Story of the Watertown Seal

On the Watertown seal is a picture of an English Colonist and an Indian exchanging, as peace tokens, bread for fish. Capt. Roger Clap, who landed at Nantasket Point in 1630, and rowed up Charles River to Gerry’s Landing with the first party of Watertown Colonists, records the following story of the trip:

“We went up Charles River until the river grew narrow and shallow, and there we landed our goods with much labor and toil, the bank being steep and night coming on.

“We were informed that there were hard by us three hundred Indians. One Englishman that could speak the Indian language (an old Planter) went to them and advised them not to come near us in the night; and they hearkened to his counsels, and came not. I myself was one of the sentinels that first night. Our Captain was a Low Country soldier, one Mr. Southcot, a brave soldier.

“In the morning some of the Indians came and stood at a distance off, looking at us, but came not near us; but when they had been a while in view, some of them came and held out a great Bass toward us; so we sent a man with a Bisket, and changed the Cake for a Bass. Afterwards they suppliued us with Bass, exchanging a Bass for a Bisket Cake, and were very friendly to us.

“O dear children! forget not what care God had over his dear servants, to watch over and protect us in our weak beginnings. Capt. Squib turned ashore us and our goods, like a merciless man, but God, ever our merciful God, took pity on us; so that we were supplied, first with a boat, and then caused many Indians (some hundreds) to be ruled by the advice of one man not to come near us. Alas, had they come, how soon might they have destroyed us! I think we were not above ten in number. But God caused the Indians to help us with fish at very cheap rates.”
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Watertown Elected Officials

Town Council President and Member of the School Committee
Clyde L. Younger 188 Acton Street 923-0592

Council at Large
Marilyn Petitto Devaney 98 Westminster Ave. 923-0778
Sandra Kasabian Hoffman 20 Middle Street 924-7956
Frederick L. Pugliese 167 Highland Avenue 924-1560
Mark Sideris 30 Union Street 924-2699

District A Councillor
Salvatore Ciccarelli 228 Boylston St. 924-3332

District B Councillor
Alex Liazos 11 Otis Street 924-3795

District C Councillor
Stephen E. Romanelli 12 Bancroft St. 926-1807

District D Councillor
John H. Portz 24 Chapman St. 924-1899

School Committee
Steven Aylward 154 Worcester Street 926-3539
John C. Bartley 33 Robbins Road 923-9030
Eileen Hsu-Balzer 897 Belmont Street 484-8077
Anthony P. Paolillo 96 Robbins Road 924-2788
John D. Quinn 20 Bancroft Street 484-8077
Stephen Messina 41 Longfellow Road 923-1892

Library Trustees
Katherine H. Button 61 Wilmott Street 923-9356
Alexandra Sandy Avgis Quinn 92 Bellevue Road 924-7362
William P. O'Grady (Resigned) 100 Evans Street 924-2306
Lucia Mastrangelo 25 George Street 923-0345
Jeannie M. Caruso (Resigned) 35 Bromfield Street 924-1289
Ann Bloom 43A Parker Street 924-0360
Gracemarie V. LeBlanc 76 Emerson Road 924-9322
Raya Stern 207 Lexington Street 926-3609

Watertown Department Heads

Assessor
Joseph A. DiVito, Jr.

Community Development & Planning
Mark E. Boyle

Council on Aging
Caryl L. Fox

Data Processing
Joseph Mahoney

Fire
Chief Paul F. McCaffrey

Health
Steven J. Ward

John A. Ryan Skating Arena
Thomas A. Walsh

Library
Leone E. Cole

Personnel
Mary E. Flanders Aicardi

Police
Chief John D. Jackson

Public Works
Gerald S. Mee, Jr.

Purchasing
Norma R. Collins

Recreation
Thomas Sullivan

School
Sally L. Dias, Ed.D

Town Auditor
Thomas J. Tracy

Town Clerk/Elections
John E. Flynn

Town Treasurer/Collector
Martin J. Walsh

Veterans' Services
Robert E. Erickson
Boards and Committees

Board of Assessors
Joseph A. DiVito, Jr., Chair
Joseph B. Darby, III
Elizabeth Drome

Planning Board
Joseph F. Deigan, Chairman
Frank C. Mockler
John B. Hawes, Jr.
Karaline Kelley Munger
John DiPietrantonio

Watertown Housing Authority
E. Joyce Munger, Chair
Linda Lilley
Heather Whitney (State Appointee)
John O'Leary
Bernard Bradley

Board of Health
Dr. Marvin L. Mitchell, Chairman
Barbara D. Beck, Ph.D.
Mary E. Colpoys, M.D.

Conservation Commission
David F. McDonald
Mary louise McDermott
Patricia A. Schiavoni
Monica Anne Fairbairn
George S. Graw

Department of Justice - Grant
Advisory Board
Laura Kurman
Chief John D. Jackson, Watertown Police
Sgt. Terry Langley, Watertown Police
Elaine Paradis
Patricia Casey

Historical Commission
Paul M. Brennan
Victoria J. Carter
Roger Erickson
Frederick Griffin, Jr.
Kenneth H. Rand
Michelle L. Martin
Natalie Zakarian

Council on Aging
Harold J. Bejcek, Chairperson
Barbara Zenn Rediker
Mary Morello
Jane Stadnik
Dorothy Fleming
Betty Finnell
Patricia Gold
Mary Keenan
Christopher Hursh

Traffic Commission
Police Chief John D. Jackson, Chairman
Fire Chief Paul F. McAffrey, Secretary
John Airasian
George Pizzuto
Sgt. Jeffrey Pugliese
Supt. Gerald S. Mee Dept. Public Works
John Bartley

Retirement Board
Robert E. Ford, Chairperson
Thomas J. Tracy, Secretary
R. Wayne MacDonald
Thomas Thibault
Martin J. Walsh

License Commission
Thomas Sherry
George Newman
Robert Whitney
Donna B. Doucette

Election Commission
George Bogosian
Demos Devitas
Thomas J. Stevens
Robert W. Kelly

Cable TV Advisory Board
Edward E. O'Brien
John G. Flores
Stephen Corbett
Chester Jenkins
Randall Baron
Alfred Gasper
Gary Schwartz
Linda Tracy

Asa Pratt Fund
Donald MacDonald
Raya Stern
G. Jack Zollo

Commission on Disabilities
Brian Charlson
Harold Craig
Councillor Marilyn Devaney
George Donahue
Albert Gayzagian
Alex Liazos
Laura Oftedahl
Diane Shepherd

Watertown Cultural Council
Susanne Berne
Barbara Epstein
Theodore Bogosian
Susannah Elliott
Eric Jolly
Dawn Evans Scaletro
Corey F. O'Brien

Board of Appeals
Anthony J. Cristello, Chairman
Anthony D Furia
Elaine V. Grey
John J. McCarthy, Jr.
John W. Marshall
Harry J. Vlachos

Watertown Housing Partnership
Marianne Cameron
Thomas Wade, Watertown Housing
Craig McKenna, Watertown Savings Bank
Mark Boyle
Larry Young
R. Stewart Wooster
Howard Hashem
Harold Bejcek, Council on Aging
David Leon
James Barwell
Mark Messina
A Report to the People of Watertown

The nine members of the Town Council of the City known as the Town of Watertown are elected biennially, in odd numbered years, to serve as the legislative branch of the Town's government. Its principle function is to set policy for the administration of the Town, its general government and programs, adopt an operating budget on recommendations by the Town Manager, and serve as overseers of the various agencies of municipal government. As you will see from this report for calendar year 1999, your Town Council has been actively engaged in the performance of its responsibilities as elected representatives of Watertown's residents.

Council Membership

A Biennial election took place on November 3, 1999 and the following candidates took office on January 3, 2000: Salvatore Ciccarelli, District A Councilor; Marilyn Petitto Devaney, At Large Councilor; Sandra Kasabian-Hoffman, At Large Councilor; Alex Liazos, District B Councilor; Frederick Pugliese, At Large Councilor; John Portz, District D Councilor; Stephen Romanelli, District C Councilor; Mark Sideris, At Large Councilor; and Clyde L. Younger, Council President. Valerie Papas continued as Clerk to the Council for a three-year term.

Highlights of 1999

The Town Council voted to authorize the borrowing of $1,172,000.00 for the purpose of purchasing departmental equipment for Public Works and for the plans and specifications for renovations and addition to Watertown buildings including the Hosmer School, Watertown High School, Phillips School, and the East Fire Station. The Town Council voted to authorize the borrowing of $451,478 for the installation of new water meters and a radio frequency system.

On June 22, 1999 the Town Council voted to amend the zoning map by changing to Open Space Conservancy, the land known as the Watertown Branch of the B&M Railroad, allowing for the design and construction of a bicycle path which would connect to the Cambridge Fresh Pond bicycle path. On February 9, 1999, the Town Council voted to recommend to the legislative branch and the MDC, that the MDC playground be re-named in honor of Pat Farren.

The Town Council voted to establish Watertown Square Study Commission to look at innovative ways to revitalize the square area. The Town Council also voted to establish a Millennium Committee to plan festivities in celebrating the millennium and the Council President appointed the following members to the committee: Nayad Abrahamian, Vatche Arabian, Eileen Hsu-Balzer, Joan Bertrand, Carol Bertrand, Sonia Boyajian, Joseph Coauette, Jeannie Caruso, Camille Connolly, Marilyn Devaney, Michael Donham, Roger Erickson, Delores Grandenetti, Fred Grandenetti, Richard Johnson, Marsha Lenhoff, Ronald Lesanto, Lucia Mastrangelo, Nannette Swartz, and co-chairs Geraldine Britner and Joyce Munger.

Fiscal Stability

Perhaps the most important accomplishment of the Town Council is one that is shared with the Town Manager, his management team, and the Town Auditor which emphasizes maintaining fiscal stability while providing essential services to the community.

Acknowledgements

The members of the Town Council, both individually and collectively, respectively and gratefully acknowledge the assistance of all those who have helped in the fulfillment of its mission to serve the people of the City known as the Town of Watertown. Beginning with the Town Manager, we would like to thank him for his help and efforts. We also acknowledge with thanks and pride the efforts of each and every Town employee in all town departments; along with those of the elected and appointed boards, commissions and committees. Together, these men and women make up what we refer to as the Town of Watertown.

It is the quality of their service and dedication that determines whether Watertown is a “good” place in which to live. The Town Council publicly acknowledges their willingness to serve and the work they do for the people of Watertown.

Finally, to all residents and businesses of the City known as the Town of Watertown, the President and members of your Town Council wishes thank you for the continued opportunity to serve each of you.
To The Honorable Town Council,
Residents and Taxpayers of Watertown

On behalf of the City, known as the Town of Watertown, its employees and the distinguished members of the Town Council, I am pleased to present to you the Town of Watertown’s Annual Report for the calendar year beginning January 1, 1999 and ending December 31, 1999. I believe you will find this Annual Report both interesting and informative as it recapitulates the accomplishments and achievements of the Town for the stated period.

I am pleased to report that the executive and legislative branches of Town government, working in tandem, has successfully managed, initiated and expanded a wide array of municipal services while maintaining fiscal discipline. These successes have been made through a commitment to leverage funds from both outside funding sources (federal, state and private) and Town funds to improve the quality of life and vibrancy of this community.

The Watertown economy is both strong and well managed, but fiscal restraint must be maintained in order that the successes enjoyed today are not rolled back tomorrow during an economic downturn. Throughout this report the reader will find detailed narratives discussing programs and initiatives that meet this philosophy. The section below highlights some of the particularly noteworthy achievements of 1999.

- **An open dialogue** – In January 1999, the Administration in response to a Town Council Resolution (R-98-038) initiated a “Household Survey” to rate the present level of delivered services and to serve as a focus and blueprint for continuation, improvements and new initiatives of town-sponsored activities. This survey served as a vehicle for collecting candid community feedback and input from residents on the level and quality of its town delivered services. This survey canvassed a broad scope of services and the respondents were quite candid in their responses. Some 2930 responses were received and tabulated accorded to the following criteria:
  - Issues of focus; what should we do better; what do we do well; and voluntary demographic data (gender and age).
  - Survey respondents ranged in age from 18 to 103 years young and their three main “Issues of Focus” were: education; street/sidewalk maintenance and economic development and revitalization. Regarding “what we should do better” concerns were: street and sidewalk maintenance, traffic flow and parking management; and, education (K-12).
Regarding "what we do well" the top three responses were: Public Safety; Trash Collection; and, Snow and Ice removal. Results from this survey will serve as a planning tool in the formation of spending plan recommendations in the future.

- **RCN BeccoCom, LLC and the Town inked an Open Video Systems Agreement** – In January 1999, the Town agreed with the Princeton, New Jersey based telecommunications firm to offer an alternative Internet, telephone and cable, to service to the residents of the community.

- **Water Meter Replacement Program** – In February 1999, the Honorable Town Council appropriated $451,475 for the installation of water meters for a coordinated radio frequency system for Water Meter readings. This funding consists of a 25% grant and a 75% interest free loan from the Massachusetts Water Resource Authority.

- **New look to Filippello Park** – In February 1999, as a result of numerous discussions and meetings with park users, neighbors and the community at-large, a final draft of plans for improvements to this East Watertown recreation facility was unveiled. The proposed improvements are consistent with the recommendations of the Open Space and Recreation Plan 1996 update. Improvements include repositioning the Arlington Street soccer field; relocation of the central street soccer field; relocation on the center tot-lot; construction of a larger spray pool fountain; paving, drainage, landscaping; and additional signage.

- **Hazardous Product Collection Days** – In March 1999, the Town announced a new initiative collaborating with eight neighboring communities at a Lexington Facility in the collection of hazardous materials such as paints, used oil, batteries, automotive fluids, household cleaners and pesticides. This ten-date program will run from April to November.

- **Tree City USA** – In March 1999 the National Arbor Day Foundation designated this community with this award recognizing its commitment to growth in the areas of street tree planning, publicity events and in the care of its urban forest.

- **Victory and Moxley Field House Reconstruction Project** – In April 1999, bids were open on this comprehensive project resulting in a low bid that was $120,000 less than the projected estimate. The revised proposed loan order amount is $2,516,700.

- **Junior League of Boston 1999 Show House** – The Commander’s Mansion will be showcased at this annual event that identifies facilities and uses such premises primarily for educational purposes associated with the exhibitions and production of a so-called “Show House” and for charitable purposed. This exhibit will be held through the middle of November 1999.

- **Citizen Police Academy** – The eighth Citizen Police Academy will begin September 20, 1999 and will run for twelve consecutive weeks from 6:30 to 9:30 PM.

- **Massachusetts Community Development Block Grant Award** – In October, 1999, Community Development Fund II grant in the amount of $300,000. This grant will help fund the establishment of a Home Improvement Program affording “lower income and elderly homeowners a low interest loan and for grant to make improvements to their home, as well as assistance with identifying the needed rehab work and selecting a contractor.”

- **Faire on the Square** – A community celebration on October 2, 1999, the Town in cooperation with its corporate neighbors will host a Block Party on Saltonstall Park. This event will celebrate the re-emergence of the vitality of Watertown Square.

What has been highlighted is only a small sampling of the breadth and width of the Town’s activities during 1999. I urge you to peruse this Annual Report to gain greater insight to the myriad of activities of the various Town Departments. I would like to take this opportunity to thank the residents of Watertown, its employees and the distinguished members of the Town Council for their dedication and commitment in keeping Watertown a fiscally sound community while still offering the level of service on which Watertown residents have come to depend upon.

Sincerely yours,

Michael J. Driscoll
Town Manager
In 1999 the Assessing Department worked toward its stated mission of providing fair and equitable assessments for all Watertown taxpayers. To this end, the assessing department conducted a triennial revaluation of all property within the Town of Watertown. The new assessments were calculated utilizing all verified 1997 arms length property transfers. The goal of this update was to generate assessments, which accurately reflect market value as of January 1, 1998.

In December, the Town Council approved a 60% residential exemption. The charts below show the exemption amounts for fiscal years 1999 and 2000.

The Town Council also approved a 160% classification shift to Commercial, Industrial and Personal Property. The charts below show a summary of tax rates and valuation data, which reflect fiscal years 1999 and 2000.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>1999</th>
<th>2000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Exemptions:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clause 22 – 10% (or greater) Disabled Veterans</td>
<td>$375.00</td>
<td>$412.50</td>
</tr>
<tr>
<td>Clause 22E – 100% disabled Veteran</td>
<td>$900.00</td>
<td>$990.00</td>
</tr>
<tr>
<td>Clause 17D – Qualified Widow, Aged Person, Minor Child</td>
<td>$262.50</td>
<td>$288.75</td>
</tr>
<tr>
<td>Clause 37A – Blind Persons</td>
<td>$750.00</td>
<td>$825.00</td>
</tr>
<tr>
<td>Clause 41C – Qualified Senior Citizens</td>
<td>$750.00</td>
<td>$825.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>1999 (7/1/98 – 6/30/99)</th>
<th>2000 (7/1/99 – 6/30/00)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tax Rates</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential</td>
<td>$14.21</td>
<td>$13.39</td>
</tr>
<tr>
<td>Commercial</td>
<td>$25.28</td>
<td>$24.93</td>
</tr>
<tr>
<td>Industrial</td>
<td>$25.28</td>
<td>$24.93</td>
</tr>
<tr>
<td>Personal Property</td>
<td>$25.28</td>
<td>$24.93</td>
</tr>
</tbody>
</table>

| **Residential Exemption** | $314.50 | $323.57 |

<table>
<thead>
<tr>
<th>Valuations:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>$1,934,583,029</td>
<td>$2,114,162,927</td>
</tr>
<tr>
<td>Commercial</td>
<td>322,646,701</td>
<td>380,595,978</td>
</tr>
<tr>
<td>Industrial</td>
<td>167,651,560</td>
<td>179,248,070</td>
</tr>
<tr>
<td>Personal Property</td>
<td>40,015,730</td>
<td>39,949,060</td>
</tr>
<tr>
<td>Exempt</td>
<td>220,954,710</td>
<td>220,995,825</td>
</tr>
</tbody>
</table>

The Board of Assessors would like to thank the assessing staff for its hard work over the year. Cleo Poravas, Rich Brown and Susan Buckley have all worked diligently to serve the residents of Watertown in an efficient and effective manner.
This Report on the Treasurer/Collector/Parking Clerk Office covers Fiscal Year 1999; i.e. 1 July 1998 to 30 June 1999. Schedules of Selected Financial Information, Major Categories of Receipts and Debt Principal and Interest are shown.

In this period bond principal payments were $1,563,385 and long term interest payments were $954,723.

The Town sold $18,565,000 of General Obligation Bonds on October 20, 1998 at 4.2920%. Included in this issue was the re-borrowing of the balance of the FY88 Bond Issue (Refunding). This was a net savings of $398,748 in interest costs.

Parking meter receipts were $190,144 and parking fines were $425,196. Watertown continues to have a high rate of Real Estate Tax collections. The rate of collection, for FY99 Property Taxes, as of 30 June 1999 was 98.8%.

As of 30 June 1999 the following FY99 taxes and user charges were unpaid:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Estate</td>
<td>$460,047</td>
</tr>
<tr>
<td>Personal Property</td>
<td>$11,533</td>
</tr>
<tr>
<td>Motor Vehicle</td>
<td>$170,075</td>
</tr>
<tr>
<td>Boat</td>
<td>$1,527</td>
</tr>
<tr>
<td>Water</td>
<td>$487,158</td>
</tr>
<tr>
<td>Sewer</td>
<td>$996,388</td>
</tr>
</tbody>
</table>

The delinquent Motor Vehicle Excise collections, received from the Deputy Collector, were $146,464.

---

**FY99 PRINCIPAL AND INTEREST PAYMENTS $2,516,100**

<table>
<thead>
<tr>
<th>ANN DATE</th>
<th>BONDED PURPOSE</th>
<th>AMOUNT</th>
<th>BALANCE</th>
<th>PRINCIPAL</th>
<th>INTEREST</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb-88</td>
<td>3,175,000 Fire Station</td>
<td>1,575,000</td>
<td>112,000</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>*</td>
<td>430,000 Library</td>
<td>200,000</td>
<td>12,000</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Aug-96</td>
<td>675,000 Outdoor Recreation Facility</td>
<td>225,000</td>
<td>36,000</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>*</td>
<td>1,896,000 Municipal Purposes</td>
<td>1,658,000</td>
<td>236,000</td>
<td>70,166</td>
<td>1,222</td>
<td>0</td>
</tr>
<tr>
<td>*</td>
<td>1,598,000 Departmental Equipment</td>
<td>1,063,000</td>
<td>534,000</td>
<td>35,432</td>
<td>529,000</td>
<td>0</td>
</tr>
<tr>
<td>*</td>
<td>160,000 Arena Refrigeration</td>
<td>120,000</td>
<td>40,000</td>
<td>4,430</td>
<td>80,000</td>
<td>0</td>
</tr>
<tr>
<td>Aug-96</td>
<td>1,114,000 Water</td>
<td>974,000</td>
<td>140,000</td>
<td>41,191</td>
<td>834,000</td>
<td>0</td>
</tr>
<tr>
<td>Jun-97</td>
<td>241,924 MWRA (Sewer I &amp; I)</td>
<td>193,539</td>
<td>48,385</td>
<td>145,154</td>
<td></td>
<td>145,154</td>
</tr>
<tr>
<td>Aug-97</td>
<td>8,055,000 Lowell School</td>
<td>8,055,000</td>
<td>405,000</td>
<td>394,790</td>
<td>7,650,000</td>
<td>0</td>
</tr>
<tr>
<td>Oct-98</td>
<td>12,469,000 School (Exempt)</td>
<td>273,049</td>
<td>12,469,000</td>
<td>0</td>
<td></td>
<td>12,469,000</td>
</tr>
<tr>
<td></td>
<td>1,216,000 School(Non-exempt)</td>
<td>26,602</td>
<td>1,216,000</td>
<td>0</td>
<td></td>
<td>1,216,000</td>
</tr>
<tr>
<td></td>
<td>575,000 School(Gym)</td>
<td>12,615</td>
<td>575,000</td>
<td>0</td>
<td></td>
<td>575,000</td>
</tr>
<tr>
<td>Oct-98</td>
<td>1,670,000 Departmental Equipment</td>
<td>38,536</td>
<td>1,670,000</td>
<td>0</td>
<td></td>
<td>1,670,000</td>
</tr>
<tr>
<td></td>
<td>795,000 Computer</td>
<td>17,860</td>
<td>795,000</td>
<td>0</td>
<td></td>
<td>795,000</td>
</tr>
<tr>
<td>May-99</td>
<td>338,608 MWRA(Water)</td>
<td>338,608</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>*</td>
<td>1,463,000 Refunded FY88 Bond</td>
<td>31,624</td>
<td>1,463,000</td>
<td>0</td>
<td></td>
<td>1,463,000</td>
</tr>
<tr>
<td>*</td>
<td>188,000 Library</td>
<td>4,060</td>
<td>188,000</td>
<td>0</td>
<td></td>
<td>188,000</td>
</tr>
<tr>
<td>*</td>
<td>189,000 Outdoor Recreation Facility</td>
<td>4,368</td>
<td>189,000</td>
<td>0</td>
<td></td>
<td>189,000</td>
</tr>
<tr>
<td>TOTALS</td>
<td>14,063,539</td>
<td>1,563,385</td>
<td>954,723</td>
<td>29,563,762</td>
<td></td>
<td>29,563,762</td>
</tr>
</tbody>
</table>

*THE BALANCE OF THE FISCAL YEAR 1988 BOND ($2,000,000) WAS REFUNDED ($2,000,000 PAID OFF AND $1,840,000 BORROWED WITHIN THE FISCAL YEAR 1999 BOND (OCT98)).*
1 July 1998-30 June 1999

DEBT BALANCE (6/30) $29,563,762

Funds
Brought forward 18,576,686
Cash Received 112,721,462
Cash Paid Out (105,804,401)
Ending Balance 25,493,747

CASH MANAGEMENT
Interest Income 675,851
Short Term (S/T) Interest Paid (348,428)
Net 327,423

OTHER INTEREST
Tax Title 58,809
Late Payments 148,314
TOTAL 207,123

Total Interest Income 882,974
Total S/T Interest Expense (348,428)
Net Interest Income 534,546

TAX TITLES
Brought forward 394,605
Takings 104,135
Subsequent Taxes 79,599
Redemptions (299,655)
Foreclosures (35,362)
Carried forward $243,322

MAJOR CATEGORIES OF RECEIPTS

<table>
<thead>
<tr>
<th>Service</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property/Excise taxes</td>
<td>39,615,694</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>9,535,200</td>
</tr>
<tr>
<td>Water/Sewer/Commercial Trash</td>
<td>8,209,324</td>
</tr>
<tr>
<td>Departmental</td>
<td>3,678,456</td>
</tr>
<tr>
<td>Interest earnings</td>
<td>1,072,899</td>
</tr>
<tr>
<td>Fines and forfeitures</td>
<td>629,234</td>
</tr>
<tr>
<td>Parking Fines</td>
<td>384,494</td>
</tr>
<tr>
<td>Penalty Interest &amp; Costs</td>
<td>243,249</td>
</tr>
<tr>
<td>Parking Meters</td>
<td>185,797</td>
</tr>
<tr>
<td>Licenses and permits</td>
<td>184,105</td>
</tr>
</tbody>
</table>
During Fiscal Year 1999, the Town's General Fund expenditures and other uses exceeded revenue and other sources. This resulted in an Operating Deficit for the first time in six fiscal years. The Fiscal Year 1999, operating deficit within the General Fund was $100,198.

