Town of

WATERTOWN

2009 Annual Report
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 Nantusket 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 supplied 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. Squeb 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 may 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 & Member of the School Committee
Clyde L. Younger, 188 Acton Street ........................................617-923-0597

Council at Large
Stephen Corbett, 14 Irving Park ........................................617-926-7872
Marilyn M. Petitto Devaney, 98 Westminster Avenue ....617-923-0778
Susan G. Falkoff, 19 Oliver Street ........................................617-924-5723
Mark Sideris, 30 Union Street ........................................617-924-2699

District A Councillor
Angeline B. Kounelis, 55 Keenan Street #1 .........................617-926-2352

District B Councillor
Jonathan Hecht, 159 Russell Avenue ....................................617-924-1490

District C Councillor
Vincent J. Piccirilli, 203 Orchard Street ..............................617-924-0665

District D Councillor
John J. Lawn, Jr., 20 Pilgrim Road ....................................617-923-2075

Christopher Beach, 172 Standish Road ..........................617-923-0755
Anthony P. Paolillo, 96 Robbins Road ..............................617-924-2788
Laurie J. Mastrangelo McManus, 17 Channing Road ..........617-926-3187
David R. Leon, 31 Standish Road .................................617-923-4781
John H. Portz, 24 Chapman Street .................................617-924-1899

District B Councillor
Jonathan Hecht, 159 Russell Avenue ....................................617-924-1490

District C Councillor
Vincent J. Piccirilli, 203 Orchard Street ..............................617-924-0665

District D Councillor
John J. Lawn, Jr., 20 Pilgrim Road ....................................617-923-2075

* Elected November 2009 (to fill an unexpired term).
** Resigned March 2009.
Boards and Commissions

Board of Health
Cynthia N. Brooks
Dr. John H. Straus
Barbara D. Beck, Ph.D.

Conservation Commission
Charles Bering
Patrick Fairbairn
Leo G. Martin
Marylouise Pallotta McDermott
Nancy Hammett
Maria P. Rose
Louis Taverna

Licensing Board
Donna B. Doucette, Chair
Robert J. Whitney
George Newman
Alternate Member
Sandra Hoffman

Planning Board
Jeffrey W. Brown
John B. Hawes
Linda Tuttle-Barletta
G. Jack Zollo
Peter J. Abair

Board of Appeals
Carlos Fernandez
Melissa Santucci
Harry J. Vlachos
Deborah Elliott
Stuart Bailey
Alternate Member
Richard M. Moynihan

Bicycle and Pedestrian Committee
Bradford Parsons
Peter Brooks
Janet Jameson
Maria Saiz
Sheila Fay
Rachel Gould
Steven Engler
Fred Hewett
Mari Ryan

Election Commissioners
David W. Downes
Curtis A. Whitney
B. Bonnie Baranowski
Louis L. Fabrizio

Board of Assessors
Joseph B. Darby III
Richard V. Moynihan
Daniel A. Loughlin
Chairman, Town Assessor

Council on Aging
Dorothy Fleming
Mary T. Keenan
Will Twombly
Patricia Gold
Christopher Hursh
Barbara Zenn Rediker
Betty Finnell
Marie A. Morello
Jane Stadolnik

Cultural Council
Rena Baskin
Shaunna Harrington
Sandy Jaffe
Rebecca Low
Chris Viklund
David Sprogis
Jennifer Downing
Laurie Colley-Massing
Lisa Cohen
Lisa Feltner
Marcia Ciro
Ryan McKittrick
Frances Forman

Watertown Housing Authority
E. Joyce Munger, Chair
Allen Gallagher
Thomas Beggan
John O'Leary
David Dalla Costa

Traffic Commission
John Bartley, Sr., Secretary
John M. Airasian
Chief Edward P. Deveau, Chair
Gerald S. Mee, Jr., Superintendent
Chief Mario A. Orangio
George Pizzuto, Wire Inspector

Cable Access Corporation
Allie Altman
Steven W. Aylward
Gerry Field
Christopher Beach
Steven L. Singer
John M. Airasian
Robert D. Bejoian
Robert Kaprielian
Paul Michael Nofsker

Historical Commission
Elisabeth H. Loukas
Susan Steele
Donald S. Berg
Thomas Melone
J.B. Jones
Marilynne Roach
David J. Russo, Jr.

Commission on Disability
Councillor Marilyn Devaney
George Donahue
Carol Menton
Bob Hall
Kim Charlson
Fred Isaacs
Alex Liazos
Anne Doughty

Environment and Energy Efficiency Committee
Howard Turkenkopf
Lisa Alexander
Raeleen Parsons
Meredith Fields
William Kahn
Robert Brandt Smullyan
Brian Hebeisen
Ken Mirvis
Lauri Murphy
Historic District Commission
Victoria Carter
Amleto "Mel" Martocchia
John Hecker
Harvey Steiner
Linda Sternberg
Robert Childs

Watertown Recycling Advisory Committee
Carol Bates
Arturo DeLuca
Alice Wadden
Terese Hammerle

Watertown Housing Partnership
James Barwell
Victoria J. Carter
Senior Planner, Community Development and Planning
David Leon
Alex Liazos
Judge Paul C. Menton
Thomas Wade
Fred Reynolds
Steven Magoon

Stormwater Advisory Committee
Maria P. Rose
Ernesta Kraczkiewicz
Jonathan Bloch
Shutsu Chai
Department Heads

Daniel F. Brothers, Manager
John A. Ryan Skating Arena
1 Paramount Place
Watertown, Massachusetts 02472
Work: (617) 972-6469 Office
(617) 972-6468 Arena
Fax: (617) 972-6498

Leone E. Cole, Library Director
Watertown Free Public Library
123 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6434
Fax: (617) 926-4375

Edward P. Deveau, Police Chief
Police Department
34 Cross Street
Watertown, Massachusetts 02472
Work: (617) 972-6533
Fax: (617) 972-6409

Robert Erickson, Veterans Agent
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6416
Fax: (617) 972-6403

John E. Flynn, Town Clerk
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6486
Fax: (617) 972-6403

Caryl L. Fox, Director,
Council on Aging
Senior Center
30 Common Street
Watertown, Massachusetts 02472
Work: (617) 972-6490
Fax: (617) 972-6493

Dr. Steven A. Hiersche, Ed.D.,
Superintendent of Schools
Left for Framingham July 2009

Dr. Ann Kounin-Frederick,
Superintendent of Schools
Started July 2009
Watertown Public Schools
30 Common Street
Watertown, Massachusetts 02472
Work: (617) 926-7700
Fax: (617) 926-9759

Daniel A. Loughlin, Town Assessor
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6410
Fax: (617) 972-6404

Steven Magoon, Director, Community
Development and Planning
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6417
Fax: (617) 972-6484

Joseph J. Mahoney, Data Processing
Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6463
Fax: (617) 972-6403

Phyllis L. Marshall,
Treasurer/Collector
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6452
Fax: (617) 972-6403

Gerald S. Mee, Jr.,
Superintendent of Public Works
Department of Public Works
124 Orchard Street
Watertown, Massachusetts 02472
Work: (617) 972-6421
Fax: (617) 972-6402

Mario A. Orangio, Fire Chief
Fire Department
99 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6511
Fax: (617) 972-6575

Raeleen Parsons, Purchasing Agent
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6414
Fax: (617) 972-6403

Gayle M. Shattuck, Personnel Director
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6443
Fax: (617) 972-6404

Thomas J. Sullivan,
Recreation Department Director
May 14, 1973 – Retired November 7, 2009

Peter Centola,
Recreation Department Director
Started December 14, 2009
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6494
Fax: (617) 972-6403

Thomas J. Tracy, Town Auditor
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6440
Fax: (617) 972-6404

Steven J. Ward, Health Director
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Work: (617) 972-6445
Fax: (617) 972-6403
Report of the Town Council  
- Year 2009

A Report to the Residents of Watertown

The nine members of the Town Council of the City known as the Town of Watertown are elected biennially, in odd-numbered years, to serve as the legislative branch of the Town’s government. The elected members consist of four (4) District Councillors, four (4) Councillors at Large and a Town Council President who is elected by the at-large population. Their principal 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 2009, your Town Council has been actively engaged in the performance of its responsibilities as elected representatives of Watertown’s residents.

Council Membership

District Councillors:
District A Councillor Angeline B. Kounelis
District B Councillor Jonathan Hecht
District C Councillor Vincent J. Piccirilli, Jr.
District D Councillor John J. Lawn, Jr.

Councillors at Large:
Marilyn M. Petitto Devaney
Susan G. Falkoff
Stephen Corbett
Mark Sideris

Town Council President:
Clyde L. Younger

Town Council Clerk:
Valerie Papas

Highlights of 2009

The Town Council voted the following matters in order to effectuate the most optimal level of services provided to the citizens of Watertown:

- March 10, 2009: the Town Council voted to authorize the issuance of refunding bonds not to exceed $12,500,000 in order to reduce interest costs.
- April 14, 2009: the Town Council voted to adopt a resolution to create a Stormwater Advisory Committee to act as an advisory body to the Superintendent of Public Works.
- August 11, 2009: the Town Council voted to take permanent and temporary easements along Pleasant Street in connection with improvements to the Pleasant Street corridor.
- October 13, 2009: the Town Council approved an Acceptance of a Gift of services from Bentley University to add a Press/Media Area and storage room at the John A. Ryan Arena.
October 13, 2009: the Town Council adopted a resolution supporting the goal of reconfiguring part of Mt. Auburn Street and Main Street to improve pedestrian and traffic safety.

October 24, 2009: the Town Council adopted a Loan Order to borrow and/or expend monies in the amount of $881,000 for the purpose of purchasing departmental equipment for the Fire Department, Police Department and the Department of Public Works.

October 24, 2009: the Town Council voted the enactment of section 2a of the Local Option Meals Excise Tax and Local Option Room Occupancy Tax in accordance with Mass General Law, Chapter 64L.


The Town Council, through its subcommittees, continued its work on the following matters: the development of the Fiscal Year 2011 budget; improvements to streets, sidewalks and planting strips; continued discussions on the Capital Improvement Program 2010-2014; disposition of branch libraries; and the need for a Recycling Center.

Acknowledgments
The President and members of the Town Council, individually and collectively, gratefully acknowledge those who have helped in the fulfillment of its mission to serve the people of the City known as the Town of Watertown. We are especially grateful to the Town Manager who continues to provide guidance and assistance with the fiscal responsibility, budgetary process and management of the day-to-day operations of the Town.

We also acknowledge with thanks and respect the efforts of each and every Town employee in every department, along with those members who serve on elected and appointed boards, commissions and committees. Their commitment to public service is recognized with pride and gratitude.

To each and every one of the merchants and businesses in our great community, we thank you for your diligence, patience and support. Building a foundation through your professional and cooperative efforts has resulted in quality services that residents and visitors continue to enjoy.

Our commitment to the citizens of our Town remains constant. Because you have entrusted us, as your public servants, with your continued support and input, we would like to especially extend our heartfelt gratitude to all residents for making Watertown your home.
To the Honorable Town Council, Residents, and Taxpayers of Watertown:

On behalf of the City known as the Town of Watertown, its employees, and the distinguished members of the Town Council, I am pleased to present to you the Town of Watertown's Annual Report for the calendar year beginning January 1, 2009 and ending December 31, 2009. I believe you will find this annual report both interesting and informative as it recapitulates the accomplishments and achievements of the Town for the stated period.

I am pleased to report that the Executive and Legislative branches of our government, working in tandem, have successfully managed and maintained a wide array of municipal services while maintaining fiscal discipline. These successes have been made through a commitment to leverage both outside funding sources (federal, state, and private) and town funds to improve the quality of life and vibrancy of the community.

The Watertown economy is weathering the difficult global, national and state economic downturn but local fiscal restraints must be maintained in order that the delivery of local services enjoyed today are not further eroded due to future economic uncertainty. Throughout this report the reader will find detailed narratives discussing programs and initiatives that meet this philosophy. The selection below highlights some of the particularly noteworthy achievements of 2009.

- Municipal Electricity Procurement - Post 2010 - In January 2009, the Town participated in a collective bid for the purchase of municipal electric supply and related services. The most favorable bid result was 9.330 cents per kwh for a term of 39 months (September 2011 through December 2014) which is 0.495 cents per kwh less than the current contract price of 9.825 cents per kwh. The Town Council authorized a contract term in excess of three years for the purchase of electric supply and related services on January 13, 2009.

- Watertown Police Department goes to Washington - Three members of the department joined with 82 other officers of NEMLEC to protect the inauguration of the 44th President of the United States, Barak H. Obama, on the weekend of January 20, 2009. The officers were sworn in as U.S. Marshals.

- Watertown makes application for funding in a federal economic stimulus package - Watertown identified a myriad of projects totaling $16,344,696 that met the requirements of "shovel-ready" within 180 days and must be completed within two years. These projects spanned such topics as clean energy and efficiency, private development, and municipal facilities.

- Watertown to refinance bonds issued in 1997, 1998 and 2000 - The recent economic downturn and resulting investor flight to high-quality (very safe) municipal securities has created an interest rate in which it would be prudent for the Town to refinance unpaid balances of the 1997, 1998 and 2000 bond issues.

REFUNDING BONDS $12,500,000

In May of 2009, Refunding Bonds for School Project Bonds dated August 15, 1997, Municipal Purpose Loan of 1998 Bonds and 2000 Bonds in the amount of $12,500,000 were issued at a rate of 2.40%. Because the interest rate of the original bonds ranged between 4.03% and 5.03%, the refunded bond issue represents cumulative Debt Service savings from FY10 through FY18 of $1,003,314 for the balance of debt remaining.

- Town Share of Savings is 44.6% or $447,322
- State Share of Savings is 55.4% or $555,992

Watertown Landing Improvements - In March 2009, the Town received a $100,000 grant from the Department of Housing and Community Development (DHCD) and a $150,000 matching grant from the Department of Conservation and Recreation (DCR) to undertake improvements to the Watertown Landing. In September of 2006, the Honorable Town Council previously approved a transfer of funds in the amount of $16,220 to complete revisions to the landing design as developed by the Cecil Group and prepare plans and specifications for bidding.
The Town's contribution completed the design phase which began with a $25,000 contribution from the Watertown Savings Bank during the planning for the Watertown Square Improvements.

The Town will collaborate with DCR in the implementation of improvements, which will include, but are not limited to, new curbs and sidewalks, lighting, signage, site furniture and appropriate plantings to beautify this important point of access to the river and promote an improved relationship to Watertown Square.

The Blue Barrel for the Green Owner – The Department of Public Works through a grant from the Massachusetts Department of Environmental Protection offered Watertown residents the opportunity to purchase "The New Englander" rain barrels to promote water conservation and a green garden at a cost of $62.95 (Regular price $119.95).

Orangio designated Community Emergency Response Coordinator – Fire Chief Mario A. Orangio was designated Community Emergency Response Coordinator for the Battle Road Regional Emergency Planning Committee. The Town also agreed to join the Battle Road Regional Emergency Planning Committee.

Tufts Health Plan, our neighbor and a green garden at a cost of $62.95 (Regular price $119.95).

Watertown Housing Authority Awarded $3,750,000 from the U.S. Department of Housing and Community Development in order to complete the restoration and transformation of its 100 Warren Street Elderly/Disabled Complex – In June 2009, the Town strongly supported the application by the Watertown Housing Authority to secure funds in the amount of $3,750,000 from HUD along with leveraged $5,398,500 in funding from the Massachusetts Department of Housing and Community Development to upgrade 50 federal units of housing as well as the rehabilitation of the entire 122-unit development.

Watertown Housing Authority's Plans for the Public Housing Transformation and Preservation of the 100 Warren Street Elderly/Disabled Complex – In June 2009, the Town strongly supported the application by the Watertown Housing Authority to secure funds in the amount of $3,750,000 from HUD along with leveraged $5,398,500 in funding from the Massachusetts Department of Housing and Community Development to upgrade 50 federal units of housing as well as the rehabilitation of the entire 122-unit development.

Watertown Housing Authority Awarded $3,750,000 from the U.S. Department of Housing and Community Development in order to complete the restoration and transformation of its 100 Warren Street housing development serving the elderly and disabled – In September 2009, the award was part of the $96 million in grants to 15 public housing authorities across the country to make substantial improvements to public housing development under HUD's Public Housing Transformation initiative. The funds are provided through the American Recovery and Reinvestment Act of 2009.

The Apartments at Coolidge School – In June 2009, a ribbon-cutting ceremony was held to mark the renovation and restoration of the former public school to afford a special opportunity for active adults to live in an intimate, comfortable community near the heart of Coolidge Square. There are 23 market apartments and 15 affordable apartments.

**WHAT THE TOWN GETS**

- Mitchell Properties was responsible for the renovations of this building and bringing the building into compliance with all codes and policies of the Town. Given this responsibility, Mitchell Properties invested over $15 million in the project, producing market-rate and affordable apartments, doing a historically appropriate renovation of this historic Town property, making this building handicapped accessible for the first time and installing landscaping improvements.

- With respect to the historically appropriate renovation, construction has retained the beauty of the building and restored its historic integrity. In February 2009, this building was placed on the National Register of Historic Places as a historic landmark.

- With respect to affordability and age restrictions, as a follow-up to the Honorable Town Council's Policy Guidelines, the premises will include at least 15 rental units to be occupied by households with incomes equal to or less than 60% of the area median income with 10 of the 15 affordable units subject to local preference; and at least one member of each household must be 55 years of age or older.

- Mitchell Properties also donated $30,000 of construction improvements for recreational improvements to the adjacent ballfield and related areas.

- Furthermore, in addition to Mitchell Properties investing over $15 million in this building along with the other related enhancements, this project will produce tax revenue and lease payments of approximately $12 million for the Town over the next 50 years, all from a building that has been long-vacant and previously not creating any tax revenue.

**Sincerely,**

Michael J. Driscoll
Town Manager
During 2009, the Assessing Department continued to work toward the mission of providing fair and equitable assessments for all Watertown taxpayers.

The Assessors completed the triennial property re-assessment which is mandated by the Department of Revenue every three years. The re-assessment program involves an extensive audit of assessment records and procedures in order to ensure the Town is meeting the "Full and Fair Cash" standard for property assessments.

Each year the Assessors review property assessments to determine if any adjustments are necessary to reflect changes in market values. Toward the end of 2005 the residential real estate market began to slowly soften and continued a more steady decline through 2006 and 2007. An analysis of calendar 2008 property sales indicated that residential market values continued to decrease, and therefore warranted a downward adjustment, making Fiscal Year 2010 the third year in a row that the Assessors decreased most residential assessments. Single family homes were least affected, followed by condominiums, while two- and three-family properties experienced the biggest decreases. These adjusted assessments were reflected in the fourth quarter "actual" tax bill which was issued in early April of 2010.

A preliminary review of calendar 2009 residential property sales provides some indication that the residential market has stabilized, and for the time being is no longer in decline.

Fiscal Year 2010 also saw a decline in commercial and industrial property assessments. As the global and national recession continued to deepen during 2007, 2008 and then into 2009, unemployment worsened and many businesses began to cut back on inventories and production resulting from weak demand. At the local level this could be seen as some businesses closed and staffing was reduced at others, while state sales and income tax collections declined significantly. Commercial and industrial property values are highly sensitive to supply and demand market changes and as a result, the value of these properties began to decline during 2008 and into 2009.

Unlike the residential market which appears to have stabilized, the commercial/industrial market continues to experience weakness. Even as the global and national economy shows faint signs of strengthening, it can take many months for businesses to get production and inventory back up to full capacity. Further adjustments in commercial and industrial property assessments may be necessary next year (Fiscal Year 2011) as a result of this recovery lag time.

The decline of both the commercial/industrial and residential property assessments resulted in increases in the respective tax rates. The Town budget actually decreased in Fiscal Year 2010 from Fiscal Year 2009, but due to cuts in State Aid and other important revenue sources, the revenue generated by property taxes needed to increase to meet the Town's budgetary needs.

While Residential taxpayers are paying a much lower tax rate than commercial taxpayers, they are also eligible to receive the residential tax exemption worth $1,111 in tax dollars. For Fiscal Year 2010, 6,260 residential taxpayers received the exemption out of approximately 9,650 residential properties. In addition, there are a number of statutory exemptions that are available to certain qualifying taxpayers: All of these exemptions are at their maximum allowable amounts under the law:

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>10% (or greater) Disabled Veteran</td>
<td>$ 800</td>
</tr>
<tr>
<td>22E</td>
<td>100% Disabled Veteran</td>
<td>$2,000</td>
</tr>
<tr>
<td>17D</td>
<td>Surviving Spouse/Minor Child or Elderly Person</td>
<td>$ 350</td>
</tr>
<tr>
<td>37A</td>
<td>Blind Person</td>
<td>$1,000</td>
</tr>
<tr>
<td>41C</td>
<td>Qualified Senior Citizen (65+)</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

Among the goals and objectives set by the Board of Assessors for 2010 is an ongoing and increasing commitment to providing taxpayers with information through the Town's website, mailers, news articles, cable television and public appearances.
This Report on the Treasurer/Collector/Parking Clerk Office covers Fiscal Year 2009, from July 1, 2008 to June 30, 2009. Schedules of Selected Financial Information, Major Categories of Receipts and Debt Principal and Interest are shown.

During FY 2009 bond principal payments were $3,668,333 and long-term interest payments were $1,739,776.

Total debt principal balance was $48,599,322 as of June 30, 2009.

Short-Term borrowings for Fiscal Year 2009 were as follows:

<table>
<thead>
<tr>
<th>Bond Anticipation Notes (BANs)</th>
<th>$350,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outstanding 7/01/09</td>
<td>$350,000</td>
</tr>
</tbody>
</table>

Short-Term Interest paid in FY 2009 was $26,622. Bond Anticipation Notes (BANs) are primarily used to generate revenue needed to begin funding capital projects before permanent borrowing (Bonds) is issued. A Bond Anticipation Note (BAN) generally costs less to issue than Bonds and can be rolled over for one year.

Watertown continues to have a high rate of Real Estate Tax collections. The rate of collection for FY 2009 Property Taxes, as of June 30, 2009 was 99%.

