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 harkened 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 suppliied 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. Queb 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
- Paul J. Denning  
  261 Common Street  
  924-2613
- Sandra Kasabian Hoffman  
  20 Middle Street  
  924-7956
- Frederick L. Pugliese  
  167 Highland Avenue  
  924-1560

**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**
- Anthony P. Paolillo  
  96 Robbins Rd.  
  924-2788
- John D. Quinn  
  20 Bancroft Street  
  924-0795
- Stephen Messina  
  41 Longfellow Road  
  923-1892
- John C. Bartley  
  33 Robbins Road  
  923-9030
- Eileen Hsu-Balzer  
  897 Belmont Street  
  484-8077
- David W. Downes  
  20 Alden Road  
  926-7674

**Library Trustees**
- Jeannie M. Caruso  
  35 Bromfield Street  
  924-1289
- Gracemarie V. LeBlanc  
  76 Emerson Road  
  924-9322
- Raya Stern  
  207 Lexington Street  
  926-3609
- Katherine H. Button  
  61 Wilmot Street  
  923-9356
- Alexandra Avgis Quinn  
  92 Bellevue Road  
  924-7362
- William P. O'Grady  
  100 Evans Street  
  924-2306

---

### Watertown Appointed Officials

**Town Manager**
- Michael J. Driscoll

**Town Council President**
- Clyde L. Younger

**Assessors**
- Joseph A. DiVito, Jr.
- Martin J. Walsh
- Thomas J. Tracy
- Mary E. Flanders Aicardi
- John E. Flynn
- Joseph Mahoney
- Kopelman and Paige, P.C.
- Robert E. Erickson
- Steven J. Ward
- Caryl L. Fox

**Recreation**
- Thomas Sullivan
- Leone E. Cole
- Thomas A. Walsh

**Library**
- John A. Ryan Skating Arena

**Public Works Department**
- Gerald S. Mee, Jr.

**Police Department**
- Chief John D. Jackson

**Fire Department**
- Chief Paul F. McCaffrey

**Community Development & Planning**
- Mark E. Boyle

**School Department**
- Sally L. Dias, Ed.D., Superintendent

**Purchasing**
- Norma Collins
Boards and Committees

Arsenal Development Corporation
John Aiasian
James I. Bean
Allison B. Carnduff
Joseph J. DiVico
James E. McDermott
Roberta A. Miller
Countillor Salvatore Ciccarelli
Councillor Sandra Kasabian Hoffman
Councillor John H. Portz

Asa Pratt Fund
Donald MacDonald
Raya Stern
G. Jack Zollo

Bicycle Committee
Joan L. Blaustein
Peter Brooks
Gurdon Buck
Janet Jameson
Deborah D. Peterson
Maria Saiz

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

Board of Assessors
Joseph A. DiVito, Jr. Chairman
Joseph B. Darby, III
Elizabeth Dromey

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

Building Committee
Mark E. Boyle, Director Community Development & Planning Department
Councillor Marilyn Petito Devaney
Sally L. Dias, Ed.D, Superintendent of Schools
Anthony Dileo
Frank Galligan
Michael Hatfield
Thomas J. Tracy
Stephen Messina
Jay R. Perkins
Judith M. Belliveau, Ex Officio, School Business Office
Joseph Porcaro

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

Commission on Disabilities
Brian Charson
Harold Craig
Councillor Marilyn Petito Devaney
George Donahue
Albert Gayzagian
Cindy Wentz
Councillor Alex Liazos
Laura Oftedahl
Diane Shepard

Conservation Commission
David F. McDonald, Chairman
Marylouise Pallotta Mc Dermott
Patricia A. Schiavoni
Bonnie Potoki
Susan G. Falkoff
Brian Gardner
Leo G. Martin

Council on Aging
Harold J. Bejcek
Barbara Zenn Rediker
Gertrude Broderick
Jane Stodolnik
Dorothy Fleming, Vice Chairperson
Betty Finnell, Chairperson
Patricia Gold
Lucy Nargozian
Christopher Hursh

Cultural Council
Adrienne Sloane
Barbara Epstein
Suzanne Berne
Dawn Evans Scaltreto
Corey F. O’Brien

Election Commission
Thomas J. Stevens, Vice Chairman
Demos Zevitas, Secretary
George Bogosian
Robert Kelly, Chairman

Historic District Study Committee
Victoria Carter
Ruth Shackelford
John Hawes
Jeffrey Brown
Joan Galgay
Thayer Morgan

Historical Commission
Frederick S. Griffin, Jr., Chairman
Victoria J. Carter, Secretary
Roger Erickson
Kenneth H. Rand
Natalie Zakarian

Housing Authority
E. Joyce Munger, Chairperson
Linda Lilley
Heather Whitney (State Appointee)
John O'Leary
Bernard Bradley
Housing Partnership
Marianne Cameron
Thomas Wade, Director Housing Authority
Craig McKenna, Watertown Savings Bank
Mark Boyle or Laura Weiner
Larry Young
R. Stewart Wooster
Howard Hasham
Harold Bejcek, Council on Aging
David Leon
James Barwell, Watertown Savings Bank
Mark Messina

Licensing Board
Thomas M. Sherry, Chairman
Donna B. Doucette
Robert J. Whitney

Planning Board
Frank C. Mockler, Chairman
John B. Hawes, Jr., Secretary
John DiPietrantonio
Karlene Kelley Munger

Recycling Advisory Group
Sue Tamber, Dep. Supt. Public Wk.
Robert Giel, Vice President
Charles C. Bering
Martin Lerman

Retirement Board
Robert E. Ford Chairman
Thomas J. Tracy, Secretary
R. Wayne MacDonald
Thomas Thibaut, Jr.
Martin J. Walsh

Traffic Commission
Police Chief John D. Jackson, Chairman
Fire Chief Paul F. McCaffrey, Secretary
Gerald A. Mee, Superintendent of Public Works
John Airasian
William Flecca
John Bartley
George Pizzuto
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 on 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 1998, your Town Council has been actively engaged in the performance of its responsibilities as elected representatives of Watertown's residents.

Council Membership

In November of 1997, an election was held and Clyde L. Younger began his new term as Council President. In January of 1998 the following candidates took office: Marilyn Petitto Devaney, At Large; Paul Denning, At Large; Sandra Kasabian-Hoffman, At Large; Frederick Pugliese, At Large; Salvatore Ciccarelli, District A and newly elected Vice President of the Town Council; Alex Liazos, District B; Stephen Romanelli, District C and John Portz, District D. Valerie Papas who was reappointed in 1997 continued as Clerk to the Council for a three-year term.

Highlights of 1998

• The Town Council began the year by authorizing the borrowing of $1,670,000.00 for Fiscal Year 1998 Capital Improvements which included renovations to the Public Works Facility & Salt Shed, renovations to Filippello and Saltonstall Park and the newly acquired Commander's Mansion.

• Addressing the need for community input on Town programs and policies, the Town Council voted to request the Town Manager to look into the feasibility of establishing an annual survey of Watertown Residents' Views and Opinions on Town services and Programs by including the survey with the Town Census. This undertaking was a great success with receipt of 2,970 completed surveys mailed back by residents, a 16.2% rate of return.

• Education, continued to be a top priority with the Town Council. The Town Council voted a 5% increase in the School Budget over the previous year, which demonstrates continued commitment to meet the needs of our students, teachers and staff.

• The Town Council voted to establish a Watertown Square Study Commission to address the needs of rehabilitating the central business area in Town.

• As part of the Town Council's Goals and Priorities, the Town Manager presented, for the first time, a preliminary Fiscal Year 1999 budget overview and a forecast of fiscal years 2000 and 2001 projected revenues and projected expenditures, permanent debt and the capital improvement program.

• The Town Council was proactive in addressing the recent state-wide concern over the proliferation of scattered newsracks along sidewalks and public ways. The Town Council adopted an Ordinance regulating the placement of newsracks, which will be under the jurisdiction of the Department of Public Works.

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 is an emphasis on 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 to thank you for the continued opportunity to serve each of you.
To The Honorable, The 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, 1998 and ending December 31, 1998. 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 periods.

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 monies) and Town Monies to improve the quality of life and vibrancy of this community.

The Watertown economy is both strong and 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 1998.

- **Sound fiscal management** – In January 1998, the Honorable Town Council authorized two loan orders – one to refinance a fiscal year 1988 bond issue and one to finance a fiscal year 1998 loan order for the restoration/construction of town buildings and the purchase of departmental equipment. The refinancing of the unpaid FY88 balance resulted in present value savings of $147,500 as a result of reducing net interest cost from 6.43 percent to 4.36 percent. The FY98 loan order of $1,670,000 allows for the restoration of the Victory Field House; the construction of a new Murrey Field House; Replacement of the refrigeration floor/boards at the John A. Ryan Skating Arena; and miscellaneous Public Works and Fire Department equipment.
• Watertown enters a new partnership – In February 1998, authorized the Town Manager pursuant to Chapter 40, Section 4A of the General Laws to enter into an agreement with one or more governmental units to perform jointly any legally authorized service, activities or undertakings thus establishing the minuteman Hazardous Household Product Facility Agreement. This facility is the first permanent regional hazardous household product (HHP) collection center in the Commonwealth. This regional facility effort will seek to: increase residents’ access to safe HHP collection services; increase the cost effectiveness of HHP collection as compared to one day collection programs; reduce the amount of harmful materials released to the atmosphere surface water and groundwater caused by improper disposal of HHP; educate residents about a proper management of HHP with an emphasis on source reduction and reuse and recycling of hazardous materials to the maximum practical extent. This facility is located in Lexington, MA.

• Watertown High School Razas the Roof – In February 1998, The Honorable Town Council authorized the transfer of $300,000 from Town Council Reserve to the Schools capital projects account for the immediate repair of the high school roof.

• Tree City USA – Watertown, MA – In March 1998, the Town received correspondence from the National Arbor Day foundation naming Watertown as a 1997 Tree City USA and Growth Award recipient. This award acknowledges the town’s commitment in municipal tree-care management. Also, in March the Town was a recipient of a grant award in the amount of $5,000 from the Heritage Tree Grants of the Department of Environmental Management. This grant allowed for the completion of fertilization and pruning of the three Norway Maples located on the Delta.

• This Old House – In May 1998, this office was notified by Police Chief, John D. Jackson, that Channel 2’s “This Old House” would be filming the rehabilitation of 57 Russell Avenue for the period June - December 1998.

• Cops and Kids – In July 1998, the Town through its Police Department was approved for a second year of funding under the Edward Byrne Memorial State and Local Law Enforcement Assistance Program and the Innovative Local Law Enforcement and Community Policing Program. The award was $33,500 with a local match of $33,500. The mission of the “Cops and kids” program is to challenge local police departments to work with other stakeholders in the community to develop comprehensive, community-based programs that address youth substance abuse and violence.

• Second Water Meter Policy Recommendation – In September 1998, a favorable recommendation was forwarded by this office to the Honorable Town Council to reestablish the Town’s policy allowing second water meters for irrigation/inground sprinklers.

• Watertown Square – A Revisit – In October 1998, an eleven-member commission was formed and named pursuant to a Council Resolution. This Commission was charged to look at present conditions and offer recommendations to make the square both pedestrian and vehicular friendly.

• The Commander’s Mansion gets a makeover – In October 1998, the O’Neil Properties Group (OPG) contributed $995,000 towards the rehabilitation of this stately manor. This donation was a provision of the Land Disposition Agreement by and between the Watertown Arsenal Development Corporation and OPG.

What has been highlighted is only a small sampling of the breadth and width of the Town’s activities during 1998. 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 1998 the Assessing Department worked toward its stated mission of providing fair and equitable assessments for all Watertown taxpayers. To this end, the assessing staff conducted an in house update of all valuations in the Town. The new assessments were calculated utilizing all verified 1997 arms length property transfers. The goal of this annual update was to generate assessments, which accurately reflect market value as of the assessment date, January 1, 1998.

1998 saw many personnel changes for the Assessing Department. Clerks Diane Ryan and Joan Bertrand left the Assessors Office, but continue to work for the Town. Diane now works for the Town Auditor, and Joan works for the Town Clerk. The hard work and dedication that both Diane and Joan displayed in this office is greatly appreciated. The Board of Assessors wishes them both well in their new positions.

1998 also brought some new faces to the Assessors Office. In June, Richard Brown Jr. was hired as the town’s Assistant Assessor and in September, Susan Buckley joined the assessing staff as a part time clerk. Both have proved to be valuable additions to the department.

The exemption workshop, an annual community service, was once again held in September. Cleo Poravas, Susan Buckley and Rich Brown assisted the many taxpayers who attended, in completing their applications and reviewing supporting documentation.

In December, the Town Council approved a 50% exemption increase above the statutory levels which represents a 15% increase over last year’s exemption amounts. Additionally, the Town Manager had proposed an additional 10% annual increase in the future until the full 100% increase above statutory levels is achieved. The following exemption amounts became effective in Watertown for Fiscal Year 1999:

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>10% (or greater) Disabled Veterans</td>
<td>$375.00</td>
</tr>
<tr>
<td>22A</td>
<td>Qualified Disabled Veterans</td>
<td>$637.50</td>
</tr>
<tr>
<td>22B</td>
<td>Qualified Disabled Veterans</td>
<td>$1,162.50</td>
</tr>
<tr>
<td>22C</td>
<td>Qualified Disabled Veterans</td>
<td>$1,425.00</td>
</tr>
<tr>
<td>22D</td>
<td>Qualified Disabled Veterans</td>
<td>$750.00</td>
</tr>
<tr>
<td>22E</td>
<td>100% Disabled Veterans</td>
<td>$900.00</td>
</tr>
<tr>
<td>17D</td>
<td>Qualified Widows, Aged Persons, and Minor Children</td>
<td>$262.50</td>
</tr>
<tr>
<td>37A</td>
<td>Blind Person</td>
<td>$750.00</td>
</tr>
<tr>
<td>41C</td>
<td>Qualified Senior Citizens</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

As always, the recipients of these exemptions have been very cooperative and appreciative for the support from the Assessing personnel with completing their applications. These recipients have also expressed great appreciation for the Town Council, which once again approved an increase in these exemption amounts.

In Fiscal Year 1999, the Town Council voted to maintain the classification shift to Commercial, Industrial and Personal Property at 160%. The following is a summary of the Tax Rates and valuation data which were in effect during 1998.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>1998 (7/1/97-6/30/98)</th>
<th>1999 (7/1/98-6/30/99)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tax Rates</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential</td>
<td>$15.13</td>
<td>$14.21</td>
</tr>
<tr>
<td>Commercial</td>
<td>$26.75</td>
<td>$25.28</td>
</tr>
<tr>
<td>Industrial</td>
<td>$26.75</td>
<td>$25.28</td>
</tr>
<tr>
<td>Personal Property</td>
<td>$26.75</td>
<td>$25.28</td>
</tr>
<tr>
<td><strong>Residential Exemption</strong></td>
<td>$308.11</td>
<td>$314.50</td>
</tr>
<tr>
<td><strong>Valuations:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential</td>
<td>$1,781,609,209</td>
<td>$1,934,583,029</td>
</tr>
<tr>
<td>Commercial</td>
<td>267,780,751</td>
<td>322,646,701</td>
</tr>
<tr>
<td>Industrial</td>
<td>167,721,940</td>
<td>167,651,560</td>
</tr>
<tr>
<td>Personal Property</td>
<td>37,363,320</td>
<td>40,015,730</td>
</tr>
<tr>
<td>Exempt</td>
<td>206,650,400</td>
<td>220,954,710</td>
</tr>
</tbody>
</table>

The Board of Assessors would like to thank the assessing staff for its hard work over the last year. Cleo Poravas, Joan Bertrand, Diane Ryan, Susan Buckley and Rich Brown 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
1998; i.e. 1 July 1997 to 30 June 1998.
Schedules of Selected Financial Information,
Major Categories of Receipts and Debt
Principal and Interest are shown.

In this period bond principal payments
were $1,491,385 and long term interest
payments were $568,684. These amounts
($2,060,069) total the tenth payment on
the Fiscal Year 1988 issue, the second pay-
ment on the Fiscal Year 1997 issue and the
first payment of the Fiscal Year 1997
MWRA loan. The loan principal balance
was $14,063,539 as of 30 June 1998.

Short term borrowings (Bond Anticipation
Notes) for the year were as follows:

**Bond Anticipation Notes:**

- **Outstanding 1 July 1997**: $20,695,000
- **Renewed**: $11,845,000
- **New**: $2,245,000
- **Paid**: $8,055,000
- **Balance 30 June 1998**: $14,885,000

The delinquent Motor Vehicle Excise
collections, received from the Deputy
Collector, were $117,255.

Parking meter receipts were $185,797
and parking fines were $384,494.