The Town's General Fund balance at the beginning of Fiscal Year 1999 had a surplus in the amount of $8,767,950. This beginning surplus, coupled with the Fiscal Year 1999 operating deficit of $100,198, resulted in the Town's General Fund balance being $8,667,752 at the end of Fiscal Year 1999.

The above mentioned surplus allowed the Town to receive a Positive Certified Free Cash from the Massachusetts Department of Revenue in the amount of $3,554,813. This was a decrease from the previous Fiscal Year certified amount of $3,963,545.

During Fiscal Year 1999 the Town received $9,000,000 as part of the sale of the Arsenal. Pursuant to the sale agreement, $1,000,000 was designated for town charities and $9,000,000 was given to the Town from the Arsenal Development Corporation. These funds are accounted for in the special revenue section of the Town’s financial statements.

The Fiscal Year 1999 annual audit was completed and presented to the Town Council during the beginning of calendar year 2000. The Fiscal Year 1999 independent audit was completed within six months of the close of the fiscal year. This achievement is the result of hard work and cooperation of many town departments.

The following pages are financial reports of the Town's General Fund as well as other funds summarizing the financial activity of the Town during Fiscal Years 1998 and 1999.
## TOWN OF WATERTOWN
### COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE GENERAL FUND

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year</th>
<th>Percentage</th>
<th>Fiscal Year</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$37,607,677</td>
<td>59.54%</td>
<td>$38,653,387</td>
<td>66.99%</td>
</tr>
<tr>
<td>Excise Taxes</td>
<td>$2,768,501</td>
<td>4.38%</td>
<td>$2,726,099</td>
<td>4.72%</td>
</tr>
<tr>
<td>Interest, Penalties and Other Taxes</td>
<td>$425,661</td>
<td>0.67%</td>
<td>$516,658</td>
<td>0.80%</td>
</tr>
<tr>
<td>Charges for Services (1)</td>
<td>$7,841,741</td>
<td>12.42%</td>
<td>$196,957</td>
<td>0.34%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$10,415,439</td>
<td>16.49%</td>
<td>$12,018,267</td>
<td>20.83%</td>
</tr>
<tr>
<td>Licenses and Permits</td>
<td>$184,108</td>
<td>0.29%</td>
<td>$1,734,360</td>
<td>3.01%</td>
</tr>
<tr>
<td>Departmental</td>
<td>$1,835,920</td>
<td>2.91%</td>
<td>$753,797</td>
<td>1.31%</td>
</tr>
<tr>
<td>Fines and Forfeitures</td>
<td>$629,235</td>
<td>1.00%</td>
<td>$675,851</td>
<td>1.17%</td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>$1,072,899</td>
<td>1.70%</td>
<td>$423,209</td>
<td>0.73%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$381,925</td>
<td>0.60%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$63,163,104</td>
<td>100.00%</td>
<td>$57,698,585</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>$2,549,310</td>
<td>4.17%</td>
<td>$2,659,716</td>
<td>4.46%</td>
</tr>
<tr>
<td>Public Safety</td>
<td>$8,957,342</td>
<td>14.66%</td>
<td>$9,540,205</td>
<td>15.99%</td>
</tr>
<tr>
<td>Education</td>
<td>$20,003,865</td>
<td>32.74%</td>
<td>$22,042,383</td>
<td>36.95%</td>
</tr>
<tr>
<td>Public Works</td>
<td>$7,556,684</td>
<td>12.37%</td>
<td>$7,126,535</td>
<td>11.95%</td>
</tr>
<tr>
<td>Health &amp; Human Services</td>
<td>$409,488</td>
<td>0.67%</td>
<td>$475,198</td>
<td>0.80%</td>
</tr>
<tr>
<td>Recreation</td>
<td>$401,796</td>
<td>0.66%</td>
<td>$405,096</td>
<td>0.68%</td>
</tr>
<tr>
<td>Libraries</td>
<td>$1,285,416</td>
<td>2.10%</td>
<td>$1,386,866</td>
<td>2.32%</td>
</tr>
<tr>
<td>Pension</td>
<td>$5,014,668</td>
<td>8.21%</td>
<td>$4,733,794</td>
<td>7.93%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td></td>
<td></td>
<td>$257,722</td>
<td>0.40%</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$2,717,077</td>
<td>4.45%</td>
<td>$3,237,367</td>
<td>5.43%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$7,560,569</td>
<td>12.38%</td>
<td>$2,748,426</td>
<td>4.61%</td>
</tr>
<tr>
<td>Insurance, Employee Benefits &amp; Misc.</td>
<td>$4,836,690</td>
<td>7.59%</td>
<td>$5,016,153</td>
<td>8.41%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$61,094,905</td>
<td>100.00%</td>
<td>$59,659,461</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</strong></td>
<td>$2,068,199</td>
<td></td>
<td>$(1,960,076)</td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>$704,839</td>
<td></td>
<td>$1,860,878</td>
<td></td>
</tr>
<tr>
<td>Operating Transfers Out</td>
<td>$(450,212)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>$254,627</td>
<td></td>
<td>$1,860,878</td>
<td></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</strong></td>
<td>$2,322,826</td>
<td></td>
<td>$(100,198)</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE BEGINNING OF FISCAL YEAR</strong></td>
<td>$6,445,124</td>
<td></td>
<td>$8,767,950</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE END OF FISCAL YEAR</strong></td>
<td>$8,767,950</td>
<td></td>
<td>$8,667,752</td>
<td></td>
</tr>
</tbody>
</table>

(1) ENTERPRISE FUND FOR WATER AND SEWER WAS ESTABLISHED IN FY 1999
| TOWN OF WATERTOWN  
BALANCE SHEET  
FOR THE GENERAL FUND  
AS OF JUNE 30 |

|                | **FISCAL** |    | **FISCAL** |    |
|                | **YEAR** | **%** | **YEAR** | **%** |
|                | **1998** |       | **1999** |       |
| ASSETS         |          |       |          |       |
| CASH AND CASH EQUIVALENTS | $11,030,121 | 82.60% | $10,491,930 | 89.04% |
| RECEIVABLES:   |          |       |          |       |
| PROPERTY TAXES AND EXCISES | $1,055,736 | 7.91% | $769,668 | 6.53% |
| EXCISES        | $385,751 | 2.89% | $408,318 | 3.47% |
| CHARGES FOR SERVICES | $882,733 | 6.81% | $113,598 | 0.96% |
| TOTAL ASSETS   | $13,354,341 | 100.00% | $11,783,514 | 100.00% |
| LIABILITIES AND FUND EQUITY |          |       |          |       |
| LIABILITIES:   |          |       |          |       |
| WARRANTS PAYABLE | $1,075,033 | 8.05% | $835,994 | 7.09% |
| DEFERRED REVENUES | $2,174,220 | 16.28% | $1,233,757 | 10.47% |
| ACCRUED EXPENDITURES | $327,317 | 2.45% | $572,000 | 4.85% |
| PREPAID TAXES   | $183,019 | 1.37% | $13,521 | 0.11% |
| RESERVE FOR TAX REFUNDS | $300,044 | 2.25% | $443,133 | 3.76% |
| OTHER LIABILITIES | $526,758 | 3.94% | $17,357 | 0.15% |
| TOTAL LIABILITIES | $4,586,391 |       | $3,115,762 |       |
| FUND EQUITY:   |          |       |          |       |
| RESERVED FOR EXPENDITURES | $1,400,000 | 10.48% | $1,750,000 | 14.85% |
| RESERVED FOR ENCUMBRANCES | $2,442,155 | 18.29% | $2,557,606 | 21.70% |
| UNDESIGNATED   | $4,925,795 | 36.89% | $4,360,146 | 37.00% |
| TOTAL FUND EQUITY | $8,767,950 |       | $8,667,752 |       |
| TOTAL LIABILITIES AND FUND EQUITY | $13,354,341 | 100.00% | $11,783,514 | 100.00% |
### TOWN OF WATERTOWN

#### COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR ALL SPECIAL REVENUE FUNDS

<table>
<thead>
<tr>
<th></th>
<th>FY 1998</th>
<th>%</th>
<th>FY 1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges for Services</td>
<td>$1,984,571</td>
<td>43.27%</td>
<td>$2,238,638</td>
<td>14.73%</td>
</tr>
<tr>
<td>Contributions</td>
<td></td>
<td></td>
<td>$10,371,678</td>
<td>68.22%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$2,601,878</td>
<td>56.73%</td>
<td>$2,592,382</td>
<td>17.05%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$4,586,449</td>
<td>100.00%</td>
<td>$15,202,698</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>$2,839,914</td>
<td>80.59%</td>
<td>$3,647,290</td>
<td>66.28%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td></td>
<td></td>
<td>$1,104,120</td>
<td>20.07%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$684,091</td>
<td>19.41%</td>
<td>$751,229</td>
<td>13.65%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$3,524,005</td>
<td>100.00%</td>
<td>$5,502,639</td>
<td>100.00%</td>
</tr>
<tr>
<td>Excess (Deficiency) of Revenues Over Expenditures</td>
<td>$1,062,444</td>
<td></td>
<td>$9,700,059</td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>$22,812</td>
<td></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Operating Transfers (Out)</td>
<td>$(679,839)</td>
<td></td>
<td>$(644,975)</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>$(657,027)</td>
<td></td>
<td>$(644,975)</td>
<td></td>
</tr>
<tr>
<td>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</td>
<td>$405,417</td>
<td></td>
<td>$9,055,084</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE BEGINNING OF FISCAL YEAR</strong></td>
<td>$1,046,865</td>
<td></td>
<td>$1,452,282</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE END OF FISCAL YEAR</strong></td>
<td>$1,452,282</td>
<td></td>
<td>$10,507,366</td>
<td></td>
</tr>
</tbody>
</table>
## TOWN OF WATERTOWN
### BALANCE SHEET
#### FOR SPECIAL REVENUE FUND
##### AS OF JUNE 30

<table>
<thead>
<tr>
<th>Assets</th>
<th>FISCAL YEAR 1998</th>
<th>%</th>
<th>FISCAL YEAR 1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$808,093</td>
<td>53.46%</td>
<td>$10,462,421</td>
<td>98.09%</td>
</tr>
<tr>
<td>Receivables:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due from Other Governments</td>
<td>$703,513</td>
<td>46.54%</td>
<td>$203,256</td>
<td>1.91%</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$1,511,606</td>
<td>100.00%</td>
<td>$10,665,677</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

| Liabilities and Fund Equity   |                  |       |                  |       |
|-------------------------------|                  |       |                  |       |
| Liabilities:                  |                  |       |                  |       |
| Warrants Payable              | $59,324          | 3.92% | $91,561          | 0.86% |
| Accrued Expenditures          |                  |       | $66,750          | 0.63% |
| Total Liabilities             | $59,324          |       | $158,311         |       |
| Fund Equity:                  |                  |       |                  |       |
| Undesignated                  | $1,452,282       | 96.08%| $10,507,366      | 98.52%|
| Total Fund Equity             | $1,452,282       |       |                  |       |
| Total Liabilities and Fund Equity | $1,511,606       | 100.00%| $10,665,677      | 100.00%|
### TOWN OF WATERTOWN

#### COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR ALL CAPITAL PROJECT FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year 1998</th>
<th>%</th>
<th>Fiscal Year 1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$698,300</td>
<td>100.00%</td>
<td>$781,503</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$698,300</td>
<td>100.00%</td>
<td>$781,503</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$7,538,700</td>
<td>100.00%</td>
<td>$6,979,495</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$7,538,700</td>
<td>100.00%</td>
<td>$6,979,495</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues Over Expenditures</strong></td>
<td>$(6,840,400)</td>
<td></td>
<td>$(6,197,992)</td>
<td></td>
</tr>
<tr>
<td><strong>Other Financing Sources (Uses)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond Anticipation Note Proceeds</td>
<td>$14,885,000</td>
<td></td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>$ -</td>
<td></td>
<td>$2,578,608</td>
<td></td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>$427,400</td>
<td></td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td><strong>Total Other Financing Sources (Uses)</strong></td>
<td>$15,312,400</td>
<td></td>
<td>$2,578,608</td>
<td></td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</strong></td>
<td>$8,472,000</td>
<td></td>
<td>$(3,619,384)</td>
<td></td>
</tr>
<tr>
<td><strong>Fund Balance Beginning of Fiscal Year</strong></td>
<td>$(2,069,852)</td>
<td></td>
<td>$6,402,148</td>
<td></td>
</tr>
<tr>
<td>Prior Year Adjustments</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fund Balance End of Fiscal Year</strong></td>
<td>$6,402,148</td>
<td></td>
<td>$2,782,784</td>
<td></td>
</tr>
</tbody>
</table>

### TOWN OF WATERTOWN

#### BALANCE SHEET

FOR THE CAPITAL PROJECTS FUND

AS OF JUNE 30

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year 1998</th>
<th>%</th>
<th>Fiscal Year 1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$6,659,575</td>
<td>93.05%</td>
<td>$2,988,731</td>
<td>100.00%</td>
</tr>
<tr>
<td>Receivables:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due from Other Governments</td>
<td>$497,453</td>
<td>6.95%</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$7,157,028</td>
<td>100.00%</td>
<td>$2,988,731</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Liabilities and Fund Equity</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liabilities:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warrants Payable</td>
<td>$754,880</td>
<td>10.55%</td>
<td>$4,645</td>
<td>0.16%</td>
</tr>
<tr>
<td>Accrued Expenditures</td>
<td>$0</td>
<td>0.00%</td>
<td>$201,322</td>
<td>6.74%</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>$754,880</td>
<td></td>
<td>$205,967</td>
<td></td>
</tr>
<tr>
<td>Fund Equity:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undesignated</td>
<td>$6,402,148</td>
<td>89.45%</td>
<td>$2,782,764</td>
<td>93.11%</td>
</tr>
<tr>
<td><strong>Total Fund Equity</strong></td>
<td>$6,402,148</td>
<td></td>
<td>$2,782,764</td>
<td></td>
</tr>
<tr>
<td><strong>Total Liabilities and Fund Equity</strong></td>
<td>$7,157,028</td>
<td>100.00%</td>
<td>$2,988,731</td>
<td>100.00%</td>
</tr>
</tbody>
</table>
## TOWN OF WATERTOWN
### COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR ALL EXPENDABLE TRUST FUNDS

<table>
<thead>
<tr>
<th></th>
<th>FISCAL YEAR</th>
<th></th>
<th>FISCAL YEAR</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1998</td>
<td>%</td>
<td>1999</td>
<td>%</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTEREST EARNINGS</td>
<td>$102,137</td>
<td>67.84%</td>
<td>$31,017</td>
<td>24.32%</td>
</tr>
<tr>
<td>OTHER REVENUES</td>
<td>$48,416</td>
<td>32.16%</td>
<td>$96,546</td>
<td>75.68%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$150,553</td>
<td>100.00%</td>
<td>$127,563</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MISCELLANEOUS</td>
<td>$48,531</td>
<td>100.00%</td>
<td>$57,863</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$48,531</td>
<td>100.00%</td>
<td>$57,863</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</strong></td>
<td>$102,022</td>
<td></td>
<td>$69,700</td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OPERATING TRANSFERS (OUT)</td>
<td>($25,000)</td>
<td></td>
<td>($30,000)</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>($25,000)</td>
<td></td>
<td>($30,000)</td>
<td></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</strong></td>
<td>$77,022</td>
<td></td>
<td>$39,700</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE BEGINNING OF FISCAL YEAR</strong></td>
<td>$1,143,230</td>
<td></td>
<td>$1,220,252</td>
<td></td>
</tr>
<tr>
<td><strong>PRIOR YEAR ADJUSTMENTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE END OF FISCAL YEAR</strong></td>
<td>$1,220,252</td>
<td></td>
<td>$1,259,952</td>
<td></td>
</tr>
</tbody>
</table>
TOWN OF WATERTOWN
BALANCE SHEET
FOR TRUST AND AGENCY FUNDS
AS OF JUNE 30

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FISCAL YEAR</th>
<th>1998</th>
<th>%</th>
<th>FISCAL YEAR</th>
<th>1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH AND CASH EQUIVALENTS</td>
<td>$1,879,650</td>
<td>89.58%</td>
<td></td>
<td>$1,988,713</td>
<td>91.13%</td>
<td></td>
</tr>
<tr>
<td>STOCKS AND BONDS</td>
<td>$146,120</td>
<td>6.96%</td>
<td></td>
<td>$113,344</td>
<td>5.20%</td>
<td></td>
</tr>
<tr>
<td>RECEIVABLES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHARGES FOR SERVICES</td>
<td>$72,591</td>
<td>3.46%</td>
<td></td>
<td>$79,991</td>
<td>3.67%</td>
<td></td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$2,098,361</td>
<td>100.00%</td>
<td></td>
<td>$2,180,048</td>
<td>100.00%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND EQUITY</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LIABILITIES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WARRANTS PAYABLE</td>
<td>$11,559</td>
<td>0.55%</td>
<td></td>
<td>$27,126</td>
<td>1.24%</td>
<td></td>
</tr>
<tr>
<td>OTHER LIABILITIES</td>
<td>$90,589</td>
<td>4.32%</td>
<td></td>
<td>$86,484</td>
<td>3.97%</td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>$102,148</td>
<td></td>
<td></td>
<td>$113,610</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUND EQUITY:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESERVED FOR ENDOWMENTS</td>
<td>$775,986</td>
<td>36.98%</td>
<td></td>
<td>$806,486</td>
<td>38.99%</td>
<td></td>
</tr>
<tr>
<td>UNDESIGNATED</td>
<td>$1,220,252</td>
<td>58.15%</td>
<td></td>
<td>$1,259,952</td>
<td>57.79%</td>
<td></td>
</tr>
<tr>
<td>TOTAL FUND EQUITY</td>
<td>$1,996,238</td>
<td></td>
<td></td>
<td>$2,066,438</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES AND FUND EQUITY</td>
<td>$2,098,361</td>
<td>100.00%</td>
<td></td>
<td>$2,180,048</td>
<td>100.00%</td>
<td></td>
</tr>
</tbody>
</table>
# TOWN OF WATERTOWN

## COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR WATER/SEWER ENTERPRISE FUND

<table>
<thead>
<tr>
<th></th>
<th>FISCAL YEAR</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1999</td>
<td>%</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges for Services</td>
<td>$8,369,066</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$8,369,066</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Services</td>
<td>$649,759</td>
<td>10.82%</td>
</tr>
<tr>
<td>Non-Personnel</td>
<td>$231,370</td>
<td>3.85%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$5,037,477</td>
<td>83.90%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$85,559</td>
<td>1.42%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$6,004,165</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</strong></td>
<td>$2,364,901</td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Transfers (Out)</td>
<td>($1,185,703)</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>($1,185,703)</td>
<td></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</strong></td>
<td>$1,179,198</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE BEGINNING OF FISCAL YEAR, RESTATED</strong></td>
<td>$749,307</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE END OF FISCAL YEAR</strong></td>
<td>$1,928,505</td>
<td></td>
</tr>
</tbody>
</table>
## TOWN OF WATERTOWN
### BALANCE SHEET
#### FOR PROPRIETARY FUND TYPES
##### WATER & SEWER ENTERPRISE
###### AS OF JUNE 30

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>1999</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH AND CASH EQUIVALENTS</td>
<td>$449,991</td>
<td>22.87%</td>
</tr>
<tr>
<td>RECEIVABLES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHARGES FOR SERVICES</td>
<td>$1,517,441</td>
<td>77.13%</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$1,967,432</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND EQUITY</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LIABILITIES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WARRANTS PAYABLE</td>
<td>$38,927</td>
<td>1.98%</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>$38,927</td>
<td></td>
</tr>
<tr>
<td>FUND EQUITY:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESERVED FOR ENCRUMBRANCES</td>
<td>$776,257</td>
<td>39.46%</td>
</tr>
<tr>
<td>UNDESIGNATED</td>
<td>$1,152,248</td>
<td>58.57%</td>
</tr>
<tr>
<td>TOTAL FUND EQUITY</td>
<td>$1,928,505</td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES AND FUND EQUITY</td>
<td>$1,967,432</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

FY 99 WAS THE FIRST YEAR THE TOWN ACCOUNTED FOR WATER & SEWER OPERATIONS IN AN ENTERPRISE FUND
Personnel Department

The Personnel Department is responsible for a wide range of personnel-related activities. Included in the responsibilities of the Personnel Department is the recruitment and selection of employees; negotiation and administration of collective bargaining agreements; employee relations; monitoring of leave; administration of Workers' Compensation and Unemployment; Civil Service compliance; maintenance of confidential personnel records; training programs; compliance with federal and state laws and regulations; and other related functions.

During 1999, the Personnel Department was busy assisting many departments and the Town Manager in recruiting and selecting personnel. The Town hired an Assistant Skating Rink Manager, Wire Inspector, one Firefighter, one Police Officer, one Dispatcher, two Parking Enforcement Officers, a Chief Environmental Health Officer and four Clerks. Additionally, the Personnel Department participated in the hiring for the DPW Summer Work Program.

The Town's Workers' Compensation Program is running smoothly. During 1999, 41 injuries were documented, only 13 of which resulted in lost time from work. The Town is continuing to save money under the self-insured program it entered into during 1996.

The Personnel Department, with the assistance of the Town-wide Safety Committee applied for and received a $25,000 grant from the Massachusetts Department of Industrial Accidents to conduct First Aid Safety Training for all employees covered under the Massachusetts Workers' Compensation laws. The Grant represents the second consecutive year of training.

Massachusetts law requires that all employees be given a copy of the Town's policy on the prevention of Sexual Harassment in the workplace each year. The Personnel Department conducted Sexual Harassment Awareness training for all newly hired and promoted employees.

The Personnel Department is looking forward to 2000 as it continues to work towards standardizing many personnel practices, improving the administration of work-related injuries, and improving service to employees, department heads and citizens of Watertown.

Town Clerk and Election

The Town Clerk and Election Office serves as a direct link between the citizenry and its Town government. The Town Clerk's office, by statute, is responsible for the issuance of vital statistics, maintenance of Town records, the insurance of compliance with the Commonwealth's Open Meeting Law and it also serves as a repository for all rules, regulations, ordinances and bylaws promulgated by the Town Council and other town departments.

