
Lanciani Robert W	Building Commissioner	20,410.69
Langevin-Stockhaus Kara D	History Teacher	81,365.04
Laplante Joan E	Part Time Dispatcher	2,132.85
Lapomardo Stephen	Constable	1,122.00
Lareau Patricia C	Adult Circulation Clerk	41,166.91
Larson Kimberly H	Grade 1 Teacher	84,022.09
Latuga Stephanie	Instructional Aide	27,718.14
Lavallee Jill C	Grade 2 Teacher	91,859.58
Lavelle Michael	Assistant Principal	89,760.58
Lavigne Stacey	Kindergarten Teacher	69,861.29
Leblanc Cheryl A	Board Of Selectmen	1,999.98
Leblanc Norman	Board Of Selectmen	250.00
Lebreton Kevin R	Detective	96,187.64
Leduc Justin M	School Business Administrator	105,049.62
Lees Melissa Taryn	Summer Program Counselor	54.00
Leigher Lynn A	Grade 4 Teacher	86,790.33
Lengle Teaanna L	Licensed Practical Nurse	11,400.00
Lewis Benjamin*	Firefighter/EMT	65,582.68
Lewis Peter*	Coach	6,200.00

Libby Michael D	Custodian	53,431.15
Light Debra J	Exec. Asst. to Police Chief	66,281.61
Lirange Candace L	Spanish Teacher	56,526.27
Lochner Judith A	Conservation Agent/GIS Tech	63,586.80
Loconto Denise	Spanish Teacher	28,949.85
Logan Christopher	Spec. Ed. Teacher	70,511.81
Looby Emily	English Teacher	64,058.36
Looney Catherine L	Substitute Teacher	11,141.70
Lopriore Kayli R	Educare Worker	2,909.28
Losee Zachary*	Patrol Officer	88,706.71
Lotter Jacob E	Cataloging & Technology Librarian	17,176.33
Lucas Michael P	Superintendent Of Schools	79,999.97
Lupis Amelia Rose	Senior Clerk- Town Clerk	2,993.64
Lupis Michael S	Facilities Maintenance Director	91,043.23
Macgregor Roseanne	Food Service Worker	22,524.36
Mackowiak Jacob M	DPW Light Equipment Operator	48,371.48
Macpherson Sawyer A	Educare Worker	1,174.50
Madaio Lisa M	Recess/Lunch Aide	13,543.93
Mahoney Alyssa M	Grade 3 Teacher	17,834.91
Maliff Richard F	Evaluation Team Leader	82,048.24
Malloy Erin T	Lt Sub Teacher	5,861.90
Manning Heather L	Substitute Nurse	600.00
Manzon Toni	Health And Safety Monitor	1,715.63
Marcelonis William C	Police Lieutenant	111,206.80
Marini Mary Ellen	Substitute Teacher	300.00
Martinello Kathleen	Payroll/Personnel Director	8,000.00
Marzec James R	Biology Teacher	88,715.59
Masiello Matthew B	DPW-Heavy Equipment Operator	55,761.31
Mason Louise	Election Cleaner	320.63
Massoni Laurie	DPW Light Equipment Operator	54,771.09
Mastromatteo Ryan R	Call Driver/Paramedic	3,184.00
Matthews Anna	Substitute Teacher	350.00
Maxim Christopher A	Summer School	3,510.00
May Kevin M	Science Teacher	95,662.09
Maynard Laurie A	Recess/Lunch Aide	1,620.00
Mayo Kimberly	Library Aide	22,600.20
Mazeika Paul D	Plumbing Inspector	9,317.00
McCambridge Lori J	Instructional Aide	31,173.02
McCarthy Kelly L	Instructional Aide	35,300.94
McCarthy Leda A	Food Service Worker	15,831.23
McConnell Melissa E	Instructional Aide	32,096.52
McCue Samantha L	Math Interventionist Teacher	22,110.93
McDonald Debra R	Substitute Secretary	6,011.94
McDonald Laurent R	Fire Chief/EMT	136,175.56
McGown Corina L	Secretary	39,250.19

McGrath Kathleen A	PT Children's Service Assistant	16,790.44
McGuire Jeszenia L	Reading Specialist Teacher	19,970.37
McKay Lyle	On Call Firefighter/Paramedic	1,504.00
McKenna Katherine M	Finance Director	109,079.20
McKinnon Donald J	Substitute Teacher	12,627.75
McLaughlin Victoria R	Assistant Assessor	29,924.30
McNamara Mary Clementine	Reading Specialist Teacher	27,995.16
Mead Jr Kenneth C*	Patrol Officer	91,002.48
Menard Diane L	Grade 3 Teacher	77,948.04
Meneguzzo Julie M	Grade 4 Teacher	83,631.42
Mercier Kevin*	Patrol Officer	113,740.05
Mero Tara E	Spec. Ed. Teacher	22,660.92
Meschke Ashley R	Nurse	21,641.43
Miller Gabrielle A	Summer School	752.25
Miller Kristin	Evaluation Team Leader	104,634.79
Miller Ralph W	Skilled Seasonal Laborer-DPW	12,200.95
Milosh Jacob	Part Time Building Custodian	20,292.38
Monette Victoria D	Biology Teacher	55,260.41
Montalvo Brenna E	Teaching Assistant	11,174.67
Moon Abigail C	Art Teacher	19,400.65
Morgan Ann D	Assistant Town Clerk	37,005.24
Morgan Brittany R*	Part Time Dispatcher	46,295.92
Moriarty Shaun	English & Social Studies Teacher	67,995.29
Morris Jeffrey S	Firefighter/EMT	93,946.50
Morrison Sandra J	Substitute Teacher	700.00
Munsch Mark J	Custodian	4,478.88
Murphy Brittany R	Adjustment Counselor	19,375.56
Murphy Jennifer	Recess/Lunch Aide	999.00
Murphy Kara J	English & Social Studies Teacher	83,691.32
Murphy Lisa M	Grade 2 Teacher	87,140.27
Murray Janice M	Grade 2 Teacher	87,175.55
Myhaver Danny A	Call Firefighter	250.00
Nadeau Shane S	Board Of Health Admin. Asst.	16,757.34
Nagle Lucinda B	Council On Aging Outreach Pt	17,146.97
Nash Kristine	Superintendent Of Schools	79,597.67
Natale Stefanie Michelle	Full Time Dispatcher	11,842.70
Neill Nichole Doris	Admin. Asst. to Fire Chief	18,264.92
Nellis Patricia	Instructional Aide	26,091.97
Nelson Jo Ann E	Election Worker	175.50
Nicholson Christina M	Lt Sub Teacher	32,733.00
Nieves Jr. Angel L	Substitute Teacher	8,339.50
Nogueira Zachary J	Lt Sub Teacher	15,144.64
Nolin Lily M	Videographer	114.75
Novak Alison I	Director of Public Health Services	49,399.06
Nugent Courtney	English Teacher	102,682.20

Nugent David M	Principal	109,741.97
Nugent Kerry M	Spec. Ed. Teacher	15,141.78
O'Brien Brennan M	Substitute Custodian	171.00
O'Brien Michael J	Instructional Aide	32,933.52
O'Connor Katie	Food Service Worker	3,781.15
O'Connor William	Call Firefighter/Paramedic	250.00
O'Leary Bonnie	Senior Clerk- Police	18,665.19
Olson Kaylee Marie	Media Production Coordinator	2,324.40
O'Malley Denise	Recess/Lunch Aide	7,284.27
O'Neill Shawn D	Firefighter/Paramedic	74,773.13
Ornell Kristin H	Grade 2 Teacher	84,072.15
Ouimette Jacob	Technician	36,602.60
Pacitti Kaitlin E	Math Interventionist Teacher	27,375.48
Pacitto Vianna L	Director Of Food Service	25,337.30
Packard Abigail R	Nurse	52,761.97
Packard Nicholas	Registrar	22,762.84
Papagni Steven	Facilities Superintendent	79,663.69
Pariseau Jennifer L	Grade 4 Teacher	78,750.69
Parker Brianna Lee	Full Time Dispatcher	12,375.08
Parkinson Jeremy	Call Firefighter/Paramedic	658.00
Parmenter Gina Maria	Athletic Coach	6,132.38
Pastier Veronica R	Food Service Worker	26,615.07
Patch Jillian K	Town Treasurer	73,422.89
Peck Amy	Instructional Aide	11,927.31
Pelczarski Kailey E	Substitute Health Safety Monitor	1,318.77
Pelczarski Robert J	Principal	107,670.94
Peloquin Alyssia L	Instructional Aide	722.50
Perveiler Mary	Health Teacher	58,532.17
Pettis Laura J	Health And Safety Monitor	426.25
Phillips li John A	Skilled Seasonal Laborer-DPW	16,928.15
Phillips Kadion	Dir. of Instructional Technology	102,959.49
Picard Jr Robert W*	Patrol Officer	97,559.85
Picking Heather*	Patrol Officer	84,920.42
Pierce Jennifer L	Math & Science Teacher	83,831.36
Pietro Christopher J	Spec. Ed. Teacher	90,622.21
Pietro Lauren	History Teacher	62,526.09
Pietrzak Joseph	Summer Sports Camp Coach	1,633.00
Pimentel Kimberly A	Instructional Aide	31,606.52
Plante Beverly A	Election Worker	202.50
Plante Jeffrey	Building Custodian	35,917.86
Plante Michael C	Constable	381.38
Prefontaine Jessica M	Firefighter/Paramedic	84,628.57
Prophet Jessica A	Nurse	67,364.60
Provenzano Kristina M	Spanish Teacher	69,302.20
Prunier Ellen K	Math & Science Teacher	87,065.49

Puniskis John G*	OPD-Traffic Controller	14,076.25
Pupka Christopher T	Assessor	87,803.61
Purcell Kathleen E	Election Worker	175.50
Quinn John	Principal	110,880.51
Quinn Molly M	Substitute Teacher	4,700.00
Racicot Jessica L	Math & Science Teacher	80,839.31
Racicot Mary Jane	Election Worker	172.13
Racicot Robert	Veterans Agent	6,298.24
Racine-Weatherwax Ellen L	Payroll/Personnel Coordinator	58,450.09
Raymond Hilary	PT Children's Clerk	11,348.25
Raymond Joshua S	DPW-Heavy Equipment Operator	53,592.23
Raymond Michele M	Secretary	52,171.09
Remian Elizabeth Ann	Social Worker	78,722.69
Reynolds John	Technician	39,014.55
Rheault Russell C	Moderator	200.00
Richards Justin	Computer Science Teacher	88,194.11
Ripley Stephanie	Math Teacher	69,299.56
Rivera-Szczypien Dalizbeth	Part-Time Dispatcher	3,649.46
Robbins Sarah L	Teaching Assistant	11,481.34
Robidoux Brian A	Light Equipment Operator	36,375.00
Rodier Judy A	Food Service Worker	10,936.30
Rodier Patricia C	Grade 1 Teacher	75,488.23
Roemer Michelle E	Grade 2 Teacher	87,115.55
Ross Jeannine A	Assistant Assessor	58,386.80
Rousseau Lisa Marie	Recess/Lunch Aide	151.88
Royster James	Substitute Teacher	6,200.00
Rubio Ramirez Norma M	Election Cleaner	162.00
Rudman Scott P	Firefighter/Advanced EMT	78,436.33
Ruggieri Ashley C	Speech Pathologist	19,091.07
Ruiz Karen H	English & Social Studies Teacher	87,921.17
Ruiz Robert L	Custodian	26,919.25
Russo Aimee L	English Teacher	69,172.77
Rutkiewicz Sarah L	Music Teacher	81,088.10
Ryan Karryn Lynn	Payroll Benefits Admin. Asst.	18,834.69
Ryan Lindsay N	Guidance Counselor	61,471.05
Saad Anthony P	Chief Of Police	145,118.40
Saad John G	Board Of Selectmen	499.98
Salituro Eric	English Teacher	26,243.43
Salonich Lisa	Grade 4 Teacher	58,103.53
Salviuolo Devin Anthony	Temp. Summer Seasonal Laborer	5,610.00
Samolinski Brooklyn	Substitute Nurse	2,550.00
Sandstrom Tammy L	Teaching Assistant	21,369.67
Santiago Jose M	Custodian	43,084.25
Scarsciotti Julia G	Substitute Teacher	3,200.00
Schlottenmier Thomas Henry	Dispatcher	38,077.65

Schoemer Elizabeth	Substitute Recess Aide	1,467.76
Schoemer Hannah M	Educare Worker	540.00
Schoemer Kathleen	Nurse	68,125.56
Schoemer Kathleen Mahoney*	Public Nurse	36,120.00
Scholl Kristen E	English & Social Studies Teacher	80,830.10
Schrafft Meghan	Health And Safety Monitor	3,533.63
Scott Nicholas J	Athletic Coach	1,350.00
Seagrave Mary E	Spec. Ed. Teacher	19,910.37
Sellers Kenneth J	Deputy Chief	88,114.05
Shadis Alexander*	Patrol Officer	90,669.53
Shannon Irene M	Spec. Ed. Teacher	6,915.55
Sharry Peyton E	Educare Worker	3,418.88
Sheridan David M*	Call EMT	7,161.28
Shinskey Daniel	Maintenance Technician	63,254.24
Simkus Johanna Z	Library Aide	29,663.52
Sims Patricia A	Art Teacher	66,765.27
Singer Kerrie	BOH Member	500.00
Sirois Michaela R	Guidance Counselor	63,839.50
Sitko Elizabeth	Spec. Ed. Teacher	53,774.45
Skeates Nancy J	Instructional Aide	30,888.30
Small James R	Athletic Coach	6,200.00
Small Jaqui	Athletic Coach	4,000.00
Smick Cara L	Recess Aide	3,169.14
Somers Joann	OPD Radio Dispatcher	77,061.65
Soto Maureen	BCBA	78,753.76
Soto Monaha M	Health And Safety Monitor	3,240.00
Soto Talisha M	OPD-Radio Dispatcher	1,706.64
Sousa Tony	Dir. of Planning & Economic Dev.	98,509.60
Spitz Patricia I	Instructional Aide	20,611.60
St Germain Dawn M	Grade 4 Teacher	91,964.38
St Hilaire-Bodreau Dendra L	Kindergarten Teacher	82,220.04
St. Francis Emma R	Educare Worker	2,716.88
Stacy Tessa	Kindergarten Teacher	55,577.39
Staltare Ella M	Educare Worker	2,028.39
Sterczala Megan	Election Worker	40.50
Sterrett D Rike M	Dir. of Public Health Services	2800.00
Stevens Ronald C	Asst. Inspector Of Wires	6,215.27
Stockhaus Kelley L	Athletic Coach	11,200.00
Stoica Janet E	WRTA Van Driver	15,157.31
Stone Kevin P	Custodian	15,112.63
Stone Rachael D	Athletic Coach	1,000.00
Stone Tommie R	Recess/Lunch Aide	1,609.89
Sullivan Cathleen M	Assistant Library Director	45,139.81
Sullivan Kyle	Lifeguard	4,065.00
Sullivan Leslie	Secretary	20,744.76

Sullivan Meghan N	Adjustment Counselor	22,955.58
Sullivan Thomas	Assistant Town Clerk	43,947.48
Sullivan William	Election Worker	205.88
Sumner Sean	Technician	17,880.62
Szamocki Gerri-Lynn	Substitute Nurse	2,700.00
Taborda Jaimee L	Art Teacher	91,514.92
Tallis Jocelyn A	Math Interventionist Teacher	26,367.57
Tetreault Abby	Grade 3 Teacher	60,161.68
Thornton Lynn A	Adjustment Counselor	59,414.71
Thyden Sharon	Secretary	18,420.29
Torteson-Allen Jessica	Grade 3 Teacher	71,389.41
Trainor Tara M	Curriculum Director	53,726.56
Tremblay Debra J	Executive Assistant	59,134.53
Tremblay Julie	Spec. Ed. Teacher	9,647.39
Troiano Andrew R	Firefighter/Advanced EMT	24,011.10
Troiano Meaghan E	Board Of Selectmen	1,999.98
Truax Robert L	Assistant Principal	98,479.42
True Alison	Instructional Aide	36,969.74
Turner Alysia D	Junior Clerk - DPW	29,109.32
Turner Donna M	Educare Worker	3,936.78
Turner Kayla	Instructional Aide	26,068.22
Ugrinow Jennifer M	Kindergarten Teacher	72,940.12
Vaillant Stacey L	Teaching Assistant	12,487.42
Valentino Barbara J	WRTA Van Driver	5,313.35
Valinski Angela	Substitute Teacher	1,352.25
Valinski Ronald W	Sealer Of Weights & Measures	5,901.00
Vandenbrouck Ashley K	Substitute Recess Aide	968.63
Vazquez Xiomara	Spanish Teacher	25,235.86
Viel Daniel J	Cemetery Commissioner	500.00
Vigeant Sr Joseph A	Temp. Light Equipment Operator	7,339.17
Vincent Richard J	Custodian	53,357.74
Vincent Tina	Custodian	36,728.93
Vinzi R Steven	Math Teacher	72,123.94
Vyff Shannon	Historical Clerk	335.20
Wagner Jennifer	Science & Math Teacher	65,366.91
Walia Rhea	Science Teacher	90,385.55
Walsh Kevin E	Building Custodian	17,207.89
Ward Alyssa	Seasonal Camp Counselor	1,296.01
Warren Joel	Maintenance Technician	61,498.60
Warren-Dymont Jennifer	Assistant Town Manager	87,927.68
Webster Jr Daniel G	OPD-Radio Dispatcher	69,606.38
Whitaker Joshua M	History Teacher	75,203.17
White Jessica L	Spec. Ed. Teacher	86,865.55
White Mary J	Recess/Lunch Aide	8,083.66
White Stacy E	OCC - Program Coordinator	17,669.63

Wieland Katherine N	Adjustment Counselor	81,420.04
Wilson Claire D	PT Temp. Assessor Sr. Clerk	15,468.47
Wilson Laura B	Director Senior Center	64,435.10
Wing Rosemary J	Election Worker	249.76
Winkelmann Amy	Secretary	17,526.31
Winsky John M	DPW-Heavy Equipment Operator	58,790.42
Wozniak Samantha	Prod. Asst/Videographer/Camera Tech	915.00
York Tarry A	Food Service Worker	26,447.11
York Trisha	Custodian	5,472.50
Young Randall	DPW-Light Equipment Operator	10,663.30
Youngsman David	NJROTC Instructor	99,206.28
Zamis Nevada Zane	Lifeguards	2,272.50
Zawacki Jennifer M	Substitute Teacher	1,550.00
Zifcak Nicole R	Grade 2 Teacher	86,799.35
Zraunig Leah M	Adjustment Counselor	18,541.08

*Only a portion of the salary given is paid for by the Town of Oxford. This individual also receives income from other sources, such as police details and/or overtime.

COLLECTOR'S RECEIVABLES

	UNCOLLECTED 1/1/2021	COMMITMENTS REFUNDS	ADJUSTMENTS ABATEMENTS	TRANSFERS TT & TAX POSS	LESS COLLECTIONS	UNCOLLECTED 12/31/2021
<u>TAX TITLE</u>	970775.50	386090.68	0.00	0.00	225714.36	1131151.82
TAX TITLE SEWER	1916.85	3430.20	0.00	0.00	1025.00	4322.05
<u>REAL ESTATE</u>						
2022 RE	0.00	0.00	0.00	0.00	0.00	0.00
2021 RE	12736823.88	101154.26	77560.24	246862.76	12513555.14	0.00
2020 RE	73158.78	7587.13	0.00	49221.68	31524.23	0.00
<u>PERSONAL PROPERTY</u>						
2022 PP	0.00	1195415.08	0.00	0.00	550732.67	644682.41
2021 PP	476049.65	2362.86	3170.84	0.00	474125.81	1115.86
2020 PP	960.77	0.00	2.14	0.00	183.04	775.59
2019 PP	1169.96	0.00	0.00	0.00	0.00	1169.96
2018 PP	1470.52	0.00	0.00	0.00	113.97	1356.55
2017 PP	859.35	0.00	859.35	0.00	0.00	0.00
2016 PP	914.22	0.00	914.22	0.00	0.00	0.00
<u>MOTOR VEHICLE EXCISE</u>						
2021 MVE	0.00	2142174.37	46096.29	0.00	2000667.17	95410.91
2020 MVE	100011.15	13748.48	2535.19	0.00	78197.18	33027.26
2019 MVE	23956.58	20.94	74.70	0.00	11617.31	12285.51
2018 MVE	14581.70	0.00	0.00	0.00	2280.84	12300.86
2017 MVE	12255.46	0.00	0.00	0.00	2212.40	10043.06
2016 MVE	7153.26	0.00	0.00	0.00	829.59	6323.67
2015 MVE	6331.92	0.00	0.00	0.00	586.98	5744.94
2014 MVE	4548.68	0.00	0.00	0.00	490.00	4058.68
<u>SEWER & WATER</u>						
UTILITY BILLING	36597.67	442781.29	39867.96	0.00	421570.51	17940.49
OXFORD-ROCHDALE 20RE	1025.00	0.00	0.00	1025.00	0.00	0.00
SEWER ENT USR CHG 20RE	1124.29	0.00	0.00	537.23	587.06	0.00
SEWER ENT USR CHG 21RE	11977.62	0.00	887.97	0.00	11089.65	0.00
LEICESTER BETTERMENT 21RE	9216.23	0.00	0.00	0.00	9216.23	0.00
LEICESTER COMM INT 21RE	6912.20	0.00	0.00	0.00	6912.20	0.00
OXFORD-ROCHDALE 21RE	9232.24	0.00	0.00	980.00	8252.24	0.00
BEVERLY BETTERMENT 21RE	6135.68	2771.87	0.00	395.98	8511.57	0.00
BEVERLY COMM INT 21RE	2454.24	0.00	0.00	158.39	2295.85	0.00
WATER BETTERMENT 21RE	34956.91	0.00	0.00	0.00	34956.91	0.00
WATER COMM INT 21RE	12234.90	0.00	0.00	0.00	12234.90	0.00
SEWER ENT USR CHG 22RE	0.00	12443.66	0.00	0.00	521.65	11922.01
BEVERLY BETTERMENT 22RE	0.00	4155.78	0.00	0.00	0.00	4155.78
BEVERLY COMM INT 22RE	0.00	1454.49	0.00	0.00	0.00	1454.49
LEICESTER BETTERMENT 22RE	0.00	5051.10	0.00	0.00	0.00	5051.10
LEICESTER COMM INT 22RE	0.00	3535.71	0.00	0.00	0.00	3535.71
WATER BETTERMENT 22RE	0.00	34956.91	0.00	0.00	0.00	34956.91
WATER COMM INT 22RE	0.00	10487.07	0.00	0.00	0.00	10487.07
OXFORD-ROCHDALE 22RE	0.00	6129.96	0.00	0.00	0.00	6129.96
<u>MISCELLANEOUS COLLECTIONS</u>						
PENALTIES & INTEREST	176987.36					
CERT OF MUNICIPAL LIENS	25925.00					

TRUST FUND REPORT as of December 31, 2021

Scholarship Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Oxford High School Family	3,030.61
Oxford Educators	436.09
Pottle Family	23,425.29
Oxford District Nursing	7,671.07
Eugene McKenney	65.65
Wayne Westall	94.99
Jeffrey Fallavollita	2,547.10
Elsie Moscoffian	3,697.13
Daniel Clem	1,348.34
Susan Kirk	3,721.07
Jennifer Marie Lehner	3,001.05
Mexicali	50.00
IPG Scholarship	1,000.73
OHS Scholarship	7,165.32
Lyman & Violet Rosebrooks	716.87
TOTAL	\$57,971.31

Scholarship Non-Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Oxford High School Family	72,869.50
Oxford Educators	12,666.49
Pottle Family	41,356.54
Oxford District Nursing	3,861.98
Eugene McKenney	5,000.00
Wayne Westall	9,725.00
Jeffrey Fallavollita	3,384.40
Lyman & Violet Rosebrooks	23,852.97
TOTAL	\$172,716.88

TOTAL SCHOLARSHIP FUNDS \$230,688.19

SCHOLARSHIP TRUST BENEFACTORS

Oxford Educators Scholarship

Doris Boyle	Dorothy Schofield
Walter M. Dimock	Jean Shea
H. Ellsworth Hobbs	F. Duncan Wilson
Frank Sannella	

Pottle Family Scholarship

Glenn E. Pottle	Lillian Pottle
Irwin D. Pottle	

OHS Family Scholarship

Nancy J. Bennett	Elizabeth A. Gomes
Chaffee Brothers	Steven B. Hull
Mark D. Carey	Jeremiah Moffitt
John B. Chaffee	Lynne A. Reilly
Leslie J. & Edith H. Chaffee	David J. Richards
Mary DeWitt	Freeman & Phebe Rosebrooks
James E. Eastman	Laura Shepardson
Cathy Evans	

TRUST FUND REPORT as of December 31, 2021

Cemetery Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
North Cemetery	28,532.19
South Cemetery	8,355.25
Gore Cemetery	13,943.51
J. Larned Combined	16,466.58
Perpetual Care	38,117.08
TOTAL	\$105,414.61

Cemetery Non-Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
North Cemetery	15,090.14
South Cemetery	2,000.00
Gore Cemetery	4,800.00
J. Larned Combined	19,511.74
Perpetual Care	348,741.23
TOTAL	\$390,143.11

TOTAL CEMETERY FUNDS \$495,557.72

CEMETERY TRUST BENEFACTORS

North Cemetery Trust

Clara Barton	Jeremiah Larned
Gladys W. Edwards	Alfred Moffitt
Glass/Appleby Family	Pottle Family
Joslin Family	Soltys Family
Harlan Kidder	Wilmarth

South Cemetery Trust

Sarah M. Lilley	Caroline L. Newcomb
First Congregational Church	

Gore Cemetery Trust

Carleton Family	Gore Family
Mary A. Carleton	Gore / Phalen Family

TRUST FUND REPORT as of December 31, 2021

Library Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Oxford Library Trust	26,026.51
Oxford Library Book Trust	8,038.16
Oxford Library Childrens Trust	1,722.90
Oxford Lions Club	752.82
Patrons of the Library	2,097.41
Grace Flynn	1,998.04
TOTAL	\$40,635.84

Library Non-Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Oxford Library Trust	53,834.82
Oxford Library Book Trust	9,200.00
Oxford Library Childrens Trust	6,522.29
Oxford Lions Club	3,203.02
Patrons of the Library	500.00
Grace Flynn	500.00
TOTAL	\$73,760.13

TOTAL LIBRARY FUNDS \$114,395.97

LIBRARY TRUST BENEFACTORS

Oxford Library Trust

James F. Butler	Caroline L. Newcomb
Nettie M.F. Chaffee	Oxford Rotary Club
Ruth W. M. Daigneau	D. Russell Taft
Ada L. Joslin	Eleanor C. Walker
Louie W. Mayall	Marie T. Wessell

Oxford Library Book Trust

Moses Buffum	Mattie E. Sawtelle
Colonel Nelson Davis	Maude R. Taft
Wilson Olney	

Oxford Library Childrens Trust

Constance Croteau	Sarah P. Joslin
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TRUST FUND REPORT as of December 31, 2021

Miscellaneous Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Charles Larned Entertainment	239.17
Elizabeth Copp	4,594.26
Hannah Harwood	15,435.78
Oxford Home for Aged People	24,359.81
Charles Wellington	19,131.30
Celebration Stabilization	24,266.73
American Revolution	1,324.67
Stabilization Fund	1,722,890.80
Capital Stabilization	300,323.14
Sewer Stabilization	100,794.31
Conservation Fund	19,267.98
Municipal Building Trust	80,229.10
TOTAL	\$2,312,857.05

Miscellaneous Non-Expendable Balances

ACCOUNT	BALANCE
<u>Assets</u>	
<i>Cash and Bank Accounts</i>	
Charles Larned Entertainment	10,000.00
Elizabeth Copp	2,000.00
Hannah Harwood	4,000.00
Oxford Home for Aged People	99,055.75
TOTAL	\$115,055.75

TOTAL MISCELLANEOUS FUNDS \$2,427,912.80

SPECIALIZED TRUST FUNDS

Ending Market Values as of
FUND

	BALANCE
Cecilia J. Smolenski/Millette Charitable Trust Fund I	\$3,073,506.28
Cecilia J. Smolenski/Millette Charitable Trust Fund II	\$2,215,333.19
Gahagan Family Scholarship Fund	\$654,505.99
George A. Pytko And Paul P. Pytko Scholarship Fund	\$65,492.13
Founders Day	\$6,789.32
George A. Morin Library Trust	\$169,680.46
Irwin and Lillian Pottle Scholarship	\$141,659.51
OPEB Liability Trust	\$5,880,298.92

TOTAL SPECIALIZED TRUST FUNDS \$12,207,265.80

PUBLIC SAFETY

ANIMAL CONTROL



The Department of Animal Control falls directly under the Board of Health (and is a direct report to the Town Manager and the Board of Selectmen). Animal Control is also

associated with the Oxford Police Department. Animal Control works out of the Oxford Animal Shelter on Old Webster Road, but animal related calls typically go through the Police Department. You can access Animal Control by calling the recorded Police line at 508-987-0156 and the Police will page Animal Control, 24/7, you may call the kennel number at 508-987-6047, or you may email acontrol@oxfordma.us.

This year Animal Control conducted 46 barn inspections, 10 kennel inspections and responded to 1,219 animal related calls:

Dog Calls	584
Cat Calls	172
Wildlife Calls	204
Farm Animal Calls	56
Bites to Humans/Pets	35
Other Miscellaneous Calls	168
Quarantines Issued	24

The Town of Oxford has a 24-hour leash law in its by-laws for dogs and requires dogs and cats to be licensed on an annual basis. Dog and Cat licenses are available in the Town Clerk's Office beginning in January each year. To avoid a late fee of \$10.00, please obtain your license by April 30th and your cat license by February 28th, both are valid for one year. This pertains to all dogs and cats that reside in the Town of Oxford that are six months of age or older, If you no longer have your pet, please contact the Town Clerk's Office so they can adjust their records.

All dog and cat licenses that are issued require proof of a current rabies vaccination from a licensed veterinarian. Dog and cat licenses can be obtained at the Town Clerk's Office or by mailing the appropriate fee and rabies certificate and the current license document will be mailed back. In 2021, 2,145 dogs and 622 cats were licensed. Other domestic farm animals or exotic animals require Special Permits: specific guidelines have been set pertaining to various species. The Board of Selectmen approves or disapproves of these permits as requests are filed.

This year continued to be a challenging year due



to COVID outbreak but our department continued to serve the people of Oxford to the best of our abilities during this pandemic. Ed Hart and I attended several training classes including ACOAM's Day of Training, with presenters from such groups as Missing Dogs of Massachusetts, Turtle Rescue League, Joe's Crazy Critters and the New England Wildlife Center. The Cardinal Ridge Farm/4-Winds Farm in Oxford was kind enough to host a Large Animal Training session for area Emergency Responders.



Market Basket, PT Pet Supply, and Pet Supply Plus allowed us to put out collection boxes during the holiday season and we collected enough food, kitty litter and other supplies to last us for the year. Private Designs also supports Oxford Animal Control with various supplies. We are very grateful to these organizations for enabling us to care for the stray dogs and cats (and

parakeets, hamsters, ferrets, chickens, rabbits, etc.) at little cost to the town. In 2021, 76 stray animals came through the shelter and were either returned to their owners or found new homes.

We are eternally grateful to our wonderful volunteers who do anything from day to day animal care, transport for sick/injured animals, watch traps set out for feral cats, play with and bathe unclaimed animals and many other things that enrich the lives of the animals in our care! Thank you to our volunteers: Laura Bass, Lisa Sheppard, Jack Carroll, Michelle Esposito, Ali Putre and Shannon Flynn-Richards!

*Respectfully Submitted,
Kelly Flynn, Animal Control Officer*

BOARD OF HEALTH

The Board of Health has three volunteer members from the community who are appointed by the Town Manager. These members are entrusted with the responsibility of preventing epidemics and the spread of disease, protecting Oxford inhabitants against environmental hazards, promoting and encouraging healthy behaviors, responding to disasters and assisting the community in recovery, as well as assuring the quality of accessible health services. The Board's tasks include: monitoring the health status of the Town, investigating probable health hazards, informing, educating and involving residents in health issues, developing policies that support community health efforts, assuring an expert public health work force, evaluating effectiveness, accessibility and quality of health services and developing new insights and innovative solutions to health problems.