Watertown continues to have a high rate
of Real Estate Tax collections. The rate of
collection, for FY98 Property Taxes, as of
30 June 1998 was 99.1%

As of 30 June 1998 the following FY98
taxes and user charges were unpaid:

**Category**
- Real Estate: $425,993
- Personal Property: $38,169
- Motor Vehicle: $164,283
- Boat: $1,391
- Water: $254,777
- Sewer: $433,450

---

### FY98 PRINCIPAL AND INTEREST PAYMENTS $2,060,069

<table>
<thead>
<tr>
<th>ANN DATE</th>
<th>BONDED AMOUNT</th>
<th>PURPOSE</th>
<th>BALANCE 7/1/97</th>
<th>PRINCIPAL PAYMENT</th>
<th>INTEREST PAYMENT</th>
<th>BALANCE 6/30/98</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb-88</td>
<td>3,175,000 New Fire Station 1,735,000</td>
<td>160,000</td>
<td>117,850</td>
<td>1,575,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>900,000 Renovation Fire Substations 90,000</td>
<td>90,000</td>
<td>5,850</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1,475,000 School 147,500</td>
<td>147,500</td>
<td>9,588</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>675,000 Recreational 270,000</td>
<td>45,000</td>
<td>17,888</td>
<td>225,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>430,000 Library Addition 220,000</td>
<td>20,000</td>
<td>14,950</td>
<td>200,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>140,000 Data Processing Equipment 14,000</td>
<td>14,000</td>
<td>910</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>135,000 Police Dispatch Equipment 13,500</td>
<td>13,500</td>
<td>878</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct-96</td>
<td>1,896,000 Municipal Purposes 238,000</td>
<td>238,000</td>
<td>81,720</td>
<td>1,658,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1,598,000 Departmental Equipment 535,000</td>
<td>535,000</td>
<td>61,489</td>
<td>1,063,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>160,000 Arena Refrigeration 40,000</td>
<td>40,000</td>
<td>6,380</td>
<td>120,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1,114,000 Water 140,000</td>
<td>140,000</td>
<td>48,015</td>
<td>974,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jun-97</td>
<td>241,924 Sewer(MWRA) 48,385</td>
<td>48,385</td>
<td>183,166</td>
<td>193,539</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aug-97</td>
<td>8,055,000 Lowell School &amp; All Plans 203,166</td>
<td>203,166</td>
<td>8,055,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTALS</td>
<td>2,490,000</td>
<td>1,491,385</td>
<td>568,684</td>
<td>14,063,539</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RECAP BY FUNCTION**

| SCHOOL | 147,500 | 186,532 | 226,156 | 8,055,000 |
| RIFE | 1,825,000 | 373,585 | 137,904 | 1,575,000 |
| POLICE | 13,500 | 30,085 | 2,784 | 0 |
| LIBRARY | 220,000 | 20,000 | 14,950 | 200,000 |
| WATER | 140,000 | 48,015 | 974,000 |
| SEWER | 112,585 | 7,379 | 257,539 |
| ARENA | 42,380 | 7,197 | 120,000 |
| PARKS | 270,000 | 80,462 | 30,064 | 521,000 |
| DPW | 330,630 | 38,000 | 1,063,000 |
| OTHER | 14,000 | 175,126 | 56,235 | 1,298,000 |
| TOTALS | 2,490,000 | 1,491,385 | 568,684 | 14,063,539 |
1 July 1997-30 June 1998

DEBT BALANCE (6/30) $14,063,539

Funds
Brought forward 21,214,835
Cash Received 94,522,082
Cash Paid Out (97,160,231)
Ending Balance 18,576,686

CASH MANAGEMENT
Interest Income 1,072,899
Short Term (S/T) Interest Paid (911,230)
Net 161,669

OTHER INTEREST
Tax Title 152,990
Late Payments 137,537
Total 290,527
Total Interest Income 1,363,426
Total S/T Interest Expense (911,230)
Net Interest Income 452,196

TAX TITLES
Brought forward 798,487
Takings 82,901
Subsequent Taxes 135,343
Redemptions (564,528)
Abatements (46,501)
Foreclosures (11,097)
Carried forward $394,605

MAJOR CATEGORIES OF RECEIPTS

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property/Excise taxes</td>
<td>39,615,694</td>
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<tr>
<td>Intergovernmental</td>
<td>9,535,200</td>
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<tr>
<td>Water/Sewer/Commercial Trash</td>
<td>8,209,324</td>
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<tr>
<td>Departmental</td>
<td>3,678,456</td>
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<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 1998, the Town’s General Fund Revenue and other sources exceeded expenditures and other uses. This resulted in an operating surplus for a fifth consecutive year. The fiscal year 1998, operating surplus within the General Fund was $2,322,826.

The Town’s General Fund balance at the beginning of Fiscal Year 1998 had a surplus in the amount of $6,445,124. This beginning surplus, coupled with the Fiscal Year 1998 operating surplus of $2,322,826 resulted in the Town’s General Fund balance being $8,767,950 at the end of Fiscal Year 1998.

The above mentioned surplus allowed the Town to receive a Positive Certified Free Cash from the Massachusetts Department of Revenue in the amount of $3,963,545. This was an increase from the previous Fiscal Year certified amount of $3,514,953.

The Fiscal Year 1998 annual audit was completed and presented to the Town Council during November 1998. The Fiscal Year 1998 independent audit was completed within five 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 1997 and 1998.
<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>PERSONAL SERVICES</th>
<th>PURCHASE OF SERVICES</th>
<th>SUPPLIES</th>
<th>OTHER CHARGES &amp; EXPENSES</th>
<th>DEBT SERVICE &amp; CAPITAL OUTLAY</th>
<th>TOTAL EXPENDITURES</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOWN COUNCIL</td>
<td>$ 40,589</td>
<td>$ 1,707</td>
<td>$ 1,740</td>
<td>$ 11,034</td>
<td>$ 55,070</td>
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</tr>
<tr>
<td>TOWN MANAGER</td>
<td>$ 148,342</td>
<td>$ 36,884</td>
<td>$ 2,437</td>
<td>$ 4,557</td>
<td>$ 192,220</td>
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<td>TOWN AUDITOR</td>
<td>$ 168,122</td>
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<td>$ 1,834</td>
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<td>$ 195,855</td>
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<td>$ 45,258</td>
<td>$ 84,485</td>
<td>$ 13,260</td>
<td>$ 291</td>
<td>$ 143,294</td>
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<td>$ 6,290</td>
<td>$ 4,318</td>
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<td>TREASURER</td>
<td>$ 180,003</td>
<td>$ 39,784</td>
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<td>$ 1,037</td>
<td>$ 246,588</td>
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<td>TOWN ATTORNEY</td>
<td>$ 183,390</td>
<td>$ 26,534</td>
<td>$ 939</td>
<td>$ 4,616</td>
<td>$ 219,525</td>
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<td>$ 186,953</td>
<td>$ 79,456</td>
<td>$ 14,345</td>
<td>$ 2,946</td>
<td>$ 245,259</td>
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<td>$ 132,492</td>
<td>$ 1,588</td>
<td>$ 1,518</td>
<td>$ 150</td>
<td>$ 135,748</td>
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<td>ELECTIONS</td>
<td>$ 38,905</td>
<td>$ 2,832</td>
<td>$ 11,273</td>
<td>$ 6,978</td>
<td>$ 565,001</td>
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<tr>
<td>COMM. DEVELOPMENT &amp; PLANNING</td>
<td>$ 389,492</td>
<td>$ 13,497</td>
<td>$ 4,199</td>
<td>$ 2,701</td>
<td>$ 409,889</td>
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<tr>
<td>TOWN HALL MAINTENANCE</td>
<td>$ 29,747</td>
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<td>$ 23,898</td>
<td>$ 177,450</td>
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<td>BUILDING INSURANCE</td>
<td></td>
<td>$ 138,483</td>
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<td>$ 138,483</td>
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<tr>
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<td>$ 138,333</td>
<td>$ 34,784</td>
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<td>$ 131,415</td>
<td>$ 4,382,821</td>
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<td>$ 50,428</td>
<td>$ 3,870</td>
<td>$ 72,425</td>
<td>$ 4,569,084</td>
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<td>CIVIL DEFENSE</td>
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<td>$ 368</td>
<td>$ 838</td>
<td>$ 5,437</td>
<td>$ 938</td>
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<tr>
<td>DPW-FORESTRY</td>
<td>$ 71,148</td>
<td>$ 8,070</td>
<td>$ 22,981</td>
<td>$ 102,199</td>
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<tr>
<td>DPW-ADMINISTRATION</td>
<td>$ 207,771</td>
<td>$ 25,581</td>
<td>$ 7,143</td>
<td>$ 95</td>
<td>$ 245,950</td>
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<tr>
<td>DPW-HIGHWAY CONSTR/MAINT.</td>
<td>$ 322,627</td>
<td>$ 199,847</td>
<td>$ 35,549</td>
<td>$ 6,978</td>
<td>$ 565,001</td>
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<tr>
<td>DPW-SNOWICE CONTROL</td>
<td>$ 59,868</td>
<td>$ 133,151</td>
<td>$ 165,760</td>
<td>$ 22,389</td>
<td>$ 350,158</td>
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<td>DPW-STREET LIGHTING</td>
<td>$ 376,151</td>
<td>$ 3,208,532</td>
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<td>$ 3,215,881</td>
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<td>DPW-SEWER</td>
<td>$ 193,583</td>
<td>$ 111,784</td>
<td>$ 49,683</td>
<td>$ 218,939</td>
<td>$ 574,269</td>
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<tr>
<td>DPW-WATER</td>
<td>$ 418,473</td>
<td>$ 15,758</td>
<td>$ 112,539</td>
<td>$ 291,005</td>
<td>$ 837,775</td>
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<td>DPW-CEMETARY</td>
<td>$ 81,855</td>
<td>$ 99,653</td>
<td>$ 7,592</td>
<td>$ 37,853</td>
<td>$ 226,953</td>
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<td>DPW-OTHER</td>
<td>$ 337,712</td>
<td>$ 1,111,083</td>
<td>$ 182,854</td>
<td>$ 2,992</td>
<td>$ 19,901</td>
<td>$ 654,522</td>
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<td>HEALTH</td>
<td>$ 183,286</td>
<td>$ 42,605</td>
<td>$ 4,625</td>
<td>$ 2,023</td>
<td>$ 232,539</td>
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<td>COUNCIL ON AGING</td>
<td>$ 91,377</td>
<td>$ 27,246</td>
<td>$ 2,325</td>
<td>$ 4,856</td>
<td>$ 125,804</td>
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<td>VETERANS' SERVICES</td>
<td>$ 26,000</td>
<td>$ 50</td>
<td>$ 110</td>
<td>$ 24,987</td>
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<td>LIBRARY</td>
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<td>$ 115,951</td>
<td>$ 205,820</td>
<td>$ 14,925</td>
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<td>RECREATION</td>
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<td>$ 2,578</td>
<td>$ 22,269</td>
<td>$ 3,340</td>
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<td>DPW-PARKS</td>
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<td>$ 177,081</td>
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<td>$ 10,300</td>
<td>$ 368,587</td>
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<td>RETIREMENT OF DEBT PRINCIPAL</td>
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<td>$ 1,491,385</td>
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<td>INTEREST LONG TERM DEBT</td>
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<td></td>
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<td>$ 568,682</td>
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<td>INTEREST SHORT TERM DEBT</td>
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<td>$ 4,784,991</td>
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<tr>
<td>NON-CONTRIBUTORY RETIREMENT</td>
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<td>$ 229,677</td>
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<td>WORKER'S COMPENSATION</td>
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<td>$ 234,859</td>
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<td>UNEMPLOYMENT</td>
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<td>$ 1,035</td>
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<td>$ 3,840,453</td>
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<tr>
<td>LIFE INSURANCE</td>
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<td></td>
<td></td>
<td>$ 46,677</td>
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<td>MEDICARE TAX</td>
<td>$ 187,816</td>
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<td></td>
<td></td>
<td></td>
<td>$ 187,816</td>
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<tr>
<td>PARKING LOTS</td>
<td>$ 63,509</td>
<td>$ 44,097</td>
<td>$ 2,864</td>
<td>$ 67,884</td>
<td>$ 178,374</td>
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<tr>
<td>JOHN A. RYAN SKATING RINK</td>
<td>$ 130,217</td>
<td>$ 86,843</td>
<td>$ 13,059</td>
<td>$ 200</td>
<td>$ 241,844</td>
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<tr>
<td>MISCELLANEOUS</td>
<td>$ 16,809</td>
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<td>$ 35,108</td>
<td>$ 51,917</td>
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<td></td>
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<td>TOWN CAPITAL PROJECTS</td>
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<td></td>
<td></td>
<td></td>
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<td>$ 137,442</td>
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<tr>
<td>EDUCATION</td>
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<td>$ 3,165,899</td>
<td>$ 1,259,462</td>
<td>$ 27,215</td>
<td>$ 20,003,865</td>
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<td>MWRA ASSESSMENT</td>
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<td>$ 4,806,695</td>
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<tr>
<td>STATE ASSESSMENTS</td>
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<td>$ 2,753,874</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$ 38,094,128</strong></td>
<td><strong>$ 8,925,482</strong></td>
<td><strong>$ 2,318,468</strong></td>
<td><strong>$ 7,891,037</strong></td>
<td><strong>$ 3,865,790</strong></td>
<td><strong>$ 61,094,905</strong></td>
</tr>
</tbody>
</table>
TOWN OF WATERTOWN  
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE GENERAL FUND

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1997</td>
<td>1998</td>
</tr>
<tr>
<td>PROPERTY TAXES</td>
<td>$35,327,581</td>
<td>$37,607,677</td>
</tr>
<tr>
<td>EXCISE TAXES</td>
<td>$2,541,699</td>
<td>$2,768,501</td>
</tr>
<tr>
<td>INTEREST, PENALTIES AND OTHER TAXES</td>
<td>$430,286</td>
<td>$425,661</td>
</tr>
<tr>
<td>CHARGES FOR SERVICES</td>
<td>$7,876,021</td>
<td>$7,841,741</td>
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<tr>
<td>INTERGOVERNMENTAL</td>
<td>$10,047,323</td>
<td>$10,415,439</td>
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<tr>
<td>LICENSES AND PERMITS</td>
<td>$183,094</td>
<td>$184,106</td>
</tr>
<tr>
<td>DEPARTMENTAL</td>
<td>$1,320,427</td>
<td>$1,835,920</td>
</tr>
<tr>
<td>FINES AND FORFEITURES</td>
<td>$645,347</td>
<td>$629,235</td>
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<tr>
<td>INTEREST EARNINGS</td>
<td>$715,735</td>
<td>$1,072,899</td>
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<tr>
<td>MISCELLANEOUS</td>
<td>$405,171</td>
<td>$381,925</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$59,492,684</td>
<td>$63,163,104</td>
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<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
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</thead>
<tbody>
<tr>
<td>GENERAL GOVERNMENT</td>
<td>$2,505,639</td>
<td>$2,549,310</td>
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<tr>
<td>PUBLIC SAFETY</td>
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<td>$8,957,342</td>
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<td>EDUCATION</td>
<td>$18,861,952</td>
<td>$20,003,865</td>
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<td>PUBLIC WORKS</td>
<td>$7,244,160</td>
<td>$7,556,684</td>
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<tr>
<td>HEALTH &amp; HUMAN SERVICES</td>
<td>$391,850</td>
<td>$409,488</td>
</tr>
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<td>RECREATION</td>
<td>$422,227</td>
<td>$401,796</td>
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<td>LIBRARIES</td>
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<td>$1,285,416</td>
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<td>PENSION</td>
<td>$5,162,434</td>
<td>$5,014,668</td>
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<td>DEBT SERVICE</td>
<td>$1,394,800</td>
<td>$2,717,077</td>
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<tr>
<td>INTERGOVERNMENTAL</td>
<td>$7,388,869</td>
<td>$7,560,569</td>
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<tr>
<td>INSURANCE, EMPLOYEE BENEFITS &amp; MISC.</td>
<td>$4,231,796</td>
<td>$4,638,690</td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$57,251,120</td>
<td>$61,094,905</td>
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</table>

<table>
<thead>
<tr>
<th>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$2,241,564</td>
<td>$2,068,199</td>
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<table>
<thead>
<tr>
<th>OTHER FINANCING SOURCES (USES)</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
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<tbody>
<tr>
<td>OPERATING TRANSFERS IN</td>
<td>$294,630</td>
<td>$704,839</td>
</tr>
<tr>
<td>OPERATING TRANSFERS (OUT)</td>
<td>$(444,576)</td>
<td>$(450,212)</td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>$(149,946)</td>
<td>$254,627</td>
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</table>

<table>
<thead>
<tr>
<th>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,091,618</td>
<td>$2,322,826</td>
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<table>
<thead>
<tr>
<th>FUND BALANCE BEGINNING OF FISCAL YEAR</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$4,353,506</td>
<td>$6,445,124</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND BALANCE END OF FISCAL YEAR</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$6,445,124</td>
<td>$8,767,950</td>
</tr>
</tbody>
</table>
## TOWN OF WATERTOWN
### BALANCE SHEET
#### FOR THE GENERAL FUND
##### AS OF JUNE 30

<table>
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<tr>
<th></th>
<th>Fiscal Year</th>
<th>%</th>
<th>Fiscal Year</th>
<th>%</th>
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</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>$9,268,639</td>
<td>77.98%</td>
<td>$11,030,121</td>
<td>82.60%</td>
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<tr>
<td>Receivables:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes and Excises</td>
<td>$1,675,541</td>
<td>14.10%</td>
<td>$1,441,487</td>
<td>10.79%</td>
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<tr>
<td>Charges for Services</td>
<td>$942,224</td>
<td>7.93%</td>
<td>$882,733</td>
<td>6.61%</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$11,886,404</td>
<td>100.00%</td>
<td>$13,354,341</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year</th>
<th>%</th>
<th>Fiscal Year</th>
<th>%</th>
</tr>
</thead>
<tbody>
<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>$1,218,570</td>
<td>10.25%</td>
<td>$1,075,033</td>
<td>8.05%</td>
</tr>
<tr>
<td>Deferred Revenues</td>
<td>$2,404,532</td>
<td>20.23%</td>
<td>$2,174,220</td>
<td>16.28%</td>
</tr>
<tr>
<td>Accrued Expenditures</td>
<td>$433,361</td>
<td>3.65%</td>
<td>$327,317</td>
<td>2.45%</td>
</tr>
<tr>
<td>Prepaid Taxes</td>
<td>$183,189</td>
<td>1.54%</td>
<td>$183,019</td>
<td>1.37%</td>
</tr>
<tr>
<td>Reserve for Tax Refunds</td>
<td>$496,000</td>
<td>4.17%</td>
<td>$300,044</td>
<td>2.25%</td>
</tr>
<tr>
<td>Other Liabilities</td>
<td>$705,628</td>
<td>5.94%</td>
<td>$526,758</td>
<td>3.94%</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>$5,441,280</td>
<td></td>
<td>$4,586,391</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund Equity:</th>
<th>Fiscal Year</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserved for Expenditures</td>
<td>$1,100,000</td>
<td>9.25%</td>
</tr>
<tr>
<td>Reserved for Encumbrances</td>
<td>$1,339,588</td>
<td>11.27%</td>
</tr>
<tr>
<td>Undesignated</td>
<td>$4,005,536</td>
<td>33.70%</td>
</tr>
<tr>
<td><strong>Total Fund Equity</strong></td>
<td>$6,445,124</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Total Liabilities and Fund Equity</strong></th>
<th>Fiscal Year</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$11,886,404</td>
<td>100.00%</td>
</tr>
<tr>
<td></td>
<td>$13,354,341</td>
<td>100.00%</td>
</tr>
</tbody>
</table>
### Combined Statement of Revenues, Expenditures and Changes in Fund Balance for All Special Revenue Funds