The Town Clerk's office was first established in 1634, the first year records were kept, and continues today to provide accurate documentation on events and happenings of the City known as the Town of Watertown. The Town Clerk's office provides a number of consumer services, such as the issuance of dog and cat licenses, the sale of various Division of Fisheries and Wildlife licenses, the recordation of Uniform Commercial Code statements, notary public services and the office also serves as a distribution center for various Town brochures and surveys. The Staff of this office also serve as "unofficial ombudsman" to provide general information regarding various municipal services to the public. The Town Clerk's office also serves as a liaison between the Town and the Federal and State governments.

During calendar year 1999, the office achieved the following:

- Maintained the highest level of accuracy in the recording and issuance of the Vital Statistics of the Town of Watertown.
- Placed election signage in strategic locations throughout the Town alerting the citizenry to upcoming voting exercises.
- Conducted the 1999 Annual Town Census.
- Continued the duties and responsibilities as Burial Agent for the Town.
- Completed the annual renewal process for all applicable licenses, permits and certificates while ensuring compliance with Chapter XVII of the Town's ordinances.
- Ensured compliance with state guidelines in the filing of necessary annual reports with the Alcohol Beverage Control Commission and the Department of Public Safety.
- Conducted the 1999 District B Councillor Preliminary and General Election utilizing the Commonwealth's Voter Registry Information System (VRIS).
- Ensured access to all polling locations throughout the Town.
• Coordinated Public/Private resources in planning of the Faire on the Square.

The Election Commission, directed under Massachusetts General Law, by the four member board of election commissioners, has a number of responsibilities mandated by Massachusetts General Laws Chapter 50 through 56. The Commission, as charged is to ensure fair and impartial elections in the Town of Watertown. Responsibilities include: coordination of the annual census, generation of voting lists and jury lists, implementation of the National Voter Registration Act through the establishment of the Central Voter Registry, maintenance of the town's residency database and compliance with the Commonwealth's office of Campaign and Political Finance reporting procedures.

The Election Commission conducted the following voting exercises during 1999:

<table>
<thead>
<tr>
<th>Date</th>
<th>Type of Election</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 14, 1999</td>
<td>District B Councillor Preliminary</td>
<td></td>
</tr>
<tr>
<td>November 2, 1999</td>
<td>General Election</td>
<td></td>
</tr>
</tbody>
</table>

The Licensing Board promulgates rules and regulations specific to Watertown to ensure the life, safety, and health of the citizenry and town visitors. The Licensing Board issues a myriad of licenses and permits that range from amusement devices, to gasoline, to liquor licenses. All of the licenses issued are renewable yearly. The Licensing Board also serves as a hearing officer to ensure compliance with licensing conditions.

The Licensing Board also works closely with five town departments, the Alcohol Beverage Control Commission and the State Fire Marshall's Office in the licensing process.

### Licenses and Fees

<table>
<thead>
<tr>
<th>License Type</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burial Permits</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>Hunting Licenses</td>
<td>$1,548.00</td>
</tr>
<tr>
<td>Dog Licenses</td>
<td>$8,687.00</td>
</tr>
<tr>
<td>Wildland Stamps - Resident and Non-Resident</td>
<td>$2,050.00</td>
</tr>
<tr>
<td>Duplicate Licenses</td>
<td>$2.50</td>
</tr>
<tr>
<td>Archery Stamp</td>
<td>$234.75</td>
</tr>
<tr>
<td>Sporting Licenses</td>
<td>$2,724.00</td>
</tr>
<tr>
<td>Marriages</td>
<td>$4,350.00</td>
</tr>
<tr>
<td>Raffle</td>
<td>$210.00</td>
</tr>
<tr>
<td>Fishing Licenses</td>
<td>$5,662.25</td>
</tr>
<tr>
<td>Sporting Fees</td>
<td>$629.25</td>
</tr>
<tr>
<td>Waterfowl Stamps</td>
<td>$138.00</td>
</tr>
<tr>
<td>Cat Licenses</td>
<td>$4,236.00</td>
</tr>
<tr>
<td>Licenses Commission - Alcohol, Common Victuall etc.</td>
<td>$114,180.00</td>
</tr>
<tr>
<td>Miscellaneous Clerk/Election fees</td>
<td>$1,551.30</td>
</tr>
<tr>
<td>Resident Book</td>
<td>$1,046.00</td>
</tr>
<tr>
<td>Certified Copies</td>
<td>$13,387.00</td>
</tr>
<tr>
<td>Underground Storage Permits</td>
<td>$3,030.00</td>
</tr>
<tr>
<td>Dog Violations</td>
<td>$2,255.00</td>
</tr>
<tr>
<td>Miscellaneous Licensing Board fees</td>
<td>$34,595.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$201,856.05</strong></td>
</tr>
</tbody>
</table>

### Recording Fees

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mortgages</td>
<td>$4,800.00</td>
</tr>
<tr>
<td>Business Certificates and Business Certificates withdrawals</td>
<td>$6,910.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,710.00</strong></td>
</tr>
</tbody>
</table>

### Total Clerks Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fees Collected</td>
<td>$213,546.05</td>
</tr>
<tr>
<td>Paid to the Commonwealth</td>
<td>($12,359.50)</td>
</tr>
<tr>
<td>Net Revenue to the Town</td>
<td>$201,186.55</td>
</tr>
</tbody>
</table>

### Vital Statistics

- Births: 385
- Deaths recorded: 315
- Marriage Intentions: 298
- Marriages recorded: 294
- Affidavits of Correction of birth, deaths and marriages recorded: 9
- Kennel License: 1
- Dog Licenses: 767
- Cat Licenses: 494

### Licenses

- Seven Day All Alcoholic Common Victuall (Restaurants): 18
- Seven Day Wine/Malt Common Victuall (Restaurants): 4
- Common Victuall License: 93
- Clubs: 11
- Auto Dealer Class 1: 11
- Auto Dealer Class 11: 12
- Auto Dealer Class 111: 1
- All Alcoholic Package Good Store: 7
- Package Good Store Wine/Malt: 6
- 24-Hours opening: 5
- Sale of Food and Retail: 5
- Entertainment: 14
- Music Box: 11
- Automatic Amusement Device: 12
- Auto Repair: 70
- Letting out of Motor Vehicles: 6
- Shuttle/Jitney: 2
- Livery: 20
Data Processing Department

The Data Processing Department supports the Administration's Information Systems and assists in the implementation of new computer technologies. Located in Town Hall, the Department administers the Town Computer Network, which connects the Town Hall, Library, Police, and Fire Departments. The Department also operates a network-connected IBM computer that processes the Town's Financial Systems, Accounts Payables, Purchasing, Payroll, and Water/Sewer Billing. Other administrative systems, such as Appraisal, Real Estate Tax Billing, and Motor Vehicle Billing are supported by outside vendors or service bureaus.

Planning for the Year 2000 problem continued throughout the year. The Y2K Committee held awareness and investigative meetings, and members continued to attend seminars. A consultant produced a report of recommendations to the Town.

Areas of concern include information systems, desktop computers, networks, and embedded electrical/mechanical systems. Special software to analyze date problems was installed on the Network computers by the Town's systems integrator. More progress was achieved during the year by the updating of other computers in the Computer Network Project. All municipal software applications were upgraded to be Y2K compliant. Screens and database fields were changed and converted throughout the year. Most applications were upgraded by autumn, and tests and reports were run to validate the results. Operating systems were upgraded to vendor recommended Y2K compliance. Hardware and firmware models were checked against vendors' list of compliant products. Vendors were constantly contacted to verify that their products would produce no problems with the Y2K date change. The Y2K Committee met throughout the year to ensure the Town of Watertown's information and electrical/mechanical systems would be Y2K compliant. The objective was to ensure continued professional service to the residents of the Town.

Town Attorney

During 1999, the Town Attorney Kopelman & Paige, P.C. continued to provide diversified legal services to the Town, including daily legal advice to the Town Manager and various department heads and elected officials and appointed boards and committees. We continued to participate in all meetings of the Town Council, as well as providing legal counsel at all meetings of the Licensing Board. During this year we have also assisted the Board of Health at several meetings, and provided counsel in the development of its Tobacco Control program. The Town Attorney's office also continued to play an active role in the rendering of legal advice concerning the on-going School Department contracts for the renovation of various School buildings, in particular the Middle School project. We have also assisted the School Department in the area of litigation involving the Town, we continue to represent the Town in various state and federal courts, as well as before administrative agencies in cases involving negligence claims, alleged civil rights and discrimination violations, labor and employment law issues, civil service claims, and various actions based upon provisions of the Town's zoning ordinance and appeals of determination by Town boards.

The Town Attorney also represented the Town in the negotiation of an agreement with the Junior League of Boston providing for the use of the newly renovated Commander's Mansion as the site of the 1999 Junior League Decorators' Show House. This event provided high visibility throughout the metropolitan area for the Mansion as a future function site. In addition, we worked with the newly hired Functions Manager for the Mansion in developing guidelines and contractual documents for the operation of the Mansion as a function facility.

We express our appreciation to the Town Manager and Town Council for their confidence in retaining the services of our firm. We also appreciate the assistance and professionalism of the Town Manager, the Town Council, various department heads and members of elected and appointed boards and committees with whom we have worked during the past year. We look forward to working with the Town in the future.
Purchasing Department

The Purchasing Department respectfully submits its annual report for the year 1999.

The primary function of this Department is to obtain all the products and services which are required by all Town Departments at the lowest possible price. These purchases must conform to all existing Town By-laws and ordinances as well as State laws.

We continue to be active in the collective Purchasing Act which was created by the Legislature in 1972. Under this Act, any subdivision of Government may purchase goods and supplies from vendors who have been awarded contracts by the State based on competitive bids. We have been able to save a substantial amount of money by purchasing a variety of goods from these vendors.

We are involved in a consortium with Arlington, Belmont, Brookline, Cambridge, Newton and Waltham. This consortium goes to bid for fuel oil, gasoline, sand, police equipment, fire fighting equipment and various other items at a substantial savings.

Some of the major bids that were opened during the year were as follows:

**Department of Public Works**
- Victory Field installation of fences at a cost of $21,900.00
- Arsenal Streetscape improvements at a cost of $3,457,989.31
- Replaced, removed catch basins & manholes at a cost of $30,205.00
- Sidewalk repairs at a cost of $57,681.00
- Turf Care at a cost of $30,290.00

**Fire Department**
- Boiler replacement at a cost of $27,300.00

The Department will continue to secure the best products at the lowest price.

Health Department

The Health Department staff consists of a full time Director, one full time Chief Environmental Health Officer, two full-time Sanitarians, a full time Head Clerk, a full time Public Health Nurse, a Tobacco Control Coordinator, a part time Animal Control Officer, a part time Veterinarian and a part time Consulting Nurse.

The Board of Health consists of three members that are appointed for three year terms by the Town Manager.

**Environmental Health**

The Health Department initiated the development of a Hazardous Material Program during the past year. The program will initially quantify the locations and amounts of hazardous materials stored in the Town of Watertown. Subsequently the program will assess the associated risks that these materials pose to the residents, and environment.

Through the adoption and implementation of the Hazardous Materials Regulation, the Health Department's goal will be to reduce the aforementioned risks by source reduction, proper storage, and proper handling of hazardous materials.

Throughout the year mandated food service establishment inspections, housing inspections, swimming pools and whirlpools, indoor air (skating arena), tanning establishment inspections and nuisance complaints were attended to routinely. Complaints consisted of trash, water pollution, rodent, hazardous waste incident reports, housing code violations, group housing facilities, motels, rooming houses and special assignments.

Additional environmental programs include, but are not limited to, noise, air and dust complaints, asbestos complaints, response to and analysis of hazardous waste sites and spills, and coordinating household hazardous waste days. 1999 marked the second year of operation for the state's first permanent regional hazardous product facility in Lexington, Massachusetts. The Lexington site, known as the Minuteman Hazardous Products Facility, collected household hazardous products from 227 Watertown households during the nine scheduled events. In April 2000 Watertown residents may pre-register, at the Watertown Health Department, for one of the eight scheduled events at the Lexington facility.

Requirements of Chapter X of the State Sanitary Code mandates that each food
Establishment Permits. The Health Department is aware that in the United States each year more than 80 million illnesses are caused by food-borne infections and intoxications. The Health Department has continued to monitor restaurants and other food service operations to minimize the outbreak of food-borne illnesses. Regulation and education are keys to controlling foodborne illnesses. Food operators must have a clear understanding of the sanitary code and what the Health Department is trying to accomplish.

Significant time and energy is required to provide this kind of inspection. These inspections help contribute toward a higher level of sanitation in food service establishments. The second most important goal is providing education in sanitation for the managers and food service operators. A great deal of this work is done by the sanitarian at the time of their comprehensive inspections.

Chapter II of the Massachusetts State Sanitary Code (housing code) requires sanitarians to respond to housing complaints within 24 hours. These inspections normally take place as a result of complaints by tenants. Final resolution of these housing matters may require intervention at the District Court level.

ENVIRONMENTAL INSPECTIONS

Food Service Establishments 961
Housing 160
Swimming Pool/Whirlpool 222
Miscellaneous Environmental 245

Nursing

Public Health Nursing is a constantly changing discipline. This role evolves because of new laws, mandates, new vaccines, vaccine recommendations and previously unrecognized hazards. The nurse must constantly keep appraised of these changes in order to provide effective intervention and education. Flu and pneumonia immunizations for the elderly and disabled are done annually. Each year over 2,500 people are immunized.

Communicable diseases are reported to the State Department of Public Health as required by law. Immunization of contacts and follow-up of patients is vital for disease control. A Hepatitis B immunization for school age children continues as a yearly initiative. The Watertown High School Student Hepatitis B immunization series rate is 93% for the entire student body. The Nurse obtains and distributes vaccines and information received from the State to over 20 Watertown Health Care Providers. Mantoux testing for tuberculosis is done routinely. Lead poisoning in children is an important health problem. In 1989 a law was enacted that requires lead screening of all children who are attending day care or kindergarten. The Health Department has been screening all children whose parents have requested the test. The nurse participates with ongoing community public health needs assessments (demographic/medical/statistical analysis). Additionally, the nurse represents the Health Department at the Massachusetts Department of Public Health seminars.

The nurse refers citizens/patients to appropriate agencies when required. Additional duties include investigation, reporting and follow-up of suspected elder and child abuse cases. The nurse continues to spearhead the interdepartmental task force to address the needs of citizens in crisis. The task force, with members from the Police, Health Department, Council on Aging, Food Pantry, Veterans Office, and Housing Authority, continued to collaborate in 1999 to provide improved services for Watertown citizens.

The Town Council Committee on Health and Human Services passed a resolution to explore ways through which uninsured Watertown residents may receive medical care. Because of this resolution, a Health Care Access Committee was formed to explore solutions for health care access. The Health Department applied for and received a grant for Health Care Access, from CHNA 17, to provide health care insurance training for school nurses. Information on what health insurance programs are available from the state was presented to the Ministerial association.

The Health Department also received a Grant from the Massachusetts Association of Health Boards (MHB) to teach children and their parents how to protect themselves from exposure to the sun. The "Slip, Slop and Slap" sun safety program was implemented at the Pequosette Summer Program sponsored by the Recreation Department. Additionally, as a result of a Youth Risk Behavior Survey a grant was provided from the state to study suicide and depression in Watertown youth.

Quarterly health education seminars sponsored by the Public Health Nurse include, but are not limited to, Health Care Access training for school nurses on insurance programs available through the state and federal government, guest speaker at a seminar on hoarding, and a lecture on Public Health and Public Health Nursing for Boston College nursing students.

NURSING STATISTICS

Childhood Lead Screening 3
Tuberculosis Screening 176
Tuberculosis related cases 4
Communicable Diseases 205
Blood Pressure Screening 661
Flu vaccine Clinic-doses administered 1,808
Pneumonia Clinic-doses administered 256
Homebound visits for Flu & Pneumonia shot 163
Hepatitis Vaccine-Middle School Children 201
Hepatitis Vaccine-Watertown High School Children 251
Patient walk-in 313
Rabies Issues 50
Massage 113
Housing Assessments 92
Camps 2
Animal Control
The Town of Watertown and Town of Belmont share a full time Animal Control Officer. The Animal Control Officer’s duties include patrolling the towns on a rotating flexible schedule and the enforcement of all pertinent laws, including Watertown’s Animal Control Ordinance. Enforcement includes issuing of citations (tickets) for non-compliance with animal control laws. Additional responsibilities include responding to all emergency dispatch calls, and the prosecution of violators in District Court. As needed, the Animal Control Officer carries out isolation and quarantine responsibilities, educates the public regarding health and safety concerns involving animals and appears in school classrooms and on cable television.

1999
54 Citations  Total  $1,350.00
566 Cat licenses  $4,236.00
586 Dog licenses  $8,687.00
Total  $12,923.00

Health Promotion Disease Prevention
The Health Department is involved with local community based health initiatives such as the Watertown Citizens for Environmental Safety (WCES), the Watertown Community Task Force (WCTF), the Community Education Council (CEC), and the Mass. Dept. of Public Health’s Community Health Network Area (CHNA). These initiatives are designed to help reduce incidence/prevalence of morbidity and mortality in the community and to help foster a cohesive sense of community.

Additionally, the Health Department provides, through the Mass. Tobacco Control Program (MTCP), programs that include, but are not limited to, smoking cessation, referrals, regulatory initiatives (tobacco retailer compliance surveys), and public education events aimed at reducing morbidity/mortality from tobacco use. In implementing these initiatives the Health Department collaborated with local providers, community and church groups, schools, and the Police Department. The Health Department continued to monitor establishments for compliance with Watertown’s “Youth Access to Tobacco Products Regulations”. These compliance checks revealed that the vast majority of permitted establishments are complying with this regulation.

The Tobacco Control Program and the Tobacco Advisory Committee were active in drafting regulations affecting smoking in restaurants and retail stores. The Board of Health adopted this regulation on July 14, 1999. The regulations as they pertain to retail stores and restaurants, went into effect on January 1, 2000, making all these establishments now smoke-free. The regulation as it pertains to bar areas of restaurants will go into effect July 1, 2000 and requires all these facilities to be smoke-free. Tobacco education and prevention activities with middle and elementary schools resulted in hundreds of students receiving and acting on healthy anti-tobacco messages through one program, called “Hot Shots”, run in cooperation with the D.A.R.E. program.

Watertown participated in a 64 cities and towns survey of private households asking for their opinion on making public places, especially restaurants, smoke-free. Based on the survey results received from Watertown residents, the majority of respondents were in support of regulation creating smoke-free eateries.

Tobacco Control Program
Cessation programs  4
Total participants at the Stop Smoking Program  123
Compliance checks  48
Rate of illegal sales to youth  10%
Number of Vending Machines Eliminated  N/A
Average Rate of Compliance From Four Compliance Checks  90%
Elementary and Middles School Students Receiving Tobacco Use Prevention Information  700

Mosquito Control
The Board of Health cooperated with the East Middlesex Mosquito Control Commission (EMMC) in planning mosquito control activities throughout the town. Catch basin treatments reduced the potential for mosquito breeding. The EMMC is available to provides educational seminars for the Watertown Schools and mosquito spraying for summer recreational programs.

Rabies Clinic
The rabies clinics are held twice a year with local veterinarians participating. At the 1999 clinic 74 dogs and cats were vaccinated at the Watertown clinic. The Town of Belmont provides an annual clinic that is available to Watertown residents.

Total Money Received for 1999
January  $1,554.00
February  $931.00
March  $870.00
April  $2,835.00
May  $2,775.00
June  $1,055.00
July  $858.60
August  $1,086.15
September  $963.40
October  $7,620.00
November  $9,365.00
December  $10,238.00
Total  $40,151.15

Total Permits Issued for 1999
Food Service  169
Retail Food  56
Caterers  6
One Day Catering  310
Swimming Pools  19
Massage  38
Mobile Trucks  5
Funeral Directors  17
Rabies Clinic  74
Non-Carb Water  1
Bakery  14
Group Home  16
Tanning  6
Motel  1
Tobacco  49
Massage Estab  10
The fifth anniversary of the new Senior Center was celebrated on May 16th with musical entertainment by Watertown’s Deena Dennis, refreshments and congratulatory speeches. The building is the focal point for the variety of programs and services provided by the Watertown Council on Aging for Watertown’s sixty and over population.

The Friends of the Council on Aging purchased two computers for use for senior class instruction this year. Initially, beginner’s classes designed for those with no previous computer experience will be offered. With many older adults eager to find out all about the high tech phenomenon, our waiting list quickly filled to more than one hundred names. Three beginner’s classes, each consisting of five one hour sessions will be taught by experienced Watertown instructors.

The C.O.A. now offers medical transportation to physically challenged non-seniors as well as to older adults. This service is available through Busy Bee, our vendor company weekdays between 9:00 and 3:00 p.m. Door-to-door rides are available to local physicians’ offices and hospitals as well as in the Boston area.

Transportation is also available by the Watertown Senior Shuttle to local supermarkets on Tuesdays and Fridays. This year we began transportation the first Wednesday of each month also. This service enables seniors without their own transportation a friendly and efficient way to do their own grocery shopping.

A women’s support group facilitated by the C.O.A.’s caseworker has been a successful service this year. Women experiencing issues of change and loss can discuss their feelings in a safe environment. New members are always welcome.

A lively series of lectures, field trips, health screenings and on-going classes and recreational groups provide on-going challenges for the varied senior population of Watertown. During 1999, several walking tours of Mt. Auburn Cemetery, facilitated by senior Charlie Nash, took place in addition to excursions to the renovated Commander’s Mansion and the Museum of Fine Arts. Retiring trip leader, Theresa Naples, took seniors on a variety of monthly day outings including sites in Rhode Island, Connecticut, New Hampshire, and western Massachusetts.

Other group leaders who stepped down from years of leadership include Evelyn Casey, who founded the Watch Our Weight group, exercise instructor Anita Gugliotta and Friends of the C.O.A. president, Helen Smith.

The C.O.A. provides information and referral to seniors and their families on a daily basis. One of the most important programs of 1999 was the Commonwealth of Massachusetts’ Senior Pharmacy Program. Information on this important program that provides assistance with prescription costs for low-income seniors was available at the Center. Fuel assistance, income tax assistance, legal consultation and medical insurance advocacy were services provided during 1999 by staff and volunteers working at the Senior Center.

The Center hosted a Veteran’s Department health screening, the Auditor’s Departments Health Fair for Town retirees and flu shots by the Health Department. On October 2nd, the C.O.A. had a booth at the Faire on the Square. This event provided an opportunity to give seniors and their families’ information on our programs and services as well as information on issues of concern to older individuals.

The C.O.A. Board was involved in evaluating a plan for assisted living at the former East Junior High School. This proposed development would have affordable units and would be the first assisted living facility in Watertown. Seniors seeking this type of environment would no longer have to leave Watertown. The C.O.A. is committed to the best-assisted living housing possible for Watertown seniors.
The Watertown Food Pantry changed its hours this year to better accommodate people in need of help who are working. The Pantry, located at St. James Church, is open Tuesday from 10:00 a.m. to 11:30 a.m. and Thursdays from 4:00 p.m. - 6:00 p.m. Residents of all ages are provided with at last three days worth of food on a monthly basis. In 1999, the Pantry ably coordinated by Deb Kaup, provided food to three hundred and eighty people each month.

The C.O.A/Senior Center is available to assist today's seniors through a wide range of services and programs.

Senior Exercise Class, one of three weekly

Watertown senior, Isabella Nowicki, with SHINE (Serving the Health Information Needs of Elders) volunteer, Maurice Fitzgerald
Recreation Department

Organization
The function of the Watertown Recreation Department is to provide a year round recreation program for the citizens of Watertown. It is the goal of this department, that all citizens have the opportunity to enjoy their leisure time with enjoyable activities in a safe environment.

The Director and Head Clerk are the only full-time employees of the department. Part-time and seasonal employees are hired to instruct and supervise the various programs of the department during the year.