As of June 30, 2009 the following FY 2009 taxes and user charges were unpaid:

<table>
<thead>
<tr>
<th>Tax Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real Estate</td>
<td>$1,042,885</td>
</tr>
<tr>
<td>Personal Property</td>
<td>38,401</td>
</tr>
<tr>
<td>Motor Vehicle</td>
<td>195,495</td>
</tr>
<tr>
<td>Boat</td>
<td>0</td>
</tr>
<tr>
<td>Water</td>
<td>430,124</td>
</tr>
<tr>
<td>Sewer</td>
<td>729,604</td>
</tr>
<tr>
<td>Commercial Refuse</td>
<td>16,328</td>
</tr>
</tbody>
</table>

FY 2009 Selected Financial Information

July 01, 2008 – June 30, 2009

<table>
<thead>
<tr>
<th>DEBT BALANCE (6/30/09)</th>
<th>$48,599,322</th>
</tr>
</thead>
</table>

Funds

<table>
<thead>
<tr>
<th>Brought Forward (July 01, 2008)</th>
<th>$37,688,381</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>130,424,299</td>
</tr>
<tr>
<td>Cash Paid Out</td>
<td>124,405,775</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ending Balance (June 30, 2009)</th>
<th>$43,706,905</th>
</tr>
</thead>
</table>

CASH MANAGEMENT

<table>
<thead>
<tr>
<th>Interest Income</th>
<th>$563,785</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short-Term Interest Paid</td>
<td>26,622</td>
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Net $537,163

OTHER INTEREST

<table>
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TOTAL | $358,649

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Net Interest Income $895,812

TAX TITLES

Brought Forward (July 01, 2008) $660,111

Tax Takings 157,707

Subsequent Taxes 7,463

Abatement and Void (22,740)

Redemptions (319,927)

Foreclosures (20,168)

Ending Balance (June 30, 2009) $462,446

MAJOR CATEGORIES OF RECEIPTS

Property/Excise Taxes $69,936,596

Intergovernmental 11,757,527

Water/Sewer/Commercial 13,435,923

Departmental 3,150,521

Interest Earnings 563,785

Parking Fines 701,348

Parking Meters 341,723

License and Permits 216,316

Payments in Lieu of Taxes 2,018,745

Penalty Interest & Costs 386,693
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<td>4229</td>
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<td>TOTAL GENERAL FUND REVENUES AND OTHER FINANCING SOURCES</td>
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<td>4972 Transfers from Special Revenue Funds</td>
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<td>4975 Transfers from Enterprise Funds</td>
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<td>4976 Transfers from Trust Funds</td>
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<td>TOTAL GENERAL FUND REVENUES, OTHER FINANCING SOURCES, AND INTERFUND OPERATING TRANSFERS</td>
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### Part II General Fund Expenditures and Other Financial Uses

**FISCAL YEAR 2009**

**WATERTOWN**

**City / Town / District**

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</tr>
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<tr>
<td>TOTAL Highway/Streets (Other)</td>
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<tr>
<td>Highway/Streets (Snow and Ice)</td>
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<tr>
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<tr>
<td>TOTAL Highway/Streets (Snow and Ice)</td>
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**Debt Service(700)**

Retirement of Debt Principal
5900 Debt Service 3,365,000

TOTAL Retirement of Debt Principal 3,365,000

Interest on Long Term Debt

5900 Debt Service 1,653,676

TOTAL Interest on Long Term Debt 1,653,676

Interest on Short Term Debt

5900 Debt Service 26,622

TOTAL Interest on Short Term Debt 26,622

Total Debt Service (700) 5,045,298

Unclassified (900)

Intergovernmental Assessments

0001 Unclassified 2,081,534

TOTAL Intergovernmental Assessments 2,081,534

Other

0001 Unclassified 225,000

TOTAL Other 225,000

Retirement

0001 Unclassified 7,320,121

TOTAL Retirement 7,320,121

Workers' Compensation

0001 Unclassified 351,668

TOTAL Workers' Compensation 351,668

Unemployment

0001 Unclassified 14,204

TOTAL Unemployment 14,204

Health Insurance

0001 Unclassified 11,664,863

TOTAL Health Insurance 11,664,863

Other Employee Benefits

0001 Unclassified 640,564

TOTAL Other Employee Benefits 640,564

Court Judgements

0001 Unclassified 13,650

TOTAL Court Judgements 13,650

Other Insurance

0001 Unclassified 335,540

TOTAL Other Insurance 335,540
### Total General Fund Expenditures

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**TOTAL GENERAL FUND EXPENDITURES**

- 92,828,382

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**TOTAL TRANSFERS AND OTHER FINANCING USES**

- 2,860,323

**TOTAL GENERAL FUND EXPENDITURES AND OTHER FINANCING USES**

- 95,688,706
## SCHEDULE A
### PART 3 FOR FISCAL YEAR 2009

**WATERTOWN**  
City / Town / District

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**Receipts Reserved for Appropriation**

**Receipts Reserved for Appropriation (Sale of Cemetery Lots)**

**REVENUES**

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**Revolving Funds**

**Revolving Funds (Education)**

**REVENUES**

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**Revolving Funds**

**Revolving Funds (Athletic)**

**REVENUES**

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Revolving Funds (Parks and Recreation)

**REVENUES**
- 4200 Charges for Services
- **TOTAL REVENUES**
- **TOTAL REVENUES AND OTHER FINANCING SOURCES**

**EXPENDITURES**
- 5100 Salary and Wages
- 5700 Expenditures
- **TOTAL EXPENDITURES**
- **TOTAL EXPENDITURES AND OTHER FINANCING USES**

- Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)
- Fund Balance Beginning of Year
- Fund Balance End of Year

Revolving Funds (Ch. 44, 53E 1/2)

**REVENUES**
- 4200 Charges for Services
- 4500 Federal Revenue
- 4600 Miscellaneous Revenues
- **TOTAL REVENUES**

**OTHER FINANCING SOURCES**
- 4970 Transfers From Other Funds
- **TOTAL OTHER FINANCING SOURCES**
- **TOTAL REVENUES AND OTHER FINANCING SOURCES**

**EXPENDITURES**
- 5100 Salary and Wages
- 5700 Expenditures
- **TOTAL EXPENDITURES**
- **TOTAL EXPENDITURES AND OTHER FINANCING USES**

- Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)
- Fund Balance Beginning of Year
- Fund Balance End of Year

Revolving Funds

Other Revolving Funds

**REVENUES**
- 4800 Miscellaneous Revenues
- **TOTAL REVENUES**
- **TOTAL REVENUES AND OTHER FINANCING SOURCES**

**EXPENDITURES**
- 5700 Expenditures
- **TOTAL EXPENDITURES**
- **TOTAL EXPENDITURES AND OTHER FINANCING USES**

- Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)
- Fund Balance Beginning of Year
- Fund Balance End of Year

State Grants

State Public Safety Grants

**REVENUES**
- 4600 State Revenue
- 4800 Miscellaneous Revenues
- **TOTAL REVENUES**
- **TOTAL REVENUES AND OTHER FINANCING SOURCES**

**EXPENDITURES**
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## CUMULATIVE TOTALS

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### SCHEDULE-A
**Part IV - Capital Projects Funds**
**Fiscal Year 2009**

**WATERTOWN**
City / Town / District

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<table>
<thead>
<tr>
<th>EXPENDITURES</th>
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<tbody>
<tr>
<td>5700</td>
<td>947,684</td>
</tr>
<tr>
<td>5800A</td>
<td>7,438,426</td>
</tr>
<tr>
<td>5800B</td>
<td>504,449</td>
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<table>
<thead>
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<th>Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)</th>
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<thead>
<tr>
<th>EXPENDITURES</th>
<th>Amount</th>
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<tbody>
<tr>
<td>5700</td>
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</tr>
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<table>
<thead>
<tr>
<th>Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)</th>
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### SCHEDULE-A
Part V - Enterprise Funds
Fiscal Year 2009
WATERTOWN
City / Town / District

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<tr>
<th>Account Number</th>
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<td>EXPENDITURES</td>
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<td>5,373,411</td>
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<td>Fund/Item Description</td>
<td>Balance July 1, 2008</td>
<td>Additions</td>
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<td>-----------</td>
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<tr>
<td><strong>A. ASSETS</strong></td>
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<tr>
<td>1. Cash</td>
<td>36,879.00</td>
<td>813,331.00</td>
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<tr>
<td>2. Accounts Receivable</td>
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<tr>
<td>3. TOTAL ASSETS</td>
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<td>813,331.00</td>
</tr>
<tr>
<td><strong>B. LIABILITIES</strong></td>
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<tr>
<td>1. Police Outside Detail</td>
<td>-98,776.00</td>
<td>593,591.00</td>
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<tr>
<td>2. Fire Off Duty Detail</td>
<td>-962.00</td>
<td>24,967.00</td>
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<td>3. Tax Due State</td>
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<td>4. Meals Tax Due State</td>
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<td>5. Licenses Due State</td>
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<td>7. Guarantee Bid Deposits</td>
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<td>8. Undelmed Items</td>
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<td>136,617.00</td>
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<td>10. TOTAL LIABILITIES</td>
<td>36,879.00</td>
<td>813,331.00</td>
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NOTE -- Total Assets Must Equal Total Liabilities
### SCHEDULE A
Part VIII - Personnel Expenditures
Fiscal Year 2009
WATERTOWN
City / Town / District

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<tr>
<th>PART VIII</th>
<th>Personnel Expenditures</th>
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<td>Total Salaries and Wages as of December 31, 2008 as Reported on IRS Form W-2</td>
<td>$ 41,888,529.00</td>
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<td>Total Number of Employees (FTE) for Calendar Year Ending December 31, 2008</td>
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## SCHEDULE A, PART 9
SCHEDULE OF CASH AND INVESTMENTS AS OF JUNE 30, 2009

**WATERTOWN**  
City / Town / District

<table>
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<th>Account Number</th>
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<th>Cash and Investments</th>
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<td>11,266,471.00</td>
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<td>Special Revenue</td>
<td>3,464,113.00</td>
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<td>0018</td>
<td>Debt Service Fund</td>
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<tr>
<td>0019</td>
<td>Capital Project Funds</td>
<td>12,679,071.00</td>
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<tr>
<td>0020</td>
<td>Enterprise Funds</td>
<td>10,569,125.00</td>
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<tr>
<td>0021</td>
<td>Trust Funds</td>
<td>5,373,411.00</td>
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<td>Agency Funds</td>
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<td><strong>TOTAL ALL FUNDS</strong></td>
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<td><strong>43,264,926.00</strong></td>
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### Part X - Schedule of Debt Outstanding, Issued and Retired This Fiscal Year

**Fiscal Year 2009**

**Watertown**

City/Town/District

#### A. General Obligation Bonds

<table>
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<tr>
<th>Item Description</th>
<th>Outstanding July 1, 2008</th>
<th>Issued this Fiscal Year</th>
<th>Retired this Fiscal Year</th>
<th>Outstanding June 30, 2009</th>
<th>Interest this Fiscal Year</th>
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<td>711,080</td>
<td>520,000</td>
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<td>Sewer</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other Inside Limit</td>
<td>2,785,000</td>
<td>4,039,000</td>
<td>583,025</td>
<td>7,160,075</td>
<td>104,363</td>
</tr>
<tr>
<td><strong>Total Inside Debt Limit</strong></td>
<td>28,642,656</td>
<td>16,650,000</td>
<td>2,443,433</td>
<td>38,849,223</td>
<td>1,267,336</td>
</tr>
<tr>
<td>Outside Debt Limit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Airport</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hospital</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Electric</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Gas</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>School Buildings</td>
<td>10,555,000</td>
<td>0</td>
<td>1,224,900</td>
<td>8,750,100</td>
<td>472,440</td>
</tr>
<tr>
<td>Sewer</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Water</td>
<td>(2)</td>
<td>0</td>
<td>0</td>
<td>(2)</td>
<td>0</td>
</tr>
<tr>
<td>Other Outside Limit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Outside</strong></td>
<td>10,554,998</td>
<td>420,000</td>
<td>1,224,900</td>
<td>8,762,098</td>
<td>472,440</td>
</tr>
<tr>
<td><strong>Total Long Term Debt</strong></td>
<td>38,197,654</td>
<td>16,670,000</td>
<td>3,668,333</td>
<td>48,699,321</td>
<td>1,739,776</td>
</tr>
</tbody>
</table>

#### B. Revenue and Nonguaranteed Bonds

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Outstanding July 1, 2008</th>
<th>Issued this Fiscal Year</th>
<th>Retired this Fiscal Year</th>
<th>Outstanding June 30, 2009</th>
<th>Interest this Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Anticipation Notes</td>
<td>2,018,000</td>
<td>1,250,000</td>
<td>2,919,000</td>
<td>350,000</td>
<td>28,622</td>
</tr>
<tr>
<td>Bond Anticipation Notes</td>
<td>2,018,000</td>
<td>1,250,000</td>
<td>2,919,000</td>
<td>350,000</td>
<td>28,622</td>
</tr>
<tr>
<td>Grant Anticipation Notes</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other Short Term Debt</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Short Term Debt</strong></td>
<td>2,018,000</td>
<td>1,250,000</td>
<td>2,919,000</td>
<td>350,000</td>
<td>28,622</td>
</tr>
</tbody>
</table>

#### D. Other Interest

<table>
<thead>
<tr>
<th>Authorized (a)</th>
<th>Issued/Retired/Rescinded (b)</th>
<th>Unissued June 30, 2009 (c)</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,097,370</td>
<td>13,181,165</td>
<td>6,793,072</td>
</tr>
</tbody>
</table>

---

**Amount - Omit Cents**

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Page 25 of 27

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38
## SCHEDULE A
PART 11 FOR FISCAL YEAR 2009

WATERTOWN
City / Town / District

<table>
<thead>
<tr>
<th>Revenues and Expenditures from Fiscal Report</th>
<th>General (a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Total Revenue</td>
<td>89,106,041.00</td>
</tr>
<tr>
<td>2. Total Expenditures</td>
<td>92,828,382.00</td>
</tr>
<tr>
<td>3. TOTAL EXCESS (DEFICIENCY) OF REVENUES</td>
<td>-3,722,341.00</td>
</tr>
<tr>
<td>OVER EXPENDITURES SUM OF LINES 1-2</td>
<td></td>
</tr>
<tr>
<td>4. Transfer from Other Funds</td>
<td>3,160,486.00</td>
</tr>
<tr>
<td>5. Other Financing Sources</td>
<td>0.00</td>
</tr>
<tr>
<td>6. Transfer to Other Funds</td>
<td>2,576,638.00</td>
</tr>
<tr>
<td>7. Other Financing Uses</td>
<td>283,685.00</td>
</tr>
<tr>
<td>8. TOTAL OTHER FINANCING SOURCES (USES)-</td>
<td>290,163.00</td>
</tr>
<tr>
<td>Line 4 + Line 5 - Line 6 - Line 7</td>
<td></td>
</tr>
<tr>
<td>9. TOTAL EXCESS (DEFICIENCY) OF REVENUES</td>
<td>-3,432,178.00</td>
</tr>
<tr>
<td>OVER EXPENDITURES AND OTHER FINANCING</td>
<td></td>
</tr>
<tr>
<td>SOURCES (USE) - SUM OF LINES 3 AND 8</td>
<td></td>
</tr>
<tr>
<td>10. Fund Equity (Retained Earnings)</td>
<td>13,778,182.00</td>
</tr>
<tr>
<td>Begining of Year</td>
<td></td>
</tr>
<tr>
<td>11. Other Adjustments</td>
<td>0.00</td>
</tr>
<tr>
<td>12. TOTAL FUND EQUITY (RETAINED EARNINGS)</td>
<td>10,346,004.00</td>
</tr>
</tbody>
</table>
SCHEDULE A
Part XII - Schedule A Part XII
Fiscal Year 2009
WATERTOWN
City / Town / District

<table>
<thead>
<tr>
<th>Part XII</th>
<th>Schedule A Part XII</th>
</tr>
</thead>
</table>

NOTE: The Information was Approved on 02/25/2010.


Town Accountant: Date: Tel:No.
The Personnel Department consists of the Personnel Director and the Administrative Assistant. The Department provides services to regular, part-time and temporary municipal employees on issues related to administering the personnel bylaws, policies and procedures; maintaining employee classification and compensation plans; processing of all municipal personnel actions to ensure legal and policy compliance; managing employee recruitment and selection; and coordinating training services.

Unemployment, Workers Compensation, Department of Transportation regulations for random drug and alcohol testing, medical testing and psychological evaluation services are managed from the Personnel Department through third-party agreements with professionals in those fields.

The Department deals with a wide variety of issues relative to quality of life in the workplace. The Employee Assistance Program (EAP) contract is managed from this department. This contract provides services as a benefit for all municipal employees and their immediate family members relating to counseling, advocacy, advice, financial planning and other confidential services.

The Personnel Department seeks to improve the effectiveness of Town services by recruiting skilled employees. Recruitments are posted to the Town’s website as well as the Department of Unemployment Assurance, the Massachusetts Municipal Association website, and professional websites. Applicants can sign up for e-mailed notices of job postings, view the postings, fill out a Town Application form from the Personnel Department web page, and submit it by e-mail at any hour of the day. Similarly, residents who are interested in Civil Service recruitments can research examination dates and apply online directly to the Human Resources Division website.

In response to budget reductions in Civil Service, the Human Resources Division (HRD) delegated the civil service appointment and promotion approval processes to the municipalities effective September 1, 2009. This action requires that the Personnel Department take on more responsibilities for the Civil Service recruitment process for the Police and Fire Departments without additional support from the state.

The Personnel Department worked with the Metro North Regional Employment Board to place Watertown youth in summer employment positions with various departments. Supported by Federal Stimulus funding of the American Recovery and Reinvestment Act, the summer youth employment program was able to provide valuable work experience for five Watertown youth in a mentoring environment.

The Personnel Department is a support to the other departments. We frequently provide department heads and individual employees with interpretations of their collective bargaining agreements, federal and state employment laws. There have been changes to a number of federal and state laws and regulations pertaining to employment practices in 2009. These are: the Genetic Information Nondiscrimination Act of 2008, which took effect in November 2009 and addresses the use of genetic information in health insurance; Family Medical Leave Act (FMLA) amendments, which took effect in January 2009 and are the most comprehensive changes made to that benefit since they were first published in 1993, requiring new forms and added protected leave for certain types of service member-related leave; the American Recovery and Reinvestment Act which was signed into law in February 2009 to address unemployment and COBRA benefits for claims that meet certain eligibility requirements; the Lilly Ledbetter Fair Pay Act of 2009 which expands the time limits for employees to challenge pay discrimination based upon race, gender, age and disability or other factors; the Americans with Disabilities Act Amendments Act (ADAAA) of 2008, which became effective January 1, 2009 and addresses performance and conduct issues under the Americans with Disabilities Act. It also expands the definition of the term disability.

In 2009 the Governor signed into law Chapter 28 of the Acts of 2009 which made changes to the state’s conflict of interest law, required distribution of the changed law, as well as enacting a new mandated online employee conflict of interest test. The Personnel Department supported the Town Clerk’s office by assisting with distribution of the conflict of interest law to employees, boards and commission members and elected officials. The Personnel Department will be responsible for providing a copy to new hires through the new employee orientation process.

In order to keep up with all of the required changes the Personnel Department staff have attended seminars, participated in webinars, attended Massachusetts Municipal Personnel Association (MMPA) meetings, reviewed current policies, procedures and forms and made revisions where needed.

The Personnel Director is part of the Emergency Preparedness Team which meets regularly and is chaired by the Fire Chief. The Personnel Director is the advocate and support for municipal employees involved in emergencies.

The Personnel Director, as the ADA Coordinator, assists the Commission on Disability as staff support for their meetings and activities. The Commission on Disability provides information, advice and advocacy.
for Town and School departments as well as individuals in the community. The Commission regularly reviews local construction plans for compliance with the Americans with Disabilities Act, participates in Faire on the Square and advocates for residents with School and Town officials. Some of the many accomplishments in 2009 include a Speaker Series in which guest speakers were invited to address topics of interest, a partnership with the Department of Public Works (DPW) and the Perkins School for the Blind to have the DPW Recycling Brochure printed in Braille; a partnership with Perkins School for the Blind to fund a "newsline," which is a program that allows the Watertown Tab to be heard through an audio menu on cell phones. The Commission funded sign language interpreters for the Special Education Parent Advisory Council (SEPAC) Annual Awards Ceremony and showing of the movie Including Samuel as well as at civic events and the Faire on the Square. The Commission is in collaboration with the Cable Access Board to study the feasibility of close captioning of Town Council meetings. The Watertown Disability Friendly Business guide was updated and distributed at the Faire on the Square. Information about meetings and pertinent issues can be found on the website www.wcod.org. Ten monthly meetings are held on the third Wednesday of the month.

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 licenses, the sale of various Division of Fisheries and Wildlife licenses, and the office also serves as a distribution center for various Town brochures and surveys. The staff in the 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 2009, the office achieved the following:

• Maintained the highest level of accuracy in the recording and issuance of the Vital Statistics of the Town of Watertown.
• Placed election signage in strategic locations throughout the Town alerting the citizenry to the upcoming voting exercises.
• Conducted the 2009 Annual Town Census.
• Participated in the development of the Town's FY10 operating budget.
• Continued the duties and responsibilities as Burial Agent for the Town.
• Completed the annual renewal process for all applicable licenses, permits and certificates while ensuring compliance with Chapter XVII of the Town's ordinances.

• Ensured compliance with state guidelines in the filing of necessary annual reports with the Alcohol Beverage Control Commission and the Department of Public Safety.
• Ensured access to all polling locations throughout the Town.
• Coordinated Public/Private resources in planning of the Faire on the Square 2009.

The Election Commission, directed under Massachusetts General Law, by the four-member board of election commissioners, has a number of responsibilities mandated by Massachusetts General Laws Chapter 50 through 56. The Commission as charged is to ensure fair and impartial elections in the Town of Watertown. Responsibilities include: coordination of the annual census, generation of voting lists and jury lists, implementation of the National Voter Registration Act through the establishment of the Central Voter Registry, maintenance of the town's residency database and compliance with the Commonwealth's Campaign Finance reporting procedures.
The Election Commission conducted the following voting exercises during 2009.

<table>
<thead>
<tr>
<th>DATE</th>
<th>TYPE OF ELECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 3, 2009</td>
<td>General Town Election</td>
</tr>
<tr>
<td>December 8, 2009</td>
<td>Special State Primary — Senator in Congress</td>
</tr>
</tbody>
</table>

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

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

### Licenses and Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burial Permits</td>
<td>$1,060.00</td>
</tr>
<tr>
<td>Dog Licenses</td>
<td>7,750.00</td>
</tr>
<tr>
<td>Cat Licenses</td>
<td>3,560.00</td>
</tr>
<tr>
<td>Marriages</td>
<td>6,175.00</td>
</tr>
<tr>
<td>Raffle</td>
<td>190.00</td>
</tr>
<tr>
<td>Hunting Licenses</td>
<td>692.75</td>
</tr>
<tr>
<td>Wildland Stamps — Resident and Non-Resident</td>
<td>1,450.00</td>
</tr>
<tr>
<td>Archery Stamp</td>
<td>295.00</td>
</tr>
<tr>
<td>Sporting Licenses</td>
<td>1,025.00</td>
</tr>
<tr>
<td>Fishing Licenses</td>
<td>4,882.75</td>
</tr>
<tr>
<td>Sporting Fees</td>
<td>443.40</td>
</tr>
<tr>
<td>Waterfowl Stamps</td>
<td>28.50</td>
</tr>
<tr>
<td>Licenses Commission — Alcohol, Common Victualler, etc.</td>
<td>120,785.00</td>
</tr>
<tr>
<td>Miscellaneous Clerk/Election fees</td>
<td>167.70</td>
</tr>
<tr>
<td>Resident Book</td>
<td>456.00</td>
</tr>
<tr>
<td>Certified Copies</td>
<td>20,961.00</td>
</tr>
<tr>
<td>Underground Storage Permits</td>
<td>7,025.00</td>
</tr>
<tr>
<td>Non-Criminal Fines</td>
<td>4,300.00</td>
</tr>
<tr>
<td>Miscellaneous Licensing Board Fees</td>
<td>32,920.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$214,167.10</strong></td>
</tr>
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</table>

### Vital Statistics

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Births</td>
<td>436</td>
</tr>
<tr>
<td>Deaths Recorded</td>
<td>277</td>
</tr>
<tr>
<td>Marriage Intentions</td>
<td>246</td>
</tr>
<tr>
<td>Marriages Recorded</td>
<td>236</td>
</tr>
<tr>
<td>Affidavits of Correction of Births, Deaths and Marriages Recorded</td>
<td>19</td>
</tr>
</tbody>
</table>

### Licenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kennel License</td>
<td>2</td>
</tr>
<tr>
<td>Dog Licenses</td>
<td>730</td>
</tr>
<tr>
<td>Cat Licenses</td>
<td>393</td>
</tr>
<tr>
<td>Seven Day All Alcoholic Common Victualler (Restaurants)</td>
<td>18</td>
</tr>
<tr>
<td>Seven Day Wine/Malt Common Victualler (Restaurants)</td>
<td>4</td>
</tr>
<tr>
<td>Six Day All Alcoholic Common Victualler (Restaurants)</td>
<td>8</td>
</tr>
<tr>
<td>General on Premise</td>
<td>0</td>
</tr>
<tr>
<td>Six Day Wine/Malt Common Victualler</td>
<td>3</td>
</tr>
<tr>
<td>Common Victualler License</td>
<td>92</td>
</tr>
<tr>
<td>Clubs</td>
<td>11</td>
</tr>
<tr>
<td>Auto Dealer Class I</td>
<td>10</td>
</tr>
<tr>
<td>Auto Dealer Class II</td>
<td>12</td>
</tr>
<tr>
<td>Auto Dealer Class III</td>
<td>0</td>
</tr>
<tr>
<td>All Alcoholic Packaged Goods Store</td>
<td>6</td>
</tr>
<tr>
<td>Packaged Goods Store Wine/Malt</td>
<td>7</td>
</tr>
<tr>
<td>24-Hours opening</td>
<td>5</td>
</tr>
<tr>
<td>Sale of Food at Retail</td>
<td>5</td>
</tr>
<tr>
<td>Entertainment</td>
<td>18</td>
</tr>
<tr>
<td>Music Box</td>
<td>7</td>
</tr>
<tr>
<td>Automatic Amusement Device</td>
<td>12</td>
</tr>
<tr>
<td>Auto Repair</td>
<td>56</td>
</tr>
<tr>
<td>Letting out of Motor Vehicles</td>
<td>3</td>
</tr>
<tr>
<td>Shuttle/Jitney</td>
<td>1</td>
</tr>
<tr>
<td>Livery</td>
<td>13</td>
</tr>
</tbody>
</table>
The Information Technology Department supports the Town of Watertown's administrative Information Systems and leads the implementation of new computer technologies. Located in Town Hall, the Department administers the Town's wide-area computer network, which connects Town Hall, Library, Police, Fire, School Department, and Public Works buildings. Additional municipal buildings on the wide-area network include the Commander's Mansion, Senior Center, and John A. Ryan Skating Arena. The Department also maintains computers which process Financials, Accounts Payables, Purchasing, Requisitioning, Payroll, Water/Sewer Billing, Real Estate Tax Billing, and Assessing. Other administrative systems, such as Motor Vehicle Billing and Parking Ticket processing, are supported by outside vendors.