<table>
<thead>
<tr>
<th></th>
<th>Fiscal Year 1997</th>
<th>%</th>
<th>Fiscal Year 1998</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>$1,900,198</td>
<td>51.34%</td>
<td>$1,984,571</td>
<td>43.27%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>$1,800,717</td>
<td>48.66%</td>
<td>$2,601,878</td>
<td>56.73%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$3,700,915</td>
<td>100.00%</td>
<td>$4,586,449</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>$2,637,147</td>
<td>76.72%</td>
<td>$2,839,914</td>
<td>80.59%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$ 800,414</td>
<td>23.28%</td>
<td>$ 684,091</td>
<td>19.41%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$3,437,561</td>
<td>100.00%</td>
<td>$3,524,005</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues</strong></td>
<td>$263,354</td>
<td></td>
<td>$1,062,444</td>
<td></td>
</tr>
<tr>
<td><strong>Other Financing Sources (Uses)</strong></td>
<td>$ 37,222</td>
<td></td>
<td>$ 22,812</td>
<td></td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>($269,630)</td>
<td></td>
<td>($679,839)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Other Financing Sources (Uses)</strong></td>
<td>($232,408)</td>
<td></td>
<td>($657,027)</td>
<td></td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</strong></td>
<td>$30,946</td>
<td></td>
<td>$405,417</td>
<td></td>
</tr>
<tr>
<td>Fund Balance Beginning of Fiscal Year</td>
<td>$1,015,919</td>
<td></td>
<td>$1,046,865</td>
<td></td>
</tr>
<tr>
<td>Fund Balance End of Fiscal Year</td>
<td>$1,046,865</td>
<td></td>
<td>$1,452,282</td>
<td></td>
</tr>
<tr>
<td>Assets</td>
<td>FISCAL YEAR</td>
<td>FISCAL YEAR</td>
<td>%</td>
<td></td>
</tr>
<tr>
<td>--------</td>
<td>-------------</td>
<td>-------------</td>
<td>----</td>
<td></td>
</tr>
<tr>
<td>CASH AND CASH EQUIVALENTS</td>
<td>$1,025,117</td>
<td>$808,093</td>
<td>82.06%</td>
<td>53.46%</td>
</tr>
<tr>
<td>RECEIVABLES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DUE FROM OTHER GOVERNMENTS</td>
<td>$224,052</td>
<td>$703,513</td>
<td>17.94%</td>
<td>46.54%</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$1,249,169</td>
<td>$1,511,606</td>
<td>100.00%</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<p>| Liabilities and Fund Equity | | | |
| LIABILITIES: | | | |
| WARRANTS PAYABLE | $202,304 | $59,324 | 16.20% | 3.92% |
| TOTAL LIABILITIES | $202,304 | $59,324 | | |
| FUND EQUITY: | | | |
| UNDESIGNATED | $1,046,865 | $1,452,282 | 83.80% | 96.08% |
| TOTAL FUND EQUITY | $1,046,865 | $1,452,282 | | |
| TOTAL LIABILITIES AND FUND EQUITY | $1,249,169 | $1,511,606 | 100.00% | 100.00% |</p>
<table>
<thead>
<tr>
<th>TOWN OF WATERTOWN</th>
<th>FISCAL YEAR</th>
<th>FISCAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1997</td>
<td>%</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTERGOVERNMENTAL</td>
<td>$695,256</td>
<td>99.54%</td>
</tr>
<tr>
<td>INTEREST EARNINGS</td>
<td>$3,206</td>
<td>0.46%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$698,462</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAPITAL OUTLAY</td>
<td>$6,298,886</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>$6,298,886</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</strong></td>
<td>($5,600,424)</td>
<td>($6,840,400)</td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOND ANTICIPATION NOTE PROCEEDS</td>
<td>$8,055,000</td>
<td></td>
</tr>
<tr>
<td>BOND PROCEEDS</td>
<td>$401,924</td>
<td></td>
</tr>
<tr>
<td>OPERATING TRANSFERS IN</td>
<td>$407,354</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES (USES)</strong></td>
<td>$8,864,278</td>
<td></td>
</tr>
<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUND BALANCE BEGINNING OF FISCAL YEAR</td>
<td>($5,333,706)</td>
<td></td>
</tr>
<tr>
<td>PRIOR YEAR ADJUSTMENTS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUND BALANCE END OF FISCAL YEAR</td>
<td>($2,069,852)</td>
<td></td>
</tr>
</tbody>
</table>
# TOWN OF WATERTOWN
## BALANCE SHEET
### FOR THE CAPITAL PROJECTS FUND
#### AS OF JUNE 30

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FISCAL YEAR</th>
<th>%</th>
<th>FISCAL YEAR</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH AND CASH EQUIVALENTS</td>
<td>$10,570,148</td>
<td>100.00%</td>
<td>$6,659,575</td>
<td>93.05%</td>
</tr>
<tr>
<td>RECEIVABLES:</td>
<td>$0</td>
<td>0.00%</td>
<td>$497,453</td>
<td>6.95%</td>
</tr>
<tr>
<td>DUE FROM OTHER GOVERNMENTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$10,570,148</td>
<td>100.00%</td>
<td>$7,157,028</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND EQUITY</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>WARRANTS PAYABLE</td>
<td>$0</td>
</tr>
<tr>
<td>ANTICIPATION NOTES PAYABLE</td>
<td>$12,640,000</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>$12,640,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND EQUITY:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>UNDESIGNATED</td>
<td>($2,069,852)</td>
</tr>
<tr>
<td>TOTAL FUND EQUITY</td>
<td>($2,069,852)</td>
</tr>
</tbody>
</table>

| TOTAL LIABILITIES AND FUND EQUITY | $10,570,148 | 100.00% | $7,157,028 | 100.00% |
## 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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1997  %</td>
<td>1998  %</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>$108,899</td>
<td>$102,137</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>$89,805</td>
<td>$48,416</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$198,704</td>
<td>$150,553</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$65,134</td>
<td>$48,531</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$65,134</td>
<td>$48,531</td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues Over Expenditures</strong></td>
<td>$133,570</td>
<td>$102,022</td>
</tr>
<tr>
<td>Other Financing Sources (Uses)</td>
<td>($25,000)</td>
<td>($25,000)</td>
</tr>
<tr>
<td>Total Other Financing Sources (Uses)</td>
<td>($25,000)</td>
<td>($25,000)</td>
</tr>
<tr>
<td><strong>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</strong></td>
<td>$108,570</td>
<td>$77,022</td>
</tr>
<tr>
<td>Fund Balance Beginning of Fiscal Year</td>
<td>$1,034,659</td>
<td>$1,143,229</td>
</tr>
<tr>
<td>Prior Year Adjustments</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fund Balance End of Fiscal Year</strong></td>
<td>$1,143,229</td>
<td>$1,220,251</td>
</tr>
</tbody>
</table>
TOWN OF WATERTOWN
BALANCE SHEET
FOR TRUST AND AGENCY FUNDS
AS OF JUNE 30

<table>
<thead>
<tr>
<th></th>
<th>FISCAL YEAR</th>
<th>%</th>
<th>FISCAL YEAR</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1997</td>
<td></td>
<td>1998</td>
<td></td>
</tr>
<tr>
<td>ASSETS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH AND CASH EQUIVALENTS</td>
<td>$1,698,685</td>
<td>14.57%</td>
<td>$1,879,650</td>
<td>13.35%</td>
</tr>
<tr>
<td>STOCKS AND BONDS</td>
<td>$137,532</td>
<td>1.18%</td>
<td>$146,120</td>
<td>1.04%</td>
</tr>
<tr>
<td>RECEIVABLES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHARGES FOR SERVICES</td>
<td>$120,608</td>
<td>1.03%</td>
<td>$72,591</td>
<td>0.52%</td>
</tr>
<tr>
<td>PROPERTY &amp; RIGHTS HELD UNDER DEF. COMP. PLAN</td>
<td>$9,700,994</td>
<td>83.21%</td>
<td>$11,977,841</td>
<td>85.09%</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$11,657,819</td>
<td>100.00%</td>
<td>$14,076,202</td>
<td>100.00%</td>
</tr>
<tr>
<td>LIABILITIES AND FUND EQUITY</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>$15,757</td>
<td>0.14%</td>
<td>$11,559</td>
<td>0.08%</td>
</tr>
<tr>
<td>OTHER LIABILITIES</td>
<td>$58,453</td>
<td>0.50%</td>
<td>$90,589</td>
<td>0.64%</td>
</tr>
<tr>
<td>OBLIGATIONS TO EMPLOYEES/DEF. COMP. PLAN</td>
<td>$9,700,994</td>
<td>83.21%</td>
<td>$11,977,841</td>
<td>85.09%</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>$9,775,204</td>
<td></td>
<td>$12,079,989</td>
<td></td>
</tr>
<tr>
<td>FUND EQUITY:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESERVED FOR ENDOWMENTS</td>
<td>$739,386</td>
<td>6.34%</td>
<td>$775,961</td>
<td>5.51%</td>
</tr>
<tr>
<td>UNDESIGNATED</td>
<td>$1,143,229</td>
<td>9.81%</td>
<td>$1,220,252</td>
<td>8.67%</td>
</tr>
<tr>
<td>TOTAL FUND EQUITY</td>
<td>$1,882,615</td>
<td></td>
<td>$1,996,213</td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES AND FUND EQUITY</td>
<td>$11,657,819</td>
<td>100.00%</td>
<td>$14,076,202</td>
<td>100.00%</td>
</tr>
</tbody>
</table>
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.

A major focus of 1998 was collective bargaining for successor agreements with three of the Town's five unions. Many meetings were held and productive discussions took place. Agreements were reached with the Police, Fire and Town Hall Unions. The Personnel Department would like to thank the Police Chief, the Fire Chief, the Town Auditor and the Administrative Assistant to the Town Manager for their assistance throughout the collective bargaining process.

In early 1998, in conjunction with the Employee Assistance Program, management and supervisory training sessions were held to provide training to supervisors on how to deal with troubled employees.

During 1998, the Personnel Department was busy assisting many departments and the Town Manager in recruiting and selecting personnel. The Town hired a Purchasing Agent, Skating Rink Manager, Assistant Skating Rink Manager, Inspector of Plumbing & Gas, Assistant Assessor, two Firefighters, seven Police Officers, two Dispatchers, on Custodian and one Principal Clerk. Additionally, the Personnel Department participated in the hiring of twelve individuals for the DPW Summer Work Program. These employees worked on a variety of projects for the Public Works Department.

The Town's Workers' Compensation Program is running smoothly. During 1998, 79 injuries were documented, of which 16 resulted in lost time from their duties. The Town is continuing to save financial resources under the self-insured program it entered into during 1996.

The Personnel Department participated in the Town's Workers' Compensation Program during 1998. The first task the committee undertook was to research and analyze voluntary dental plans. The IAC made a recommendation regarding a voluntary dental plan to the Town Manager in early 1998 and the plan was instituted as a result of that recommendation.

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 Ergonomic Safety Training for all employees covered under the Massachusetts Workers' Compensation laws.

The Personnel Department is looking forward to 1999 as it continues to work towards standardizing many personnel practices, improving the administration of work-related injuries, claims, 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 ombudsmen" 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 1998, 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.
- Procured election signage and placed them in strategic locations throughout the Town alerting the citizenry to upcoming voting exercises.
- Conducted the 1998 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 ordinance.
• 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 1998 State Primary and General Election utilizing the Commonwealth's Voter Registry Information System (VRIS).

• Ensured access to all polling locations throughout the Town.

• Continued participation in the Town Government Working Group on Computer Technology.

The Election Commission, comprised of a 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 1998:

<table>
<thead>
<tr>
<th>Date</th>
<th>Type of Election</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 15, 1998</td>
<td>State Primary</td>
<td>Burial Permits $1,450.00</td>
</tr>
<tr>
<td>November 3, 1998</td>
<td>General Election</td>
<td>Hunting Licenses $1,402.80</td>
</tr>
</tbody>
</table>

Licenses and Fees

- Burial Permits $1,450.00
- Hunting Licenses $1,402.80
- Dog Licenses $7,034.00
- Wildland Stamps - Resident and Non-Resident $2,010.00
- Duplicate Licenses $6.00
- Archery Stamp $285.00
- Sporting Licenses $2,407.50
- Marriages $4,305.00
- Raffle $220.00
- Fishing Licenses $5,512.00
- Sporting Fees $616.20
- Waterfowl Stamps $114.00
- Cat Licenses $4,927.00
- Licenses Commission - Alcohol, Common Victullar etc. $112,875.00
- Miscellaneous Clerk/Election fees $4,084.90
- Resident Book $1,610.00
- Certified Copies $12,919.20
- Underground Storage Permits $3,200.00
- Miscellaneous Licensing Board fees $33,590.00
- Total $198,568.60

Vital Statistics

- Births 377
- Deaths recorded 355
- Marriage Intentions 287
- Marriages recorded 281
- Affidavits of Correction of birth, deaths and marriages recorded 9
- Kennel License 1
- Dog Licenses 586
- Cat Licenses 566

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.

Vital Statistics

<table>
<thead>
<tr>
<th>Births</th>
<th>377</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deaths recorded</td>
<td>355</td>
</tr>
<tr>
<td>Marriage Intentions</td>
<td>287</td>
</tr>
<tr>
<td>Marriages recorded</td>
<td>281</td>
</tr>
<tr>
<td>Affidavits of Correction of birth, deaths and marriages recorded</td>
<td>9</td>
</tr>
<tr>
<td>Kennel License</td>
<td>1</td>
</tr>
<tr>
<td>Dog Licenses</td>
<td>586</td>
</tr>
<tr>
<td>Cat Licenses</td>
<td>566</td>
</tr>
</tbody>
</table>

Licenses

- Seven Day All Alcoholic Common Victullar (Restaurants) 9
- Seven Day Wine/Malt Common Victullar 3
- Common Victullar License 91
- Clubs 11
- Auto Dealer Class 1 8
- Auto Dealer Class 11 13
- Auto Dealer Class 111 1
- All Alcoholic Package Good Store 7
- Package Good Store Wine/Malt 7
- 24-Hours opening 5
- Sale of Food and Retail 5
- Entertainment 12
- Music Box 12
- Automatic Amusement Device 16
- Auto Repair 68
- Letting out of Motor Vehicles 4

Recording Fees

- Mortgages $4,168.40
- Business Certificates and Business Certificates withdrawals $7,920.20
- Total $12,088.60

Total Clerks Revenue

- Total Fees Collected $210,657.20
- Paid to the Commonwealth ($11,737.30)
- Net Revenue to the Town $198,919.90
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 new Town Computer Network, which connects the Town Hall, Library, Police, and Fire Departments. The Department also operates a network-connected IBM computer, a new RISC-based AS/400, to which the Department migrated this year from an earlier model. The system 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, but will eventually be connected to the new network.

Early in the year, new premise cabling and wiring closets were installed in each municipal building on Main St., and an underground conduit was constructed to connect the sites via a fiber-optic backbone. The cabling system allows high-speed and secure communications among Town departments for sharing network files, printers, e-mail, and Internet access. Upon completion of the cabling infrastructure, attention turned to the installation of new desktop computers, printers, and network servers. As outlined in the Computer Network Project plan, the network will be based on industry-standard protocols such as Ethernet and TCP/IP, as well as Windows NT networking, Exchange messaging platform, and MS Office desktop applications.

During the Summer and Autumn, the installation of computer hardware and software proved difficult at best. Significant delays were encountered as a result of late product delivery and technical installation problems. As of December, all hardware and software was installed and employees began learning the new computing environment. New applications included word processing, spreadsheet analysis, database management, scheduling, and e-mail. The network will expand throughout all municipal buildings, as well as connect to the Internet, creating a Town-wide information system.

Planning for the Year 2000 problem occurred throughout the year. Awareness discussions were held, seminars attended, and a formal Y2K Committee established. Areas of concern include information systems, desktop computers, networks, and embedded electrical/mechanical systems. The Committee assists Department Managers in reporting progress for both in-house and service bureau systems. Some progress was achieved during the year by the replacement of computers in the Computer Network Project.

Town Attorney

As Town Attorney, Kopelman & Paige, P.C. continued to provide general legal services to the Town during 1998, advising the Town Manager, Town Council and department heads on a broad range of municipal law issues. Of major significance to the Town this year was the transfer of the Watertown Arsenal property to the developer, O'Neil Properties. As Town Attorney this firm had provided legal services to the Town Manager and Town Council with respect to the Town's role in the developer selection process, and in conjunction with attorneys for the Watertown Arsenal Development Corporation, assisted in the conveyancing of the property to the developer. In addition, assisted the Town in its acquisition of the Commander's Mansion as a Town facility. This firm also assisted the Town Manager in negotiating a lease of the former American Legion building to the Shutt Marine Detachment, which renovated the building and returned it to active use.