New Department Initiatives and Expansions
During 1999 the department was involved with planning and reconstruction of the new tennis courts and basketball court at Victory Field. The Recreation Department, the Department of Community Development and D.P.W. worked on the planning and reconstruction of the Ford and Cousineau Fieldhouses at the Moxley Playground and Victory Field. At Victory Field a concession area was built in the fieldhouse, which proved quite beneficial to the Pop Warner Football Program and the Gridiron Club. The same three departments also oversaw the reconstruction of Filippello Park. Walkway and walkway lighting, a new tot-lot, bathroom and a spray fountain were added to the park. Improvements were made to the basketball courts, the softball field and the two multi-use fields, smaller tot-lot, benches and picnic areas at the park.

The D.P.W. and the Recreation Department were also involved with the planning and reconstruction of the Lowell Playground. New basketball poles and basketball hoops were added, while the court was color sealed. A new tot-lot, which was designed by the students and parents of the Lowell School, was built on the site of the old one. A retaining wall was built into the eroding hill around the ball field. A new backstop and protective fencing was also added to the field. This along with a new irrigation system should make for a much improved play area for not only the Lowell School, but also the many residents of the area.

Other future Capital Projects worked on were the reconstruction of basketball courts at Casey and Sullivan Playgrounds. The planning for the rehab of the tot-lot at Sullivan Playground has been going on. And the addition of an irrigation system at the Bemis Playground has also been in the planning stages during 1999.

A Wrestling Program for youngsters in grades 5, 6, 7 & 8 was started this year. The program was under the direction of Watertown High School Coach, Kevin Russo and his assistant Eric Alexson. The program was conducted on Monday and Thursday Nights at the High School Wrestling Room. The youngsters also competed in matches against wrestlers from other communities. Also added this year to the department’s opportunities was a Sunday Morning Adult Basketball Program. This program was conducted at the Middle School.

This department continues to attempt to make more of the citizens aware of one of the town’s most valuable assets, Arsenal Park. Our pre-school Viking Soccer Program and Skyhawk Sports Clinics have been held at the Arsenal Park. Working with the Watertown Youth Soccer Director, we scheduled the “Little Kickers” program at the park. Working with the Watertown Police Department, a Street Hockey Program for middle school age youngsters was conducted at Arsenal Park. By having our Adult Tennis Lessons and a portion of our Summer Youth Basketball Program at the Park, we exposed it to hundreds of the town’s citizens.

The recreation department expanded its Middle School Age Friday Night Drop-In Gym Program to include the fall months to go along with winter months. This program is held at the new Palladino Gym at the Watertown Middle School. The department also expanded its pre-school Arts & Crafts Program to three sessions. The classes are now held in the fall, winter and spring.

1999 Programming
Winter
With the arrival of winter comes a wide range of Basketball Programs for the citizens of the town. There is “Biddy Basketball” at the Watertown Boys & Girls’ Club for 2 and 3 graders. The department’s Elementary School Program practices at all 3 schools during the week, and games are played at the Middle School on Saturdays. The Middle School phase of the program includes a Sunday-In-Town League and 6 Traveling Teams. The Traveling Teams are for both boys and girls and play similar teams throughout the area. The Traveling Teams are under the direction of the Watertown Youth Basketball Association. An Adult League is also run with games during the week at the Middle School, and on Sundays at Watertown High School. Also at the Kelley Gym at Watertown High School, on Sunday Nights we have an over 35 Basketball Program.

The Watertown Recreation Department in conjunction with its counterpart in Belmont conducted various programs for our Special Needs Population. These programs included a Saturday Day Camp, Friday Night Socials, Bowling, Softball, Aerobics, Basketball and Track. Our participants also competed in many Special Olympic Programs. The Special Needs Activities for the people of the town run throughout the year.

Spring
During the spring the department conducted a wide range of programs for the citizens of Watertown. Spring Programs included “T” Ball for youngsters in grades
K and 1 and Ragball for children in grades 2, 3, 4 and 5. Baton Classes were held at the Phillips School for youngsters ages 3 to 16. The M. John Moxley Track Program was again held at Victory Field for children in grades 4 and 5. Adult Lessons for tennis and golf were also conducted this past year.  

**Summer**  
The department conducted a Summer Playground Program at the Bemis, Casey, Moxley, Sullivan and Victory Field Parks. The activities on the playgrounds included arts & crafts, baseball, basketball, tennis, track & field, softball, ragball, whiffleball and more. Playground Field Trips were taken to the M.D.C. Pool, Fenway Park, Canobie Lake Park, McCoy Stadium in Pawtucket, R.I., Water Country in Portsmouth, N.H., Ironwood Golf and Rose Wharf for a Boston Harbor Cruise.  

For the 29th year Camp Pequossette was an intricate part of our Summer Program this past year. The camp runs 4 two-week sessions for youngsters 4 to 13. On average there were 180 campers at each session. The daily activities include music, arts & crafts, playground games, sports, ping pong, foosball and gym play. The youngsters also went to the M.D.C. Pool to swim, to Arsenal Park for a cook-out and other varied field trips. There were camp sleepovers for the older children; one of which was held on the grounds of the O'Connell Playground. Family Nights and Talent Shows also added to summer entertainment of many of the town's residents. The department owes a special thanks to the Watertown School Committee for its support of the programs at Camp Pequossette.  

Summer Basketball Leagues were run for children and adults at many of the town's courts. The youth portion of the program included both instruction and games, while the adult leagues produced many highly competitive contests. Hundreds of people participated in the program as players and/or spectators. Swimming Lessons were again conducted at the M.D.C. Dealtry Pool. Class levels ranged from toddlers through swimmers. There were 3 two-week sessions of classes this past summer. Tennis Lessons were given at the Mary Williams Tennis Courts at Victory Field. A new tennis ball tossing machine added to the quality of the lessons this year.  

**Fall**  
Flag-tag football, soccer, mini-basketball and field hockey programs were offered the elementary school students this past fall. Drop-In Gym Programs were held at Watertown High School on Monday, Tuesday and Friday evenings for the students in grades 6 through 12. Programs, for our special needs population, were also conducted during this time of year. The activities included social, field trips and many sports.  

**Revenues and Other Activities**  
Revenues from programs and other sources totaled $109,158.34. This money was used to fund many of the department's programs.  

The department worked with many groups and individuals to arrange for field use through the town during 1999. Over 1600 park permits were issued to Group such as Watertown Youth Soccer, Watertown Youth Baseball, Watertown Babe Ruth Baseball, Watertown Pop Warner Football, Watertown Senior Babe Ruth Baseball, the Watertown School Department, Watertown Men's Softball League and Watertown Women's Softball League. Permits were also issued to many church groups, scout groups, civic organizations, businesses and residents so they could schedule activities on the town's parks. The department also issued permits for the use of Arsenal Park, as many people held picnics and parties on the park's beautiful grounds.  

The Watertown Recreation Department would like to thank all the Town Departments for their assistance over the past year. Without their help and that of many of our fine citizens, we would not be able to provide the town's people with anything near the programs they deserve. The Recreation Director would also like to thank his secretary, Anne Crimmins for her valued contributions to running the department.
Mission
Watertown Free Public Library fulfills the informational, cultural, and recreational needs of the community by providing access to a wide variety of popular and reference materials, resources, services, and programs that extend their personal and intellectual development and that reflect the Town's cultural and ethnic diversity. The staff works to create an environment which welcomes and satisfies the needs of users of all ages and abilities, and works actively to attract new users to the library.

New Initiatives
The Watertown Free Public Library was fortunate to receive two significant grants in 1999. The first, an LSTA grant from the federal government through the Massachusetts Board of Library Commissioners, totaled $18,400, and will be used to digitize the Library's historical photographs. Once the photographs have been scanned, they will be mounted on the Library's home page and will be available to anyone using a library PC or from a home PC. The collection of photographs spans approximately 100 years of Watertown history (1860 - 1960) and includes pictures of the Stanley brothers, the Arsenal, the hurricane of 1938, among many others.

The second grant we received was from IBM and was in the form of computers, a printer, a scanner, and Internet connections for the Young Adult Department. Demand for access to the Internet and the other electronic resources is high, and this additional equipment helps us meet that demand.

We were also able to address the demand for more computers through a request for additional funding for more equipment that was approved by the Town Manager and Town Council. Each department received an additional computer, bring the total number of computers available to the public to 36. The Watertown Free Public Library is leading the libraries of the Minuteman Library Network in responding to the public's demand for electronic resources.

As much as the community needs and wants access to computers in the library, demand for more traditional types of library materials remains strong, and this is not being ignored. The number of new books, CD's, CD-ROM's, videos, and cassettes added to the library's collection in 1999 was 14,441, which was up from 1998's total of 11,996.

The Library continues to be responsive to the needs of the disabled in the community. In response to a patron request, screen reading software called JAWS was added to a PC in the Adult Department. This software "reads" the words that appear on the computer monitor to the patron through a headset. This makes it possible for the visually impaired to use the library's electronic resources.

The Library staff enthusiastically participated in the first ever Faire on the Square. The Adult Department had displays of historical photographs and genealogical materials; the Young Adult Department had a banned books display, and the Children's Department had crafts for children to take home. Response from the public was excellent and we are all looking forward to the next one.

The community has always been generous with the Library and 1999 was no exception. The Burke Fund (a bequest from a former trustee) was used to purchase materials for all departments. The Balzer Family donated funds for the purchase of plays. Several donations to the Angela Ward, Kate Richmond (former employees) and Kathleen Devaney Funds made it possible for us to purchase large type books. The Santoro Fund was used to purchase art books. Donations were also received from the Feinbloom Foundation, the Watertown Savings Bank, Robert Cloonan, Alice Albertian, and Foster Palmer. These donations are most appreciated, and the whole community benefits from them.

1999 was the first year that we were able to count how many people actually visit the Main Library. An upgrade in the book security system included a counter which increases every time a person walks through one of the doors at the Main Library. The results may be surprising. The total count for 1999 was 246,322. That means that an average of 20,527 people visit the Main Library each month.

One of the Library's new initiatives of 1999 took place behind the scenes. The Library staff decided that the software being offered in the marketplace for book ordering and fund accounting did not meet our needs. So it was decided that we...
Faire on the Square
would build our own database that would track what we wanted tracked. That was accomplished using Microsoft's Access database software. The use of this software has made us more efficient and it actually gives us the information we need to order the materials the community wants in a more timely fashion.

**Trustees**

Katherine Button, William O’Grady and Alexandra Quinn were unopposed in their bid for election in November and were elected to office for four more years. Officers were elected in January with Jeannie Caruso re-elected Chair, Gracemarie LeBlanc Vice Chair, Raya Stern Treasurer, and Katherine Button, Secretary. In appreciation of the many hours donated to the library by volunteers, the Trustees honored them with a Volunteer Appreciation night in June. In 1999, volunteers donated a total of 464 hours.

**Personnel**

Each year a Staff Day is held for the purpose of staff development and training. The highlight of this year’s Staff Day were workshops on teambuilding and organization of workspace.

One of the most important aspects of providing excellent library service is to constantly be training staff in order to have the most up to date information possible. In 1999 staff attended workshops on Microsoft Front Page, Microsoft Access, computer networking, local history, public records, Microsoft Word, customer service, legal reference services, and ergonomics. Several staff also attended professional conferences – Massachusetts Library Association Conference, New England Library Association Conference, and American Library Association Conference.

Personnel Changes occurred in the following departments:

**Children’s Department:** Melissa Forbes-Nicoll left the position of Supervisor of Children’s Services. Elaine Garnache was hired as her replacement.

**North Branch:** Maureen Hartman was hired as Children’s Librarian. William Mahoney retired after 15+ years of service to the library.

**Project Literacy:** Anne Brzoza resigned from her position as administrative assistant and Adina Davis was hired as her replacement.

**Programs and Services**

The library continues to provide many popular programs and services for children, young adults, and adults.

The Adult, Young Adult, and Children’s Departments meet the needs of library users by providing materials our patrons want in many different formats, including books (both regular and large type), videos, talking books, CDs, cassettes, magazines, microfilm CD-ROM’s, and other electronic resources. Electronic resources were expanded this year through a state-funded program by the Metrowest Regional Library System. New resources patrons have access to are Contemporary Literary Criticism, Predicasts PROMT, and Axciom InfoBase Phone Directory. The Departments also answers reference questions in person and over the telephone and do readers’ advisory (suggestions of reading materials). Training for the public on the catalog and the Internet is held on an ongoing basis as well. The Young Adult Department worked with the High School English Department to create reading lists for middle school and high school students and their parents based on The Massachusetts Department of Education Curriculum Frameworks. Book discussion groups were continued at the Main Library, and at the North Branch. Summer reading clubs were conducted by the Children’s and Young Adult Departments.

**Special programs held by the Adult Department in 1999:**

**Main Library**

- Ken Gloss of Brattle Book Shop
- Charles Berney on Shakespeare Poetry Reading
- Fall Author Programs
- Craig Hlady Holiday Concert
- Book Discussion Group

**East Branch**

- “Journey of an Armenian Family” by Roger Hagopian
• "A Story of Survival" by Carolann Najarian
• Poetry Reading by Helene Pilibosian

North Branch
• Book Discussion Group
• Adult Crafts with Jo Ovoian

Special programs held by the Young Adult Department in 1999:
Main Library
• Mother-Daughter Book Group
• Teen Read Week

East Branch
• "Annie Sullivan"

North Branch
• "Sports Talk" Discussion Group

Special programs held by the Children's Department in 1999:
Main Library
• Kids’ Flicks
• Musical Games
• Cross-Stitch Club
• Valentine Crafts
• Spring Crafts
• Mother’s Day Crafts

East Branch
• Valentine Crafts
• Spring Crafts
• Pretend Library Cards
• Mother’s Day Crafts
• Father’s Day Crafts
• Family Folk Chorale & Tale Spinners

North Branch
• Valentine’s Day Crafts
• "Wingmasters"
• Entries in North Branch Egg Contest
• Drawing with Fred
• Nature Crafts
• Mother’s Day Crafts
• Garden Day activities
• Father’s Day’s Crafts
• Popeye Movies
• Red Rug Puppet Theater
• Friendship Bracelet Workshop
• Fools Proof Concert
• Halloween open-house
• Halloween open crafts
• Roxaboxen
• Thanksgiving Crafts
• Holiday ornament workshop
• Christmas Crafts

Project Literacy, as an integrated part of library services, continues to provide one-on-one and small group tutoring to adult
learners in the Watertown area. Learners are tutored in Adult Basic Education (ABE) and English for Speakers of Other Languages (ESOL). At any given time there are approximately 100 volunteer tutors providing direct service to over 125 students. In 1999 tutors volunteered 7000 hours of their time to help students.

Let's Talk — two weekly drop-in conversation groups — provide opportunities for ESOL learners to practice speaking English. These groups have been successful in giving the adult learner a comfortable atmosphere to sharpen their language skills.

In January 1997, the library received a $54,000 grant from the Massachusetts Department of Education, Adult and Community Learning Services. The grant has since increased to over $100,000 per year and an additional grant was awarded for curriculum development. The collaborative who administers this grant with Project Literacy includes Watertown Community Education, Watertown Housing Authority, Learning Associates, and the Friends of Project Literacy. Their primary focus is to provide English as a Second Language (ESOL) classes for adults.

**Friends of Watertown Free Public Library**

The Friends of the Library continued their support of the Museum Pass program which enables Watertown residents to visit the area's major museums at no or nominal charge. The Friends also sponsored many library programs and conducted two very successful book sales.

**Statistics**

<table>
<thead>
<tr>
<th>Items added to the collection:</th>
<th>Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>12,359</td>
</tr>
<tr>
<td>Sound Recordings</td>
<td>975</td>
</tr>
<tr>
<td>Videos</td>
<td>56,681</td>
</tr>
<tr>
<td>CD-ROM's</td>
<td>266</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>14,441</strong></td>
</tr>
</tbody>
</table>

**Circulation:**

- Main Library — Adult and Young Adult: 167,949
- Main Library — Children's: 93,479
- East Branch — Adult and Young Adult: 10,141
- East Branch — Children's: 10,855
- North Branch: 14,497
- **TOTAL CIRCULATION:** 296,921

**Museum Passes:**

| (9 passes) | 1424 |

**Reference Questions Answered in person, via telephone, and email:**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Adult and Young Adult</td>
<td>23,111</td>
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<tr>
<td>Children's</td>
<td>5,005</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td>28,116</td>
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**Attendance at Programs:**

<table>
<thead>
<tr>
<th>Dept.</th>
<th>No. of Programs</th>
<th>Attend.</th>
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<tbody>
<tr>
<td>Adult</td>
<td>88</td>
<td>690</td>
</tr>
<tr>
<td>Children's</td>
<td>561</td>
<td>11,141</td>
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<tr>
<td>Young Adult</td>
<td>26</td>
<td>388</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>675</strong></td>
<td><strong>12,219</strong></td>
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**Children's Programs Breakdown:**

<table>
<thead>
<tr>
<th>No. of Programs</th>
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<tbody>
<tr>
<td>Story Times:</td>
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<tr>
<td>Main Library</td>
<td>176</td>
</tr>
<tr>
<td>East Branch</td>
<td>42</td>
</tr>
<tr>
<td>North Branch</td>
<td>61</td>
</tr>
<tr>
<td>Toddler Drop-In:</td>
<td></td>
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<tr>
<td>Main Library</td>
<td>49</td>
</tr>
<tr>
<td>Movie Programs:</td>
<td></td>
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<tr>
<td>Main Library</td>
<td>41</td>
</tr>
<tr>
<td>North Branch</td>
<td>2</td>
</tr>
<tr>
<td>Craft Programs:</td>
<td></td>
</tr>
<tr>
<td>Main Library</td>
<td>50</td>
</tr>
<tr>
<td>East Branch</td>
<td>6</td>
</tr>
<tr>
<td>North Branch</td>
<td>10</td>
</tr>
<tr>
<td>Class visits:</td>
<td></td>
</tr>
<tr>
<td>Main Library</td>
<td>3</td>
</tr>
<tr>
<td>East Branch</td>
<td>63</td>
</tr>
<tr>
<td>North Branch</td>
<td>2</td>
</tr>
<tr>
<td>Special Programs:</td>
<td></td>
</tr>
<tr>
<td>Main Library</td>
<td>39</td>
</tr>
<tr>
<td>East Branch</td>
<td>4</td>
</tr>
<tr>
<td>North Branch</td>
<td>13</td>
</tr>
</tbody>
</table>

**Summer Reading Club**

<table>
<thead>
<tr>
<th>No. of Participants</th>
<th>No. of Books Read/Listen to</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library</td>
<td>234/2733</td>
</tr>
<tr>
<td>East Branch</td>
<td>33/483</td>
</tr>
<tr>
<td>North Branch</td>
<td>24/437</td>
</tr>
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</table>
Veterans’ Services

Veterans are “Twice the Citizen”

1999 saw an increase both in financial benefits, paid to eligible veterans and dependents under both Massachusetts General Law 115 and federal pension and compensation programs, under the Department of Veterans Affairs. Employment levels were the highest in thirty years, however many types of situations still impacted on a veteran’s ability to work and provide for a minimal standard of living. Massachusetts has the strongest state veterans’ laws of any state in the country. We strive to maximize the usage of state and federal laws to allow receipt of legal entitlements.

On October 30, we were proud to participate in the dedication of the Lawrence A. McNicholas Square at the intersection of Galen and Union Streets. Airman Third Class McNicholas, United States Air Force heroically saved the lives of two individuals from a burning vehicle while he was stationed overseas. Despite having severe burns over much of his body and undergoing several painful operations, he never lost his tremendous spirit for life. Veterans such as he represent the finest that Watertown has to offer in service to their country. It was an honor to be part of the ceremony.

The Department of Veterans’ Affairs (DVA) Hospital at 150 South Huntington Avenue, right outside of Brookline Village, has just about completed the new three story Outpatient/Ambulatory Care Facility. It is in the process of transitioning from an inpatient to an outpatient facility. Assets will be transferred from the nine story DVA Outpatient Clinic at the corner of Causeway and North Washington Streets in Boston over the next year. From information received, it appears as if this DVA Outpatient Clinic will remain open, however at a diminished capacity. In the meantime, the DVA Hospital at 1400 VFW Parkway, West Roxbury will be acquiring more of the assets from Jamaica Plain, making it the primary highest level care DVA hospital in the area. The outpatient clinic along with the two hospitals are now known as the DVA Boston Health Care Network. Over the past year we have made a number of visits to Jamaica Plain to assist veterans in acquiring one of the new picture identification ID cards. Under the new changes for enrollment in the DVA health care system, all veterans must have an ID card to receive care. Additionally, we have made numerous trips to Jamaica Plain and Causeway Street to transport eligible veterans seeking medical care. These DVA facilities are a resource. The Boston area is fortunate in having several facilities within a short distance of each other.

In discussions with each of the medical directors of the individual facilities, veteran’s usage of these facilities continually is encouraged, even if there is no service connected disability. Only ten percent of America’s veterans use DVA medical facilities. All Watertown veterans are encouraged to utilize DVA medical facilities. In many cases prescription drugs may be obtained at very little or no cost. Use of these facilities benefits all veterans.

Work continued on the first of its kind, for Massachusetts, veteran state cemeteries in Agawam and Winchendon. Upon completion, eligible veterans and their spouses will be entitled to obtain a burial plot for no cost. An alternative is the DVA Bourne National Cemetery on Cape Cod. Throughout the past year we continued to enjoy a strong relationship with all of the funeral directors in town. We were proud to provide documentation and assistance as to character and dates of service along with any other requested information such as honor guards for veteran’s burials. Burnham-Manning VFW Post 1105 and the Charles J. Shutt Marine Detachment consistently provided voluntary burial honor guards for burials.

Thanks to the always helpful staff at the Senior Center, we assisted veterans and their spouses in utilizing the SHINE (Serving the Health Insurance Needs of the Elderly) Program, in evaluating medical insurance needs and implementation; Boston College Legal Services, for legal advice and referral; and the DVA Jamaica Plain Hospital mobile medical screening team to enroll veterans in the program and do cholesterol and blood pressure screenings.

Due to the efforts of many volunteers both veteran and non-veteran, our Memorial Day Week of Observance went very well. During the week leading up to Memorial Day on Monday, veterans and supporters placed thousands of American flags on grave sites around town; visited the five schools and talked to the students in assemblies; held a Memorial Day Mass at St. Patrick’s Church; placed wreaths at all of the veterans monuments/streets/squares, etc. in town and participated in our Memorial Day Parade. 

Veterans’ Day 1999 at the Burnham-Manning VFW Post 1105 truly was an inspirational ceremony co-ordinated and conducted by Commander Joseph Couette and his staff. A number of local and state dignitaries along with veterans representatives gave inspirational messages regarding veterans and what their service has meant to this country.

Veterans’ Day, which is always observed on the eleventh hour of the eleventh day of the eleventh month in honor of the Armistice signing from World War I, is a time to remember all veterans. We proudly participated in this very moving and respectful ceremony.

Throughout the year this office assisted veterans and their dependents in dealing with: the Social Security Office in Davis Square, Somerville; DVA Regional Office in the John F. Kennedy Building in Boston; New England Shelter for Homeless Veterans on Court Street in Boston; Department of Employment and Training offices in Cambridge and Newton; Department of Labor in Boston; DVA Regional Veterans Mortgage Office in Manchester, New Hampshire; University of Massachusetts Veterans Upward Bound Program at the Boston campus at Columbia Point; many town departments; various colleges for educational benefits; Watertown Housing Authority, where the staff continually went the extra mile in assisting veterans and dependents in signing up for and receiving all housing benefits to which they are entitled; Department of Transitional Assistance in Davis Square, Somerville; Federal Food Stamp Program; National Personnel Records Center in Saint Louis in obtaining discharges and administrative/medical records; local cemeteries in obtaining grave markers to mark veterans’ graves; and the local Food Pantry.

In October, VFW Post 1105, Shutt Marine Detachment and this office participated in the first “Faire on the Square” held at several locations around Watertown Square. Information about membership, history of the organizations, veterans’ information and the like was passed out to many attendees. It was truly a memorable day for Watertown and we look forward to participating each succeeding year.