The Town's Computer Network provides a complete electronic platform for employees to communicate and share documents. Built on a backbone of high-speed fiber-optic cabling, the system allows for private and secure communications among Town departments. A firewall gateway provides secure Internet e-mail and web browsing. Anti-virus software is installed to update network computers automatically from a secure website. Web monitoring and filtering software was migrated to an improved platform.

Working with department managers, the Information Technology Department continued the project of improving the MUNIS Integrated Financial Management system. The integrated financial management system improves the functionality of municipal applications and improves employee productivity. A migration to a newer version of the MUNIS software suite was accomplished in 2009, bringing about new software features and security.

The Assessors' Office collaborated with IT and other departments in expanding the Town's Geographical Information System (GIS). Digital maps with links to data files provide employees with an efficient method of analyzing Town information. The GIS model is web-based and hosted — reducing operating costs, and eliminating the need for significant hardware investments. The GIS system now benefits town staff and the Assessors, Public Works, Public Safety, and Planning Department. Plans are in place to provide public access.

The IT Department manages the Town's official website: www.watertown-ma.gov. A major re-design of the site was launched in the spring. New features include improved navigation techniques, move visible calendar, and a "Browse Aloud" tool that translates text to voice. Also, an Emergency Alert component was under development, and a new language text translator was added. A link to the Watertown Cable Access Corp. now provides live and recorded video. The Town Ordinances are available, as well an ordering system for birth, death, and marriage certificates. The Citizens Request Tracking module allows citizens to make requests online for various services. online payments now include Real Estate and Personal property, and pet licensing.

The IT Department continued an effort to save costs, paper, and energy, and the following were undertaken: energy-saving computers and monitors, double-sided printers, and remanufactured toner cartridges. Working with various Town Departments, the IT Department will continue these policies.

Respectfully submitted,
Joseph Mahoney
IT Manager
Kopelman and Paige, P.C. serves the City known as the Town of Watertown as its Town Attorney, providing the Town Manager, Town Council, and the various boards and departments of the Town with legal opinions and representation. We have worked closely with the Town on matters involving personnel issues, land use, real estate, and public health. We have reviewed and advised on the form of contracts with vendors and consultants. We provided regular general advice to the Town. As Town Attorney, we attended all Town Council meetings to assist with issues of parliamentary procedure and interpretations of the Town’s Home Rule Charter and the Council’s Rules, as well as the requirements of state statutes and the Town’s own ordinances and rules and regulations.

As Town Attorney, we worked with the Town Manager and department heads to provide legal advice and resolve a number of issues. We continue to advise the Board of Health on matters of enforcement and public health operations. We have worked with the licensing board on a number of license and permit issues, and have advised the Town Manager on cable television negotiations. We have worked with the Town’s planners on zoning issues and the development of land use ordinances. And we have continued to advise the Town with respect to its housing programs.

The Town Attorney represents the Town before administrative agencies including the Civil Service Commission, the Labor Relations Commission, and the Massachusetts Commission Against Discrimination. We also represent the Town in litigation matters before the state and federal courts.

As we have in the past, we continued to provide the Town with no-cost memoranda on a wide range of legal topics in order to assist the Town in making decisions in a careful and cost-effective manner. This year, we provided the Town with memoranda on the trimming of shade trees, amendments to the Americans with Disabilities Act, changes in the state’s Conflict of Interest law, and the implications of the Green Communities Act, among others. These memoranda have proven useful as guidance for the Town’s boards and committees as they approach various Town issues and assist the Town in framing legal questions for efficient resolution.

It has been an honor and a privilege to serve the City known as the Town of Watertown as Town Attorney for these many years. As always, we thank the Town Manager and Town Council for this opportunity and for their efforts and dedication in attending to the needs of the Town. We are also appreciative of the opportunity to work with the Town’s department heads, employees and boards, and look forward to continuing to provide the Town with effective legal advice and representation.

Respectfully submitted,

Kopelman and Paige, P.C.
Town Attorney
The Purchasing Department aims to provide valuable services to the Town by assisting departments with obtaining the highest quality of supplies and services for the best dollar value. The department also functions as a control to ensure the Town is complying with Massachusetts General Laws and Local Ordinances. Ongoing initiatives include identifying cost savings, consolidating purchases when appropriate, and assisting departments with gathering information needed to make informed buying decisions.

In 2009 the Purchasing Department publicly procured goods and services which, as evidence by the struggling economical times, resulted in large cost savings. The Acton Street Conduit Installation project had bids come in close to 50% below engineers' estimates. The public bidding of High Density Storage Units for the new Police Station realized a 24% cost savings as well as the Treasurer's Counter project which came in at 25% lower than engineers' estimates. Bids for Road Salt came in at 22% lower than 2008 and bids for gasoline/diesel fuel/#2 Heating Oil came in at an average savings of 48% lower than in 2008.

Likewise, there were a number of other projects that were bid that yielded bid awards 25% below estimated costs.

During 2009, the Purchasing Department received quotes for 30% recycled paper which came in within the budget to procure 30% recycled paper for the better half of 2009.

The Purchasing Department ensures that all projects are posted on the Town's website and kept up to date as projects become active. Purchasing encourages bidders to request bid packages via e-mail or on the web. This reduces costs for both reproduction and postage. Additionally, all active contracts are posted on the public drive for Town Department use to review and reference all contracted services.

The Purchasing Department will continue to use the Commonwealth of Massachusetts bidding awards, as well as cooperative bids conducted with a group of municipalities. Computer equipment, computer software, computer consulting services, furniture, moving services, vehicle purchase and replacement, public safety supplies, vehicle parts, building maintenance services (HVAC), training and educational services are all examples of successful procurements exercised by Watertown through the use of the State contracts. Cooperative bidding has led to cost savings in the procurement of office supplies, heating fuel, vehicle fuel, road salt, natural gas, electricity and vehicles.

The Purchasing Agent works closely with departments to guide them through the purchasing process to deliver needed goods or services. Maintaining open communications with departments allows for purchasing to identify areas of opportunity for centralized purchasing or group purchasing to gain the most cost-effective procurements.

Respectfully submitted,
Raeleen Parsons, MCPPO
Purchasing Agent
Health Department

The Health Department staff consists of one full-time Director, one full-time Chief Environmental Health Officer, two full-time Sanitarians, one full-time Head Clerk, one full-time Public Health Nurse, one full-time Animal Control Officer/Jr. Sanitarian and one part-time Veterinarian.

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

Environmental Health

The Health Department conducts numerous mandated inspections throughout the year according to local and state mandates. These inspections include, but are not limited to, food establishments, including grease trap maintenance, housing, body art establishments, indoor air quality at skating rinks, tanning establishments, swimming pools and whirlpools, group homes and motels. The Health Department also conducts hazardous materials inspections in accordance with provisions of the Watertown Hazardous Material Regulation. This program is designed to assist businesses in the proper handling, storage and disposal of hazardous materials.

<table>
<thead>
<tr>
<th>Environmental Inspections: 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Establishments</td>
</tr>
<tr>
<td>Housing</td>
</tr>
<tr>
<td>Swimming Pool/Whirlpool</td>
</tr>
<tr>
<td>Hazardous Materials</td>
</tr>
<tr>
<td>Nuisance Complaints</td>
</tr>
<tr>
<td>Food Complaints</td>
</tr>
<tr>
<td>Animal Complaints</td>
</tr>
<tr>
<td>Tobacco Compliance Checks</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

During 2009, the Watertown Health Department provided 26 Person In Charge (PIC) trainings for food handlers in Watertown. Under the Massachusetts Food Code, the Person In Charge is “the individual present at a Food Establishment who is responsible for the operation at the time of inspection.” These voluntary trainings are offered by the Health Department in order to provide food handlers with the tools necessary to operate in compliance with the Food Code. Issues covered during these PIC trainings include appropriate cooking and reheating temperatures, when and how to wash your hands, and cleaning and sanitizing requirements.

Another portion of the Health Department’s work involves complaint investigation, including, but not limited to, solid waste, dust, odors, noises, rodents, hazardous waste incidents, food establishments, food-borne illnesses, nuisances, tobacco, housing, and problem animals. On occasion, the Health Department must hold show cause administrative hearings and prepare cases for resolution in District Court. Five hundred and ninety complaints were investigated in 2009 and 18 of these cases were resolved in court.

Some of those complaints involve rubbish and garbage left out on the curb at non-collection times or days. The Health Department distributed bright green door hangers reminding citizens of how and when to place garbage and rubbish out for collection.
In conjunction with inspectional work, the Health Department issues numerous permits. Before a permit can be issued, the permit holder/applicant submits complete and accurate information. In addition, the Health Department reviews plans for all new and renovated food establishments, facilities with hazardous materials, tanning, body art, swimming pools, and Community Development and Planning projects.

Environmental Permits: 2009
- Food Establishment: 210
- Temporary Food Events: 241
- Swimming Pool/Whirlpool: 20
- Tanning Establishments: 3
- Body Art Establishments: 1
- Hazardous Material Facilities: 150
- Tobacco Establishments: 41

Household Hazardous and Medical Waste Collection
Watertown residents took household hazardous waste to the Minuteman Regional Household Products Facility in Lexington. Pre-registration at the Health Department was required before any resident could enter the site on one of the eight collection days during the year. One hundred and fifty-four Watertown residents visited the facility in 2009.

Household Medical Waste was collected in the spring and fall at the Administration Building parking lot. A vendor specializing in the packaging, transportation and disposal of Medical Waste was hired to handle this material. Sixty residents brought needles, syringes and medications for sanitary disposal. Eliminating these materials from the municipal waste stream reduces the potential for accidental needle sticks and the improper disposal of medical wastes.

Animal Control
The ACO/Jr. Sanitarian’s (ACO) duties include, but are not limited to, patrolling the town, participation in a rabies/West Nile Virus task force, investigation of vector control and solid waste complaints, swimming pool inspections, food establishment inspections and the enforcement of all pertinent state laws and the Watertown Animal Control Ordinance. Enforcement action includes the issuing of citations (tickets) for non-compliance, responding to emergency dispatch calls and the prosecution of violators in District Court. The ACO educates the public regarding health and safety concerns involving animals, lectures in school classrooms and on cable television.

As Inspector of Animals the ACO carries out the isolation and quarantine of suspected rabid animals, animals with wounds of unknown origin or animals bitten by suspected or confirmed rabid animals. These findings are reported to the Massachusetts Bureau of Animal Health. Isolation and quarantine cases are often done in cooperation with Watertown veterinarian Thomas Cusick, DVM.

Rabies Clinic
The rabies clinics are held annually with Thomas Cusick, DVM, participating. Dogs and cats are vaccinated for rabies the first Saturday in April each year at the Watertown Administration Building. This past year a total of 48 animals received rabies vaccinations at the clinic.

Abandoned dog adopted out

Geese Control
In order to address the concern of an increasing geese population in Watertown, the Health Department implemented a multifaceted approach designed to reduce the resident geese population in town. The Health Department, in conjunction with Atlantic Goose Management, provided a specially trained German Shepherd to herd the geese away from Watertown’s parks and playgrounds during certain weeks in the spring and fall. In addition the Health Department participated in egg oiling (addling) to prevent geese eggs from hatching during certain stages of their development. All egg addlers are trained and permitted by Geese Peace, a national geese protection agency that is recognized by PETA and the MSPCA to conduct ethical egg-addling techniques. A total of three eggs were oiled in Watertown in 2009. This number is down due to increased predator activity and not all sites were able to be reached on the Charles River. The Health Department also patrols the sites where geese are known to reside to identify individuals who may be feeding geese and to educate them as to why feeding is prohibited.
Mosquito Control
The Board of Health worked in conjunction with the East Middlesex Mosquito Control Commission (EMMCP) in planning larvicide, adulticide and surveillance activities throughout the town. In 2009 the threat of the West Nile Virus (WNV) continued to impact Massachusetts and the Nation. Twenty-six mosquito pools tested positive for WNV but zero humans tested positive for the Virus. This year there were no human cases of Eastern Equine Encephalitis (EEE) Virus. As a result of the WNV and EEE threat the town applied larvicide briquettes to 2,750 catch basins in order to control the emergence of vector mosquitoes. The Health Department and EMMCP continually monitor the emergence of these viruses and adjust plans accordingly to maintain comprehensive intervention, education and surveillance programs.

In addition the Health Department distributed bright blue door hangers to area homes with information about West Nile Virus, removal of standing water serving as breeding areas for mosquitoes, and personal protection from mosquitoes when outdoors.

Wildlife
The ACO responds to calls about sick or injured wildlife. The ACO also responds to and educates residents on wildlife issues. In recent years there has been an increased presence of wildlife in Watertown. Wildlife concerns in Watertown involve, but are not limited to, coyotes, foxes, deer, hawks, geese, and snapping turtles.

Emergency Preparedness
The incorporation of emergency preparedness responsibilities has significantly increased the workload of the Health Department staff. Watertown is one of 27 cities and towns that comprise Region 4B of the Massachusetts Department of Public Health (MDPH) emergency preparedness district. There are 15 statewide coalitions in all. Calendar year 2009 marked the seventh year of Watertown's participation in the Region 4B. During the last seven years Watertown has developed an emergency preparedness plan that includes, but is not limited to, Infectious Disease Emergency Plan, Emergency Dispensing Site (EDS) Plan, Animal Disaster Plan, Local Emergency Network Plan (LENS), Radiological Response Plan, Isolation and Quarantine Plan, a Risk Communication Plan, a Continuity of Operation Plan (CoOP) and a Mutual Aid Agreement (MAA).

In 2009 significant time was spent on improving the Shelter Operations Plans. In conjunction with the Fire, Police, Public Works and School Departments and Council on Aging, the Health Department opened a mock shelter at the Watertown High School. The shelter operated for a couple of hours; participants were provided a place to sleep and food. A shelter was also set up for participants who came with their animals. This exercise provided useful feedback as to improvements that need to be made to the Shelter Operations Plans.

With the outbreak of the H1N1 Influenza pandemic in the spring of 2009, the Health Department's emergency preparedness plans were challenged. The department formed an H1N1 Response Team, including Fire, Police, Schools, the Chamber of Commerce and Perkins School for the Blind. This Response Team planned for the H1N1 Influenza clinics as vaccine became available.
available. Specifications were provided by the CDC (Centers for Disease Prevention and Control) to vaccinate the priority populations.

In the fall, the first priority groups to be vaccinated were pregnant women and close contacts of infants under six months of age (including day care workers). The focus then turned to Watertown’s school population – public and private. Once the vaccine supply became more plentiful in December, schoolteachers, first responders, and others received the vaccine. Clinics will continue into the year 2010 for the general public.

Watertown’s sixth EDS-based regional flu clinic was conducted in the city of Brookline in December of 2009. This clinic was conducted to practice a regional emergency response plan in order to test the feasibility of regional/mass vaccinations.

Public Health Interns
Throughout the year undergraduate students in biology and health sciences from Worcester State College participated in environmental health and emergency preparedness internship projects aimed at satisfying their academic requirements, while providing the Health Department with assistance for completion of important projects. Projects included, but were not limited to, low-risk food establishment inspections, hazardous materials facility inspections, and emergency preparedness work. The internship program is an ongoing initiative in the Health Department.

Community Health

Communicable Diseases
In the year of 2009, there were 103 communicable/reportable diseases reported to the Watertown Health Department. The following chart shows the incident rates for all diseases reported.

Watertown Health Officers received communicable disease lab reports from Department of Public Health and other clinical-based laboratories. The standard procedure requires that the Health Officers conduct phone interviews to complete case reports. The information collected is used in the surveillance, control and prevention of disease.

Flu Clinics
There were ten public Seasonal Influenza/Pneumonia clinics held in the 2009 season. There have been two clinics held at the Watertown Senior Center, designated to address the high-risk elder population. Homebound, elderly and disabled residents received flu shots via home visits by the Public Health Nurse. Forty-two Pneumococcal vaccines were given for those who were high risk for Pneumonia. Over one thousand four-hundred and fifty doses of seasonal influenza vaccine were administered by the Public Health Nurse and Medical Reserve Corps volunteers. In addition, a total of 350 doses of Seasonal Influenza vaccine were redistributed to local medical providers.
With the challenge of H1N1 Influenza, there were a total of 16 clinics held, which included clinics with the Watertown Public Schools. Over 1,400 doses of H1N1 Influenza vaccine were administered by the Public Health Nurse and the Medical Reserve Corps volunteers. Clinics will continue into the year 2010.

Health Promotion
In the year 2009, the Watertown Health Department received two mini-grants from the Marshall Home Fund. The first grant is an Elder Emergency Evacuation Kit. This program provides emergency evacuation kits and promoted emergency preparedness. The second grant is the Hear Clear grant. This program provides Assistive Hearing Devices for elders and provides information from the Massachusetts Commission for the Deaf. Through a partnership with the Council on Aging and Boston Dental School, in the spring and fall of 2009, Watertown elders were given the opportunity to travel to Forsyth Dental Hygiene Clinic, receive a cleaning, dental X-rays, and lunch. Traditional blood pressure clinics were held at the Watertown Mall from 10 am to 12 noon on the first Friday of each month. The clinic provided blood pressure monitoring and related health education to the patrons.

Tobacco Control
In the spring, summer, and fall, the Health Department continued its tobacco compliance program to help reduce youth access to tobacco products and to enforce local smoking regulations when needed. Currently three Health Department staff members are trained to conduct tobacco compliance checks, provide training for minors and permit holders, and to enforce the Youth Access to Tobacco regulations.

Between January and August of 2009, two rounds of tobacco compliance checks were conducted which entailed a minor entering a permitted establishment in an attempt to buy a tobacco product. In total, there were 82 completed checks with 18 violations. The violators were issued a non-criminal ticket and were educated concerning Watertown’s Youth Access Regulations including how to check for proper identification.

In the year of 2009, the Health Department received five complaints regarding Smoking in the Workplace.

**Tobacco Control Statistics 2009**

<table>
<thead>
<tr>
<th>Number of Permitted Establishments</th>
<th>43</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance Checks (Rounds)</td>
<td>2</td>
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<tr>
<td>Total of Completed Compliance Checks</td>
<td>82</td>
</tr>
<tr>
<td>Number of Violations</td>
<td>18</td>
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</tbody>
</table>

**Total Money Received for 2009**

<table>
<thead>
<tr>
<th>Month</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$1,110.00</td>
</tr>
<tr>
<td>February</td>
<td>843.00</td>
</tr>
<tr>
<td>March</td>
<td>1,570.00</td>
</tr>
<tr>
<td>April</td>
<td>15,599.15</td>
</tr>
<tr>
<td>May</td>
<td>3,735.75</td>
</tr>
<tr>
<td>June</td>
<td>9,954.65</td>
</tr>
<tr>
<td>July</td>
<td>773.00</td>
</tr>
<tr>
<td>August</td>
<td>1,625.00</td>
</tr>
<tr>
<td>September</td>
<td>3,950.00</td>
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<tr>
<td>October</td>
<td>12,181.90</td>
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<tr>
<td>November</td>
<td>12,645.00</td>
</tr>
<tr>
<td>December</td>
<td>5,945.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$70,132.45</strong></td>
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</tbody>
</table>

**Total Permits Issued for 2009**

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Service</td>
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<tr>
<td>Retail Food</td>
<td>50</td>
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<tr>
<td>Caterers</td>
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<tr>
<td>One Day Catering</td>
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<tr>
<td>Swimming Pools/Whirlpools</td>
<td>20</td>
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<tr>
<td>Mobil Foodservice</td>
<td>11</td>
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<tr>
<td>Funeral Directors</td>
<td>14</td>
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<tr>
<td>Rabies Clinic</td>
<td>46</td>
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<tr>
<td>Bakery</td>
<td>8</td>
</tr>
<tr>
<td>Group Homes</td>
<td>8</td>
</tr>
<tr>
<td>Tanning</td>
<td>3</td>
</tr>
<tr>
<td>Motel</td>
<td>1</td>
</tr>
<tr>
<td>Tobacco</td>
<td>41</td>
</tr>
<tr>
<td>Hazardous Material Facility</td>
<td>6</td>
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<tr>
<td>Body Art Establishment</td>
<td>1</td>
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<tr>
<td>Body Art Practitioners</td>
<td>3</td>
</tr>
</tbody>
</table>

Special thanks to, Mark Waksmonski, Sanitarian; Cathleen Liberty, Sanitarian; Karen O’Reilly, Animal Control Officer Jr; Sanitarian; Sarah Kingborn, Public Health Nurse; Maria Chiavelli, Head Clerk; Gail Nordby, Public Health Emergency Coordinator; and Kristel Bennett, Chief Environmental Health Officer for collecting data, formatting and crafting this report.
As more research studies show the benefits of exercise, good diet, and mental stimulation as a way to keep older adults healthy, the Council on Aging (COA) / Senior Center continues to offer services and programs to fulfill this goal.

In the spring of 2009, a workshop series was held on coping with chronic illness sponsored by the Arthritis Foundation. In September, a meditation class began, led by the Center’s tai chi instructor. These classes were funded through a grant by the Watertown Community Foundation.

The Center offers three exercise classes a week in addition to yoga, tai chi, and weight-watching. Many activities promote mental acuity including participation in a book club, a knitting group, playing bridge or other games, or attending a lecture. Topics addressed in our Wednesday lecture series included legal issues, financial planning, assertiveness training, and downsizing. The AARP gave a class on driving and the Registry of Motor Vehicles also addressed safe driving issues.

In 2009, the COA was fortunate to receive funding again for the continuation of the taxi ride program, which allows seniors to get rides on short notice to hospitals and other necessary destinations. A shuttle bus takes people grocery shopping and transportation to local medical appointments is available through a vendor company, funded by the COA.

During the summer of 2009, insulation was put into the Senior Center. This improvement should help the building stay warmer in winter and cooler in hot weather. New telephone equipment was installed to enable staff to better serve the community.

Grants from the Watertown Savings Bank and the Marshall Home Fund allowed the Senior Center to celebrate its 15th anniversary in style at a June party, with a reduced ticket price and special luncheon. One hundred and fifty seniors attended this special event.

The property tax work-off program provided eight qualified seniors with an opportunity to get a reduction in their real estate tax bill by working in a Town department.

Services for seniors include health insurance counseling, income tax and legal assistance, and blood pressure screening. The COA caseworker provides emotional support to seniors and their families through home visits and phone contacts. She works closely with outside agencies and Town departments, advocates for individuals as needed, and refers people to appropriate services.

The Watertown Food Pantry, which helps Watertown residents of all ages, has seen an increase in families with children requesting help during these difficult economic times. The Food Pantry coordinator offers healthy food products and helps people to link up with other agencies that can provide help.