In the area of litigation involving the Town, this firm represented the Town before various courts and administrative agencies on a variety of actions involving negligence, zoning matters, alleged civil rights violations and discrimination claims. This firm successfully defended an action against the Town for damages to private property based on an allegation of negligent design of improvements to Town property. This firm also attended meetings of the Licensing Board and provided regular advice and assistance in the interpretation and application of applicable laws and regulations. In the area of Labor Law, this firm continues to advise the Personnel Department with respect to the administration of the various public employee collective bargaining agreements, and provided representation with respect to employee grievances and arbitration procedures.

This firm expresses its appreciation to the Town Manager and Town Council for their confidence in retaining our firm as the Town Attorney, and want also the thank the various department heads, town employees and members of elected and appointed boards whose cooperation and professionalism has greatly assisted us in providing the Town with effective representation throughout the year. This firm looks forward to working with the Town in the future.
Purchasing Department

The Purchasing Department's contribution to the Town's municipal operations is visible in all Town Offices. This office serves as a conduit to assist all departments in achieving an urgent purchase or planning an upcoming project. All procurements must concur with the Massachusetts General Laws and local Ordinances.

Purchasing continues to work with town-wide departments to determine potential areas where the procuring of items can be streamlined. This office continues to provide educational materials and training to assist departments in understanding policies, procedures and the laws that govern.

This office issued and awarded bids for a number of Capital Improvement Projects and purchases. The Fire Department's new Helmet Mounted Thermal Imaging System is just one example. Sixty-two interested Contractors participated in the bidding process for the renovations to the newly acquired Commanders Mansion. The end result netted a substantial lower bid than estimated. The contractor commenced work immediately zeroing in on the targeted project schedule and within the forecasted budget.

The Town joined a three-community consortium sponsored by the Town of Brookline for the purchase of food service items. Regarding this effort the Town issued fiscal year contracts for the purchase of milk, bottle juice, canned soda, ice cream treats, bread and snack products for our School Food Programs. The Town saved over $13,000 from the purchase of diesel fuel by joining the City of Cambridge and six other communities. The group merged the volume purchase to attract a lower price per gallon.

Over the previous year, the Town took advantage of the Commonwealth of Massachusetts Bidding Awards. The State makes their bid awards available to cities and towns. Currently, there are over a thousand items awarded on these Price Agreements. The Town actively pursues this avenue whenever feasible. Watertown purchased the new computer equipment and software, senior bus, several new trucks, new Police and Fire Vehicles and a new Harley Davidson Motorcycle utilizing the State Awards. These State contracts or price agreements offer the Town a means of procuring quality or "best value" goods and services easily and efficiently.

The Town's procurement of paper goods, envelopes, stationary, copy paper is all environmentally preferable products. This office is working to initiate a buy recycle policy to utilize additional recycled product resources.

Purchasing has eagerly worked with the School Department to streamline procurements and the Accounts Payable process. The School Department's daily mail courier allows for both the Town and School to exchange communications more timely. Purchasing has worked with the School Department in obtaining a number of new contracts including architectural services required for the upcoming High School Roof and masonry improvements.

The Town entered into a single all-inclusive contract for a Town-wide Copier Maintenance Agreement. The Contract includes maintenance, parts and service for eighteen machines. In the past, the Town issued separate contracts for each unit to a number of various vendors. Paying twice the rate of the new contract.

This Office will continue to take the challenge to find the most cost-effective method for procuring supplies necessary for operations. This Office will continue to make every effort to maximize value from funds expended for supplies, equipment and services.

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 and confirmed by the Town Council.

Environmental Health

Throughout the year mandated food service establishment inspections, housing inspections, swimming pools and whirlpool, indoor air (skating arena), tanning establishment inspections and nuisance complaints were attended to routinely. Complaints consisted of trash, 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. 1998 marked the first year of operation for the state's first permanent regional household hazardous waste 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 1999 Watertown residents may pre-register, at the Watertown Health Department, for one of the twelve scheduled events at the Lexington facility.

Requirements of Chapter X of the State Sanitary Code mandates that each food establishment be inspected a minimum of twice a year. Currently, the Board of Health issues over 200 Food Service 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 food-borne 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. In August of 1997 the Board of Health adopted a regulation entitled, "Rules and Regulations Pertaining to Certification of Managers in Food Safety." This regulation requires food handlers to acquire training from a nationally recognized food service course. In 1998 numerous food service operators completed the required food service certification training.

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**

<table>
<thead>
<tr>
<th>Food Service Establishments</th>
<th>742</th>
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</thead>
<tbody>
<tr>
<td>Housing</td>
<td>234</td>
</tr>
<tr>
<td>Swimming Pool/Whirlpool</td>
<td>150</td>
</tr>
<tr>
<td>Miscellaneous Environmental</td>
<td>282</td>
</tr>
</tbody>
</table>

**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 2,000 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. Hepatitis B immunizations for school age children continues as a yearly initiative. The nurse obtains and distributes vaccines and information received from the State to over twenty Watertown Health Care Providers. Mantoux testing for tuberculosis is done routinely. Lead poisoning in children is an important health problem. In 1989 a new 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 Health Department assists citizens who need help resolving Public health/medical issues. 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. In 1997 the nurse convened an interdepartmental task force to address the needs of citizens in crisis. The task force, with members from the Police and Health Department, Council on Aging, Food Pantry, Veterans Office, and Housing Authority, collaborate to provide services for Watertown citizens.

The Public Health Nurse also attends continuing education seminars and conferences to maintain and update her professional knowledge and skills. Quarterly health education seminars sponsored by the Public Health Nurse include, but are not limited to, asthma, communicable disease reporting, prostate cancer and welfare reform. Monthly meetings with Early Childhood Partnership, School Linked Partnership, MCAP, and the CHNA were attended.

**Nursing Statistics**

- Childhood Lead Screening: 0
- Tuberculosis Screening: 246
- Tuberculosis Referral: 8
- Tuberculosis Active Cases: 3
- Communicable Diseases: 102
- Blood Pressure Screening: 708
- Vaccine Distributed to Watertown Health Care Providers: 22,120
- Flu Vaccine Clinic — doses administered: 2,972
- Pneumonia Clinic — doses administered: 286
- Homebound visits for Flu & Pneumonia shots: 54
- Hepatitis Vaccine — Middle School Children: 343
- Hepatitis Vaccine — Watertown High School Children: 258

**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. 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.

Citations 63
Court appearances 17

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. In 1998 the Health Department convened a Tobacco Control Advisory Board. This board, comprised of citizens and members of the business community, has been given the charge of discussing and developing environmental tobacco smoking regulations for Watertown food establishments.

Tobacco Control Program
Cessation programs 9
Total participants 35
Compliance checks 3
Total establishments checked 149
Rate of Illegal sales to youth 12.6%
Number of Vending Machines Eliminated N/A
Public Education events 16
Number of attendees 1,470
Number of individuals referred to cessation programs (Approx.) 896
Number individuals receiving cessation materials (Approx.) 1,620
Number of series of cessation training programs 2
Number of individuals receiving training 15

Mosquito Control
The Board of Health cooperated with the East Middlesex Mosquito Control Commission in planning spraying and other mosquito control initiatives.

Rabies Clinic
The rabies clinics are held twice a year with local veterinarians participating. At the 1998 clinic 124 dogs and cats were vaccinated at the Watertown clinic.

Total Money Received for 1998
January $4,630.00
February $626.00
March $1,285.00
April $2,795.00
May $1,415.00
June $2,225.00
July $740.00

August $286.00
September $495.00
October $3,939.00
November $5,974.00
December $13,235.00

$37,645.00

Total Permits Issued for 1998
Food Service 168
Retail Food 52
Caterers 6
One Day Catering 310
Swimming Pools 14
Massage 42
Mobil Service 5
Funeral Directors 17
Rabies Clinic 124
Non Carb Water 1
Bakery 14
Group Home 16
Tanning 4
Motel 1
Tobacco 49
Massage Establishments 12
New Opportunities
Watertown seniors benefitted from the new shuttle bus provided to us by the Town. The larger capacity of the new bus has enabled the Council on Aging (C.O.A.) to streamline its routes on shopping days, and provide a more readily available means of transportation for additional excursions. This year, seniors used the shuttle to visit the Museum of Fine Arts and the DeCordova Museum, to travel to Fresh Pond Reservation, and the Mt. Auburn Cemetery for walking tours. The bus also provided seniors with needed transportation to the Rotary Club Senior Picnic. On Saturdays, the Recreation Department uses the bus to transport special needs children to recreational activities.

In 1998 the C.O.A. developed and distributed a new brochure. It outlines the services and programs available to seniors through the C.O.A./Senior Center. We designed the pamphlet for seniors and their families, who may not be familiar with the range of services we provide.

Every month we distribute a new issue of the Senior Citizen News throughout Watertown. This publication contains articles about upcoming events, and a full schedule of activities at the Senior Center as well as other timely community news.

In July, C.O.A. Board member Betty Finnell became the new chairperson replacing outgoing chair Harold Bejeck, who remains a vital Board member. Board members remain active in planning for the needs of Watertown seniors, and participating in issues that affect the senior community.

Members of our weekly art class entered their paintings in the Quality of Life Expo sponsored by Secure Horizons and in an exhibit of artwork by senior citizens at the Commonwealth Museum that the Commonwealth of Massachusetts sponsored.

The Mellowtones, the Senior Center choral group, now in its tenth year, were excited when the original leader, Kevin Devine, returned to direct the group. The Mellowtones perform at Senior Center parties, local nursing homes and at the Watertown Mall.

Each week, close to four hundred visits are made to the Senior Center by seniors taking advantage of the many educational and recreational programs and services offered here.

Seniors eagerly attended the varied lecture series held every Wednesday morning at the Senior Center. This year, our topics focused on health, safety and personal enrichment. Included were talks on stress reduction, ways to prevent falls, safe driving practices presented by the Registry of Motor Vehicles, a Social Security and Medicare update, and a slide show presentation highlighting favorite paintings in...
the Museum of Fine Arts. Seniors also participated in Cooking One-Derfully workshops, and enjoyed special musical performances by Watertown favorite, Deena Dennis.

Ongoing classes and groups at the Senior Center include exercise (three times a week), yoga, weight-watching, bingo, whist, cribbage, bridge, movies, line dancing, a book club, knitting club, and health screenings. We have seasonal parties, and monthly day trips, and often, seniors will drop by to just sit in our lounge area and have a cup of coffee. People also enjoy our book and magazine exchange and our coupon exchange.

Services that continue each year include case management, medical transportation, health insurance counseling, legal assistance, information and referral, the property tax work-off project and income tax preparation.

The C.O.A. provides administrative oversight to the Watertown Food Pantry, and we manage the Town Emergency Assistance, and Salvation Army Funds. These services are available to all local residents in need.

Our department works with other Town departments and agencies collaborating on various projects that affect the wellbeing of seniors. The C.O.A./Senior Center is continually adapting to meet the ongoing needs of the growing Watertown senior community.
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 1998 the department was involved with planning for the new gymnasium at the Watertown Middle School. The Recreation Department and the Department of Public Works, (DPW) installed a new batting/golf cage at Victory Field. The same two departments worked together on testing a new safety surfacing at the Bemis Playground. The two new poured-in-place rubberized pads have added to the safety and accessibility of the play equipment. The over head track ride that was poorly designed was replaced with overhead rings that should help the youngsters using them to increase their upper body strength. The Recreation and Parks Departments worked together on renovation of the active green space at the Arsenal Park. A loom and seeding project was undertaken and that area of the park was closed so as to allow the seed to germinate.

The Recreation Department worked with the Department of Community Development, D.P.W. and the Town's Management Team on the planning for Capital Projects such as the rehab of the Cousineau Fieldhouse at Victory Field, the reconstruction of the Ford Fieldhouse at the Moxley Playground. The same departments also have worked on plans for the improvements to Filippello Park’s two soccer fields, the softball field, tot-lots, walking paths, basketball courts, lighting and parking. The plans also call for the installation of a spray pool.

The Recreation Department worked with the Athletic Director at Bentley College to supply the town’s many walkers with an indoor location during the winter months. The Recreation Department also lent its pitching machine to the Watertown High School Girls’ Softball Team. They used it during pre-season practices at the High School.

The Department offered weekend clinics during the summer at Arsenal Park. The clinics were for baseball/softball, roller hockey, soccer and mini-hawk. The Mini-Hawk Clinic for 4 to 7 year-olds involved instructions in basketball, soccer and softball/baseball. A fall soccer program for 4 year-olds was also conducted this year at Arsenal Park.

1998 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 second and third graders. The department’s Elementary School Program runs one day for practices and games are scheduled at the Lowell School on Saturday. The Hosmer School youngsters practice at the old East Junior Gym. The youngsters from the Cunniff and Lowell School practice at the Phillips School, because of lack of space at their schools. 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 donation of time and energy by many volunteers make the Traveling Teams possible. An Adult League is also run with games during the week at the East Junior Gym, and on Sundays at the John J. Kelley Gym at Watertown High School. Also at the Kelley Gym, on Sunday Nights we have an over 35 Basketball Program and a Women’s 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. A pre-school arts & crafts program was offered at the Watertown Boys & Girls’ Club. A pre-school soccer program was run for five weeks at the Arsenal Park.

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 30th year Camp Pequossette was an intricate part of our Summer Program this past year. The camp runs four 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 cookout 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 Peggussette.

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. Classes levels ranged from toddlers through swimmers. There were three two-week sessions of classes this past summer. Tennis Lessons were given at the Mary Williams Tennis Courts at Victory Field. The use of a tennis ball-tossing machine added to the quality of the lessons this year.

**Fall**

Flag-tag football, soccer and mini-basketball 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 functions, field trips and many sports activities.

**Revenues and Other Activities**

Revenues from programs and other sources totaled $115,383.63. 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 1998. Over 1600 park permits were issued to groups 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, Watertown Inter-city League Team 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 Library embraced technology by migrating from dumb terminals to PCs for access to the online catalog, Internet, and other electronic resources. Patrons use 19 public access PCs at the Main Library, and two at each of the branches. The fact that most PC’s are in use at any one time attests to their popularity and usefulness. The Adult Department counted 2155 patrons using their PC’s in a two month period. Part of this migration was the installation of a local area network that connects the library to Town Hall, the Public Safety Departments, and eventually to all Town departments. The benefits of communicating with other departments via email are significant, and further sharing of resources is eagerly anticipated.

The Library continued to expand open hours for the benefit of patrons in 1998. The Library is now open Thursday mornings (previously the library opened at 1:00 PM on Thursdays) and the number of Sundays the library is open increased from 25 to 30 per year and the number of hours open on Sundays increased from 3 to 4.

The Children’s and Adult Departments rearranged their physical spaces in order to provide better access to collections and services. The Children’s Department moved the circulation desk and replaced furniture to make the small space more maneuverable for children and their parents. The Adult Department rearranged book stacks to make the fireplaces more visible. They were able to create a seating area in front of one of the fireplaces. Other changes to improve patron access include moving the microfilm collection to a self-service location near the microfilm reader/printer, and adding more display furniture for AV materials. The nonfiction videos were interfiled with books dealing with the same subjects in an effort to reduce the number of locations patrons have to search for a single subject and to increase space in the crowded Browsing Room area. Two new bulletin boards were added to display community information and for information about the museums for which the library loans passes.

The Young Adult Department facilitated meetings between school and public librarians to improve communication, expand mutual support role, and to evaluate and educate librarians as to each libraries' strengths. These meetings will be ongoing.

Trustees
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 then with a Volunteer Appreciation night in June. In 1998, volunteers donated a total of 583 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 was a talk by the Director of NELINET, Marshall Keys. The title of his talk was “Technological Changes and the Public Library”. He talked about all of the changes that have impacted libraries over the years, and how libraries can embrace those changes to improve service to patrons. Also on that day, Beth King from the Minuteman Library Network gave an overview of the new look of the browser-based online catalog, Library Director Leone Cole discussed the library’s long-range plan, and consultant Patricia Griffin-Carty presented a program entitled “Strategies for Coping with and Thriving in Change”. During the lunch break, the Trustees and staff honored Charlotte Murray on her retirement.

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 pos-
possible. In 1998 staff attended workshops on performance appraisals, Microsoft Access, computer networking, Netscape, local history, public records, digital technology, and resolving conflict. Several staff also attended professional conferences — Massachusetts Library Association Conference, New England Library Association Conference, and American Library Association Conference.

Personnel changes took place in several departments:

**Adult Department:** Supervisor Charlotte Murray retired after more than 30 years service to the library. Beverly Shank was appointed to that position in February.

**Children’s Department:** Hanako Nishida was hired in March as Childrens librarian to replace Toby Early who resigned to take another position.

**Young Adult Department:** Krista Armstrong was appointed Generalist Librarian

**Administration/North Branch/East Branch:** Lois Neve was appointed Assistant Director in April. Ellie Lyman assumed responsibility for both branches and Maureen Hartman was appointed Children’s librarian in December.

**Project Literacy:** Pat Johnson retired and Anne Brzoza was hired in July to fill the position of administrative assistant.