Attendance at the Massachusetts Veterans Service Agents Association’s two conferences in February and June proved to be quite informative. Directors of the local regional DVA offices in Boston, Manchester and Providence gave updates on new and ongoing programs along with many other managers from organizations such as Social Security, Medicare, Chelsea Soldiers Home, New England Shelter for Homeless Veterans, Department of Veterans’ Services of Massachusetts, Directors of the DVA Brockton and Jamaica Plain Hospital and others.

As a member of the Watertown Health Task Force, this office participated in monthly meetings with other local groups to include the departments of Police, Fire, Health, Senior Center, West Suburban Elders, Mount Auburn Hospital, Food Pantry, to surface any Watertown resident issues and develop strategies for implementing and resolving problems. This group, established by the Health department two years ago has been extremely helpful in bringing together for the first time a core group of social work/health/public safety professionals working together for the dual purpose of sharing information and resolving problems.

In November, this office attended the Department of Veterans’ Services (DVS) annual three-day training seminar in Worcester. As usual it proved to be quite informative with instruction provided by the DVS staff and various other organizations such as Social Security and Blue Cross/Blue Shield, Tufts Health Plan and Harvard Pilgrim Health Plan. We were honored to be asked by DVS to give a one and one-half hour presentation by using a DVS notebook computer and the Microsoft presentation software package PowerPoint on the subject of computer and Internet technology and how it could be utilized by veterans’ agents to increase productivity and work smarter. It was particularly illuminating when we used a local connection from the hotel, fed it through a notebook computer and displayed some pertinent websites such as the Department of Veterans Affairs, www.va.gov. Many agents were quite interested not only in the information, but also the fact that they could download any DVA form to their own computer and print it out. The instruction appeared to be very well received. Along these same lines, in May this office assisted the Massachusetts Veterans Service Agents Association (MVSA) in association with Shawsheen Vocational Technical School in Billerica, in launching a website, www.mvssa.org.

Any Massachusetts veteran should bookmark this website, as it has quite a bit of useful information for veterans along with links to other useful websites.

In March, MVSA held its annual legislative luncheon at the State House for the purpose of educating legislators on introduced veterans’ legislation and encouraging support for bills introduced by MVSA and others of merit. Attendance was high on both the legislator and veteran side, with Senator Tolman and representative Kaprielian voicing support.

1999 saw legislation entitling all 100% service connected veterans to an annuity of $1,500 payable in two installments of $750 each, August 1 and February 1. We were proud to identify and notify a number of Watertown veterans to which this applies and are continuing to work on identifying any other eligible veterans.

To enable veterans to be aware of ongoing programs and updates, we posted a Veterans Bulletin Board outside the Veterans Services Office in Town Hall. Information will be updated and posted periodically and we encourage all Watertown veterans and dependents to stop by and make note of items of interest.

This office exists to help veterans and their dependents with any and all issues that may occur. Let us know if we can be of assistance. Based on their unwavering service to their country, the veteran is truly, "TWICE THE CITIZEN".
The John A Ryan Skating Arena successfully completed its twenty-eighth year of operation. Watertown Youth Hockey provided a twenty-eight week program for the youth of Watertown. Their program continues to improve and grow through the hard work of the league officers, coaches and players.

Watertown High School girls' team qualified for the State playoffs while the boys' team continues to work hard. Trinity Catholic and Newton South also call the Arena home and both qualified for the state playoffs. The Massachusetts Interscholastic Athletic Association hosted ten games at the Arena, including Division Three semi-finals.

The summer of 1999 had improvements done to the interior of the building. These included replacement of seven sections of the boards and backing. The locker rooms and stands were given a fresh coat of paint. The DPW’s wire department replaced a circuit breaker panel that was beyond its useful lifespan and was becoming a problem. Additionally, the DPW replaced a large area of the parking lot to improve drainage. The Arena floor has settled up to six inches in spots and hopefully will be replaced in the next shut down season.

The entire staff would like to thank the Staff at Town Hall for all their help. Thanks also go to Department of Public Works, Watertown Fire and Watertown Police for answering our calls for assistance in a timely manner.

Department of Public Works

Administration
The office staff handles public relations and information, permits, departmental payroll, purchasing, invoicing, accounting, water and sewer billing, commercial trash collection billing, cemetery records, funding issues surrounding all construction contracts and interface with state and federal agencies. Administrative staff also maintains communications with the Town's contractor providing residential trash removal, and handles public relations, data collection and analysis, and State reporting requirements regarding trash collection and recycling.

Cindy Coffin joined the Department in October 1998 in a position added to alleviate the burden of administrative concerns facing the Department. The staff was saddened by the death of Rosalie Ranno in April 1999.

Cemetery
The Cemetery division is responsible for maintenance of over thirty acres at three separate locations, sale of grave plots, preparation of graves and oversight of funerals at Town cemeteries.

In FY99, the division handled 136 interments, buried 1 stillborn infant and an additional 19 remains from cremations. Twenty-four single graves (for two burials) were sold for immediate use as well as 3 double graves (for four burials) and 3 triple graves (for six burials). There were three disinterments.

Central Motors
The staff maintains and repairs the majority of the Town vehicles. The Department purchased a new sewer service truck. The style of the truck featured changes from past specifications in an effort to reduce wear and tear on the brakes and transmission. The brake size was increased and a heavier duty transmission was incorporated. The gross vehicle weight changed from 11,000 to 21,000.

Forestry
The Forestry division handles pruning and maintenance of the urban forest and shrubbery on Town property. In FY99, the Forestry division removed 111 trees and 146 stumps. There were 13 trees felled by storms and one by a motor vehicle accident. Division staff processed 133 requests from residents for tree trimming and handled the annual chipping of Christmas trees in January and February 1999.

Staffing changes included the hiring of Phil Clark. Equipment purchases included a new tree truck, a new tree chipper, and a new stump grinder.

Highway
The Highway division is responsible for maintenance and repair of approximately 72 miles of Town roadway and 144 miles of Town sidewalk, maintenance and repair of paved areas abutting or contained within Town facilities, review and issuance of relevant permits.

Work began on Spruce, Stuart, Wilmot and St. Mary Streets. The scope of work included full depth roadway reclamation, placement of bituminous pavement, with additional sidewalk and driveway work, drainage repairs and placement of loan and seed as required. The work was completely funded with State Aid funds; no local tax dollars were spent. The contractor is the A.R. Belli Corporation.

The Department’s ongoing programs for Permanent Street Patching and Crack Sealing are starting to yield some benefits in prolonging the life span of a given road surface.

The Department purchased a new Elgin street sweeping machine and a new street sweeper.
The Department was again fortunate to lot, playground equipment and installa
tion of the tennis courts and the basket
division repairs and maintains Town facil
of Elec
ties, including HVAC and lighting systems, signage for elections and Town functions and the complex electrical wiring for Town wide fire alarm and emergency response systems. Staff also worked extensively on seasonal lighting and banners.

Sewer and Water
FY99 saw the establishment and operation of the Water and Sewer divisions as separate Enterprise Funds.
The scope of services for water and sewer staff continued to cover maintenance and repair of approximately 80 miles of sewer mains and 80 miles of drains with accompanying service laterals, cleaning of all Town catch basins, plumbing for all Town facilities, review of relevant permits.
In pursuit of these goals, in FY99 the staff repaired 14 sewers, repaired 3 water main leaks and 63 water leaks, replaced 15 fire hydrants, performed 26 water service renewals, and repaired 8 drains. Bolstered by services of outside contractors, the division repaired the Capitol Street sewer, the Jefferson Street sewer, the Parker Street drain, the Garfield Street drain, the Barnard Ave. drain, the Derby Rd. drain, the Main Street drain and the Bridge Street drain.
In response to continually expanding mandates of regulatory agencies, division staff continued testing and inspections required by the United States Environmental Protection Agency and the Massachusetts Department of Environmental Protection. The Division continued to utilize the services of Advanced Pipe Inspection for cleaning and televison inspections of sewer and drain lines and of Hydraulic Engineering for inflow and infiltration testing and surveys, smoke testing and elimination of illicit connections.
Pursuant to the Department's program to eliminate illicit connections to the drain system, thereby improving water quality in the Charles River, the Department created RiverWatch, an innovative plan to monitor river quality based on visual observation of the river itself. Two bicycles and a boat were purchased for staff to use traversing the riverbanks in search of signs of pollutants or damaging activities. The program was so well received by the EPA that Watertown was chosen as the site of a spring press event to announce the success of EPA's programs to improve water quality in the Charles River
Steve Haggerty and Chuck Hyde joined the ranks of the Water and Sewer Divisions to mitigate the impact of long term staff absences.

Snow and Ice
The Department of Public Works continues to be proud of its unparalleled reputation for superior snow and ice control.
The Department of Public Works is testing new ground speed controls in an effort to reduce the volume of deicing chemicals used when treating Town road surfaces.
Towards this end, the staff continually investigates new materials and techniques to keep current with the latest available technological discoveries available on the market.

Waste Disposal
In November 1998, Gino DiPietro was hired as the Town's new Recycling Center attendant, following the resignation of Bill Sache.
The settlement of the contentious lawsuit between the twenty-three NESWC communities and Mass Refuse Tech, management company for the North Andover incinerator, was settled in the spring. At issue were the costs of the federally mandated retrofit, which MRI originally estimated at $66 million, and the party responsible for payment, which MRI contended to be the NESWC communities. The settlement set the cost at $35.5 million, with the NESWC share at $17 million. Individual community shares were determined by their GAT percentage of the total cost.
To close out the fiscal year, the Town sold a record 1137 tons of excess capacity at the NESWC trash incinerator in North Andover to other NESWC communities. This yielded a record income of $73,900 to the Town and assisted three other NESWC municipalities who were over their own Guaranteed Annual Tonnage (GAT) in deliveries.
Administrative Services

In 1998 the Police Department received a grant under the U.S. Department of Justice's COPS MORE program for the purchase and installation of state of the art mobile laptop computers in a number of marked police cruisers. In 1999 the purchase of this equipment was completed and installation of the system commenced. These mobile laptop computers are replacing mobile data terminals (MDT’s) that were purchased in 1988. The new mobile laptop computers provide many new features. One feature of this system is called “silent dispatch” which is used when a call is to be sent out to the mobile laptop computer in a cruiser informing the officer to respond to a crime in progress or to a call of a sensitive nature. This will be done without a voice message being broadcast over the radio system, thus preventing criminals with radio scanners from being alerted that a police response is in progress. The new system will allow officers in cruisers to download pictures of wanted persons. Another important feature which will be eventually incorporated into the mobile laptop computers is the ability of officers being able to complete their police reports in their cruisers.

The mobile laptop computers will be a much needed improvement enhancing the delivery of police services to the citizens of Watertown and increasing the safety of officers. The new system should be fully operational by July 2000.

In 1999 the Police Department received a grant from the Commonwealth of Massachusetts for $60,000.00 to continue implementation of the Community Policing program.

In 1999 the Police Department completed expenditures authorized under the Bureau of Justice Block Grant it received in 1997. The department purchased computer software, radio equipment, and funded Citizen Police Academies.

Also, in 1999 the department was awarded its fourth consecutive Bureau of Justice Block Grant. As in the case of the previous three, this grant will provide spending for a myriad of products and services that will enhance delivery of police services for the citizens of Watertown.

Training

During 1999 all members of the Watertown Police Department attended thirty-two hour in-service training sessions presented by the Massachusetts Criminal Justice Training Council. The in-service training program has a core curriculum consisting of criminal and constitutional law updates, ethics, elders issues, defensive tactics, and cardiopulmonary resuscitation (CPR). Department instructors were re-certified in the areas of infrared Breathalyzer, CPR, handcuffing, “pepper mace”, firearms, rape aggression defense (RAD), self defense, and E-911 telecommunications.

Patrol officers received specialized instruction in the following areas: community policing, domestic violence, juvenile violence, powers of arrest, motor vehicle stops, police traffic radar operation, auto theft, basic drug identification and investigation, search and seizure, explosives and bomb threat familiarization, emergency vehicle operation, officer survival and patrol tactics, suicide prevention, elder financial exploitation and investigation, Drug Abuse Resistance Education (D.A.R.E.), E-911 operation, sexual harassment awareness, and employee assistance.

In keeping with the Department's community policing efforts, fourteen officers attended an intensive training course in community policing sponsored by the New England Community-Police Partnership and held at St. Anselm's College in Manchester, NH.

Traffic Division Officers attended courses in motor vehicle law, motorcycle operation, standardized child passenger safety, basic and advanced motor vehicle accident investigation, and motor vehicle homicide investigation.
Specialized training was conducted in the Detective Division. Detectives attended seminars in interview and interrogation techniques, DEA basic narcotic drug interdiction, confidential informants, transient criminal activity, counterfeit money and driver licenses, homicide and DNA evidence, sexual assault investigation, crime scene analysis, police photography, latent fingerprint recovery, identification-kit usage, law enforcement and the Internet, and firearms licensing laws.

Police supervisors received additional training sponsored by various law enforcement and academic specialists. Captain Edward Deveau attended the FBI National Academy. Sergeant Joseph Deignan attended a three week supervisors' training course sponsored by Babson College in Wellesley, MA. Additionally other supervisors received training in critical incident management, civil liability, grant writing, firearms licensing, computer usage, accreditation management, managing the training unit, and other police supervisory skills.

Civilian employees and public safety dispatchers received training in first aid, workplace safety, civil liability, dispatcher's roles in domestic violence calls, and basic fire department dispatcher operations.

The Police Department's commitment to a well trained and educated force is an ongoing process and will continue into the future.

Field Services

Patrol Division

The primary mission of the Patrol Division is to serve Watertown's citizens through a cooperative effort and to protect their property through enforcement of laws and highly visible deterrent activities. The officers of the Patrol Division represent the department's first response to all emergencies and most calls for service. During 1999 the Patrol Division responded to 31,342 calls for service. These calls initiated investigations and events that resulted in 761 arrests. These statistics do not reflect officer-initiated contacts made by patrol officers during the course of routine patrol.

Heavy emphasis by the Patrol Division was also placed in the enforcement of traffic regulations in keeping with the goal of moving vehicular traffic safely and effectively on the streets of Watertown. Officers and equipment were assigned to monitor and enforce traffic rules and orders when necessary in keeping with this goal.

Patrols were adjusted during the course of the year to address increased activity due to crime trends, holidays, special events, and recreational events at parks and playgrounds. Patrols were increased during peak shopping periods in the business districts of Watertown. This was accomplished by using motor patrol, foot patrol and the use of bicycles. The Patrol Division works in concert with other divisions in the Police Department and outside public and private agencies within the area to accomplish the objective of providing the most effective deployment of personnel possible. Computer data is analyzed on a daily basis to assist in the deployment of Police Officers to areas in need of police attention.

The department had two officers retire in 1999, Off. Donald Higgins with over thirty years service and Off. Charles Lenaghan with twenty-five years of service. A new hire, Darin Cromwell joined the department in October 1999. After completing academy training in February 2000 he is scheduled to join the Patrol Division.

The Patrol Division, as well as the entire police department, is committed to Community Policing. One of the goals of Community Policing is to build a partnership between the police and the community, encouraging interaction between the two so that we can solve community problems together. This partnership also allows the community to let the police know what concerns they have and which issues they feel are important and would like addressed.

The department has been trained in this philosophy over the past few years by Professor George Keeling of Northeastern University and the Kennedy School of Government at Harvard University. Two officers are currently assigned full time to the Community Policing Unit. Officer Lloyd Burke is assigned to the Upper Lexington Street area and also devotes a large amount of time at the Middle School. Officer Robert Dexter is assigned to the East End of Town and spends a large amount of time at the Willow Park development. Through federal grants the department has received, route patrol
officers are also relieved of their assignment for a portion of their shift and allowed to work with the community on various issues and problems. Accomplishments include: a Police Athletic League that has had over one hundred and fifty youths participate and are coached by police officers and dispatchers who volunteer their time; a "Cop's and Kids" program involving police officers, students and teachers in a structured after school program between the hours of 2:30 p.m. and 5:30 p.m. In 1999 the Police Department held two Citizens Police Academies which give participating citizens an inside look at the police department. Each class is made up of approximately twenty citizens, of all ages, and is taught by police officers on various subjects including narcotics, criminal law, traffic, patrol procedures, and deadly force. The program also included a ride along, where participants can ride with an officer on patrol to get an up close and personal view of police work.

Personnel

Reinstated
Peter Seminara  Patrolman  10/07/99

Appointments
Darin Cromwell  Patrolman  09/23/99

Retirements
Off. Donald Higgins  04/23/99
Off. Charles Lenaghan  09/29/99

In Memoriam
It is with deep regret and a sense of personal loss that we record the passing away of the following members of this Department who, during their years of service, faithfully performed their duties.

Lieutenant Lawrence F. Galligan
Retired 04/02/75  Deceased 02/18/99
Years of service 31

Officer Thomas H. Furdon
Retired 11/06/74  Deceased 03/07/99
Years of service 21

Officer Francis A. Garafalo
Retired 07/31/74  Deceased 03/28/99
Years of service 38

Lieutenant Edward J. Vaughan
Retired 05/04/78  Deceased 05/14/99
Years of service 17

Officer Alfred E. Williams
Retired 12/07/73  Deceased 08/09/99
Years of service 17

Crime Prevention Unit

The Crime Prevention Unit is staffed by the Community Policing and D.A.R.E. Officers. These officers coordinate programs for both the residential and business community. The unit continues to target specific geographic areas, based upon crime type and frequency, that may be vulnerable to criminal activity.

Crime prevention programs were:
Operation Identification, where engraving tools are made available to mark personal valuables. Home & Business Security Surveys, where officers visit home and business locations and advise owners on such matters as alarms, locks, and lighting. Neighborhood Watch, where meetings of concerned neighbors are encouraged to watch the property of others and report anything suspicious. Crime prevention and awareness programs were held for various civic groups as well as employees from the business community, through company health fairs and other functions. Matters related to substance abuse, personal protection, and protection of property, both at home and in the workplace, were all covered in these meetings. The Crime Prevention Unit conducted classroom instruction at the elementary school level throughout the year in such areas as pedestrian safety, bicycle safety, school bus safety and substance abuse awareness.

Traffic Division

In 1999 the Watertown Police Department Traffic Division continued their traffic enforcement activities throughout the Town. Officers continued to vigorously enforce moving motor vehicle laws and parking regulations to make the roadways safe for all residents and commuters. The Traffic Division continued a major traffic enforcement program in Watertown Square, an effort that was initiated in 1998 and continued through 1999 where once again over 1,000 moving violations were issued for red light violations and other offenses.

A new Harley Davidson Motorcycle was added to the Traffic Division bringing the total compliment of motorcycles in the Division to three. Officers operating these motorcycles attended 40 hours of instruction at the Boston Motorcycle Training Academy and the M.B.T.A. Police Motorcycle Training Academy.

The Traffic Division is now supervising two new Town employees who are employed as Parking Enforcement Officials, positions that have not been occupied since Proposition 2 1/2 was enacted. The addition of these positions allows Police Officers to dedicate their time to other police duties.

The Traffic Division is responsible for the supervision of twenty three full time and five part time traffic supervisors. These supervisors are responsible for traffic control and the safe passage of school children in and around the public schools. The major enforcement statistics for 1999 are as follows:

<table>
<thead>
<tr>
<th>Type of Violation</th>
<th>Statistic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moving motor veh. violations</td>
<td>13,463</td>
</tr>
<tr>
<td>Parking violations</td>
<td>36,821</td>
</tr>
<tr>
<td>Oper. under inf arrests 1st offense</td>
<td>75</td>
</tr>
<tr>
<td>Oper. under inf arrests 2nd offense</td>
<td>4</td>
</tr>
<tr>
<td>Oper. under inf drugs</td>
<td>1</td>
</tr>
<tr>
<td>Oper. after suspension/revocation</td>
<td>232</td>
</tr>
<tr>
<td>Oper. without being licensed</td>
<td>152</td>
</tr>
</tbody>
</table>

During 1998 the Watertown Police Department investigated 1,054 reportable motor vehicle accidents. These accidents were as follows.
Training Council. Officers of the Traffic

These officers attended a two week Basic

Accident Investigation School sponsored

funds were used to purchase ten new

assigned to the Traffic Division in 1999-

various parts of the Town.

There were no fatal automobile accidents

in 1999.

During 1999 the Traffic Division received

a speed monitoring trailer which when set

up shows motorists their speed and what

the speed limit is. The trailer which cost

$15,000.00 was purchased as part of a

Federal Government Block Grant. The

Traffic Division also received a $7,500.00

Pedestrian Safety and Education

Enforcement Grant from the Governor's

Highway Safety Bureau. A portion of these

funds were used to purchase ten new

highly visible pedestrian crosswalk signs

which have been placed in crosswalks in

various parts of the Town.

Two additional Police Officers were

assigned to the Traffic Division in 1999.

These officers attended a two week Basic

Accident Investigation School sponsored

by the Massachusetts Criminal Justice

Training Council. Officers of the Traffic

Division are on call 24 hours a day and

respond to all serious and fatal accidents.

In 1999 the Traffic Division conducted

surveys, studied traffic flows and conduct-
ed investigations for the Waterdown

Traffic Commission. This information

assisted the Traffic Commission in their

determination for the addition, replace-

ment or deletion of traffic signs, rules and

regulations.

The Traffic Division also conducted sur-

veys, investigations and studies of traffic

flow for proposed construction projects

for other Town agencies to determine

what the traffic impact of these projects

would have upon the Town.

Detective Division

The Detective Division is comprised of the

Investigative Unit, Licensing Unit, Juvenile

Unit, Domestic Violence Unit, Drug Unit

and Prosecutor's Unit. Members of the

division investigated numerous crimes,

initiated investigations, inspected licensed

premises, and were involved in programs

for juveniles, the elderly, the business

community and the general public.

In April 1999, just eight days after the

Columbine High School, Colorado shoot-

ing an bombing incident, Watertown High

School received its first of three succes-

sive bomb threats. These cases were thor-

oughly investigated and two juveniles were

identified and successfully prosecuted.

In August 1999 Friendly's Restaurant on

Arsenal Street was robbed by three sus-
pects with a firearm who handcuffed the

employees while robbing the safe. In

September 1999, the Detective Division

successfully concluded the investigation of

this incident resulting in one suspect

being arrested, a second suspect being

summoned to court and an arrest warrant

being issued for the third suspect.

As a result of a Federal Accountability

Incentive Block Grant (JABIG) the

Watertown Police Department initiated the

Juvenile Encounter Team Program

(J.E.T.). The J.E.T. program will be in

operation from September 1 to August 31, 2000. The Program is a coop-

erative effort between the Waltham

District Court Probation Department, the

Middlesex District Attorney's Office and

the Watertown Police Department. The

program which is directed by Detective

Michael Munger funds weekend night

patrols of teams consisting of a police

officer and a probation officer. The team

attempts to locate, field interview and

counsel youths who have been identified

as being "at-risk" or youths that are cur-

rently on probation. This team approach

is proving effective at lowering the num-

ber of youths becoming recidivists. Two

probation officers and six police officers

are assigned to the program.

The Domestic Violence Unit was estab-

lished in 1992 and investigates over 200

cases a year. In addition, the unit provides

legal advice, support and assistance to

other agencies, with the emphasis being

placed on the safety of the victims and the

prosecution of the abuser.

The Watertown Police Department is a

member of the Suburban Middlesex

County Task Force which was formed in

1996 and consists of officers from eight

area police departments. The division

currently has one detective assigned to

the task force. In 1999 the SMCDTF con-

ducted fifty-three (53) investigations, suc-

cessfully closing forty-six (46). These

investigations resulted in the arrest of

eighty-one (81) persons and the follow-

ing seizures. Drugs: Cocaine - 204 grams,

Marijuana - 6.5 pounds, Heroin - 398

bags, Valium/Demerol/Clonopins - 18

pills, Ecstasy-165 tablets,

Methamphetamine - 2.2 pounds,

Weapons: Handguns - 4, Assets: Vehicles -

4, Computers - 2, Currency - $45,677,

property - 1 restaurant.