Kerrie Singer, Chair
David Escobar, Vice Chair
Dina Costa, Member
Rike Sterrett, Director of Public Health Services
Shane Nadeau, Administrative Assistant
Steven Donatelli, Septic Inspector
Steven Garabedian, Food Inspector

The Board continues to educate the public and update their own knowledge in regard to new developments in State laws and regulations.

The Board continues to work on Emergency Preparedness and would like to thank the Fire Department, Police Department, Town Manager and the Oxford High School Principal for their constant support and help with the Emergency Preparedness Plan. The Board is also continuing to build a network of resident emergency volunteers.

Permits Issued	
Percolation Tests and Deep Hole Observations	62
Septic Permits	46
Wells	4
Food Permits	96
Installer's Licenses	37
Hauler's Permits	25
Body Art Practitioner Permits	0
Bi-annual Body Art Facility Permits	2
Body Work Practitioner Permits	0
Body Work Facility Permits	0
Tobacco Permits	17
Swimming Pools	2
Beaches	1
Donation Bins	25
Recreational Camp	1

The Board continued to work diligently with the Town Manager's office regarding the COVID-19 pandemic. The Board continued to educate the Oxford residents and businesses as to the importance of adhering to the Department of Public Health and Center for Disease Control safety guidelines along with encouraging vaccinations once they became available.

By December 2021, around 71% of Oxford's population had at least one dose of the COVID-19 vaccine and 64% of the community was fully vaccinated. In 2021, the number of documented COVID-19 positive cases in Oxford totaled 1327; these numbers do not include positive home tests. The Board would like to, once again, extend their sincere thanks for all the work and support offered by Amy Grniet-COVID Contact Tracing Nurse & District Nurse Leader for Oxford High School along with Kathleen Schoemer-COVID Contact Tracing Nurse & School Nurse for Oxford. The Contact Tracing Nurses continued to assist with speaking directly to Oxford

residents and businesses to discuss COVID-19 protocols to help with keeping Oxford as safe and healthy as possible throughout a very difficult time.

The Board of Health partnered with a local clinic and Harrington Hospital to vaccinate 450 Oxford residents. Additionally, the contact tracing nurses held vaccine clinics for the schools in the fall and vaccinated 86 students and 3 staff.

The Board of Health welcomed a new Director of Public Health Services, Rike Sterrett, and a new Administrative Assistant, Shane Nadeau, in December 2021. Food inspections continue to be done by Steve Garabedian and Steve Donatelli conducts septic inspections.

The Board's partnership with the Leominster Tobacco Coalition has continued. They are continuing to assist the town with Tobacco Inspections and Tobacco Compliance Checks.

The Board of Health staff works in close cooperation with the Building, Gas, Electrical and Plumbing Inspectors, the DPW, Planning Board, Conservation Commission, Fire Department, Police Department and Superintendent of Schools. This cooperative activity has improved the level of communication between agencies. It has also improved the efficiency of activities in regard to all departments that are entrusted with the enforcement of public health and safety environmental protection laws.

The Board of Health and its staff wish to thank the Board of Selectmen, the Town Manager and all of Oxford's Town Boards, Committees and residents who have worked with us in addressing many issues that were brought before the Board.

*Respectfully Submitted,
Kerrie Singer, Board of Health Chair*

BUILDING DEPARTMENT

It is the duty of the Building Commissioner to administer and enforce the provisions of the Zoning By-Law of the Town of Oxford and in

accordance with the State Building Code. The Building Department considers all matters relating to zoning, including requests for zoning approvals and determinations, issuance of building permits, investigation of complaints, issuance of violation notices, and enforcement of special permits, site plans, and variances granted by the Planning Board and Zoning Board of Appeals. The Building Department works in conjunction with the Land Management Department to ensure compliance of Town and State rules and regulations.

Following is a list indicating the number of permits issued by the office of the Building Commissioner during 2021:

Above Ground Pools	16
Accessory/In-Law Apartment	1
Additions/Dormers	10
Garages/Barns – Residential	4
Garages/Barns – Commercial	2
Chimney	4
Demolition	8
Commercial – New Construction	6
Commercial – Additions	3
Commercial – Remodel/Repairs	8
Commercial – Sprinkler System	2
Enclosed Porch	1
In-ground Pool	8
New House Single Family	7
Porches/Decks – Residential	28
Pellet/Wood/Gas Stove	9
Remodel – Residential	43
Roof/Siding/Windows – Residential	155
Roof/Siding/Windows – Commercial	14
Shed	8
Sheetmetal – Residential	10
Sheetmetal - Commercial	5
Signs	5
Solar Panels – Residential	51
Solar Panels – Commercial	1
Temporary Tent	8
Temporary Trailer	1
Weatherization	87
TOTAL PERMITS ISSUED	505

The total value of building construction for 2021 is estimated to be \$19,860,000.00 and fees collected were approximately \$143,500.00

In 2021, the Building Department, along with reviewing the applications for the above listed building permits and conducting inspections for the same, responded to more than 100 requests for zoning approval or determination, responded to numerous complaints and violations, and conducted required inspections for places of assembly.

248 electrical permits were issued in 2021 and the fees collected totaled \$23,343.00.

70 gas permits were issued in 2021 and the fees collected totaled \$8,165.00.

116 plumbing permits were issued in 2021 and the fees collected totaled 13,425.00.

The Building Department wishes to express its thanks to the Town Hall Staff and Town Boards and Departments for their assistance in the many applications that are submitted for review.

Patrick Dahlgren	Building
Commissioner	

Ronald P. DeSantis	Assistant
Building Inspector	

Alfred Banfill	Electrical
Inspector	

Ronald Stevens	Assistant
Electrical Inspector	

Paul Mazeika	Plumbing
	& Gas Inspector

John Murray	Assistant
	Plumbing & Gas Inspector

Respectfully Submitted

Patrick Dahlgren, Commissioner of Buildings

OXFORD FIRE AND EMERGENCY SERVICES

2021 was another challenging year of change and activity for the men and women of the Oxford Fire and Emergency Services Department. They have risen to the occasion at every level in the face of adversity during the greatest health challenges our nation and indeed the world has faced in over 100 years. I am proud of their courage, commitment, and perseverance as they diligently worked to provide outstanding service and customer support to our community in the second year of the COVID-19 pandemic.

MISSION

The Oxford Fire and Emergency Services Department is an all hazards, comprehensive emergency service agency that provides the following programs and services to our community:

- Community Risk Reduction and Fire Prevention Inspections
- Engineering and Site Plan Review
- Public Education and Awareness
- Fire Suppression
- Emergency Medical Services
- Hazardous Materials Mitigation
- Emergency Preparedness, Response, Recovery and Mitigation Services

Our overall mission is to protect life and property from fire or the risk of fire, prevent fires from occurring in our community, control and extinguish fires when they occur, provide for emergency medical service, and protect life, property, and the environment from the detrimental effects of hazardous materials. We accomplish our mission through training, preparedness, education, fire suppression, medical service, hazard mitigation and other related activities.

ORGANIZATION

The department provides real property protection to 5,584 residential, commercial, industrial, and agricultural facilities valued at approximately \$1.5 billion. In 2021, the Oxford Fire and Emergency Services responded to 2,588 calls for fire and Emergency Medical Service incidents. The total property loss from structure, forest, motor vehicle and miscellaneous type emergencies was \$464,425.00. There were no civilian fire injuries or fatalities in 2021.

The Fire and Emergency Services Department has a full-time staffing complement of 19 people consisting of 7 full-time officers (2 EMTs and 5 Paramedics), 5 full-time firefighter/paramedics, a full-time firefighter/AEMT, 6 full-time firefighter/EMTs, and an Administrative Assistant. There are currently 16 on-call personnel consisting of 4 firefighter/paramedics, 3 firefighter/EMTs, 7 firefighters, 3 EMTs, 1 paramedic and a Chaplain.

The department secured the following grants in 2021:

Station 2 Roof Repair Grant - \$50,000.00

Commonwealth of Massachusetts Student Awareness of Fire Education (S.A.F.E.) and Senior (S.A.F.E.) Grants - \$6,313.00

Commonwealth of Massachusetts Emergency Management Program Grant - \$3,500.00

Total Grants Received - \$76,551.79.

OPERATIONS

Emergency Service Operations are broken down into two major areas, Fire Suppression and Emergency Medical Services.

Fire Suppression

Fire suppression consists of the operational force trained, equipped, and staffed to provide for extinguishing fires when they occur. In addition to fighting the community's fires, we also respond to other emergency situations including, automobile accidents, hazardous materials incidents, unsafe conditions, requests for

assistance by adjacent communities, and a host of other calls for service.

Fire and emergency Services personnel responded to 514 calls for fire suppression services in calendar year 2021.



STATE HAZARDOUS MATERIALS UNIT

The Department of Fire Services (DFS) has entered into a contract with us to house one of the Commonwealth's Hazardous Materials Response Units at in the North End of Oxford. The Hazardous Materials Emergency Response division (HazMat) coordinates six regional HazMat teams, which are strategically located to be able to respond anywhere in the state in less than 1 hour. The teams support local fire departments with technical information, expertise, and specialized equipment. Oxford was selected for its central location and access to major highways. In addition to the benefits of

having the vehicle stored locally, the DFS provides a reimbursement to the Town for storing and maintaining the unit. We are honored and proud to be part of this joint venture with the Department of Fire Services.



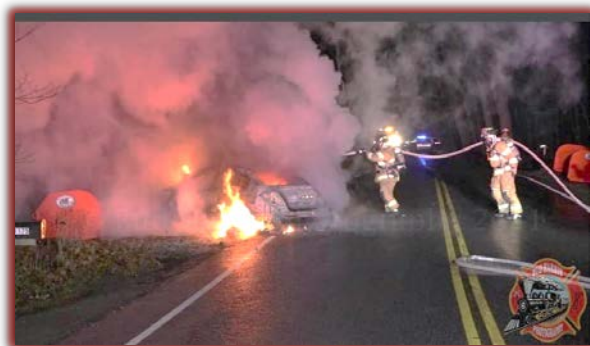
Emergency Medical Service

The Oxford Fire and Emergency Services Department provides emergency medical service at the Advanced Life Support paramedic level. ALS is defined as the functional provision of advanced airway management including intubation, advanced cardiac monitoring, manual defibrillation, establishment, and maintenance of intravenous access.

We also provide for Basic Life Support (BLS) care. BLS is defined as the functional provision of patient assessment; basic airway management; oxygen therapy; stabilization of spinal, musculoskeletal, soft tissue; and shock injuries; stabilization of bleeding; stabilization and intervention for sudden illness, poisoning and heat/cold injuries, childbirth, CPR, and automatic external defibrillator (AED) capability.



Fire and Emergency Services personnel responded to 2074 Emergency Medical Service calls in 2020.



FY 2021 Emergency Response Statistics

Fire Responses: 514 + 3.8% from 2020

EMS Responses: 2074 + 13.4% from 2020

Total Emergency Incidents: 2588 + 11.4% overall from 2020

TRAINING

The most important aspect of our duty is training to provide top-notch service to our fellow citizens as well as limiting liability under the Occupational Safety and Health Act Standards. Training is broken down into five general types, Recruit, Line, Driver/Operator, Emergency Medical Service, and Fire Officer Training. Personnel also attend formal training sessions conducted by the Massachusetts Firefighting Academy and third-party vendors. Lieutenant Nicholas Lambert serves as the department fire-training officer, Captain Roger Lambert serves as the department's EMS Training officer.

Recruit Training

Recruit Training is conducted by the Massachusetts Firefighting Academy at various times each year depending on recruitment volume. This training is mandatory prior to any Fire and Emergency Services member being able to respond to any fire emergency call. Under Federal Occupational Safety and Health Act (OSHA) and National Fire Protection

Association (NFPA) consensus standards, firefighters must have this training prior to being assigned to fire suppression duties. The COVID-19 pandemic saw reduced training classes and more use of hybrid on-line distance learning with socially distanced in resident portions of training. Oxford had two people enrolled in the Call/Volunteer training program of the Massachusetts Firefighting Academy this year.

Recurring Proficiency Training

OSHA and NFPA standards also require each firefighter and fire officer to undergo a specific regimen of training designed to maintain their level of skill throughout the life cycle of their career. This type of training is referred to as recurring proficiency training and it is accomplished through line, driver/operator, emergency medical service, and officer training sessions.

Line training is accomplished various times each month. Emphasis is placed on tactical level skills such as fire attack, ladder placement, ventilation activities, auto extrication and other similar

subject matter. Other examples of line training are familiarization of target hazard facilities (manufacturing plants, chemical processing facilities etc.), live fire evolutions, and mass casualty incidents. Training was initially

curtailed due to social distancing standards but began increasing as staff were vaccinated and social distancing measures were put into place.

Emergency Medical Service training also occurs at various times every month. Knowledge and skills center on the National

Core Competency Requirements of the National Registry of Emergency Medical Technicians. Driver/Operator training focuses on keeping the driving and pump operation skills of our driving cadre honed and sharp. Officer training focuses on tactics, strategy, command and control, familiarization of department rules, regulations, and policies. Due to the worldwide COVID-19 pandemic, training was curtailed in some areas and stopped altogether in others. Training will resume to previous levels once the pandemic is no longer a factor. The following Table shows the number and types of training sessions conducted during 2020.



TRAINING SESSION STATISTICS	Number of Sessions
MFA Call/Volunteer and Recruit Training	1
EMS Training	16
On-Duty Career Personnel Training	71
On-Call Fire Training	30
Explorer Training	0
CERT Training	0
Regional Technical Rescue Team Training	4
Total Training Sessions for 2021	122

COMMUNITY RISK REDUCTION

Fire Prevention, Inspection, and Public Education

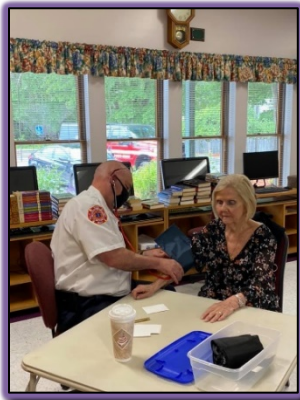
The Community Risk Reduction mission of the department is under the supervision of Deputy Chief Kenneth J. Sellers. The primary mission of our department is to prevent fires from occurring. The businesses, people, and organizations of our community face the possibility of loss by fire every day. Your Fire and Emergency Services Department is organized, trained, and equipped to either prevent or reduce the frequency or severity of the perils of fire. Our first preferred method is to prevent fires rather than fight them. We accomplish this task through a combination of “The Three E’s” Engineering, Education, and Enforcement.

Engineering

Engineering is the concept of ensuring contractors construct buildings in our community in accordance with current codes and regulations. We do this by working with other agencies such as the planning board, Land Management, Building Official, and contractors. We review site plans and technical drawings for all new developments, construction sites, and renovations to ensure they meet current codes and standards.

Education

Education has two important components. The first is informing the members of our community on the local hazards they may expect to find in their homes and how to eliminate them. The second involves teaching our citizens, young children especially, on which behaviors to avoid, such as playing with lighters, or which behaviors to practice, such as Exit Drills in The Home.



Our Fire Prevention and Public Education program reaches out to nearly 2200 school age children and 300 seniors every year. The heart of this effort is the Massachusetts Department of Fire Services sponsored Student Awareness of Fire Education (S.A.F.E.) and Senior S.A.F.E. Programs. Through these programs, we can make school visits, conduct tours of the fire station, install smoke detectors in the homes of seniors and conduct blood pressure and senior safety clinics periodically at the Senior Center. These valuable public education programs also involve briefings to various civic organizations. Regrettably, this program was stopped altogether due to the worldwide COVID-19 pandemic. We will resume the program as soon as it is safe to do so.

Enforcement

Enforcement involves conducting fire inspection visits to ensure that the proper ignition-resistant materials are used and ensuring sound housekeeping techniques are employed to stop or reduce the spread of fire and eliminate ignition sources. Another aspect of enforcement is issuing burn permits, conducting purchase and sale inspections to ensure compliance with state building and fire safety codes, inspecting propane transportation vehicles, underground storage tanks, and oil burners or other hazardous processes.

Community Risk Reduction Statistics

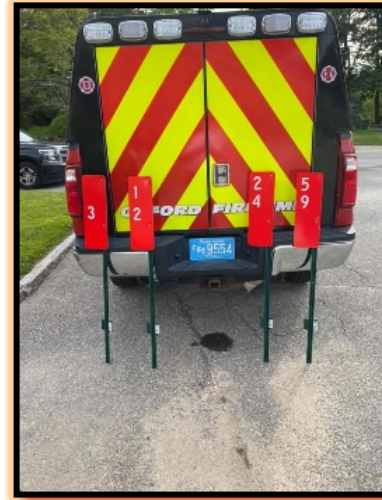
INSPECTIONS	2021
TYPE	Quantity
26F ½ Smoke/Carbon Monoxide alarm inspections	242
Annual inspections	10
Cargo tanks	9
Fire Alarms	32
Fire Safety	21
Oil Burners	135
Occupancy	20
Propane	35
Suppression system	2
Underground storage	19
Total	533

Inspections/Complaints.....	533
Other Permits	34
Burn Permits	206
Total Permits/Inspections:	773
Safety/Education Programs.	8
Senior Education.....	8
Blood Pressure Clinics.....	6
Total Students Reached....	630
Total EMS Revenue.....	\$1,154,722.11
Burn Permit Revenue.....	\$1,725.00
General Permit Revenue	\$20,835.00

ADDRESS SIGN PROGRAM

On June 17, 2021, we announced the launch of the Oxford Fire and Emergency Services

“Address Indicator” program as part of our Community Risk Reduction program. The Address Indicator program provides a highly visible, reflective street number sign to households in the community so emergency responders can find their homes quickly.



Through this program, residents can request a 6” x 18” aluminum sign that indicates their street number with 3” reflective numbers. Self-mounted signs are offered for \$12.00 and fully assembled signs on a 4’ post are offered for \$16.00. A member of the Oxford Fire-EMS Department installs the sign at a location indicated by the homeowner.

REORGANIZATION AND DEPUTY CHIEF PROMOTION

There are several foundations for change the fire service uses to make decisions and that drive changes to the way we are organized, trained, and equipped. One foundation is consensus standards such as the National Fire Protection Association (NFPA), Occupational Safety and Health Administration (OSHA), and the National Institute for Standards and Technology (NIST). Another is Fire Service Best Practices, programs and policies implemented in other departments that have turned out successful. Another are department specific evaluations and reports such as the Oxford Fire Near Miss Report conducted by Municipal Resources Incorporated in 2017.

Using these sources, the department undertook an organizational structural change at the chief officer level in 2021.

The purpose of this change is to strengthen management functions within the department and develop systems and processes to ensure accountability. This change reorganized the Fire and Emergency Services Department into two divisions each managed by a Deputy Fire Chief. This new structure improved internal communication, management direction, and leadership.

Prior to 2007, Oxford Fire and Emergency Services had five chief officers: a full-time Fire Chief; two on call Deputy Chiefs (one out of the north station and one out of the south station); a full-time Assistant Chief; and an on-call District Chief. After 2007, the management structure changed to a full time Chief, one on-call Deputy Chief, and a full-time Assistant Chief. After 2010, with the promotion of the full-time assistant chief and the subsequent retirement of the on-call deputy chief, the management structure was down to just the full-time chief until the current Deputy Chief position was created and filled in 2018. The Assistant Chief position had been vacant since the incumbent was promoted to chief and then retired.

The reorganization plan converted the Assistant Chief position to a second exempt Deputy Chief position in order to keep the organizational structure more of a pyramid rather than a straight line. This new structure placed a deputy chief in command of the North District (Station 2) and assists me with Emergency Management, Community Risk Reduction, Technical Services and Training. Deputy Chief Jon Belanger is in command of the South District (Station 1) and assists me with Emergency Management, Administration, Finance and Training.

This reorganization meets the recommendations made by previous chiefs and MRI in having sufficient command staff available to serve as Incident Commander, Operations, and Safety officer during major incidents.

As a result of the reorganization, the new position was posted. After an interview and assessment process, Captain Kenneth Sellers was selected for promotion to Deputy Fire Chief responsible for the North District, Fire Prevention, and Community Risk Reduction programs.



COULOMBE COMPLETES PROBATION

In November 2021, Firefighter/Paramedic Brian Coulombe completed his one-year probationary



period. Town Manager Jennifer Callahan and Ware Fire Chief Thomas Coulombe, and Deputy Chief Jon Belanger look on. Chief Laurent McDonald presented Firefighter Coulombe's permanent helmet shield while his father, former

Town Manager Jennifer Callahan, the Board of Selectmen, Finance Committee, and our wonderful citizens of the Town of Oxford for your support in this worthwhile project.

NEW RESCUE PUMPER

The Oxford Fire and Emergency Services Department took delivery of a new Rescue/Pumper recently. The funding for this new truck was approved at the May 2021 Annual Town Meeting and was designed to replace two older vehicles, Rescue 1, a 2003 rescue vehicle, and Engine 1, a 1995 pumper. Combining two vehicles into one makes sense because it reduces our carbon footprint and our operating costs while increasing efficiency in service delivery. This modern, efficient vehicle combines two vehicles into one and features a Waterous 1500 gallon per minute pump, 1000 Gallon Water Tank, Husky 30-gallon Foam System, Hatch Compartments, TAK-4 Independent Front Suspension, FRC 12V Visor & Scene Lights, multiple tool boards, battery and hydraulic rescue tools, rescue air bags, and other compartment accessories. The cab is designed to seat six, with numerous storage cabinets and tool mounting surfaces to secure tools and equipment. The vehicle was designed by a committee made up of the following career and on-call staff members: Firefighter/EMT Kevin Holstrom, Chairman; Lieutenant Michael Hudon; Firefighter/EMT Jeffrey Morris; Firefighter Tyler Desautels; and Firefighter/Paramedic Shaw O'Neill. Deputy Chief Jon Belanger and Deputy Chief Kenneth Sellers served as senior advisors to the committee. They all worked hard to design and customize this stock demonstrator vehicle to fit the needs of our Town while remaining within our \$685,000 budget. By combining two vehicles into one, they saved our hardworking taxpayers an additional \$600,000. The staff of the department extend our thanks and gratitude to



TOWER 1 REFURBISHMENT

At the May 2019 Annual Town Meeting, voters approved the appropriation of \$150,000 to refurbish our 1998 Tower Ladder 1. After delays due to supply stream issues because of the worldwide pandemic, this work was completed in 2021. The vehicle spent nine months at the vendor being reconditioned. The work included replacing all aerial ladder hydraulic hoses; sanding, painting and sealing the frame with a rust preventative; replacing the steering box; sanding and repainting rust and/or corrosion on the body and aerial device; re-lettering;

rebuilding the pump and all associated valves; replacing conventional candescent lighting with LED warning, spot, and flood lights. This work is expected to yield us another 5-7 years of use out of this important vehicle.

EQUIPMENT GRANT

The Oxford Fire and Emergency Services Department was one of 306 Massachusetts fire departments selected to receive \$16,738.79 from the FY22 Firefighter Safety Equipment Grant Program. This program enables fire departments to purchase a variety of equipment that will make firefighters' jobs safer. This is the second year that funding has been awarded for this purpose as part of a \$25 million bond bill filed by the Baker-Polito Administration to support firefighter safety and health in the coming years.

Fire departments in Massachusetts were able to apply to this program for 118 different types of eligible equipment, including personal protective clothing, gear washers and dryers, thermal imaging cameras, assorted hand tools and extrication equipment, communications resources, hazardous gas meters, fitness equipment, and more. In many cases, the purchase of this equipment will help departments attain compliance with Occupational Safety and Health Administration or National Fire Protection Association safety standards.

The job of the modern firefighter requires a plethora of new tools and technology to accomplish our mission. We were fortunate to use these funds to upgrade our outdated infrared imaging cameras and to buy Firefighter Personal Protective Equipment.

I want to extend my deepest appreciation and respect for the men and women I am fortunate to lead. I am extremely proud of their dedication and commitment to making Oxford a safe place in which to work and live.

On behalf of the men and women of your Fire and Emergency Services Department, I want to thank you, the citizens, our elected and appointed officials, and the other town departments for your dedicated and continued support in helping us keep our community safe. Your support serves to

sustain our desire to serve, our ability to perform, and our courage to act.

Respectfully submitted,
Laurent R. McDonald, MPA, MACFO
Chief, Fire and Emergency Services

POLICE DEPARTMENT



(In October of 21', we were able to gather the department for this photo. I want to thank 'Portraits by Sue Bray' for spending time with us to memorialize this point in time.)

As I reflect upon 2021, I am reminded of the professionalism, demanding work, and dedication that the officers and entire staff of the department consistently demonstrate. The exceptional challenges brought to light by the 'Covid' crisis has not deterred them from meeting their duties and responsibilities. We continue to adapt to these difficulties as we move through 2022. I thank all of them for putting their best efforts forward as they answer the many calls for service for the residents of Oxford.

One of the many highlights of the year for us was the acquisition of 'K-9 Zax'. Officer Ryan Kasik was assigned as his handler. Upon completion of their 17- week training, the department and Zax were fortunate to be given a bulletproof vest by the Massachusetts Vest-A-Dog Program. They were also photographed for their calendar and made the cover! Vest-A-Dog is a noteworthy organization. Should you visit their web-site to support the cause, you will



(K-9 Zax and Officer Kasik on the cover of 'Vest-A-Dog' 2022 Calendar – Photograph by 'David Shilale Photography')

notice their mission, which states: ***'Our primary goal continues to be to ensure every Massachusetts K-9 has a bullet resistant vest. While law enforcement agencies provide bullet-resistant vests for their human officers, they are unable to fund vests for K-9 officers. As K-9s are trained to give up their lives to protect their partners and all of us, we believe it is every bit as important to protect them.'*** A bulletproof K9 vest ranges from \$1350 to \$2500 each (handler/dept choice). All K9 vests will also protect against blunt force trauma if kicked, punched, or struck with an object, like a bat.

While speaking of bulletproof vests, all officers will be receiving new vests in 2022 thanks to the efforts of Lieutenant William Marcelonis. In 2021, the Lt. was able to secure \$28,000.00 in federal and state funding through the Bullet Proof Vest Fund to upgrade vests that are fast approaching their expiration (5 years).

In June, I had the opportunity to represent, and speak on behalf of the Central Massachusetts Police Chiefs Association at the inauguration of the Worcester County House of Corrections new intake and medical facility. Incorporated into this facility is access for local police departments to house prisoners. The program is called 'Safe Keep.' Local departments are now able to bring 'long term' (weekend) prisoner holds to the jail. The program has a team of medical and mental health professionals on staff. Also incorporated is a detoxification



(Lt. Governor Polito, Sheriff Lew Evangelidis, Governor Baker, Chief Saad)

center. By transporting our prisoners to their facility, Oxford will realize a cost savings while at the same time reducing the burden placed upon our dispatchers to monitor the prisoner. Our liability implications for holding long-term prisoners will be diminished. I want to thank Sheriff Lew Evangelidis and Superintendent David Tuttle for offering this long, sought after resource.



(Speed sign on Charlton Street)

The department was able to obtain three (3) new speed indicator signs in 2021 because of a traffic enforcement grant. These new signs are highly visible and are easily moved to distinct locations. This grant has been managed by Officer Kevin Mercier for the past several years. I appreciate his efforts as we continue to deploy extra patrols to address traffic concerns. The total grant award for 2021 was \$18,630.00. An award of \$15,988.00 has been secured for 2022. The enforcement campaigns are broken down into five (5) phases: Winter Impaired Driving – Distracted Driving – Click it or Ticket – Summer Speed and Summer Impaired Driving.



After seven (7) years with the department, dispatcher Brittany Morgan has moved on to

pursue a different career path. We all wish her well. Some of you may have participated in the annual 5K road race for Operation Santa. Brittany organized the event which brought in just over \$5,000 to the program. With Brittany's departure, and a short stay by dispatcher Thomas Schlottenmier, we were fortunate to find and hire two (2) new dispatchers. They are Brianna Parker who came to us from Arlington and Stefanie Natale from East Brookfield. It is exceedingly difficult to find a proficient, qualified dispatcher. Brianna and Stefanie keep us at our current staffing level of six (6) full time dispatchers. Along with the compliment of part time dispatchers, we can staff the center with two (2) dispatchers during periods of high activity. I want to acknowledge and thank all our dispatch personnel for the fantastic job that they all do, and the teamwork displayed, especially during the covid crisis.

Once again, we were able to go after and receive a E-911 supplemental & training grant to sustain personnel costs in the amount of \$61,570. Also secured was a dispatch software grant in the amount of \$47,000 to improve dispatch capabilities and efficiency.

CHAPLAIN ROBERT CROSS

I am pleased to announce that we now have a department Chaplain. He is a resident of Oxford and his name is Robert Cross. Robert is a Marine Corps Veteran who proudly served in the Gulf War. He was a Platoon Leader and Logistics Supervisor where he supervised from 30-50 Marines at any given time. Robert holds three degrees from Liberty University in VA to include a Doctorate in Leadership, a Master's in Divinity Leadership, and a Bachelor of Science Degree in Religion. Robert was formerly the Department Chaplain in Surprise AZ from

2008-2011. He collaborated with police officers within the department and counseled individuals in crisis. Officers from the Surprise Police Department hold him in extremely high regard. Robert was able to attend a staff meeting in which he impressed all of us with his experience, his respect for this community and law enforcement. Robert has high positive energy and displays an altruistic mindset. I am sure that moving forward, he will prove to be an asset to this department as officers face the many challenges during the course of their duties. Welcome!



(OPD Inspire Drone & Drone photo of the American Legion Community Day)



The Drone continues to improve upon its deployment capabilities in Oxford and the

area as Oxford PD remains the hub of the Central Massachusetts Law Enforcement Council Drone Team. All requests for CEMLEC drone deployments are dispatched from Oxford to cover the entire Central Massachusetts region. As of the writing of this report, there are eighteen departments with forty-three officers assigned as pilots. The Worcester County Sheriff's Office has a team of five (5) officers assigned. The team responds to missing persons requests, crime scenes, fatal accidents, search warrant teams and fires to name a few. In Oxford, our drone is also used to assist all other town departments when a request is made. In 2021, the Oxford drone was able to locate a pair of lost hikers at night in a large area of wooded terrain. The infrared capabilities of the drone camera were able to locate them, which allowed officers to guide them out safely.

We currently have three (3) certified pilots with part 107 licenses. They are Officer Craig Gagner (Lead), Officer Daniel Ausmus, and Officer Zachary Losee. In 2022, the department will be searching for funding options to upgrade our current drone, which was purchased in 2018.

We are in our 14th year of providing Operation Santa. Members of the team



worked hard throughout the course of the year to make this a successful and meaningful event despite Covid! This year, we are pleased to report that we helped gift ninety families with a drive through party, which

took place at the Oxford Middle School. In addition, Santa was able to help twenty families in need with gifts and gift certificates to local markets and stores. It is also important to note that because of the strong efforts of the Santa Team, families in crisis are often helped in some small way by supplies and gifts collected. Thank you to Deb, Bonnie, Ruess, Tina, Ken, Lana, Joanne, Stephanie, Nikki, Leah, KJ, Ariana, Alexis & Mehkenna.

Following is the annual list indicating the statistics in several main categories recorded by the department.

Assaults (To include Domestic Violence)	52
All Other Offenses	88
B&E (includes vehicles)	32
Drug Violations	27
Drunk Driving/Impaired operation	31
Drunkenness (P/C)	15
Liquor Law Violations	22
Motor Vehicle Theft	11
Property Destruction	43
Rape	3
Shoplifting	42
Thefts/Larceny (Swindling)	59
Robbery	2
Weapons Violation	2
Disorderly	2
Arrests	336
Incidents	510
Citations	1230
Parking Violations	28
Accidents Investigated	262
Calls for Service	28811
Orders Served	92



Respectfully Submitted,
Anthony P. Saad
Chief of Police

PUBLIC SERVICE

COMMUNITY CENTER

The Oxford Community Center (OCC) is a publicly owned facility whose mission is to provide an environment that encourages creative, intellectual, healthful living and recreational pursuits that address the needs and desires of the community. Within the building confines of the Oxford Community Center, one can also find the Administrative offices of the Oxford Public Schools, the Oxford Ecumenical Food Shelf, and Oxford Cable Access local broadcasting. All are located at 4 Maple Road. The Community Center also operates the beachfront, beach house and splash pad at Carbuncle Pond and, new in 2021, offers programming on the Town Common and Bandstand at Joslin Park.