**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, CD’s, cassettes, magazines, microfilm CD-ROM’s, and other electronic resources. Electronic resources were expended this year through a state-funded program by the Metrowest Regional Library System. New resources patrons have access to are Encyclopedia Britannica online, American Business, Electric Library, and Contemporary Authors. 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. 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 1998:**
- Personal finance sponsored by the Watertown Savings Bank
- Nature walks by author Michael Tougias
- Trip to Museum of Fine Arts Monet Exhibit sponsored by the Watertown Art Association
- Craig Hlady Trio holiday concert
- DRAWEB and Internet training
- Author Nancy Kricorian discussing her book Zabelle (East Branch)
- Quilting workshop (North Branch)
- Adult paper craft workshops (2 programs — North Branch)

**Special programs held by the Young Adult Department in 1998**
- Bead workshop (2 programs)
- Linda Braun (youth librarian consultant) Internet Workshop for parents
- Teen Read Week
- Paint Your Own T-Shirt with Elsa Lichman (East Branch)
- Nightmare at the North Branch
Ornament-making workshop at North Branch Library with Jo Ovoian on December 9, 1998

Special programs held by the Children's Department in 1998

Main Library:
- Musical Games
- Kids' Flicks
- Valentine Crafts
- February Vacation Crafts
- Flower Craft
- Spacecraft Craft
- Recycling Craft
- Hosmer Read-a-thon
- ZAP! Electricity program
- Irish Tales with Debbie O'Carroll
- Spring Crafts
- Michael Bennett, local author reading
- National Library Week Celebration
- Drawing with Fred Workshop
- David Polansky Concert
- Open House for Hanako Nishida
- Mother's Day Cards
- Peter and Ellen Allard Concert
- Craft Party Program
- Steve Rudolph Magic Program
- Hello Japan!
- Bates and Tincknell Concert
- Scary Tales
- Halloween Costume Parade
- Halloween Crafts
- David Biedrzycki, illustrator

North Branch:
- Winter murals - open craft
- Open valentine crafts
- Paper marbling
- Magic Show performed by Vatche Arabian
- Kids in Common -
- Cello concert
- Zap program
- Egg Awards
- Pop-up card craft workshop with Jo Ovoian,
- Garden Day
- Sharon Kennedy, storyteller
- Children's Book Week Craft
- Healthy and Smoke Free
- Wingmasters, Owl Program
- Winter Craft
- Holiday Crafts
- Piñata workshop
- Pop-eye Movie program
- Halloween crafts
- Mother Nature's Stories
- Open winter crafts

East Branch:
- Movie program - Popeye & photography by Fred G
- Valentine crafts
- Spring decorating craft program
- Zap Program
- Spring crafts program
- Jelly bean counting contest
- Craft program - Animation with Fred
- Storyteller Elisa Pearmain

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 1998 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
What can you build with 10 bristle blocks?

Our families
Over the world
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. A new pass was donated to the library in 1998 – Society for the Preservation of New England Antiquities. The Friends also sponsored many library programs, held a holiday luncheon for the staff, and conducted two very successful book sales.

Statistics

Items added to the collection:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>10,396</td>
</tr>
<tr>
<td>Sound Recordings</td>
<td>781</td>
</tr>
<tr>
<td>Videos</td>
<td>566</td>
</tr>
<tr>
<td>CD-ROM’s</td>
<td>253</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>11,996</strong></td>
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Circulation:

<table>
<thead>
<tr>
<th>Location</th>
<th>Adult and Young Adult</th>
<th>Main Library – Children’s</th>
<th>East Branch – Adult and Young Adult</th>
<th>East Branch – Children’s</th>
<th>North Branch</th>
<th><strong>TOTAL:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library – Adult and Young Adult</td>
<td>169,528</td>
<td>90,875</td>
<td>11,188</td>
<td>11,632</td>
<td>15,145</td>
<td>298,368</td>
</tr>
<tr>
<td>East Branch – Adult and Young Adult</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Branch</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Museum Passes

(10 passes) 1444

Reference questions answered in person, via telephone, and email:

<table>
<thead>
<tr>
<th>Category</th>
<th>Adult and Young Adult</th>
<th>Children’s</th>
<th>TOTAL:</th>
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</thead>
<tbody>
<tr>
<td>Adult and Young Adult</td>
<td>15,966</td>
<td>6,592</td>
<td>22,558</td>
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Attendance at programs:

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<tr>
<th>Department</th>
<th>No. of Programs</th>
<th>Attend.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult</td>
<td>15</td>
<td>434</td>
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<tr>
<td>Children’s</td>
<td>527</td>
<td>10,112</td>
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<tr>
<td>Young Adult</td>
<td>7</td>
<td>123</td>
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<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>549</strong></td>
<td><strong>10,669</strong></td>
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</table>

Children’s Programs Breakdown:

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<tr>
<th>Type</th>
<th>No. of Programs</th>
<th>Attend.</th>
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</thead>
<tbody>
<tr>
<td><strong>Storytimes:</strong></td>
<td><strong>Main Library</strong></td>
<td>162</td>
</tr>
<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>25</td>
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<tr>
<td></td>
<td><strong>North Branch</strong></td>
<td>52</td>
</tr>
<tr>
<td><strong>Toddler Drop-In:</strong></td>
<td><strong>Main Library</strong></td>
<td>50</td>
</tr>
<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>North Branch</strong></td>
<td>26</td>
</tr>
<tr>
<td><strong>Lapsits:</strong></td>
<td><strong>North Branch</strong></td>
<td>16</td>
</tr>
<tr>
<td><strong>Movie Programs:</strong></td>
<td><strong>Main Library</strong></td>
<td>32</td>
</tr>
<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>6</td>
</tr>
<tr>
<td><strong>Craft Programs:</strong></td>
<td><strong>Main Library</strong></td>
<td>28</td>
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<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>6</td>
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<tr>
<td></td>
<td><strong>North Branch</strong></td>
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<tr>
<td><strong>Class visits:</strong></td>
<td><strong>Main Library</strong></td>
<td>44</td>
</tr>
<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>34</td>
</tr>
<tr>
<td></td>
<td><strong>North Branch</strong></td>
<td>1</td>
</tr>
<tr>
<td><strong>Special Programs:</strong></td>
<td><strong>Main Library</strong></td>
<td>21</td>
</tr>
<tr>
<td></td>
<td><strong>East Branch</strong></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td><strong>North Branch</strong></td>
<td>12</td>
</tr>
</tbody>
</table>

Summer Reading Club:

<table>
<thead>
<tr>
<th>Location</th>
<th>Participants</th>
<th>No. of Books Read/Listen to</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Main Library</td>
<td>278</td>
</tr>
<tr>
<td></td>
<td>East Branch</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>North Branch</td>
<td>59</td>
</tr>
</tbody>
</table>
Veterans’ Services

“To Aid and Assist Veterans and their Dependents”

1998 proved to be a very busy year for Veterans’ Services. We were proud to participate in the dedication of memorial squares for Major Carmine D. Parrella and Sergeant John V. D’Alanno. Both gentlemen were distinguished veterans and honorable “sons of Watertown”, whose memorial squares will serve as a reminder to present and future generations of those who answered the call of duty. Additionally, the Charles J. Shutt Detachment, Marine Corps League, opened the doors to their new home at 215 Mount Auburn Street on July 4, after many months of long hours and hard work by marines, friends and contractors. This beautiful building carries on its long history as a war memorial site.

The Department of Veterans’ Affairs (DVA) local hospitals are undergoing substantial changes in the reallcation of funds around the country. Locally, the DVA hospital in Jamaica Plain is in the process, over the next four years of transferring substantial assets to the DVA hospital in West Roxbury, making it the primary tertiary (highest level) care hospital in the area. Also, the DVA hospital in Brockton, which had been aligned with West Roxbury will become a standalone facility. A three-story outpatient/ambulatory facility is being built at DVA Jamaica Plain establishing this complex as the primary local area outpatient/ambulatory care facility.

In 1998, groundbreaking began on two new state veterans’ cemeteries in Agawam and Winchendon, a first for Massachusetts. These are a welcome addition to the existing Bourne National Cemetery on Cape Cod, which has an estimated capacity date in the year 2030. All veterans should be aware that these beautiful facilities are available to themselves and their spouses.

Veteran’s organizations are important to any community. We constantly work and stay in touch with all of our local groups: VFW, American Legion, Marine Corps League, AMVETS and DAV. With the assistance of these groups we have brought in teams from the DVA hospital in Jamaica Plain to hold Health Fairs for all veterans. These fairs consist of blood pressure screening, cholesterol testing, vision tests, hearing tests, filling out DVA membership forms among several others. Always well received, these fairs assist in determining medical conditions that can be scheduled for follow-up. Without the dedicated support of these organizations events such as the very popular annual Memorial Day Observance could not be held. These volunteer veterans are the backbone for the entire week of activities to include
school visitation, planting of flags at cemeteries, the Saint Patrick's Church Mass and the like.

Working under Massachusetts General Law Chapter 115, our office dispenses financial assistance to veterans in need and their dependents. Additionally, we deal heavily with the Department of Veterans Affairs on the federal side in assisting veterans with a wide-ranging amount of programs available to them. Our office is always available to aid and assist all veterans and dependents on a wide variety of needs.

Work being performed on the new home of the Pvt. Charles J. Shutt detachment, Marine Corps League, 215 Mount Auburn Street, opened July 4, 1998

Burnham Manning VFW Post #1105 Color Guard at the dedication of D'Alanno Memorial Square, 13 September 1998

John A. Ryan Skating Arena

The John A. Ryan Skating Arena
The Town of Watertown
One Paramount Place
Watertown, MA 02172

The John A. Ryan Municipal Skating Arena closed for the twenty fifth season of skating in April. On August 24, 1998 the Arena opened its doors for the start of the twenty sixth season. The Watertown Youth Hockey program continues to grow in numbers. This season they have expanded their girls' program, which is showing great interest.

Watertown High School's Boys and Girls varsity teams are gaining ground in their respective leagues due to the hard work of the players and the coaching staffs. The Arena is home to four high school and one college hockey program. During a four month span, from November to February, the Arena will host approximately sixty games. Each March the Arena is chosen by the Massachusetts Interscholastic Athletic Association to be a host site for the High School Boys Hockey Tournament Games.

The Arena is actively pursuing options for some necessary renovations to the ice surface and the dasher boards as well as replacing the aging ice resurfacer.

The Staff at the Arena would like to thank The Department of Public Works, The Watertown Fire and Rescue Squads, The Watertown Police and the entire Staff at the Town Hall for their efforts in making the John A. Ryan Arena safe and enjoyable facility for all.
The Department services residents, local businesses and other branches of the Town government. The functions of the Department fall under the broad divisional categories of: Administration, Cemetery, Central Motors, Forestry, Highway, Parks, Property and Buildings, Recycling Center, Sewer and Water.

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.

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. During FY98, cemetery staff performed all necessary work for 150 interments, sixteen cremations, and burial of one still born infant. Staff sold twenty-five single graves, eight double graves and one triple grave, all for immediate use.

Central Motors
The staff maintains and repairs the majority of the Town vehicles, including inspectors’ cars and the Senior Van. The staff services the entire rolling stock of the Department of Public Works and handles seasonal service change overs of all these vehicles.

Forestry
The Forestry divisions handles pruning and maintenance of the urban forest and shrubbery on Town property.

During FY98, the staff removed 118 trees and 100 stumps, filling some 228 resident generated requests. Thirteen additional work orders were storm related.

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.

Much awaited repair work was tackled by newly staffed roadway and sidewalk crews. A contract for $56,817 for permanent street patching, awarded in the late spring, was executed by McNulty Construction.

Additional Road Work
Using state aid money, ROADS Corporation performed work on roadways and sidewalks on Acton, Bartlett, Forest, Malden, School, Arlington, Palfrey Main and Middle Streets, Alfred Road, Clyde Road, Whites Avenue Edenfield Avenue, and Everett Avenue and Paramount Place under Phase III of the Department’s ongoing program of roadway resurfacing and related work.

Under the supervision of the Massachusetts Highway Department, federally funded work continued on Galen and North Beacon Streets. Joint work with the Town of Belmont on Belmont Street concluded. The project was funded by state aid dollars. Accordingly, none of the three major roadway construction projects were performed using local tax dollars.

Parks
The Parks division handles all maintenance needs at 88 acres of Town grounds, parks and recreational facilities configured in twelve baseball fields, four soccer fields, one field hockey field and one football field. The division interfaces with all groups using facilities, and accordingly marks playing grounds for all baseball, football, field hockey and soccer games played by high school, recreation department and youth groups.

The division uses the services of an outside contractor, Vanaria, to assist in parks maintenance.

The Department was again fortunate to have the assistance of high school students this summer. Students worked in the areas of parks, cemeteries and forestry. In a seemingly short period of time, they accomplished a great deal of work.

Sewer and Water
More closely related than any of the other divisions the water and sewer crews handle 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.

Division staff continued testing and inspections required by the Environmental Protection Agency and the Department of Environmental Protection. The Department utilized the services of Advanced Pipe Inspection for cleaning and television inspections of sewer and drain lines and of Hydraulic Engineering for inflow and infiltration testing, surveys and grant applications. Services of Dufresne Henry were utilized in meeting with the Stormwater initiatives of the Environmental Protection Agency and the Department.

During FY98, the staff addressed 228 back ups in sewer mains and services, performed 17 sewer repairs, discon-
connected 5 sewers, repaired 39 leaks in services, addressed 4 major water main breaks, performed 19 service renewals, serviced 77 hydrants, installed a new water line at Ridgelawn Cemetery, and repaired 8 storm drains.

The Division has instituted the long awaited back flow inspection program, utilizing a full time employee and the services of an outside contractor.

Using an outside contractor, the division cleaned 3,184 catch basins.

Using an outside contractor, a contract for leak detection was sponsored by the MWRA.

After many frustrated attempts to bid a contract for furnishing and installation of automated radio frequency read water meters, the Department devised a new strategy to bid separate contracts for purchase and installation. The approach proved successful, and a contract for purchase of new meters was awarded to AMR Data Corporation. When installed with appropriate billing software, the meters will enable the Town to obtain accurate readings in less time and will avoid estimated bills. A separate contract for installation will be prepared by the Department.

Operations and administrative staff worked together to provide supporting research for the formation of Enterprise Fund. The staff also conducted research to support Town Council action on an Irrigation meter policy.

Snow and Ice
The Department of Public Works continues to be proud of its unparalleled reputation for superior snow and ice control.

Waste Disposal
The Town hired Bill Sache as the Recycling Center attendant, relieving the Highway Department from supplying fill in attendants.

Police Department

Administrative Services
In 1998 the Police Department received a grant under the U.S. Department of Justice's COPS MORE program. This grant along with matching funds provided by the Town will allow the department to purchase and install mobile laptop computers in a number of marked police cruisers. These mobile laptop computers will replace our current mobile data terminals (MDT's) which were purchased in 1988. The current MDT's are not Y2K compatible, meaning that they will not function after the turn of the century. 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 mobile laptop computers also are compatible with the FBI's upcoming NCIC 2000 system. The system would 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 which will enhance the delivery of police services to the citizens of Watertown and increase the safety of the individual officers.

In 1998 the Police Department again received a grant from the Commonwealth of Massachusetts for $60,000.00 to continue implementation of the Community Policing program.

In 1998 the Police Department completed expenditures authorized under the Bureau of Justice Block Grant it received in 1996. The department purchased computer software, radio equipment, and funded Citizen Police Academies.

Also, in 1998 the department was awarded its third consecutive Bureau of Justice Block Grant. As in the case of the previous two, 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 1998 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, hazardous material, disaster related incidents, and cardiopulmonary resuscitation (CPR).

In addition, patrol officers received specialized instruction in the following areas: disability awareness; community policing; domestic violence; powers of arrest; search and seizure; survival skills for the 21st century; OC-5 instructor; elder financial exploitation and investigation; E-911 operator; mobil data terminal operator; and employee assistance.

Specialized training was conducted in the Detective Division. Detectives attended seminars in gypsy criminal activity, home contractor investigations, criminal street gangs, drug interdiction, sexual assault investigation, computer and child exploitation, law enforcement and the Inter-Net, firearms licensing laws, police photography, latent fingerprint recovery, and identification-kit usage.

Police supervisors received additional training sponsored by various law enforcement and academic specialists. Captain Edward Deveau and Lieutenant Raymond Dupuis attended training seminars in community policing sponsored by St. Anselms College and Northeastern University. Sergeant Robert McElroy attended a three week supervisors course at Babson College. In addition, other supervisors received training in grant writing, firearms licensing, computer usage, accreditation managing, and other supervisory skills.

Mandated firearms training was conducted in the fall of 1998. All officers were trained in the legal issues concerning the use of deadly force. The training concluded with all officers maintaining their qualification with the issued 9 millimeter Glock pistol. Mandated re-training and qualification was also conducted for officers in Infrared Breathalyzer operation, CPR instruction, E-911 instruction, and firearms instruction.

The department's commitment to a well trained and educated work force is an ongoing process and will continue will 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 1998 the Patrol Division responded to 27,664 calls for service. These calls initiated investigations and events that resulted in 834 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. One such initiative was conducted in Watertown Square in response to citizen complaints of vehicles "running" red lights. A team of four officers was assigned to Watertown Square on alternating mornings and evenings, and conducted highly visible enforcement action.

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 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 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 1998 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**

**Promotions**

- Thomas Rocca
  - Lieutenant
  - 02/12/98
- Christopher Munger
  - Lieutenant
  - 10/01/98
- Joseph Deignan
  - Sergeant
  - 03/13/98
- Gerard Mullen
  - Sergeant
  - 12/04/98

**Appointments**

- Thomas Morley
  - Patrol Officer
  - 02/05/98
- Keith Parent
  - Patrol Officer
  - 02/05/98
- Leroy Doctor
  - Patrol Officer
  - 04/09/98
- Kathleen Donahue
  - Patrol Officer
  - 05/28/98
- David MacNeil
  - Patrol Officer
  - 05/28/98
- Teresa Wojtowicz
  - Patrol Officer
  - 05/28/98
- Thomas Grady
  - Patrol Officer
  - 05/28/98

**Retirements**

- Lieut. Gino DiPietro
  - 10/01/98
- Lieut. John Real
  - 01/08/98
- Off. Frederick Griffin
  - 01/08/98

*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 their property, both at home and in the workplace, were all covered in these meetings.

The Crime Prevention Unit conducted individual 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 1998 the Watertown Police Department Traffic Division conducted traffic enforcement activities throughout the Town. These activities included enforcement of both parking regulations and moving motor vehicle laws. In addition to their regular assignments, the Traffic Division began a comprehensive traffic enforcement program in Watertown Square which had been identified as high accident location. As a result of this enforcement effort over one thousand moving violations were issued in the Watertown Square area during the period of May 15 to September 15, 1998.
Two Harley Davidson Motorcycles were purchased and assigned to the Traffic Division as replacement for two motorcycles that were retired. The helmets of the officers who operate these motorcycles were equipped with built-in radio systems that allow free hand operation of the police radio while driving, thereby increasing operator safety.