The Detective Division has continued to

work closely with area departments,

including Boston, to address the increase

in gang activity. A detective has been

assigned to identify and monitor gang

activity. The division also works with

other local and Federal and agencies in

the areas of gaming, organized crime,

and firearms.

Throughout the year there was a continued
effort to scrutinize reported crimes. This
strategy revealed that many crimes that
were reported were unfounded or false
and that many reported commercial larcenies were committed by employees.

In addition to their normal duties the division also conducted a series of drug and alcohol related "sweeps" aimed at curtailing teenage involvement in such activity. Package stores, clubs, and restaurants were monitored and youths questioned as to proper identification. The success of these operations is a result of the educational efforts of this division directed towards these liquor establishments and the strong enforcement action by the Watertown Licensing Board. The division also participated in teaching several classes at the Watertown Citizens Police Academy.

Substance Abuse Statistics
In 1999 as a result of the investigations of violations of the narcotic drug laws fifty-seven (57) arrests were made for the below charges:
- Conspiracy to violate C.S. Act 7
- Unlawful poss C.S. 33
- Unlawful manufacture/dist C.S. 1
- Unlawful poss needle/syringe 2
- Trafficking in cocaine 3
- Poss/dist within school zone 1
- Poss int to dist. C.S. 9
- Unlawfully obtaining C.S. 1

TOTAL 57

In addition to the above court actions numerous drug investigations resulted in referrals to medical and/or psychiatric facilities.

Juvenile Unit
During 1999, the Watertown Police Department Juvenile Unit had official contact with a total of 164 juveniles (106 males and 58 females) for various offenses. As a result of these contacts forty three (43) were arrested, twenty six (26) were summoned to court. The remaining ninety five juveniles had police contact that did not result in court action. Twenty nine (29) runaways were located with the assistance of the police department.

The Watertown Police Department initiated twenty eight (28) child abuse or child neglect investigations with the Massachusetts Department of Social Services.

Also in 1999 the Juvenile Officer conducted classes on law and police procedure at the Senior High School, the Middle School, and a Cambridge elementary school. Also during 1999 he participated in Career Day at the Middle School, provided supervision at the High School Senior Class all-night graduation party, and directed the annual Shamrock Road Race.

In addition to the above, the Juvenile Officer serves on the Community Based Justice Program of the Middlesex District Attorney's Office, continues to represent the Police Department as a member of the Governor's Alliance Drug Task Force, Massachusetts Juvenile Officers Association, and serves on the Council on Community Education.

The Juvenile Officer also conducted classes at the Watertown Citizen's Police Academy during 1999.

In 1999 the Juvenile Officer received a federal grant to establish, in conjunction with the Probation Department of the Waltham District Court, a new juvenile Encounter Team Program to interact with youthful offenders.

Prosecutors Unit
During 1999 the Prosecutor's Unit prosecuted over 2,200 criminal cases. Also, during this time this office processed in excess of 1,800 motor vehicle related cases. Appeals of motor vehicle citations resulted in court hearings on over 500 traffic citations and a resultant 275 appeals of those hearings.

In addition to prosecuting cases resulting from arrests, the Prosecutor's Unit is also responsible for obtaining warrants and summons resulting from investigations by the Detective Division.

The Prosecutors Unit processed all criminal complaints made by civilians as well as the above police initiated cases. Civilian complaints arise from actions taken by private citizens and private security services that may require a police report but not the physical arrest of a suspect.

This Unit is responsible for the scheduling of court hearing dates andthe appearance of police officers and civilians as witnesses, court dates, analysis and continuity of physical evidence such as drugs, weapons and documents for both the District Court proceedings and any Grand Jury actions or appeals to the Superior Court. At the conclusion of necessary court proceedings, the Prosecutor's Unit coordinates the return of property to its owners, destruction of drugs, disposition and/or destruction of firearms and other weapons.

Licensing Unit
In order to encourage cooperation between the licensees in Watertown and the Police Department, with an intent to detect possible violations of the laws and regulations governing licenses, members of this unit conducted inspections of various licensed establishments during both day and night time hours. Any irregularities observed during these inspections were investigated and appropriate action taken whenever deemed necessary.

During 1999 complaints filed with the Watertown Licensing Board resulted in the following actions being taken: the suspension of four (4) licenses for alcohol establishments for a total of twenty-four (24) days. Several establishments had their licenses modified. Also, in addition, several licensed establishments, including both alcohol and auto repair, were issued written warnings.

It was found necessary to suspend two (2) firearms permits for various violations.
<table>
<thead>
<tr>
<th>License Applications 1999</th>
<th>Approved</th>
<th>Denied</th>
<th>Total</th>
</tr>
</thead>
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<tr>
<td>Amusement Devices</td>
<td>74</td>
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<tr>
<td>Auctioneers Special</td>
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<tr>
<td>Yearly</td>
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<tr>
<td>Auto Dealers Class 1</td>
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<td>8</td>
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<tr>
<td>Class 2</td>
<td>13</td>
<td>0</td>
<td>13</td>
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<tr>
<td>Class 3</td>
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<tr>
<td>Auto Leasing/Rental</td>
<td>4</td>
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<tr>
<td>Auto Repair Shops</td>
<td>68</td>
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<tr>
<td>Beano Licenses</td>
<td>8</td>
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<td>Block Party</td>
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<tr>
<td>Change of Manager</td>
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<tr>
<td>Change of Ownership</td>
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<td>Common Victualers Licensees</td>
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<tr>
<td>Constables</td>
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<tr>
<td>Entertainment Permits</td>
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<td>Firearms-Alien Registration</td>
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<td>Dealers</td>
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<td>Purchase-Permit to</td>
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<td>F.I.D. Cards</td>
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<td>Hackney Carriages</td>
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<td>Drivers</td>
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<td>Livery</td>
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<tr>
<td>Stands-Private</td>
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<tr>
<td>Public-Rotating</td>
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<td>Junk Collector</td>
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<td>Liquor-Clubs</td>
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<td>One Day Permits</td>
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<td>Package-All Liquor</td>
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<tr>
<td>Beer &amp; Wine</td>
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<td>Restaurant-All Liquor</td>
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<td>Lodging House</td>
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<td>Music Box Licensees</td>
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<tr>
<td>Parking Lot-Open Air</td>
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<tr>
<td>Peddlers</td>
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<td>Private Functions</td>
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<td>20</td>
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<tr>
<td>Public Dance Permits</td>
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<tr>
<td>Public Weighmaster</td>
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<tr>
<td>Raffle &amp; Bazaar Permits</td>
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<tr>
<td>Retail Store (24 Hour)</td>
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<td>Road Races</td>
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<tr>
<td>Second Hand Dealers</td>
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<tr>
<td>Service Station (24 Hr)</td>
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<tr>
<td>Solicitors</td>
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<td>Special Closing Hours</td>
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<td>Special Police Officers</td>
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<tr>
<td>Sunday License</td>
<td>5</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Misc. Investigations(WLB)</td>
<td>103</td>
<td>0</td>
<td>103</td>
</tr>
</tbody>
</table>

**TOTALS**                                      1,099  13   1,022
Fire Department

Emergency Incident Response:
The Watertown Fire Department responded to 3,691 reported fires and emergency calls for assistance during the year 1999. A summary of those incidents and estimated property losses as compiled by the Fire Prevention Bureau is as follows:

- Accidental alarms from building fire reporting systems: 578
- Motor vehicle fires: 30
- Assistance with animal control problems: 6
- Investigate an oil leak or odor: 8
- Investigate a gas leak or odor: 55
- Brush or grass fire: 32
- Heating system malfunction or fire: 43
- Smoke condition investigated: 93
- Electrical problem with appliance or building service: 33
- Building or structure fire: 17
- Fires in stoves or cooking appliances: 30
- False calls reporting a fire or emergency: 33
- False calls reporting an explosive device: 10
- Assist with water problem in building: 69
- Assist with being locked out of automobile or dwelling: 96
- Hazardous material spill or leak: 21
- Emergency medical assistance call: 1,991
- Miscellaneous calls for assistance: 76
- Mutual aid response to other communities: 179
- Elevator emergencies, victims trapped inside elevator car: 16
- Motor vehicle accidents: 158
- Calls investigated, services rendered as required: 37
- Downed electrical or utility wires: 33
- Reset building fire protection alarm system: 25
- Rubbish or dumpster container fires: 22

Total Number of Emergency Responses for the Year 1999: 3,691

Annual Apparatus Response for 1999:

Central Fire Station (Station 1), 99 Main Street:
- Engine 1: 1,524
- Ladder 1: 793

East Watertown Fire Station (Station 2), 564 Mount Auburn Street:
- Engine 2: 1,109
- Ladder 2: 440

North Watertown Fire Station (Station 3), 270 Orchard Street:
- Engine 3: 1,012
- Fire Rescue (emergency medical ambulance): 1,982

Note: some incidents require response of more than one unit to the scene of the emergency.

Two Multiple Alarm Fires in 1999:
The Fire Department responded to many structure and dwelling fires during the year. The initial response to such calls is by two engine companies and an aerial ladder company, under the command of the deputy fire chief on duty. This response is usually sufficient to confine and extinguish the fire. However, when conditions require the response of more fire apparatus, the officer in charge at the scene orders additional alarms to reinforce the initial fire attack.

Watertown firefighters responded to two fires in 1999 for which a second alarm was sounded, bringing two more engine companies and another aerial ladder company to the fire location. The location of the fires, and the date of the incident, are as follows:

- Date: 12/31/99 Location: 21 Priest Road, Residence
- Date: 12/31/99 Location: 55 Waverley Ave, Woodland Towers, elderly housing complex

Mutual Aid Assistance from other Greater Boston Fire Departments

The Watertown Fire Department thanks the Belmont, Cambridge, Newton and Waltham fire departments for providing fire scene response and fire station coverage during 1999 when all Watertown firefighters and units were engaged in fire suppression activities.

Mutual Aid Response to other Communities

The Fire Department responded to other municipalities in the Greater Boston area 57 times in 1999, under the established Metrofire District mutual aid assistance agreement. This was in addition to the dispatch of the Watertown Fire Rescue/ambulance to the Town of Belmont for

Firefighter Arthur J. Geswell Jr., third from left in photo, is joined by family and Fire Chief Paul F. McCaffrey after Mass. Firefighting Academy graduation exercises for fire fighters completing the 55-day Recruit Firefighter Course on June 25, 1999. Geswell was appointed a Watertown firefighter on April 7, 1998.
Firefighter Scott W. Carton was appointed to the Fire Department on July 29, 1999. Carton, at center of photo, is congratulated by Fire Chief Paul F. McCaffrey, at right, during ceremonies at Town Hall. At left is the Town Manager, Michael J. Driscoll.

backup emergency medical response on 122 occasions. These 57 fire suppression responses were to reported fires near the boundary between Watertown and an adjacent community, or to fire station coverage assignments during major fires in other cities and towns, or on six occasions directly to the fire to assist other departments with firefighting efforts.

Estimated Property Losses in 1999:
- Structure fires: $369,500
- Motor vehicle fires: $59,500
- Other fires, all categories: $13,500

Total Estimated Dollar Loss: $442,500

Largest Losses in Property:
- 55 Waverley Ave. residence for the elderly: $125,000
- 21 Priest Rd. single-family dwelling: $150,000

Fees Collected:
- Smoke detector inspections: $12,765
- Copies of departmental reports: $187
- Required Permits for product storage, or regulated activities: $11,655
- Annual fees for connection to master fire alarm boxes: $13,733
- Cargo tank-truck vehicle inspections: $120
- Required fire prevention inspections, conducted quarterly: $700

Total Fees Collected: $39,160

Fire Inspections Conducted by Fire Apparatus:
- Oil burner inspections: 61
- Smoke detector inspections: 637

Fire Department Provides Basic Emergency Medical Assistance
The Fire Department has provided basic emergency medical care and transportation for citizens in Watertown since 1975. The department has 65 firefighters who are certified emergency medical technicians. The remaining firefighting personnel are qualified to state standards as medical First Responders.

All members of the department certify annually in cardiopulmonary resuscitation (CPR) skills. The department's engine companies and ladder companies are also equipped to handle medical emergencies. The closest available engine company is dispatched with the Fire Rescue to medical assistance calls. Ladder companies are sent to the emergency scene when their specialized rescue skills or equipment are needed.

Firefighters who are either Emergency Medical Technicians or Medical First Responders are also trained on the use of the semi-automatic cardiac defibrillator. These defibrillators are carried on the Fire Rescue/ambulance, as well as the first-responding engine companies and aerial ladder companies. Watertown is one of several communities in the Greater Boston area to have these life-saving units available for early response to emergency medical incidents.

A cooperative agreement with the Armstrong Ambulance Company to provide Advanced Life Support (ALS) service in Watertown was instituted in November 1995. ALS services are provided by a non-transport Advanced Life Support unit staffed by two certified Paramedics.

The ALS system is a two-tier model. The Watertown Fire Department provides emergency medical Basic Life Support service, and the dispatch of its ambulance unit to the scene upon receipt of a medical emergency call. Watertown public safety dispatchers also send the ALS unit if the nature and circumstances of the reported incident, such as a cardiac-related emergency, are within certain guidelines.

Medical direction for Watertown Advanced Life Support activity is provided by the South Middlesex Emergency Medical Services Consortium through the Mount Auburn Hospital. Patients are
When Advanced Life Support services are provided to patients, billing for those services is by the ALS provider, with a base fee reimbursement to the town for the transport services rendered.

S.A.F.E. Fire Safety Education Program:
The Town of Watertown received a Fiscal Year 2000 Student Awareness of Fire Education (S.A.F.E.) Program grant award of $5,225. This grant will provide financial resources to continue a fire safety education program by our firefighters for the school children of Watertown. Past grants are as follows: $18,000 in 1995, $8,500 in 1996, $5,331 in 1997, and $5,650 in 1998.

The awards were announced during 1999 by Secretary of Public Safety Jane Perlov and State Fire Marshal Stephen Coan. The funds will provide for required recurrent training and attendance at regional meetings of S.A.F.E. Instructors, and will allow an estimated 130 hours of direct program delivery to Watertown school children.

Firefighter Duke Arone and Firefighter Paul Coughlin are the S.A.F.E. Instructors. Other Fire Department members who participate in the program include the fire inspector, Captain Anthony Ferolito, and Lieutenant Thomas McManus whose efforts during the first two years contributed greatly to the successful and ongoing program.

"Faire on the Square" Open House Held in October
Watertown firefighters hosted a successful Annual Open House on Saturday, Oct. 2, 1999, at the Central Fire Station on Main Street. The Open House was held in conjunction with the "Faire on the Square" activities that day in Saltonstall Park and throughout Watertown Square. Approximately 3,000 visitors toured the fire station, inspected the apparatus and enjoyed refreshments, including pizza donated by the Papa Gino's restaurant at the Watertown Mall. In addition, a fire engine staffed by Watertown firefighters was part of a truck and special motorized equipment display at Saltonstall Park for the enjoyment of children of all ages.

Massachusetts Firefighter Service Awards
The Mass. Fire Service Commission and the State Fire Marshal established the Massachusetts Fire Service Award Program in 1999 in order to recognize firefighters who have served their department and community for many years. The following members of the Watertown Fire Department are 1999 recipients of the Massachusetts Firefighter Service Awards:

20-Year Award:
Firefighter William T. Hughes
Firefighter John L. Martin
Lieutenant Eugene J. Merullo Jr.
Firefighter Joseph C. Ridenti
Lieutenant Gerard F. Caruso
Lieutenant Peter F. Baker
Firefighter Charles J. Garlisi
Firefighter David J. Parrella

25-Year Award:
Lieutenant Joseph C. O'Grady Jr.
Captain Michael J. Leone
Firefighter Thomas H. Stearns
Firefighter Thomas L. Jones
Lieutenant John R. Aste
Deputy Chief Anthony M. Gianotti
Captain John J. Babstock
Firefighter David P. Stead
Firefighter Thomas L. Walsh
Firefighter Richard C. Alexson
Retired Lieutenant John J. Haggerty
were deeply saddened by the tragic deaths of six Worcester firefighters at a warehouse fire in that city on December 3, 1999. During the extended firefighting operations and subsequent efforts to locate and recover the fallen firefighters, fire department units and firefighters from throughout Massachusetts responded to the scene and to provide coverage at Worcester fire stations.

Worcester Fire Tragedy

Members of the fire service community were deeply saddened by the tragic deaths of six Worcester firefighters at a warehouse fire in that city on December 3, 1999. During the extended firefighting operations and subsequent efforts to locate and recover the fallen firefighters, fire department units and firefighters from throughout Massachusetts responded to the scene and to provide coverage at Worcester fire stations.

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Civil Defense
The Watertown Civil Defense Agency prepares Emergency Management plans that would be implemented in case of hazardous materials spills or natural disasters.

“Civil Defense” is Now Know as “Emergency Management”
The current practice in Massachusetts and other states is to designate what were formerly known as municipal “Civil Defense” agencies as “Emergency Management” organizations. The local official formerly known as the civil defense director is now the “emergency management director”. Following the establishment of FEMA, the Federal Emergency Management Agency, states have generally followed suit. In Massachusetts, the Mass. Civil Defense Agency became the Mass. Emergency Management Agency. MEMA has encouraged cities and towns in Massachusetts to adopt the “emergency management” designations. This practice reflects the realization that community preparedness under civil defense guidelines has evolved to emergency management efforts during and following natural and man-made emergency events such as hurricanes, winter storms and hazardous materials incidents. Both FEMA and MEMA also recognize that most municipalities deal with these emergencies through the efforts of their existing public safety and public works departments. Cities and towns maintain their usual municipal operating structure, and can request needed state and federal resources through contact with MEMA area and state headquarters. MEMA considers the point-of-contact official to be the local emergency management director.

Civil Defense/Emergency Management Activities
In Watertown the fire chief is currently the local civil defense/emergency management director. The Fire Department principal account clerk performs necessary emergency management clerical assignments. The projects and clerical assignments include:
- Maintaining the town's Comprehensive Emergency Management Plan (CEM Plan),
- Annual hazardous materials information management relating to SARA (Superfund Amendment and Reauthorization Act of 1986) Title III requirements,
- Clerical support for the annual Local Emergency Planning Committee and required Hazardous Materials Response Plan annual review,
- Clerical support for annual FEMA CIVEX (Civilian Exercises, in which the town participates),
- Other FEMA and Mass. Emergency Management Agency state and area headquarters clerical tasks, which require attention.

The Town of Watertown participates in the Federal Emergency Management Agency's S/LA (State/Local Assistance) Program. This provides a modest reimbursement to defray the clerical costs associated with emergency management matters.

Y2K Issues and Preparedness for the Year 2000
During 1999 a major goal and objective was to have the Town of Watertown and its departments prepared for the transition to calendar year 2000. Known Y2K-related issues that might have adverse impact were addressed. The civil defense/emergency management director and others attended several Y2K seminars and informational presentations by various state agencies and the utilities serving Massachusetts. Several preparedness measures were accomplished to ensure transition from 1999 to 2000 without disruption of essential services.

Amateur Radio
R.A.C.E.S. Operators
Local civil defense and emergency management agencies rely on licensed amateur radio operators to augment emergency communications during natural disasters. These “ham operators” donate their time and use of their radio equipment to assist when needed. Such operators are known as R.A.C.E.S. (Radio Amateur Civil Emergency Services) operators.

For emergency management purposes, Massachusetts is divided into three geographical areas, and each area is further divided into a number of communications sectors. Watertown is in one of those sectors (Sector 1-B), and emergency messages may be sent via amateur radio back and forth to state Civil Defense headquarters in Framingham. This radio link supplements telephone and commercial traffic networks.

Amateur radio operator Louis R. Tramontozzi, a Watertown resident and electrical engineer by profession, is here-by recognized for his continuing efforts during 1999 to represent the Town during monthly R.A.C.E.S. communications tests with the Mass. Emergency Management Agency.

Auxiliary Police
The Watertown Auxiliary Police is currently staffed by several dedicated Watertown residents who donated many hours of their own time in service to the Town in 1999. In addition to giving up their holidays, they attended training at various Massachusetts Criminal Justice Training Council courses, which are conducted at night. These courses include Cardiopulmonary Resuscitation (CPR), First Responder training for response to medical emergencies, crowd control and legal updates.

The Watertown Auxiliary Police Department can be seen directing traffic during the Town's annual Memorial Day Parade.
CEM Plan Recently Revised
Every community in Massachusetts has a Comprehensive Emergency Management Plan (CEM Plan). Town officials completed a major review and update of the Watertown CEM Plan during 1998. Maintaining a current CEM Plan is essential to the community's ability to respond to emergencies that can and do occur. The town manager, town clerk, police and fire chiefs, superintendent of public works, public health director, and their respective staffs, participated in the development and revision of the 1998 Watertown CEM Plan. Several Mass. Emergency Management Agency officials also took part in the development and review of the plan.

The revised Emergency Management Plan for Watertown provides a framework wherein the community can plan and perform their respective emergency functions during a disaster or emergency situation on the local, state or national level. The Comprehensive Emergency Management Plan combines the four phases of emergency management:
1. Mitigation: Those activities that eliminate or reduce the probability of disaster;
2. Preparedness: Those activities which governments, organizations, and individuals develop to save lives and minimize damage;
3. Response: Those activities which prevent loss of lives and property and provide emergency assistance; and
4. Recovery: Those short and long term activities that return all systems to normal or improved standards.

The plan was written in accordance with existing federal, state and local statues and understandings of the various departments involved. It will be revised and updated as required. All department heads assigned a responsibility under the current plan were tasked by the town manager to develop detailed implementing procedures for each department, describing how response functions will be carried out. A copy of the CEM Plan is available for review at the town clerk's office in Town Hall during business hours.

Community Development & Planning
The Department of Community Development & Planning was created through a vote of the Town Council in August, 1982. The Department provides a formal relationship and coordination between several boards, commissions and committees such as the Planning Board, Board of Appeals, Historical and Conservation Commissions, Housing Partnership, Arsenal Reuse Committee, the Facilities Inspection and Zoning Enforcement Divisions, and the Planning and Community Development Office. Each entity is accorded professional and support services by Department employees. The aim of integrating these related agencies is to improve communication and coordination and to provide services more efficiently to the community.

A summary report of the Department's major accomplishments for the year 1999 is as follows.

Planning and Community Development Division
The Division serves several important functions within the Department and the Town, among them are the following:
Staff support to the Planning Board, Housing Partnership, Watertown Square Study Commission, and the Watertown Arsenal Development Corporation.
Representation to several agencies including Metropolitan Area Planning Council, MBTA Advisory Board, and the Watertown Economic Development Corporation.
Coordination of real estate development activities, land-use planning, transportation, housing and policies;
Coordination of the Town's capital improvements including renovations to the Commander's Mansion, Victory and Moxley Fieldhouses, and Filippello Park;
Administration of various community development programs and grants such as the Small Cities, Home Improvement Loan Program, the federal HOME program.
Initiation and administration of economic development policies and procedures which will allow Watertown to remain competitive in retaining and attracting investment to provide for revenue and employment growth.

During 1999, the Department continued to administer several grant programs and projects as follows:

<table>
<thead>
<tr>
<th>Grant</th>
<th>Source</th>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrastructure Improvements</td>
<td>US-EDA</td>
<td>Arsenal Reuse</td>
<td>1,500,000</td>
</tr>
<tr>
<td>HOME Program</td>
<td>US-HUD</td>
<td>Afford. Housing</td>
<td>455,000</td>
</tr>
<tr>
<td>Home Improvement Loan Program</td>
<td>State-CDBG</td>
<td>Housing Rehab.</td>
<td>300,000</td>
</tr>
<tr>
<td>Mass Preservation Projects Fund</td>
<td>Mass. Histor. Com.</td>
<td>Arsenal Mansion</td>
<td>100,000</td>
</tr>
<tr>
<td>Heritage Tree Grant</td>
<td>Mass. DEM</td>
<td>Delta Trees</td>
<td>3,000</td>
</tr>
<tr>
<td>Mass Releaf</td>
<td>Mass. DEM</td>
<td>Street Tree Plantings</td>
<td>2,325</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$2,915,325</strong></td>
</tr>
</tbody>
</table>
Planning Board
During 1999, a number of residential and commercial development projects went before the Planning Board. The Board reviewed a total of 24 Special Permit requests and 30 Variance requests. Among the more notable new commercial projects were two new automobile dealerships—Watertown Ford at 457 Pleasant Street, and Watertown Pontiac/GMC at 66 Galen Street. The Board reviewed two requests for telecommunications antennas in town, leading to a request by the Town Council for a moratorium on new permits while new review criteria are developed. Two major projects first approved in 1998 were amended by increasing their size and scope. The permits for the redevelopment of A. Russo and Sons were amended to reflect a larger project. The redevelopment of the former Exxon site in Watertown Square was also amended by adding redevelopment of an abutting building, at 11-33 Mt Auburn.