While COVID-19 continued to impact our ability to offer programs, we made the adjustments necessary and forged ahead to offer safe, fun, entertaining recreational activities to all ages in the community. Collaboration with other town departments and local groups has been a strong focus, as together we are One Oxford, working to improve the quality of life for our residents.

Children's Programming

2021 saw the return of many children's programs at both OCC and Carbuncle Park. Our ever-popular Babysitting 101 course was offered 4 times and certified 25 new babysitters. Seasonal and holiday craft classes, along with athletics and social programs, returned to both OCC and Carbuncle. Game nights for teens, and separately for pre-teens, were hosted at Carbuncle Beach House.

A half-day version of our Summer Program at Carbuncle Park began in late June, along with

swim lessons, with some happy-to-return lifeguards and counselors, as well as several new summer staff members. While the half-day structure did not meet the needs of all local families, those who participated thoroughly enjoyed the program. We look forward to offering 4 weeks of full-day programming in 2022 in addition to our half-day option.

The Splash Pad was a very popular place to cool off over the summer, and we enjoyed well over 2,000 visits, even with the high number of rainy days!



Carbuncle Splashpad

The OCC basketball courts, and gymnasium are in high demand once again. Basketball skills & drills clinics and our Summer and Winter Recreational Basketball Programs have been well received, along with Start Smart basketball and soccer, and skills and drills clinics for softball and baseball.

On The Common



Movie Night Audience

During the summer, OCC hosted our first Teddy Bear Picnic with over 40 families enjoying a picnic lunch, Storytime by the Oxford Free Public Library staff, and a visit from Smokey the Bear organized by the Oxford Fire Department. Additionally, Movies on Main and Concerts on the Bandstand provided great opportunities for outdoor entertainment.



*DPW Department
Scarecrows*



Our second annual Scarecrows on the Common tripled in scarecrow entries and we also added a vendor fair, children's games, and live

entertainment. Volunteers from Oxford High School and Bay Path Regional Vocational Technical School assisted with setup, children's activities and clean-up.

Our last event on the Common during 2021 was the annual Tree Lighting. This was our first time hosting the event, and we happily welcomed the new tradition of the Fire Department's Holiday Light Parade bringing Santa and Mrs. Claus to the bandstand to light the tree. Several hundred residents filled the Common to enjoy holiday music provided by the OHS Band; Boy Scout Troop 147 decorated the tree and served hot chocolate; members of our local Girl Scout Troops handed out free holiday necklaces, and a member of the OHS National Honor Society set up the audio equipment and assisted with clean up.

We could not have presented these events without the wonderful volunteers who give so freely of their time and talents. We are always looking for more help and invite you to fill out the volunteer form available on the Town website and at Town Hall.

Fitness Program

Our group fitness class schedule is still in the process of returning to pre-Covid levels. Our SilverSneakers classes continue to lead the way in participation. The Cardio/Weight Room is being utilized by residents of all ages, from high school students to those in their 80s. Our Basic Fitness through Nutrition workshop was a very informative and successful addition to our program. Ending 2021, our fitness class schedule was at 75% of our pre-Covid offerings and fitness program enjoyed over 9,500 visits.

Adult Programming

This year we offered our first Paint Night at Carbuncle, with activities for children on the lower level. Parents were able to enjoy an evening out painting, with the children safely supervised close by, having fun of their own. We plan to host such activities quarterly.



Paint Night Attendees

We would like to thank all who participated in our programs and activities at the Oxford Community Center, Carbuncle Park and on the Town Common this past year. We also offer our sincere appreciation and gratitude to fellow town support departments – Department of Public Works/Facilities Maintenance for without your help OCC and Carbuncle Pond could not operate safely and efficiently; the Board of Health and Public Health Nurses, Human Resources Department, and Town Manager’s Office for direction and guidance throughout all the challenges the past 2 years have brought, our Town Police and Fire/EMS Departments for always responding quickly to every call and working together with us not only during emergency situations but for fun events as well, our Oxford Cable Access department for filming events and assistance with publicity, and the Director and staff at the Oxford Free Public Library for our new-found collaboration on events and programs.

*Respectfully submitted,
Shelley Lambert, Director
Stacy White, Program Coordinator
Activity Staff, Seasonal Staff & Instructor Team*

RECREATION COMMISSION

It is with pleasure the Town of Oxford Recreation Commission submit its 2021 Annual Report to the community.

As COVID-19 restrictions began to relax, fields were opened for use by various sports in town.

The Commission applied for multi-piece playground equipment through the generosity of

Cecilia J. Smolenski/Millette Charitable Trust for Ruel Field and awarded grant funding. The equipment was purchased, and installation is planned for 2022, along with a swing set and slide.

Ruel Field suffered drought damage during Fall of 2020. Repairs and reseeding were completed at 2 of the softball fields. Field 2 suffered significant damage to grass. The field was shut down in the Fall for major grooming and seeding.

Capitol monies were applied to begin sectional installation of a sprinkler system, this will ensure during periods of drought there will be no need to repair and shut down playing fields.

Treasure Land was awarded a new piece of playground equipment by the Cecilia J. Smolenski/Millette Charitable Trust. The Commission is thankful for the assembly and installation of the large playscape multiple slide piece by the Department of Public Works.

Carbuncle parking lot was graded and resurfaced with handicap parking designations established. Cecilia J. Smolenski/Millette Charitable Trust awarded grant funding for a large playscape multiple slide piece; this was the second of this type to purchase at discounted savings.

Greenbriar experienced steady use on the new Pickle Ball courts. The Commission continues to research permanent netting and plans to move forward with the future upgrade of the courts. The volleyball courts received new netting for the playing season as they continue to be popular for community use.

The Commission looks forward to the community enjoying the fields and playgrounds in Oxford. We continue to strive and focus on recreational opportunities for our community. We hope the days of normalcy will be close at hand and the well-being and health of our town will endure.

*Respectfully Submitted by,
Joel P. Masley, Chairperson
Roger McCarthy, Vice-Chairperson
Daniel Fitzpatrick, Greg Gray
Wayne McFarland & Eric Lambert*

CONSERVATION COMMISSION

The Oxford Conservation Commission saw a significant increase in activity in 2021 compared to the previous year. The Commission transitioned from remote meetings to in-person meetings as pandemic restrictions were lifted in June. Social distancing was accomplished by holding meetings in the Police Station training room or at the Senior Center. The Commission appreciates both the Police Department and Senior Center for making those facilities available.

A total of 38 public hearings were held to review projects and the following permits were issued:

Orders of Conditions	22
Extension Permits	2
Determinations of Applicability	12
Certificates of Compliance	13
Enforcement Orders	2
Emergency Certifications	2

The Commission and their Agent conducted over 110 site visits to view proposed project locations, monitor ongoing projects and inspect final projects.



Greenbriar Offsprey Camera

The Greenbriar Osprey nest camera was replaced in the fall after the birds had left for their winter migration. The new camera will provide a much

clearer live view of the birds' activities once they return in Spring of 2022.

The Annual Fishing Festival hosted by the Commission and MassWildlife was once again canceled due to the pandemic. We are hopefully that these events will take place in the upcoming years.

The Conservation Commission generally meets the first and third Wednesday evening at the DPW Headquarters, 450 Main Street.

At the end of 2020, the Commission membership consisted of:

Paul Cunningham	Chairman
Edward Stuczko	Vice Chairman
Robert Manuel	Member
William Zoldak	Member
Arthur Firl	Member
Albert Shahnarian	Member
Thomas O'Neill	Member

Supporting staff includes:

Judy Lochner	Conservation Agent
Alysia Turner	Clerk

The Conservation Commission wishes to thank all the other Town Boards and Departments that worked with the Commission throughout the year.

*Respectfully submitted,
Paul Cunningham, Chairman*

COUNCIL ON AGING / SENIOR CENTER

On February 2, 2021, the COA Board members voted to change the name back to the Oxford SENIOR Center. We welcomed Rose Wing as a member of the COA board.

In March of 2021, Laura Wilson was promoted to Director.

2021 continued to be a busy and challenging year. We continued with many COVID obstacles;

however, we were able to open to small groups in March offering knitting, adult coloring and book club. Other activities, such as cribbage, pitch, quilting, puzzles, monthly movie, Fire Department Public Education and BEANO were added in on a staggered basis. We continued to offer meals to seniors on Tuesdays and Fridays, with the option of dine-in or takeout. We served over 4300 meals.



We worked very closely with the Board of Health assisting seniors with getting appointments for their COVID-19 vaccination and providing transportation for those who did not drive.

We send out over 900 newsletters each month to Oxford senior residents.

Our outreach was extremely busy assisting seniors with LIHEAP (Fuel Assistance) applications, SNAP (formerly Food Stamps) applications, online RMV Appointments & transactions, Social Security account setup and Medicare and other health insurance questions. These amounted to over 2500 occurrences as an office or phone consultation with either a senior or family member.

We were able to go on two bus trips; New Hampshire Turkey Train and the Newport Playhouse. Both trips were sold out and a great time was had by all that attended. We look forward to doing more trips in 2022.

We participated in Scarecrows on the Common, entering our scarecrow "ESTELLE" and won a prize for "FUNNIEST"



Our vans continued to run providing over 1800 in-town van rides and over 2400 WRTA van rides.

Many thanks to our Town Manager Jen Callahan, all Staff, Council Members and again our AMAZING SENIORS for your understanding and support.

Hoping 2022 is our year to get back to "somewhat" normal.

*Respectfully submitted,
Laura B. Wilson, Director*

HISTORICAL COMMISSION

In 1686, French Huguenots established the Settlement of New Oxford which was one of the earliest settlements in the area. They had come into the port of Boston, traveled along the newly opened Bay Path, down Long Hill (Federal Hill) onto the English Grant named Oxford and then turned south onto the Plains of Oxford (Main Street). They then turned east to travel up the Huguenot Path (Road) to build shelters on the west-facing side of today's Fort Hill. Later, when the English arrived, most of them settled on the Plains of Oxford as it was more easily accessed between hills to the east and west. Others established farms on more acreage surrounding the village on the Plains. In 2011, the wide part of Main Street stretching north and south of today's Oxford Center

became the central feature of the Oxford Main Street Historic District named in the MA State Register of Historic Places. This honorary designation represents state and national approval. It is time for Oxford residents and all those making decisions about this town to appreciate this area for which Oxford is so well known and to preserve it from destruction. Let us celebrate what we have!

In person meetings were not held for a period of time due to the pandemic. However, historical issues continued to be addressed during that time. Historical questions were responded to, and donations continued to be added to the town archives. Each donation becomes part of the story of Oxford for future generations. Work also continued a variety of projects already begun before the virus, and new projects were filed for future reference.

The Oxford Historical Commission (OHC) was asked to address the "Sacarrappa Road Culvert and Retaining Wall Replacement and Sacarrappa Road Widening Project". The OHC immediately responded with a set of conditions supported by the MA Historical Commission, the Oxford DPW, the US Army Corps of Engineers, the MA Dept. of Environmental Engineers, the engineering firm and the contractor for the project. Members of the OHC and neighbors met repeatedly at the Sacarrappa Mill Brook complex with the DPW and contractor as the demolition and reconstruction progressed at this historically sensitive early manufacturing site.

When the Town Clerk approached the OHC about re-establishing the *Boston Post Cane* tradition in Oxford to recognize the oldest living resident in Oxford once again, the OHC offered to provide the needed assistance. In addition, OHC member Richard Shumway volunteered to construct the case in which the special cane would be displayed permanently in Memorial Hall. An appropriate certificate will be presented to recipients.

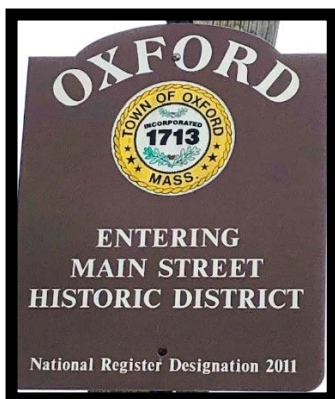
Efforts by the OHC to reactivate the latest Oxford Historical Society had been on-going for some time. This latest Society had been formed as a non-profit in 1994 by some OHC members and friends to facilitate the move of the 1872 North

Gore District 8 School House from Merriam District to Joslin Park. Although much interest was shown to continue this Society, officers for it did not come forward. It was formally closed by the remaining trustees in 2021. Oxford Historical Society records of the last eighty years reflect a similar pattern being repeated time and again of a Society being active for a time in Oxford and then dissolved. The OHC continues to oversee the care and use of the school. We look forward to a Historical Society once again being formed in Oxford.

Oxford Center is an important location in town. Two old structures in and around Oxford Center are now being refurbished/restored and several other buildings in the area continue to be well maintained. This is preservation at its best. This may also be a sign that this natural crossroads is once again gradually becoming a destination which was one of the goals set forth when the Master Plan was updated a few years ago. It became very clear at the hearings before that Master Plan was implemented that residents wanted to retain that which defined Oxford up to that time. Flowers and other plantings, American flags and seasonal decorations have long added to the attractiveness around the Center. Dedicated volunteers of the Beautification Committee worked tirelessly for many years to enhance the area. More recently the DPW has taken over the care of the colorful displays between Front Street and Huguenot Road. New park benches have added to the area.

A report found in the town's archives addresses the condition of Main Street more than 100 years ago and provides a plan much like a master plan for the town. When Dr. Elliot P. Joslin planned improvements to Main Street that included a significant donation to the town just north of the Center, he asked the Olmstead Brothers, noted Landscape Architects and friends of his from Brookline, to look over the town and make suggestions. The introductory overview of their report noted that the "eight rods wide (Main Street) is strikingly attractive and needs only some minor improvements". Improvements identified included the "worst objectionable condition...is the disfigurement of the street by electric wire poles (for electricity and trolleys) .(recommending) to

put the wires in underground conduits." That extensive report is dated 1913.



The OHC has assessed old properties located through-out Oxford. Several different properties have been chosen to be honored by the OHC based on a specific set of criteria developed by the Commission. The owners of these first properties selected for this honor will be notified during the coming year. It is expected that other projects will be completed now that meetings have resumed, and historic events can be resumed.

OHC members mourned the loss of Dr. Joyce Clements who served on the OHC many years ago. Even though she moved away from her adopted town she remained an active presence in whatever the OHC or the Huguenot Memorial Society of Oxford, Inc. did. Joyce clearly loved Oxford and her beloved Ireland. She was a good friend. She is missed.

Meetings of the OHC are now held in the small meeting room at the Oxford Senior Center. The public is always invited to join us. Please check meeting notices for dates and times.

Respectfully submitted,
Jean M. O'Rieilly,
Chairman

PLANNING BOARD

The Planning Board is chartered by the Town and Massachusetts General Law to administer local

and state by-law and zoning and subdivision regulations. The Planning Board makes recommendations on all matters concerning the physical, economic, and environmental development of the Town. The Board is responsible for the periodic updating of the Master Plan.

Planning Board membership at the end of the year consisted of:

Richard A. Escolas, Jr.	Chairman
Jeffrey Stafford	Vice Chairman
Kristine Bird	Clerk
Craig Holmberg	Member
Roger McCarthy	Member

Earlier in the year, Dale Mahota submitted his resignation and previously appointed member Mark Lee was appointed to fill his unexpired term. Norman LeBlanc submitted his resignation in November to take on the role of a newly elected member of the Board of Selectmen. The Board thanks Mr. Mahota and Mr. LeBlanc for their dedicated years of volunteering. Staff consisted of Tony Sousa, Director of Planning and Economic Development and Mary Herriage, Planning Assistant.

The Planning Board held twenty (20) meetings during the year 2021. During those meetings, the Board considered Approval Not Required (ANR) plans, site plan approval applications, special permit applications, stormwater management applications, land disturbance permit applications and proposed Zoning By-Law amendments. A public hearing for a 15 lot Definitive Subdivision known as History Estates was opened at year's end and will go through the approval process in 2022.

The Board endorsed eight (8) ANR plans showing lots with frontage on existing roads, resulting in lot line changes, and/or the creation of new lots.

Five (5) Special Permit Applications were submitted. Four were approved and one was withdrawn without prejudice. The approved special permits included an in-law/accessory apartment, a self-storage facility, a country inn, and a marijuana cultivation facility.

Seven (7) Site Plan Review Applications were received, six of which were approved. The approved plans include new or expanded uses on existing sites, alterations, and a new commercial building.

Five (5) stormwater management and land disturbance permits were received. Three were approved for the construction of single-family homes with associated site work and drainage, one was approved for a modification, and one was approved for significant backyard alterations.

Twelve (12) Technical Review Consultations were held last year. Meetings are informal and advisory only. Reviews are held with interested landowners and developers regarding the local permitting process for residential, commercial, and industrial projects. The goal is to address any technical questions and issues prior to applicants going before the Planning Board. The team is composed of town staff, officials, and utility company representatives. Prospective applicants must still follow all applicable administrative reviews and approval requirements.

The Board considered and made recommendations at the May 6, 2021, Annual Town Meeting to: (1) amend the Industrial Zoning District Use Table to allow Hotels in the Light Industrial and Industrial Zoning Districts; (2) to amend the parking requirements in the Village Business Zoning District to allow on-street parking to count toward parking requirements; and (3) to amend the Cluster Development Zoning By-Law to rewrite the Chapter to implement low impact development practices and preserve more open space and give the Planning Board more flexibility by allowing the Board to waive strict compliance with the requirements of the Chapter if the waiver will not adversely affect public safety and will equally or better serve the purposes of the by-law and Town of Oxford Master Plan. The Board also recommended an amendment to the Stormwater Management and Land Disturbance By-Law as contained in the General By-Law. All three Zoning By-Law amendments and the General By-Law amendment were approved at the Annual Town Meeting and subsequently approved by the Attorney General. At the October 6, 2021,

Special Town Meeting, the Board made several recommendations on warrant articles, including a Zoning By-Law amendment to expand the Marijuana Overlay Zoning District, which article was not approved by the voters at the Special Town Meeting.

Notable approvals include a commercial warehouse building at IPG's headquarters, a marijuana cultivation facility on Pioneer Drive and a storage facility on Stafford Street. The Board also notes the opening of East Coast Metal Roofing on Sutton Avenue and TC Controls on Leicester Street. Both projects were approved by the Planning Board earlier.

Other notable activities supported by the Board and staff:

- In 2021 Oxford was awarded a grant to update the town's Open Space and Recreation Plan (OSRP). The previous plan expired in 2017. An updated plan will allow the community to seek state funds designated for open space and recreation purposes including acquisition, design, and construction costs.
- Earlier in the year it was announced the Town of Oxford is moving forward with a joint effort to update its Hazard Mitigation Plan (HMP) and complete our first Municipal Vulnerability Preparedness (MVP) Plan. An updated HMP will help the Town assess community risk from natural hazards and plan actions to reduce future hazard risk. The MVP planning program is a state-funded effort that will help Oxford identify climate change impacts, assess local vulnerabilities, and develop a climate change adaptation action plan. Once the planning processes is complete, the Town will be eligible for designated state and federal grant programs that fund projects to reduce disaster risk and build resilience to climate change.

The Board continues to express many thanks to the Town Hall staff, DPW staff, and the other Boards, Commissions, and Departments for their

assistance and consideration of the many applications that are submitted for review.

Respectfully Submitted
Richard A. Escolas, Jr.,
Planning Board Chairman

MASTER PLAN IMPLEMENTATION **COMMITTEE (MPIC)**

The Master Plan Implementation Committee (MPIC) was formed in 2017 upon adopting the 2017–2027 Master Plan. The Master Plan is a long-range plan that makes a series of recommendations about topics including land use, housing, community facilities, transportation, economic development, open space, and natural resources.

The Committee is responsible for serving as a liaison with town boards and committees that have a role in implementing the Master Plan and will encourage boards and committees to adopt a process for reviewing and including Master Plan goals and recommendations in their regular meeting processes.

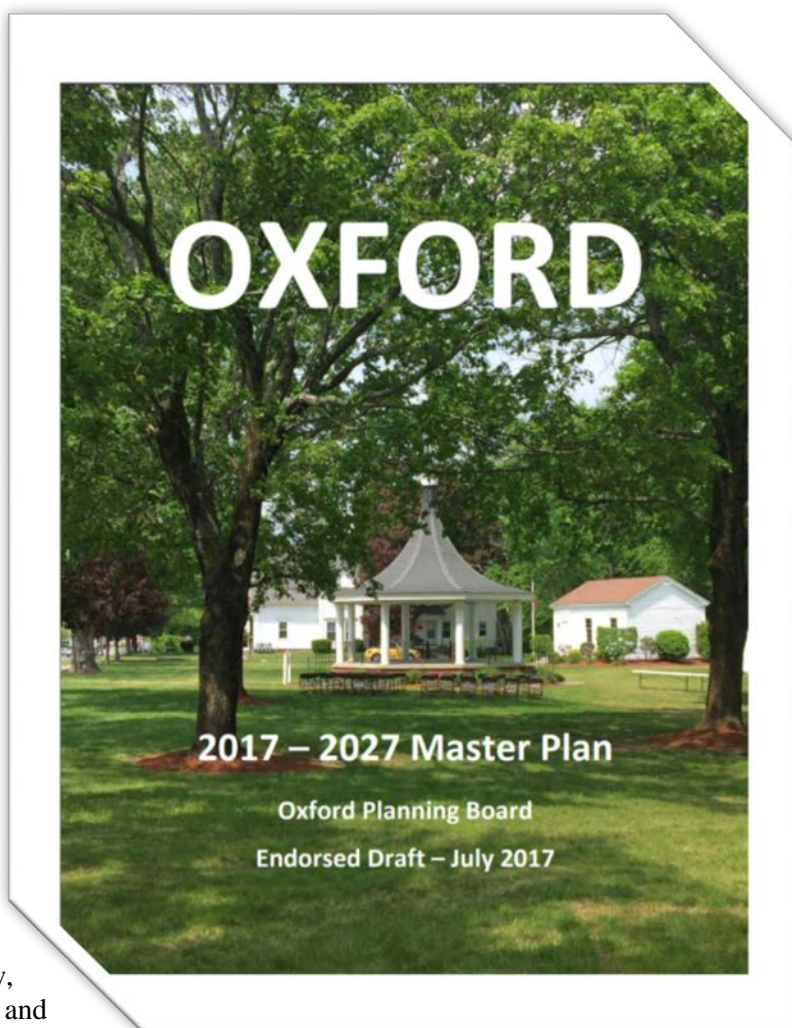
MPIC members consist of volunteer representatives from various boards and residents interested in guiding the community's future. The Department of Land Management provides support to the committee.

MPIC met four times during the calendar year (February 11, April 14, June 17, and November 18). The topics of discussion for 2021 included amending the Village Business Zoning District's parking requirements, updating the Town's Cluster Development Zoning Bylaw, updating the Town's Open Space and Recreation Plan, and discussions pertaining to

the Town's Capital Improvement Program including sewer expansion along Oxford center.

During the Annual Town Meeting, several MPIC supported items successfully passed. The items included: updating parking requirements in the Village Business Zoning District, expanding open space and housing opportunities in the Cluster Zoning Bylaw, allowing hospitality uses in the Industrial Districts, and codifying the Town's Stormwater and Land Disturbance Bylaw.

The Committee will continue to work with various stakeholders, staff, and other municipal boards to carry out the recommendations in the Master Plan. The group will also continue to evaluate the relevance of the Plan's



recommendations, assess the effectiveness of actions undertaken, and determine if adjustments to subsequent or follow-on recommendations would be appropriate. It is the goal of the Committee to make certain that the Plan remains a “living document” to support the community’s vision and goals for the future.

The members are:

Roger McCarthy	Chair
Norman J. LeBlanc	Member
Dennis E. Lamarche	Member
Jean M. O’Reilly	Member
Paul Cunningham	Member
John Eul	Member
Stephen Anderson	Member
Gordon Cook	Member

For an electronic copy of the Oxford Master Plan and to review supporting documents, please visit the Town of Oxford’s website at www.oxfordma.us. Anyone interested may also reach out to the Department of Land Management to learn more.

Respectfully submitted,
Roger McCarthy
Chairperson

ZONING BOARD OF APPEALS

The Zoning Board of Appeals meets on Thursday evenings, as needed, to hear and decide on applications for Variances, Special Permits and Appeals of Administrative Zoning actions as prescribed under the Town of Oxford Zoning By-Laws and Massachusetts General Laws. Board members are appointed by the Board of Selectmen. Each application to the Board involves one or more public hearings and in some cases a site visit. During 2021, the Board acted on one (1) Special Permit request to alter or extend a pre-existing non-conforming structure and three (3) Variance requests to vary the dimensional requirements as prescribed by the Zoning By-Law. The Board also acted on an Appeal of an enforcement order of the Zoning Enforcement Officer.

In 2021, the Board received an application for a Comprehensive Permit as prescribed by Chapter 40B of Massachusetts General Laws for a proposed 144 unit apartment complex. At the opening public hearing in October, the Board voted unanimously to invoke the Safe Harbor provision of 760 CMR 56.03(3)(b) thereby determining that denial or imposition of conditions for the project is consistent with local needs. The applicant has since appealed that decision to the Housing Appeals Committee. At the end of the year, the Committee’s decision was still pending.

At the close of the year, membership consisted of:

Peter Laflash	Chairman
David Silverman	Vice Chair
Stephen Balcunas	Clerk
Alfred St. Germain	Member
Thomas Purcell	Member
Daniel Champagne	Alternate Member

Administrative support is provided by Mary Herriage, Planning Assistant.

The Board wishes to thank all Town Boards, Committees, Commissions and Town Hall staff for their assistance during the past year.

Respectfully Submitted,
Peter Laflash,
Zoning Board of Appeals Chairman

OXFORD HOUSING AUTHORITY

The Oxford Housing Authority, a public corporation, was organized in 1971 as authorized by Chapter 121 of the General Laws of Massachusetts.

Annual Meeting: The first regular meeting after the Annual Town Election.

Regular Meeting: The second Tuesday of the month at 10:00 a.m. at the Housing Authority’s Office.

Office: 23 Wheelock Street, Oxford, MA 01540

Board Members

Karen M. Erickson	Chairman
Patricia L. Ferdella	Vice Chairman/Tenant Board member
Wayne McFarland	Treasurer
Arsenio Luz	Assistant Treasurer
Dale Mahota	Member

Terms

Karen M. Erickson	State Appointee
Patricia L. Ferdella	Board of Selectmen Appointee
Dale Mahota	Until Successor is qualified
Wayne McFarland	Until Successor is qualified
Arsenio Luz	Until Successor is qualified

Personnel

Barry J. Nadon, Jr.	Executive Director
Matthew Morse	Administrative Assistant/Tenant Administrator/Accounts Receivable
Chenelle Jenkins	Tenant Selection CHAMP/Tenant Administrator/Accounts Payable
Kerrie Sturtze	Section 8 Coordinator / Accounts Payable
Ben Chase	Maintenance Supervisor
Joseph Metivier	Maintenance Laborer
Craig Erickson	Maintenance Laborer
Karen Ahlers	Attorney
Gordon/Griffin, LLC	Accountants

The Oxford Housing Authority's primary function is to administer public housing programs in the Town of Oxford and to recommend and apply for financial assistance to State and Federal agencies for housing programs, when and if needed. The Authority currently administers a total of 188 units of State-aided Housing. 66 were completed in 1974 and a 52-unit State-aided project was completed in 1979. The Housing Authority completed a Development Grant in 1997 for the construction of 48 units of elderly/handicap, 18 units of family, and 4 units of special needs. The Housing Authority also administers 149 units of the Federal Section 8 Rental Assistance Program.

*Respectfully submitted,
Barry J. Nadon, Jr., Oxford Housing Authority,
Executive Director*

OXFORD FREE PUBLIC LIBRARY **REPORT OF THE DIRECTOR**

While 2021 was drastically better than 2020, it still wasn't quite a normal year for the library. For almost the entire beginning half of the year, the library continued to be closed to the public but was offering lobby pickup hours for our patrons, Monday – Friday. It was on May 25, 2021, that we were finally able to open our doors to the public. However, with the opening of the building still came some changes that hadn't been in place before, like the plexiglass located at both



First Library Patrons of 2021

circulation desks, the social distancing markers on the floor and the requirement of masks being worn in the library. Even with these new things in place, what didn't change was our dedicated service to the public.

With this "new normal", the library needed to think outside the box regarding services we provide - one new service/item the library began offering this year are wireless internet hotspots that patrons can borrow for a week at time. These devices allow patrons to have access to the internet at home, or anywhere they may be traveling, and they have proved to be quite popular, as they are almost always in circulation. We want to provide beneficial services that can make a difference for people, and this is certainly one of them.

This year brought many virtual programs for all ages, but particularly for our young residents. Children's Librarian, Deborah Bilis, put together many programs that could be held over Zoom. She held virtual paint programs, which were quite popular, along with a few virtual STEAM programs. She would bag up materials that were needed for these programs and patrons were able to come pick them up. They would all then meet over Zoom and make their creation together. Our Children's Services Assistant, Kathleen McGrath, did a splendid job with story times for different age groups this year. While the library was still closed, Ms. Kathy continued offering virtual storytimes through our YouTube page - it

was a great way for our staff to connect with our patrons during such an uncertain time. In the Summer of 2021, Ms. Kathy began offering outdoor storytimes for our young patrons - they would read stories on the front lawn, sing some songs, and play some games. As the months got colder, Ms. Kathy moved the storytimes into our meeting room, allowing for limited attendance and social distancing - it was great to be able to hold in-person programming once again!

Over the Summer we were able to welcome Jacob Lotter aboard for the new position of Cataloging & Technology Librarian. Mr. Lotter may be a familiar face to you, as he was once a high school page at the Oxford Library many years ago! We are delighted to have him join our team in this new role.

You may have noticed a new "Little Free Library" located in front of the library, thanks to Eagle Scout, Samuel Zostant, of Troop 147. Samuel built multiple little libraries over the summer and placed them throughout the town. He did a beautiful job creating these little libraries for the community to enjoy. Be sure to look the next time you're strolling by the library!

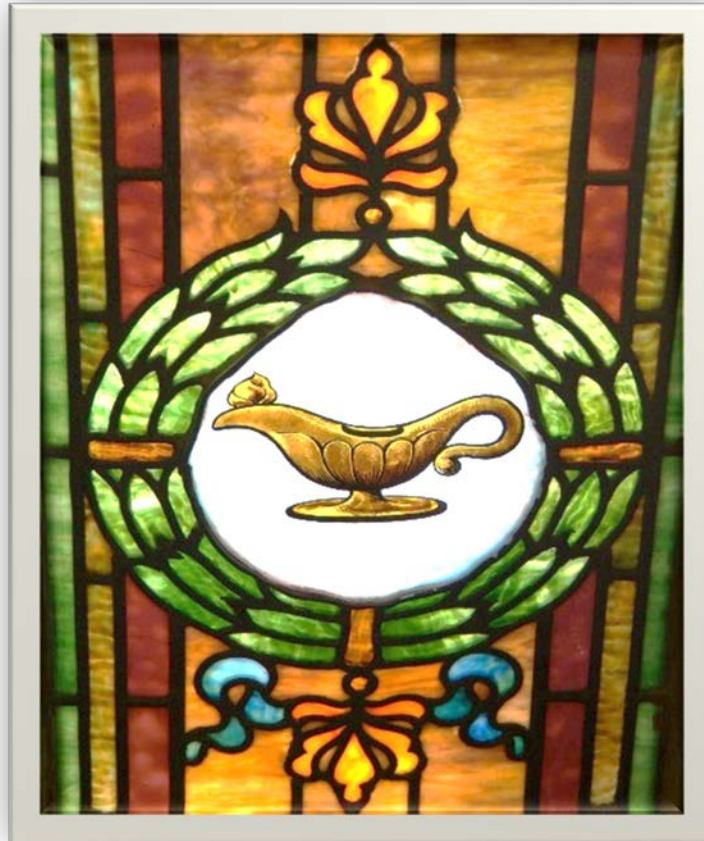


Photo: "Lamp of Knowledge" stained glass window in the Oxford Free Public Library



Although the Friends of the Library were unable to hold book sales again this year, they are still here to support our library! We are hoping that 2022 will allow for book sales and more fundraising opportunities for our supporters. If you would like to become a part of this amazing group, be sure to visit their website to find out how you can join:

www.friendsoxfordfreelibrary.org

We continue to be grateful for those who contributed to our Library Pass Program this past year: The Friends of the Library funded passes to Davis Farmland and the Roger Williams Park Zoo. The Oxford Women's Club and the Friends of the Library jointly provided passes to the Children's Museum in Boston. John Bowes donated the Boston Museum of Fine Arts Pass. The Oxford Cultural Council provided funding for passes to the Tower Hill Botanical Garden as well as the Worcester Art Museum. The Taft

Fund provided museum passes to the Ecotarium and the New England Aquarium. The Library Pass Program continues to be a huge success!