The COA / Senior Center is committed to continuing to design programming and services that help older adults maximize their opportunities and maintain their health and quality of life.
A tour of the newly renovated Edmund Fowie House

Seniors enjoy a foliage trip to Quabbin Reservoir in Central Massachusetts

Quarterly Attendance Numbers

October '09 – November '09 – December '09

<table>
<thead>
<tr>
<th>Activity</th>
<th>Jan '09 / March '09</th>
<th>April / June '09</th>
<th>July / Sept. '09</th>
<th>Oct. / Dec. '09</th>
<th>TOT</th>
<th>Jan '09 / March '09</th>
<th>April / June '09</th>
<th>July / Sept. '09</th>
<th>Oct. / Dec. '09</th>
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</thead>
<tbody>
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<td>Art</td>
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<td>204</td>
<td>100</td>
<td>217</td>
<td>697</td>
<td>132</td>
<td>139</td>
<td>137</td>
<td>126</td>
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<tr>
<td>Exercise (3 classes)</td>
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<td>676</td>
<td>670</td>
<td>581</td>
<td>2541</td>
<td>7</td>
<td>3</td>
<td>2</td>
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<td>Bridge</td>
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<td>189</td>
<td>209</td>
<td>186</td>
<td>742</td>
<td>78</td>
<td>27</td>
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<td>S.H.I.N.E.</td>
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<td>336</td>
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<td>WOW</td>
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<td>463</td>
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<td>108</td>
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<td>Line Dancing</td>
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<td>699</td>
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<td>408</td>
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<tr>
<td>Cribbage</td>
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<td>113</td>
<td>83</td>
<td>88</td>
<td>356</td>
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<td>281</td>
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<td>Computer Class</td>
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<td>9</td>
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<td>Book Club</td>
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<td>942</td>
<td>925</td>
<td>928</td>
<td>932</td>
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<td>Whist</td>
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<td>142</td>
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<td>610</td>
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<td>Health Screening</td>
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<td>50</td>
<td>52</td>
<td>48</td>
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<td>I &amp; R (Phone &amp; in-person estimate)</td>
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<td>67</td>
<td>49</td>
<td>227</td>
<td>Book &amp; Magazine Exchange (Est.)</td>
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<td>69</td>
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<td>22</td>
<td>9</td>
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<td>Meditation</td>
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<td>Marshall Home Taxi Grant</td>
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<td>275</td>
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<td></td>
<td></td>
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</tr>
</tbody>
</table>

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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.

In November, Thomas J. Sullivan retired as Director of Recreation after more than 36 years of service and employment to the Town of Watertown. Tom Sullivan dedicated himself to the safety and well-being of the residents of this community. During Mr. Sullivan’s tenure, he was instrumental in ensuring that gym spaces, playgrounds and play fields were developed and renovated to meet optimum service for the residents of this town. He had a positive impact on many of the lives of the children he coached and worked with for those many years.

In December, Peter Centola was appointed as the Director of Recreation. This appointment along with the Assistant Director and Head Clerk brings the full-time staff of the department to three. 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
The Recreation Department, the Department of Community Development, Purchasing Department, D.P.W. and School Department collaborated on plans and designs for the replacement of the grass surface at the Victory baseball and football complex with field turf.

The department continues to run family trips to “The Big Apple Circus” at City Hall Plaza, Disney’s on Ice “100 Years of Magic,” “World of Fantasy” and “Harlem Globe Trotters” at the TD Garden. The department purchased Pawtucket Red Sox tickets on two June Sundays for games played at McCoy Field. The department sold 100 tickets to the new edition of Ringling Bros. and Barnum Bailey Circus, “Over the Top.”

The department conducted vacation sports programs during December, February and April school breaks and the average attendance per session was approximately 70 participants.

The Recreation Department’s pre-K Sports Program was also expanded with sessions in the winter, spring, summer and fall. The winter sessions were held at the Watertown Boys & Girls Club, while the summer sessions were a combination of sports and arts and crafts. The spring softball program for girls in grades 3 through 8 was held at O’Connell Field on Tuesday and Thursday evenings.

A summer basketball program in conjunction with the Watertown Boys & Girls Club and Watertown Youth Basketball was created. The program played two days a week under the lights at Casey playground and over 100 children participated. The Recreation Department added a high-school-age dodge ball program during the winter of 2009. This one-night-a-weekend program was expanded to two evenings during the spring due to high interest. The department also expanded our Saturday morning gym hockey program starting this past December to include grades 8 through 10.

This department continues to attempt to make the citizens more aware of one of the town’s most valuable assets, Arsenal Park. Our pre-K Sports Program was held at the Arsenal Park in the late spring through early fall. In addition, the department collaborated with Watertown Youth Soccer and many of their 6 versus 6 and 8 versus 8 games were scheduled at the park. Adult tennis lessons were held at Arsenal Park during the summer months, and the department added a fall tennis program for grades 2 through 8 at Mary Williams Shea Memorial courts at Victory Field.

Saturday Morning Gym Hockey 2009

Pre-Kindergarten Summer Sports 2009
The Recreation Department has taken advantage of the newly updated town website (www.watertown-ma.gov) to increase communication and accessibility to our programs, applications, permits and features of each facility for our residents. We have also utilized “notify contact” or “communicate by e-mail” on a regular basis.

2009 Programming

Winter
With the arrival of winter came a wide range of basketball programs for the citizens of the town. Kids Just Love Crafts, an arts & crafts program for 2- to 4-year-olds, was held once again at the Watertown Boys & Girls Club. The department also expanded its pre-K Sports Program to include a third winter session. This program included soccer and “T” ball and was held on Mondays and Thursdays at the Boys & Girls Club.

Baton classes for youngsters were held at the Cunniff School on Tuesday evenings with well over 30 children participating on a regular basis. The department, in conjunction with its counterpart in Belmont, conducted various programs for our special-needs population. Programs for the special citizens of the town included bowling, basketball, swimming, Friday night socials and floor hockey. A Saturday night skiing and boarding program was held at Wachusett Mountain, which included approximately 40 middle and high school student participants for six consecutive weeks. In conjunction with the Watertown High School girls varsity program, the department assisted with enrollment for a free program “Learn to Skate” and “Learn to Play” at the John A. Ryan Arena. The new High School Dodge Ball Program at the Hosmer was held on Thursday evenings for over 80 high school students. Last February, we also offered “Disney on Ice” tickets at group rates for our families.

Spring
During the spring, the department conducted a wide range of programs for the citizens of Watertown. Spring programs included pre-K sports, “T” ball for youngsters in grades kindergarten to first and rag ball for children in grades 2 and 3. Baton classes were held at the Cunniff School for children ages four to fourteen. This program culminated in participation in the annual Memorial Day Parade. Also during the April school vacation, a sports program was held at the middle school for youngsters from grades 2 to 8. A Girls Softball League was held for youngsters in grades 3 to 8 with over 60 girls participating.

During the spring, the department continued its programming for the special citizens of the town. The department also issued permits for use of the town’s playing fields and picnic areas. Recreation offered Wednesday matinee tickets to “The Big Apple Circus” for 70 seats at City Hall Plaza, Boston. The department offered tickets to the “Harlem Globe Trotters” at the TD Banknorth Garden. We also offered group rate tickets to “Lord of the Dance” and “Spring Awakening” at the Opera House in Boston. We also offered an evening with “Lego Playland” for children 5 to 10 years old at the Hosmer School cafeteria. We continued the High School Dodge Ball Program through the spring months for two evenings a week at the Watertown High School gymnasium.

Summer
The department conducted a Summer Playground Program at the Arsenal, Bemis, Filippello and Victory Field Parks. The activities on the playgrounds included arts &
crafts, baseball, basketball, tennis, track & field, softball, rag ball, whiffleball and more. Playground field trips were taken to various locations including “Fun Time,” a golf course, driving range and go-carts. Youth tennis lessons were given at the Mary Williams Tennis Courts at Victory Field with over 100 children taking part. Watertown’s Annual Little League All-Star Baseball Games took place on Independence Day at O’Connell Field.

For the 41st year, Pequossette Summer Recreation Program was an integral part of this summer’s activities for the youth of Watertown. The camp runs four two-week sessions for youngsters aged 4 to 14. On average there were 200 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 state’s Dealtry Pool to swim and cool off, to Arsenal Park for cookouts and the sprinkler and other varied field trips. There were camp sleepovers for the older children, one of which was held on the grounds of the Watertown Middle School. 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 Pequossette Summer Recreation Program.

Summer Basketball Leagues were played at Saltonstall courts and Watertown Boys & Girls Club gymnasium. The Irish National Teams and representatives from members of the Summer Men’s Basketball League played this summer in a fun event. Hundreds of people participated in the program as players and/or spectators.

Revenues and Other Activities

Revenues from programs and other sources totaled over $185,498.50. These monies were used to fund many of the department’s programs. The income from permits to use Arsenal Park in 2009 totaled $23,407.00. Permit and picnic fees for the other parks in town totaled $19,806.00.

The department worked with many groups and individuals to arrange for field use throughout the town during 2009. Over 2200 park permits were issued to groups such as Watertown Youth Soccer, Watertown Youth Baseball, Watertown Babe Ruth Baseball, Watertown Pop Warner Football, Watertown American Legion Baseball, Watertown Youth Lacrosse, Watertown School Department, Watertown Men’s Softball League and the Over-Forty Baseball League. Permits were also issued to many church groups, scout groups, civic organizations, businesses and residents so they could schedule activities at the town’s parks. The department also issued hundreds of permits for picnics and parties at Arsenal and Filippello Parks, as many people enjoy the beautiful grounds of these two areas.

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. We would also like to thank the Town Council and the Town Manager for their support of the many capital projects that have been completed and those in the planning stages. These projects will greatly enhance our town parks and make Watertown a better place to live and play.

Respectfully submitted,
Peter Centola
Director of Recreation
Mission Statement
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 Programs and Initiatives
- Through a Library Services and Technology Grant provided by the Massachusetts Board of Library Commissioners, the Children's Department provided extensive programming for Tweens (grades 3-5).
- Implemented computer and job search classes for adults.
- Installed our first-ever self-check-out kiosk.
- A Middle Kids Club was formed for grades 5-7.
- The Minuteman Library Network migrated the public computers to a different network, providing increased bandwidth for both staff and public.
- Added headphones to the circulating collection.
- All staff and public computers were upgraded to Microsoft Office 2007.
- Several grants were received for Project Literacy, including First Literacy, Bilezikian Family Foundation, Watertown Community Foundation, Harvard/O'Neill, and the Watertown Savings Bank.

Trustees
The six library trustees are elected to four-year terms.

In 2009, Trustee Ann Bloom resigned due to health reasons. Anna Kuwabara ran for the vacancy and was elected. Tim Tracy was also elected in November.

The original agreement for café services ended in 2009, and, according to purchasing regulations, must be publicly advertised. The Trustees awarded the contract to Donald Bleech, who operates the café under the name of Red Leaf Café.

Administration
The Administration Department consists of the Library Director, Assistant Director, and Head Clerk/Confidential Secretary. This department is in charge of the day-to-day operation of the library. The Library Director makes policy and budget recommendations to the Trustees.

2009 brought a 50% decrease in state aid for the library. On the plus side of the ledger, the library received many generous donations and grants, including a Customer Choice Award from the Watertown Savings Bank and Harvard Pilgrim Health Care. David Russo generously donated photographs which were added to the library's digital photograph collection. The Building Committee was very generous with a $10,000 payment to the Town to pay down the construction debt and funds to improve the library landscaping. Significant individual donations were made by Joanne Kossuth and Albert Benson, Yang Wang, Lisa Steele, Robert Hastings, Bernadette Castellanos, Grace LeBlanc, and Ann Dobrient.

Adult Department
The Adult Department provides collections, programs and services for ages 21 and over.

Hot, Flat, and Crowded by Thomas Friedman was the title of the second annual One Book, One Watertown community read. The guest speaker, Gwendolyn Hallsmith, talked about having both a green home and a green community. Several book discussions were held in addition to a film program by each department and a green craft by the Children's Department in which participants decorated a reusable tote bag.

Ongoing programs for adults continue to be popular. Participants enjoyed the two regular book discussion groups as well as the scrapbooking and knitting groups.

Our classes are well attended. Introduction to Computers and Introduction to Microsoft Word were held monthly. Introduction to Excel and Introduction to PowerPoint were held every other month. An online job hunting class was also held monthly.

Personnel: Dea DelCampo resigned at the end of August and Erin Mackin was hired in September as webmaster. Pauli Stern gave
The Children’s Department worked on The Children’s Department provides collections, programs and services for ages 0-11. The Children’s Department worked on keeping the collection up-to-date and connected to our patrons’ school assignments and recreational interests. This year nonfiction saw a major weeding and was updated with specific attention in areas of science, history, and special interests. Our popular series collection, totaling 60 separate series, was updated to ensure all sets had copies of each title and multiples where interest required. Both the fiction and picture book collections were evaluated for condition of classics and popular authors. The department also created a new collection of nonfiction graphic novels that includes biographies and historical works. Finally, due to demand, we increased AV materials including gaming, DVDs, Playaways, Books on CD and book kits and we added a new express collection of Blu-Rays.

In October we finished a $5,000 grant from the Massachusetts Board of Library Commissioners with funds from Library Services and Technology Act, a Federal source of library funds provided by the Institute of Museum and Library Services. In 2009 alone the grant funded 29 programs serving 426 tweens, grades three through five.

The Children’s Department worked hard to provide programs during diverse times in order to serve families who were unable to attend weekday events. We sponsored events every Saturday the library was open as well as regular evening and afternoon programs. These programs included: storytimes, book discussions, crafts for all ages, music for the young and games for tweens. Because of these changes we saw an increase in program attendance. This year we sponsored 248 programs with 11,830 total attendance.

In addition to increasing availability of programs we tried to provide more diverse programming including African Drumming, Haiku workshop, and storytellers sharing original tales from around the world.

The theme for this year’s summer reading program was “Starship Adventure at your Library.” After reviewing previous summer programs the Children’s Department chose to focus on programs and readers advisory.

To provide better readers advisory we created booklists divided by grade, with current fiction and nonfiction, which included various genres and reading levels. In addition we also created book displays to help patrons who wanted a larger and faster selection.

We sponsored programs for all ages over the summer including storytimes, music and crafts for the preschoolers, storytelling, African Drumming and puppets for Kindergarten through second grade, and origami, poetry and gaming for tweens. In total, there were 36 programs with 1,739 people attending.

Personnel: The department head was out for 24 weeks for maternity leave. The two remaining professionals, Caitlin Browne and Jenny Haltemon, rose to the challenge, running the children’s room on their own. They did an amazing job making sure all patrons’ materials and program needs were met during the busy summer months.

Training and continuing education: Jenny Halteman attended the Massachusetts Library Association conference and AV Equipment Training; Caitlin Browne attended Internet PR, Grant Writing, Create Lists through MetroWest and Mock Caldecott; Aimee Lambert attended Rick Riordan Fantasy workshop, AV Equipment Training, and Cooking with Kids.

Circulation Department
The Circulation Department staff are responsible for checking out all library materials to patrons. They also check in all materials coming back to the library, process all materials going and coming from other libraries, and deal with overdue and other reports.

The number of items loaned out to patrons continues to rise—circulation increased by over 17% in 2009. In order to deal with larger numbers of items passing through the department, various areas were rearranged and the hold shelf area was expanded to accommodate more items. The staff is working hard to process items as they come in from other libraries and the goal is a 24-hour turnaround.

In November, our first-ever self-checkout machine was installed, allowing patrons to charge out materials themselves. We purchased a barcode duplicator which will allow us to have all of the item barcodes placed where the self-checkout machine can read them. A laptop cart was also purchased, making programs and storage of public laptops more efficient.

Personnel: Theresa Flaherty joined the circulation department as a part-time clerical.

Training and continuing education: Circulation staff attended the following workshops: Effects of the Economy on Stress Levels, Word 2007, Basics of Excel, Advanced Excel, and “Pain in the Brain” (how the teenage brain works).
Project Literacy Department

Project Literacy provides classes and individual tutoring for recent immigrants who want to learn English. These services are funded through the library budget, grants, and fundraising done by the Friends of Project Literacy. We are appreciative of the outside support we get to provide these important services.

In 2009, we received grants from the Watertown Harvard/O'Neill Community Enrichment Fund, First Literacy, Bilezikian Family Foundation, and the Watertown Community Foundation (in collaboration with Tufts Health Plan).

The program has two components (classes and one-on-one tutoring) to help recent immigrants learn English. The classes are held at the high school and about 100 students participate in classes from beginner to advanced. The one-on-one tutoring matches volunteer tutors with students. There are approximately 200 students and 70 volunteer tutors.

This year at the Unity Breakfast sponsored by the World in Watertown, we helped to provide a recognition ceremony for new citizens. Programs that we held for our students included a program on nature presented by Carole Berney, a tax information program presented by Bentley Low Income Tax Clinic representatives, a sing-along by Seth Connelly, and a program on housing presented by Mason Sand of Watertown Community Housing.

Technical Services Department

The Technical Services Department orders, receives, and processes new materials to be added to the library collection. The department also oversees all library technology.

Twenty new laptops were purchased and placed in the collection for loan by the public. The existing laptops were upgraded with additional memory. Headphones were purchased and added to the circulating collection. All staff and public desktops and laptops were upgraded to Microsoft Office 2007. The Minuteman Library Network migrated the public computers to a different network, providing increased bandwidth for both staff and public.

The department continues to explore ways to make processing of new items more efficient so that patrons can find new items on the shelves in a timely fashion. More items are being processed at the wholesale level and more items are being ordered and invoiced electronically toward that end. Internal operations are fine-tuned on a regular basis.

Training and continuing education:

The department conducted a workshop for staff on how to use the meetingroom audio-visual equipment. Staff attended workshops on Minuteman Library Network reports, Microsoft Work, Excel, and "Pain in the Brain" (a workshop about teens).

Teen Department

The Teen Department provides collections, programs and services for ages 12-20.

A new program was instituted this year to serve ages 10-13. Called the Middle Kids Club, it provides movies, crafts, and game activities for that age group. Ongoing programs including movie nights and game afternoons remain popular with the teens.

The Teen Department reaches out to cooperate with the schools. This year, teen staff hosted 100 middle school students for booktalks. They also helped revise the summer reading list, helped choose the "one book one school" title, and assisted with the 7th grade memoir project.

The Teen Department revamped the intake process used to identify teens wishing to do community service at the library in order to provide as many meaningful volunteer tasks as possible.

Teen staff updated the webpage and blog on a regular basis, often daily.

Personnel: Part-time librarian Kelly Deneen resigned to accept a full-time position at the Cambridge Public Library.

Training and continuing education:

Staff attended workshops on diversity, summer programming, and Word 2007.
## Statistics

### Attendance at Programs:

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<th>Programs</th>
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### Program Breakdown

#### Children's

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### April

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### May

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### July

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### August

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<td>Tweel Science</td>
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<tr>
<td>Game Sign-Out</td>
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### September

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<tr>
<td>Storytime (5)</td>
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<tr>
<td>James Lepler</td>
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<tr>
<td>Baby Lapsit</td>
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<td>Hula</td>
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<td>Ed Morgan</td>
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<td>Tween Craft</td>
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<td>Tempo Time</td>
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<td>K-2 Book Club</td>
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<td>Faire on the Square</td>
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<td>PJ Movie</td>
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<td>Game Sign-Out</td>
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<tr>
<td>Month</td>
<td>Events</td>
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<td>---------------</td>
<td>------------------------------------------------------------</td>
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<td>October</td>
<td>James Lepler 53, Toddler Tumble 15, Storytime (5) 234, Flannery Brothers 75, Gaming 8, Wild Rumpus 35, Ed Morgan 62, Library Science 23, Tempo Time 61, Movie Night 25, Toddler Tumble 15, Make Your Own Buttons (3) 60, Henna Workshop 15, Make Your Own Cake Pops 15, Make Your Own Shrinky-dinks 15, Teen Read Week (Books with Bite) 35, Decorate Your Own Backpack 15, Decorate Your Own Pumpkin 10</td>
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<td>November</td>
<td>Storytime (4) 196, Tween Pumpkin Dec. 24, Susie Magozy 85, Halloween Craft 70, Game Sign-Out 154, Make Your Own Buttons (3) 60, Henna Workshop 15, Make Your Own Cake Pops 15, Make Your Own Shrinky-dinks 15, Teen Read Week (Books with Bite) 35, Decorate Your Own Backpack 15, Decorate Your Own Pumpkin 10</td>
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<tr>
<td>December</td>
<td>Storytime (4) 184, Baby Lapsit (3) 26, James Lepler 60, Open Craft (2) 97, Tween Craft 10, Book Club 17, Tempo Time 67, Family Movie Night 24, Ed Morgan 53, Toddler Craft 46, New Year's Craft 24, Creative Teachers 85, Cheryl Melody 130, Super Cold Science 110, Tween Gaming 15, Game Sign-Out 147</td>
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**Door Count (Library Visits): 364,413**

**Reference Questions answered in person, via telephone and e-mail:**
- Adult 23,633
- Children's 18,605
- Teen 10,912
- **TOTAL:** 53,150

**Volunteer Hours:**
- Adult 539
- Children's 67
- Young Adult 80
- Project Literacy 7,100
- **TOTAL:** 7,786

**Room Bookings by community groups/individuals:**
- Room Name
  - Watertown Savings
  - Lucia Mastrangelo Room
  - Raya Stern Trustees Room
  - Rotary Study Rooms
  - Children's Program Room
- **TOTAL:** 3,460

**Computer Use:**
- Department
  - Public Logons
  - Adult 59,961
  - Children's 16,493
  - Teen 10,380
  - **TOTAL:** 86,834

**Items added to the collection:**
- Books 11,040
- Sound Recordings 1,237
- Videos/DVDs 2,269
- CD-ROM/Video Games 323
- Other 3,349
- **TOTAL:** 18,218

**Circulation:**
- Adult and Teen 424,417
- Children's 210,571
- **TOTAL CIRCULATION:** 634,988
The Veterans’ Services Department continued to assist past veterans of World War Two, Korea, Vietnam, Desert Storm, Iraq and Afghanistan. From veterans in their 80s and 90s to those present-day veterans as young as 18 and 19, we assisted in a wide variety of areas to include medical, financial, housing, educational, employment, among others.

**Assistance Provided**

- Assisted returning Iraq and Afghanistan veterans in applying for the full range of state and federal programs they are now entitled to, include the Massachusetts wartime bonus
- Enrolled veterans in the health system of the Veterans Administration
- Assisted veterans in submitting paperwork to receive service-connected disability and pension benefits from the Veterans Administration & DVS
- Worked with widows of veterans to apply for Dependents Indemnity Compensation (DIC) and widow’s pension
- Enrolled eligible veterans and dependents in state Mass General Law 115 benefits, which includes financial assistance for needy veterans, spouses, and children
- Assisted those eligible in applying for state-funded annuities for 100% service-connected disabled veterans, and widows and parents of killed-in-action
- Obtained burial financial assistance for indigent veterans to ensure proper burials; also assisted with funerals for many veterans
- Screened veterans with service-connected disabilities and dependents to determine eligibility for property tax abatement under MGL 59, section 5, clause 22a – 22e
- Assisted in enrolling eligible veterans and dependents in Social Security, Social Security Disability (SSD) and Supplemental Security Income
- For prescription payment relief, assisted in enrolling veterans in the state Prescription Advantage program
- Made education Montgomery GI Bill referrals to state colleges
- Helped veterans with job search assistance in conjunction with the state Department of Employment & Training
- Transported veterans to VA hospitals and clinics
- Held monthly Veterans’ Council meetings
- Ordered grave markers for deceased veterans
- Worked with Watertown Housing Authority to assist eligible veterans in obtaining town housing
- Enrolled hospice-care veterans in VA nursing homes and assisted living facilities
- Continued the World War II & Korean War monthly support group meeting with the VA

**Events**

**February:**
- Attended training conference – Massachusetts Department of Veterans Services & Massachusetts Veterans Service Officers Association

**April:**
- Coordinated a visit by the United States Army Jazz Ambassadors at Watertown High School for a free concert
- Assisted a student at Emmanuel College in a school project by interviewing local veterans

**May:**
- Memorial Day activities...visited schools, placed wreaths, parade
- Worked with Kraig Gustafson, teacher at Watertown High School in having students interview veterans for a school project
- Attended the VA Boston Healthcare Annual Awards dinner – invited by a local resident, Olga Vigna, who was honored for her many hours of volunteer service
• Attended the Voice of Democracy awards presented to Watertown High School students by VFW Post #1105

June:
• Member of the Watertown Founder's Day Committee – assisted in the day’s activities

August:
• Attended a statewide veterans’ conference at the University of Massachusetts in Boston
• Attended the local Shutt Marine Detachment’s 50th birthday gala at the Commander’s Mansion
• Attended the annual Stand Down for Homeless Veterans in Boston – two Health Department volunteers, Gail Nordby and Sarah Kinghorn, assisted the homeless veterans with their healthcare needs
• Attended VFW Post #1105 awards presentation for social members

September:
• Coordinated the annual Patriot Day observance at the Hosmer School

November:
• Veterans Day activities at VFW Post #1105
• Invited to speak about veterans at the “English as a Second Language” class at Watertown High School

December:
• Worked with the Watertown Police Department and the Shutt Marine Detachment to distribute toys to needy families
• Coordinated the annual Pearl Harbor Day observance at the wharf at Watertown Square
• Attended a dinner by AMVETS Post #41 to show appreciation for the hospitalized veterans at the Bedford VA Hospital
The John A. Ryan Arena, located at 1 Paramount Place, continues to provide the residents of Watertown and area communities the opportunity to provide ice skating and hockey programs to their constituents. The Arena is the home to many local groups. In Watertown, the Arena is the proud home of the Watertown High School Boys and Girls hockey teams. The boys team, under the guidance of Watertown High School graduate John Campbell, played an independent schedule in 2009-10 with very successful results. In 2009, the boys program continued its growth with the return of a full scheduled Junior Varsity team. Under the guidance of Watertown High School graduate Jamie Venezia, the JV boys team will be a big plus in the growth of the Varsity boys program. The girls team, under the guidance of Watertown High School graduate Steve Russo, continues to attract more girls to the John A. Ryan Arena. The Girls Middle School team is now coached by former Raider girls hockey player Andrea Ciarletta. The Middle School boys team continues to be a success. Under the tutelage of Coach John Sorabella, the team now sports both an A and a B team that competes with other middle schools in the area.