The Planning Board initiated or reviewed a number of amendments to the Zoning Ordinance. A major initiative involved the rezoning of land currently known as the Watertown Branch of the B & M Railroad Right of Way. The zoning of that 1.2 mile strip of land running between the Cambridge line and School Street, was changed to Open Space Conservancy (OSC), to preserve it for possible redevelopment into a bicycle path. A second important amendment to the Zoning Ordinance outlaws the construction of rowhouses in the Two Family (T) zone. This was passed in response to requests for decreased density in residential neighborhoods. Zoning amendments proposing changes to the Revitalization Overlay District (RO), on the south side were heard by the Planning Board, but were not enacted. A zoning amendment to place a moratorium on new antennae installation was initiated in 1999, but not enacted.

During 1999, the Planning Board lost its longest serving member when Joseph Deignan resigned. Mr. Deignan had served on the Planning Board for 21 years. The existing Planning Board members include its Chairman, Frank Mockler, and members John Hawes, John DiPietrantonio, and Karaline Munger.

Board of Appeals
During 1999, the Board of Appeals received a total of fifty-three (53) petitions for a range of matters heard by the Board in accordance with the provisions of Massachusetts General Laws Chapter 40A, Section 14 and the Watertown Zoning Ordinance. The petitions included: fourteen (14) applications for Special Permit, nineteen (19) applications for Special Permit Finding, thirty-eight (38) applications seeking Variance relief, five (5) applications for Amendment to Special Permit/Special Permit Finding, and one (1) application appealing the Determination of the Zoning Enforcement Officer. Total fee collected for those petitions was $11,445.

The majority of the petitions before the Board this year were for residential properties involving new driveways and/or building additions. Many commercial projects approved last year are in the final stages of completion this year. However, there were a few significant cases involving commercial properties. A. Russo & Sons, Inc., 550, 560, & 570 Pleasant Street, received approval to enlarge his present retail space and create a new and larger parking area. Construction expected to begin spring 2000. Watertown Square had a major improvement with the removal of the former Exxon property and the construction of a retail building approved last year. To further enhance that corner, the owner purchased and remodeled the adjacent property on 1-3 Mt. Auburn Street demolishing a building and enlarging the parking area. The former Coombs Ford Motor site at 66 Galen Street received approval to remove and rebuild a new GMC dealership with many site improvements. Another dealership was approved to allow major alterations and site improvements at 457 Pleasant Street. This facility will be operated by Stoneham Ford and known as Watertown Ford. The Watertown Mall, 550 Arsenal Street has leased the former Omni Supermarket building to Best Buy Company, Inc. a large electronics/appliance retailer. Major interior renovations and façade treatment is expected in addition to approving the construction of a 2-bay garage addition to install car radios, phones and security systems bought in their store. Renovations and enclosure of the loading dock also in the rear is proposed.
At this time the Board of Appeals consisted of: John W. Marshall - Chairman, Elaine V. Grey - Clerk, Anthony J. Cristello, Anthony D. Furia, John J. McCarthy, Jr., full Members and Harry J. Vlachos, Timothy W. Whitney, alternate members; Attorney Michael V. Barba; Nancy Scott, Zoning Enforcement Officer; Colleen Andrade, Clerk.

In September, John W. Marshall was elected Chairman with Elaine V. Grey elected as Clerk.

Complaints/Inquiries 480
Review of Budding Applications 565
Review of Occupancy Applications 66
Review of Sign Applications 59
Board of Appeal Meetings 11
Waltham District Court/Superior Court Appearances 10

Land Court/Superior Court Appeals
21-23 Templeton Parkway - Appealing and affirming Zoning Officer’s determination on the legality of an alleged three-family dwelling.

560 & 570 Pleasant Street - Russo & Sons, Inc., abutter appealing 1998 decision in connection with an addition to the existing building. Note: This will be dropped as a result.

Facilities Inspection Division

Inspector of Buildings
Building Permits Issued 565
Occupancy Permits 66
Sign Permits 59
Certificates of Inspection 80
Complaints Investigated 30

Estimated Cost of New Construction:
Residential $508,000
Non-Residential $5,886,053

Estimated Costs of Additions or Alterations:
Residential $5,657,158
Non-Residential $54,854,492
Grand Total $66,905,703

Fees collected by the Building
Department 1999: $1,118,182

New Residential
(1) Single Family Residence
(2) Two-family residences
(1) Three-unit townhouse residence

Raze
(1) Single Family
(3) Garages
(1) Two-family
(5) Buildings

Inspector of Plumbing and Gas
I hereby submit the annual report of the office of Plumbing/Gas Fitting and Alternate Building Inspector for the calendar year 1999. These figures are provided by the Alternate Plumbing Inspector:

Plumbing
Number of Plumbing Permits Issued 455

Gas Fitting:
Number of Gas Permits Issued 334
Fees Received from Plumbing/Gas Permits $32,641

Inspector of Wires
Permits Issued 575
Inspections/Reinspections 1250
Inspections for Occupancy Permits 66
Complaints Investigated 12
Fire Investigations 3
Electrical Layouts for Town and Contractors 30
Electrical Violation Letters 12
Accessory Apartments Inspections & Follow-up reports 14

Electrical Violations
Residential 10
Commercial 2

Petitions Checked/Approved for
Town Council from Boston Edison 4
New England Telephone 1
Electrical Inspectors 2
Traffic Commission 5
Street Light Outage and Follow-up 31
Fire Inspector 6
Fire Alarm Inspections 4
Town Council 0
Fees Collected 69,935

Conservation Commission
In 1957, Massachusetts became one of the first states to establish municipal agencies dedicated to the promotion and protection of natural resources through the acceptance of the Conservation Commission Act. In the early 1970s were also charged with administering the Wetlands Protection Act. And, in 1989, the Watertown Conservation Commission adopted regulations for the Watertown Wetlands Ordinance, Chapter XV of 1987. This bylaw augmented the Conservation Commission’s ability to protect Watertown’s wetland resources.

Members
David McDonald, Chairman
Marylouise Palotta McDermott
Patricia Schiavoni
Leo G. Martin
Brian Gardner
Bonnie Potocki
Susan Falkoff
Thomas D. Brady, Conservation Agent

Wetlands Hearings
140 Pleasant Street – condominium development
MWRA – testing in preparation for the Connection of the New Main Project
Mt. Auburn Cemetery – Halcyon Lake dredging/restoration project
Town of Watertown – N. Beacon Street and Charles River Road intersection improvements
USGS - Charles River study
CM-2 Associates/Sasaki Associates – Parking lot renovations, drainage improvements and front entry addition
Tree Warden

This position had a busy and productive 1999. We have been kept busy with the Street Tree Planting program. In addition to this program this position has been hard at work writing and updating work specifications for various types of arboricultural work which is performed throughout Watertown on an annual basis.

The Street Tree Planting program was met with tremendous interest from the citizens of Watertown. We have continued the tradition of years past in requesting a small donation from each resident for each public shade tree planting they have requested. By continuing this past practice we have been able to stretch our dollars a little bit further, thereby providing more trees to meet the large demand for new public shade trees. It is important to note this is a suggested donation, and all attempts are made to fill every request.

We have utilized the public shade tree planting specifications that were refined in 1998, to insure strong quality control measures are in place for these plantings. These specifications will insure our investment in the Urban Forest is a long-term benefit to the citizens of Watertown. In calendar year 1999 we installed 117 new public shade trees. This has enabled us to plant at least one new shade tree on sixty of Watertown's streets. The revised specifications will insure our investment in the Urban Forest is a long-term benefit to the citizens of Watertown. In calendar year 1999 we installed 117 new public shade trees. This has enabled us to plant at least one new shade tree on sixty of Watertown's streets. The revised specifications were of particular importance this past year. Due to the strong economy the green industry experienced a shortage of high quality plant material that was available for street tree planting. By utilizing our revised specifications we were able to guard against any drop in the quality of the new trees we installed. We have also installed new shade trees in several of our parks and playgrounds. This program has been a tremendous success, and we look forward to expanding the program in the coming years.

This position has also worked with the Department of Public Works to insure any public shade trees that are installed under the auspices of a state-funded project are completed in accordance with Watertown's planting specifications. Projects, which fall under this category, would include the Galen and North Beacon St. construction projects. As in past years this position has continues to work various regulatory boards that under the Department of Community Development and Planning to review proposed landscape improvements for construction projects throughout Watertown.

This office has continued to act as a source of information for the citizens of Watertown on issues that relate to Shade Trees. We look forward to continuing our current programs and expanding our scope of services in the calendar year 2000.

Historical Commission

Members of the Historical Commission:
Frederick S. Griffin Chairman
Victoria J Carter Secretary
Roger Erickson
Kenneth S. Rand
Natalie Zakarian

The Historical Commission has worked diligently throughout 1999 to insure the historical resources of Watertown are protected for future generations.

With the Demolition Delay Ordinance now in place for more than a year the process that is set out in the ordinance has become an integral piece of the demolition permit review process. This particular ordinance gives the Historical Commission a mechanism to review each proposed demolition. If a proposed demolition has a negative impact on the historical integrity of the Town the commission can require a six-month delay in demolition.

This delay provides for a period of discussion during which the importance of a particular site can be researched and studied. Therefore in a situation where no alternatives to be found instead of demolition there will be an opportunity to gather information on a site to be preserved for future generations.

29 Watertown Street — condominium and commercial development
Metromedia Fiber Network — installation of conduit and cable throughout town
Watertown Yacht Club — injection of regenesis oxygen release compound for a release from an underground storage tank
Charles River Realty — 44 Hunt Street — installation of a retaining wall and drainage improvements in the parking area.

Revision Of Wetlands Ordinance and Regulations

The Watertown Conservation Commission has been working diligently to update and revise the wetlands ordinance and its regulations. Many hours have been spent researching and developing the strongest and most effective language to protect Watertown's precious wetland resources.

Land Acquisition

The Town of Watertown now owns the Commanders Quarters and the surrounding 7 acres of open space which was acquired from the Federal government. This is adjacent to Arsenal Park.

The Conservation Commission is actively investigating opportunities to increase the amount of open space for Watertown's residents.

Charles River Reservation/Path

The Conservation Commission was glad to see the completion of the pathway along the Charles River, from Riverbend Office Park to Bridge Street, in the Fall. Many hours were spent on informal and formal hearings working out the details of the Metropolitan District Commission's ambitious project. This first stretch of the path, which hopes to go eventually all the way to Needham, came out beautifully. There are areas of boardwalk and some observation decks that allow users to view and appreciate these once hidden areas of the river. The Metropolitan District Commission will begin the second phase of the path from Bridge Street to Waltham in the year 2000. They are proposing 2 new footbridges, some additional boardwalk, as well as some additional wetland replication areas.
The Historical Commission work closely with the Community Development and Planning Office in the restoration of the Commanding Officer's Quarters at the former Army Material Technology Laboratory. The completed restoration of this property, and its associated museum display area, will provide a magnificent opportunity to share some of Watertown's history in a setting that is historically significant in its own right.

The Historical Commission looks forward to continuing its preservation efforts, including the annual Preservation Night ceremonies, the Demolition Delay process, and the establishment of the local history museum in the Commanding Officer's Quarters. In the coming year the Historical Commission looks forward to expanding its effort to include a Historic Marker Program, and expanded outreach through the Watertown Public School System.

Watertown Housing Partnership

The Watertown Housing Partnership oversees housing policy and programs for the town. This year the Partnership continued to administer the HOME program, which brings federal dollars into Watertown to expand affordable housing opportunities. In that capacity, the Housing Partnership oversaw the development of a five-year Comprehensive Housing Plan, taking the town into the year 2005. The major program initiative under HOME continues to be the First Home program, which provides down payment assistance for income eligible first time homebuyers.

A program to fund home repairs for low and moderate income homeowners with low interest loans was initiated this year, and will be implemented in the Year 2000. A grant for $300,000 was funded by the state Department of Housing and Community Development. The Town Council allocated $200,000 of town funds to supplement the program. Watertown Savings Bank also added a $10,000 grant, as well as additional loan funding as needed.

The Partnership approved funding from HOME to assist the redevelopment of the East Junior High School. This building when renovated will provide 54 units of assisted living housing. Half of the total units will be affordable to low and moderate income individuals.

The Partnership, through the Department of Community Development and Planning, continued to administer the “Get the Lead Out” and “Home Improvement Loan Program”, for owners of single and two family houses. These programs are funded by the Massachusetts Housing Finance Agency. The Partnership is chaired by Harold Bejcek, who also sits on the Council on Aging. Members include Stewart Wooster, Thomas Wade (Watertown Housing Authority), James Barwell (Watertown Savings Bank), David Leon (Watertown Community Housing), Larry Young (architect), Mark Messina (Realty Executives), Marianne Cameron (Watertown teacher) and Howard Hashem (Watertown landlord).

Watertown Square Study Commission

The Watertown Square Study Commission was created in 1998, and met through the summer of 1999 in order to develop recommendations on improving the Square's physical, traffic and economic conditions, and enhancing it as a business and social center of the Town.

In August of 1999, the Final Report was submitted to the Town Council. It includes recommendations for physical improvements to the Square to improve its usefulness and comfort for walkers, bicycle riders and public transit commuters. It also recommends ways to make Watertown Square a destination for shopping, gathering, socializing and entertainment. The Report was referred to the Council's Committee on Economic Development and Planning where it will be reviewed, and a plan developed to implement the recommendations of the Commission.

The Commission is chaired by Town Councilor Alex Liazos, and includes members Clinton J. Knight, (Watertown/Belmont Chamber of Commerce), Ernest Berardinelli, Jr., (Remembrances Florist),
The WADC was established in 1997 to oversee the redevelopment of the former Army Materials Technology Laboratory (AMTL) and was granted the authority to acquire the property from the Army and subsequently to convey for development. The following citizens were appointed by the Town Manager and Council served on the Board of Directors during 1999:

Chairman
Sal Ciccarelli

Vice Chairman (Town Councilor)
Alison Carnduff

Treasurer
James McDermott

Clerk
James Bean

Joseph DiVico
Sandra Kasabian-Hoffman (Town Councilor)

Roberta Miller
John Portz (Town Councilor)

During 1999, the WADC made significant progress with the redevelopment of the former Arsenal. Working closely with the master developer, O'Neill Properties Group (OPG), several permits were granted for the restoration and reuse of the historic site. Permits were granted for the overall site plan as well as the exterior and base building of all structures on the property. Simultaneously, successful leasing activity occurred which resulted in the several new companies moving to the site including Harvard Business School Publishing, Thingworld.com, TVisions, Babson United, Bright Horizons, Naked Fish Restaurant, and Watertown Savings Bank. Construction was ongoing throughout the year with the first occupancy by Harvard Business School Publishing in Building 39 in October.

In August of 1999, the WADC initiated traffic improvements associated with the development of the former Arsenal. The new traffic signalization at the intersection of Charles River Road and North Beacon Street was completed which will allow for pedestrians and vehicles to safely enter and exit the new south entrance to the Arsenal property. On Arsenal Street, underground conduit was installed in anticipation of the historic streetscape and traffic corridor improvements which are planned. The $3.9 million project is being partially funded by a $1.5 million grant from the US Economic Development Administration (EDA).

The WADC engaged the services of an architect, Ansler Woodhouse McLean, to design the Arts Center on the former Arsenal property. Located in Building 312, a schematic design was approved by the WADC in October which includes a 400 seat theater, black box performance area, classrooms, artist studios, scene shop, dressing rooms, and gallery spaces. The Arts Center will be funded through a combination of sources including a $1 million donation from O'Neill Properties Group, additional public appropriations, as well as corporate and private contributions. It is anticipated that final designs will be completed in early 2000 and construction starting in mid to late 2000.

In July of 1999, the dedication of the newly restored Commander's Mansion took place following a 9-month rehabilitation. In September, the Junior League of Boston conducted its annual Decorator's Showhouse in the Mansion which provided for substantial publicity for the facility and the community. Beginning in November, the Mansion was available for public and private events including the annual Town holiday celebration for employees, volunteers and officials. A part-time Function Facility Coordinator was hired to oversee activities at the Mansion.
Vision/Beliefs
A result of the integrated planning process was the development of a statement that reflected the common values articulated throughout the system: *The collective vision of Watertown’s educational community is the continual development of our schools as places where successful learning and respect for all are the priorities and valued above all else.*

Five Year Themes and Goal Statements
Based on the vision statement, the following four themes and goal statements were developed to demonstrate how the school system intended to work towards the fulfillment of the vision:

**THEME I: Student Learning/ Curriculum And Instruction**

**Goal Statement** — Successful student learning is the priority of the Watertown Public Schools. To that end, we will provide a curriculum that is rich and challenging and will employ diverse instructional practices that engage students as active participants in the learning process.

**THEME II: Professional And Respectful Learning Environments**

**Goal Statement** — Successful student learning can best be achieved in an environment of mutual respect and professionalism. The Watertown Public School System will provide programs that foster respect for differences, instill positive motivation for learning, encourage collaborative decision-making, and provide for the continual learning of all members of the educational community.

**THEME III: Partnerships: Faculty/Parents/Community**

**Goal Statement** — Successful student learning is the responsibility of the entire community. The Watertown Public School System will support the development of partnerships within the community that encourage student development and success.

**THEME IV: Planning And Support Systems**

**Goal Statement** — In order to assist with the development of successful student learning as the priority of the Watertown Public Schools, a strong infrastructure must be in place. Therefore, the school system will develop and employ effective planning and support systems, including the provision of safe, well-maintained, and properly equipped facilities for learning.

The Schools:

**Watertown High School**

Watertown High School completed its one hundred forty-sixth year of operation in June of this year. The high school has continued to improve the quality of its academic courses while the school-to-career courses continued to enjoy the support of a wide range of business partners. The athletic program continued to grow with the addition of a varsity wrestling team and an intramural volleyball program. High school students performed in several dramatic and musical productions and competed in the statewide drama festival and musical competitions. The band and chorus competed in New York during the spring.

From January to December, the enrollment of the high school increased from six hundred ninety-four to seven hundred sixty-six. Enrollment is expected to continue to grow over the next several years. As part of the community service requirement students at the high school have been active in contributing their time and effort to a variety of community organizations.

**Watertown Middle School**

In January of 1999, the Middle School opened the new building and the eighth grade students moved into their new wing. The building offers new science rooms with updated equipment to support the science curriculum. The new addition also offers twelve new classrooms, new art and music rooms, a 400-seat auditorium and a new gymnasium. On October 19, 1999, the community was invited to a Middle School Open House. Students gave guests a tour of the new building.

On June 12, 1999, the new auditorium was dedicated to honor Peter B. Clough, a Middle School teacher and Assistant Principal who died in 1995 at the age of 32. Speakers included family, friends and former students. In addition, a memorial sculpture was suspended from the ceiling of the new main lobby. The sculpture, designed by students and artist Josh Winer, celebrates Peter’s life and spirit.

On October 23, 1999, the new gymnasium was dedicated to Victor Palladino. Victor, who served for 31 years, first as a teacher and then as the Director of Athletics, Health and Physical Education, was an inspiration to many youth in Watertown. Victor also served as Town Councilor, Parks Commissioner and Charter Member of the Watertown Boys and Girls Clubs.

The Middle School continued its focus on student achievement, with writing as a priority. Many teachers were trained in the new “Links” writing program, a compliment to the existing Collins writing program. Additionally, the Middle School is participating in Project O.P.E.N, an initiative between the Watertown Public Schools and Lesley College, Boston College and Harvard University. There are many student interns from Lesley College and Harvard University working in our classrooms. The Middle School also has student interns from Boston University.
In an effort to support and help the students become well-rounded individuals, the Middle School offers a variety of outside activities. The 6th and 8th grade students and their parents participated in a "Parent-Teen Dialog Night", a successful program that promoted communication within the family. Students designed skits that were performed for the parents, and small group discussions took place.

Peer mediation is a voluntary process where students resolve their own disputes with the help of trained peer mediators and under the supervision of an adult. Finally, The Middle School students continue their tradition of "giving projects." In 1999, projects included making holiday baskets and giving them to local nursing homes and Children's Hospital, collecting toiletries for a women's homeless shelter, donations to the Watertown Food Pantry, Second Step, and Pennies for the Pine Street Inn.

**Cunniff School**

![Image of Cunniff School students](image)

The past year brought many positive changes to the Cunniff School. The most exciting new project is the participation of Project O.P.E.N., a partnership with Boston College, Harvard University and Lesley College that designates Watertown as a professional development district and facilitates placement of student interns from all three colleges in our schools. Cunniff is fortunate to be working with Boston College, serving as a professional development site for eight student interns from BC for the school year. Staff members and interns have been involved in a course called "Teacher as Researcher" that has been offered on-site at Cunniff, facilitated by Dr. Gerald Pine from Boston College School of Education.

The addition of a full time reading specialist for the third, fourth and fifth grades has provided needed support to classroom teachers in providing reading instruction and assessment to meet the diverse learning needs of the student population. Additionally, parent and community volunteers continue to enrich the educational experience for students under the able direction of the new volunteer parent coordinator, Cindi Galligan. Mrs. Galligan wanted to continue her relationship with Cunniff even though she no longer has a child in the school.

**The Hosmer School**

![Image of Hosmer School students](image)

The Hosmer School is home to 527 pre-kindergarten through grade 5 students and 80 professional and support staff. There are over 150 students who come to the Hosmer from families whose first language is not English, representing over 24 languages and the Hosmer is proud of the richness of cultural diversity represented.

The Hosmer School provides a broad range of educational programs and experiences for its students. Essential to the success of many learners is our strong English as a Second Language Program, which bridges for the second language learners between their home language and English. The Hosmer also offers both multiage and unigrade classrooms as well as extensive and inclusive programs for students who come to the Hosmer with special needs.

Working in teams, the Hosmer staff continue to explore ways to provide for Hosmer's students the best and most effective programs and instructional practices they can. The staff participates in a variety of professional development opportunities that add to and strengthen their repertoire of teaching strategies and support the goals of the State Department of Education Frameworks, including "Instruction For All Students" and "The Literacy Collaborative."

Because learning best occurs in safe and secure schools, our guidance program supports and enhances a positive school climate through the "Peaceful Schools" program and a "Peer Mediation" program. In addition, monthly parent coffees are held to bring Hosmer parents together to learn about and discuss issues they share in common.

Because the support of families is vital to the success of learners, the Hosmer School Site Council continues to identify and develop links between home and school. The Hosmer PTO actively supports enrichment programs that our students enjoy, and sponsors school-based events such as December's Holiday Craft Fair and the annual book sale. In addition, the Hosmer offers an extended day program for its students daily, and conducts a Homework Club twice each week after school. Through state funded grants, students in grades 3, 4 and 5 participate in additional before and after school instruction designed to improve their performance as learners.

**The Lowell School**

Continually stately and impressively perched up on the hill across from Victory Field; the Lowell School is a gem for the residents of Watertown. In response to the Department of Education's new curriculum frameworks, the Lowell School staff worked on the successful implementation of a variety of new curricula. The staff also focused much of its attention on analyzing MCAS results and on the development of an action plan for the improvement of learning for all students. As a result of the analysis, the faculty identified the following five goals:

1. To increase the writing effectiveness of all students
2. To strengthen the reading skills of all students
3. To improve the mathematical skills of all students
4. To increase the social competency of all students
5. To strengthen cooperation between teachers and parents in the learning of children

Always busy before, during, and after school, the Lowell campus is filled with parents, students, and staff continually addressing the diverse needs of the children of the Lowell Community.