Thank you to those who have so graciously made donations to the library throughout the year and who have also made donations in memory of loved ones – we are incredibly grateful for your kindness!

I would also like to thank my dedicated and hard-working staff, the Board of Trustees, all Town departments, and our ever-faithful patrons. This was yet another uncertain year for us all, but together, we were able to make it through.

We hope to see you at the library soon and wish you all good health and safety in the coming year.



*Respectfully submitted,
Brittany McDougal Bialy, Library Director*

OXFORD FREE PUBLIC LIBRARY **REPORT OF THE BOARD OF TRUSTEES**

The health and safety of our staff and patrons continued to be one of our top priorities heading into 2021. While we were still closed to the public in the beginning of 2021 and offered lobby pick-up only, we finally opened our doors to the public on May 25, 2021.

The library continues to be your place to find the information you seek and the recreational reading, listening, and viewing that you love and enjoy. We are proud of the “free” in Oxford Free Public Library, and rightfully so, as this year continued to offer some unexpected turns. Our goal is to ensure every Oxford resident free and equal access to all library services, even during the modified services we had offered. Our collection is always changing and growing to fit the needs of our community. One of the library’s biggest additions this year were the wireless internet hotspots we began loaning to our patrons – this has proven to be one of the more popular and beneficial services we offer. We are constantly evolving and striving to provide the best service possible to our residents.

It was decided that our annual Art in the Yard exhibit would be postponed yet again for 2021. We know this exhibit has brought much joy to our residents over the years, but we wanted to ensure we were taking all the proper precautions in keeping our staff and patrons safe. We are already in the process of bringing Art in the Yard back for the Summer of 2022. If anyone is interested in possibly sponsoring a piece, please contact our Library Director.

The Board is grateful to those who have donated or asked that their donation be made in memory of a loved one, to the Oxford Free Public Library. Your generosity is greatly appreciated and helps to secure the future of your library. We also thank those who contributed towards our Library Pass Program once again this year – this is yet another popular service, so it is so important we can keep it running.

We are thankful to the library staff who keep the library running so smoothly, providing excellent customer service to our patrons day-to-day. This year has especially shown the true dedication our staff has to this wonderful community. We are also thankful for our Friends group who have been working behind the scenes this year to continue supporting our library.

And lastly, thanks to you, our dedicated patrons, for your continued support. We look forward to

an even better year and what is to come for the library. In the meantime, we wish you well.

*Respectfully submitted,
John J. Bowes, Chair
Carole A. Steina, Vice-Chair
Harry R. Williams, Member*

OXFORD CABLE ACCESS

Oxford Cable Access is our local PEG (Public, Education, and Government) service to record town meetings and events. Funding for this department is derived from fees collected by Charter Communications from cable subscribers.

Throughout the year, board and committee meetings were captured and posted to the Town of Oxford, MA Youtube channel, where residents can rewatch meetings at their convenience. In addition to meeting coverage, town events such as the Teddy Bear Picnic and the Memorial Day Celebration were captured and can also be found on our Youtube Channel.

During the 2021 May Town Meeting, the town voted to appropriate funding for the installation of a new playback system. Similarly to many departments, the delays in production caused by COVID-19 impacted the timeline of delivering equipment. The playback system delivery and installation were delayed until October. This delay directly impacted the ability of broadcasting programming live on PEG channels.

In October, the Tighrope broadcast server system was installed. This server allows OCA to broadcast town meetings live, schedule programming to run throughout the week, and create custom bulletins to deliver important messages to the town. This modern system also allows for remote access to post time sensitive messages to the bulletin board.

The Town Hall 2nd floor Meeting Room received upgraded HD ceiling mounted cameras, a new switcher and recording unit, and a permanent audio setup, improving the quality of recorded meetings.

Oxford Cable Access introduced new local programming on the Public channel including the following shows:

“Get Healthy with Holly”,
“Local Rock”, and “The Garage
with Steve Butler”.

OCA assisted town departments to modernize and improve documents, graphics, and presentations. In addition, OCA also began providing audio/visual services for events at the Senior Center.

I am excited to start my new journey here with the Town of Oxford and continue to improve Oxford Cable Access and community programming.

*Respectfully submitted,
Kaylee Olson
Oxford Cable Access
Media Production Coordinator*



2021 TOWN CLERK STATISTICS AND REVENUE

	Birth Certificates	Death Certificates	Marriage Certificates
2020	87	189	58
2021	134	139	57

Vital Records Revenue

Birth Certificates	\$3,350.00
Death Certificate	8,350.00
Marriage Certificates	1,880.00
Marriage Intentions	1,450.00
Total Revenue for Vital Records	\$15,030.00

Miscellaneous Revenue

Business Certificates	\$3,560.00
Miscellaneous Account	60.00
Copies	21.54
Raffle and Bazaar Permits	50.00
Street Listing Books	120.00
Pole Locations	40.00
Registration of Flammables	1,045.00
Certificate of Residency	5.00
General Bylaws	.00
Zoning Bylaws	.00
Zoning Map	.00
Subdivision Rules and Regulations	.00
Charter	.00
Municipal Legislation	.00
Notary Fees	72.50
Fines – Non-Criminal Disposition – Board of Health	800.00
Marijuana Tickets	.00
Yard Sale Permits	.00
Bounced Check Fee	25.00
Total Revenue for Miscellaneous Items	\$5,799.04

Animal Control Revenue

Dog and Kennel Licenses and Late Fees	\$13,710.00
Cat Licenses and Late Fees	3,412.00
Duplicates Animal Licenses	.00
Fines – Non-Criminal Dispositions – Animal Control	8,000.00
Total Revenue for Animal Control	\$25,122.00

Online Transactions

Birth, Death, and Marriage Certificates	\$2,050.00
Dog Licenses and Late Fees	5,614.00
Cat Licenses and Late Fees	1,202.00
Total Electronic Receipts	\$8,866.00

Total Receipts by Town Clerk paid to the Treasurer Collector	\$54,792.04
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PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

“It is the mission of the Oxford Department of Public Works to provide the community, its visitors, and all Town departments the highest quality public works, essential services, and facilities in a responsive, safe, efficient, and cost-effective manner. Through the dedicated effort of our team the DPW plans, constructs, and maintains the Town’s infrastructure to support and enhance quality of life, public safety, environmental sustainability, and economic growth.”

- *Oxford DPW Mission Statement*

WINTER SNOW & ICE STATISTICS

The DPW responded to 11 measurable snow and/or ice events requiring deicing and/or plowing of roadways in Fiscal Year 2021. The DPW responded to 17 unmeasurable events/needs such as black ice, intersection clearing, and removal of snow piles. 2 of the events were classified as Nor’easters, and 1 event was an ice storm. The season started on October 29, 2020 with 5.0 inches of snow and ended on February 9, 2021 with 2.9 inches of snow. The highest snowfall event occurred on December 16-17, 2020 with 12.1 inches. Officially, 47.3 inches of snow fell on the Town of Oxford. (Source: Town Contract

Meteorologist: Precision Weather Forecasting/New England Weather Science)

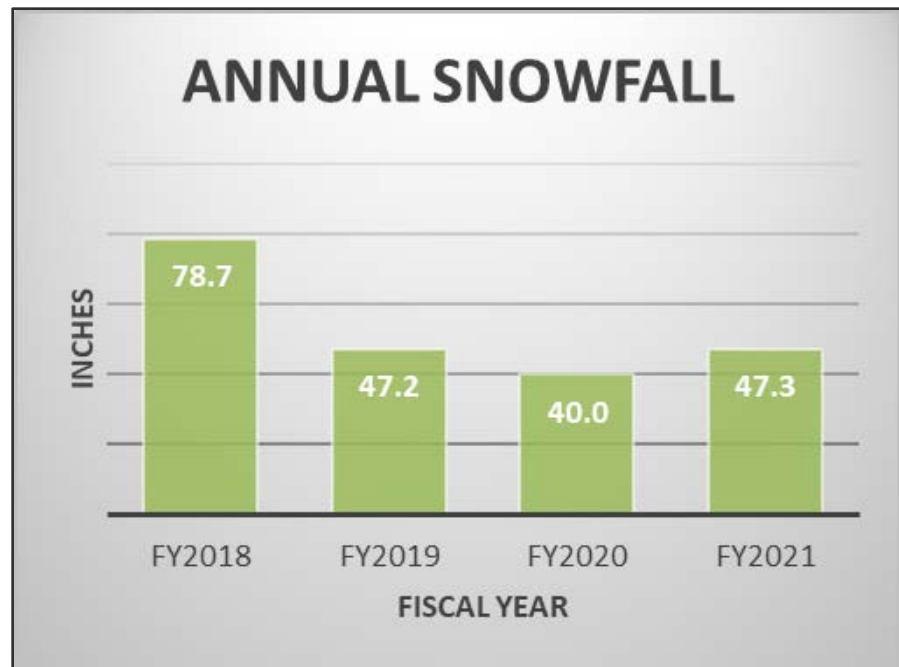
ORGANIZATIONAL STRUCTURE

The DPW is organized into seven divisions: Administration/Engineering, Highway, Parks & Cemetery, Forestry, Facilities

Maintenance, Fleet Maintenance, and Sewer. A total of 30 full time employees and numerous part time employees dutifully carry out the work of the DPW.

ADMINISTRATION / ENGINEERING

Administration is tasked with all personnel management, payroll management, and fiscal



management. Engineering is tasked with design, procurement, and construction management for public works projects; technical review of most development proposals within the Town; and provides

support to other Town departments. Considerable overlap occurs between administration and engineering. Administration and Engineering also administer the DPW's permit program for road openings/trenches, driveways, drainlayers, and sewer connections. Administration also administers the DPW's professional development, continuing education, and safety programs for all employees.

- Issued 10 drainlayers licenses, 16 driveway permits, 11 trench/road opening permits, 6 sewer connection permits.
- DPW operations staff participated in 36 workplace safety trainings.

NOTABLE CONSTRUCTION PROJECTS

- Replacement of the Sacarrappa Road Culvert to reopen the road and restore timely, convenient access to Sutton Ave and area residences. Total cost: \$950,000.
- Downtown pedestrian safety improvements including median refuge islands via a State "Shared Streets & Spaces" grant. Total cost: \$409,000.
- Roadway reconstruction and drainage improvements on Sutton Avenue from Orchard Hill Drive to Sacarrappa Road. Total cost: \$683,000.
- Paved Nottingham Road, Maid Marion Street, Bounty Road, and Friar Tuck Lane. Total cost: \$150,000.
- Carbuncle Beach Parking Lot Improvements including paving, striping, handicap access improvements, and drainage improvements. Total cost: \$100,000.
- Emergency reconstruction of the Industrial Park Road West culvert following culvert failure during extreme rainfalls in August 2021. Total cost: \$71,200.
- Crack sealed various streets – 7 miles total. Total cost: \$40,000.

NOTABLE ENGINEERING PROJECTS

- The DPW developed a robust Town-wide pavement management plan totaling \$8M to address many of Oxford's deteriorating streets. The plan included a \$5M borrowing that passed unanimously at the Special Town Meeting in October 2021 but failed at the ballot box on January 4, 2022.
- Design of improvements to the Leicester Street Bridge over the French River near the Leicester/Oxford Town line was finalized. Significant deterioration of the beam ends and deck has caused MassDOT to alert the Town to undertake improvements to the structure. MassDOT notified the Town that construction will be funded through the State's NextGen Program. The State has not identified a timeline for construction at this time.
- Design of drainage improvements is ongoing near 198 Old Webster Road in the vicinity of Oxford Asphalt. The area is low lying and is adjacent to a small pond this is routinely inundated with beavers. The proposed work includes adding drainage, replacing a culvert, and restoring impacted wetlands.
- Design to replace the culvert on Hall Road is ongoing. The roadway has routinely been overtopped by the stream during significant wet weather events. The stream is perennial and serves as a fish passage. The existing condition of the culvert is very poor and obstructs fish passage. The DPW previously submitted a grant application to the Division of Ecological Restoration to replace the culvert. The grant application was unsuccessful. The DPW will continue to investigate funding sources as the design is advanced.
- Master planning and Transportation Improvement Program pre-25% design work advanced for the Main Street corridor reimagining. The Town's consultant

submitted the Project Need and Project Initiation forms to MassDOT and their Project Review Committee to apply for a spot on the Transportation Improvement Program (TIP) to receive federal funding. The project area is from Fairlawn Avenue to Front Street. The goal of the project is to engage with the community to reimagine what Main Street could look like and how it could better function with multi-modal transportation goals (safer pedestrian crossings, bike lanes, etc.) and safety as top priorities.

- Design of improvements to McKinstry Pond dam was advanced utilizing a design grant awarded by the Executive Office of Energy and Environmental Affairs (EEA) in the amount of \$55,275. In 2019 DPW submitted a grant application for construction funding to the EEA in the amount of \$515,000. The application was not successful. The DPW will resubmit the grant application in the amount of \$600,000 in FY2022.

- Design of sewer expansion on Route 20 from Route 56 to Oxbow Road was completed in 2018. In 2019 DPW submitted a grant application for MassWorks grant funding for construction. The Town received formal award of \$2.8M for construction in December of 2021. Construction of the sewer extension will take place as part of the State's Route 20 Corridor Improvements project slated to start in Fall 2022.

- The Town was awarded \$37,471.27 through the State's Complete Streets Program to update our Tier 3 Prioritization Plan which identifies and ranks priority projects throughout Town to improve multimodal transportation for pedestrians, bicyclists, etc. The DPW will present the finalized plan to the Board of Selectmen early in 2022. Once the plan is finalized the Town is eligible to pursue grant funding through the Complete Streets Program for priority projects.

- Design for roadway and drainage improvements on Sutton Avenue from Turk Hollow Road to Douglas Road, and Joe Jenny Road was advanced. The DPW's goal is to finalize the design for bidding and contract award in early 2022 and construction in the spring/summer 2022.

HIGHWAY

The Highway Division is responsible for maintaining over 90 miles of public roads, eight bridges, two dams, a sprawling drainage system, and approximately 13 miles of sidewalks. The Division also performs basic maintenance on approximately 5 miles of private ways in Oxford. The Highway Division also functions as the Town's construction crew and is tasked with construction work across all DPW Divisions. The work is coordinated by the Operations Manager and the Highway Working Foreman.



Matt & Laurie showing off their 2nd place medals Source: Oxford DPW

The DPW was proud to have 2 of our team members, Laurie Massoni and Matt Krupsky, travel to Colorado on an all expenses paid trip by the APWA and represent Oxford in the National Snowplow Rodeo where they placed 2nd in the 10-wheel dump truck event.

Projects & Maintenance

- Swept all streets.
- Cleaned nearly 1,500 catch basins.
- Rebuilt 5 catch basins.
- Installed stormwater infiltration structures on East Main Street, Millbury Blvd., Rocky Hill Road, and in the North Cemetery.
- Constructed to subgrade the emergency access road between the North Cemetery and High School including layout, culvert pipe installation, filling, grading, compacting, loam installation, gate installation, and pavement markings.
- Emergency reconstruction of the Prospect Street culvert that failed during Hurricane Ida. Total cost: \$6,800.
- Rehabilitated railroad track crossing on Holbrook Road in coordination with G&W Railroad personnel.
- Demoed the existing message board in front of Town Hall and excavated and installed footings for new LED sign.
- Excavated and installed footings for new LED sign in front of the Oxford Middle School and excavated trench for installation of conduit for electrical service.
- Excavated trench for Carbuncle Pond aeration system.
- Demoed and transported the existing WWI Veterans memorial on Main Street and excavated, formed, and poured the foundation for the new memorial.
- Installed playground chips at Chaffee School.
- Removed and reinstalled a flagpole from the Project Coffee building to the Dog Park.

- Excavated and backfilled the Joslin Park bandstand accessible ramp.
- Formed and poured new ADA/AAB compliant concrete sidewalks along Main Street adjacent to Joslin Park.
- Installed a new dog kennel at OPD for police K-9 Zax.

PARKS & CEMETERY

The Cemetery & Grounds Division is tasked with expertly maintaining over 100 acres of grounds including school fields and grounds; Ruel Fields; basketball courts; playgrounds; tennis courts; skate parks; memorial sites; the Town Common (Joslin Park); and the South, North, and Gore cemeteries. Our Cemetery and Grounds Superintendent lead the work.

Work includes regular mowing and trimming; infield grooming; field aeration; over seeding; flower planting and weeding; and cemetery cleanups. The men and women assigned to parks and cemeteries take great pride in enhancing public green spaces and cemeteries for the public to enjoy the outdoors and honor their loved ones. This is especially true on Memorial Day when the spring sprint to get everything done results in beautiful Town properties. The DPW takes great pride in the level of professional and compassionate care provided to grieving families.

Division personnel interred a total of 48 in Oxford Cemeteries. Of the total, 23 were full burials and 25 were cremation burials. A total of 83 graves were sold.

NOTABLE PARKS AND CEMETERY PROJECTS

- North Cemetery roadway paving funded by perpetual care funds. Total cost: \$59,000.

- North Cemetery/High School emergency access roadway paving on DPW constructed subgrade. Total cost: \$10,000.
- Installed an aeration system in Carbuncle Pond to prevent algae blooms. Total cost: \$11,000.

FORESTRY

The Forestry Division is responsible for the care and maintenance of all trees belonging to the Town along public roadways and on public grounds under the leadership of the Tree Warden.

Maintenance

- Responded to 10 emergency tree calls
- Removed a record number of 116 high risk trees from public roadways with in-house and contracted help
- Performed clean-up/limb removal for 10 wind events with tree damage - 3 with wind gusts in excess of 50mph, 1 was a tropical storm event in August with 13 tree related calls.
- Continued the Town's aggressive roadside brush mowing with in-house equipment.
- Planted 2 maple trees and 3 crab apples on Main Street.
- Distributed 200 lilac Rose of Sharon seedlings at Joslin Park with the help of the Seven Hills Foundation in honor of Arbor Day while practicing COVID-19 safety protocols.
- Ground 87 stumps.
- Collected 81 Christmas trees.

FACILITIES

The Facilities Division is responsible for providing maintenance and management of all public buildings owned by the Town including school buildings under the leadership of the Facilities Director. The

mission is to effectively and efficiently manage structures and building systems equipment in order to achieve maximum return on investment and to provide safe and functional spaces for the public, students, and employees. The Facilities Division continued to see their role and responsibility expand further this past year due to the ongoing COVID-19 pandemic. The pandemic gave rise to enhanced cleaning procedures, water testing, and enhanced maintenance on building systems, especially HVAC systems, to ensure students and employees occupied the safest, healthiest spaces possible. While the pandemic's impact waned in the summer months of 2021 the Facilities Division continued to provide enhanced level of services.

NOTABLE FACILITIES PROJECTS

- Completed 1,818 repair and preventative work orders at municipal and school buildings.
- Relocated Facilities Division Personnel from 3 Barton Street to DPW HQ at 450 Main Street by repurposing storage area into office space. Received School Committee authorization to clean out the old automotive and wood shop area at OMS and utilize for Facilities Division workshop area/storage. Total cost: \$14,800.
- Installed security cameras at DPW HQ at 450 Main Street. Total cost: \$4,658
- Replaced existing restroom counters and sinks with solid surface counters, molded sinks, and touch free faucets at Barton & Chaffee Schools. Total cost: \$37,716.
- Duct cleaning at Barton & Chaffee Schools. Total cost: \$7,231.
- Emergency replacement of 500-gallon hot water tank due to leak in the existing tank at the High School. Total cost: \$21,225.
- Major pump and valve service in the boiler room at the High School. Total cost: \$5,069.

- Replaced the expansion tank at the Chaffee School. Total cost: \$9,813
- Replaced carpet in the first floor Teen Room at the Library. Total cost: \$2,309.
- Sealed a crack in the exterior wall next to the side entrance of the Library. Total cost: \$724.
- Refinished hardwood floors in the Land Management office in Town Hall. Total cost: \$1,500.
- Painted several offices in the Town Hall ahead of flooring replacement.
- Completed additional COVID-19 related modifications to interior doors and service windows at Town Hall.
- HVAC repairs in the Library basement including coil and exhaust fan replacement. Total cost : \$12,000.
- Completed historic preservation project repairing exterior brick work, windows, and doors at the Library. Partially funded by a \$55,000 state grant. Total cost: \$364,000
- Replaced 6 existing grease traps at the High School and Middle School. Total cost: \$25,000.
- Replaced carpet and paint in the conference room at the central school administration offices. Total cost: \$3,341.
- Installed remote HVAC access at the Chaffee School. Total cost: \$22,000.
- Completed exterior portico and windowsill repairs/painting at the Library. Total cost: \$15,000.
- Completed carpet and VCT flooring replacement at the Town Hall. Total cost: \$50,000.
- LED light replacement at Chaffee School as part of the Green Communities program. Total cost: \$76,000. Rebate: \$16,500. Savings: \$8,650 annually.
- LED light replacement at Barton School as part of the Green Communities program. Total cost: \$58,756. Rebate: \$15,660. Savings: \$7,141 annually.
- Weatherization of Chaffee and Barton Schools as part of the Green Communities

program. Total cost: \$138,016. Rebate: \$9,346. Savings: \$12,625 annually.

FLEET MAINTENANCE

The Fleet Maintenance Division is responsible for maintaining the fleets of the DPW, Fire-EMS Department, Police Department, Animal Control, and the Council on Aging through the leadership of our Fleet Superintendent. Responsibilities include preventative maintenance and repair. Most repair and maintenance is completed in-house saving the Town thousands of dollars every year in avoided contract work.

In 2021, the DPW took delivery of a Mack 6-wheel dump truck with a combination dump/spreader body and plow for use by the Highway Division. The DPW also repurposed the Town Hall's 2014 Ford Explorer pool vehicle for use by DPW administration and custodians.

SEWER

The Sewer Division is tasked with maintaining sewer service for approximately 1,000 residents in two service areas. The sewered areas include the North Service Area (Main Street and surrounding area north of the Oxford High School) and the Southwest Service Area (Old Webster Road). The Fiscal Year 2021 annual average daily flow of the North Service Area was 46,575 gallons per day. The Fiscal Year 2021 annual average daily flow of the Southwest Service Area was 18,147 gallons per day. The North Service Area usage charge was unchanged at \$12.35 per 1,000 gallons effective July 1, 2019. The Southwest Service Area usage charge was unchanged at \$16.86 per 1,000 gallons.

NOTABLE SEWER PROJECTS

- Downtown sewer feasibility study completed. Total cost: \$40,000.

The DPW continued to endure trials and tribulations in 2021 due to the ongoing COVID-19 pandemic. We continued to adapt to maintain level of service and keep our people safe and healthy. I want to commend our men and women for their flexibility and kindness for one another over the past year. Their attitude and approach to their work is the reason the DPW was able to continue to provide essential services to the Town throughout the pandemic without incident.

In closing, I want to thank the men and women of the Oxford DPW for their dedication and hard work. I also want to thank the families of those in the Oxford DPW for enduring the long hours away from their loved ones while they serve the Town and keep Oxford's streets safe and accessible. I am honored to be a part of our team in the DPW and take great pride in the work our men and women do every day to make Oxford an even better community to live in.

On behalf of the men and women of the Department of Public Works I thank all Boards, Committees, Commissions, Departments, and the general public for their support. Such support is essential toward fulfilling our mission statement each and every day.

*Respectfully submitted,
Jared M. Duval, P.E., Department of Public
Works Director*

OXFORD PUBLIC SCHOOLS

ADMINISTRATIVE STAFF LISTING

SCHOOL YEAR 2020-2021

SCHOOL COMMITTEE

Daniel P. Coonan, Chairman
David Cornacchioli, Vice Chairman
September Forbes, Secretary
Palmina E. Griffin, Member
Corey J. Burke, Member
Helen Coffin, Recording Secretary

TECHNOLOGY DEPARTMENT

Kadion Phillips, Director
Nicholas Packard, Data Coordinator/Registrar
John Reynolds, Computer Technician
Sean Sumner, Computer Technician

FOOD SERVICES DEPARTMENT

Vianna Pacitto, Director

CENTRAL ADMINISTRATION OFFICE

Kristine E. Nash, Interim Superintendent
Helen M. Coffin, Executive Assistant
Justin Leduc, School Business Administrator
Ellen Racine-Weatherwax, Payroll Coordinator
Kristina Herrick, Senior Account Analyst
Susan Davis, Bookkeeper

STUDENT SERVICE DEPARTMENT

Susan Henrichon, Assistant Superintendent
Debra Tremblay, Executive Assistant
Michele Raymond, Office Secretary
Richard Maliff, Evaluation Team Leader
Kristin Miller, Evaluation Team Leader
Terry Gawronski, Social Worker
Maureen Soto, Behavior Analyst
Samantha Allyn-Bennett, Psychologist

OXFORD HIGH SCHOOL

David Nugent, Principal
Robert Truax, Assistant Principal
Leslie Sullivan, Office Secretary

CLARA BARTON SCHOOL

John Quinn, Principal
Christen Hutchinson, Assistant Principal
Corina McGown, Office Secretary

OXFORD MIDDLE SCHOOL

Amy Belhumeur, Principal
Michael Lavalley, Assistant Principal
Jean Aromando, Office Secretary

A.M. CHAFFEE SCHOOL

Robert Pelczarski, Principal
Susan Grenier, Office Secretary

A complete list of all School Department personnel can be found on our District website: www.oxps.org

SCHOOL COMMITTEE

Honorable Board of Selectmen and Residents of Oxford:

We are honored to present this 2020-2021 annual report. The Oxford School Committee is composed of five individuals, each serving three-year staggered terms of office. The School Committee is responsible for setting policies that guide the district, approving and monitoring the budget for the school district, and hiring and evaluating the Superintendent of Schools. Daniel Coonan served as Chairman for the majority of the year but chose not to run for re-election. We wish to extend our sincere appreciation to Mr. Coonan for his many years of honorable service and dedication to the Oxford Public Schools. David Cornacchioli served as Vice Chairman along with members Palmina Griffin, September Forbes, and Corey Burke. The newest member, Molly Cook, joined the committee in the spring after the annual town election. Oxford High School student Ashleigh McGown served as student representative.

The regular meetings of the School Committee were scheduled on the 2nd and 4th Mondays of the month, unless otherwise noted. Due to restrictions in place regarding attendance capacity in connection with the coronavirus pandemic, many meetings were held partly remote and in-person. Kristine Nash served as Interim Superintendent of Schools, Justin Leduc served as School Business Administrator and Director of Operations, Helen Coffin served as the Committee's Executive Assistant and Recording Secretary, and Attorney Marc Terry served as the district's legal counsel.

In addition to the School Committee's work at scheduled meetings, the following standing subcommittees were appointed to work on more specific topics throughout the year: Policy Subcommittee, Personnel and Negotiations Subcommittee, District Accountability and Curriculum Subcommittee, School Buildings and Safety Subcommittee, and Diversity, Equity, and Inclusion Subcommittee. The membership of each subcommittee includes two School Committee member representatives. We greatly

appreciate the dedication of these groups and their hard work on behalf of the district.

Due to ongoing concerns regarding the coronavirus pandemic, the members worked closely with the Interim Superintendent to determine the best way to reopen schools in the fall. Oxford Public Schools opted for a phased-in hybrid model of re-entry, which included both in-person and remote learning. A great deal of emphasis was placed on ensuring the health and safety of our staff and students. Extensive planning for full in-person learning for students began in the spring with a phased re-entry taking place in April 2021. The School Committee extends its heartfelt thanks and appreciation to the Oxford Public Schools administrative team, school nurses, teachers, and all professional and support staff for their tremendous support, diligence, and perseverance during such a challenging time in education. Thank You!

The School Committee hired the New England School Development Council (NESDEC) to assist with the recruitment of a permanent Superintendent of Schools, and a Screening Subcommittee was appointed to participate in the interview process. In late spring of 2021, the School Committee was pleased to hire Michael Lucas as the next Superintendent of Schools, effective July 1, 2021.

As is always the case, the School Committee worked closely with the Superintendent of Schools and School Business Administrator on the development of the annual operating budget for the schools. After meetings with the Town Manager and Finance Committee, the proposed FY22 budget was approved by the School Committee after a public hearing held in March, and subsequently approved by vote at the Annual Town Meeting in May. With the District's receipt of approximately \$4.3M of federal grant funding in connection with the coronavirus pandemic through the Elementary and Secondary School Emergency Relief Fund (ESSER), efforts then became focused on preparing a districtwide learning recovery and acceleration plan for the next school year. The final plan was approved by the School Committee in June, with the emphasis

on hiring 40+ additional professional and support staff in order to decrease class sizes.

Some of the other important decisions made and votes taken during the year included, but are not limited to the following: a vote to not offer school choice during the 2020-2021 school year; a vote to submit a Statement of Intent (SOI) to the Massachusetts School Building Authority (MSBA) for repairs to the Oxford Middle School; acceptance of the School Improvement Plans (SIPs), Student Handbooks, and the High School Program of Studies; and awarding the school transportation bid to a new bus vendor. Lastly, throughout the year the members were consistently updated in connection with Oxford High School's New England Association of Schools and Colleges (NEASC) educational accreditation evaluation.

In closing, the School Committee would like to thank the Town Manager and her office, the Department of Public Works, the Police Department, and the Fire/EMS Department for their endless efforts supporting the Oxford Public Schools. We will continue working to serve the students and families of Oxford and to provide vision and leadership in the best way possible. We are honored to serve the Town of Oxford.

*Respectfully submitted,
David Cornacchioli, Chairman
Corey Burke, Vice Chairman
Palmina Griffin, Secretary
September Forbes, Member
Molly Cook, Member*

STUDENT SERVICES AND SPECIAL EDUCATION DEPARTMENT

The Oxford Public School District's Department of Student Services and Special Education serves students from ages 3 to 22, as required by state regulation 603CMR 28.00 and federal regulation 603 CFR 300. The Department encompasses Civil Rights, English Language Learners, Title I, Section 504, McKinney-Vento homeless students, and Special Education. In addition, the Department is responsible for the screening and evaluation of children between the ages of 3 and

21 for possible special needs. We support the vision of special education, which is to minimize the impact of disability and maximize opportunities and achievement for all our students. Therefore, the Department is committed to promoting learner success and inclusion through a stimulating, nurturing learning environment, high-quality instruction, and support services that enable all students to reach their full potential.

Special education services are implemented for eligible students with disabilities who qualify under the law and consistent with FAPE (Free Appropriate Public Education). While students suspected of having a disability may be considered for referral through a Building-Based Team (BBT) process, parents have the right to request an evaluation of their son or daughter at any time, either through the attending school or directly through the Student Services Department.

Oxford Public Schools provided a variety of special education services to 269 students during the 2020-2021 school year. This shows a decrease of 15 students from the previous school year. The nature of these services is dependent on the child's Individualized Education Program (IEP) and takes place in the least restrictive environment. Educational environments range from inclusive classrooms to alternative settings for students at risk of failing and/or dropping out of school. Additionally, the District provided Section 504 supports and services to 94 students, an increase of five students from the previous school year. The District provided English Language Learner support to 10 students, which is an increase of 4 students from the previous year.

To enhance communication, informational handbooks are available in the Department of Student Services section on the Oxford Public School District website. These handbooks include Section 504, English Language Learners, and Parent Special Education Transportation Handbooks.

Personnel Changes

New Hires:

Brooke Beaudette, Adjustment Counselor, Chaffee
Heather Belmonte, Integrated Preschool Teacher, Chaffee
Sarah Conger, Speech/Language Pathology Assistant, Districtwide
Abigail Packard, School Nurse, OMS
Elizabeth Remian, Social Worker, OHS
Lindsay Ryan, Guidance Counselor, OHS

Retirements:

Deborah Allen, Special Education Teacher, OHS
Patricia Spitz, Special Education Instructional Assistant

Special Education

The Special Education Department provides a full range of special needs programs at all levels beginning with an integrated preschool and continuing services through an instructional program for adult students (18-22 years of age) needing additional transitional support. The Department provides an extensive array of supplemental support services, including speech/language, occupational therapy, physical therapy, behavioral support services, school adjustment counseling, functional academics and life skills development/training, and other therapeutic supports. Additionally, we continue to support the utilization of augmentative communication through technology and other state-of-the-art adaptive resources.