The Watertown Youth Hockey program is also based out of the John A. Ryan Arena. Under the guidance of newly elected President Jay Hughes, the program continues to grow, offering something for the very young in Learn-to-Skate, a full scale Midget program for high school-aged players. The annual Ciulla Tournament, named after former Watertown Youth Hockey President Tony Ciulla, was held on Thanksgiving weekend, attracting teams from all around the area.

The Arena is also the home to Bentley College, Trinity Catholic High School and Newton South High School. Bentley College, a Division 1 college hockey program, competes in the NCAA's Atlantic Hockey program. During their past season, Bentley played host to Canisius College in their first-ever Atlantic Hockey Quarterfinal Round Division 1 Playoff. Both Trinity Catholic and Newton South High School play all of their home games at the John A. Ryan Arena.

The Arena also hosts the highly competitive Catholic Central Junior Varsity Hockey League. This league has participants from Arlington Catholic High School, Austin Prep School, Arlington High School, Archbishop Williams High School, Bishop Guertin High School, Chelmsford High School, Lincoln-Sudbury High School, Reading Memorial High School, St. John's Preparatory; St. John's Shrewsbury High School, St. Peter's Marian, St. Mary's High School and Waltham High School. The league plays its games on Sunday mornings during the high school winter sports season.

The Arena continues to offer Public Skating on the weekends and continues our offering of skating lessons during the Sunday afternoon public skating sessions. Under the direction of Oksana Olenina, four-time Russian national precision skating champion, these lessons grew in popularity as the season progressed.

Once again, the highlight of the season continues to be the selection of a host site by the Massachusetts Interscholastic Athletic Association for high school state tournament ice hockey games. The MIAA has once again shown the confidence in the staff of the arena to host these highly competitive games. We look forward to continued
success and cooperation with the MIAA in being a part of their tournaments for the years to come.

This year, our partnerships with our skate shop and concession vendors have continued to assist the many patrons of the facility. In the Concession Stand, Frederick Walker has again been offering snacks and refreshments to the patrons of the John A. Ryan Arena. In the skate shop, we were saddened by the unexpected passing of Robert Bergeron of Clean Edge Skate Services. The John A. Ryan Arena will take over the operation of the skate shop moving into 2010.

Once again, we were pleased to have the Boston College Men’s Ice Hockey team skate here again at the John A. Ryan Arena. The Eagles are led by Watertown resident and head ice hockey coach Jerry York.

Looking forward to the future, the John A. Ryan Arena will look to increase off-peak programming in the form of public skating and skating lessons for the younger children of the community. The John A. Ryan Arena serves the Town of Watertown and its surrounding communities by providing a top-notch and safe facility. The staff looks forward to serving the community and its needs in the future.

The 2009 season was once again a very busy season at the John A. Ryan Arena. With the vision to continue to provide the community with a first-class facility, the staff looks forward to serving all of its patrons in 2010.

Respectfully submitted,
Daniel F. Brothers, Skating Rink Director
John A. Ryan Arena
Department of Public Works

Departmental Overview

Administration
The office staff handles public relations and information, permits, departmental payroll, purchasing, invoicing, accounting, water and sewer billing, commercial trash collection, cemetery records, funding issues surrounding all construction contracts and interfaces 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 30 acres of cemetery at three separate locations, sale of grave plots, preparation of graves, and oversight of funerals at Town cemeteries.

In calendar year 2009, the division handled 116 interments and 14 cremations. Twenty-eight graves were sold for immediate use.

Central Motors
The staff maintains and repairs vehicles for nine divisions, town inspectors and administrative vehicles. Vehicles range from light pickup trucks to heavy dump trucks and related construction equipment.

During 2009, the Department purchased a ten-wheel International dump truck and a 2009 International service truck.

Forestry
The Forestry division handles the pruning and maintenance of our urban forest. In 2009, the division removed 97 street trees, two necessitated by accidents. Over 120 trees were trimmed and 40 stumps removed. In 2009, 107 trees were planted with the assistance of the Tree Warden.

The long-awaited reconstruction of Pleasant Street began in the spring. This project has been in the planning stages for upwards of 12 years and has a current value of $9.3 million. Engineering design costs were funded through State Aid monies and construction costs of $7.5 million are being funded through state and federal transportation dollars.

The scope of work includes major improvements to the roadway and sidewalks, drainage improvements, safety improvements, and new traffic-controlled intersections. All construction meets the latest compliance standards of the Americans with Disabilities Act (ADA).

The work spans from the Waltham city line to Watertown Square and includes Howard Street and small portions of Bridge and Rosedale Streets for a total length of just under two miles. Originally, the project ended at Howard Street but was extended in toward Watertown Square. The expansion to include the entire length of Pleasant Street required an environmental waiver.

The project calls for replacement of 11 fire hydrants. The Town will replace nine additional hydrants at its own cost. The Town will also be planting trees using funds from the Conservation Commission and from Stop & Shop.

Parks
The Parks division handles all maintenance needs at 88 acres of Town grounds, parks and recreational facilities configured in 12 baseball fields, seven soccer fields, one field hockey field, one football field and two water parks, including picnic tables, cookout grills and public rest rooms. 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 in spring and fall.

The division uses the services of outside contractors to assist in parks maintenance and turf maintenance.

Water, Sewer and Drain
In 2009, the staff performed 7 house service renewals, repaired 40 house line service leaks, 16 water main breaks, replaced 31 fire hydrants, added 1 new hydrant and gate valve on Gushman Street, added 7 new gate valves for hydrants, replaced one 8" gate valve on Orchard Street, added 2 new 10" gate valves on Main Street for the new police station and one 8" gate valve on Acton Street for the new police station, serviced 34 fire hydrants for minor maintenance following the annual flushing program, serviced 160 hydrants for minor maintenance following inspection by the Fire Department, installed 200 feet of 10" water main on Main Street for the new police station, installed 480 feet of 8" water main from Acton Street through the park to the new police station, repaired 4 storm drain lines, rebuilt 67 catch basins, responded to 87 house line sewer backups.
and 76 main line backups, cleaned 10,000 feet of sewer main, repaired 11 sewer mains, rebuilt 7 manholes and cleaned 2,810 catch basins. Three sewer and drain repairs were performed pursuant to our illicit discharge detection and elimination program (IDDE) with the EPA.

Meeting the ever-increasing reporting requirements of the EPA, DEP and MWRA for drinking water, sanitary sewer and storm water is always a challenge. In 2009, the staff performed the annual six-week program of hydrant and water main flushing and conducted weekly drinking water quality sampling, entailing more than 520 samples over the course of the year, inspected and sampled river outfalls for quality of the Charles River, continued our programs for TV inspection of sewer and drain lines, conducted two annual rounds of sampling for lead in drinking water at residences and public and private schools, and continued our program of inspection of backflow prevention devices in compliance with standards of the Massachusetts Department of Environmental Prevention (DEP). Staff also conducted the biennial leak detection program in concert with the Massachusetts Water Resources Authority (MWRA).

The division continues its development of the water system study along with its consultant, Stantec. This study will enable the department to prioritize water mains in need of replacement, optimization of the hydraulic characteristics of our distribution system using funds from the MWRA Local Pipeline Assistance Program (LPAP) and Town capital improvement monies.

Water division personnel who hold drinking water distribution licenses continued their education requirements to obtain the necessary amount of Continuing Education Units (CEUs) prior to the license renewal deadlines at the end of calendar 2009.

With the assistance of its consultant, the department completed the sewer survey, cleaned and TV inspected the system on Boylston Street from School Street to Nichols Avenue and the entire length of Nichols Avenue, including the sewer siphon at the intersection of Dexter and Nichols Avenues. Findings from this survey are being evaluated by Stantec; based on their recommendations construction documents will be drawn up in the spring of 2010 for lining or replacement.

Projects being prepared for bid this construction season include replacement of the siphon chamber top at Arlington and Crawford Streets with a precast concrete top, replacement of the 10” water main on Main Street from the new police station to Rosedale Road, sealing and epoxy coating of various sanitary sewer manholes and replacement of the 6” water main on Spruce Street from School Street to Lincoln Street.

The department also continues its GIS/data system upgrades to rescan updated water and sewer tie/locations cards, continuing also with training for employees on use of information previously scanned.

The staff conducts an enormous number of inspections for private contractors, Town road and construction projects and large-scale private development projects throughout the town, approves and enforces permits for utility work and for new state regulations for the trenching permits.

Water Billing
The staff continued its successful 2008 transition to quarterly billing which doubled the reading and administrative workload from two annual bills per account to four annual bills per account.

Site Review Process
Department staff conducted plan reviews, inspections, and meetings with project proponents for major construction projects within the town.

Recycling
Recycling has been enjoying renewed interest in both private and public domains. Calendar 2009 opened with the expansion of the Town’s curbside collection program to include weekly curbside pickup of computer monitors and television screens.

The Department of Public Works continued its mercury collection program. Items accepted at the department include thermostats, thermometers, button cell batteries and mercury switches. Digital thermometers are available for free in exchange for mercury thermometers. Straight, circular, U-shaped and compact fluorescent bulbs are being accepted at Coolidge Hardware in cooperation with the Town under the same program for mercury diversion.

The sale of compost bins continued at an accelerated rate, and the department held another highly successful event for the sale of rain barrels with total sales of approximately 50 barrels.

Recycling Center operations continue to operate on an interim basis in an area abutting the former Recycling Center. As the department continues to search for a permanent site to relocate the operations, collections continue successfully, increasing volumes over those collected in the past.

Environment
Most unfortunately, Faire on the Square, which is a valuable opportunity to annually distribute brochures and share our message with the public, was cancelled due to weather conditions.

Personnel Corner
2009 saw the retirements of longtime staff members Frank Cerrati, Supervisor of Parks, Forestry and Cemetery, and John LaRose of the Highway Division.
Bureau of Administrative Services

After a long wait, 2009 saw the beginnings of a new station for the police department. It is hoped that the department will be able to move into its new facility by the spring of 2010. Construction is proceeding forward and the department thanks the citizens of Watertown for this wonderful facility.

In 2009, the Police Department received our final community policing grant from the Commonwealth of Massachusetts. These funds allow for a myriad of activities to bring the citizens of Watertown and the Police Department together for improving the quality of life and combating crime. This grant also provided funding for our membership in the North Eastern Middlesex Law Enforcement Council (NEMLEC). This is a regional task force which provides a number of services to combat criminal activities and domestic or foreign terrorism. Our department provides support personnel for NEMLEC's Rapid Response Team (RRT), SWAT, Dispatch, Motorcycle officers, Computer and Criminal investigations.

The Governor's Highway & Safety Bureau granted the Watertown Police Department a traffic enforcement grant to fund several mobilizations, such as: Click It or Ticket; You Drink & Drive, You Lose; Road Respect; and Impaired Driving.

The department received a State 911 department training grant. This grant allows the department to send our police/fire dispatchers to additional enhanced training. We also received a State 911 incentive and support grant. This grant can be used to purchase dispatch support equipment to improve and enhance our abilities to perform this service.

The department continued its collaboration between the Police Department and the Edinburg Crisis Center in order to provide better services to citizens who are experiencing a crisis due to mental health or substance abuse issues. The department is diligently seeking alternate funding avenues to continue this valuable collaboration. The Police Department also continues to work very closely with Watertown's Wayside Multi-Service Center in order to meet the needs of our juvenile citizens.

Unfortunately, during 2009, the Police Department experienced severe budget reductions and lost an additional four police officer positions. The department has lost eight police officer positions during the past two fiscal years. Therefore, the department had to discontinue its highly acclaimed and successful Cops & Kids program at the middle school and is no longer able to expand some programs to high school and elementary-aged students. The department also had to discontinue other successful programs at the middle school, such as DARE, Police Athletic League, Girls with Goals and our new American Red Cross Babysitting Course. After conducting 23 consecutive Citizen Police Academies, we are no longer able to continue this program as well as the RAD (Rape Aggression Defense) program. We were also forced to cease operation of several programs conducted at the Watertown High School including the Fitness Gym and Law Class.

The Watertown Police Department is accredited by the Massachusetts Police Accreditation Commission. Currently, there are only 24 law enforcement agencies out of almost 400 in Massachusetts that have achieved state accreditation. This award is granted for a three-year period. Due to the severe staffing reductions, the department is re-assessing its future ability to participate in the accreditation process.

The department continues to upgrade our radio infrastructure replacing outdated and non-supported communications equipment with new equipment that meets newer FCC government guidelines and NEMLEC digital standards.

Detective Division

The Detective Division is comprised of the Investigative Unit, Licensing Unit, Juvenile Unit, Domestic Violence Unit, Drug Unit and the 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.
The Domestic Violence Unit was established in 1992 and investigates over 200 cases a year. Detective Kathleen Campbell was assigned as the Domestic Violence Officer in October of 2008. In addition, the unit provides legal advice, support and assistance to other agencies, with the emphasis being placed on the safety of the victim and prosecution of the abuser.

**Prosecutor’s Unit**

The Prosecutor’s Unit continued to work effectively with the Middlesex County District Attorney’s Office. The Prosecutor’s Unit handled over 800 cases in the year 2009.

The Detective Division has continued to work closely with other area departments, including federal agencies in the area of drugs, gaming, organized crime, sexual assault, financial crimes and firearms. Our detectives attend monthly detective meetings where they exchange information with area detectives. These meetings have provided us with valuable information on criminal activity in our area and also have enabled us to establish relationships with detectives and agents from various departments. The NEMLEC detectives have set up an online system where information is shared on a daily basis. This tool has been exceptional in identifying suspects.

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 employees committed reported larcenies.

In addition to their normal duties, the division also conducted alcohol-related sweeps aimed at curtailing teenage involvement in such activity. Package stores, clubs, and restaurants were monitored and youths questioned as to proper identification. The success of these operations is a result of the educational efforts of this division directed towards the liquor establishments and the strong enforcement action by the Watertown Licensing Board. Detectives also spoke to several civic organizations on the topic of identity fraud.

**Personnel Changes**

There were changes in personnel of the Detective Division during 2009. Detective Arthur Coffey retired as the court prosecutor. Detective David Collins was assigned as court prosecutor, and Officer Ken Delaney was assigned as an investigator in the Detective Division to replace Detective Collins.

However, later in the year, due to budget constraints and manpower, we lost two investigators in our division. Detective John Bartolomucci and Detective Ken Delaney were reassigned to the night Patrol Division. Detective John St. Onge was reassigned from the Southern Middlesex County Drug Task Force to the Detective Division as an investigator. Detective Michael Munger also announced his retirement in the fall of 2009, after 32 years of service, which will become effective in February of 2010.

**Licensing Unit**

In order to encourage cooperation between the licensees of the city and the Police Department, with the 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 nighttime hours. Any irregularities observed during these inspections were investigated and appropriate action taken whenever deemed necessary.

The following is a report from the Detective Licensing Division for the year of 2009 relative to license applications. These applications were submitted for investigation and

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<td>0</td>
</tr>
<tr>
<td>Tag Day</td>
<td>7</td>
<td>7</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Texas Hold’em Tournament</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>207</td>
<td>202</td>
<td>4</td>
<td>1</td>
</tr>
</tbody>
</table>
The applications were generated by the Police Department as well as submitted by the Town Manager's Office and the Watertown Licensing Board. (Note: The totals are an estimate and may or may not reflect the accurate total numbers.)

The following licensed establishments served suspensions during 2009:

- The Fraternal Order of Eagle served a seven-day suspension from February 22, 2009 through February 28, 2009.
- Gordon's Fine Wine & Liquor of 51 Watertown Street served a one-day suspension on April 1, 2009.
- A Watertown Taxi Hackney Operator served a 30-day suspension from June 16, 2009 through July 16, 2009.

Juvenile Unit

During the year 2009, this department had official contact with 182 juveniles, for various incidents, with 15 arrested and 16 juveniles summoned.

Detective David Collins had been the department's Juvenile Detective since 2001. Detective Ken Delaney replaced Detective Collins before he was reassigned back to the Patrol Division. The juvenile Detective's responsibilities include conducting investigations involving juveniles and working with Juvenile Probation and the Department of Social Services. We continued our working relationship as a member of the Juvenile Encounter Team (JET), which provides a positive working relationship between the police, probation and the court system. This program is designed to meet at-risk juveniles in their home, school or hangouts with the intent to give guidance, direction and encouragement (program was unfortunately eliminated due to budget constraints). The Juvenile Officer also attends monthly meetings of the Community Based Justice (CBJ) group which is a meeting sponsored by the Middlesex County District Attorney's Office, school officials and police officers. The purpose of these meetings is to share information involving juveniles who are in violation of the law, probation (including CHINS) or school rules that may affect themselves or others within the system.

In the year 2002, we had the addition of three School Resource Officers (SROs) to our department. Currently Officer Kerry Mitchell is assigned to elementary schools, Officer Sheila Grady-Dugay is assigned to the Middle School and Officer Kenneth Swift is assigned to the High School (currently the elementary and middle school SROs have been reassigned to the Patrol Division due to budget cuts). These new positions had greatly reduced the workload of the Juvenile Officer. These officers work in conjunction with the Juvenile Officer on issues regarding juveniles. These officers continue to work together on numerous cases in the school and the results of this program have been extremely positive. The SROs have become a tremendous resource to the Detective Division with their assistance in a variety of incidents and cases involving students.

Domestic Violence Unit

Detective Kathleen Campbell was recently assigned as the Domestic Violence Officer. Detective Campbell replaced Detective Joseph Kelly who held the position since 2002.

This department investigated over 253 domestic-related incidents, which resulted in the arrest of 93 individuals. This department also received and processed approximately 162 restraining orders during this year.

Detective Campbell monitors all domestic-related incidents, conducts follow-ups and contacts victims and defendants when necessary. Detective Campbell also attends round-table discussions at Waltham District Court on a monthly basis. These meetings are with representatives from the District Attorney's Office, victim-witness advocates and domestic violence officers from surrounding cities and towns. Detective Campbell also publishes a domestic "Hot Spots" list in the weekly bulletin and through department e-mail, which keeps officers updated with current domestic-related issues in the town.

Domestic Violence Annual Report

The following is a report from the Domestic Violence Division for the year of 2009. The domestic violence incidents were submitted for follow-up investigation including contacts and reports. Each monthly report detailed each incident as it had been generated by calls for service, the District Attorney's Office or issued restraining orders. Below are the totals from each monthly report.

<table>
<thead>
<tr>
<th>Month</th>
<th>Police Service Calls</th>
<th>Domestic-Related Incidents</th>
<th>Issued Restraining Orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>21</td>
<td>6</td>
<td>15</td>
</tr>
<tr>
<td>February</td>
<td>17</td>
<td>7</td>
<td>14</td>
</tr>
<tr>
<td>March</td>
<td>16</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>April</td>
<td>28</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>May</td>
<td>21</td>
<td>12</td>
<td>15</td>
</tr>
<tr>
<td>June</td>
<td>29</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>July</td>
<td>20</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>August</td>
<td>35</td>
<td>9</td>
<td>11</td>
</tr>
<tr>
<td>September</td>
<td>24</td>
<td>10</td>
<td>25</td>
</tr>
<tr>
<td>October</td>
<td>18</td>
<td>4</td>
<td>12</td>
</tr>
<tr>
<td>November</td>
<td>4</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td>December</td>
<td>20</td>
<td>10</td>
<td>19</td>
</tr>
<tr>
<td>Totals</td>
<td>253</td>
<td>95</td>
<td>162</td>
</tr>
</tbody>
</table>

Training

Detectives attended numerous training courses throughout the year in specialized areas of law enforcement.

Community and Staff Development Division

Accreditation

Due to Fiscal Year 2010 staff reductions and budget constraints, the Watertown Police Department temporarily suspended its accreditation program. The Watertown Police Department had been accredited for seven years up until the end of 2009. The Watertown Police Department continues to maintain its policy and training endeavors and hopes to resume its accreditation status once staffing and funding levels are replenished.
**Department Training**

During the year 2009, patrol officers of the Watertown Police Department attended 24 hours of in-service training sessions presented by the Massachusetts Criminal Justice Training Committee. The in-service training program has a core curriculum consisting of criminal, motor vehicle and constitutional law updates, first aid and cardiopulmonary resuscitation (CPR) as well as other specialized current issues facing law enforcement.

In 2009, the supervisory staff of the department moved to an online version of in-service training in an effort to reduce overtime costs. The online training program is administered by the Massachusetts Criminal Justice Training Committee in conjunction with the Massachusetts State Police.

Firearm training and qualification courses were conducted for all department members during the year in 2009. In the spring, all officers attended a field-training course at Ft. Devens, Ayer, MA, where all officers were trained and certified in the use of the AR-15 patrol rifle, 40-caliber pistol and 12-gauge shotgun.

Under a grant from the State Emergency Telecommunications Board (SETB) many of Watertown’s public safety dispatchers have received specialized training in various aspects of emergency communications. In addition to the aforementioned training, various officers also attended training sessions in the following areas: computer crime investigation, community policing, school safety, terrorism, illicit drugs and many others.

**School Resource Officers and Community Outreach**

In 2009, the number of personnel assigned to the Community and Staff Development Division was dramatically decreased. In September 2009, the division was reduced to one School Resource Officer (SRO), one full-time Technical Services and Crime Analysis Officer, one Webmaster/Crime Analysis-Mapping Officer, and an Administrative Community Police Officer. The loss of two School Resource Officers dramatically impacted the number of programs and services that could be provided to the community.

The department has one School Resource Officer assigned to the high school. The High School Resource Officer works to build relationships with the students and staff, provide a sense of security in the facility, and provide guidance to teachers, students, and their parents. The high school officer is a member of Students Against Destructive Decisions (SADD).

The School Resource Officer and Sergeant assigned to the Community and Staff Development Division regularly attend Community-Based Justice meetings – which are a collaboration between school personnel, public safety professionals, and social service providers to help identify at-risk youths and provide them with positive alternatives to steer them away from crime and violence, and work with the school administration to assist in obtaining necessary services for students. Toward the end of calendar year 2009, the Middlesex District Attorney’s Office added CBJ meetings at the Minuteman Career and Technical High School in Lexington, MA. Many high school-aged citizens from Watertown attend this school. The School Resource Officer and Sergeant assigned to the Community and Staff Development Division have also begun attending these meetings. This meeting has been helpful in obtaining information about at-risk youths that live in Watertown, but do not attend the Watertown Public Schools.

The School Resource Officer and Sergeant assigned to the Community and Staff Development Division are members of the Watertown Youth Coalition. The mission of the Youth Coalition is to enhance the abilities of children, parents and the community to increase healthy decision making and decrease unhealthy risky behaviors. The officers regularly work with this coalition to create safe and alcohol-free programming, raise awareness in hopes of preventing youth risky behaviors, and educate youths and adults on the dangers and impacts of risky behaviors.