The Traffic Division also supervises twenty-two 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 1998 are as follows:

- Moving motor veh. violations: 10,844
- Parking violations: 26,181
- Oper. under inf arrests 1st offense: 85
- Oper. under inf arrests 2nd offense: 4
- Oper. under inf drugs: 4
- Oper. after suspension/revocation: 113
- Oper. without being licensed: 32

During 1998 the Watertown Police Department investigated 995 reportable motor vehicle accidents. These accidents were as follows:

- Motor vehicle vs Motor vehicle: 901
- Motor vehicle vs Fixed Object: 57
- Motor Vehicle vs Pedestrian: 18
- Motor vehicle vs Bicycle: 11
- Motor vehicle vs other: 8

There were no fatal automobile accidents in 1998.

Between January and December 1998, the Traffic Division conducted surveys, studied traffic flows and conducted investigations for the Waterdown Traffic Commission. This information was used by the Traffic Commission in their determination for the addition, replacement or deletion of traffic signs, rules and regulations.

The Traffic Division also conducted additional surveys and investigations for other Town agencies such as the D.P.W., Zoning Board of Appeals or Planning Board. In the event of any serious or fatal accidents, the Watertown Police Department Traffic Division maintains a team of accident reconstruction specialists who are on call twenty-four hours a day.

**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 June of 1998, information was received by a Watertown Police Detective that a major car jacking, rape and robbery suspect had been arrested under an assumed name on unrelated charges in Miami, Florida. This subject was confirmed as our suspect and he was transported back to Watertown to face prosecution. A major larceny and fraud case was solved involving a suspect stealing from mentally challenged clients of the Beaverbrook Step Program. The Mount Auburn Cemetery had seven, one of a kind irreplaceable antique gates stolen. Through a thorough and time-consuming investigation these gates were all recovered and the suspect successfully prosecuted. Other major crimes of robbery, rape, prostitution and breaking and entering were also solved.

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. There were several stings aimed at licensed liquor establishments to combat underage drinking. Package stores, clubs, and restaurants were monitored. 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 Watertown Detective Division participated with the Watertown School Department and the Middlesex County Sheriff’s Department in conducting the “Zero Tolerance” project. This action entailed approximately fifteen canine officers and their dog partners sweeping through the Watertown High School locker/classroom and other common areas in a search for illegal contraband. Several students were disciplined for possessing same on school property.

The Domestic Violence Unit was established in 1992 and investigates over 250 cases a year. In addition, the unit provides information on the victim obtaining legal advice, support in conjunction with other agencies.

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 1998 the SMCDTF conducted sixty-two (62) investigations, successfully closing fifty-three (53). These investigations resulted in the arrest of
eighty-one (81) persons and the following seizures. Drugs: Cocaine - 1,163 grams, Marijuana - 184 pounds, Heroin - 81 persons and the following seizures. Drugs: Cocaine - 1,163 grams, Marijuana - 184 pounds, Heroin - eighty-one (81) persons and the following seizures. Drugs: Cocaine - 1,163 grams, Marijuana - 184 pounds, Heroin - eight-one (81) persons and the following seizures. Drugs: Cocaine - 1,163 grams, Marijuana - 184 pounds, Heroin -

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.

**Substance Abuse Statistics**

In 1998 as a result of the investigations of violations of the narcotic drug laws sixty-seven (67) offenses were made for the below charges:

- Conspiracy to violate C.S. Act 5
  - Unlawful poss C.S. 41
  - Unlawful manufacture/dist C.S. 3
  - Unlawful poss needle/syringe 2
  - Trafficking in cocaine 4
  - Poss/dist within school zone 7
- TOTAL 62

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

**Juvenile Unit**

During 1998, the Watertown Police Department Juvenile Unit had official contact with a total of 158 juveniles (94 males and 64 females) for various offenses. As a result of these contacts thirty nine (39) were arrested, twenty (20) were summoned to court. The remaining ninety nine juveniles had police contact that did not result in court action. Twenty eight (28) runaways were located with the assistance of the police department.

The Watertown Police Department initiated forty two (42) child abuse or child neglect investigations with the Massachusetts Department of Social Services.

Also in 1998 this unit conducted 13 presentations and conferences with community groups on juvenile issues.

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 department with the assistance of many department members, again hosted the annual Shamrock Road Race for area youths.

The Juvenile Officer, along with other members of the detective division, also conducted classes at the Watertown Citizen’s Police Academy during 1998.

**Prosecutors Unit**

During 1998 the Prosecutor’s Unit prosecuted over 2,400 criminal cases. Also, during this time this office processed in excess of 1,750 motor vehicle related cases. Appeals of motor vehicle citations resulted in court hearings on over 500 traffic citations and a resultant 75 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 all officer and civilian scheduling as to witness appearances, 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.

The Licensing Unit, in conjunction with the Waltham Police Department continued to conduct a new program to curb underage purchasing and consumption of alcoholic beverages. This program, “Cops in Shops” places plain clothes police officers posing as store employees in retail package stores. This program was successfully implemented over a four month period with all fourteen (14) package stores participating.

During 1998 complaints filed with the Watertown Licensing Board resulted in the following actions being taken: the suspension of nine (9) licenses for alcohol establishments for a total of twenty-two (22) days. In addition, several establishments had their licenses modified. Also, several licensed establishments, including both alcohol and auto repair, were issued written warnings.

It was found necessary to suspend seven (7) firearms permits for various violations.

During 1998 officers from this department conducted many investigations into illegal gaming activities.
<table>
<thead>
<tr>
<th>License Applications 1998</th>
<th>Approved</th>
<th>Denied</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amusement Devices</td>
<td>74</td>
<td>0</td>
<td>74</td>
</tr>
<tr>
<td>Auctioneers Special</td>
<td>30</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>Yearly</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Auto Dealers Class 1</td>
<td>8</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Class 2</td>
<td>13</td>
<td>0</td>
<td>13</td>
</tr>
<tr>
<td>Class 3</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Auto Leasing/Rental</td>
<td>4</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Auto Repair Shops</td>
<td>68</td>
<td>0</td>
<td>68</td>
</tr>
<tr>
<td>Beano Licenses</td>
<td>8</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Change of Manager</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Change of Ownership</td>
<td>9</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>Common Victualers Licensees</td>
<td>94</td>
<td>0</td>
<td>94</td>
</tr>
<tr>
<td>Constables</td>
<td>5</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Entertainment Permits</td>
<td>12</td>
<td>0</td>
<td>12</td>
</tr>
<tr>
<td>Firearms-Alien Registration</td>
<td>4</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Carry</td>
<td>70</td>
<td>3</td>
<td>73</td>
</tr>
<tr>
<td>Dealers</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Purchase-Permit to</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>E.I.D. Cards</td>
<td>55</td>
<td>4</td>
<td>59</td>
</tr>
<tr>
<td>Hackney Carriages</td>
<td>17</td>
<td>0</td>
<td>17</td>
</tr>
<tr>
<td>Drivers</td>
<td>43</td>
<td>3</td>
<td>46</td>
</tr>
<tr>
<td>Livery</td>
<td>18</td>
<td>0</td>
<td>18</td>
</tr>
<tr>
<td>Stands-Private</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Public-Rotating</td>
<td>4</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>Junk Collector</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Liquor-Clubs</td>
<td>11</td>
<td>0</td>
<td>11</td>
</tr>
<tr>
<td>One Day Permits</td>
<td>130</td>
<td>2</td>
<td>132</td>
</tr>
<tr>
<td>Package-All Liquor</td>
<td>7</td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td>Beer &amp; Wine</td>
<td>7</td>
<td>0</td>
<td>7</td>
</tr>
<tr>
<td>Restaurant-All Liquor</td>
<td>26</td>
<td>0</td>
<td>26</td>
</tr>
<tr>
<td>Lodging House</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Music Box Licensees</td>
<td>12</td>
<td>0</td>
<td>12</td>
</tr>
<tr>
<td>Parking Lot-Open Air</td>
<td>9</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>Peddlers</td>
<td>5</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Private Functions</td>
<td>20</td>
<td>0</td>
<td>20</td>
</tr>
<tr>
<td>Public Dance Permits</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Public Weighmaster</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Raffle &amp; Bazaar Permits</td>
<td>14</td>
<td>0</td>
<td>14</td>
</tr>
<tr>
<td>Retail Store (24 Hour)</td>
<td>5</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Second Hand Dealers</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Service Station (24 Hr)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Solicitors</td>
<td>6</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Special Closing Hours</td>
<td>52</td>
<td>1</td>
<td>53</td>
</tr>
<tr>
<td>Special Police Officers</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Sunday License</td>
<td>21</td>
<td>1</td>
<td>22</td>
</tr>
<tr>
<td>Misc. Investigations(WLB)</td>
<td>46</td>
<td>0</td>
<td>46</td>
</tr>
</tbody>
</table>

**TOTALS**                         **921** | **14** | **935**
Emergency Incident Response:
The Watertown Fire Department responded to 3,981 reported fires and emergency calls for assistance during the year 1998. 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 709
Motor vehicle fires 25
Assistance with animal control problems 13
Investigate an oil leak or odor 5
Investigate a gas leak or odor 83
Brush fire 26
Heating system malfunction or fire 26
Smoke condition investigated 99
Electrical problem with appliance or building service 27
Building or structure fire 20
Fires in stoves or cooking appliances 43
False calls reporting a fire or emergency 42
False calls reporting an explosive device 2
Assist with water problem in building 186
Assist with being locked out of automobile or dwelling 120
Hazardous material spill or leak 23
Emergency medical assistance call 2,016
Miscellaneous calls for assistance 97
Mutual aid response to other communities 140
Elevator emergencies, victims trapped inside elevator car 4
Motor vehicle accidents 164
Calls investigated, no service required 22
Downed electrical or utility wires 58
Reset building fire protection alarm system 17
Rubbish or dumpster container fires 14

Total Number of Emergency Responses for the Year 1998: 3,981

Apparatus Responses for the Year
Central Fire Station, 99 Main Street:
  Engine 1 1,631
  Ladder 1 924

East Watertown Fire Station, 564 Mount Auburn Street:
  Engine 2 1,217
  Ladder 2 672

North Watertown Fire Station, 270 Orchard Street:
  Engine 3 1,200
  Fire Rescue (emergency medical ambulance) 2,055
  Fire Rescue, responses to Town of Belmont, as their backup ambulance 68

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

Five Multiple Alarm Fire in 1997
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 five fires in 1998 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: Location: Type of Occupancy:
1/18/98 25 Ladd St. Residence
4/22/98 35 Cottage St. Residence
4/25/98 95 Waltham St. Apartment building
7/9/98 555 Pleasant St. Cold-storage warehouse
7/10/98 23 Irma Ave. Residence

Mutual Aid Assistance from other Greater Boston Fire Departments
The Watertown Fire Department thanks the Belmont, Boston, Cambridge, Newton and Waltham fire departments for providing fire scene response and fire station coverage during 1998 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 72 times in 1998, under the established Metrofire District mutual aid assistance program.

[Image: Town Clerk John E. Flynn, at left, administers the oath of office to newly appointed Firefighters Arthur J. Geswell Jr., center in photo, and Paul R. LaFauci, at right. Town Manager Michael J. Driscoll made the appointments to the Fire Department on April 7, 1998.]
agreement. These 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 eight occasions directly to the fire to assist other departments with fire suppression efforts.

Estimated Property Losses in 1997:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structure fires</td>
<td>$433,000</td>
</tr>
<tr>
<td>Motor vehicle fires</td>
<td>$46,000</td>
</tr>
<tr>
<td>Other fires, all categories</td>
<td>$14,200</td>
</tr>
<tr>
<td><strong>Total Estimated Dollar Loss:</strong></td>
<td><strong>$493,200</strong></td>
</tr>
</tbody>
</table>

Largest Losses in Property:

<table>
<thead>
<tr>
<th>Property</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>95 Waltham St., residence</td>
<td>$100,000</td>
</tr>
<tr>
<td>25 Ladd St., residence</td>
<td>$80,000</td>
</tr>
<tr>
<td>35 Cottage St., residence</td>
<td>$75,000</td>
</tr>
</tbody>
</table>

Fees Collected:

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smoke detector inspections</td>
<td>$15,270</td>
</tr>
<tr>
<td>Copies of departmental reports</td>
<td>$150</td>
</tr>
<tr>
<td>Required Permits for product storage, or regulated activities</td>
<td>$12,305</td>
</tr>
<tr>
<td>Annual fees for connection to master fire alarm boxes</td>
<td>$16,700</td>
</tr>
<tr>
<td>Cargo tank-truck vehicle inspections</td>
<td>$500</td>
</tr>
<tr>
<td>Required fire prevention inspections, conducted quarterly</td>
<td>$750</td>
</tr>
<tr>
<td><strong>Total Fees Collected</strong></td>
<td><strong>$45,675</strong></td>
</tr>
</tbody>
</table>

Inspections Conducted by Fire Apparatus:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oil burner inspections</td>
<td>52</td>
</tr>
<tr>
<td>Smoke detector inspections</td>
<td>764</td>
</tr>
</tbody>
</table>

Inspections conducted quarterly:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day care facilities</td>
<td>44</td>
</tr>
<tr>
<td>Public and private schools</td>
<td>56</td>
</tr>
<tr>
<td>Community residences</td>
<td>32</td>
</tr>
<tr>
<td>Nursing homes</td>
<td>12</td>
</tr>
<tr>
<td>Handicapped workshops</td>
<td>20</td>
</tr>
<tr>
<td>Health programs</td>
<td>4</td>
</tr>
<tr>
<td>Motels</td>
<td>4</td>
</tr>
</tbody>
</table>

Fire Department Provides Basic Emergency Medical Assistance

The Fire Department has provided basic emergency medical care and transporta-

tion for citizens in Watertown since 1975. The department has 59 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, with the Watertown Fire Department providing emergency medical First Responder service, and its Basic Life Support (BLS) 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, fall within certain guidelines.

On-line medical direction for Watertown Advanced Life Support activity is provided by the South Middlesex Emergency Medical Services Consortium via Mount Auburn Hospital. Patients are treated and transported, usually in the Watertown Fire Department ambulance, within protocols and guidelines provided by the emergency medical region which provides oversight for ALS activity in the Greater Boston area. On-going clinical supervision and quality assurance is provided in conjunction with the South Middlesex and North Suburban EMS consortiums.

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.

New Fire Incident Response Vehicle for Deputy Fire Chief
The Fire Department accepted delivery of a new deputy chief's incident response vehicle in November 1998. It is a Chevrolet Tahoe special-purpose unit, purchased under a Comm. of Mass. contract for public service vehicles. The final cost, including the installation of a communications radio, warning lights and signals, and lettering was $33,785. These four-wheel-drive utility vehicles are now the choice of many fire departments because of their practicality and equipment carrying capacity.

S.A.F.E. Program:
The Town of Watertown received a Fiscal Year 1999 Student Awareness of Fire Education (S.A.F.E.) Program grant award of $5,650. 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, and $5,331 in 1997. The awards were announced during 1998 by acting Secretary of Public Safety David Rodham 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 140 hours of direct program delivery to Watertown school children. Firefighter Duke Arone and Firefighter Paul Coughlin will continue as 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.

Annual Open House Held in October
Watertown firefighters hosted a successful Annual Open House on Sunday, Oct. 18, 1998, at the headquarters fire station on Main Street. A feature this year was the appearance of the Fire Safety House, a travel-trailer configured as a "house" with kitchen, living room and bedroom. Children from the lower elementary grades can participate in a brief home fire safety program presented by the S.A.F.E. instructors. Approximately 1,000 visitors toured the fire station, inspected the apparatus and enjoyed refreshments, including pizza donated by the Papa Gino's restaurant at the Watertown Mall.

New Alerting System Installed in Fire Stations
A Zetron® Fire Station Alerting System was installed in the three fire stations of the Town and at the public safety dispatch center as a replacement and upgrade for the existing alarm system. The new system is designed to speed the dispatch of emergency vehicles, and to aid in tracking their status.

Each fire station has a status display unit, and there is a similar control unit at the fire dispatcher's operating console. It allows a dispatcher to receive and display status changes from the fire station display unit and to give verbal announcements over a fire station public address system. Each fire station and emergency vehicle is represented on the dispatcher's control unit by one or more buttons for sending alert commands and several light-emitting diodes for displaying their status. Separate and distinctive warning tones are used to alert individual firefighters and fire apparatus for emergency response. Installation was in September 1998.
Repairs to Apparatus Floor at North Watertown Fire Station

The apparatus floor at the North Watertown fire station on Orchard Street underwent major repairs during 1998. The floor was original construction in the station, which opened in 1951. Over the years truck traffic, water from washing apparatus as well as from inclement weather had caused the floor to begin to break up, allowing water to seep to the basement. This undesirable condition would eventually have resulted in costly and major structural repairs to the fire station.

As a segment of the town manager’s 1998 capital improvements program, funds were provided for the repair and resurfacing of the apparatus floor. Costs for architectural and engineering fees as well as for the actual construction were approximately $50,000. Engine Company 3 and the Fire Rescue/ambulance were located at the Main Street and Mt. Auburn Street fire stations for approximately one month while the general contractor was completing the project.

Fire Department Receives Thermal-Imaging Helmet System

The Fire Department received a CairnsIRIS (infrared Imaging System) helmet-mounted thermal imaging system and helmet display in 1998. The CairnsIRIS system is a helmet-mounted display and sensor, with a processor and power supply which is worn on the firefighter’s belt or self-contained breathing apparatus harness.

The sensor is mounted on the side of the helmet. It detects small variations in thermal radiation from objects, and transmits the image to the helmet-mounted display.