The Department continues to focus on improving special education services for students in our district with a continuum of service delivery available to all students of varying disabilities. During the fall of 2016, the Wilson Reading System, a research-based, multisensory, structured literacy curricula with tiered levels of instruction, was implemented across the District to meet the needs of all students and enhance academic achievement. All special education teachers are trained and continue to receive professional development to support certification. Continued improvements aimed at strengthening our in-district programs will allow the District to rely less on the out-of-district

placement of students in special education schools in the coming years.

English Language Learners (ELL)

The Oxford Public Schools provide ELL services to students identified as having a language other than English as their primary language. Per the Massachusetts Department of Elementary and Secondary Education, state and federal laws require that students in our public schools, who do not speak English or whose native language is not English AND who currently cannot perform ordinary classroom work in English, receive instruction that is specifically designed to assist them both in learning English and in learning subject matter content. The District believes it is important that we provide English Language Learners (ELLs) or Limited English Proficient (LEP) students with the opportunity to become proficient in English and provide them with full access to the curriculum. Some students do not have a strong base of literacy or fluency in their first language and need to develop essential English listening, speaking, reading, and writing skills.

As the Oxford Public Schools is considered a low incidence school district in regard to the number of enrolled ELL and LEP students, in order to accomplish these goals, English Language Learners will receive Sheltered English Immersion (SEI) instruction in classrooms in accordance with state and federal laws. SEI instruction addresses the concepts and skills as defined in the District curriculum and assists students with language development while providing an appropriate and challenging educational program.

Federal and state laws require that ELL students be assessed annually to measure their proficiency in reading, writing, listening, and speaking English and the progress they are making in learning English. In fulfillment of these laws, ELL students are required to participate in ACCESS testing. In accordance with the regulations, the ELL teacher annually assesses the English proficiency of the student and assists them in becoming more proficient in English through tutorial assistance, classroom teacher

consultation, and direct instruction while ensuring equal access to the curriculum.

District Educational Stability/Homeless Education Liaison

The McKinney-Vento Homeless Assistance Act ensures homeless children and youth have equal access to the same free and appropriate public education, including public preschool education, as provided to other children and youths. This Act was implemented as part of the No Child Left Behind Act and was most recently reauthorized under the Every Student Succeeds Act of 2015. This ensures educational rights and protections for children and youth experiencing homelessness and requires school districts to follow the regulations under this Act. As such, the Oxford Public Schools identify at-risk students and ensure the provision of educational services, including school supplies and Title I services, as well as transportation and free lunch.

Any child experiencing homelessness in the community of Oxford is entitled to access the same free and appropriate public education that is provided to other children and youth. In Oxford, the homeless liaison is the Director of Student Services and Special Education, who can be reached at: (508) 987-6050 x1115.

Title I

Title I is a federally-funded program that provides supplemental education services to ensure that all students have a significant opportunity to obtain a high-quality education and reach, at minimum, proficiency on challenging state academic achievement standards and state academic assessments. This program was implemented as part of the No Child Left Behind Act and was most recently reauthorized under the Every Student Succeeds Act of 2015.

The Oxford Public Schools is a whole school Title I program, which is determined by the percentage of children from low-income families who attend each school. Essentially, the schoolwide program focuses on improving

instruction for all students. Students do not have to be from low-income families to receive Title I services. Title I services are provided to those students most at risk of failing to meet the state's requirements. Title I services are offered at A.M. Chaffee Elementary School, Clara Barton Elementary School, and Oxford Middle School. Students in kindergarten through grade six are eligible for these services.

Teachers gathered data to determine students' needs for academic assistance at the start of the 2020-2021 school year. The results of that data analysis determined student services. Data collection and testing in September were added to the previous data to determine supplemental education. Student progress was monitored throughout the fall of 2020. Title I staff were hired at Chaffee School, Barton School, and Oxford Middle School for the school year 2020-2021. The recently hired Title I staff provide reading and math support services and have specialized training in helping struggling readers.

*Respectfully submitted,
Kristin B. Miller, Interim Director of Student Services & Special Education*

TECHNOLOGY DEPARTMENT

The Technology Department delivers robust, reliable and necessary technology solutions to support faculty, staff, administrative, support users, and students. We have a small staff with a full-time Director, a full-time Data Coordinator, two full-time Support Specialists and one part-time Support Specialist.

During the 2020-2021 fiscal year, we completed our initiative to have a 1:1 Chromebook program where every student in the Oxford Public School District is assigned a Chromebook. We were able to secure additional devices in 2021 so all students in grades K-12 have access to their own device which they can use at home or when they are in the school buildings. We decided on Chromebooks as our primary device because they integrate well with our Google Suite system where students and staff all have an account that gives access to cloud-based applications such as

email, documents, presentations, forms and spreadsheets. The Chromebooks are also less expensive than most computers or iPads and have most of the features that our students and faculty require. With students all having their own Chromebook, we continue to add more digital content that students can access both at school and at home and the 21st century skills they are developing will serve them well after they leave Oxford Public Schools.

We did find the Chromebooks did not have the specifications necessary to support our teachers, especially for remote learning. We were able to use federal grant funds to purchase laptops for all instructional staff so they are able to better support students when they are in the buildings or working remotely. We also used grant funds to hire a Technology Integration Specialist for the 2021-22 school year to assist/train staff on all the new technology we have added over the years.

We continue to work on infrastructure updates and maintenance to ensure all devices have a reliable connection to the internet. In addition to the increase in Chromebooks, we are also adding and maintaining wireless access points, copiers, printers, security cameras, and voice over IP (VOIP) phones that require connectivity and bandwidth. We continue to monitor and update the back-end infrastructure as necessary to allow for higher bandwidth and increased wireless coverage across the District to handle the strain of additional devices.

In addition to the hardware purchases for upgrades and maintenance, the technology budget also includes contracted services that are negotiated with vendors annually or over multiple years for better pricing. Online textbooks, administrative software, and digital content are also a part of the technology budget and are requested in consultation with the building principals and staff.

The success of the Oxford Public Schools during the COVID shutdown would not have been possible without the investments we have made to technology over the years. As students and staff continue to rely on access to internet enabled devices and content that require connectivity at

home and at school, the Technology Department continues to strive to add, upgrade, and maintain the hardware and services necessary for student success.

Respectfully submitted,
Kadion Phillips, Director of Technology

ELEMENTARY SCHOOLS

The A. M. Chaffee Elementary School (Chaffee) is located at 9 Clover Street and serves all of the Preschool, Kindergarten, and Grade 1 students in our district. The Clara Barton Elementary School (Barton) is located at 25 Depot Road and serves all students in Grades 2, 3, and 4 within the Oxford Public Schools. Chaffee opened the 2020-2021 school year with an enrollment of 196 students with 32 in Preschool, 65 in Kindergarten, and 99 in Grade 1. Barton began the school year enrolling 355 students with 116 in Grade 2, 99 in Grade 3, and 140 Grade 4. Class sizes ranged from 15-22 students per class. There were also 1 or 2 fully remote classes at each grade level during this unique school year. Each grade level has the support of an inclusion teacher in order to provide services to those students on an Individual Education Plan.

The school opening was very different this year. Students began the first two weeks using a full remote approach so all families understood how to use the technology. Then the hybrid model was introduced in October where students came in Monday through Thursday for one week then spent the next week home learning virtually. Every Friday was a remote day. Staff did a great job supporting families and each other in this new approach to learning. In April, students were allowed to return to full in-person learning, or remain fully remote for the remainder of the school year.

Prior to the first day of school, Barton hosted an Open House for new families and incoming second grade students. This allowed students to get to know the building since they were unable to do a "Step Up Day" as they have in the past. This was well attended and families came at scheduled intervals to allow for social distancing. The elementary principals also held virtual

“School Opening” sessions for families to explain how school would look in fall of 2020 and answer any questions. Chaffee was also able to host small in-person orientations and offered over 50 individual tours to students and families to reduce that first day of school anxiety.

All students that needed one were provided a school-issued Chromebook so all students could complete learning using technology. This was a huge undertaking but was necessary as the uncertainty of the pandemic required staff to constantly be prepared for changes in the way we instructed students.

The elementary schools welcomed five new staff members during the 2020-2021 school year. Barton added Danielle Favata and Lisa Salonich to Grade 4. Audrey Chesmore and Aidan Dolan were hired as full remote teachers for Grades 2 and 3, respectively. Cathy Herrick transferred to Grade 4 from the Preschool. Chaffee also welcomed Megan Anderson as a long-term substitute to replace Carol Davis for the school year.

Two veteran Oxford staff members retired during the 2020-21 school year: Mrs. Carol Davis who taught first grade at Chaffee retired in the fall and Mrs. Lynn Thornton who was the Adjustment Counselor at Barton, retired at the end of the school year.

Chaffee and Barton both continue to have full-time Title 1 staff members who assume the responsibilities under our Title 1 grant. These staff members have been a tremendous asset to our students and staff as we continue to implement RTI (Response To Intervention) techniques and strategies. During this school year they did an amazing job providing intervention to students in a variety of settings and created creative schedules to accommodate students in full-time, hybrid, and remote learning models.

Prior to school opening, our District’s consultant, Tara Trainor, coordinated with many staff to provide a variety of training for staff before students returned. These were mainly

technology- based with a lot of Google specific training so staff were prepared for remote and hybrid teaching. Having this extra time and customized training to support teachers at various levels allowed us to begin the school year in a really good place. Mrs. Trainor also coordinated several pilot programs in the spring to help our schools decide on a new English Language Arts curriculum. Ultimately, the decision was made to move forward with *Houghton Mifflin Harcourt’s INTO READING* for Grades K-6.

This year the elementary schools also switched from the NWEA MAP benchmark assessments in Reading and Math to ISIP’s Istation. The District feels this is a more robust and user friendly program especially for our younger students that use these tests as early as kindergarten.

This school year the elementary staff adopted a new math program - *Envisions 2.0* from Savvas. This program has a lot of technology pieces tied in that were beneficial to students when teaching remotely. Staff attended professional development in August and were provided curriculum maps by Mrs. Trainor so the planning was already done for them.

As restrictions eased later in the year, we were able to have some fun outdoor activities at the end of the year. Barton students had a day with an inflatable obstacle course and ice cream truck visit another day. Both of these were provided by the PTO. Fourth grade students were able to visit Oxford Middle School across two sessions. This was helpful to ease anxiety about the transition and allowed students to ask questions and take a brief tour of the building.

Chaffee’s PTO once again hosted an amazing, fun-filled Field Day in June to celebrate the success of this year. Students were treated to a great day filled with ice cream and bounce houses.

There was no shortage of heroes this year for the education of the elementary level students in Oxford. The families, the staff, and the students themselves were resilient and persevered through

one of the most difficult and challenging school years and ultimately Oxford put together a thriving elementary school culture for the year.

Respectfully submitted,

Robert Pelczarski, Principal - A.M. Chaffee Elementary School

John Quinn, Principal - Clara Barton Elementary School

MIDDLE SCHOOL

The Oxford Middle School (OMS) enrollment as of October 1, 2020, totaled 400 students. Of this number, 147 were in Grade 5, 130 in Grade 6, and 123 in Grade 7.

Miss Amy Belhumeur continued as Principal for the 2020-2021 school year and Mr. Michael Lavelle continued in the capacity of full-time Assistant Principal.

The mission of the Oxford Middle School is to form an academic and social bridge connecting the elementary and high school levels. We are a student-centered school and we provide a dynamic and safe environment that ensures learning for all students. We are dedicated to continuous growth and improvement of existing programs and curriculum. In our middle school concept, grades 5, 6, and 7 are separated into academic teams. The team model requires that the same group of teachers share a common group of students housed in the same part of the facility for the same block of daily instructional time. Teaching teams can vary from 2-person to 4-person teams. Students follow a 2-day block schedule. Specialist classes rotate on a 30-day rotation or orbit schedule. There are a total of 6 specialist rotations during the school year. This year, due to the Covid-19 pandemic, we followed a modified version of the schedule and students attended school hybrid or fully remote through April of 2021. Our wonderful teaching staff taught synchronously throughout the school year and a team of teachers in each grade level taught the fully remote students. We were able to come back to full in-person learning at the end of April and still were able to accommodate the students who remained fully remote.

Our program of study for students includes core curriculum classes and unified arts classes. Our core courses include: English Language Arts, Mathematics, Science, and Social Studies. Our unified arts program consists of Music, Physical Education, Health, STEM, Art, and Library.

In a normal school year, there are a number of afterschool programs and extracurricular activities that take place at the middle school throughout the year. They include afterschool tutoring, homework center, Student Council, National Junior Honor Society, Band, Art Club, Ski Club, Chorus, Yearbook, Basketball, Soccer, Field Hockey, Cross Country, and the Recycling Team. Due to the Covid-19 pandemic, many of these activities were on hold for the 2020-21 school year.

Administrators, teachers, and guidance staff use the collected data from both MCAS 2.0 and other classroom assessments (both formative and summative) to plan curriculum, schedule groups of students, differentiate instruction, and provide tiered support to students in need of interventions. The state did issue a modified, scaled down version of the MCAS test in late May/ early June of 2021 after postponing the test for a year. We continue to look at our MCAS data as well as other data sources to adjust curriculum and instruction to ensure the success of all our students.

We offer sincere thanks to the students, parents, staff, community, Interim Superintendent Dr. Kristine Nash, the Oxford School Committee, and the Central Office administrative staff for their support and commitment to during a very unprecedented and trying year.

Respectfully submitted,

Amy Belhumeur, Principal - Oxford Middle School

HIGH SCHOOL

Oxford High School welcomed back 522 students on September 21, 2020 for the start of

the 2020-2021 school year. OHS also welcomed eight new staff members as follows: Mrs. Brittany Burlingame (Mathematics), Mrs. Amy Grniet (Nurse), Mrs. Kristin Harvey (Main Office), Master Chief Edward Kay (NJROTC), Ms. Brittany Kemp (Custodian), Ms. Elizabeth Remian (Social Worker), Ms. Lindsay Ryan (Guidance), and Mr. Jose Santiago (Custodian).

All staff participated in 11 days of professional development before the students returned. This professional development focused on COVID-19 safety protocols and preparing our staff for hybrid and remote teaching and learning. Whether student were in-person or remote, Oxford High School offered rigorous core academic and elective courses to all students.

Oxford High School returned to full in-person learning on April 28, 2021. Whether in-person or remote the work done in the classroom was highlighted by the activities of service and citizenship outside of the classroom. The National Honor Society and National Junior Honor Society have continued to engage OHS in monthly service projects that support our neighbors in town and surrounding communities while the OHS Student Council worked hard to ensure student involvement throughout the entire school year.

New learning and opportunities adjoined new beginnings as the Class of 2021 left as graduates of Oxford High School. These 12th graders bravely navigated their final year of high school with hybrid and remote learning and socially distant senior activities. The Commencement Exercises took place under our tent on the main athletic field on Friday, June 4, 2021. A 2009 Oxford graduate, Dr. Nicole Wagner, was the keynote speaker. Memorable words of wisdom, hope, and promise for a bright future were shared with students and staff alike.

Navy Junior Reserve Officers Training Corps

The Navy Junior Reserve Officers Training Corps (NJROTC) unit of Oxford High School entered its twenty-sixth year of operation. Oxford cadets continued their exceptional pattern of success compiling an impressive list of activities,

trips, competitions, and community service projects along with virtual drill meets, marksmanship competitions, and its annual inspection. Master Chief David Youngsman was joined this year by Master Chief Edward Kay. The NJROTC Color Guard and Honor Guard continued to represent the school and town within the COVID-19 guidelines. The annual Navy Military Ball was held in the OHS gymnasium this year and was attended by cadets and administration. The end-of-year Awards Banquet was held under the tent on the main athletic field. It was an honor to be able to invite our local veterans once again. The cadets were awarded scholarships from generous support of the family of Commander Michael Masley, and local veterans' groups including Daughters of the American Revolution, Oxford VFW Post 5663, Military Officers' Association of America, and Disabled American Veterans.

Oxford cadets remained very active in community service. The Oxford NJROTC is very proud to report that all of its team competitions, special activities, regular and special trips, equipment support, and special operations were supported by another very generous grant provided by the trustees of the Cecelia Smolenski-Millette Trust Fund, complemented by unsolicited donations from local and regional sources and through federal funds made available from the Navy. The Oxford High School NJROTC Program had another year of high unit involvement and cadet achievement in 2020-2021! HooYah!

Athletics

Fall 2020

Due to the COVID pandemic several modifications were made to the fall athletic season. Football and volleyball were postponed to what was called the Fall II season, to be played in the early spring of 2021. Soccer, field hockey, golf, and cross country all competed with COVID modifications to both the style of play and the schedule. Teams were placed in geographical pods and only competed against those schools within the pod and played a reduced schedule.

There was no MIAA Tournament in the fall, only regular season contests.

Winter 2020-21

The winter athletic season was canceled due to the COVID pandemic. Indoor track was postponed to the Fall II season where the indoor team would compete in outdoor meets.

Fall II 2021

The Oxford High School volleyball, indoor track, and football teams all competed in the Fall II season. Once again the MIAA canceled the postseason tournament for the season due to the ongoing COVID pandemic. Volleyball competed in a league only schedule that resulted in a reduced number of games in the schedule. Indoor track was able to compete in two meets during the indoor season. However, both indoor meets were held at outside venues. The football team competed in a reduced schedule, playing only 5 games and finishing the Fall II season with an impressive 4-1 record.

Spring 2021

The Oxford High School boys and girls track teams were able to compete in a limited schedule in the spring. Both teams finished the spring with 3-1 records and competed in the SWCL Championship Meet where the girls finished 6th and the boys finished an impressive 4th. The softball team played a league only schedule finishing 5-5-1 before falling to AMSA in the inaugural CMADA Softball Tournament 8-2. The baseball team had another strong season capturing the inaugural CMADA Baseball Tournament championship with a 4-3 win over Tyngsboro. The baseball team did compete in the MIAA Central Mass District Tournament, defeating Lunenburg in the quarterfinals before losing to Tahanto in the semifinals.

In closing, inside and outside of the classroom, the 2020-2021 school year was one of solidifying change and establishing sustainability, ensuring that Oxford High School will continue to progress in a positive direction.

Respectfully submitted,
David Nugent, Principal - Oxford High School
Robert Truax, Assistant Principal - Oxford High School
David Youngsman, NJROTC Instructor
Kevin May, Athletic Director



Oxford High School - Graduating Class of 2021

Asiamah, Love A.
Audette, Devin T.
Austin, Joshua T.
Beret, Melina S.
Berkowitz, Jacob T.
Biedrzycki, Nickole P. **
Bonney, Luke M. **
Bui, Dorothy K.
Butzke, Roland J. **
Buxton, Isabella M. **
Carter, Taylor N.
Casiano, Giovanni D.
Christenson, Seth G.
Christo, Julia L.
Ciejka, Emily D.
Clark, Adam T.
Constantine, Tyler A.D. **
Cruz, Christian N.
Curving, Christopher D.
Davis, Chloe J.
DiGeronimo, Anthony J.
Doherty, Joshua J.
Dorr, Cassie A.
Dumas, Cooper J.
Evans, Sara K. **
Fahey, Aidan M. **
Garcia, Jayden
Gaudette, Rachel M.
Gullbrand, Kyle
Gustafson, Trinity A.
Harris, Ashley M. **
Holmes, Corinne N. **
Huard, Jenna L.
Hurley, Michael L.
Jacques, Tyler J.
Janerico, Kelly A. **
Johnson, Danielle C. **
Jusino Gonzalez, Glorimar J.
Kalembe, Nsanga E.
Kann, Samuel P. **
Kinney, Lilly A.
Kinosian, Kiarra L.C.
Kudron, Delaney M. **
LaBrec, Madeleine R. **

LaMountain, Holly J.
Leite, James M.
Lentine, Blake S.
Lentine, Destiny M.
Luu, Winston C.
MacPherson, Sawyer A. **
McCarthy, Karlie M.
McGown, Ashleigh E. **
Mello, Tyler A.
Mercier, Nicholas R. **
Micciche, Nicolas R.
Montione, Alexander N.
Moquin, Kaitlin R. **
Morris, Madisyn E.
O'Malley, Lilianna M.
Palmer, Jacob R.
Peckham, Lillian R.
Rafferty-Comeau, Haylee M.
Ramos, Darrel J.
Richmond, Laura L.
Rivera, Jenna L.
Rodgers, Hailey J.
Rodriguez Rosado, Ammeilany M.
Saad, Dylan N.
Seavey, Luke J.
Seavey, Tyler J.
Sharry, Peyton E. **
Shields, Amanda L. **
Smart, Sullivan J.
Snow, Emma M.
Staltare, Ella M. **
Stutman, Jessica J. **
Sullivan, Brian P.
Sullivan, Jacob M.
Szela, Joseph J. **
Tessier, Matthew J.
Tran, Huy V.
Urato, Zackary M.
Vo, Amy T. **
Wariebi Jr. Olotu J.
Warman, Jay K.
White, Declan M.
White, Desmond S.
Wing, Samuel J.

*****National Honor Society***

Scholarship Recipients – Class of 2021

Isabella Buxton

Amy LaFleche Memorial Scholarship
Oxford Booster Club Scholarship

Oxford Booster Club Service Award
Oxford Women's Club Scholarship
William Taft Trust Fund Scholarship

Chloe Davis

Danny Clem Scholarship

Madeleine LaBrec

IPG Photonics Tech Scholarship
John & Abigail Adams Scholarship

Aidan Fahey

Danny Clem Scholarship
John & Abigail Adams Scholarship

Kaitlin Moquin

IPG Photonics Tech Scholarship
John & Abigail Adams Scholarship

Joseph Szela

Daniel Ivascyn Scholarship
John & Abigail Adams Scholarship
Oxford Lions Club Scholarship
Webster, Dudley, Oxford Chamber of
Commerce Scholarship

Nickole Biedrzycki

John & Abigail Adams Scholarship
Oxford Education Association Scholarship
Victoria Hamel Community Service Award

Kelly Janerico

Dr. Walter R. Schur Community Service
Award
John & Abigail Adams Scholarship
Oxford Booster Club Scholarship
Oxford Education Association Family
Scholarship

Luke Bonney

John & Abigail Adams Scholarship

Dorothy Bui

John & Abigail Adams Scholarship

Rotland Butzke

John & Abigail Adams Scholarship

Karlie McCarthy

Elk's Scholarship
Mary Olive Wood Scholarship
Rhonda Doney Scholarship

Giovanni Casiano

John & Abigail Adams Scholarship
OHS Scholarship

Delany Kudron

E. McKenny Scholarship
Central Mass Athletics Director's Award
Jeffrey Fallavollitta Scholarship
Susan Kirk Teacher Scholarship

Seth Christenson

John & Abigail Adams Scholarship
OHS Family Scholarship

Tyler Constantine

John & Abigail Adams Scholarship
Mary Olive Wood Scholarship

Corrine Holmes

Gahagen Family Trust Scholarship
John & Abigail Adams Scholarship

Chloe Davis

John & Abigail Adams Scholarship
Oxford District Nursing Association
Scholarship

Amanda Shields

Gahagen Family Trust Scholarship

Cassie Dorr

John & Abigail Adams Scholarship

Danielle Johnson

Grace Flynn Memorial Scholarship
John & Abigail Adams Scholarship
Jane C. Robertson Memorial Scholarship
Oxford Booster Club Scholarship

Ashely Harris

John & Abigail Adams Scholarship
William Taft Trust Fund Scholarship

Samuel Kann

John & Abigail Adams Scholarship

Winston Luu

John & Abigail Adams Scholarship
Oxford Educator Scholarship

Sawyer MacPherson

John & Abigail Adams Scholarship
Irwin and Lillian Pottle Scholarship

Ashleigh McGown

John & Abigail Adams Scholarship
Mary Olive Wood Scholarship
Oxford Booster Club Scholarship
William Taft Trust Fund Scholarship

Nicholas Mercier

John & Abigail Adams Scholarship

Huy Tran

John & Abigail Adams Scholarship

Amy Vo

John & Abigail Adams Scholarship
Jennifer Marie Lehner Scholarship

Declan White

John & Abigail Adams Scholarship
Principal's Scholarship

Desmond White

John & Abigail Adams Scholarship
Rhonda Doney Scholarship

Samuel Wing

John & Abigail Adams Scholarship
Oxford Booster Club Service Award
Wayne Westall Scholarship
William Taft Trust Fund Scholarship

Joshua Doherty

Mexicali Scholarship

Ella Staltare

Moscoffian Scholarship

Rachel Gaudette

Pottle Family Scholarship

Jay Warman

SWCL Scholarship

Nicholas Micciche

SWCL Scholarship



BAY PATH REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Bay Path Regional Vocational Technical High School graduated a class of 267 students June 7, 2021. To comply with COVID-19 guidelines, the graduation was conducted in the main hall of the DCU Center in Worcester, MA. The ceremonies were very well received by students, families and staff. Bay Path accepted a class of 327 freshmen in September 2021. Our current enrollment has reached an all-time high of 1,173 students.

Of the 34 Oxford seniors who graduated, 11 are now gainfully employed in an occupation related to their training and 20 are attending an Institute of higher education. Currently, 141 students from Oxford are enrolled in one of the 23 vocational technical programs for the 2021-2022 school year.

Fifteen Oxford students are receiving extra services from our Special Education Department. Nine Oxford students are taking advantage of our cooperative education program and will be earning while learning at one of the 52 different participating local businesses and industries. Currently, we have students in cooperative education programs at 8 businesses located in Oxford.

Whenever possible, we have continued our practice of utilizing our occupational programs to provide requested services to municipalities, non-profits and residents from any of our ten district towns. During the 2020-2021 school year, our 23 programs completed 176 work orders, of which, 14 were for residents of the Town of Oxford.

Due to current COVID-19 restrictions, our Minuteman Shoppe, and Cosmetology program remain closed to the general public. Our Hilltop Restaurant continues to provide delicious meals to the public through their Curb-Side Pick-Up. We continue to monitor the pandemic along with state and local health officials and will periodically review our options and what services

provided by our students may once again be available to residents of the Bay Path district. These learning opportunities benefit not only the students but provide useful services at reasonable costs. We hope to again offer this type of work soon.

Our Evening School Program continues to serve the adult needs of our 10-town district, as well as the additional surrounding towns. While our Fall and Spring program offerings have been significantly reduced, again due to the ongoing pandemic, we had a combined enrollment of 235 students in 23 evening classes. The program also continues to offer a wide variety of over 400 online courses, including career certificate programs and courses to satisfy professional development requirements for teachers.

Our Licensed Practical Nursing (LPN) Program continues to provide an excellent opportunity to adults in our surrounding communities. I am delighted to share that our LPN Program was just ranked 15th for top nursing schools in Massachusetts. For the 2021-2022 class we have 37 students from eight municipalities and two states. One student is an Oxford resident.

This year, the only “Out of District” students that have been accepted are students who began their high school education at Bay Path while residing in one of the District’s ten member communities and subsequently moved out of district before completing their high school education. It is important to note that the town where these students now reside must pay an out of district tuition cost for each student ranging in cost between \$16,129 and \$18,091. These towns also pay the transportation costs for those students.

The Oxford School District continues to provide excellent cooperation for our recruiting program and we are thankful for their efforts. I believe they share our feeling that all students must be

given the right, the information, and the opportunity to make an informed school choice.

At Bay Path, we will continue to serve Oxford with the finest career vocational technical education programs available for the high school students and adults, and will, when possible, use our skills and facilities to further town projects as they add to our students' education.

Respectfully submitted,
Kyle J. Brenner, Superintendent-Director

Oxford Bay Path Graduates

Emma Abbascia

Tech Prep Articulation Certificate
Emily Lynn Blouin Memorial
Scholarship
Senior Extra Achiever in Cosmetology

Caleb Adams

Dylan Barrette

Cameron Blake

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence

Dani Borci

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence
Senior Achiever in Cosmetology

Samantha Burdett

Tech Prep Articulation Certificate
The Heidi Perry Scholarship
Presidential Award for Academic
Excellence

Ariana Carrier

Deserving Senior in GSA

Leigha Clifford

Senior Extra Achiever in Graphic
Communications

Christian Consiglio

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence
Senior Achiever in Programming and
Web Development

Nicholas Conway

Matthew Crossman

Hayden Dube

Tech Prep Articulation Certificate

Presidential Award for Academic
Excellence

Senior Extra Achiever in ISSN

Jordan Emond

Tyler Gillespie

Parker Glispin

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence

Isabella Gonyea

Tech Prep Articulation Certificate
Bay Path Education Foundation
Scholarship
Presidential Award for Academic
Excellence

Abigail Graham

Ryan Grampetro

Tech Prep Articulation Certificate

Riley House

Lian Kalil-Johnson

Elin Kaufman

Tech Prep Articulation Certificate
Award for Academic Excellence

Meghan Kelley

Jodie Kendall

Senior Extra Achiever in Auto Collision
and Refinishing

Susanna Krantz

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence
Senior Achiever in Business
Technology

Rhianna Labay

Deserving Senior in Health

Samantha Labelle

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence

Dimitrios Mironidis

Douglas Poirier

Abby Rock

Deserving Senior in Physical Education

Ryan Steiner

Tech Prep Articulation Certificate
MVA Presidential Awards Certificate of
Merit
Worcester County Educational
Secretaries Association
Presidential Award for Academic
Excellence

Senior Achiever in Masonry and Tile
Setting
Oxford Lion's Club Scholarship

Brady Thebeau

Jared Torosian

Tech Prep Articulation Certificate
Dr. Gail Carberry Vocational Technical
Scholarship QCC
Presidential Award for Academic
Excellence

Isabella Varney

Tech Prep Articulation Certificate

Katie Wroblewski

Tech Prep Articulation Certificate
Presidential Award for Academic
Excellence
Deserving Senior in Anatomy and
Physiology



Town of Oxford
Official Annual Town Election Results
May 18, 2021

<u>CANDIDATE</u>	-	-	<u>PRECIN CT 1</u>	<u>PRECIN CT 2</u>	<u>PRECIN CT 3</u>	<u>PRECIN CT 4</u>	<u>TOTALS</u>
-	<u>Votes Cast:</u>	-	<u>112</u>	<u>64</u>	<u>91</u>	<u>72</u>	<u>339</u>
-	-	-	-	-	-	-	-
<u>BOARD OF SELECTMEN</u>	<u>3yrs</u>	<u>vote 1</u>	-	-	-	-	-
<u>Dennis E. Lemarche - incumbent</u>	-	-	<u>65</u>	<u>38</u>	<u>58</u>	<u>41</u>	<u>202</u>
<u>Write-ins</u>	-	-	-	-	-	-	-
<u>Timothy Shannon Moriarty</u>	-	-	<u>40</u>	<u>17</u>	<u>26</u>	<u>26</u>	<u>109</u>
<u>All Others</u>	-	-	<u>1</u>	<u>3</u>	<u>3</u>	<u>0</u>	<u>7</u>
<u>Blanks</u>	-	-	<u>6</u>	<u>6</u>	<u>4</u>	<u>5</u>	<u>21</u>
<u>TOTALS</u>	-	-	<u>112</u>	<u>64</u>	<u>91</u>	<u>72</u>	<u>339</u>
-	-	-	-	-	-	-	-
<u>BOARD OF LIBRARY TRUSTEES</u>	<u>3yrs</u>	<u>vote 1</u>	-	-	-	-	-
<u>John J. Bowes - incumbent</u>	-	-	<u>91</u>	<u>52</u>	<u>76</u>	<u>55</u>	<u>274</u>
<u>Write-ins</u>	-	-	-	-	-	-	-
<u>All Others</u>	-	-	<u>3</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>5</u>
<u>Blanks</u>	-	-	<u>18</u>	<u>10</u>	<u>15</u>	<u>17</u>	<u>60</u>
<u>TOTALS</u>	-	-	<u>112</u>	<u>64</u>	<u>91</u>	<u>72</u>	<u>339</u>
-	-	-	-	-	-	-	-
<u>SCHOOL COMMITTEE</u>	<u>3yrs</u>	<u>vote 2</u>	-	-	-	-	-
<u>Palmina Elizabeth Griffin - incumbent</u>	-	-	<u>77</u>	<u>43</u>	<u>66</u>	<u>46</u>	<u>232</u>
<u>Write-ins</u>	-	-	-	-	-	-	-
<u>Molly Ann Cook</u>	-	-	<u>24</u>	<u>9</u>	<u>22</u>	<u>15</u>	<u>70</u>
<u>Kelly K. Kimball</u>	-	-	<u>4</u>	<u>3</u>	<u>7</u>	<u>3</u>	<u>17</u>
<u>All Others</u>	-	-	<u>4</u>	<u>5</u>	<u>1</u>	<u>3</u>	<u>13</u>
<u>Blanks</u>	-	-	<u>115</u>	<u>68</u>	<u>86</u>	<u>77</u>	<u>346</u>
<u>TOTALS</u>	-	-	<u>224</u>	<u>128</u>	<u>182</u>	<u>144</u>	<u>678</u>
-	-	-	-	-	-	-	-
<u>SOUTHERN WORCESTER COUNTY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEE</u>	<u>3yrs</u>	<u>vote 1</u>	-	-	-	-	-
<u>David H. Grenier</u>	-	-	<u>86</u>	<u>50</u>	<u>80</u>	<u>55</u>	<u>271</u>
<u>Write-ins</u>	-	-	-	-	-	-	-

<u>Molly Ann Cook</u>	-	-	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
<u>All Others</u>	-	-	<u>3</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>5</u>
<u>Blanks</u>	-	-	<u>22</u>	<u>12</u>	<u>11</u>	<u>17</u>	<u>62</u>
<u>TOTALS</u>	-	-	<u>112</u>	<u>64</u>	<u>91</u>	<u>72</u>	<u>339</u>
<u>Precinct 1</u>		<u>2,554</u>					
<u>Precinct 2</u>		<u>2,432</u>					
<u>Precinct 3</u>		<u>2,569</u>					
<u>Precinct 4</u>		<u>2,416</u>					
<u>Total # Registered Voters</u>		<u>9,971</u>					
<u>Votes Cast Per Precinct</u>							
<u>Precinct 1</u>		<u>112</u>					
<u>Precinct 2</u>		<u>64</u>					
<u>Precinct 3</u>		<u>91</u>					
<u>Precinct 4</u>		<u>72</u>					
<u>Total # Votes Cast</u>		<u>339</u>					
<u>Voter Turnout %</u>		<u>3%</u>					
<u>*As of April 28, 2021: Deadline to Register</u>							
<u>Winners are indicated in Bold Italics</u>							
<u>A True Attest Copy:</u>							
<u>Michelle A. Jenkins, CMC, Town Clerk</u>							

ANNUAL TOWN MEETING WARRANT

At the Annual Town Meeting duly called and held in the Oxford High School, 100 Carbuncle Drive, Oxford, MA, on Wednesday, May 5, 2021, at 7:00PM the following ARTICLES were voted on in a legal manner. In accordance to an Act Relative to Municipal Governance during the COVID-19 Emergency the Board of Selectmen and Town Moderator agreed to lower the 100-voter quorum to no less than 10% of the current quorum requirement. There was a quorum present (100 Voters = quorum); 93 voters were present.