School Construction
The expansion and renovation of three schools has been a significant accomplishment for the Town. The completion of the Middle School in 1999, including the added scope of work in the former West Jr. High School section, resulted in an exciting school opening in September. The success of the East Jr. Study Committee's work to establish a long-term lease arrangement for that former building became a catalyst for planning the renovations and expansion at the Hosmer School and renovations for the Phillips School. The Integrated Pre-School will finally have permanent, modern space within the Hosmer School for its program, and will transition temporarily to the Phillips School while the project is underway. The Phillips School will be upgraded for proper handicap access and will be renovated to house the administrative offices and the alternative High School program known as Project SEE.

Although initial plans for the High School were focused on major repairs, the reimbursement program through the State's Department of Education offered the opportunity for 60% reimbursement to Watertown if the scope of work included more significant upgrades to the High School educational spaces. Both the economic and educational advantages for Watertown resulted in approvals for plans for a more comprehensive renovation project.

Support for school renovation projects has been exceptional and the benefits to the students, the staff and the entire Watertown community are worthwhile.

The Departments:

The Social Studies Department
The Massachusetts Education Reform Act of 1993 set in motion the creation of curriculum frameworks in all disciplines. These documents describe what students should know and be able to do in specific academic areas. The frameworks were then followed by the introduction of the MCAS (Massachusetts Comprehensive Assessment System) used to test all students in grades four, eight, and ten according to framework content. As a result, changes have resulted in major curriculum revision of the social studies program.

The study of Early US History and Massachusetts history, as well as North American explorers, form the core of the third grade curriculum, along with a significant unit for Black History Month. The fourth grade focus has been expanded to include an introduction to archaeology to supplement the study of Ancient Civilizations. Fifth grade classes expanded their study of U.S. History to include Early Native American societies. Second grades have also begun piloting materials appropriate to the study of Early Native Americans in order to correlate with the Framework.

Throughout the elementary grades, there is a continued emphasis on geography skills, including but not limited to map skills, with an increased attention to integrating the acquisition and application of those skills within specific content studies. To meet the needs of our diverse population, we have begun using resources with a wide range of readability to facilitate differentiated instruction. In addition, many teachers are actively integrating Social Science topics with the writing program.

Watertown's Middle school program will show considerable change moving from United States History being taught at grades six and seven to a World Geography program in grade six and an Ancient Civilizations program in grade seven. The present grade eight, Global Studies program will become a United States History program. Grades six and seven are currently in a pilot year using the re-aligned program. Next school year grade eight will also be aligned and in process. The program in grades nine and ten, World History is fully aligned and the grade eleven program. United States History curriculum is nearing completion.

The Social Studies department is striving, to provide to all students, the integration of content and critical thinking skills that will assist them in becoming well informed participatory citizens. Students are afforded the opportunity to use the skills and abilities that they are acquiring to better understand the world around them. On going emphasis is continuing with the study of non-western societies in recognition of the need for better understanding of the history and culture of the peoples of Asia, Africa and other societies while continuing to emphasize the centrality of western civilizations.

The community and the social studies department interface in a variety of ways; parent support for major field trips; submission of feature articles to the local newspaper; and the connection to the Historical Society of Watertown through essay contests which provide an oppor-
tunity for students to use research skills and learn about the history of their community.

The Science Department
The Elementary Science Department continues to do exciting activities in science. This year’s focus is on Performance Assessments using the Scott Foresman “Discover The Wonder” program. Students collect data and then analyze and draw conclusions from their data. As students move from station to station, they recognize their responsibility in recording the data accurately so that it is useful to their analysis.

Many classroom teachers in grades 2-5 are introducing Learning Centers that were developed during summer workshops for many of the modules. The activities in the centers provide extensions for students of different abilities. Emphasis is being placed on using science content questions to enhance student expository writing. By selecting a science topic from the module, students can write persuasive letters or descriptive paragraphs. Teachers are further integrating Science with Language Arts by stressing the science vocabulary words taken from the Science/Technology Frameworks and past MCAS tests.

At the Middle School, many grade eight students participate in the Ocean Sciences and Careers conference in Boston learning the importance of marine research and ocean protection with Phillippe Cousteau. Several Middle School science staff worked on summer workshops aimed at better coordinating the science curriculum to the recently proposed changes to the State Science Frameworks. Middle School science teacher Chris Willems and Steve Wilson form the High School collaborative on the Watershed Institute program in concert with Boston College providing opportunities for students from both schools to work together on field research projects.

A very successful joint Watertown Middle School – High School Science Awards Program was held in June that recognized both students and staff for their many fine achievements. Several students made presentations on the results of their science endeavors on field and research projects.

At the High School, the Biology Club embarked on another very successful Marine Biology expedition to the Dutch Island of Bonaire in the Netherland Antilles where they snorkeled and dove on coral reefs in the Marine Park. Six students earned fellowships to attend the Whitehead Institute Biotechnology Conference at MIT where they studied future prospects of biotechnology. Several students were awarded Lowell Institute Fellowships to attend courses at Harvard University where they enrolled in programs in Biology, Natural Science and the Social Sciences.

As part of a program to evaluate the curriculum areas a Secondary Science Evaluation Team visited the classrooms of the Middle and High Schools and met with parents, students and teachers. Their report lauded the hard work and strong commitment to good teaching by the science staff, the diversity of the course offerings to meet student needs and the support provided to the science program. They noted the improvements to the Middle School Science rooms and the plans to likewise improve the High School laboratory facilities.

The Mathematics Department
The elementary mathematics program, “Investigations in Number, Data and Space” was developed through a grant from the National Science Foundation. Summer workshops focused on revision of grade level expectations consistent with the Massachusetts Mathematics Frameworks, revision of the grade 5 exit exam, a timeline and sequence of units for each grade level, as well as an assessment plan for collection of student work. Continuing work is being done on MCAS preparation and assessment. The MCAS test has been an excellent tool for analysis of the elementary mathematics curriculum, and revisions are being made where needed.

At the Middle School, the implementation of Connected Mathematics (CMP) continues. Connected Mathematics is a problem-centered curriculum that encourages individual, pair, and group work. Problem solving, reasoning communication and connections are kept in the forefront of each activity. CMP has been recognized by an Expert Panel on Mathematics and Science Education as an ‘Exemplary Program’ because of its high quality, usefulness to others, educational significance and evidence of effectiveness and success.

At the High School, numbers of students continue to increase in the Advanced Placement courses, Calculus and Statistics. This year a new course, Applied Algebra/Geometry was introduced. It is a two-year integrated program for students who may have difficulty with the traditional Algebra-Geometry sequence.

Also, an outside team from the Education Development Center in Newton reviewed the high school mathematics program. In addition to the commendations and recommendations that were made in the report relative to the mathematics program, some directions were given that will help to design a math program for the future. Teachers looked at several standards-based programs during a summer workshop and plans are underway to pilot one of these programs.

The English/Language Arts Department
Several initiatives are strengthening the Elementary Reading/Language Program this year:

1. Teachers are using the Grade Level Expectations based on the Massachusetts English Language Arts Standards, developed in association with Mass Insight, as the basis for instruction in the Elementary Reading/Language Arts program. The document lists each standard with outcomes that explain what students have to demonstrate to meet each standard.

2. Teachers have begun implementing the Communities for Learning Program by differentiating instruction to meet the needs of all students in Reading/Language Arts. They have been working hard to reorganize classrooms and develop quality activities for group and independ-
A major effort to improve writing is a focus for all three schools. Several teachers are focusing on ways to strengthen students low on the reading tests. Teaching of writing and have been following the writing process in long composition as well as short open-response questions about literature. A large number of the students writing. Teachers are also learning how to administer standardized tests and are grouping and teaching students, in small groups, based on their common needs.

3. The newly hired consulting teachers of reading have re-assessed all grade 3, 4 and 5 students who had low reading/writing scores on the Iowa, MCAS, and Stanford reading tests and have worked with classroom teachers in developing and implementing remedial instruction for these students.

4. All three schools have begun before and after school tutoring programs in reading/language arts for students scoring low on the reading tests.

A major effort to improve writing is a focus for all three schools. Several teachers have attended an all-day session in the teaching of writing and have been following up on ways to strengthen students' writing. A large number of the Lowell faculty has been meeting bi-weekly after school to look at ways to strengthen students' writing.

At the Watertown Middle School, the English Language Arts Department has been working with "The John Collins program". This is a portfolio workshop, which concentrates on looking at specific Focus Correction Areas (FCAs) in student writing. It was introduced in 1997 and continues today with quarterly portfolio reviews conducted by the District Leadership Team. In conjunction with this PFA approach, the English Language Arts Department has been recently introduced to the LINKS writing method, a system that relies on paragraph templates and a list of transition words to train youngsters in the art of writing logically from topic sentence to concluding paragraph.

In addition, 6th, 7th and 8th grade teams of English Language Arts and Social Studies teachers have been trained in the I-Search method of coordinating student research and the subsequent writing of an I-Search paper. Two of these teams will conduct their planned research projects this spring and the other will commence in the fall. A Communities For Learning partnership is in its initial stages and professional development contracted through the Instruction For All Students program is finishing year two. Seventh (Tryout) and eighth grade English Language Arts MCAS tests will be administered during April and May and Department-wide writing proficiency exams will be given to all three grades later in the spring.

At the High School many initiatives flourish also: a Poetry Project, based on Nobel Laureate Robert Pinsky's "Americans' Favorite Poems" is underway. Students, teachers, and staff from all over the system are sending in their favorite poems, always accompanied by a written explanation of why the poem was picked. Bulletin boards are groaning under the weight of these wonderful and often awe-inspiring pieces of writing. A Watertown students 6-12 team developed the prototype English Language Arts Learning Outcomes for the State of Massachusetts during summer workshop time and a pilot program entitled "English Skills Support" was created and added to the curriculum at this point also.

Professional development continues in a strong fashion at the High School level with the Communities For Learning partnership also in its initial stages and the Instruction For All Students program winding up year two. Our student writers continue to be published in the 21st Century and other well-known venues for aspiring poets, playwrights and novelists as well as to win numerous local, State and National contests. In the past six years thirteen students have gained coveted acceptance to the Breadloaf Young Writer's Conference held each May at Vermont's Middlebury College. Working with the Watertown Public Library we have established a summer reading program which is the envy of surrounding cities and towns and we are committed to the pursuit of excellence for our young people.

The Occupational Education Department

The Occupational Education Department continues to reflect not only the learning standards under the state curriculum frameworks but also the skills and abilities identified by the U.S. Department of Labor's SCANS report as essential in today's work environment.

The program areas at the Middle School engage students with hands-on learning experiences and activities within the Family and Consumer Science, Industrial Technology, and Computer courses throughout grades 6-8 while relating their tasks and projects to real-life situations. Family and Consumer Science assists students to succeed through a strong foundation of personal and management skills including building self-esteem, making healthy decisions, using refusal skills, respecting cultural and ethnic differences, building teamwork, and making wise consumer choices. The addition of a graphic and mechanical design component to the eighth grade Industrial Technology program and the BASIC Programming component in the Computer strand provides students with career awareness of these areas and technological literacy as they prepare for their high school years.

At the high school level, the infusion of technology into the curriculum continues to be strong as the department piloted two additional courses within the School-to-Career initiative in the career strands of Graphic Design and Technology. The Introduction to Computer Graphics course was jointly planned and implemented with the Fine Arts Department.

Mr. James Ray, Vice President of Watertown Savings Bank visiting the Business and Financial Services Class
while the GIS (Geographic Information System) course became integrated within the Computer Aided Design program. Meanwhile, planning continued for the A+ Training, "the Basics," a computer repair and upgrade course, which is intended to provide students the opportunity to gain basic knowledge about computer repair and lead to further training to become qualified computer technicians. All of these career strands have been identified as emerging growth areas in today's employment market.

The Physical Education, Health and Athletics Department

The Physical Education Dept. offers students a wide range of activities. The program is developmental at the elementary level with emphasis on gross motor skills and activities that promote social interaction, safety, and respect for one another. At the Middle School, the curriculum broadens to include individual/team sports, fitness assessment, Project Adventure and self-testing skills. The High School curriculum includes a Wellness Course for Grade 9 and Life Fitness for upper classmen and women. The focus in physical education is health-related physical activity.

Health instruction is provided for all students K-9. This curriculum covers current health issues and encourages the students to take responsibility for their lives in promoting healthy lifestyles. Many opportunities in student support and staff development are funded through the Drug Free Schools and Health Protection Grant. Programs such as "Smoking Cessation", Tobacco Education Group, Youth on Board, Tobacco Awareness Program, Peer Mediation, A Watertown Alcohol Rehabilitation Experience (AWARE), Project Alliance Membership, CPR instruction, Student Assistance Program and Adolescent Assault Prevention are available to both staff and students.

The Athletic program offers students competition in twenty-three varsity sports. Watertown schedules thirty-six teams for athletic competition in the Middlesex League. Wrestling was upgraded to a Varsity team. Intramural volleyball was offered to Watertown High School students as a fall activity. Many of the teams continue to represent the community well at both the league and state level. The Field Hockey team was Division II runner up in the state tournament. Both the boys and girls basketball team reached the sectional finals in the Eastern Massachusetts MIAA tournament.

The World Language Department

The Department of Foreign Languages has continued to implement the Grade 6 program at the Middle School in French, Italian and Spanish. Beginning a language at an early age and studying it throughout the school years results in increased proficiency in listening, speaking, reading, and writing. Emphasis is placed on the knowledge of the culture and civilizations of the speakers of the target language and comparisons are made between the students' own culture and the one they study.

The department instituted an open-ended assessment in which students of all the languages in Grade 8 and at the High School write a composition based on the same set of questions or a scene. The foreign language department also piloted an assessment on speaking proficiency among the students of the third year Honors classes.

Exchanges between students from Watertown and Armenia in the Cambridge - Yerevan sister city continued with more interest and participation. Visits of French students to Watertown Middle School and High School on three separate occasions enriched the lives of all. Students from

Watertown also spent two weeks in Aracena, Spain, as the beginning of a school to school international exchange.

The ever-popular International Club continued to meet once a month at the High School. Students who are often second-generation are using this opportunity to rediscover, celebrate and share their culture with their peers. Everyone enjoyed learning about Russia, Morocco, Senegal, India, Switzerland, Viet Nam and Germany.

Students entered and scored well in the National French Contest, the Junior Classical League National Latin Contest, and the National Spanish exam. Students continued to expand their knowledge of the target language culture outside the school community by visiting various places of interest such as the Museum of Fine Arts, the North End or local restaurants such as the Bocage.

The Fine, Applied, and Performing Arts Department

The Fine, Applied, and Performing Arts Department participated in annual events sponsored by the Massachusetts Music Educators Association, Massachusetts Art Educators Association, and the Massachusetts Drama Guild. The MMEA held the Northeastern Junior and Senior Music Festivals open to students who wished to participate through an audition process. Music students in the 7 - 12 grades represented Watertown in both festivals. The MAEA held the Art All-State at the Worcester Art Museum and a junior from WHS represented Watertown. The MDG held a drama competition in March and Watertown was represented at the competition with students winning awards for acting, directing and technical theater.

Throughout the school year, the Fine Arts Department held annual events at the various schools and at the Watertown Mall.
The Drama Program presented a fall production and a musical, "Working" in March.

The Music Program presented concerts in December, March, April, May and June by the various performing groups. During December the individual school choruses, concert bands and jazz ensembles performed. During March our annual Band-A-Rama concert was performed where the entire instrumental program grades 4 - 12 can be seen and heard. Because of our new String program, a beginner String Ensemble was featured in addition to all the schools' concert bands. In April, the Middle School 7th & 8th Grade Concert Band participated in a "Jamboree" with 5 other communities in the Middlesex league. In May, the Middle School and the High School held their annual Spring Concerts where the band, chorus, and jazz ensembles performed. During March our annual Band-A-Rama concert was performed where the entire instrumental program grades 4 - 12 can be seen and heard. Because of our new String program, a beginner String Ensemble was featured in addition to all the schools' concert bands. In April, the Middle School 7th & 8th Grade Concert Band participated in a "Jamboree" with 5 other communities in the Middlesex league. In May, the Middle School and the High School held their annual Spring Concerts where the band, chorus, and jazz ensembles performed. During the first week of June, the All-Town Elementary Spring Concert was given. Here, all the children who participate in the school choruses and/or the school bands or sting orchestra combine to form large ensembles. The Visual Art Department held its annual Art Show at the Watertown Mall. Art work created by students from grade K-12 was exhibited for three weeks. Also, a number of students submit their work in the Globe Scholastic Art Competition held in February. The prize-winning pieces were displayed at the Transportation Building in Boston during the month of March.

The Special Education Department
The Department of Special Education Services continues to develop and implement program and service initiatives for students with special needs. As the needs of the population change, especially at the preschool level, programs and services that need to be in place to serve the students also change.

Last year a new group of services were put in place at the Lowell School and the High School in order to provide for the needs of the students.

These two new programs served a population of students who have entered the system, though at different levels, that required the implementation of new services. This type of program development is an ongoing activity for this department, especially as new groups of students enter and move through the various grade levels.

In September 1999 a new program was established at the High School for a group of students transitioning from the Middle School. The Learning Center, a special-needs, private day school located in Waltham, was contracted with to conduct a transitional developmental, educational program while being transitioned from school to work. This program will provide students with the opportunity to prepare for their post high school years.

Efforts continue to enable special needs students to spend a greater portion of their school day in their regular classes with their peers. Professional development for classroom teachers, support personnel and related providers is an ongoing activity of the school department.

The Early Childhood Education Department
The Watertown Public Schools continues to demonstrate a high level of commitment to Early Childhood Education through excellent programming initiatives and outreach. Early Childhood Programming and Services have been enhanced by continuation grants and new funding.

The Community Partnership Grant distributes funds to private and public childcare providers to enhance quality, collaboration and comprehensive programming. Professional development programs are underway to establish national accreditation, community wide kindergarten assessment and planning, and support for diverse learners in all childcare programs.

Another grant initiative supports special education programming at the Watertown Public School Preschool Program. Through this grant consultation, summer program development, parent outreach and professional development enrich our excellent integrated model at the Hosmer-East building. (For FY00/01 we will be located at 30 Common St)

The Public Schools offer half-day programming and a full day Pre-K program at the Hosmer School and Lowell School. These classes are inclusion model classes where typical and special needs children work together in a learning environment that embraces individual differences and strengths while supporting the needs of all children. A devoted faculty and program staff support children and their families in an excellent start to their educational career. Parents are an integral part of the program planning and a focus for support, resource and referral. A Parent Advisory Council meets the third Thursday of each month.

Guidance Department
The Watertown Guidance Program provides activities, interventions and services that assist students in achieving their maximum personal development, both as learners and as human beings. Guidance and counseling are vital components of the educational process, which help students recognize their needs and abilities, and develop strategies to realize their full potential. The primary role of the guidance staff is to implement a developmen-
tual guidance program that will help all students acquire skills in the educational, personal and vocational areas necessary for living in a multicultural society. Guidance counselors act as student advocates and work closely with other educators, parents and community members to provide opportunities for students to develop self-understanding, self-evaluation, and self-direction in order to lead productive, fulfilling lives.

Classroom-guidance programs are offered at all grade levels throughout the system. Topics addressed include orientation to the high school and middle school, testing awareness and interpretation, post high school planning, communication skills, conflict resolution, study skills, career development and violence prevention. Counselors at all levels work directly with students in one-to-one, small group and large group settings. By monitoring progress and coordinating a wide variety of resources counselors reach out to students and parents in times of need.

At the elementary level, new partnerships with parents have been forged through implementation of the School-Linked Services Grant activities, a support group for fathers, monthly morning coffees, and outreach breakfasts on child development and transition issues. The middle school counselors have implemented a set of small group counseling programs on dealing with divorce issues, anger management and developing friendships. The high school program saw the implementation of a new “self-assessment, goal-setting” graduation requirement which led to increased individual and small group contact between students and counselors each year.

Other Programs:

Peer Mediation: Life Skills for All

Peer Mediation continues to thrive throughout the system, providing opportunities for students to resolve interpersonal conflicts respectfully. Peer mediation begins at the elementary level in the fourth and fifth grades with guidance counselors introducing mediation in the classrooms. This fall, High School mediators began going into elementary schools to advertise mediation programs as well. This has been hugely successful — the younger children love to talk with and ask the “bigger” kids questions about mediation and the high school in general.

The programs at the Middle School and the High School continue successfully. In an effort to continue to improve the program and help students gain new skills, several training programs are scheduled for 2000. Referrals come to Peer Mediation from teachers, staff and students.

Professional Development

The 1998-99 Professional Development Program for the Watertown Public Schools featured a balance of building-based and district-wide programs for staff. While Watertown High School and Watertown Middle School offered their own program of workshops, the elementary schools used some release time for district-wide training to support new curriculum initiatives in mathematics, reading, science and social studies. In addition, each elementary school conducted some release day activities that reflected building needs. Some of these workshops included training in technology, behavior management, building literacy teams, and portfolio assessment.

Both Watertown Middle School and Watertown High School devoted some release day activities to support new curricula in mathematics, science, English and social studies. The middle school focused the remaining release days to activities related to the school’s participation in the Middle School Systemic Change Project. The high school sponsored a series of workshops on strategies and interventions to “Engage the Disengaged Student”.

Among the district-wide priorities for staff training was the introduction of a new course for teachers entitled “Instruction for All Students” conducted by Dr. Louise Thompson and provided in collaboration with the Arlington, Lexington, Newton and Waltham Public Schools. The course provides training in techniques for differentiating instruction to meet the needs of all students in achieving at the high standards established in the state-mandated curriculum frameworks. In addition, through numerous afterschool workshops, the district continued to emphasize training in technology.

Community Education

The Watertown Community Education Program is a self sustaining program of the Watertown Public Schools. It includes the Adult Education Program, Hosmer Extended Day Program, and Summer Program, Before School Program in the Elementary Schools and the Courses for Kids (after school enrichment) Program in the Hosmer and Lowell Schools.

The Adult Education Program provides learning opportunities in a wide range of subjects including English as a Second Language, Computers, Crafts and Music. The Hosmer Extended Day Program provides after school care for approximately 95 Hosmer school children from the close of school until 6PM each day. The Summer Program consists of an academic and enrichment component. The Academic Program is for students in grades 6 through 12 who require remedial work. The Enrichment Program provides a variety of courses including crafts, computers, science and math fun for students from grades K through 8. The Before School Program is a service for families of elementary students who need to be cared for before the start of the regular school day.

Courses for Kids provides enrichment courses after school in the Hosmer and Lowell Schools. There are four, four-week terms each year. Courses included woodworking, pottery, junior scientists, pet care and computers.

Watertown Community Education is committed to building partnerships that will create and continue to provide programs that meet the needs of adults, families and children in Watertown.
## Voting Results

### Town of Watertown

#### GENERAL ELECTION

November 2, 1999

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<td>587</td>
<td>405</td>
<td>388</td>
<td>399</td>
</tr>
<tr>
<td><strong>Trustees, Free Public Library:</strong></td>
<td>6913</td>
<td>1331</td>
<td>1398</td>
<td>1400</td>
<td>1398</td>
<td>1400</td>
<td>6913</td>
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<tr>
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<tr>
<td>TOTAL</td>
<td>325</td>
<td>352</td>
<td>413</td>
<td>587</td>
<td>405</td>
<td>388</td>
<td>399</td>
</tr>
</tbody>
</table>

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**Notes:**
- The table includes voting results for various offices and candidates.
- The total number of eligible voters is 22,107.
- The percentage turnout is 4,927, or approximately 22.3%.
- The voting results are broken down by precinct, with votes cast for different candidates listed.

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**Election Commissioners:**
- Town Clerk/Election Officer

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