The display houses a cathode-ray tube, integrated electronics and lenses, and presents a Virtual Reality image to the firefighter. It is worn while using self-contained breathing apparatus. Essentially, it allows the firefighter to “see” in smoke, and see objects and persons.

The entire system may be worn by a firefighter, and used when necessary. It does not interfere with interior firefighting operations, such as performing a search for occupants, or advancing or operating hoselines. Cost of the system was $25,350, which included two days of classroom and practical training for Watertown firefighters. Funding for the unit was included in the town manager’s 1998 capital improvements program.

Personnel Milestones, 1998

Temporary promotion: Firefighter Kevin Quinn, the most senior firefighter in the department, was temporarily promoted to the rank of lieutenant on Jan. 22, 1998. He served in that capacity until April 30, 1998, and then reverted to his permanent rank of firefighter.

Appointed: Paul R. LaFauci and Arthur Geswell Jr. were appointed as firefighters by the town manager on April 9, 1998. The appointments were made by the town manager to fill vacancies within the department caused by recent retirements.

Promoted: Firefighter Michael A. Nicholson, a member of the department since Oct. 30, 1980, was promoted to the rank of lieutenant on April 30, 1998. The promotion was made by the town manager to fill a vacancy caused by a retirement.

Commended: Lieutenant Michael Guerin and Firefighters Paul Pagliarani, Arthur Geswell Jr., Daniel McDermott and Joseph Toscano were commended for their efforts at an emergency medical incident on May 20, 1998, which resulted in the saving of the life of a victim in cardiac arrest.


Firefighter Michael A. Nicholson, at left, was promoted to the rank of Lieutenant on April 30, 1998. He is shown being congratulated by Fire Chief Paul F. McCaffrey, at right.
Civil Defense

Watertown Civil Defense is the lead-planning agency for disaster plans and it is in conjunction with the Superfund Amendments and Re-Authorization act of 1986, (also known as SARA Title III). Civil Defense prepares Emergency Management plans that would be implemented in case of hazardous materials spills or natural disasters.

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 1998. 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, crown control and legal updates.

The Watertown Auxiliary Police Department can be seen directing traffic during the Town's annual Memorial Day Parade.

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 hereby recognized for his continuing efforts during 1998 to represent the Town during monthly R.A.C.E.S. communications tests with the Mass. Emergency Management Agency.

Civil Defense Activities

Civil Defense projects and ongoing clerical assignments include:

- Maintaining Watertown’s Comprehensive Emergency Management Plan (CEM Plan),
- annual information management relating to SARA Title III chemical reporting requirements,
- support for the Local Emergency Planning Committee and required response plan annual review,
- Clerical support for yearly Federal Emergency Management Agency (FEMA) Civilian Exercises, in which the Town participates, such as hurricane or winter storm drills.

The Town of Watertown has been accepted into the FEMA State/Local Assistance Program, which provides a modest reimbursement to the Town to defray the clerical costs associated with emergency management matters.

CEM Plan Revised in 1998

Every community in Massachusetts has a Comprehensive Emergency Management Plan (CEM Plan). The Watertown CEM Plan was last revised in May 1993. Town officials completed a major review and update of the 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 following Watertown officials and their staffs participated in the development and revision of the 1998 Watertown CEM Plan:

- Town Manager Michael Driscoll
- Town Clerk John Flynn
- Police Chief John Jackson
- Public Health Director Steven Ward
- Fire Chief Paul McCaffrey
- Public Works Superintendent Gerald Mee

The following Massachusetts Emergency Management Agency (MEMA) officials also took part in the development of the plan:

- MEMA Director Peter LaPorte,
- MEMA Director of Planning Michael Philbin
- MEMA Area I Director Kevin Tully
- MEMA Area I Sector Director Frank McMannon,

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 1998 plan were directed by the Town Manager to develop detailed implementing procedures for each department, describing how response functions will be carried out.
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 1998 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 Arsenal Reuse Committee and 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 1998, 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>Community Planning Assistance</td>
<td>US-EDA</td>
<td>Arsenal Reuse</td>
<td>262,500</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-MHFA</td>
<td>Housing Rehab.</td>
<td>100,000</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>$2,977,825</strong></td>
</tr>
</tbody>
</table>

Watertown played host to Heritage Tree Grant Award Ceremony during which recipients from across the state gathered on our own Town Delta. Pictured right are Watertown citizens, and Government officials, receiving a $3,000 Grant from the Department of Environmental Management to fund tree care of three Heritage Norway maples located on our Delta.
Planning Board
During 1998, a number of important residential and economic development projects went before the Planning Board. The former Exxon property in Watertown Square (11 Mt. Auburn Street) will finally be redeveloped as a result of a plan that was approved this year. The deteriorated and abandoned buildings that stood on the site have been demolished, to make room for a 7,420 square foot retail building, carefully designed to complement the height, massing, and historic details of the existing buildings in the Square. In addition to the new structure, the owner will maintain the open space at the very center of the Square, and install a historic clock facing the Square. A second retail project approved this year was the expansion of A. Russon and Sons Produce Market at 560 Pleasant Street. The expansion will allow an increase in the retail space by 6,450 square feet, and wholesale space by 14,470 square feet, and a doubling of the parking area.

Also during 1998, the Planning Board reviewed and approved the relocation of Boston Biomedical Research Institute (BBRI) from its current location in downtown Boston to its future location at 64 Grove Street. The Research Institute will fully renovate a deteriorated warehouse and retail structure. They will improve its appearance, but also relocate 65 or more jobs to this East Watertown location. The renovation of this building will complement the recent redevelopment of the abutting “Western Electric” building, located at 705 Mt. Auburn Street, by Tufts Associated Health Plan. Other commercial redevelopment gaining approval this year includes 31 Arsenal Street, a long narrow parcel located directly across the street from the Arsenal, to be redeveloped by Toyota of Watertown, and the reuse of 480 Arsenal Street, formerly used by Boston Edison, and now the home of Bell Atlantic.

The Planning Board also reviewed 3 projects that will add commercial units in Watertown. At 140 Pleasant Street, 4 townhouses rental units will be built overlooking the Charles River. On the corner of Morse and North Park Streets, 3 new condominium row houses will be built. At 468 Mt. Auburn Street, a former social club was renovated and converted to 3 rental units.

During 1998, the Planning Board reviewed a total of 19 requests for variances, 27 special permits, 3 amendments and 2 appeals. During that time, the Board was ably chaired by Frank Mockler.

Board of Appeals
During 1998, the Board of Appeals received a total of forty-seven (47) 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: Seventeen (17) applications for Special Permit, Eighteen (18) applications for Special Permit Finding, Twenty-two (22) applications seeking Variance relief, Four (4) applications for Amendment to Special Permit/Special Permit Finding, and Two (2) applications to Appeal the Determination of the Zoning Enforcement Officer. Fees collected for those hearings from January 1, to December 31, 1997 totaled $11,645.

There were several significant cases in 1998. The Board acted upon. The most notable one is the former Exxon Gas Station and adjacent parcel also used as a gas station at the corner Mt. Auburn/Arsenal Streets in Watertown Square. The Exxon Corporation sold the property to Fred Margolis, President, The Growth Companies, Inc., Chestnut Hill, who proposes an attractive 7,214 sq. ft. one story retail/commercial building with appointed landscaping and a 20' tower clock as a focal point on the Town's corner lot. Also, in the square area. Hub Properties, Inc. received approval in 1997 and an extension in October to construct a 6 level, 202 car capacity open garage at 9 Galen Street for employee parking of the Riverbend Office Buildings. Campanelli Companies, owner 480 Arsenal Street (Boston Edison site) received approval to renovate and lease to Bell Atlantic, an existing 75,705 square foot building for their Network Services Facility with approximately 400 employees. Expanded parking with substantial landscaping along Nichols Avenue have been provided. Biomedical Research Institute, Inc., Boston, purchased the 81,458 sq. ft. 64 Grove Street, (former Golden Cookie Co.) industrial building for their scientific research laboratory. Plans included demolishing 30,000 sq. ft.; provide 65 parking spaces; and a second floor expansion addition of 7,000 sq. ft.
At this time the Board of Appeals consisted of: Anthony J. Crystal, Chairman, John W. Marshall, Clerk Elaine V. Grey, 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. Alternate member Timothy W. Whitney was appointed in October.

In September, John J. McCarthy, Jr. was elected Chairman with Elaine V. Grey elected as Clerk.

**Zoning Enforcement Officer**

<table>
<thead>
<tr>
<th>Complaints/Inquiries</th>
<th>530</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of Building Applications</td>
<td>492</td>
</tr>
<tr>
<td>Review of Occupancy Applications</td>
<td>76</td>
</tr>
<tr>
<td>Review of Sign Applications</td>
<td>57</td>
</tr>
<tr>
<td>Board of Appeal Meetings</td>
<td>11</td>
</tr>
<tr>
<td>Waltham District Court/ Superior Court Appearances</td>
<td>1</td>
</tr>
</tbody>
</table>

**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.
- 98-100 Waltham Street – Superior Court issued a decision affirming the Board’s denial of a Variance and Special Permit for an accessory apartment.
- 97 Union Street – Owner appealed decision with conditions imposed for a Day Care Center. 560 & 570 Pleasant Street – Russo & Sons, Inc., abutter appealing 1998 decision in connection with an addition to the existing building.

**Still Pending**

- Russo & Sons, Inc., 560 Pleasant Street
- 43 Waltham Street

**Facilities Inspection Division**

- **Inspector of Buildings**
  - Building Permits Issued: 467
  - Occupancy Permits: 76
  - Sign Permits: 37

**Zoning Enforcement Officer**

- Certificates of Inspection: 41
- Complaints Investigated: 25
- Accessory Apartment Inspections & Follow-up Reports: 29
- **Estimated Cost of New Construction:**
  - Residential: $292,000
  - Non-Residential: $1,815,500
- **Estimated Costs of Additions or Alterations:**
  - Residential: $3,830,334
  - Non-Residential: $12,285,728
- **Fees collected by the Building department 1998:** $189,177

**New Residential**

- (3) Single Family Residences
- (1) Garage

**Raze**

- (1) Single Family Residence
- (5) Garages
- (5) Buildings
- (1) Car Wash

**Plumbing/Gas Fitting and Alternate Building Inspector**

**Plumbing**

- Number of Plumbing Permits issued: 469

**Gas Fitting**

- Number of Gas Permits issued: 320
- Mercury Tests: 190
- Final: 320
- Plan Review: 100
- Layout and Design: 45
- Progress: 80
- Illegal: 3

**Fees Received from Plumbing/Gas Permits:** $23,040

- Accessory Apartment Inspections: 29
- Building Inspections: 20
- Complaints Investigated: 15
- Certificate of Occupancy Inspections: 76

**Meetings:**

- Attorneys: 15
- Architects, Engineers: 15
- Boston Gas Co: 6
- Building Inspector: 100
- Contractors: 50
- Department Public Works: 40
Beyond the execution of the above report, preparing and issuing plumbing and gasfitting permits, and related keeping of records, the usual daily office hours werekept. Starting July 1, 1995, forty percent of my time was spent in Belmont as Inspector of Plumbing and Gas Fitting. As alternate building inspector, time was spent performing the duties of this position along with the normal responsibilities.

Inspector of Wires

Permits Issued 553
Inspections/Reinspections 1170
Inspections for Occupancy Permits 48
Complaints Investigated 10
Fire Investigations 4

Electrical Layouts for Town and Contractors 25
Electrical Violation Letters 12
Accessory Apartments Inspections & Follow-up reports 29
Electrical Violations
Homes 10
Commercial 3
Petitions Checked/Approved for Town Council from Boston Edison/NE Tel 7

Meetings
Consultations & information with Town Residents 25
Boston Edison 10
New England Telephone 11
Electrical Inspectors 8
Traffic Commission 8
Building Department Personnel 28
Fire Inspector 5
Fire Alarm Inspections 17
Town Council 7

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
Monica Fairbairn
George Graw
Brian Gardner
Leo G. Martin
Thomas D. Brady, Conservation Agent

Wetlands Hearings
Haartz and Mason, 270 Pleasant Street
MBTA Car barn Area, Galen Street
Mr. Cappola, 140 Pleasant Street, Condominium Development

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 Conservation Commission is pleased the Town has acquired 6-7 acres of additional open space for Arsenal Park. This acquisition was completed late this year and the Conservation Commission looks forward to time when all the citizens of Watertown can enjoy this historic and majestic space.

Charles River Reservation/Path
The citizens of Watertown have continued to enjoy the benefits of the Metropolitan District Commission’s Riverwalk. 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 appreciated these once hidden areas of the river.
Tree Warden
This position had a busy and productive 1998. We have been kept busy with the reactivation of our 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 developed and refined in 1997, 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 1998 we installed 178 new public shade trees. This has enabled us to plant at least one new shade tree on seventy-four of Watertown's streets. 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 continued to work with 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 1999.

Historical Commission

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

The Historical Commission has worked diligently throughout 1998 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.

The Historical Commission has continued to 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 restoration of the Commanding Officer's Quarters. In the coming year, the Historical Commission looks forward to expanding its efforts to include a Historic Marker Program, the establishment of a local history museum at the former Arsenal, 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. The major program initiative continues to be the First Home program, which provides down payment assistance for income eligible first time homebuyers. A second initiative, to provide low interest loans to low and moderate-income homeowners to help them with needed home repairs and renovations, began to be developed this year. The Partnership is hopeful that this program will come to fruition in the current year.

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.

Watertown Arsenal Development Corporation

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 1998: John Airasian, Chairman
Sal Ciccarelli, Vice Chairman (Town Councilor)
Alison Carnuff, Treasurer
James McDermott, Clerk
James Bean
Joseph DiVico
Sandra Kasabian-Hoffman (Town Councilor)
Roberta Miller
John Portz (Town Councilor)
During 1998, the WADC made significant progress with the redevelopment of the former Arsenal. In March, the WADC designated O'Neill Properties Group (OPG) as the preferred developer of the 30 acre Economic Development Conveyance (EDC) parcel.

After several months of negotiations by the Negotiation Sub-Committee of James McDermott, Jim Bean and Alison Carnuff, a Land Disposition Agreement (LDA) was signed in June of 1998. Highlights of the LDA include:

• $20,000,000 - Acquisition price
• $1,000,000 - Charitable contribution to the Town
• $1,000,000 - Contribution for the construction of an Arts Center
• $1,000,000 - Trust Fund
• $955,000 - Contribution for renovation to the Commander's Mansion

Also in June 1998, the WADC granted approval of a conceptual site plan to OPG.

In August of 1998, the Army conveyed the EDC parcel to the WADC for $7.5 million, and the 7 acre Commander's Mansion parcel to the Town of Watertown at no cost under the federal Historic Monument Program.

The historic event took place in the Commander's Mansion with several federal, state and local officials present as well as many Watertown residents. It was the final act in the Army's 182 year presence in the community.

In September of 1998, the WADC granted OPG final zoning approval for the redevelopment of the property including site plan, parking, building exterior, and landscaping plans.

In December of 1998, OPG acquired the property from the WADC and initiated redevelopment activities.

Watertown Square Study Commission

In July 1998, the Town Council of Watertown voted to create a commission, to be known as the Watertown Square Study Commission “to examine ways to improve the physical, traffic, and economic conditions in and around the Square, and make recommendations to the Council”. (Town Council Resolution #037). The Town Manager and Director of Planning spent the next few months interviewing interested candidates for the Commission. The first meeting took place in November, with 11 Commissioners, and chaired by Town Councilor Alex Liazos. Commission members include 3 merchants doing business in the Square, as well as design professionals, the Town Librarian, and representatives of the Watertown Bicycle Committee and the Disabilities Commission. The Commission met twice in 1998, and will continue its work in 1999. Issues to be discussed include traffic and parking improvements and other physical improvements to both the public spaces and private property in the Square. The Commission hopes to finish its work in 1999, resulting in a revitalized downtown, friendly to pedestrians and serving all of Watertown's residents.

Following is a list of the members of this Commission:
Alexander Liazos, Chair, Town Councilor representing the district that includes Watertown Square
Clinton J. Knight, Vice Chair, Executive Director of Watertown/Belmont Chamber of Commerce
Ernest Berardinelli, Jr., owner and merchant in the Square (Remembrances Florist)
Peter Brooks, Architect, Watertown Bicycle Committee member, and resident of neighborhood abutting the Square
Leone Cole, Director, Watertown Public Library
Ronald Dean, President, Watertown Savings Bank
Sandra Howard, attorney, President, Trees for Watertown
Betsy LaMond, local resident and bicycle enthusiast
Joseph P. McDonald, Watertown Square merchant and resident (McDonald Funeral Home)
Mary O'Looney, local resident, interior designer
Tom Wlodkowski, Watertown Disabilities Commission
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.

In support of the vision statement, the Watertown Public School System commits itself to the following fundamental values and beliefs.

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-fifth year of operation in June of this year. The high school has maintained a high academic standard adding courses in advanced placement psychology, music theory, and art to increase the number of advanced placement college level courses at the High School to ten. In addition, the high school added courses in graphic design, music, art, and science. 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 team in girls' ice hockey and a club wrestling team.

From January to December, the enrollment of the high school increased from six hundred fifty-nine to seven hundred twenty-three. Enrollment is expected to continue to grow over the next several years. The students at the High School have been active in the community contributing their time and effort to many community organizations.

A New Watertown Middle School
This year saw the opening of the new addition to the middle school. The eighth grade students moved into the new wing at the end of the year. The new building offers new Science rooms with updated equipment to support a stimulating Science curriculum. Also contained are twelve classrooms, new art and music rooms, a 400-seat auditorium and huge gym. The lintel above the main entrance
ties in Cops and Kids including, flag football, basketball and mountain biking. The students are participating in the mock trial program for the second year. This year marked a more formal return to interscholastic sports as this part of the budget was increased. Students competed with other districts in soccer, field hockey, ice hockey, basketball, tennis, and track.