Checkers:

Martha A. Cady

Robert W. Krasinskas

Rose M. Wing

The Town Moderator, Russell C. Rheault, called the meeting to order at 7:10pm.

The boundaries of the Gymnasium were outlined by the Moderator to include all of the floor area. A section in the rear of the room was sectioned off for non-registered (non-voting) public to attend the Town Meeting. The audience was advised of the fire evacuation routes.

Both the National Anthem and the Pledge of Allegiance. A moment of silence was observed for the departed townspeople.

The Moderator read the list of Department Heads and Assistants and asked to stand to greet the audience.

The Town Moderator noted the receipt of the return of the posting of the Warrant for the Annual Town Meeting by the Constable.

MOTION MADE: To waive the reading of the Warrant in its entirety.

MOTION PASSED UNANIMOUSLY.

ARTICLE 1. To hear the reports of any Town Officers or Committees.

No reports were made.

ARTICLE 2. To see if the Town will vote to raise by taxation or transfer from available funds and appropriate a sum of money to pay unpaid bills of a prior fiscal year; or act thereon.

Sponsored by: Town Manager

MOTION MADE: That Article 2 is Passed Over.

MOTION PASSED UNANIMOUSLY.

ARTICLE 3. To see if the Town will vote to transfer from available funds and appropriate a sum of money to meet the State's share of the cost for Town roadway maintenance and repair, such amount to be reimbursed by the Commonwealth of Massachusetts as State Highway Aid (Fiscal Year 2022 Chapter 90 Apportionment); or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of Five Hundred Seven Thousand Seven Hundred Sixty-Seven Dollars (\$507,767.00) be appropriated from the Commonwealth of Massachusetts, State Highway Aid (Fiscal Year 2022 Chapter 90 Apportionment) Account to meet the State's share of the cost for Town road maintenance and repair, such amount to be reimbursed by the Commonwealth of Massachusetts.

MOTION PASSED UNANIMOUSLY.

ARTICLE 4. To see if the Town will vote pursuant to Massachusetts General Laws Chapter 44, §53E 1/2 to establish the fiscal year 2022 spending limits for the following revolving fund established in the Oxford General By-Laws CHAPTER SEVENTY-THREE, Revolving Funds, as follows:

Wiring Inspector Fees: One Hundred Thousand Dollars (\$100,000.00)

Plumbing Inspector Fees: Sixty Thousand Dollars (\$60,000.00)

Gas Inspector Fees: Twenty Thousand Dollars (\$20,000.00)

Building Inspector Fees: One Hundred Thousand Dollars (\$100,000.00)

Sealer of Weights and Measures: Ten Thousand Dollars (\$10,000.00)

Utilities: Four Hundred Thousand Dollars (\$400,000.00)

Animal Control: Fifty Thousand Dollars (\$50,000.00)

Board of Health: Sixty Thousand Dollars (\$60,000.00)

or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That Article 4 be adopted as printed in the Warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 5. To see if the Town will vote to authorize the Superintendent of the Oxford Public Schools, with the approval of the Oxford Board of Selectmen, to enter into contracts with the Department of Children and Families, the Executive Office of Health and Human Services, and the Department of Elementary and Secondary Education, in order to obtain Federal Title IV-E reimbursement(s) for foster care transportation and to provide that payments for such foster care transportation under such contracts may be made from such reimbursement(s) as a result of the foster care transportation being performed without appropriation of said reimbursement(s), pursuant to MGL Chapter 44, Section 70; or act thereon.

Sponsored by: Oxford School Committee

Finance Committee Recommendation: Support

MOTION MADE: That Article 5 be adopted as printed in the Warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 6. To see if the Town will vote to accept the provisions of MGL Chapter 200A, Section 9A, "Disposition of abandoned funds by city or town; notice of period during which funds may be claimed; city treasurer to hear claims; appeal; disbursement", regarding the disposition of abandoned funds held in the custody of the Town; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That Article 6 be adopted as printed in the Warrant.

MOTION PASSED UNANIMOUSLY.

ARTICLE 7. To see if the Town will vote to amend the Town's General Bylaws, ARTICLE SEVENTY-THREE, Revolving funds, by deleting from the chart of revolving funds contained therein the row entitled "Tax Title Collection" in its entirety; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That Article 7 be adopted as printed in the Warrant.

MOTION PASSED UNANIMOUSLY.

Approved by the Attorney General on August 26, 2021.

ARTICLE 8. To see if the Town will vote to transfer from available funds as a result of the TNCPer-Ride Assessment and appropriate a sum of money to for design, construction, and installation of traffic signage and pavement markings, including any incidental and related expenses; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of One Thousand One Hundred Fifty-One Dollars and Eighty Cents (\$1,151.80) be appropriated from the DPU Rideshare Account for the procurement of trafficsignage and pavement markings.

MOTION PASSED.

ARTICLE 9. To see if the Town will vote to raise by taxation or transfer from available funds and appropriate a sum of money to the Compensated Absence Fund, any vote under this article totake effect upon adoption; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of Fifty Thousand Dollars (\$50,000.00) be transferred from Free Cash and be appropriated to Compensated Absence Fund for Fiscal Year 2022.

MOTION PASSED UNANIMOUSLY.

ARTICLE 10. To see if the Town will vote to raise by taxation or transfer from available funds and appropriate a sum of money to the Stabilization Fund, for Fiscal Year 2022; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of Two Hundred Fifty Thousand Dollars (\$250,000.00) be transferred from Free Cash and be appropriated to Stabilization Fund for Fiscal Year 2022.

MOTION PASSED.

ARTICLE 11. To see if the Town will vote to raise by taxation or transfer from available funds and appropriate a sum of money to the Other Post Employment Benefits (OPEB) Liability Trust Fund, for Fiscal Year 2022; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of Sixty Thousand Dollars (\$60,000.00) be raised by taxation and be appropriated for the Other Post Employment Benefits (OPEB) Liability Trust Fund for Fiscal Year 2022.

MOTION PASSED UNANIMOUSLY.

ARTICLE 12. To see if the Town will vote to transfer from the unexpended balance of the appropriation made by the vote taken under Article 8 of the May 3, 2017, Annual Town Meeting for splash pad irrigation, the sum of Forty-Five Thousand One Hundred Thirty-Seven Dollars and Eighty-Eight Cents (\$45,137.88), to be used for irrigation on Town owned property under the direction of the Department of Public Works, including any incidental and related expenses; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That Article 12 be adopted as printed in the Warrant.

MOTION PASSED.

ARTICLE 13. To see if the Town will vote to transfer from the unexpended balance of the appropriation made by the vote taken under Article 10 of the May 1, 2019, Annual Town Meeting for streetlights, the sum of Fifty Thousand Dollars (\$50,000.00), to be used for the purchase and installation of paving the Carbuncle Beach parking lot under the direction of the Department of Public Works, including any incidental and related expenses; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

Planning Board Recommendation: Support

MOTION MADE: That Article 13 be adopted as printed in the Warrant.

MOTION PASSED.

ARTICLE 14. To see if the Town will vote to authorize the Board of Selectmen to enter into a lease purchasing financing agreement in accordance with the provisions of Massachusetts General Laws Chapter 44, §21C to acquire and equip a Ford F-550 with chipper body and plow for the Department of Public Works for a term of more than three years and up to the useful life of said equipment, the funding of the first year payment for such agreement having been provided within the Capital Outlay Program for FY21 as authorized by the vote taken under Article 12 of the June 25, 2020 Annual Town Meeting, any vote under this article to take effect upon adoption; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the Town vote to authorize the Board of Selectmen, pursuant to the provisions of G.L. c. 44, §21C, or any other enabling authority, to enter into a lease purchase financing agreement for the acquisition of a Ford F-550 with chipper body and plow for the Department of Public Works, the terms of such agreements as stated being less than the useful life of the equipment, the funding of the first year payment for such lease purchase financing agreements having been provided within the Capital Outlay Program for FY21.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

ARTICLE 15. To see if the Town will vote to raise by taxation or transfer from Free Cash a sum of money for the FY22 payment of the lease authorized in Article 3 of the October 7, 2020 Special Town Meeting and Article 14 of the May 5, 2021 Annual Town Meeting; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE: That the sum of One Hundred Fifty Thousand Dollars (\$150,000.00) be transferred from Free Cash and be appropriated for the Fiscal Year 2022 payment of the lease authorized in Article 3 of the October 7, 2020 Special Town Meeting and Article 14 of the May 5, 2021 Annual Town Meeting.

MOTION PASSED.

ARTICLE 16. To determine what sums of money the Town will raise by taxation or transfer from available funds and appropriate to defray charges and expenses of the Town, including debt and interest, for the fiscal year beginning July 1, 2021 (Fiscal Year 2022); or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

FY20	FY21	TOWN OF OXFORD	FY22 DEPT	MANAGER	FINCOM
ACTUAL	VOTED	FISCAL 2022	REQUEST	RECOMMEND	APPROVED
	6% of Total Budget	GENERAL GOVERNMENT			
		MODERATOR			
		<u>SALARIES</u>			
200	200	MODERATOR	200	200	
200	200	TOTAL SALARIES	200	200	
		<u>SERVICES & SUPPLIES</u>			
94	1,600	TOTAL SERVICES & SUPPLIES	1,600	1,600	
294	1,800	MODERATOR TOTAL	1,800	1,800	1,800 *
		SELECTMEN			
		<u>SALARIES</u>			
9,400	3,000	BOARD OF SELECTMEN (4 @ 3,000)	12,000	12,000	
1,100	2,500	CHAIRMAN	3,500	3,500	
95,982	5,500	TOTAL SALARIES	15,500	15,500	
		<u>SERVICES & SUPPLIES</u>			
15,065	33,600	TOTAL SERVICES & SUPPLIES	30,250	29,150	
-	-	<u>CAPITAL OUTLAY</u>	-	-	
-	-	TOTAL CAPITAL OUTLAY	-	-	
111,047	39,100	SELECTMEN TOTAL	45,750	44,650	44,650 *
		TOWN MANAGER			
		<u>SALARIES</u>			

296,228	363,221	TOTAL SALARIES	374,842	374,731	
		<u>SERVICES & SUPPLIES</u>			
31,868	43,500	TOTAL SERVICES & SUPPLIES	40,960	40,960	
		<u>CAPITAL OUTLAY</u>	-	-	
-	-	TOTAL CAPITAL OUTLAY	-	-	
328,096	406,721	TOWN MANAGER TOTAL	415,802	415,691	415,691 *
		FINANCE COMMITTEE			
		<u>SALARIES</u>			
1,000	1,000	TOTAL SALARIES	1,000	1,000	
		<u>SERVICES & SUPPLIES</u>			
245	100,300	TOTAL SERVICES & SUPPLIES	100,300	100,300	
1,245	101,300	FINANCE COMMITTEE TOTAL	101,300	101,300	101,300 *
		FINANCE DEPARTMENT			
		<u>SALARIES</u>			
		Assessing			
185,658	192,064	Assessing Total	199,882	199,882	
		Treasurer/Collector			
174,057	120,441	Treasurer/Collector Total	124,399	124,399	
		Accounting			
176,059	189,600	Accounting Total	170,556	170,556	
		Information Technology			
68,887	-	Information Technology Total	-	-	
604,661	502,105	TOTAL SALARIES	494,837	494,837	
		<u>SERVICES & SUPPLIES</u>			

		Assessing			
26,801	24,970	Assessing Total	26,020	26,020	
		Treasurer/Collector			
74,906	69,975	Treasurer/Collector Total	112,909	84,465	
		Accounting			
58,562	62,000	Accounting Total	63,550	62,000	
		Information Technology			
404,460	446,013	Information Technology Total	471,758	469,800	
564,729	602,958	TOTAL SERVICES & SUPPLIES	674,237	642,285	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	
1,169,390	1,105,063	FINANCE DEPARTMENT TOTAL	1,169,074	1,137,122	1,137,122 *
		LEGAL SERVICES			
		<u>SERVICES & SUPPLIES</u>			
85,367	95,000	TOTAL SERVICES & SUPPLIES	100,000	100,000	
85,367	95,000	LEGAL SERVICE TOTAL	100,000	100,000	100,000 *
		HUMAN RESOURCES/PERSONNEL BOARD			
		<u>SALARIES</u>			
76,225	105,569	TOTAL SALARIES	150,657	150,657	
		<u>SERVICES & SUPPLIES</u>			
8,731	12,500	TOTAL SERVICES & SUPPLIES	12,950	12,500	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	-

84,956	118,069	HUMAN RESOURCE/PERS BOARD TOTAL	163,607	163,157	163,157 *
		TOWN CLERK			
		<u>SALARIES</u>			
191,502	227,051	TOTAL SALARIES	213,289	207,762	
		<u>SERVICES & SUPPLIES</u>			
7,748	17,535	TOTAL SERVICES & SUPPLIES	14,144	14,000	
199,250	244,586	TOWN CLERK TOTAL	227,433	221,762	221,762 *
		LAND MANAGEMENT			
		<u>SALARIES</u>			
155,648	374,033	TOTAL SALARIES	419,038	363,504	
		<u>SERVICES & SUPPLIES</u>			
52,549	21,250	TOTAL SERVICES & SUPPLIES	60,095	57,830	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	7,295	7,295	
208,197	395,283	TOTAL LAND MANAGEMENT	486,428	428,629	428,629
(240,000)	(240,000)	LESS APPLIED INCOMES	(180,000)	(180,000)	(180,000)
(31,803)	155,283	LAND MANAGEMENT TOTAL	306,428	248,629	248,629 *
		MEMORIAL HALL			
		<u>SALARIES</u>			
-	20,000	TOTAL SALARIES	40,020	40,020	
		<u>SERVICES & SUPPLIES</u>			

75,468	97,018	TOTAL SERVICES & SUPPLIES	93,063	90,900	
75,468	117,018	MEMORIAL HALL TOTAL	133,082	130,920	130,920 *
2,023,310	2,383,940	GENERAL GOVERNMENT TOTAL	2,664,276	2,565,031	2,565,031
	10% of Total Budget	PUBLIC SAFETY			
		POLICE			
		<u>SALARIES</u>			
2,224,785	2,403,290	TOTAL SALARIES	2,548,961	2,548,961	
		<u>SERVICES & SUPPLIES</u>			
160,999	114,390	TOTAL SERVICES & SUPPLIES	120,390	103,990	
		<u>CAPITAL OUTLAY</u>			
171,280	55,000	TOTAL CAPITAL OUTLAY	110,000	100,000	
2,557,064	2,572,680	POLICE TOTAL	2,779,351	2,752,951	2,752,951 *
		EMS/FIRE			
		<u>SALARIES</u>			
1,313,856	1,553,984	TOTAL SALARIES	1,687,471	1,688,822	
		<u>SERVICES & SUPPLIES</u>			
233,587	233,046	TOTAL SERVICES & SUPPLIES	227,905	223,905	
		<u>CAPITAL OUTLAY</u>			
20,837	10,000	TOTAL CAPITAL OUTLAY	10,000	10,000	
1,568,280	1,797,030	TOTAL EMS/FIRE	1,925,376	1,922,727	1,922,727
(695,000)	(760,000)	LESS APPLIED INCOME	(760,000)	(775,000)	(775,000)

873,280	1,037,030	EMS/FIRE TOTAL	1,165,376	1,147,727	1,147,727 *
		EMERGENCY OPERATIONS CENTER(EOC)			
		<u>SALARIES</u>			
-	3,389	TOTAL SALARIES	3,389	3,389	
		<u>SERVICES & SUPPLIES</u>			
500	1,000	TOTAL SERVICES & SUPPLIES	500	500	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	
500	4,389	EOC TOTAL	3,889	3,889	3,889 *
		ANIMAL CONTROL			
		<u>SALARIES</u>			
47,437	68,000	TOTAL SALARIES	70,230	69,730	
		<u>SERVICES & SUPPLIES</u>			
7,198	10,750	TOTAL SERVICES & SUPPLIES	12,750	12,150	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	
54,635	78,750	ANIMAL CONTROL TOTAL	82,980	81,880	81,880 *
3,485,479	3,692,849	PUBLIC SAFETY TOTAL	4,031,596	3,986,447	3,986,447
	9% of Total Budget	PUBLIC WORKS			
		DEPARTMENT OF PUBLIC WORKS			

		<u>SALARIES</u>			
		Facilities Maintenance			
338,825	378,928	Facilities Maintenance Total	428,332	428,332	
		Administration			
400,824	457,712	Administration Total	459,572	457,934	
		Highway			
309,158	329,238	Highway Total	338,270	337,626	
		Snow and Ice			
84,946	145,280	Snow and Ice Total	173,280	145,280	
		Fleet Maintenance			
169,793	148,475	Fleet Maintenance Total	197,049	152,187	
		Cemetery, Parks, Recreation & Grounds			
413,779	442,560	Cemetery, Parks, Recreation & Grounds Total	459,788	454,501	
		Conservation			
61,078	66,697	Conservation Total	67,780	67,780	
1,778,403	1,968,890	TOTAL SALARIES	2,124,071	2,043,640	
		<u>SERVICES & SUPPLIES</u>			
		Facilities Maintenance			
341,154	273,400	Facilities Maintenance Total	343,090	283,220	
		Administration			
157,849	161,600	Administration Total	231,625	195,650	
		Highway			
124,015	120,000	Highway Total	338,000	210,000	
		Snow and Ice			
252,774	247,440	Snow and Ice Total	247,440	253,440	
		Fleet Maintenance			

147,566	145,000	Fleet Maintenance Total	176,259	151,500	
		Cemetery/Grounds			
20,091	23,750	Cemetery/Grounds Total	25,350	24,250	
		Parks/Recreation & Grounds Maintenance			
174,105	141,300	Parks/Recreation & Grounds Maintenance Total	266,820	157,080	
		Conservation			
3,547	5,600	Conservation TOTAL	7,900	7,500	
1,221,101	1,118,090	TOTAL SERVICES & SUPPLIES	1,636,484	1,282,640	
		<u>CAPITAL OUTLAY</u>			
748	-	TOTAL CAPITAL OUTLAY	51,000	11,000	
3,000,252	3,086,980		3,811,555		3,337,280
		MUNICIPAL UTILITIES			
		<u>SERVICES & SUPPLIES</u>			
96,891	100,000	TELECOMMUNICATIONS	110,000	105,000	
117,400	140,000	MUNICIPAL FUEL	163,373	145,000	
146,285	165,000	HYDRANTS	165,000	165,000	
360,576	405,000	TOTAL SERVICES & SUPPLIES	438,373	415,000	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	10,000	-	
360,576	405,000	MUNICIPAL UTILITIES TOTAL	448,373	415,000	415,000 *
3,360,828	3,491,980	PUBLIC WORKS TOTAL	4,259,928	3,752,280	3,752,280

	1% of Total Budget	HUMAN SERVICES			
		COUNCIL ON AGING			
		<u>SALARIES</u>			
93,815	140,478	TOTAL SALARIES	153,224	155,017	
		<u>SERVICES & SUPPLIES</u>			
16,793	22,550	TOTAL SERVICES & SUPPLIES	24,066	22,975	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	
110,608	163,028	TOTAL COUNCIL ON AGING	177,290	177,992	177,992
(15,000)	(15,000)	LESS APPLIED INCOME	(15,000)	(15,000)	(15,000)
95,608	148,028	COUNCIL ON AGING TOTAL	162,290	162,992	162,992 *
		VETERANS' SERVICES			
		<u>SALARIES</u>			
9,376	24,349	TOTAL SALARIES	30,003	30,000	
		<u>SERVICES & SUPPLIES</u>			
183,122	183,700	TOTAL SERVICES & SUPPLIES	210,300	203,100	
192,498	208,049	VETERANS' SERVICES TOTAL	240,303	233,100	233,100 *
288,106	356,077	HUMAN SERVICES TOTAL	402,593	396,092	396,092
	2% of Total Budget	CULTURE AND RECREATION			

		LIBRARY			
		<u>SALARIES</u>			
291,985	256,701	TOTAL SALARIES	287,570	320,147	
		<u>SERVICES & SUPPLIES</u>			
135,254	153,497	TOTAL SERVICES & SUPPLIES	151,966	151,966	
		<u>CAPITAL OUTLAY</u>			
-	-	TOTAL CAPITAL OUTLAY	-	-	
427,239	410,198	LIBRARY TOTAL	439,536	472,113	472,113 *
		COMMUNITY CENTER			
		<u>SALARIES</u>			
162,127	102,008	TOTAL SALARIES	183,714	131,000	
		<u>SERVICES & SUPPLIES</u>			
124,295	163,500	TOTAL SERVICES & SUPPLIES	155,516	137,500	
		<u>CAPITAL OUTLAY</u>			
-	-	IMPROVEMENTS & REPAIRS	-	-	
-	-	TOTAL CAPITAL OUTLAY	-	-	
286,422	265,508	COMMUNITY CENTER TOTAL	339,230	268,500	268,500 *
		HISTORICAL COMMISSION			
		<u>SALARIES</u>			
157	1,014	TOTAL SALARIES	1,014	1,000	
		<u>SERVICES & SUPPLIES</u>			
152	250	TOTAL SERVICES & SUPPLIES	250	250	

309	1,264	HISTORICAL COMMISSION TOTAL	1,264	1,250	1,250 *
		CELEBRATIONS			
		<u>SERVICES & SUPPLIES</u>			
2,667	2,000	VETERANS DAY	2,000	2,000	
681	2,000	FLAGS (Street)	1,000	1,000	
3,918	2,000	CHRISTMAS/BANDSTAND	3,000	3,000	
1,134	3,000	MEMORIAL DAY	3,000	3,000	
-	-	TENTATIVE NEW CELEBRATION	-	-	
8,400	9,000	TOTAL SERVICES & SUPPLIES	9,000	9,000	-
8,400	9,000	CELEBRATIONS TOTAL	9,000	9,000	9,000 *
722,370	685,970	CULTURE AND RECREATION TOTAL	789,030	750,863	750,863
	3% of Total Budget	DEBT SERVICE			
		DEBT FINANCING			
865,000	820,000	MATURING DEBT	830,000	830,000	
166,300	256,300	LONG TERM INTEREST	204,223	204,223	
266,968	235,193	SHORT TERM DEBT	256,300	256,300	
40,126	65,000	SHORT TERM INTEREST	70,000	70,000	
1,338,394	1,376,493	TOTAL DEBT FINANCING	1,360,523	1,360,523	1,360,523 *
1,338,394	1,376,493	DEBT SERVICE TOTAL	1,360,523	1,360,523	1,360,523
	19% of Total Budget	EMPLOYEE BENEFITS			

		RETIREMENT & INSURANCE			
1,982,069	2,229,090	RETIREMENT	2,521,946	2,521,946	
139,326	115,000	UNEMPLOYMENT EXPENSE	100,000	100,000	
4,038,316	4,330,000	GROUP HEALTH INSURANCE	4,330,000	4,330,000	
-	2,000	GROUP LIFE INSURANCE	2,000	2,000	
307,773	325,000	GROUP FICA	325,000	325,000	
418,497	400,000	GENERAL INSURANCE	400,000	400,000	
6,885,981	7,401,090	RETIREMENT & INSURANCE TOTAL	7,678,946	7,678,946	7,678,946 *
6,885,981	7,401,090	EMPLOYEE BENEFITS TOTAL	7,678,946	7,678,946	7,678,946
		PEG ACCESS			
		<u>SALARIES</u>			
-	-	TOTAL SALARIES	64,174	64,174	
		<u>SERVICES & SUPPLIES</u>			
-	-	TOTAL SERVICES & SUPPLIES	83,900	55,826	
-	-	TOTAL PEG ACCESS	148,074	120,000	120,000
		LESS APPLIED INCOME	(120,000)	(120,000)	(120,000)
-	-	PEG ACCESS TOTAL	28,074	-	-*
		SEWER			
		SEWER ENTERPRISE			
		<u>SALARIES</u>			
9,160	10,115	TOTAL SALARIES	10,115	10,115	
		<u>SERVICES & SUPPLIES</u>			

392,084	445,064	TOTAL SERVICES & SUPPLIES	416,720	416,720	
		<u>CAPITAL OUTLAY</u>			
23,808	43,836	TOTAL CAPITAL OUTLAY	13,297	13,297	
425,052	499,015	TOTAL SEWER ENTERPRISE	440,132	440,132	440,132
(490,150)	(499,015)	LESS APPLIED INCOME	(440,132)	(440,132)	(440,132)
(65,098)	-	SEWER ENTERPRISE TOTAL	-	-	- *
		WATER			
		WATER ENTERPRISE			
		Debt Service:			
76,358	76,358	MATURING DEBT	76,358	76,358	
26,295	23,891	LONG TERM INTEREST	20,836	20,836	
102,653	100,249	TOTAL SERVICES & SUPPLIES	97,194	97,194	
102,653	100,249	TOTAL WATER ENTERPRISE	97,194	97,194	97,194
(102,653)	(100,249)	LESS APPLIED INCOME	(97,194)	(97,194)	(97,194)
-	-	WATER ENTERPRISE TOTAL	-	-	- *
	50% of Total Budget	EDUCATION			
		SCHOOL DEPARTMENT			
17,466,871	18,066,975	GENERAL OPERATING BUDGET*	18,775,975	18,775,975	
17,466,871	18,066,975	SCHOOL DEPARTMENT TOTAL	18,775,975	18,775,975	18,775,975 *
1,597,250	1,597,250	SWCRVSD(BAY PATH)	1,496,027	1,496,027	1,496,027 *
19,064,121	19,664,225	EDUCATION TOTAL	20,272,002	20,272,002	20,272,002

		<u>BUDGET SUMMARY</u>			
2,023,310	2,383,940 (6%)	TOTAL GENERAL GOVERNMENT	2,664,276	2,565,031	2,565,031
3,485,479	3,692,849 (10%)	TOTAL PUBLIC SAFETY	4,031,596	3,986,447	3,986,447
3,360,828	3,491,980 (9%)	TOTAL PUBLIC WORKS	4,259,928	3,752,280	3,752,280
288,106	356,077 (1%)	TOTAL HUMAN SERVICES	402,593	396,092	396,092
722,370	685,970 (2%)	TOTAL CULTURE AND RECREATION	789,030	750,863	750,863
1,338,394	1,376,493 (3%)	TOTAL DEBT SERVICE	1,360,523	1,360,523	1,360,523
6,885,981	7,401,090 (19%)	TOTAL EMPLOYEE BENEFITS	7,678,946	7,678,946	7,678,946
18,104,468	19,388,399	SUB-TOTAL	21,186,892	20,490,182	20,490,182
(65,098)	-	TOTAL SEWER ENTERPRISE	-	-	-
-	-	TOTAL WATER ENTERPRISE	-	-	-
19,064,121	19,664,225 (50%)	TOTAL EDUCATION	20,272,002	20,272,002	20,272,002
37,103,491	39,052,624	GRAND TOTAL	41,458,894	40,762,184	40,762,184
				Amount from Revenue Budget (Non-School Operations)	20,490,182
				Amount from Expenditure Budget (Non- School Operations)	20,490,182
				Difference	-

MOTION MADE:

HOLD ITEMS ON BUDGET:

FINANCE DEPARTMENT	PAGE 45
LAND MANAGEMENT	PAGE 46
EMS/FIRE	PAGE 47
COUNCIL ON AGING	PAGE 50
PEG ACCESS	PAGE 53
SEWER ENTERPRISE	PAGE 53
WATER ENTERPRISE	PAGE 53

That the amounts of money set forth in the Finance Committee recommendation column of the printed budget, except for the amounts of money for those items which have been held for discussion, be raised by taxation and appropriated for the several purposes therein itemized, each item marked with an asterisk being considered a separate appropriation.

FINANCE DEPARTMENT (PAGES 45):

That the sum of One Million One Hundred Thirty-Seven Thousand One Hundred Twenty-Two Dollars (\$1,137,122.00) be appropriated for the FY22 Finance Department Budget.

MOTION PASSED.

LAND MANAGEMENT (PAGES 46):

That the sum of Two Hundred Forty-Eight Thousand Six Hundred Twenty-Nine Dollars (\$248,629.00) be raised by taxation; and, Seventy Thousand Dollars (\$70,000.00) be transferred from the Board of Health Revolving Account; and, One Hundred Ten Thousand Dollars (\$110,000.00) be transferred from the Building Inspector Revolving Account; and, that the total amount of Four Hundred Twenty-Eight Thousand Six Hundred Twenty-Nine Dollars (\$428,629.00) be appropriated for the FY22 Land Management Budget.

MOTION PASSED UNANIMOUSLY.

EMS/FIRE (PAGES 47):

That the sum of One Million One Hundred Forty-Seven Thousand Seven Hundred Twenty-Seven Dollars (\$1,147,727.00) be raised by taxation; and, Seven Hundred Seventy-Five Thousand Dollars (\$775,000.00) be transferred from the Ambulance Receipts Reserved for Appropriation Account; and, that the total amount of One Million Nine Hundred Twenty-Two Thousand Seven Hundred Twenty-Seven Dollars (\$1,922,727.00) be appropriated for the FY22 EMS/FIRE Budget.

MOTION PASSED UNANIMOUSLY.