In June 2009, the DARE instructors completed their program which was provided to fifth grade students in Watertown. As a result of budget reductions and the loss of personnel, a new DARE curriculum was not started in the fall of 2009. Although the Administrative Community Police Officer maintains DARE certification, there are no resources available to implement this program for academic year 2009-2010.

The division uses surveys to measure citizens’ fear of crime and satisfaction with the Police Department. The survey also gives citizens an opportunity to make recommendations on how the department can improve its quality of service. On a quarterly basis, 150 random surveys are mailed to citizens who have had contact with the department. The department continues to receive an overwhelmingly positive response to the survey.

From May to September, the 2009 Weekly 5K Fun Run was offered. The program was very successful, and the participants were impressed with the Police Department offering such a unique program. Statistics revealed that there were 81 unique runners who participated during the season, 51 of whom participated last season. There were a total of 227 individual runs.

In the summer of 2009, the three School Resource Officers were temporarily transferred to the Patrol Division. As a result, no youth programming was offered in the summer months. However, in the fall of 2009, budget reductions caused two of the officers to remain in the Patrol Division.

The Watertown Police Department continues to offer the Rape Aggression Defense Systems program to women who live or work in Watertown. This 16-hour risk-reduction and self-defense course is free for participants. In 2009, the department’s certified instructors held two RAD courses, which were funded with non-Police Department funds. The program remains well received and attended.
In 2009, the Community and Staff Development Division held its sixth Halloween event, "The Haunted Police Station." For this event, the booking and cell block areas of the station were converted into a haunted house. The event targeted children ages 12 and under. The event was an enormous success; 8 officers and 16 citizen volunteers staffed the Haunted Station. Over 400 participants toured the police station.

In 2009, the Jail Diversion Program operated on a part-time basis. This program is a collaboration between the Police Department and the Edinburg Crisis Center to provide better services to citizens who are experiencing a crisis due to mental health or substance abuse issues. This program focuses on creating alternatives to arrest, booking, and/or jail for people whose criminal behavior is directly due to mental illness or substance abuse. A part-time licensed clinical social worker was assigned to the department and responded with police to citizens in crisis.

All officers continue to assist the Watertown Public School System with their crisis management protocols. Officers attend regular meetings with school personnel to discuss procedures to prevent and mitigate emergency situations which could occur on school property. The goal of this crisis management team is to provide a safe environment for students and to adequately prepare for a variety of potential emergencies that could affect school personnel or structures.

Civilian Personnel – 2009
Promotions: None
Appointments: None
Retirements: None
Resignations: None
Deceased: None

Bureau of Field Operations

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. There were four positions which were eliminated due to budget cuts in 2009.

During 2009, the Patrol Division responded to 22,271 calls for service and or motor vehicle stops. These calls initiated investigations and events that resulted in 541 arrests, 85 persons being placed in protective custody and 328 summonses being issued. These statistics do not reflect all of the 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 traffic safely and efficiently 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.

Officers were also assigned to "hot spots" for enforcement. These locations are where a large number of accidents or violations occur, or where there are numerous complaints by citizens.

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 motorcycles. 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 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. Officers receive training in Community Policing and are encouraged to increase their interaction with the citizens on their respective patrol routes. Officers are also relieved of their assignment for a portion of their shift to work with the community on various issues and problems.

Accomplishments include a Police Athletic League that has had over 500 youths participate, coached by police officers and dispatchers who volunteer their time. The "Cops & Kids" program involves police officers and middle school students in a structured after-school program between the hours of 2:30 pm and 4:00 pm. In 2009, the above programs had to be eliminated due to budget cuts. In 2009, due to budget cuts, the Police Department was not able to hold any Citizens Police Academy classes, which give participating citizens an inside look at the Police Department. Each class is made up of approximately 18 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.
This program had been taking place for the previous 12 years before being eliminated.

North Eastern Massachusetts Law Enforcement Council (NEMLEC)
The Watertown Police Department continues its membership and commitment with the North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC is a group of 48 cities and towns that share resources. These NEMLEC cities and towns have a combined SWAT (Special Weapons and Tactics) Team, RRT (Regional Response Team), a School Threat Assessment Response (STARS) team and a motorcycle unit that will respond to any member community on a moment’s notice. NEMLEC Motor Cycle Unit, RRT & SWAT teams train monthly and are on call to NEMLEC communities to assist with emergency situations. In the past, Watertown Police Officers assigned to these units assisted the Boston Police Department with security for the Democratic National Convention and the Red Sox World Series baseball games and parade. In 2009, the following units were called out as shown below:

<table>
<thead>
<tr>
<th>Unit</th>
<th>Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motorcycle Unit</td>
<td>4</td>
</tr>
<tr>
<td>SWAT Unit</td>
<td>8</td>
</tr>
<tr>
<td>RRT Unit</td>
<td>6</td>
</tr>
<tr>
<td>Tactical Dispatch Unit</td>
<td>7</td>
</tr>
<tr>
<td>STARS Team</td>
<td>3</td>
</tr>
</tbody>
</table>

Public Safety Dispatchers
There are nine Public Safety Dispatchers who answered over 63,106 incoming phone calls in 2009. The dispatchers answer all calls for assistance for both the Watertown Fire Department and Police Department. The dispatchers come under the Patrol Division of the Police Department. They are the first point of contact for all citizens requesting assistance or directions from either department. The dispatchers answer all E-911 calls, which totaled 7,942 calls in 2009, and are responsible for dispatching all fire apparatus and ambulances when required. They also dispatch all police cars to service and emergency calls, which amounted to 22,271 calls for service last year alone. These dispatchers are also required to make contact with the Registry of Motor Vehicles to obtain vehicle information and confirm warrants on wanted individuals.

Traffic Division
In 2009, the Watertown Police Department Traffic Division conducted traffic enforcement activities throughout the Town at a reduced capacity of two patrolman positions due to budget cuts. These activities included enforcement of both parking regulations and moving motor vehicle laws.

The Traffic Division has two patrol cars and four Harley Davidson motorcycles assigned to it. Officers operating these motorcycles attended either 40 hours of instruction at the Boston Police Motorcycle Training Academy, the MBTA Motorcycle Training Academy or an 80-hour course sponsored by the Northeast Massachusetts Law Enforcement Council (NEMLEC).

The Traffic Division supervises two Town employees who are employed as Parking Enforcement Officials. The addition of these two positions allows police officers to dedicate their time to other police duties.

Between January and December 2009, the Traffic Division conducted surveys, studied traffic flows, and conducted investigations for the Watertown 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 has two speed/radar trailers, purchased with federal grant money awarded to the department. These trailers are portable radar units that display the target vehicle speed on a 3' x 3' display window. This trailer can also conduct traffic counts, counting the number of cars that pass by, by the hour of day, and recording their speed. This appears to be an effective tool in reducing vehicle speed in problem areas where the trailer is set up.

The Traffic Division also supervises 23 full-time and 2 part-time traffic supervisors. These supervisors are responsible for traffic control and the safe passage of schoolchildren in and around the public schools.

In the event of any serious or fatal accident, the Watertown Police Department Traffic Division maintains a team of accident reconstruction specialists who are on call 24 hours a day. These officers are capable of reconstructing an accident and determining vehicle speeds and other variables contributing to the accident.

The Traffic Division received a $17,000 grant from the Executive Office of Public Safety and Security. Two “Click It or Ticket” programs allowed the department to concentrate on detecting seat belt violations. Two “Over the Limit, Under Arrest” programs also helped the department in detecting impaired drivers due to alcohol or drugs. The final program was the “Road Respect” program. This concentrated on road-rage type infractions. Five thousand dollars went to the purchase of equipment. The department purchased two Lidar radar units with this money.

Traffic officers also install child safety car seats for Town residents free of charge. Officers attend a 40-hour course to learn how to properly install child car seats. In 2009, officers installed 270 car seats.

The Watertown Police Traffic Division in conjunction with the Massachusetts State Police also conducted one sobriety check point funded through a grant from the Executive Office of Public Safety and Security. A checkpoint was set up and cars stopped to check the operator’s sobriety. This four-hour checkpoint resulted in the arrest of four individuals.

The Traffic Division also received a grant of 75 bicycle safety helmets from the Executive Office of Public Safety and Security, Highway Safety Division, for distribution to Town youths in need of a helmet or in conjunction with a bicycle safety program.
In the Year 2009, the department issued the following motor vehicle citations:

31,629 Total parking citations
9,504 Total moving citations
11,797 Total moving violations cited

These include:

146 Traffic-related Arrests
359 Criminal Complaint Applications
4,736 Civil Fines
4,243 Warnings

66 Operating under/Alcohol
246 Suspended/Revoked licenses
128 Operating w/o being licensed

297 Accidents
246 M/V vs. M/V
14 M/V vs. Fixed Object
25 M/V vs. Pedestrian
12 M/V vs. Bicycle

There was one fatal motor vehicle accident in 2009.

The department also has a Commercial Vehicle Enforcement Unit. This unit ensures the safety of the motoring public and contributes to maintaining the integrity of the Town roadways by inspecting commercial vehicles and their drivers for safety and equipment compliance as well as ensuring these vehicles are not overweight. This unit consists of two officers who are trained and certified U.S. Department of Transportation (DOT) inspectors. In 2009 alone, they made over 100 inspections and have cited vehicles for having a combined total of 113,300 lbs. of overweight commercial vehicles on Watertown streets. These officers are also trained and certified by the U.S. Department of Transportation to conduct inspections of commercial vehicles carrying Hazardous Materials.
Fire and Emergency Incident Response

The Watertown Fire Department responded to 4,014 reported fires and emergency calls for assistance during 2009. A summary of those incidents and estimated property losses as compiled by the Fire Prevention Bureau is as follows:

- Fire/Explosion: 54
- Overpressure Rupture: 4
- Rescue Calls: 2,569
- Hazardous Condition: 267
- Service Calls: 333
- Good Intent Call: 121
- False Call: 658
- Severe Weather/Natural Disaster: 0
- Special Type/Complaint: 8

Total Number of Emergency Responses for the Year 2009: 4,014

Coverage Assignment/Mutual Aid: 138

Annual Apparatus Response for 2009:

Central Fire Station (Station 1), 99 Main Street:
- Engine 1: 1,467
- Ladder 1: 980

East Watertown Fire Station (Station 2), 564 Mount Auburn Street:
- Engine 2: 1,223
- Ladder 2: 439

North Watertown Fire Station (Station 3), 270 Orchard Street:
- Engine 3: 1,072
- Fire Rescue 1: 2,131
- Fire Rescue 2: 173

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

One Multiple Alarm Fire in 2009:

The Fire Department responded to many calls for 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 initial-alarm 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 resources to reinforce the initial fire attack and complete the first alarm assignment. These additional or greater alarms bring additional engine companies and aerial ladder companies to the fire location.

Watertown firefighters responded to one multiple alarm fire in 2009 for which a second alarm was sounded. The location of the fire and the date of the incident is as follows:

- Date: November 6, 2009
- Location: 54 Channing Road
- Type of Occupancy: Residential
- Number of Alarms: 2

Mutual Aid Assistance from Other Greater Boston Fire Departments and Mutual Aid Response to Other Communities

The Watertown Fire Department thanks the Arlington, Belmont, Boston, Brookline, Cambridge, Newton, Weston and Waltham Fire Departments for providing fire scene response and fire station coverage during 2009 when all Watertown firefighters units were engaged in fire suppression activities.

The Fire Department responded to other municipalities in Greater Boston several times in 2009, under the established Metrofire District mutual aid assistance agreement. These responses were to fires reported near the boundary between Watertown and an adjacent community, directly to the fire to assist with firefighting efforts, or to fire station coverage assignments during major fires in other cities and towns.

Estimated Property Losses in 2009

- Building and structure fires: $436,550
- Estimated Largest Losses in Property:
  - 28 Waverley Avenue: $150,000
  - 54 Channing Road: $130,000
  - 144 Cypress Street: $35,000

Fees Collected

- Smoke detector inspections: $22,215
- Copies of departmental reports: $209
- Required Permits for product storage, or regulated activities: $18,131
- Annual fees for connection to master fire alarm boxes: $18,700
- Quarterly Inspections: $490
- Total Fees Collected: $59,745

Inspections Conducted by Fire Apparatus

- Oil burner inspections: 57
- Smoke detector inspections: 555
- Inspections conducted quarterly:
  - Day care facilities: 44
  - Public and private schools: 60
  - Community residences: 20
  - Nursing care facilities: 4
  - Handicapped workshops: 20
  - Motels: 4

Fire Department Provides Basic Emergency Medical Assistance

The Fire Department has provided basic emergency medical care and transportation for citizens in Watertown since 1975. The department has 87 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. Aerial ladder companies are sent to the emergency scene when their specialized rescue skills or equipment is 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 have been carried on specialized rescue skills or equipment is first-responding engine companies and aerial ladder companies, for several years. The Fire Department upgraded their defibrillators during 2002 to newer models with enhanced features. The Fire Department added a stationary defibrillator in the lobby of Fire Headquarters in 2004. Watertown was one of the first communities in the Greater Boston area to have these life-saving units available for early response to emergency medical incidents.

A cooperative agreement with a private ambulance company to provide Advanced Life Support (ALS) service in Watertown was instituted in November 1995. ALS services are provided by a non-transport Advanced Life Support unit staffed by two certified Paramedics. The ALS system is a two-tier model. The Watertown Fire Department provides emergency medical Basic Life Support service, and the dispatch of its ambulance unit to the scene upon receipt of a medical emergency call. Watertown public safety dispatchers also send the ALS unit if the nature and circumstances of the reported incident, such as a cardiac-related emergency, are within certain guidelines.

Medical direction for Watertown Advanced Life Support activity is provided by the South Middlesex Emergency Medical Services Consortium through the Mount Auburn Hospital. Patients are 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. Ongoing clinical supervision and quality assurance is provided in conjunction with the South Middlesex and North Suburban EMS consortiums.

September 11, 2009 — Patriot Day
The Fire Department participated in a September 11th ceremony to commemorate the eighth anniversary of the terrorist attacks of September 11, 2001, and the subsequent losses suffered at the World Trade Center, the Pentagon, and in Pennsylvania. Apparatus at the Main Street fire station and the firefighters on duty followed a plan of events recommended by the Fire Chiefs’ Association of Massachusetts and the Professional Firefighters of Massachusetts. The Watertown Firefighters Local 1347 Color Guard participated. Off-duty members of the department were invited to attend, and many did so. The Firefighters Color Guard and Fire Chief Mario Orangio also participated in the Community Remembrance.

Watertown Youths Attend Middlesex County Public Safety Program
Dozens of Watertown youths and several members of the Fire Department participated in the annual Middlesex County Youth Public Safety Academy in August 2009. The Watertown contingent attended the program during the week of August 24, 2009. On Wednesday, August 26, the Fire Department and Police Department welcomed the boys and girls for a full day presentation of the two public safety departments' operations and capabilities. Other activities were held at the Middlesex County Sheriff's Training Academy in Billerica. Graduation ceremonies were on Friday, August 28, followed by a cookout for children, parents and staff. Firefighter Paul Coughlin continued representing the department by participating in the program.

Watertown Fire Department Receives State Grant
The Watertown Fire Department was awarded a grant through the Department of Fire Services. The grant in the amount of $10,992 was used to purchase four new carbon monoxide meters with calibration gas, two new chain saws for ventilation of structures, 34 safety vests to be worn on state roadways and one rehabilitation fan with misting ring attachment.

Watertown Fire Department Receives Federal Grant
The Watertown Fire Department was awarded a grant through the American Recovery and Reinvestment Act (ARRA). The grant, in the amount of $207,706, was projected to be used to maintain staffing levels within the Fire Department by avoiding the layoff of firefighting personnel.

Personnel Activities in 2009
Town Manager Michael J. Driscoll made the following promotions during the year, in order to fill a vacancy within the Fire Department.

Appointments
No appointments to the department were made in 2009.

Promotions
Temporary Deputy Chief Michael A. Nicholson to Permanent Deputy Fire Chief on March 8, 2009.
Temporary Captain Stephen P. Igoe to Permanent Captain on March 8, 2009.
Lieutenant Russell B. Wiltshire to Permanent Captain on May 3, 2009.
Firefighter Thomas V. Thibaut to Permanent Lieutenant on May 10, 2009.
Retirements

Deputy Chief Renato J. Barrila retired from the Watertown Fire Department on January 14, 2009. Deputy Barrila was appointed a Firefighter on August 23, 1979. He was promoted to Lieutenant on August 14, 1986, to Captain on January 4, 1990, then to Deputy Fire Chief on February 23, 1993. He retired after serving the Fire Department and the Town of Watertown for more than 29 years.

Firefighter John J. Wiltshire retired from the Watertown Fire Department on February 21, 2009. Firefighter Wiltshire was appointed a Firefighter on August 23, 1979. He retired after serving the Fire Department and the Town of Watertown for more than 29 years.

Captain Daniel W. Walsh retired from the Watertown Fire Department on April 25, 2009. Captain Walsh was appointed a Firefighter on November 6, 1980. He was promoted to Lieutenant on May 4, 1989 and to Captain on February 26, 1993. In February of 2001, Captain Walsh became the department's Fire Inspector and served in that capacity until his retirement. He retired after serving the Fire Department and the Town of Watertown for more than 28 years.

Awards

The Massachusetts Fire Service Commission has established the Massachusetts Fire Service Award Program to recognize firefighters who have served their department and community for 20 or more years. There is a certificate and distinctive uniform emblem to denote length of service in five-year increments. The emblem is approved for wear above the right pocket of the dress uniform blouse or shirt. The department is pleased to join with the Fire Service Commission and the State Fire Marshal in recognizing the following members of the Watertown Fire Department, based upon their completed service as of December 31, 2009, as recipients of the Awards:

20-Year Award
Chief Mario Orangio
Lieutenant Frank Aliquo
Firefighter Paul Locker

25-Year Award
Captain Joseph Costa
Captain Stephen Igoe
Lieutenant Michael Guerin
Firefighter Thomas Thibaut

30-Year Award
Deputy Chief Renato Barrila
Firefighter John Wiltshire

35-Year Award
Firefighter Michael Mosca

Service Award Program
In 2006, the department instituted a Service Award Program in order to recognize the efforts of members of the department in the performance of their duties. No awards were earned in 2009.

In memory of our comrades departed in 2009

Retired Lieutenant William E Walsh III died on January 23, 2009. Lieutenant Walsh was appointed to the Watertown Fire Department on April 24, 1968. He was promoted to Lieutenant on July 9, 1978. He retired on December 27, 1992, after more than 24 years of service to the department and the Town of Watertown.

Retired Firefighter John J Wiltshire died on March 27, 2009. Firefighter Wiltshire was appointed to the Watertown Fire Department on December 20, 1951. He retired on December 31, 1979, after more than 27 years of service to the department and the Town of Watertown.

Retired Firefighter Richard C. Alexson died on July 25, 2009. Firefighter Alexson was appointed to the Watertown Fire Department on April 24, 1969. He retired on July 6, 2001, after more than 32 years of service to the department and the Town of Watertown.

Retired Firefighter John J. Maloney died on August 13, 2009. Firefighter Maloney was appointed to the Watertown Fire Department on May 4, 1942. He retired on February 25, 1981, after more than 38 years of service to the department and the Town of Watertown.

The Fire Department mourns their passing.
Emergency Management

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

Emergency Management Activities

In Watertown the Fire Chief is currently the emergency management director. The Fire Department principal account clerk performs necessary emergency management clerical assignments. The projects and clerical assignments in 2009 included:

• Maintaining the town's Comprehensive Emergency Management Plan (CEM Plan),

• Annual hazardous materials information management relating to SARA (Superfund Amendment and Reauthorization Act of 1986) Title III requirements,

• Clerical support for Local Emergency Planning Committee records and the required Hazardous Materials Response Plan annual review,

• Other FEMA and Massachusetts Emergency Management Agency state and area headquarters clerical tasks, which require attention.

CEM Plan

Every community in Massachusetts has a Comprehensive Emergency Management Plan (CEM Plan). The CEM Plan is updated annually, and is subject to a major revision on a five-year cycle. Maintaining a current CEM Plan is essential to the community's ability to respond to emergencies that can and do occur.

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 statutes. Department heads assigned a responsibility under the plan were directed by the Town Manager to develop implementing procedures for each department, describing how response functions will be carried out. A copy of the CEM Plan is available for review during business hours at the Office of the Town Clerk, in the Administration Building.

Community Preparedness

Watertown has a designated (uncertified) Local Emergency Planning Committee (LEPC), and a current Comprehensive Emergency Management Plan. Watertown would be eligible for federal or state assistance, financial or otherwise, in case of an emergency or disaster.

Watertown established an LEPC in 1988, as required. The LEPC included the Town Manager (as chairperson), the police and fire chiefs, the DPW superintendent, the health director, and the planning director. The committee also included "emergency planning coordinators" of facilities that were required to report amounts of certain hazardous materials if stored or used at their sites. The LEPC was required to develop a hazardous response plan, and did so. There is a requirement for the plan to be reviewed annually by members of the LEPC. The Town does so. Annually in March, the Town receives "Tier Two" inventories from facilities required to report the presence of certain hazardous materials during the previous year. Those reports are incorporated into an annual update, now known as Section Five: Hazardous Materials, of the CEM Plan.

The original focus of the LEPC was to be on transportation emergencies involving hazardous materials. Transportation modes are shipment by rail, highway, maritime vessel, aircraft and pipeline. At about the same time, the Massachusetts Hazardous Materials Response Team concept was developed. There are now six Regional Hazardous Materials Response teams established, and available to respond to any community in the state. Team members are career firefighters from fire departments.
throughout Massachusetts. Team members are certified as hazard materials technicians after completing a 160-hour training course. Team members complete a minimum of 80 hours recurrent training annually. The Town's current hazardous materials plan calls for the response of the Massachusetts HazMat Regional Response Team when circumstances dictate.

Although the designated members of Watertown's LEPC do not often convene formally, the members nonetheless meet regularly as part of the Town Manager's staff. They work together at incidents when and as necessary, and communicate with one another as necessary.

The Town continued its membership in the Battle Road Emergency Planning Council. The Council is comprised of the following towns: Arlington, Bedford, Belmont, Burlington, Lexington and Watertown. Additionally, the cities of Brookline and Newton have applied for membership. The regional council meets monthly with a goal of assisting member communities in times of emergency/disaster by a sharing of resources.

Because of increased emphasis on homeland security and emergency planning, Town officials have participated in several meetings, conferences and seminars during 2009.

- The local emergency management director attended monthly Emergency Management Directors' meetings held at MEMA Region 1 Headquarters in Tewksbury.
- The Board of Health has developed plans to initiate and staff Emergency Dispensing Sites (EDS) in Watertown. In order to facilitate activating these sites, a special medical equipment trailer was purchased to carry supplies needed to stock these sites.
- National Incident Management System (NIMS) training was continued and completed by required departments, in compliance with the NIMS Program. The emphasis this year was increasing the level of Incident Command training. Training was held within the Town and senior officials participated in advanced classes throughout the state.
- In December of 2009, the Battle Road Group used an actual event, a gasoline tanker rollover on Rt. 128 in Lexington, as a drill for the group. The Town participated in an After Action Report (AAR) review of the incident and how the member communities worked together.

- In August of 2009, the Watertown Emergency Management Coalition (EMC) Sheltering Subcommittee assisted the Town in training for and opening a small-scale shelter at Watertown High School. This drill was instrumental in identifying resource requirements for potential shelter openings in town.
- The EMC continues work on upgrading the Town's website with the creation of an Emergency Management/Preparedness sub-page that will provide valuable public information to our residents.
- The Logistics Subcommittee of the EMC worked on storage options for Emergency Management supplies and identified space within the Cunniff School, which was graciously offered by the School Department, for this storage. The Town will continue to seek any appropriate grants for training and equipment relating to emergency preparedness that may become available through federal or state sources.
Community Development and Planning

Community Development & Planning Division
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, Historic District Commission, Housing Partnership, 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 2009 is as follows.

Planning & Community Development Division
The division serves several important functions within the department and the Town, among them is the following:

- Staff support to the Planning Board and the Housing Partnership;
- Representation on several state and regional agencies including Metropolitan Area Planning Council, MBTA Advisory Board, and the Mystic River Municipal Committee;
- Coordination of real estate development activities, land-use planning, transportation, housing and related policies;
- Coordination of the Town's capital improvements;
- 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.