The Cunniff School

The Cunniff School staff and students continue the rich tradition of being a strong force in the community. Working closely with their neighbors, the Cunniff is always striving to reach out and utilize all of those resources that surround them. Students at the Cunniff are in the second year of a volunteer reading enrichment program. Parent and senior citizen volunteers come in each week to share books and related activities with students while the teachers meet in literacy teams to plan, assess and discuss student work.

The homework club meets three afternoons a week. Students can get assistance and have a quiet place to do assignments. Another program helps families deal with divorce and separation. An orientation and follow-up meeting for parents help to keep them included and connected with the project.

The Hosmer School

The Hosmer School is truly a community school. Its actions are based on integrity and predictability for the families that is serves.

Twenty-seven languages are spoken here and families have many opportunities in which they can learn new things, support on-going efforts and work toward educational reform efforts. Hosmer offers families choices in educational programming. Parents can choose unigrade or multi-age assignments for their children. In addition, many services are offered to children with significant needs in mainstream classrooms. Teachers and staff at the Hosmer School welcome all families and work hard to meet their individual needs and circumstances.

Due to a number of grant receipts, Hosmer staff, students and families are able to access many different activities. Hosmer was awarded the title of Lighthouse Technology School through the Department of Education. This award was made possible because of the technological strength of the teachers. It is not uncommon to see a teacher or student walking around the school with a digital camera, uploading pictures, scanning pictures and creating great looking projects. Everyone communicates via email and the Internet is only a keyboard away!

A Family Learning Institute is offered to families so that they may work on skills such as parenting, nutrition, and CPR or just have opportunity to network with others who share common interests and
concerns. The School Linked Services Grant funds this institute. In addition, a network of 2nd language families works with the school site council to better enable non-English speaking families to understand the myriad of paperwork that institution such as schools send home each week.

The Lowell School
Continually stately and impressive perched up on the hill across from Victory Field, the Lowell School is a gem for the residents of Watertown. 1998 brought many "new" things to the Lowell School. During the 1998 school year, a new principal was assigned there. 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. Always busy before, during, and after school, the Lowell campus is filled with parents, students and staff continually addressing the needs of the kids of the Lowell community.

School Construction
On the heels of the Lowell and Cunniff School construction projects, the Middle School has been the most complex and challenging. The demolition of the Marshall Spring building in July 1997 was only the beginning!

In 1998 the 6th grade continued to operate out of the former East Jr. High School while the 7th and 8th graders occupied the former West Jr. High School section of the Middle School until the completion of the new addition. Although anticipation was high for the September opening of school, the move into the new space couldn’t take place right away. The staff and 8th graders returned from the December vacation, however, to occupy their new space which exceeded their expectations! The 6th graders returned shortly thereafter to fill out the space in the West Jr. part of the building.

The project has areas that remain to be completed but the addition and renovations to the Watertown Middle School are very impressive. Such beautiful space at all three schools provides a supportive educational environment that will serve the students well and is a credit to the commitment of the citizens of Watertown.

The Departments:
The Social Studies Department
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.

During the 1998-99 school year, revisions have begun in the elementary social studies program in order to align with the new History and Social Science Frameworks. The study of Early US History and US History and Ancient Civilizations were expanded at the elementary level.

Specific initiatives include the improvement of writing skills and the development of research skills, as applied to historical content. The use of primary source materials (original first hand documents) debates, role playing, cooperative learning (students working in groups to analyze and apply solutions to dilemmas found in history) data based inquiry (expository analysis of primary document as they support questions of social, economic, political and historical study) guest speakers and study trips are modes of teaching and learning emphasized by the Social Studies department. Efforts are also underway in the realm of interdisciplinary studies with a “viewpoints” program at the Middle School, which is a blend of the Language Arts and Social Studies Program for seventh and eighth graders. The Language Arts Department at the high school level is working in concert with Social Studies to align literature and readings to the historical data involved.

The Science Department
The Science Department has had numerous endeavors that proved to be highly successful for both students and staff.
Over the past three years, the Scott Foresman Elementary Science Program "Discover the Wonder" was implemented. In Kindergarten through Grade 5, the program integrates the academic disciplines and the humanities with science. Students observe the growth and development of live plants and animals, including Fast Plants, mealworms and butterflies. Instruments, such as compasses, barometers, thermometers and microscopes are used during observations and investigations. The study of water and recycling helps students to focus on some of the natural resource concerns in the world.

This year more emphasis is being placed on hands-on performance assessment to help identify how much students know and need to know. This provides a uniform scope and sequence so that students are introduced to a concept in primary grades that they may not master until the intermediate grades or later. This has proven to be an enjoyable way for elementary students to learn science.

At the Middle School, grade eight students participated in the Envirolab Program studying the ecology of Boston Harbor. Their teacher had recently completed work in the Project Oceanology program, which has several applications to the Envirolab and class work. Two other Middle School science teachers finished an extensive workshop at the Boston Museum of Science on computer technology. Another was a participant over the summer in the Northeastern University and NSF Project SEED program in the physical sciences.

A successful joint Watertown Middle School - High School Science Awards Program was held in June that recognized both students and staff for their many achievements. Many students made presentations on their science endeavors.

At the High School, the Biology Club embarked on a very successful Marine Biology expedition to the Dutch Island of Bonaire in the Netherlands Antilles. Other students participated in the Woods Hole Oceanographic Institution Annual Day of Science Programs in concert with the Joint WHOI - MIT Program. Six students earned fellowships to attend the Whitehead Institute Biotechnology Conference at MIT where they studied genetic based research. One sophomore was awarded the Boston Sea Rovers scholarship in honor of ocean explorer Jacques Cousteau for study in a Harvard University Oceanography course. Several students were awarded Lowell Institute Fellowships to attend courses at Harvard University where they enrolled in programs in the Sciences, History and Psychology. The Science Department Coordinator chaired a conference on Marine Careers for which a grant provided for the participation of over forty Watertown students. At the High School, several of the science staff members received awards and recognition. One was named a Regional Instructor for the National Science Foundation Project SEED Program at Northeastern University, two others earned a grant to have some 50 students participate in the Envirolab Program for high school students while a fourth instructor participated in the Harvard - Smithsonian Astrophysical Laboratory Summer Research Program.

The Mathematics Department

The elementary mathematics implementation expanded to include two Investigations in Number, Data and Space units at each of grades K and 1. Summer workshops focused on development of grade level expectations consistent with the Massachusetts Mathematics Frameworks, development of open-ended assessments, and development of adaptations for special education students. Continued professional development for teachers has expanded to include a special education component as well as a technology component. Teachers participated in various Investigations Leadership Conferences as well as in-and-out-of district Investigations workshops which included topics like: extensions for the top 10% students, special education issues, and assessment. Teachers participated in a Summer Technology/Math workshop funded by a CESAME TIP Grant (Center for the Enhancement of Mathematics and Science Education at Northeastern, Teacher Innovation Project) in which they developed WWW/Math Projects.

Parent Math Night provided parents with a selection of mini-lessons taught by teachers across the district. Parents were given a list of CORE units to be taught at each grade level and a list of questions that parents can use to help their children think mathematically.

At the Middle School, a new program, Connected Mathematics, is being implemented in all three grades. This curriculum is devoted to developing student knowledge and understanding of mathematics that is rich in connections: connections among the core ideas in mathematics, connections between the planned teaching/learning activities and the special aptitudes and interests of middle school students, and connections with the applications of mathematical ideas in the world outside school.

At the High School, the mathematics studied builds upon the mathematics learned in grades Pre K - 8. All students must now complete three years of mathematics to graduate, but students are encouraged to study mathematics each year. A new course, Advanced Placement Statistics, is being taught to one class of juniors and
The total number of students across the country who took the A.P. Exam this year doubled over last year and is expected to increase next year.

**The English/Language Arts Department**

This is the second year of implementation of a new Elementary Reading/Language Arts Program. The Harcourt-Brace “Signatures” Program and the Mondo “Bookmark” Program were selected after a year of extensive and intensive piloting of other programs. Watertown’s elementary schools now have a literature-based and integrated reading, writing, listening, speaking, and viewing program that is district-wide.

Also this year, a very important part of the primary program has been implemented on a system-wide basis. All first and second grade children have been given “take home books” which are mini books that extend and reinforce the reading program into the home.

“Benchmark reading and writing skills” have been developed for each grade level. These skills have been aligned with the State Department of Education Frameworks in English/Language Arts and are correlated with our elementary Reading/Language Arts Program. This is the second year that all third grade students attending public schools in Massachusetts were administered the Iowa Reading Tests. This year’s scores showed significant improvement over last year’s scores.

Middle School English teachers worked on a writing portfolio program suggested as a result of the John Collins Writing Workshop conducted during the previous two years. This writing-writing initiative is of vital importance to Middle School students as they prepare for high stakes, state-mandated MCAS testing.

Students again participated in the Voice of Democracy Contest, the League of Women Voters Essay Contest, the VFW Memorial Day Essay Contest, the Sports Museum Essay Contest, and the National Council of Teachers of English Writing Contest, as well as many others. In the past five years eleven students have gained coveted acceptances to the Breadloaf Young Writer’s Conference held each May at Vermont’s Middlebury College and a Watertown High School student won the prestigious National Council of Teachers of English Writing Achievement Award. The English Department has been commended by the NCTE for excellence in instructional practice, especially in the quality of its writing program.

**The Occupational Education Department**

The curriculum for the Occupational Education Department program areas continues to be refined to reflect the standards under the frameworks, the requirements of Educational Reform, and the growth of our School-to-Career initiative.

The career strands (under School-to-Career) for Food Services/Hospitality and Health and Hospitals were implemented in the 1997-98 school year. Planning was completed for the Graphic Design and Technology strands and courses for these two areas were implemented in September 1998. The second successful Annual Career Fair gave all high school students the opportunity to learn about a variety of careers and speak to representatives from our supportive business community.

The Middle School Program areas of Occupational Education enhance and support the standards of Curriculum Frameworks. Family and Consumer Sciences focuses on health and nutrition, family and peer relationships, and consumer units as stated within the Health Frameworks. Meanwhile, the Industrial Technology curriculum provides student-centered hands-on learning experiences and activities in a problem-solving environment using basic science and math skills to complete, build, design, and invent projects. The spiral approach used in the computer courses in grades 6 - 8 allows students to become familiar with the applications of keyboarding, word processing, data base and spreadsheets while encouraging students to use these applications for their work in academic content areas.

In 1998, there was an infusion of technology into the high school Occupational Education Curriculum. A CAD (Computer Aided Design) Lab course, GIS (Geographic Information System), new diagnostic equipment in Auto Class and the use of a computer in the Wood Lab to research design and pricing of project materials assisted students to understand various aspects of these careers. The Windows Lab in the Business Education Department went on-line during this school year enabling students to do research on various projects assigned in other subject areas. Planning was also initiated to provide a course in the basics of A+ Training, which would give students the opportunity to gain basic knowledge about computer repair and lead to further training to become quali-
Bed computer technicians—a field that is emerging as one of the largest growth areas of employment.

These ongoing changes in the curriculum reflect the skills and abilities needed in today's work environment so that our students will be successful as they go on to further schooling and eventually to their chosen careers in a competitive marketplace.

**The Physical Education, Health and Athletics Department**

The Physical Education Department 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 life-styles.

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, Tobacco Awareness Program, Peer Mediation, A Watertown Alcohol Rehabilitation Experience (AWARE), Project Alliance Membership, CPR instruction, Student Assistance Program and Adolescent Assault Awareness Prevention are available to both staff and students.

The Athletic program offers students competition in eighteen different varsity sports. Watertown schedules thirty-seven teams for athletic competition in the Middlesex League. The Girls Ice Hockey Team participated as a varsity team in the Eastern Massachusetts Ice Hockey League, and wrestling was upgraded to a club team. Intramural volleyball was offered to Watertown High School students. Many of the teams continue to represent the community well at both the league and state level.

**The World Language Department**

The Department of World Languages, ESL, and TBE has brought to the sixth grade the study of French, Italian, and Spanish. Students choose the language they wish to study. Beginning a language at an early age and studying it throughout the school years results in increased proficiency in listening, speaking, reading, and writing. There is a great deal of emphasis placed on the knowledge of the culture and civilization of the speakers of the target languages. Audiotapes, videotapes, computer software, CD-ROMS, and the Internet are integral components of the language courses.

Highlighting the 1997-98 school year were two visits by people from countries whose languages are taught in Watertown. A delegation of English teachers and their principal from Yerevan, Armenia spent several days at Watertown High School. They were participants in the Cambridge-Yerevan sister city exchange. Students from France also visited the High School. They were matched with students of French and spent the day shadowing them in classes. Exchange visits bring to life the languages taught in the classroom.

The International Club continued to meet once a month. At these meetings one of international students takes the responsibility of organizing refreshments typical of his home country and makes a presentation on what life is like there. These meetings are very popular. The Latin Club organized field trips to the scale model of the Roman Forum at Brandeis University, a trip to read the Latin inscriptions on the Freedom Trail in Boston, and a visit to the Classical collection at the Museum of Fine Arts.

**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, “How to Succeed In Business Without Really Trying” 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 is performed where the entire instrumental program grades 4-12 can be seen and heard. 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 combine to form a large band and large chorus.

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. Four WHS students received Honorable Mention for their work. The prize-winning pieces were displayed at the Transportation Building in Boston during the month of March.

Fall of 1998 brought some new courses to the High School Fine Arts Department. In the Visual Arts Program, Graphic Design and A.P. Studio Art were added. In the Music Program, Electronic Music and Guitar Workshop were added. All of these courses were a tremendous success with both students and teachers.

The Visual Education Department

The Department of Special Education Services continues to develop and implement new initiatives to meet the changing needs of students with special needs.

The school-based model of support that began two years ago at the Cunniff School and expanded to the Lowell School has been expanded to the Middle School. This model program provides support to the students with social and behavioral needs and was conducted by staff from the Walker School, a special needs school that focuses on serving students with social and behavioral needs. This model also provided support to classroom teachers.

Plans were completed for the implementation at the Lowell School of a new primary level inclusion class for students with significant needs. This class provides a full day program with a summer component and home base services. In addition to this new class, the summer school components were expanded to provide two new primary level classes for students with significant special needs.

In September 1998, a new initiative was established to provide specific reading instruction support to eligible students at the Hosmer and Middle Schools. This initiative is in collaboration with the Carroll School which specializes in reading instruction for students with a specific reading disability has been expanded to the Cunniff and Lowell Schools.

Significant progress has been made at the elementary, middle, and high school levels for increasing the amount of time that special education personnel are working within regular classrooms to provide direct support to students with special needs. This approach has reduced the amount of time children spend outside of their classrooms receiving special education services.

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.
The Public Schools offer half-day programming and a full day Pre-K program at the Hosmer 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 developmental 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

In its fifth year, peer mediation continues to provide opportunities for students to resolve interpersonal conflicts respectfully. In the fourth and fifth grades, guidance counselors have continued introducing mediation in classrooms and have recruited students to be trained as peer mediators to assist with problems. Many students continue to play the mediator role at the Middle School, working to strengthen respect and reduce tension between groups of friends. At the high school, there are currently forty-four (44) students and more than a dozen staff trained as mediators. Twelve students were recently trained to expand the peer mediation team.

Referrals come to Peer Mediation from teachers, staff and students who are having problems with other students. The results have been positive, with all but one of the agreements proving to be successful. The mediation room has also developed into a safe place for students to talk with each other about issues and is often used as an "advice" center.
Professional Development

In recognition of each school’s unique needs and objectives for the 1997-98 school year, the Professional Development Program was designed to emphasize building-based programs. As a result the High School and Middle School each offered its own program of workshops, while the elementary schools emphasized training to support new curriculum initiatives, especially the introduction of new reading programs. Additional training at the elementary level focused on Mathematics, Science and the Work Sampling Assessment Program. The Hosmer School devoted some release days to school-wide restructuring, while the Cunniff and Lowell Schools utilized some days for technology training. Watertown Middle School’s Professional Development Program featured a variety of topics, including the curriculum frameworks, interdisciplinary planning, the Advisor-Advisee Program, and third-year self-study results from the school’s participation in the Middle School Systemic Change Project. At Watertown High School, a variety of workshops were offered. Topics such as the curriculum frameworks, technology, and involvement of the entire faculty in discussions and planning for ongoing issues of school restructuring and reform, including graduation requirements, longer blocks of instructional time, and strategies to address the disengaged student were featured. District-wide priorities - the curriculum frameworks, assessment, and technology, were accommodated in a variety of ways including after school workshops, department meetings, grade level meetings and faculty meetings.

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, 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 85 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 cooking, crafts, computers and photography for students from grades K through 12. 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 two eight-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**

**STATE PRIMARY**

**Republican Ballot**

### Total Votes Cast

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### Offices and Candidates

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#### Lieutenant Governor

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#### Attorney General

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#### Secretary Of State

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#### Treasurer

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- Total Vote Cast: 56
## Town of Watertown

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**Total Votes Cast:**
- Lieutenant Governor: 0
- Attorney General: 0
- Secretary Of State: 0
- Treasurer: 0
- Auditor: 0
- Representative in Congress: 0
- Councillor-Third District: 0
- Senator in General Court: 0
- Representative in General Court: 0

**Total Vote* Cast:**
- Lieutenant Governor: 0
- Attorney General: 0
- Secretary Of State: 0
- Treasurer: 0
- Auditor: 0
- Representative in Congress: 0
- Councillor-Third District: 0
- Senator in General Court: 0
- Representative in General Court: 0

**Total Votes Cast:**
- Lieutenant Governor: 0
- Attorney General: 0
- Secretary Of State: 0
- Treasurer: 0
- Auditor: 0
- Representative in Congress: 0
- Councillor-Third District: 0
- Senator in General Court: 0
- Representative in General Court: 0

**Total Vote* Cast:**
- Lieutenant Governor: 0
- Attorney General: 0
- Secretary Of State: 0
- Treasurer: 0
- Auditor: 0
- Representative in Congress: 0
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