COUNCIL ON AGING (PAGES 50):

That the sum of One Hundred Sixty-Two Thousand Nine Hundred Ninety-Two Dollars (\$162,992.00) be raised by taxation; and, Fifteen Thousand Dollars (\$15,000.00) be transferred from the WRTA Reserved for Appropriation Account; and, the total amount of One Hundred Seventy-Seven Thousand Nine Hundred Ninety-Two Dollars (\$177,992.00) be appropriated for the FY22 Council on Aging Budget.

MOTION PASSED UNANIMOUSLY.

PEG ACCESS (PAGES 53):

That the sum of One Hundred Twenty Thousand Dollars (\$120,000.00) be appropriated from the PEG Access and Cable Related Fund for the FY22 PEG Access Budget.

MOTION PASSED.

SEWER ENTERPRISE (PAGES 53):

That the sum of Four Hundred Forty Thousand One Hundred Thirty-Two Dollars (\$440,132.00) be raised and offset by Sewer Enterprise receipts and that Four Hundred Nine Thousand One Hundred Thirty-Two Dollars (\$409,132.00) be appropriated for the FY22 Sewer Enterprise Operational Budget and that Thirty-One Thousand Dollars (\$31,000.00) be transferred to the General Fund to defray Sewer indirect costs.

MOTION PASSED UNANIMOUSLY.

WATER ENTERPRISE (PAGE 53):

That the sum of Sixty-Seven Thousand One Hundred Ninety-Four Dollars (\$67,194.00) be raised and offset by Water Enterprise receipts and that Thirty Thousand Dollars (\$30,000.00) be appropriated from the Water Enterprise retained earnings for a total appropriation of Ninety-Seven Thousand One Hundred Ninety-Four Dollars (\$97,194.00) for the FY22 Water Enterprise Operational Budget.

MOTION PASSED.

THE MAIN MOTION OF THE SUM OF \$42,358,510.00 PASSED.

ARTICLE 17. To see if the Town will vote to raise by taxation or transfer from available funds or borrow and authorize the Town Treasurer, with the approval of the Board of Selectmen, to issue a note or notes and/or bond or bonds and appropriate a sum of money for the Capital Outlay Program for Fiscal Year 2022, including any incidental and related expenses; or act thereon.

Sponsored by: Town Manager

Finance Committee Recommendation: Support

MOTION MADE:

1. That the sum of Five Hundred Thousand Dollars (\$500,000.00) be raised by taxation and appropriated for DPW roadway repair and restoration and public safety engineering.

MOTION PASSED UNANIMOUSLY.

2. That the sum of One Million Seven Hundred Thousand Dollars (\$1,700,000.00) be transferred from Free Cash and appropriated for the following items, each item being considered a separate appropriation:

Building Improvement Fund	570,000.00
DPW - Leicester Street Bridge Rehabilitation	565,000.00
DPW - Purchase Facilities Van	40,000.00
DPW - OPS Parking Lots Crack Sealing	50,000.00
DPW - Two Gravely Zero Turn Mowers	22,000.00
EMS/FIRE - Car 3 Replacement	78,000.00
PEG Access - Playback System and Installation	40,000.00
Police - Dispatch Console Replacement	146,000.00
Police - Technology Upgrades	35,000.00
Town Hall - Inspection Vehicle	26,000.00
Town Hall - Document Scanning and Destruction	43,000.00
Townwide - Green Communities Local Match	40,000.00
Townwide - Digital Community Engagement Board	45,000.00

MOTION PASSED.

3. That the sum of Six Hundred Eighty-Five Thousand Dollars (\$685,000.00) be appropriated to purchase a fire truck, replacing Fire Engine #1 and Rescue 1, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

TOTAL OF CAPITAL PROGRAMS **\$2,885,000.00**

ARTICLE 18. To see if the Town will vote to amend the Oxford General By-Laws Chapter FORTY-THREE, by replacing the Title “BOATING” with the Title “POND USE” and by amending Section 1 by

inserting the following sentence at the end thereof: “No person shall operate a motor boat, vehicle, or other equipment on Carbuncle Pond with a gasoline or diesel engine.” or act thereon.

Sponsored by: Conservation Commission

Finance Committee Recommendation: Defers to Conservation Commission

Planning Board Recommendation: Support

MOTION MADE: That the Town will vote to amend the Oxford General By-Laws Chapter FORTY-THREE, by replacing the Title “BOATING” with the Title “POND USE” and by amending Section 1 by inserting the following sentence at the end thereof: “No person shall operate a motor boat, on Carbuncle Pond with a gasoline or diesel engine.”

AMENDMENT MADE: That the Town amend the main motion by inserting, “or any recreational vehicles”, after the word boat.

AMENDMENT PASSED.

MAIN MOTION WITH AMENDMENT PASSED.

Approved by the Attorney General on August 26, 2021.

ARTICLE 19. To see if the Town will vote to amend the Oxford General By-Laws, by deleting Chapters SIXTY-SIX and SIXTY-SEVEN in their entirety and inserting the new Chapter SIXTY-SIX as follows:

CHAPTER SIXTY-SIX

STORMWATER MANAGEMENT AND LAND DISTURBANCE

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Section 1. Purpose and Objective

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Section 15. Certificate of Completion
Section 16. Severability

Section 1. Purpose and Objective

- 1.01 The purpose of this by-law is to protect public health, safety, general welfare, and the environment by controlling the adverse effects of construction site stormwater runoff and post-construction runoff. Stormwater runoff can be a major cause of:
1. Impairment of water quality and flow in lakes, ponds, streams, rivers, coastal waters, wetlands, groundwater and drinking water supplies;
 2. Contamination of drinking water supplies;
 3. Contamination of downstream coastal areas;
 4. Alteration or destruction of aquatic and wildlife habitat;
 5. Overloading or clogging of municipal stormwater management systems; and
 6. Flooding.
- 1.02 The objectives of this by-law are to:
1. Protect water resources;
 2. Comply with state and federal statutes and regulations relating to stormwater discharges including total maximum daily load requirements and with the General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts, issued by the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection (“MS4 Permit”);
 3. Prevent and reduce pollutants from entering the municipal separate storm sewer system (MS4);
 4. Establish minimum construction and post construction stormwater management standards and design criteria for the regulation and control of stormwater runoff quantity and quality;
 5. Establish provisions for the long-term responsibility for, and maintenance of, structural stormwater control facilities and nonstructural stormwater best management practices to ensure that they continue to function as designed, and pose no threat to public safety; and
 6. Recognize the Town of Oxford’s legal authority to ensure compliance with the provisions of this by-law through inspection, monitoring, and enforcement.

Section 2. Definitions

Unless a different definition is expressly stated in a different section of this by-law, the following definitions and provisions shall apply throughout this by-law:

ABUTTER: The owner(s) of land within one hundred (100) feet of the activity.

ADMINISTRATIVE LAND DISTURBANCE APPROVAL: Review and approval by the Stormwater Authority of a land disturbance activity that does not require a Land Disturbance Permit because of its size and/or scope.

ALTERATION OF DRAINAGE CHARACTERISTICS: Any activity on an area of land that changes the water quality, force, direction, timing or location of runoff flowing from the area. Such changes include, but are not limited to: change from distributed runoff to confined or discrete discharge;

change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

APPLICANT: Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth or the Federal government, to the extent permitted by law, requesting a Land Disturbance Permit or Administrative Land Disturbance Approval.

AS-BUILT DRAWING: Drawings that completely record and document applicable aspects and features of conditions of a project following construction undertaken pursuant to Stormwater Management Plans approved as part of a Land Disturbance Permit and/or Administrative Land Disturbance Approval.

BEST MANAGEMENT PRACTICE (BMP): schedules of activities, practices (and prohibitions of practices), structures, vegetation, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to Waters of the Commonwealth. BMPs also include treatment requirements, operating procedures, and practices to control site runoff, spillage or leaks, sludge or waste disposal, and/or drainage from raw material storage.

CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC): A

certified specialist in soil erosion and sediment control. This certification program, sponsored by the Soil and Water Conservation Society in cooperation with the American Society of Agronomy, provides the public with evidence of professional qualifications.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. § 1251, *et seq.*) as hereafter amended.

CLEARING: Any activity that removes the vegetative surface cover from a site.

COMMON PLAN OF DEVELOPMENT: - A "larger common plan of development or sale" is a contiguous area where multiple separate and distinct construction activities may be taking place at different times on different schedules under one plan. For example, if a developer buys a 20-acre lot and builds roads, installs pipes, and runs electricity with the intention of constructing homes or other structures sometime in the future, this would be considered a larger common plan of development or sale. If the land is parceled off or sold, and construction occurs on plots that are less than one acre by separate, independent builders, this activity still would be subject to stormwater permitting requirements if the smaller plots were included on the original site plan.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system and/or into the Waters of the Commonwealth.

EROSION: The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

EROSION AND SEDIMENTATION CONTROL PLAN: A document containing narrative, drawings and details developed by a qualified professional engineer (PE) or a Certified Professional in Erosion and Sedimentation Control (CPESC), which includes best management practices, or equivalent measures designed to control surface runoff, erosion and sedimentation during pre-construction and construction related land disturbing activities.

GRADING: Changing the level or shape of the ground surface.

GROUNDWATER: Water beneath the surface of the ground.

GRUBBING: The act of clearing land surface by digging up roots and stumps.

IMPERVIOUS SURFACE: Any surface that prevents or significantly impedes the infiltration of water into the underlying soil. This can include but is not limited to: roads, driveways, parking areas and other areas created using nonporous material; buildings, rooftops, structures, artificial turf and compacted gravel or soil.

INFILTRATION: The act of conveying surface water into the ground to permit groundwater recharge and the reduction of stormwater runoff from a project site.

LAND DISTURBANCE PERMIT or LDP: A permit issued by the Stormwater Authority pursuant to this by-law prior to commencement of Land Disturbing Activity.

LAND DISTURBING ACTIVITY: Any activity that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material or causes any removal of vegetation, including tree and brush clearing; results in an increased amount of runoff or pollutants; measurably changes the ability of a ground surface to absorb water; involves clearing, grading, or excavating, including grubbing; or results in an alteration of drainage characteristics of a site.

LOW IMPACT DEVELOPMENT or LID: Systems and practices that use or mimic natural processes resulting in the infiltration, evapotranspiration and/or use of stormwater. LID includes (1) environmentally sensitive site design approaches such as minimizing impervious surfaces, fitting the development to the terrain, preserving and capitalizing on natural drainage systems, and reproducing pre-development hydrologic conditions, and

(2) stormwater management systems modeled after natural hydrologic features to manage rainfall at the source using decentralized micro-scale controls, such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN

SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Oxford.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER

DISCHARGE PERMIT: A permit issued by the EPA that authorizes the discharge of pollutants to Waters of the United States.

NONPOINT SOURCE POLLUTION: Pollution from many diffuse sources caused by rainfall or snowmelt moving over and through the ground. As the runoff moves, it picks up and carries away natural and man-made pollutants finally depositing them into a water resource area.

OPERATION AND MAINTENANCE PLAN: A plan setting up the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

OWNER: A person with a legal or equitable interest in property.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE: Any discernible, confined, and discrete conveyance, including but not limited to any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel, or other floating craft from which pollutants are or may be discharged.

PRE-CONSTRUCTION: All activity undertaken in preparation for construction.

POLLUTANT: dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, construction wastes and residues including discarded building materials, concrete truck wash out, chemicals, litter, and/or sanitary wastes and industrial, municipal and agricultural waste discharged into water.

RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition, construction, land alteration, or phased projects that disturb the ground surface, including impervious surfaces, on previously developed sites.

RUNOFF: Rainfall, snowmelt, and/or irrigation water flowing over the ground surface.

SEDIMENT: Mineral or organic soil material that is transported by wind or water, from its origin to another location; the product of erosion processes.

SEDIMENTATION: The process or act of deposition of sediment.

SITE: The areal extent of construction activities, including but not limited to the creation of new impervious cover and/or improvement of existing impervious cover.

SLOPE: The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.

SOIL: Any earth, sand, rock, gravel, or similar material.

STORMWATER AUTHORITY: Planning Board or its authorized agent(s) except for projects requiring an Order of Conditions from the Conservation Commission in which case the Conservation Commission shall act as the Stormwater Authority.

STORMWATER: Stormwater runoff, snow melt runoff, and surface runoff and drainage.

STORMWATER MANAGEMENT PLAN: A document containing narrative, drawings, details and reporting requirements developed by a qualified professional engineer (PE), which describes structural and non-structural best management practices designed to control the discharge of pollutants from impervious surfaces and on-site activities as well as the volume and peak rate of surface runoff from a site on an ongoing basis after construction has been completed.

TOTAL MAXIMUM DAILY LOAD or TMDL: Section 303(d) of the Clean Water Act authorizes the EPA to assist states, territories and authorized tribes in listing impaired waters and developing Total Maximum Daily Loads (TMDLs) for these waterbodies. A TMDL establishes the maximum amount of a pollutant that a waterbody can accept and still meet water quality standards for protecting public health and maintaining the designated beneficial uses of those waters for drinking, swimming, recreation, and fishing. A TMDL includes Waste Load Allocations for point source discharges, Load Allocations for nonpoint sources and/or natural background, and must include a margin of safety and account for seasonal variations.

WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, groundwater, and Waters of the United States as defined under the Federal Clean Water Act as hereafter amended.

Section 3. Authority

This by-law is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Massachusetts Home Rule Statute.

Section 4. Applicability

- 4.01 This Bylaw shall apply to all construction activity and/or land disturbance that individually or as part of a Common Plan of Development resulting in disturbance of land in excess of the thresholds below.
1. Administrative Land Disturbance Approval is required for projects disturbing between 1,000 square feet and 10,000 square feet where the slope of the disturbance area is 10% or greater;
 2. Administrative Land Disturbance Approval is required for projects disturbing between 10,000 square feet and one acre of land.
 3. A Land Disturbance Permit (LDP) is required for disturbance of one-acre or more of land.
 4. A Land Disturbance Permit (LDP) is required for the disturbance of more than 10,000 square feet of land where:
 - a. the proposed use is a land use of higher potential pollutant loads pursuant to the Massachusetts Stormwater Management Standards; or
 - b. the Stormwater Authority determines that an Administrative Land Disturbance Approval is not sufficient to address potential stormwater impacts from the proposed construction and/or land disturbing activity.
- 4.02 A LDP is required for all subdivisions regardless of size. The LDP issued for a subdivision shall also govern the development of individual lots.
- 4.03 This bylaw applies to all projects requiring an Earth Removal Special Permit or requiring Site Plan Review under Oxford Zoning By-law, regardless of area of land disturbance.
- 4.04 The following activities are exempt from the provisions of this Bylaw:
1. Maintenance of existing landscaping, gardens or lawn areas associated with a single-family dwelling conducted in such a way as not to cause a nuisance;
 2. Construction of fencing that will not substantially alter existing terrain or drainage patterns;
 3. Construction of utilities other than drainage (gas, water, electric, telephone, etc.) which will not alter terrain or drainage patterns or result in discharge of sediment or other pollutants to the MS4 or, directly or indirectly, to a Watercourse or Waters of the Commonwealth;
 4. Normal maintenance and improvement of land in agricultural or aquacultural use, as defined by the Massachusetts Wetland Protection Act regulations, 310 CMR 10.04.
 5. Redevelopment activities that are exclusively limited to maintenance and improvement of existing public roadways (including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems, and repaving projects) and that will improve existing conditions unless infeasible. Construction may not

commence until issuance of EPA's approval of the NPDES Construction General Permit Notice of Intent and the final Stormwater Pollution Prevention Plan is posted at the site (if applicable), and best management practices are in place in accordance with the Massachusetts Stormwater Management Standard 8 related to construction related impacts. Roadway widening or improvements that increase the amount of impervious area on the redevelopment site by greater than or equal to a single lane width shall not be exempt.

- 4.05 Any person who fails to follow the requirements of an Administrative Land Disturbance Approval or a Land Disturbance Permit and the related Erosion and Sedimentation Control Plan, Stormwater Management Plan, and/or Operations and Maintenance Plan, shall be in violation of this by-law.

Section 5. Effective Date

This By-law adopted at the 2021 Oxford Annual Town Meeting will take effect after approval by the Office of the Attorney General and publication pursuant to G.L. c. 40, § 32. The amendments in this by-law shall not apply to projects that have obtained both a Land Disturbance Permit and a Stormwater Management Permit, for which a complete application is submitted to the Stormwater Authority by August 1, 2021, as long as the permitting process is not suspended for more than one year by the proponent and the project is not revised so significantly that the Stormwater Authority deems a new application to be necessary.

Section 6. Responsibility for Administration

- 6.01 The Oxford Planning Board ("Board") shall administer, implement and enforce this by-law, with assistance from the Oxford Department of Public Works (DPW) as set forth herein. Any powers granted to or duties imposed upon the Board, except the power to hear appeals, may be delegated in writing by the Board to its employees or agents of the Town. For projects requiring an Order of Conditions from the Conservation Commission, the Conservation Commission shall administer, implement and enforce this by-law with the assistance of the DPW or any other duly authorized agent.
- 6.02 The Conservation Commission shall, by authority of this By-Law, require documentation showing compliance with this By-law and regulations promulgated thereunder, in addition to other submission requirements of 310 CMR 10.00, *et seq.* Any Order of Conditions issued shall incorporate by reference the requirements of the Administrative Land Disturbance Approval and/or LDP issued by the Conservation Commission.

Section 7. Review of Permit

- 7.01 Application. An Administrative Land Disturbance Approval or Land Disturbance Permit must be obtained prior to the commencement of site preparation activities, including clearing of vegetation, construction activity, or land disturbance for which such a review or permit is required as set forth herein. An applicant seeking an Administrative Land Disturbance Approval and/or LDP shall file an appropriate application with the Stormwater Authority in a form and containing information as specified in this by-law and in regulations adopted by the Stormwater Authority.
- 7.02 Required submittals to obtain a Land Disturbance Permit shall include (without limitation) an Erosion and Sedimentation Control Plan, a Stormwater Management Plan, and an Operation and Maintenance Plan. The applicant must show that site design, construction site stormwater runoff control and post-construction stormwater management will meet the standards set by the

Stormwater Authority in its regulations, rules and/or guidance, which shall be at least as stringent as the relevant requirements of the MS4 Permit and may also address relevant environmental considerations including (without limitation) protection of aquifers and sensitive water bodies, climate resilience, and prevention of flooding. The application must demonstrate that low impact development (LID) site planning and design strategies are being used to the maximum extent feasible.

7.03 A Land Disturbance Permit shall include measures to ensure adequate long-term operation and maintenance of stormwater management design features and BMPs. The Stormwater Authority may impose requirements including (without limitation) the following:

1. A requirement that funds for future operation and maintenance be set aside in a dedicated fund or escrow account;
2. A permanent permit condition requiring compliance with an Operation and Maintenance Plan;
3. A permanent permit condition requiring that the property owner submit an annual report or certification regarding operation and maintenance;
4. A requirement to record the Operation and Maintenance Plan (or notice thereof) at the Worcester County Registry of Deeds;
5. A requirement that a legal instrument be put in place establishing responsibility for operation and maintenance of a stormwater BMP serving more than one lot; and
6. A requirement that an easement be recorded allowing the Town to access the property to remedy any operational failure or maintenance problem.

7.04 Fees. Each application must be accompanied by the appropriate application fee as established by the Stormwater Authority. Applicants shall pay the application fee before the review process commences. The Stormwater Authority is authorized to retain a Registered Professional Engineer (PE) or other professional consultant to advise the Stormwater Authority on any or all aspects of the application and/or the project's compliance with conditions of an Administrative Land Disturbance Approval or LDP. The Stormwater Authority may require the applicant to pay reasonable costs to be incurred by the Stormwater Authority for the employment of outside consultants pursuant to Stormwater Authority regulations and as authorized by G.L. c. 44, § 53G.

7.05 Upon receipt of a complete application package at a regularly scheduled meeting of the Planning Board or Conservation Commission, the Board or Commission shall transmit one (1) copy of the completed application package to the DPW for review and comment and file one (1) copy of the completed application package in the office of the Town Clerk. The date of the regularly scheduled meeting of the Board at which the completed application package is accepted shall become the date of receipt and the start date for all deadlines for action by the Board as set forth herein.

7.06 Public Hearing. The Planning Board or Conservation Commission shall, within twenty-one (21) days of receipt of a complete application for a LDP, hold a public hearing on the matter to allow comment from abutters, other boards and commissions and staff. The Board or Commission shall take final action on the application within sixty-five (65) days of the receipt of the complete application unless the time for action is extended by mutual written consent of the applicant and the Planning Board or Conservation Commission.

Notice of the public hearing shall be given by publication in a newspaper of local circulation, by posting at the office of the Town Clerk, and by first-class mailings to abutters at least seven (7) days prior to the initial public hearing. The application and the Erosion and Sediment Control Plan shall be made available for inspection by the public during normal business hours at the Office of the Planning Board or the Office of the Conservation Commission, and the Office of the Town Clerk.

- 7.07 The applicant shall submit any additional information in response to all reasonable requests of the Stormwater Authority and/or any duly authorized representatives of the Stormwater Authority.
- 7.08 Action by the Stormwater Authority. Based upon the information received in a completed Administrative Land Disturbance Approval or LDP Application, at the public hearing (if applicable), and in response to any requests for additional information, the Board shall:
1. Approve the Application as submitted and issue a permit or approval but only upon a finding that the proposed plan will protect water resources and meets the purpose and requirements of this By-Law and regulations enacted hereunder;
 2. Approve the Application and issue a permit or approval with conditions, modifications, and/or restrictions that the Board finds are required to ensure that the project will protect water resources and meet the purpose and requirements of this By-Law and regulations enacted hereunder;
 3. Disapprove the Application and deny the permit or approval upon a finding that the proposed plan will not protect water resources or fails to meet the purpose and requirements of this By-Law and the regulations enacted hereunder.
- The decision of the Board shall be final. Further relief shall be to a court of competent jurisdiction.
- 7.09 Project Changes. The permittee, or their agent, must notify the Stormwater Authority in writing of any change or alteration of a land-disturbing activity authorized in a Permit or Approval before any change or alteration occurs. If the Board determines that the change or alteration is significant, based on the design requirements listed in Section 7, the regulations enacted hereunder, and/or accepted construction practices, the Board may require that an amended Application be filed and a new public hearing held. If any change or alteration from the Administrative Land Disturbance Approval or LDP occurs during any land disturbing activities, the Board may require the installation of interim erosion and sedimentation control measures before approving the change or alteration as part of a formal application process.

Section 8. Waivers

The Board may, where such action is allowed by law, and is in the public interest and not inconsistent with the purpose and intent of this By-Law, waive strict compliance with any requirement of this By-Law or the rules and regulations promulgated hereunder.

- 8.01 Any applicant may submit a written request for a waiver. Such request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of the By-Law or rules and regulations will not further the purposes or intent of this By-Law.
- 8.02 All waiver requests shall be discussed and voted on at a public hearing for the project.
- 8.03 If in the opinion of the Board, additional time or information is required for review of a waiver request, the Board may continue a hearing to a date certain announced at the meeting. In the event the applicant objects to a continuance, or fails to provide requested information, the waiver request shall be denied.

Section 9. Regulations

- 9.01 The Stormwater Authority may adopt, and may periodically amend, regulations, rules and/or written guidance relating to the terms, conditions, definitions, enforcement, fees, procedures and administration of this Stormwater Management by-law by majority vote after conducting a public hearing to receive comments. Failure of the Stormwater Authority to issue such rules, or

regulations, or a legal declaration of their invalidity by a court, shall not act to suspend or invalidate the effect of this by-law.

9.02 Stormwater Management regulations, rules or guidance shall identify requirements for Administrative Land Disturbance Approval and Land Disturbance Permits required by this by-law and consistent with or more stringent than the relevant requirements of the most recent NPDES Small MS4 General Permit.

9.03 Stormwater Management regulations may identify one or more categories of projects requiring an Administrative Land Disturbance Approval that, because of their size, scope and common features or characteristics, may be approved by one or more agents of the Stormwater Authority rather than by a majority of Stormwater Authority members. For such projects, the Stormwater Authority will identify minimum stormwater management standards pursuant to this by-law, compliance with which is required before the project is approved.

Section 10. Consent to Entry onto Property

By signing the permit application, an applicant consents to the entry of members of the Stormwater Authority or its authorized agents in or on the site while the application is under review to verify the information in the application, and at any time after a Review or Permit is issued to inspect for compliance with Review or Permit conditions. The Stormwater Authority and/or its duly authorized representative(s) shall provide 48 hour written notice of any visit to the Property unless emergency access is required.

Section 11. Inspection and Site Supervision

The Stormwater Authority or its designated agent shall make periodic inspections to verify and document compliance with an Administrative Land Disturbance Approval or Land Disturbance Permit.

Section 12. Surety

The Stormwater Authority may require the applicant to post a surety before the start of land disturbance or construction activity. The form of the surety shall be approved by Town Counsel and be in an amount deemed sufficient by the Stormwater Authority to ensure that the work will be completed in accordance with the permit. If the project is phased, the Board may release part of the surety as each phase is completed in compliance with the permit but the surety may not be fully released until the Board has received the final report as required by Section 12 and the permittee is issued a certificate of completion. If the permittee defaults on any obligations imposed by the Land Disturbance Permit, the Stormwater Authority may (after providing written notification to the permittee) inform the holder of the surety (and the municipal treasurer if the treasurer is not holding the funds) of the default, in which event the Town shall be entitled to use the surety funds to bring the site into compliance with the LDP.

Section 13. Final Reports

Upon completion of the work and no later than 180 days after completion of construction, the permittee shall submit a report (including certified as-built construction plans) from a Registered Professional Engineer (PE) certifying that the project has been completed in accordance with the conditions of the Land Disturbance Permit and the plans approved thereunder. The as-built drawings must depict all on site controls, both structural and non-structural, designed to manage the stormwater associated with the

completed site (post construction stormwater management). Any discrepancies with the approved permit plans shall be noted in the cover letter submitted with the report and as-built plans.

Section 14. Enforcement

The Stormwater Authority or its authorized agent shall enforce this bylaw, and any associated regulations, orders, violation notices, and/or enforcement orders and may pursue all available remedies for such violations. The DPW, acting through its Director, is designated as the Stormwater Authority's agent for purposes of enforcement hereunder.

14.01 Enforcement Remedies.

1. Any person who violates the provisions of this bylaw, or any associated regulations, permit, or order issued thereunder, may be subject to a fine of not more than \$300 per violation. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
2. The Stormwater Authority may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of existing violation(s).

14.02 Orders.

1. The DPW, Stormwater Authority and/or its authorized agent may issue a written order to enforce the provisions of this bylaw or any associated regulations or any permit issued hereunder. Violations include, without limitation, failure to obtain a Land Disturbance Permit or Administrative Land Disturbance Approval for an activity subject to this bylaw, or failure to follow the requirements of a Land Disturbance Permit and the related Erosion and Sedimentation Control Plan, Stormwater Management Plan, or Operations and Maintenance Plan or any other authorization issued pursuant to this by-law or regulations issued hereunder. The written order may require the violator to remediate the non-compliance and/or any adverse impact caused by it, including without limitation:
 - a. A requirement to cease and desist from the land-disturbing activity until there is compliance with the bylaw and provisions of the Land Disturbance Permit or other authorization;
 - b. Maintenance, installation or performance of additional erosion and sediment control measures;
 - c. Monitoring, analyses, and reporting;
 - d. Remediation of erosion and sedimentation resulting directly or indirectly from the land-disturbing activity;
 - e. Construction, reconstruction, repair or maintenance of stormwater BMPs or any other aspect of the post-construction stormwater management system;
 - f. Remediation of adverse impacts resulting from improper construction or operation of the post-construction stormwater management system; and/or
 - g. A requirement to eliminate discharges, directly or indirectly, into the MS4, a watercourse or into the Waters of the Commonwealth.Said order shall be sent certified mail, return receipt requested to the violator and owner.
2. If the DPW, Stormwater Authority, or its authorized agent determines that abatement or remediation of adverse impacts is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further provide that,

should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town may, at its option, pursue a Court Order allowing the Town to undertake such work, and expenses thereof shall be charged to the violator.

- 14.03 If the DPW or Stormwater Authority takes action upon failure of the violator or owner to abate or remediate, notice shall be given to the violator and owner of the costs, including administrative costs, incurred by the Town. Said notice shall be sent within thirty (30) days of completion of all measures necessary to abate the violation or to perform remediation. The violator or owner shall also be notified that they may, within thirty (30) days of receipt of said notice, file an appeal in writing to the Board of Selectmen objecting to either the amount or basis of the costs incurred. If the amount due is not received by the expiration of the time in which to file an appeal or within (30) days following a decision by the Board of Selectmen affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided by MGL c.59 §57 after the thirty-first day at which the costs first become due.
- 14.04 Noncriminal disposition. As an alternative to initiation of a civil action, the Town may elect to utilize the noncriminal disposition procedure set forth in M.G.L. c. 40, § 21D, in which case the DPW Director shall be the enforcing person. The penalty for the first violation shall be a written warning. The penalty for the second and any subsequent violations shall be \$300 per offense. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- 14.05 Entry to perform duties under this bylaw. To the extent permitted by local, state or federal law, or if authorized in writing by the owner or other party in control of the property, the DPW, Stormwater Authority, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this bylaw and regulations and may make or cause to be made such examinations, surveys or sampling as the Stormwater Authority deems reasonably necessary.
- 14.06 Appeals. The decisions or orders of the Stormwater Authority shall be final. Further relief shall be appealed to a court of competent jurisdiction.
- 14.07 Remedies not exclusive. The remedies listed in this section are not exclusive of any other remedies available under any applicable federal, state or local law.

Section 15. Certificate of Completion

The Board shall issue a letter certifying completion of a project following receipt and review of a final report and as-built plan showing that all work allowed under the permit has been satisfactorily completed in conformance with this By-Law and any regulations enacted hereunder.

Section 16. Severability

The provisions of this by-law are hereby declared to be severable. If any provision, paragraph, sentence, or clause of this by-law or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this by-law.

Or act thereon.

Sponsored by: DPW Director and Director of Planning and Economic Development

Finance Committee Recommendation: Defers to the Planning Board

Planning Board Recommendation: Support

MOTION MADE: That Article 19 be adopted as printed in the Warrant.

MOTION PASSED UNANIMOUSLY.

Approved by the Attorney General on August 26, 2021.

ARTICLE 20. To see if the Town will vote to amend the Oxford Zoning By-Law, by deleting Chapter XIII, Cluster Development in its entirety and inserting in place thereof the new Chapter XIII, Cluster Development as follows:

CHAPTER XIII **Cluster Development**

1.0 PURPOSE

The purpose of this Chapter is to provide voluntary and alternative zoning provisions that will encourage the permanent preservation of open space for recreation and conservation purposes, promote economic subdivision layout in harmony with natural features, allow for originality in total subdivision and individual site design and allow for efficient provision of public services while maintaining the density

limitations of the various residential districts, establish or enhance wildlife corridors by connecting open spaces, and encourage the creation of “affordable housing” units.

2.0 GENERAL PROVISIONS

- 2.1 A Cluster Development shall mean a single-family residential development in which the house lots are clustered together into one or more groups (each group made up of as many as six lots) which groups are separated from other groups and adjacent properties by Common Open Land.
- 2.2 Common Open Land shall mean that portion of the Cluster Development Site which is not devoted to dwellings, accessory uses, roads, or other development and is set aside for recreation, conservation, or agricultural uses which preserve the land in essentially its natural condition.
- 2.3 Except as provided in Section 4.2 of this Chapter, Cluster Developments shall be permitted by right in any residential district upon approval of a definitive subdivision plan in accordance with prevailing rules and regulations and a Site Plan in accordance with the provisions of Chapter XV of this By-Law and the additional requirements of this Chapter.
- 2.4 All land not used for building lots (including roadways and utilities) shall be placed in permanent open space in accordance this bylaw but not less than 30% of the total parcel area.