Planning Board
During 2009, the Planning Board reviewed and made recommendations on numerous residential and commercial development projects. The Board reviewed a total of 9 Special Permit requests, 8 Variance requests and 15 Special Permit Finding requests. The Planning Board also reviewed 3 Amendments to Special Permit Finding requests, Special Permit requests, and Amendments to Variances.

The Planning Board members include its Chairman, John B. Hawes, and members G. Jack Zollo, Linda Tuttle-Barletta, Jeffrey W. Brown, and Fergal Brennock.

The Planning Board staff consists of Steve Magoon, Community Development & Planning Director; Danielle Fillis, Senior Planner; and Ingrid Marchesano, Clerk to the Planning Board.

Zoning Board of Appeals
Harry J. Vlachos has served as Chairman of the Board for the 2008–2009 terms and will continue to serve as Chairman for the 2009–2010 terms. Melissa M. Santucci continues to serve as Clerk for the term 2009–2010. The remaining members of the board are: Stuart J. Bailey, Deborah Elliott and Alternate Members David Ferris and Suneeth P. John. The Board has one vacancy for a full member. Support Staff includes Nancy Scott, Zoning Enforcement Officer and Louise Civetti, Clerk to the Board.

During 2009, the Zoning Board of Appeals heard and acted on 27 petitions, in accordance with the provisions of M.G.L. c. 40A and the Watertown Zoning Ordinance (WZO). The petitions included: 9 Special Permit Applications; 15 Special Permit Finding Applications; 6 Variance Applications and 3 Amendments. Total fees collected for all petitions: $8,260.

Petitions before the Board are generally for residential properties involving building additions and upgrades. However, a few projects that were of interest are listed below:

175 North Beacon Street — Perkins School for the Blind — Steven M. Rothstein, President. The Board approved the construction of a three-story, 53,786 sf academic/school building on its expansive 33.7-acre campus. Included in the plans are upgrades to the Lower School/residential building; the removal of two cottages and various site improvements — relocation of the westerly 108-space parking lot; new drop-off area; reconfiguring the existing north parking lot; and the opening of a second vehicle access drive from North Beacon Street.

32 North Beacon Street/71 Arsenal Street: United Cerebral Palsy of Metro Boston, Inc., will raze the existing headquarters building and construct a new office building on the same footprint of the same site.

165 Grove Street & 105 Coolidge Hill Road — Mount Auburn Cemetery. The Board approved the cemetery use of the 105,193 sf parcel of land, formerly occupied by Aggregate Industries, for its operations facility with nurseries and storage of its landscaping material.

118–120, 132 & 140 Pleasant Street: Owner Claudio Coppola sought approval to raze the existing repair garage and three-family dwelling to construct a four-story, 48-unit residential rental building with 96 parking spaces. Mr. Coppola requested and
received approval to withdraw without prejudice his petition. Board heard and approved a separate request for an expansion of the owner's landscaping business and further allowed Landscape Collaborative, also a landscape business, to occupy the site with associated nursery/planting area.

Zoning Enforcement Officer
In the course of the year, the Zoning Officer reviewed 707 building permit applications; 85 occupancy applications, and 42 sign applications. There were 21 driveway extensions and/or new driveway approvals. The Zoning Officer attended eight Zoning Board meetings including executive sessions. The Zoning Officer worked closely with the Community Development Director and the Department of Public Works (DPW) on driveway permitting with respect to the DPW's project on new sidewalks and roadways.

Inspectional Division

<table>
<thead>
<tr>
<th>Inspector of Buildings</th>
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<tbody>
<tr>
<td>Building Permits Issued</td>
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<tr>
<td>Occupancy Permits</td>
<td>79</td>
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<tr>
<td>Sign Permits</td>
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<td>Certificates of Inspection</td>
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<tr>
<td>Trench Permits</td>
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<td>Complaints Investigated</td>
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<tr>
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<tr>
<td>Residential</td>
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<td>Commercial</td>
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<tr>
<td>(2) Single-family residences</td>
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<td>(3) Two-family residences</td>
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<td>(4) Multi-family</td>
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<tr>
<td>(7) Unit buildings</td>
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<td>(6) &amp; (14) Units</td>
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<td>(5) Units</td>
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<th>New Commercial:</th>
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<td>Raze:</td>
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<td>(5) Single Family</td>
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<tr>
<td>(2) Commercial</td>
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<tr>
<td>(4) Garages</td>
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<tr>
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<tbody>
<tr>
<td>Permits Issued</td>
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<tr>
<td>Inspections/Re-inspections</td>
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<tr>
<td>Inspections for Occupancy Permits</td>
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<tr>
<td>Complaints Investigated</td>
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<td>Fire Investigations</td>
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<td>Electrical Layouts for Town and Contractors</td>
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<td>Electrical Violation Letters</td>
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<th>Electrical Violations:</th>
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<tbody>
<tr>
<td>Residential</td>
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<tr>
<td>Commercial</td>
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<td>Petitions Checked/Approved for Town Council from NStar/NE Tel</td>
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<td>Electrical Inspectors</td>
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<td>Traffic Commission</td>
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<td>Street Light outage and follow-up</td>
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<td>Fire Inspector</td>
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<td>Fire Alarm Inspections</td>
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<td>Town Council</td>
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<td>Planning Board</td>
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| Fees Collected | $84,090 |

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<tr>
<th>Inspector of Plumbing/Gas</th>
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<tbody>
<tr>
<td>Number of Plumbing Permits Issued:</td>
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<tr>
<td>Plumbing</td>
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<td>Gas</td>
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<tr>
<th>Inspections Made:</th>
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<tbody>
<tr>
<td>Plumbing</td>
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<tr>
<td>Gas</td>
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| Fees Received from Plumbing/Gas Permits: | $34,616 |

Conservation Commission

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<tr>
<th>Members:</th>
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<tr>
<td>Marylouise Pallotta McDermott, Chairman</td>
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<tr>
<td>Charles C. Bering</td>
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<tr>
<td>Leo G. Martin</td>
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<tr>
<td>Louis M. Taverna</td>
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<tr>
<td>Patrick Fairbairn</td>
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<tr>
<td>Maria P. Rose</td>
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<tr>
<td>Christopher J. Hayward, Conservation Agent</td>
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The Conservation Commission reviewed seven Notices of Intent for the following projects:

**Perkins School**: Three Notices of Intent were submitted in 2009 for the Perkins School.

- Pond Restoration — Project consisted of vegetation clearing and dredging.
- Gate Valve Installation — A damaged gate valve that allows storm water overflow from the pond to be released to the Charles River was repaired. This project was proposed in anticipation of renovations to the school's campus.
- Education park around pond — improvements to the area around the pond were proposed such as a boardwalk, stone dust walking paths and new plantings were proposed. The goal of the project is to allow the students to interact with the natural environment safely.
140 Pleasant Street: A four-story, 48-unit apartment complex was proposed. The project was denied by the Planning Board, therefore it was not decided upon by the Conservation Commission.

Watertown Yacht Club: The Yacht Club proposed replacing their antiquated boat launch system. The system had been in place for over 50 years and was coming to the end of its useful life. The launch system is most important to the Yacht Club’s ability to launch and remove boats from the Charles River.

Nonantum Road Improvements: The Department of Conservation and Recreation (DCR) received stimulus money from the American Recovery and Reinvestment Act of 2009 to redesign and improve a section of Nonantum Road from Galen Street in Watertown through Newton and into Brighton. The current road design has been the cause of many deadly accidents due to excessive speeds and tight lanes. The proposal was to redesign the four-lane road to two lanes and add a multi-use pedestrian/bicycle path. New storm water management measures were also included in the proposal.

71 Arlington Street/Sawins Pond: The owner of the land containing Sawins Pond proposed a 136-spot parking lot on the north side of the pond. The goal of the applicant was to lease the lot.

Historical Commission

Members:
David J. Russo, Jr., Chairperson
Marilynne Roach
J.B. Jones
Donald S. Berg
Susan Steele
Thomas Malone
Christopher J. Hayward, Preservation Agent

The Historical Commission continued to review building demolitions for properties of 50 years and older, in accordance to the Watertown Demolition Delay Ordinance. Public Hearings were held on six Demolition filings. In addition, the Commission reviewed five Invitations to Comment for proposed telecommunication projects and one Section 106 review for the Watertown River Park Restoration Project and Nonatum Road Improvement Project.

The Commission held its tenth annual Preservation Night and Awards Program at the Commander’s Mansion in May. The 2009 Watertown Preservation Awards were presented for preservation efforts to the following projects and individuals:

Historical Resources Award
Charles Morash and Ronald Obanian
For searching, fundraising and purchasing the Watertown “Boston Post Cane” and donating it to the Historic Society of Watertown along with a display case and two replicas to reinstate the ceremony to acknowledge the oldest man and woman of Watertown.

Certificate of Appreciation
Henrietta Light
For her nine years as a member of the Watertown Historical Commission.

Community Spirit Award
John Horrigan
For founding the annual New England History Festival.

Environmental Preservation Award
Bell Tower Place—444 Mount Auburn & 250 School Streets, Karnig Ostayan, Phoenix Construction Group
For the adaptive reuse of the former St. Theresa Church (1927) and Rectory building (1898).

Community Spirit Award
Roger Hagopian
For his lecture presentation of the Armenian Immigrants in Watertown, Watertown Immigrants Lecture Series.

Community Spirit Award
William Marchione
For his lecture presentation of the Italian Americans in the Greater Boston Area, Watertown Immigrants Lecture Series.

Community Spirit Award
Rev. Fr. Emmanuel Metaxas
For his lecture presentation of the early Greek immigrants in Watertown and the development of their community, Watertown Immigrants Lecture Series.

Community Spirit Award
Mary E. Daly
For her lecture presentation of the Irish immigration to Boston, Watertown Immigrants Lecture Series.

Historic Resources Award
Alan K. Earls
For the “Yes They Can!” exhibit of photos chronicling women’s support in time of war at the Watertown Arsenal.

Architectural Preservation Award
Founders Monument Restoration Committee: Audrey Jones Childs, Herbert Nolan & Dan Driscoll, Wendy Pearl, Daedalus
For the restoration and “daylighting” of the Saltonstall Memorial. Jones Childs’ successful fundraiser, Herb Nolan for the Solomon Fund, Dan Driscoll, and Wendy Pearl, DCR representative, Daedalus, restorers.
The Commission continued the Watertown Historic Plaque Program. For $65 a property owner can purchase a 9" x 11" oval plaque, identifying the age, original owner, and the architect/builder of their property for display. The Commission researches and verifies the property information. During 2009, 26 plaques were produced. To date, 71 historic plaques have been purchased.

Chairman David Russo submitted a collection of completed Form Bs, an individual historic survey of a property, of Watertown properties that he had researched to the Massachusetts Historical Commission for inclusion in the Town’s Inventory of Historic Properties. The inventory had not been updated since 1982.

**Barns and Accessory Buildings Inventory** – The Commission was busy collecting data on barns and accessory buildings throughout Watertown to develop a comprehensive historic survey of Watertown’s barns and accessory properties.

**Watertown Then & Now** – Spearheaded by Marilyne Roach and working with Tab reporter Chris Helms, the Commission initiated a recurring article in the Watertown Tab featuring a photo from the past and one from the present of a building in Watertown. The article includes an informational historic description of the location.

**Historic Landmark Ordinance** – The Commission submitted to the Town Council’s joint Committee on Economic Development and Planning and Committee on Rules and Ordinances the proposed Historic Landmark Ordinance which will allow residents to nominate their properties for historic landmark status. The designation will provide protection from demolition and some alterations. The ordinance will ensure the preservation of Watertown’s most historic places.

**1630-1930 Historical Map of Watertown** – The descendants of Mary B. Hotz, the Watertown artist who created the Town’s social history map for the 300th anniversary of the founding of Watertown, donated the original map and associated artifacts to the Town through the Commission. The Commission funded and commissioned the preservation of the map to archival/museum standards. The Commission is working to present this map to the Town in a public ceremony and displaying the map permanently at a prominent Town Building location for public appreciation.

In October, Commission staff attended a workshop on Due Process, Design Review and Decisions: A Seminar for Historic District Commissions and Historic Review Boards.

**Application Process**

Applications for 18 Certificates were received for proposed projects within the Historic District. Eight Certificates of Appropriateness, eight Certificates of Non-Applicability, and one Certificate of Hardship were issued.

In October, Commission staff attended a workshop on Due Process, Design Review and Decisions: A Seminar for Historic District Commissions and Historic Review Boards.

**Watertown Historic District Commission**

**Members**

Harvey Steiner, Chairman
Amleto “Mel” Martocchia
Linda Sternberg
Victoria Carter
John Hecker
Christopher J. Hayward, Preservation Agent

John Hecker was appointed to the Historic District Commission in his capacity as an architect. Victoria Carter and Mel Martocchia resigned from the Commission. They served on the Commission since its inception in January of 2004.

Applications for 18 Certificates were received for proposed projects within the Historic District. Eight Certificates of Appropriateness, eight Certificates of Non-Applicability, and one Certificate of Hardship were issued.

In October, Commission staff attended a workshop on Due Process, Design Review and Decisions: A Seminar for Historic District Commissions and Historic Review Boards.
Tree Warden
Christopher J. Hayward, MCA

With an active Tree Warden under Massachusetts General Law Chapter 87, a tree division under the Department of Public Works, an appropriate annual budget for community forestry programs and an official Arbor Day observance and proclamation, Watertown continued to qualify for Tree City USA designation, 17 consecutive years and running.

During the year, 107 trees were planted. Street trees accounted for the majority of the tree plantings, although trees were planted in residents’ front yards when a suitable location could not be found on the street. Continuing with the policy adopted in 2001 to diversify street tree plantings, different trees were planted. The trees planted this year along the streets of Watertown were: Honey locust, Japanese Zelkova, Katsura, Red maple, October Glory maple, Chanticleer pear, Ginko, Red oak, Pin oak, Pioneer elm, Amur maple, Kwanzan cherries, Okame cherries, Dogwoods, Crab apples, Hackberries and Japanese Tree Lilacs. Following best management practice, trees planted under power lines were restricted to those that will not mature over 30 feet tall.

During 2009, a total of 103 street trees were removed due to safety reasons.

Watertown held two Arbor Day events in 2009. The first event took place on the official Arbor Day, Friday, April 24th. A Sugar maple was planted in front of the Administration Building to replace a tree that had been removed in the past. Town Hall staff as well as residents and passers-by attended the ceremony. This tree will provide the community with many environmental benefits such as cleaning the air of carbon dioxide, reducing noise levels from the street and creating a peaceful, shady area in front of the Administration Building during the summer months.

The second Arbor Day event was held at the Lowell School on Friday, May 1st. In the fall of 2008, three large silver maples with local historical significance were removed due to safety reasons. A neighborhood meeting was held to discuss plans for removal and replacement. The neighborhood decided that replanting new trees in the location from where the three originals were removed was not the best idea due to the excellent sledding conditions that had been gained in that location. In April 2009, two White oak were planted on the western end of the school’s field along Orchard Street.

In August 2008, the Asian Longhorned beetle was discovered in Worcester, MA. This invasive pest has no known predators in North America and if left alone, it would decimate the maple forests of the northeastern United States. Over 25,000 infested trees were removed in Worcester and the number will grow. Three informational presentations were given in Watertown by the Tree Warden. The goal of these presentations was to educate the public about the beetle so that they can be on the watch for it. It had not been discovered in Watertown in 2009 but informational presentations will continue until it is known that the threat to our urban forest has been removed.

Commander's Mansion
The Commander's Mansion bookings were stable considering all of the financial cutbacks our corporate and social clients had to make in 2009. We continue to book repetitive business from corporate accounts that range from off-site meetings to holiday events. When meeting with new clients we find that it was word of mouth that brings them here.

Our team consists of Tammy McKenna, facility manager; Rae Grassia, assistant facility manager; Charlene McGann, our events manager; and our newest member, Karl Neugebauer, our custodian (reducing the need and cost of outsourcing a cleaning company).

The mansion's extended hours accommodate late night appointments; by being open until 6 pm (depending on events), it allows less overlapping between staff members and event coverage. The mansion made a few cutbacks this past season by lessening the outsourcing of our events manager and by bringing Karl on board, who is able to tend to minor tasks and projects that would have otherwise been outsourced as well.

The mansion has been approved to implement an off-season rate during the months of November through April, for Saturdays only, which consists of $350.00 an hour.
The mansion continues to advertise online with *The Knot* and *Boston Magazine Weddings*, as we see a continued rise in Internet and e-mail driven inquiries. We have kept an ongoing barter relationship with CDIA in Waltham. They assist us with our website needs and interior/exterior photos in exchange for photo shoot space. CDIA has helped us implement online tools to streamline the site, make it user friendly, visually appealing and structuring it for optimum search engine results. The biggest change continues to be the online calendar feature that allows our clients to quickly see if their desired dates are available. We continue to update the site with current pictures and information such as the upcoming Wedding Faire.

Cosco Landscape was hired again to maintain the grounds, and we continue to work closely with Beal Management, located within the Arsenal on the Charles complex, regarding parking, security and snow removal (an expense that the mansion again this year has not had to endure). We were happy to have hosted Beal Management’s annual tenant appreciation luncheon on the grounds of the mansion, which was catered by Casa De Pedro.

The end of 2009 brought us cold literally! The boiler had to be replaced; a new circulator pump had to be installed and one of the coils in one of the units needs to be replaced. However, we were able to address these issues and implement measures to avoid future problems.

**Highlights from 2009 & for 2010**

**2009 Improvements**

- The first floor bathroom was repainted, as was the first floor foyer’s ceiling, the vestibule’s ceiling, the dining room ceiling, front parlor ceiling, the second floor foyer’s ceiling and the yellow room’s ceiling. The work was contracted through Michael Shea Painting in Waltham.
- The heating system – see above.
- We started a recycling and a returnable deposit program with retired veteran Andy Giordano with the Bedford VA.
- Karl was able to fix the exterior South East side house drainage issue.
- DPW paved our loading dock.

In closing, the Commander’s Mansion continues to generate revenue for not only Watertown-based businesses that are contracted here for events but also Watertown departments such as the Police Department regarding details; the Fire Department regarding candle permits; the Town Clerk’s office regarding alcohol permits and the Health Department regarding food permits.

*All photos courtesy of CDIA.*
Watertown High School

Watertown High School completed its 160th year of operation in 2009-2010. Punctuating the academic year, 142 students celebrated their graduation at the commencement ceremony in the Kelley Gymnasium on Friday, June 5, 2009. P. Michael Nofske served his sixth year as Headmaster of Watertown High School. He and his leadership team of housemasters, Katherine DiNardo and Michael McDermott, continued to guide the high school through the fifth year of NEASC recommendations and coordinated the district and school professional development programs.

Under the direction of Dr. Ann Koufman, Superintendent of Schools, the high school continues to expand its use of educational technologies with major equipment deployments. Because of resources made available through the technology plan, every classroom teacher at WHS has a laptop and LCD projector. These devices are used daily within the curriculum for the teaching and learning process.

As a result of this growth, teachers are integrating technology more seamlessly into their curriculum, submitting period by period attendance electronically, and continuing to increase the functionality and effectiveness of their classroom websites. Parents now have online access to their child’s attendance / biographical records, progress reports and report cards via iPARENT. Through the vision of our administrative team, the assistance of a task force, and the technical expertise of Webmaster Dan Dressler, the High School website was redesigned and is updated regularly to keep parents, community, staff and students better informed about high school initiatives and classroom curriculum. Training is also underway with the teaching staff to institute electronic grading through iRANKBOOK. This process will begin in the fall of 2010.

The four core curriculum coordinators (English, math, social studies and science) streamline the curriculum in grades 6-12. This initiative is part of the system-wide effort to align curriculum across grades K-12 and to continue to facilitate the smooth transition from Watertown Middle School to Watertown High School.

Watertown High School continues to provide students with opportunities beyond the school day with a wide array of extracurricular activities through 2009. The drama department presented the musical Anything Goes; the Robotics Team competed in its second season in the First Robotics arena; the girls field hockey team became Division 2 State Champions; and the boys basketball team was Division 3 State Champions. Expanding online courses and extracurricular offerings, Watertown High School offered more Virtual High School opportunities in courses ranging from AP Economics to Genetics. Additionally, Rosetta Stone, a language-learning program, has been added in both Italian and Spanish for several of the students.

Watertown High School is actively committed to expanding technology use in the classrooms and beyond. In order to serve the students of Watertown, we offer a curriculum that provides the rigorous education needed to foster content-rich 21st-century learning.

Watertown Middle School

Watertown Middle School remains committed to challenging students with rigorous curriculum and instruction, supporting all students who are having difficulty in school, providing students engaging enrichment opportunities, promoting a positive school climate that caters to the needs of the early adolescents, and connecting with parents and other members of the community.

The administrative team of Principal J. Kimo Carter, Assistant Principal Jason Del Porto, and Special Education Coordinator Penelope Giannakopulos is now in its fifth year at Watertown Middle School. Our four grade 6-12 curriculum coordinators, Jennifer Montgomery in English, Dan Wulf in mathematics, David Sheehan in social studies, and Vera Larkin in science, are working hard to align our curriculum with the high school’s so students will have seamless academic transitions, particularly from eighth grade to ninth grade.

Middle school students’ MCAS scores continue to rise for the fifth straight year. Watertown Middle School now scores above state averages with all grades, all subjects, and in all subgroups. Although we were not able to meet all Adequate Yearly Progress (AYP) standards, we continue to make substantial progress toward all AYP goals.

We have also received recognition from the Department of Education as one of 36 Title 1 schools in the Commonwealth whose Limited English Proficient students have made excellent progress. With this distinction we may be able to gain more funding from the state to share our best practices with other schools.

Watertown Middle School also has very strong enrichment programs that allow students to explore new opportunities that showcase their talents. This year we have expanded our enrichment class offerings for 7th and 8th grade students. Students can take advanced art, band, orchestra, chorus, newspaper, robotics, theatre production, and video production as electives. We are also expanding after-school opportunities with the help of the district’s new PEP grant. We have a brand new fitness center, and our interscholastic sports are as strong as ever. We also offer after-school clubs such as cooking, rock band, community science investigators, cross-country running, skiing, the mural club, and gardening.

We attribute part of our academic success to areas we have emphasized over the past five years. First, we have spent much time, energy, and resources toward attaining reading proficiency for all of our students by the time they enter high school. We will

The Watertown Public Schools
continue to teach reading to all middle school students until they reach proficient levels.

Second, we have worked on making our academic support programs more accessible to our struggling students. Our academic assistance classes are available to any student who is having difficulty in school. Likewise, our school-wide binder system has significantly helped students organize their time and materials. We would especially like to recognize our partners at Staples Print and Copy Center for providing standardized boxes of school supplies for all of our students. Our after-school library learning lab continues to be an extremely successful option for students who need homework help.

Finally, we have expanded our services to special education students by adding a substantially separate program for students on the autism spectrum. This program, combined with our learning support offerings, our integrated emotional support services, and our language-based instruction provides a full range of special education programs that can accommodate most disabilities.

Staff, students, and parents are working together to provide a positive school culture for students. We are emphasizing our mascot, the eagle, along with a simple and concrete “recipe for success”: A Watertown Middle School Eagle SOARS (Supporting others in Success, Ownership, Achievement, Respect, and Service). We celebrate student success in a variety of ways, including a success token system where students can earn redeemable tokens when a staff member finds them demonstrating one of the SOARS attributes. Seventh and 8th grade students who demonstrate the SOARS tenets are now able to receive “Eagle Liberties,” privileges that are often only given to high school students.

This year we are also focusing on bullying and teasing education, particularly for student bystanders. We are developing and implementing a curriculum called “Let’s Get Real” to help those students who witness bullying and teasing to inform an adult. Finally, led by our guidance department, our peer mediation program is growing and our peer mediators are trained to help students resolve conflicts.

We continue to experience a huge infusion of technology in the school. This year we have received two additional mobile classroom computer carts. Teachers are working hard to integrate technology into their instruction. We are using our wireless mobile labs to their fullest capacity and we are now wireless throughout most of the building. We will continue to update our hardware and software to meet the technology demands of the 21st century.

Watertown Middle School is making a concerted effort to communicate with parents and reach out to the community. We are increasing parent awareness in a number of ways: automatic phone messages, our new “Watertown Splash” student newspaper, a much more extensive website, and most importantly, constant active communication via phone and e-mail to parents regarding their children.