3.0 ADDITIONAL GENERAL REQUIREMENTS

The following standards shall be used as additional general requirements in the subdivision approval and site plan review process for all Cluster Developments:

- 3.1 The development shall be made up of reduced size house lots for detached single-family dwellings and lawful accessory uses only.
- 3.2 The minimum land required for a Cluster Development shall be four (4) acres and the parcels making up the Cluster Development Site shall be held in single ownership or control at the time of applications for subdivision and site plan approvals.
- 3.3 Each resulting lot shall have adequate access on a public or private way.
- 3.4 Each resulting lot shall be of a size and shape to provide a building site that shall be in harmony with the natural terrain and other features of the land.
- 3.5 There shall be an adequate, safe, and convenient arrangement of pedestrian circulation, facilities, roadways, driveways, and parking.
- 3.6 The site plan shall be drawn at a scale of one inch equals twenty (20) feet and shall include an "existing conditions plan" which shall:
 - 3.6.1 identify the location and extent of all resources defined by the Wetlands Protection Act, M.G.L. c.131, §40 as certified by the Conservation Commission;
 - 3.6.2 show the parcel topography at 2 feet contour intervals and identify the location of all areas of steep (i.e. 15% or greater) slope;
 - 3.6.3 identify the location and species of significant trees, the location, extent and type of the various plant growth (e.g. grass or brush), and the location of ledge outcrops;
 - 3.6.4 identify the location of soil testing sites and the results of said tests;
 - 3.6.5 identify the location and type of all abutting land uses within 100 feet of the parcel boundaries; and
 - 3.6.6 identify existing road access to the parcel and sight distances.
- 3.7 The site plan shall show the location of: all proposed dwellings including possible expansions thereto (such as garages), all proposed parking spaces, all proposed water supplies, all proposed septic systems, and all proposed clearing and grading required to achieve the above.
- 3.8 Each structure shall be integrated into the existing landscape on the property.
- 3.9 Lots shall be laid out and designed, to the greatest extent feasible, to preserve and protect historic and archaeological sites, farmland, wooded stream corridors, forested areas and large trees, scenic views particularly as seen from public roads, ridgelines and hilltops.

4.0 DIMENSIONAL AND DENSITY REQUIREMENTS

4.1 By-Right Cluster Developments

- 4.1.1 The maximum number of house lots for detached single-family dwellings that may be allowed within a Cluster Development shall not exceed the number that could result from a standard subdivision of the land, whether through the ANR process (M.G.L. c.41 §81-P) or the subdivision process (M.G.L. c.41 §81-U). If the Cluster Development Site has sufficient frontage to allow its division into lots without subdivision approval (ANR lots), the maximum number of lots in the Cluster Development will be determined by the Planning Board based on a plan that shows lots of sufficient frontage and area to comply with the normally applicable requirements of the underlying zoning district. Otherwise, the maximum number of lots will be determined by multiplying the Net Developable Area of the site expressed in square feet by a development efficiency factor of 0.7 and dividing by the minimum lot size normally allowed in the underlying zoning district, the result to be rounded down to the nearest whole number. For the purposes of this calculation, the Net Developable Area of the Cluster Development Site shall be the total area of the Cluster Development Site, excluding the area of land within the site having a slope equal to or greater than 15%, and excluding the area of land within the site classified as a resource area under the Wetlands Protection Act M.G.L. c.131

§40, and excluding the area of land within easements, and excluding any area of land used to calculate the maximum number of lots on the basis of ANR lots.

- 4.1.2 The minimum lot size in a Cluster Development shall be 50% of that size normally required in the underlying zoning district, but not less than fifteen thousand (15,000) square feet and shall include only land defined as Net Developable Area in section 4.1.1 above.
- 4.1.3 The minimum lot frontage and lot width in a cluster development shall be 100 feet except on a cul-de-sac where the lot frontage may be as little as 75 feet.
- 4.1.4 The minimum front, rear, and side yard setbacks of the underlying zoning district shall apply within the Cluster Development.
- 4.1.5 The resulting reduced size lots shall be of an arrangement and shape to provide building sites that shall be in harmony with the natural terrain and other features of the land and to assure that the purpose of this Chapter is met.
- 4.1.6 The board may waive or modify any dimensional requirement or housing type upon a finding that such waiver or modification is consistent with the overall purpose and goals of the Oxford Master Plan.

4.2 Local Initiative Cluster Developments

In order to encourage the creation of “affordable” housing units and provide an alternative to the Comprehensive Permit process allowed by M.G.L. c.40B, the Planning Board may, by the grant of a special permit, allow a greater number of dwelling units in a Cluster Development than otherwise allowed by this Chapter by making exceptions from the above restrictions to allow a greater density than otherwise allowed by section 4.1.1, to allow a smaller lot size than otherwise allowed by section 4.1.2 and section 4.1.3, and to allow lesser setbacks than otherwise allowed by section 4.1.4 of this Chapter provided, however, that the total resulting number of units created shall not exceed the gross area of the Cluster Development Site divided by the gross lot size normally required in the underlying zoning district. Such special permit shall be for a Local Initiative Cluster Development that may only be granted with the following conditions:

- 4.2.1 At least ten (10) percent of the total units allowed, but no less than fifty (50) percent of the increase in the number of units over what would otherwise be allowed, shall be set aside and restricted in perpetuity as Local Initiative Units in the manner provided in 760 CMR 56.
- 4.2.2 The approved building spacing receives prior written approval of the Fire Department documenting its ability to provide proper fire protection and emergency services.
- 4.2.3 The Cluster Development Site is served by the public water supply system.
- 4.2.4 The Local Initiative Units are distributed throughout the development and are indistinguishable from market rate units by external appearance.
- 4.2.5 The applicant agrees to pay all costs incurred for third party peer review of the special permit application, the cost of the Town’s application to the state for approval of the development under 760 CMR 56, and the cost of establishing any required arrangements for initial rental or sale of Local Initiative Units.
- 4.2.6 No building permits may be issued until: (1) the owner of the Site has executed and recorded a regulatory agreement with the Town, consistent with the requirements of 760 CMR 56, in a form approved by the Planning Board and Town Counsel; (2) the Local Initiative Units have received state approval under 760 CMR

56 for inclusion in the Subsidized Housing Inventory for the Town; and (3) the use restriction required under 760 CMR 56 has been recorded.

5.0 COMMON OPEN LAND REQUIREMENTS

- 5.1 Within each Cluster Development there shall be provided an amount of Common Open Land to be preserved and maintained in essentially its natural condition for its scenic value or for conservation of natural resources or to be used for recreation or agricultural uses. At least 70% of Common Open Land shall be retained in contiguous areas unless approved by the Planning Board.
- 5.2 The total area of the Common Open Land within the Cluster Development shall equal or exceed the sum of the area by which the individual lots are reduced below the minimum lot size normally allowed in the zoning district plus the area of land not included in Net Developable Area as defined in section 4.1.1 above except as allowed in section 4.2.
- 5.3 A portion of the Common Open Land left in a natural or landscaped condition with a minimum width of fifty (50) feet shall be used as a buffer to separate all residential structures and accessory buildings within the Cluster Development from adjacent properties and to separate the several clusters of residential structures and accessory buildings.
- 5.4 Further subdivision of Common Open Land or its use for other than recreation, conservation, or agriculture, except for easements for underground utilities and septic systems, shall be prohibited. Structures or buildings accessory to specified recreation, conservation, or agricultural uses may be erected on the Common Open Land but shall not exceed 5% coverage of the developable portion of the Common Open Land.
- 5.5 The Planning Board may permit up to three (3) percent of the open space area to be paved or built upon for structures accessory to the dedicated use of open space (i.e. pedestrian walks, bicycle paths, playgrounds, farm-related structures).

6.0 COMMON OPEN LAND OWNERSHIP

- 6.1 All land not devoted to buildings, lots, roads and other development shall be permanently protected as common open space for recreation, conservation, forestry or agricultural uses which preserve the land in essentially its natural condition, by the following methods:
 - 6.1.1 The land shall be owned by a Community Association, and a permanent conservation easement or deed restriction must be conveyed to the Town, with Town approval, or to a non-profit trust or conservation organization whose principal purpose is to conserve farmland or open space. All common open land shall be conveyed to one or a combination of the following, subject to a restriction of the type described in M.G.L. Chapter 184, Sections 31-33:
 1. A community association owned or to be owned by the owners of lots within the development (if such a community association is utilized, ownership thereof shall pass with conveyances of the lots in perpetuity);
 2. A non-profit organization, the principal purpose of which is the conservation or preservation of open space.
 - 6.1.2 The Town, at no cost, and be accepted by it for a park or open space use (such conveyance shall be at the option of the Town and shall require the approval of the voters at a Town Meeting). However, if the parcel is subject to M.G.L. c.61A farmland owners are not required to convey the part of their property that is to become permanent agricultural open space, if they convey to the Town or its designee a permanent agricultural preservation restriction on such land prohibiting its future

development in accordance with Section 5.4.

- 6.2 In any case, when the Common Open Land is not conveyed to the Town, a restriction, enforceable by the Town, shall be recorded to ensure that such land shall be kept in an open or natural state and not be built for residential use or developed for accessory uses such as parking or roadways. Such restrictions shall further provide for maintenance for the common land in a manner which will ensure its suitability for its intended purpose, including maintenance of its appearance and cleanliness, and the proper maintenance of drainage, utilities, and the like located within such land.

7.0 COMMUNITY ASSOCIATION

- 7.1 A non-profit, incorporated community association shall be established, requiring membership of each lot owner in the Cluster Development. The community association shall be responsible for the permanent maintenance of all communal water and septic systems, common open space, recreational and thoroughfare facilities. A community association agreement or covenant shall be submitted with the special permit/site plan approval application guaranteeing continuing maintenance of such common utilities, land, and facilities, and assessing each lot a share of maintenance expenses. Such agreement shall be subject to the review and approval of Town Counsel and the Planning Board and shall be recorded with the Worcester District Registry of Deeds.
- 7.2 Such agreements or covenants shall provide that if the association fails to maintain the common open land in reasonable order and condition in accordance with the agreement, the Town may, after notice to the association and public hearing, enter upon such land and maintain it to preserve the taxable values of the properties within the development and to prevent the common land from becoming a public nuisance. The covenants shall also provide that the cost of such maintenance by the Town shall be assessed against the properties within the development.

8.0 STORMWATER MANAGEMENT

The Planning Board shall encourage the use of non-structural stormwater management techniques and other drainage systems that reduce impervious surfaces and enable infiltration where appropriate to the maximum extent practicable. Stormwater management systems serving the cluster subdivision may be located within the required common open space. Surface systems, such as retention and detention ponds, shall not qualify towards the minimum open space requirement.

9.0 PROCEDURES AND PRE-APPLICATION REVIEW

- 9.1 To promote better communication and to avoid misunderstanding, applicants are encouraged to submit a "concept" or "sketch" plan and preliminary subdivision plan of the proposal for review by the Planning Board prior to the formal applications for subdivision and site plan approvals. Such plans shall show sufficient information to allow the Board to reasonably consider the proposal and allow comment from other Town officials.
- 9.2 Applications for By-Right Cluster Developments shall be considered in accordance with the procedures specified in Chapter XV §5.0 and the Planning Board's Rules and Regulations for the Subdivision of Land. Local Initiative Cluster Developments shall be considered under the same procedures and under Chapter XIV §5.0. No site plan approval for Cluster Development shall be granted unless the application is found to conform to the requirements of Chapter XV §3.0 and §4.0 as modified by §3.0 of this Chapter and, when apt, no special permit for a Local Initiative Cluster Development shall be granted except in conformance with Chapter XIV §5.4. The combined application shall be accompanied by fifteen (15) copies of the Site Plan for the proposed Cluster Development including one reduced version of the plan on 11"x 17" paper

and at least three (3) copies of all required supporting documentation.

Or act thereon.

Sponsored by: Planning Board

Finance Committee Recommendation: Defers to the Planning Board

Planning Board Recommendation: Support

MOTION MADE: That Article 20 be adopted as printed in the Warrant.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

Approved by the Attorney General on August 26, 2021.

ARTICLE 21. To see if the Town will vote to amend the Oxford Zoning By-Law, Chapter XI, Motor Vehicle Access, Parking and Lodging, by inserting the following section:

3.1 On-Street Parking Off-Set

For non-residential uses in the Village Business District, legal on-street parking spaces may be counted towards satisfying off-street parking requirements, provided the following requirements are met:

- 3.1.1 The parking spaces are located along the building lot frontage on the same side of the street. For corner lots, the adjoining street may also be used as part of the calculation. A parking space split between a property boundary may count as a full parking space for the purposes of this section.
- 3.1.2 Unmarked on-street parking spaces shall be calculated at a length of 20' per space provided there are no obstructions or impediments (ex. bump outs, fire hydrants, driveway aprons), and shall be at least 20' away from all curb-cuts, street corners and crosswalks.
- 3.1.3 At no time may on-street handicap parking spaces be counted.
- 3.1.4 All on-street parking spaces counted towards off-street parking requirements must be and remain available for public use.

Or act thereon.

Sponsored by: Planning Board

Finance Committee Recommendation: Defers to the Planning Board

Planning Board Recommendation: Support

MOTION MADE: That Article 21 be adopted as printed in the Warrant.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

Approved by the Attorney General on August 26, 2021.

ARTICLE 22. To see if the Town will vote to amend the Oxford Zoning By-Law, Chapter VI, Industrial Districts, by inserting the following at the end of Table 3:

“COMMERCIAL” INDUSTRIES

Hotels, Motels and Country Inns

S*

S*

Or act thereon.

Sponsored by: Planning Board

Finance Committee Recommendation: Defers to the Planning Board

Planning Board Recommendation: Support

MOTION MADE: That Article 21 be adopted as printed in the Warrant.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

Approved by the Attorney General on August 26, 2021.

At 9:28PM, it was unanimously voted to dissolve the Annual Town Meeting.

True Copy

Attest:

Michelle A. Jenkins, CMC, Town Clerk

Annual Town Meeting Workers

***Precinct One
Election Officers – May 18, 2021***

Warden: Kathleen E. Purcell
Clerk: Beverly A. Plante

Check In

Joann E. Nelson

Mary Jane Racicot

***Precinct Two
Election Officers – May 18, 2021***

Warden: Patricia L. Ferdella
Clerk: Cynthia L. Bathgate

Check In

Susan Gustafson

Bettie K. Carlson

***Precinct Three
Election Officers – May 18, 2021***

Warden: Claudette M. Flores
Clerk: Robert W. Krasinskas
Clerk: Claire D. Wilson

Check In

Nancy K. Elliott

William Marcus Sullivan

***Precinct Four
Election Officers – May 18, 2021***

Warden: Stacey M. Hamel
Clerk: Martha A. Cady

Check In

Rose M. Wing

Carole A. Fegreus

Voting Booth and Election Equipment Sanitizers: Michelle Rubio and Louise P. Mason

SPECIAL TOWN MEETING

At the Special Town Meeting duly called and held in the Oxford High School, 100 Carbuncle Drive, Oxford, MA on Wednesday, October 6, 2021, at 7:00PM the following ARTICLES were voted on in a legal manner. There was a quorum present (100 Voters = quorum); 129 voters were present.

Checkers:

Martha A. Cady
Robert W. Krasinskas
Rose M. Wing

The Town Moderator, Russell C. Rheault, called the meeting to order at 7:07pm.

The Town Moderator noted the receipt of the return of the posting of the Warrant for the Annual Town Meeting by the Constable.

Both the National Anthem and the Pledge of Allegiance. A moment of silence was observed for the departed townspeople.

The Moderator introduced Town Officials and Board Members.

The boundaries of the Auditorium were outlined by the Moderator to include all of the floor area. The audience was advised of the fire evacuation routes.

MOTION MADE: To waive the reading of the Warrant in its entirety.

MOTION PASSED UNANIMOUSLY.

ARTICLE 1. To hear the reports of any Town Officers or Committees.

No reports were made.

ARTICLE 2. To see if the Town will vote to transfer from available funds and appropriate a sum of money to pay invoices from a prior fiscal year; or act thereon.

Sponsored by the Town Manager

MOTION MADE: That Article 2 is Passed Over.

MOTION PASSED.

ARTICLE 3. To see if the Town will vote to raise by taxation or transfer from available funds and appropriate a sum of money to the Capital Stabilization Fund; or act thereon.

Sponsored by the Town Manager

Finance Committee Recommends

MOTION MADE: That the sum of One Hundred Thousand Dollars (\$100,000.00) be transferred from Free Cash and be appropriated to Capital Stabilization Fund for Fiscal Year 2022.

MOTION PASSED UNANIMOUSLY.

ARTICLE 4. To see if the Town will vote to transfer the care, custody, management and control of the Free Public Library, located at 339 Main Street, Oxford, identified as Assessors' Map 34C, Parcel B04 from the Board of Selectmen to the Board of Library Trustees; or act thereon.

Sponsored by the Board of Library Trustees

Planning Board Recommends

MOTION MADE: That the Town transfer the care, custody, management and control of the Free Public Library, located at 339 Main Street, Oxford, identified as Assessors' Map 34C, Parcel B04, from the Board of Selectmen to the Board of Library Trustees at such time as a perpetual historic preservation restriction on said land and building to the Commonwealth of Massachusetts, by and through the Massachusetts Historical Commission is on record at the Worcester County Registry of Deeds.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

ARTICLE 5. To see if the Town will vote to transfer from available funds and appropriate a sum of money for elevator repairs and HVAC repairs at the Free Public Library, located at 339 Main Street, Oxford, including any costs incidental or related thereto; or act thereon.

Sponsored by the Town Manager and DPW Director

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That the sum of Eighty-Seven Thousand Dollars (\$87,000.00) be transferred from Free Cash and be appropriated for elevator repairs and HVAC repairs at the Free Public Library, located at 339 Main Street, Oxford, including any costs incidental or related thereto.

MOTION PASSED.

ARTICLE 6. To see if the Town will vote to transfer from available funds and appropriate a sum of money for hazardous materials abatement to facilitate the demolition of the Joslin Annex Building, located at 8 Maple Road, Oxford, including any costs incidental or related thereto; or act thereon.

Sponsored by the Town Manager and DPW Director

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That the sum of Two Hundred Thousand Dollars (\$200,000.00) be transferred from Free Cash and be appropriated for hazardous materials abatement to facilitate the demolition of the Joslin Annex Building, located at 8 Maple Road, Oxford, including any costs incidental or related thereto.

MOTION PASSED UNANIMOUSLY.

ARTICLE 7. To see if the Town will vote to transfer from available funds and appropriate a sum of money for emergency repair of failed roadway culverts located at Industrial Park West Road and Prospect Street, including any costs incidental or related thereto; or act thereon.

Sponsored by the Town Manager and DPW Director

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That the sum of Eighty Thousand Dollars (\$80,000.00) be transferred from Free Cash and be appropriated for emergency repair of failed roadway culverts located at Industrial Park West Road and Prospect Street, including any costs incidental or related thereto.

MOTION PASSED.

ARTICLE 8. To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase and/or eminent domain, for general municipal purposes and on such terms and conditions as the Board of Selectmen deems appropriate, all or a portion or portion of the parcel of land located at 335 Main Street and identified on Assessors' Map 34C as Parcel C04, and to transfer from available funds and appropriate a sum of money as funding for such acquisition and costs incidental or related thereto; and, further, to authorize the Board of Selectmen to enter into all agreements and execute any and all instruments on behalf of the Town as may be necessary or convenient to effectuate the purpose of this article; or act thereon.

Sponsored by the Town Manager, DPW Director, and Facilities

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That Article 8 is Passed Over.

MOTION PASSED.

ARTICLE 9. To see if the Town will vote to transfer from available funds and appropriate a sum of money for professional engineering services for the 25% design effort under the State Transportation Improvement Program (STIP) for the Main Street Corridor Improvements project; or act thereon.

Sponsored by the Town Manager and DPW Director

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That the sum of Two Hundred Thousand Dollars (\$200,000.00) be transferred from Free Cash and be appropriated for professional engineering services for the 25% design effort under the State Transportation Improvement Program (STIP) for the Main Street Corridor Improvements project.

MOTION PASSED.

ARTICLE 10. To see if the Town will vote to raise, transfer from available funds, or borrow pursuant to the provisions of General Laws Chapter 44 or any other enabling legislation, and appropriate a sum of money to pay costs of engineering, designing, constructing and reconstructing roadways throughout the Town, including the payment of all costs incidental and related thereto, provided, however, that if this appropriation is to be raised by borrowing, any borrowing authorization shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under General Laws Chapter 59, § 21 C(k); or act thereon.

Sponsored by the Town Manager and DPW Director

Finance Committee Recommends

Planning Board Recommends

MOTION MADE: That the Town vote to appropriate the sum of Five Million Dollars (\$5,000,000.00) to pay costs of engineering, designing, constructing and reconstructing roadways throughout the Town, including the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or any other enabling authority, and to issue bonds or notes of the Town therefor. No amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts required to repay any such borrowing from the limitation on total property taxes set forth in M.G.L. c. 59, §21C (also known as Proposition 2½). Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Requires a 2/3 vote.

MOTION PASSED. A 2/3 vote was declared by the Moderator.

ARTICLE 11. To see if the Town will vote to amend the Zoning By-laws, Chapter XXIII: Marijuana Overlay District, Section 1.0, by deleting the struck-through text and inserting the bold underlined text as set forth below, for the purpose of expanding the boundaries of the Marijuana Overlay District, and to amend the Official Zoning Map of the Town of Oxford accordingly; or act thereon.

1.0 **ESTABLISHMENT**

The Marijuana Overlay District (“MOD”) is established as an overlay district. The MOD shall extend along Route 20 a/k/a Southbridge Road, from the western line of the Route 56 a/k/a Leicester Street layout westerly to the western most property line of property depicted as Parcel A14 on Assessor’s Map 09 a depth of ~~500~~ 550 feet north of the northern line of the Route 20 layout, and from the western line of the Route 56 a/k/a Leicester Street layout westerly to the western most property lines of property depicted as Parcels B19 and B25 on Assessor’s Map 10A a depth of 500 feet south of the southern line of the Route 20 layout, **and to include parcels along Route 20 a/k/a**

Southbridge Road identified as Parcel B09 on Assessor's Map 06A and Parcel B85.02 on Assessor's Map 08A, a portion of Parcel A03 on Assessor's Map 03 at a depth of 250 feet north of the northern line of the Route 20 layout, and a portion of Parcel B01 and Parcel B02 on Assessor's Map 08A, at a depth of 40 feet south of the southern line of the Route 20 layout. The MOD shall further include that parcel of property known as 425 Main Street and depicted as Parcel E14 on Assessors' Map 29A. The MOD is further shown on the Town zoning map on file with the Town Clerk.

Sponsored by the Town Manager and Planning Board.

Planning Board Recommends

MOTION MADE: That the amendment to the Zoning Bylaws be adopted as written in the warrant with the following correction: the depth of the existing MOD along Route 20 is amended to be 550 feet south of the southern line of the Route 20 layout, and the depth of the MOD north of the northern line of Route 20 shall remain 500 feet.

Requires a 2/3 vote.

MOTION FAILS. 76 Voting Yes, 45 voting No

ARTICLE 12. To see if the Town will vote to amend the General By-laws, Chapter Nineteen: Sealer of Weights and Measures, Section 3, by deleting the struck-through text and inserting the bold underlined text as set forth below, for the purpose of addressing fees therein accordingly; or act thereon.

Section 3. The fees of the Sealer of Weights and Measures for sealing the following weighing or measuring devices shall be as follows:

- (1) Each scale with a weighing capacity of more than ten thousand pounds, \$150.00.
- (2) Each scale with a weighing capacity of five thousand to ten thousand pounds, \$100.00.
- (3) Each scale with a weighing capacity of one thousand to five thousand pounds, \$75.00.
- (4) Each scale with a weighing capacity of one hundred to one thousand pounds, \$50.00.
- (5) Scales and balances with a weighing capacity of more than ten pounds and less than one hundred pounds, \$30.00.
- (6) Scales and balances with a weighing capacity of ten pounds or less, ~~\$25.00~~ **\$30.00**.
- (7) Each liquid capacity measure, except vehicle tanks, of the capacity of more than one gallon and measures on pumps, ~~\$17.00~~ **\$30.00**.
- (8) Each liquid measuring meter, except water meters, the diameter of the inlet pipe of which is one half inch or less, \$5.00, more than one half inch but not more than one inch, \$6.00. For each such type of liquid meter, the diameter of the inlet pipe of which is more than one inch, the following shall apply: vehicle tank pump, \$33.00; vehicle tank gravity, \$33.00; bulk storage, \$55.00.
- (9) Each taxi meter or measuring device used in vehicles to determine the cost of transportation, \$25.00.
- (10) Each machine or other mechanical device used for determining linear or area measurement (Fabric, Rope, **Wire, Carpet Meter**), ~~\$15.00~~ **\$20.00**; Yard Sticks, \$10.00.
- (11) Milk bottle or jars, \$12.00 per gross.
- (12) Vehicle tanks used in the sale of commodities by liquid measure \$5.00 for each hundred gallons or fraction thereof.
- (13) Drug store weights, \$2.00.
- (14) All weights and other measures, \$5.00.
- ~~(15) Adjustments and reasonable repairs (if made), \$20.00~~
- ~~(16)~~ **(15)** Reverse Vending Machines (Bottle & Can Return Machines), ~~\$18.00~~ **\$20.00**.

- ~~(17)~~**(16)** Cord Wood, \$20.00.
- ~~(18)~~**(17)** Each automated electronic retail checkout system with fewer than four cash registers or computer terminals, not more than \$75.00.
- ~~(19)~~**(18)** Each automated electronic retail checkout system with no less than four and no more than 11 cash registers or computer terminals, not more than \$150.00.
- ~~(20)~~**(19)** Each automated electronic retail checkout system with greater than Eleven (11) cash registers or computer terminals, not more than \$250.00.
- ~~(21)~~**(20)** Pill Counter, ~~\$15.00~~ **\$20.00**.
- ~~(22)~~ Wire, rope, carpet meter, \$15.00
- (21) The sealing fees above shall apply to all adjustments and repairs made.**

Sponsored by the Sealer of Weights and Measures

Finance Committee Recommends

MOTION MADE: That Article 12 be adopted as printed in the Warrant

MOTION PASSED.

Approved by the Attorney General on January 6, 2022.

ARTICLE 13. To see if the Town will vote to amend the General By-laws, Chapter Sixteen: Board of Health, Section 3.0, by deleting Sections 3 and 4 therefrom with respect to the appointment of the Inspector of Gas Piping and Gas Appliances in Buildings and the Inspector of Plumbing, and renumber the remaining sections therein accordingly; and further, to amend the General By-laws by inserting therein new Chapter Seventy-Seven: Inspector of Gas Piping and Gas Appliances in Buildings and Inspector of Plumbing as follows; or act thereon.

Chapter Seventy-Seven: Inspector of Gas Piping and Gas Appliances in Buildings and Inspector of Plumbing

Section 1. The Town Manager shall annually, and whenever the office is vacant for any reason, appoint an Inspector of Gas Piping and Gas Appliances in Buildings (“Inspector of Gas”) who shall be a licensed plumber or licensed gas fitter and who shall hold office until their successor is appointed and qualified.

Section 2. The Town Manager shall annually, and whenever the office is vacant for any reason, appoint an Inspector of Plumbing who shall be a licensed plumber and who shall hold office until their successor is appointed and qualified.

Section 3. Each of the Inspectors of Gas and Plumbing shall administer and enforce the provisions of 248 CMR 3.00 through 10.00 and shall have such powers and duties as are prescribed therein or conferred and imposed upon them by general law and/or this By-Law. For purposes of 248 CMR 3.00, Assistant, Alternate, or Deputy Inspectors shall also be deemed Local Inspectors.

Section 4. Violations of Other Codes. Whenever an Inspector observes an apparent or actual violation of a statute, code, regulation, standard, or bylaw not within the explicit authority of the Inspector under M.G.L. c. 142, and/or 248 CMR 3.00, the Inspector should report the findings to an official or entity having jurisdiction over that matter. The resolution of this apparent or actual

violation shall not be construed as a requirement of 248 CMR 3.00 and shall be enforced by the official or entity having jurisdiction over that matter, not the Inspector.

Section 5. Each of the Inspectors of Gas and Plumbing shall work under the jurisdiction of the Land Management Department and report to the Building Commissioner or their designee.

Section 6. Each of the Inspectors of Gas and Plumbing shall file with the Town Accountant a monthly statement of all fees collected during the preceding month. All fees shall be paid to the Town Treasurer monthly for which a receipt shall be issued.

Sponsored by the Town Manager and Building Department

Finance Committee Recommends

MOTION MADE: That Article 13 be adopted as printed in the Warrant.

MOTION PASSED.

Approved by the Attorney General on January 6, 2022.

At 8:39PM, it was unanimously voted to dissolve the Special Town Meeting.

True Copy

Attest:

Michelle A. Jenkins, CMC, Town Clerk

Special Town Meeting Workers

***Precinct One
Election Officers – November 16, 2021***

Warden: Kathleen E. Purcell
Clerk: Beverly A. Plante

Check In

Rose M. Wing

Carole A. Fegreus

***Precinct Two
Election Officers – November 16, 2021***

Warden: Mary A. Stevens
Clerk: Erin R. Sullivan

Check In

Cynthia E. Brennan

Bettie K. Carlson

***Precinct Three
Election Officers – November 16, 2021***

Warden: Claire D. Wilson
Clerk: Susan Gustafson

Check In

Nancy K. Elliott

Mary C. Thebado

***Precinct Four
Election Officers – November 16, 2021***

Warden: Stacey M. Hamel
Clerk: Martha A. Cady

Check In

Sheila M. Thomas

Joann E. Nelson

Voting Booth and Election Equipment Sanitizers: Barbara A. Deyette and Louise P. Mason

TOWN OF OXFORD
OFFICIAL SPECIAL TOWN ELECTION RESULTS
NOVEMBER 16, 2021

<u>CANDIDATE</u>	-	-	<u>PRECINCT</u> <u>1</u>	<u>PRECINCT</u> <u>2</u>	<u>PRECINCT</u> <u>3</u>	<u>PRECINCT</u> <u>4</u>	<u>TOTALS</u>
-	<u>Votes</u> <u>Cast:</u>	-	<u>351</u>	<u>226</u>	<u>291</u>	<u>262</u>	<u>1130</u>
	-	-	-	-	-	-	-
<u>BOARD OF SELECTMEN</u>	<u>1yr</u>	<u>vote</u> <u>1</u>	-	-	-	-	-
<u>Blanks</u>	-	-	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Robert J. King</u>	-	-	<u>159</u>	<u>59</u>	<u>124</u>	<u>107</u>	<u>449</u>
<u>Norman J. LeBlanc, Jr.</u>	-	-	<u>192</u>	<u>167</u>	<u>166</u>	<u>155</u>	<u>680</u>
<u>Write-ins</u>	-	-	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>
<u>TOTALS</u>	-	-	<u>351</u>	<u>226</u>	<u>291</u>	<u>262</u>	<u>1130</u>
-	-	-	-	-	-	-	-
<u>Precinct 1</u>		<u>2,549</u>					
<u>Precinct 2</u>		<u>2,421</u>					
<u>Precinct 3</u>		<u>2,569</u>					
<u>Precinct 4</u>		<u>2,437</u>					
<u>Total # Registered Voters</u>		<u>9,976</u>					
<u>Votes Cast Per Precinct</u>							
<u>Precinct 1</u>		<u>351</u>					
<u>Precinct 2</u>		<u>226</u>					
<u>Precinct 3</u>		<u>291</u>					
<u>Precinct 4</u>		<u>262</u>					
<u>Total # Votes Cast</u>		<u>1130</u>					
<u>Voter Turnout %</u>		<u>11%</u>					
<u>*As of October 27, 2021: Deadline to Register</u>							
<u>Winners are indicated in Bold</u> <u>Italics</u>							
<u>A True Attest Copy:</u>							
<u>Michelle A. Jenkins, CMC, Town Clerk</u>							



Town of Oxford

Volunteer Application

Date: _____

Name: _____

Address: _____

Town/City: _____ Zip Code: _____

Telephone Number: _____ Cell: _____

E-mail Address: _____ Occupation: _____

Please check off your area(s) of Interest:

Honor Guard

Animal Shelter Volunteer

Cultural Council

Board of Assessors

Bandstand Committee

Finance Committee

Board of Health Member

Historical Commission

Smolenski/Millette Charitable Trust II

Cemetery Commission

Open Space Committee

Personnel Board

Planning Board

Recreation Commission

Council on Aging

Downtown Beautification Committee

Zoning Board of Appeals Committee

Conservation Committee

Master plan Implementation Committee

Your Special Interest(s) _____

Relevant Experience: _____

Why are you intrested in this Committee/Commision? _____

Previous Town Service: _____

References: _____

**Volunteers
are the**



**heart
of our Town**