Our emphasis on community service remains strong. We completed our annual Coats for Kids drive last fall. Last spring, our Pennies for Patients drive earned over $25,000.00 for the Leukemia and Lymphoma Society. Homerooms have created Thanksgiving baskets for families in need, the school hosted an afternoon tea with elderly residents, and students are serving the community in a variety of ways to meet their community service expectations.

Every day we are striving to make Watertown Middle School a place that the Town can be proud of, and a credit to the whole Watertown community.

Cunniff Elementary School
This year, the Cunniff Elementary School has 270 students divided into 14 classrooms. Hiring was again relatively quiet this past summer. We added a new 4th grade teacher and one new instructional assistant to our staff.

Both our English Language Learner and First Language Not English populations continue to grow at the Cunniff School. Almost 15% of students are identified as students that benefit from teacher support in the areas of oral fluency, vocabulary acquisition, and reading and comprehension skills.

A Back to School Night/Curriculum Night presentation by the school principal in late September explored Malcolm Gladwell’s book, Outliers, and how hard work and determination combined with home and school support help ensure student success. During this presentation the principal used a response system to help engage the audience. In October we had an MCAS/School Progress Update that outlined the academic goals and trends for the last five years, as well as our measurable objectives for this current school year.

Cunniff continues to flourish in its use of technology. Twenty-four new Dell mini laptops have infused new hardware into our educational programming. The 4th and 5th graders now have access to 22 Macintosh and 22 Dell laptops. They typically use PowerPoint, Excel, Word and other applications to present information with pictures, videos clips, VoiceThreads, spreadsheets, and stills. Students in grades 2-5 utilize FASTT Math and Type to Learn. Students conduct online research and have learned how to embed information into various graphics that allow for strong visual presentations. Teachers also use LCD projectors to present information to students. A Watertown Education Foundation grant allowed one of our teachers to purchase a document camera which allows her to immediately share student work and offer constructive feedback and assessment.

Classroom teachers in grades K-3 continue to implement a scope and sequence in phonics and phonemic awareness. Additional strategies are being reinforced by the reading specialists. A new
comprehension program is in the initial stages of being implemented by the K-3 teachers with both fiction and non-fiction texts. Month-by-Month phonics and Words Their Way are being employed by the teachers. This direct instruction is helping the youngest students to learn letter sounds, which will help them continue to grow as emerging readers. Reading assessments are being accomplished using Reading A-Z, and students in grades K-4 were given Measures of Academic Progress (MAP). The data gives teachers the chance to measure and chart academic growth and provides a roadmap for additional learning where specific, targeted instruction is necessary and beneficial.

The Cunniff has expanded our after-school offerings with Cunniff Kids News. Now in their third year, students work with both an editor (parent volunteer) and an assistant editor (Cunniff teacher) to research and write stories that pertain to the Cunniff, the community, and to Watertown. For full stories and highlights, please visit: http://teacherweb.com/MA/WatertownCunniff Elementary/Newspaper/HO.stm.

All-Star Sports, Chess, Hip Hop, and the LEGO Club are all in their second year of existence. This fall we began a before-school Fitness Club.

The Cunniff School continues to provide an environment for students to excel academically, socially, and emotionally. Our multi-disciplinary staff works together in a collaborative effort to provide an optimal learning environment where children are successful and empowered in their efforts to grow and learn.

Hosmer Elementary School
The Hosmer School community is led by co-Principals Anne Hardiman and William McCarthy. The school motto defines the expectations for Hosmer students, staff and parents: "Hosmer is a place where we are: respectful of ourselves, others and our school; responsible for what we say, do and learn; hardworking by doing our best with determination; and, successful by showing what we know and learn every day."

The Hosmer School has established the theme of "A Caring Community" for the 2009-2010 school year. School assemblies will be planned to encourage and celebrate actions we take to care for ourselves, each other, and our community. So far this year, 5th grade students have organized a food drive for the Watertown Food Pantry and the Roots and Shoots Club has started a bottle collection to raise funds for the victims of the earthquake in Haiti.

The Hosmer School cares about student achievement and works collaboratively with Hosmer staff and district teams to define and implement best practices for standards-based curriculum instruction and assess and analyze student performance data to develop differentiated instruction plans and programs to meet the needs of all students. A Building Based Data Team has been developed this year to support teachers in using data to inform instruction, which includes a reading intervention program for 1st and 2nd grade students.

In 2006, the Hosmer School was identified as a School in need of improvement in English Language Arts according to MCAS results. Over the past three years we have made consistent improvement in this area. This year we achieved our adequate yearly progress goal for our aggregate; however, we did not achieve this status for our English Language Learners. Our Math MCAS results indicated consistent performance; however, we did not achieve our adequate yearly progress goal for all students.

The early childhood programs across the district completed accreditation requirements for the National Association for the Education of Young Children and were awarded accreditation in May 2009. We are proud of the work our teachers have accomplished to achieve this status.

Technology resources continued to increase at the Hosmer School in 2009. Laptop computers were distributed to classroom teachers. Availability of computers in classrooms for students has been enriched with additional mobile laptop carts for students.

Most of the Hosmer School has wireless access, and we anticipate full wireless capacity before the end of this school year.

Teachers are using technologies to support instruction in all academic areas. Focused professional development enhances our teachers' ability to use these tools to improve teaching, learning, and communication. Teachers are using Measures of Academic Performance (MAP) to assess reading and math skills, FASTT Math, Reading A-Z, RazKids, and Rain Forest Math. Our faculty continues to identify and employ new digital tools for instruction.

Building stronger home-school-community partnerships is a district and school-based goal. Hosmer had addressed this by instituting "Co-Principal Coffees" featuring a focused topic such as enrichment opportunities, progress reports, parent conferences, and school safety. The PTO has also implemented a weekly newsletter on the school website.

With support of the PTO and Site Council, the Hosmer school parents collaborate with the school to enrich school life for all members of our community, providing enrichment clubs for students beyond the school day. The PTO has been generous in their financial support to classrooms, providing digital "flip" cameras to the school, materials for a 3rd grade "Ficturing Writing" program, and books for the library.

The Hosmer School is committed to the health, safety and well-being of our members and our environment. We recycle paper and plastic, and make every effort to use digital resources for communication to reduce our carbon footprint. We work closely with Safe Routes to School Committee to promote the Walking
Wednesday Program. Our physical education teacher provides a Jump Rope Club and Fit Club before school weekly with parental assistance.

Each member of the Hosmer Community strives to demonstrate respect for learning in our diverse community and to be responsible for achieving success every day.

Lowell School
Lowell School Mission
The Lowell School, with the active involvement of its families and neighbors, seeks to provide a supportive learning environment, which fosters academic excellence, encourages individual and collaborative endeavors, and promotes social responsibility and respect for diversity. We seek to support students in developing the knowledge, skills and attitudes that will serve them well in their lifetime. This requires all the abilities to effectively engage and contribute to society as they know it, and the imagination and sense of activism to change it for the better.

Who We Are
The Lowell School’s current enrollment of 384 students has fluctuated within the last three years from about 375 to 402. The school serves PreK through 5th grade.

Male Students: 207
Female Students: 177
Special Education: 57 students (15%) and 5 non-Lowell students enrolled in specialized programs
ELL Students: 49 students (13%) with many different languages spoken in the homes
Low Income: 95 students receiving free or reduced lunch (25%)
Class Size: Range of 16 to 25 students with an average of 19 students per classroom

Administration
The Lowell School currently has one full-time principal and one full-time school secretary. We do our best to adequately serve the students, families, and faculty and staff efficiently and effectively. A concerted effort to “go paperless” has reduced consumption and labor involved in copying and distribution.

Class-Based Curriculum, Instruction and Assessment
At the beginning of the school year, the district introduced newly articulated curriculum expectations in comprehension and fluency. Professional development will continue to focus on curriculum implementation and effective use of resources. A plan for the remainder of this year has been put forward to finalize reading assessments, complete vocabulary expectations, complete toolbox with vocabulary materials, reading assessments and reading workshop resources. We also plan to develop a set of recommendations for ongoing implementation support. The next phase of work in our ELA department is further literacy development through grades 3-5, and shifting the K-3 focus from “learning to read” to the acquisition of writing skills and language usage.

FY 2010 marks the third year of Think Math for all three schools and is currently being implemented in all regular education classrooms. FASTT Math is in its fifth year of operation in the system and in its third full year of implementation for students in grades 2-5. The Math Task Force is currently investigating a Tier 3 math program for students who require an alternative math curriculum with an emphasis on “Life Skills.”

Educational Technology
The 3rd, 4th, and 5th grade classes attended regular weekly technology instruction in the computer lab. The 3rd, 4th, and 5th grade levels each have a shared laptop cart which allows for flexible use during the school day. Students in grades 3-5 access computer, web and server-based programs to foster academic skills, explore concepts and create projects. Netbooks provide additional access within the learning commons and classrooms.

In addition, the IT teacher at the Lowell School is integrally involved in the development of our Primary Learning Support program. The IT teacher plans and works with self-identified classroom teachers and specialists to explore new resources, innovate on past practices and enhance teaching and learning. This year the IT teacher has also co-taught some targeted grade levels and special populations to expand the repertoire of content teachers.

Students in grades PreK-2 made weekly visits to the school library. Our shared librarian had two days dedicated to the Lowell (Monday and Tuesday) and worked tirelessly to maintain our library and develop resources, as well as to meet integration needs of classroom teachers, and directly instruct 4th and 5th graders to foster information literacy and fluency in print and online sources. In addition, the librarian has taken on the challenge of working directly with 3rd grade classes and teachers on the “Live Wire” partnership with Fablevision.

Special Education
In order to serve as many children within the district as possible, the Lowell has developed a multi-pronged approach to serving our special education students.

The critical role of Team Chair Leader is effective and efficient in managing the process of meeting all legal requirements (laws and regulations) to serve our special education population. The Chair also assists in the challenges of managing both personnel and materials responsibly. We are very proud of our array of programming options to best serve our students at the Lowell and the Chair’s leadership in their development has been greatly appreciated. The programs are:

Comprehensive Inclusion Support Program
Our CIS programming has evolved to meet the needs of students with complex needs requiring substantial, extended periods with a special educator. This program also
provides consultation and direct service in social/emotional and behavioral regulation issues.

**Language-Based Partial Day Substantially Separate**

For students with significant language based learning disabilities, this program provides intensive partial day instruction to develop essential reading and writing skills. The program needs to expand in 2010 to continue to meet the needs of these students as they advance. We hope to have a 4/5 class next year, in addition to the 2/3 class.

**Primary Learning Support Program**

PLS has been developed for students with neurodevelopmental disabilities to meet their physical and academic needs. It is a district-based program providing integrated services and supplemental educational experiences, along with tailored curriculum.

**Specialized Instruction**

A special educator provides specific instruction for students with learning disabilities in accordance with the plans outlined in student IEPs. The schedule is a hectic one, and requires the teacher to move from class to class, grade to grade, to meet the needs of all students.

**Reading**

In 2006, the district-based ELA coordinator position was eliminated and the reading personnel began to operate under the direction of the principal. The need for reading intervention has become the focus of our reading program. Reading is a gateway skill to all future learning and we aim to provide adequate regular education reading support to children who have trouble in any of the major components of reading.

**Guidance**

The guidance role is complex and diverse in its reach. Class-based instruction addresses numerous aspects of violence prevention, such as tolerating difference, resolving conflict and preventing bullying. Guidance also conducts the pre-referral process. All state assessments, including proctor training, coordination of accommodations, scheduling, and materials management, are handled by guidance. New students and their families are served by guidance through the kindergarten registration process and the transfer process for incoming and outgoing students. Our guidance counselor is called upon daily, often without advanced notice. Responding to child and family crises, consulting with parents, and resolving student conflicts are regular occurrences. Teachers often seek out consultations with our guidance counselor when challenges emerge around individual students. The guidance role is also involved in many other school functions, such as placement, team meetings, safety planning, and the development of protocols and new processes.

**Behavioral Support**

Many students, with and without learning disabilities, experience difficulty regulating emotions and behavior throughout the day. The Behavioral Support program, along with guidance and contracted services from the Academy for Physical and Social Development, provides proactive and responsive programming, respite, consultation and crisis intervention. Contracted services from the Academy for Physical and Social Development have been invaluable.

**ELL**

The Lowell has children with a wide variety of cultural and language backgrounds. Two ELL teachers currently provide services both in and out of the classroom, as well as family education and support.

**Departments and Programs**

**Athletic Program**

The overriding mission of Watertown High School Athletics is to achieve excellence in every aspect of our program. We aspire to help our students be the very best that they can be. We strive to help develop our students athletically, academically and socially. Many lessons are integrated into the athletic experience, such as being a member of a team, setting goals, working hard to achieve those goals, making a commitment, and learning to get along with others. We also encourage our students to be active in the community, participating in many community service projects.

Watertown High School Athletics conducted a pre-season meeting with parent/guardians and their student-athletes in grades 9 through 12 to increase student and parent/guardian awareness of school, athletic and Massachusetts Interscholastic Athletic Association rules. A speaker presented the dangers of alcohol and drugs and emphasized the message that substance use and athletics don't mix.

We also made progress toward reinstating softball as a sport for girls in the Watertown athletic program. A team competed at the freshman/junior varsity level in the spring of 2009 with the plan of becoming a varsity sport in the spring of 2010. The planning stage of instituting lacrosse as a high school sport began with the inception of a Youth Lacrosse program in town. A freshman lacrosse team for both boys and girls will begin in the spring of 2010.

User Fees were implemented for the 2009-2010 school year due to budgetary constraints. An annual fee of $175.00 for athletics and $25.00 for clubs was set at the high school level. A $25.00 fee was started at the middle school as well.

In 2009, the athletic program featured many highlights. The girls field hockey and boys basketball teams won state championships and Stephanie Frankian won the girls state championship in golf. Numerous student-athletes had individual athletic success as well. Watertown had many Middlesex League All-Stars and Boston Globe and Boston Herald All-Scholastic athletes as well.

Improvements were made to the Watertown Savings Bank Community Fitness Center.
located at Watertown High School, which is open from 2:30 pm to 6:30 pm. The center is staffed by Strength Coordinator and Science Teacher Brian Brewer and Watertown Police Officer George Hoffman. The fitness center is available to the entire student body to help students with sport-specific conditioning programs or personal strength and conditioning.

Watertown competes in the Middlesex League. A major change in the league structure was voted in 2009 and will go into effect in the fall of 2011. This structure will split the league into two conferences which should help the smaller schools such as Watertown to remain competitive. We are also increasing efforts to coordinate between the high school and middle school athletic programs.

For these and many other reasons, Watertown High School feels great enthusiasm and optimism regarding our athletic programs. We have much to celebrate, and strongly believe the best is yet to come.

Career & Technical Education Department (6-12)
The year saw exciting changes in Career and Technical Education as we endeavor to provide challenging and authentic experiences to prepare our students for both postsecondary education and the workplace. The CTE (Career & Technical Education) program includes Business Education, Family & Consumer Science, Industrial Technology, and Media & Production. Students participate in meaningful projects that involve collaboration, technology, creativity, problem solving, and high-level communication as they gain the knowledge, skills, competencies, self-confidence and self-esteem to be successful in the 21st century.

Now in its second year, the Engineering by Design course saw an awesome group of students studying and using the engineering design process to solve problems and design solutions while working in teams. These students are also using new software entitled “SolidWorks” to create their designs. SolidWorks is also being used in the CAD (Computer-Aided Design) course as students learn drafting through multi-view drawing, sectional, auxiliary, working drawings, and blueprint readings.

Meanwhile, the computer repair program continued to fix computers for staff and students while receiving generous equipment donations from community businesses. Several computer repair students also worked part-time for local companies.

Students in the wood program continue to assist in making repairs for the school while also taking on the task of building the set for the play in conjunction with the drama program — another fine example of collaboration between the departments. This real-world situation allows students to design and fabricate a set to be used in an actual production.

The middle school saw the addition of Robotics as an enrichment course for grades 7 and 8 with the students designing and competing in RoboRelay races. Students designed, built, and programmed their robots for speed and agility.

The implementation of two media courses at the high school proved to be successful as students entered the Obama education contest with their own video creations. Watertown High School student Kevin Phu was one of ten finalists in the national contest.

The “Armedia” course was created in collaboration with foreign language and media so that students in advanced Armenian could complete their courses with media communication while augmenting their computer skills and increasing connections to the world.

The students in Food Services/Hospitality once again planned, budgeted, and hosted Raider Café teacher luncheons. They prepared and served the luncheons three times during the school year. This has become a focal point of the course as students experience the planning, preparation, and serving of three delectable meals.

Among the highlights for the beginning Child Development students were their research projects and presentations on birth defects, a Piaget workshop for children ages two to five, and speakers including a midwife associated with Mount Auburn Hospital and a neo-natal nurse from Boston Children’s Hospital. Some students are interning or volunteering at community pre-schools.

Business Education students were fortunate to hear two assistant vice presidents of Sovereign Bank explain the concept of credit as they prepare for life after high school. Meanwhile, the students in Accounting once again worked with Bentley University students to create a modified business plan for the community service arm of an actual corporation. They then presented the plans to professors and professional auditors at Bentley University in December.

All of the authentic projects within the Career & Technical Education curriculum provide meaningful, stimulating, demanding, and motivating learning experiences for our students.

English Department (6-12)
The English Departments at Watertown Middle School and Watertown High School are continuing to work on aligning curriculum and improving achievement of students in grades 6 through 12. Guided by the state’s English Curriculum Frameworks, teachers in each of these grades emphasize core skills including reading, writing, listening, and speaking. The middle school provides additional developmental support to help students succeed both emotionally and academically in adolescence, and the high school teachers work to instill greater and greater levels of independence and self-efficacy in students as they near graduation and adulthood.
Professional Development
The primary focus of professional development and curriculum analysis this year has been aligning and developing students’ research and information literacy skills. The social studies and English coordinators and the middle-school librarian have worked to design a yearlong program in which social studies and English teachers meet in various grade-level and subject groups in order to design and implement technology-rich research and information-literacy projects for students and to work on research and information-literacy teaching challenges.

Study teams include groups of teachers designating common language for teaching research across grades and disciplines, collaboratively looking at student work, developing a sequence for academic tech-skill acquisition by students, collecting and sharing examples of student research work in grades 6 through 12, and enhancing curriculum connections between English and social studies.

Also, in their ongoing efforts to boost students’ writing skills and interests, 7th-grade teachers continue to implement the Writers’ Workshop model in their classrooms, and to teach students “Six Traits” writing skills. Other secondary teachers have been taking classes on working with ELL students, developing AP curriculum and instruction, learning about China and the Middle East, teaching students about information literacy, teaching journalism, and so on.

Curriculum
Students in the middle-school grades continue to focus on reading and writing and on studying English and social studies in interdisciplinary humanities classes. Featured projects and events in the 6th grade include storybook research and writing, poetry writing, and the performance of original scary stories. Each year the 7th graders write memoirs, study Shakespeare, and present scenes of A Midsummer Night’s Dream; and the 8th graders immerse themselves in the Facing History and Ourselves curriculum, which includes an introduction to the literature and history of the Holocaust and its implications. The middle-school Humanities experience culminates in a community-oriented civic-participation project called “Choosing to Participate.” Eighth-graders also participate in the Martin Luther King, Jr., essay contest sponsored by the World in Watertown.

The middle-school English/Language Arts program also provides additional options to improve students’ reading skills. Specialized reading classes provide extra classes for students with language-based learning disabilities and for students who will benefit from more intensive reading instruction. Additionally, teachers at all levels work closely with the middle school’s ELL teachers to maximize the academic success of ELL students.

At the high school, students continue their focus on analytical reading, expository and persuasive writing, and communication skills. Core texts include To Kill a Mockingbird, Romeo and Juliet, The Crucible, Hamlet, The Great Gatsby, and Of Mice and Men. Students also receive extensive training in research and analysis skills, which culminate in the Senior Thesis Paper. The STP, written in steps over the first semester, requires students to demonstrate their proficiency in academic research, analytical thinking, research note taking, outlining, critical analysis, and source citation. The high school offers college-prep and honors courses in grades 9 and 10, and students may take Advanced Placement courses in grades 11 and 12. Seniors may also choose to study humanities or contemporary literature for their senior English credits.

The student newspaper The Raider Times continues to be published quarterly. Community members may view the current issue by surfing to the WHS homepage and using the clickable link to view a digital version of the newspaper. Students in the English department also publish Word Painter, the school’s student-produced journal of creative writing and poetry. Writers’ Ink writing club provides another outlet for student writers. Club members held their first poetry slam in December, and they meet regularly to write poetry, stories, and non-fiction.

Mathematics Department (6-12)
The most significant event in math this year was the return to a 6-12 Secondary Mathematics Department with coordinator Dan Wulf operating out of offices in both the middle school and the high school. At the middle school, the largest change was the introduction of the Impact Math curriculum from the Glencoe publishing company. After two years of evaluating different middle school curricula and preparation, grades 6 and 7 embarked on full implementation of the new program. Grade 8 did not participate as the new course materials assumed students had been brought through the prior two courses. Grade 8 will adopt the new program for the 2009-2010 school year.

For a second year, students who completed 8th grade math but were not yet prepared for Geometry entered into the high school Algebra 1 program in 9th grade. Students who took this sequence during the prior year entered Geometry Level 1 in the fall of 2008, and their performance was evaluated to establish possible changes in 8th grade math for 2009-2010.

The MCAS scores from the May 2008 testing were consistent at the high school, with 80% of the students achieving proficient or better on their first attempt on the exam and 57% of the students scoring in the advanced category. At the middle school, grade 6 saw a slight increase in math scores (64% proficient or better), and grades 7 and 8 experienced small decreases (47% and 53% proficient or better, respectively).
Secondary math staffing remained virtually intact from 2007-2008. The only exception was the addition of Hugh McLaughlin in the high school Math Lab starting in February as a permanent substitute. The middle school welcomed the return of Phil Oates in the 7th grade math program, filling in as a long-term sub for the year.

Professional development programming in the math department continues to thrive. Because middle school and high school math is now one large department, meetings floated between both schools. At the beginning of every department meeting, teachers grappled collectively with a math problem in order to explore how they approached each problem and how students think about mathematics. The department worked in cross-building lesson study teams in the fall, and analyzed the sequencing of courses and content during the second half of the year.

The Focus on Math (FoM) grant, funded by the National Science Foundation, has continued to provide opportunities for professional development. The Watertown High School math teachers attended seminars in Chelsea, Lawrence, Arlington, Waltham, and at Watertown High. Kitt Wagner also co-led a one-week summer seminar on "Algebra Connections" with participants from all five Focus on Math school districts. Finally, the Math Department hosted the 6th Annual Math Fair in the high school library, with over 110 projects and over 185 students participating, and the middle school held a math fair for the first time since the inception of the grant, featuring projects from Anne Paolletti’s 8th grade enrichment classes. Watertown contributed 12 posters to the annual Math Expo hosted by FoM at the Charles River Museum of Industry & Innovation in Waltham. The grant has been extended for a seventh year.

On the technological frontier, Karen Trenholm successfully completed the year as Watertown High School’s first Virtual High School (VHS) teacher. She taught AP Statistics online, which replaced one of her courses at Watertown High School. Her online students did as well as the students who took the course with her at WHS, and she had the best results of all VHS AP Statistics teachers this year. In exchange for her teaching time, Watertown High receives 25 student seats per semester for students to take online courses.

Students in advanced math courses took a challenging national math exam, the American Math Competition (AMC). All did well, and one moved on to the next exam (the American Invitational Math Exam or AIME, for short) which was even more challenging. For the first time, students in the honors Algebra and Geometry courses at the middle school courses took the AMC-8, the middle school version of the tests given at the high school. The 8th grade honors students will continue to participate in this program for the foreseeable future.

Finally, the 2008-2009 school year marked the end of an era. Chuck Garabedian taught his final set of courses at Watertown High School. He will be missed.

**Science Department (6-12)**

*The Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST)*

Mr. Charles Duggan, physical science and physics teacher at Watertown High School, has been selected as one of three Massachusetts science teachers eligible for the Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST). If Mr. Duggan is selected as the finalist, he will receive a signed citation from the President of the United States, a $10,000.00 award from the National Science Foundation, and gifts from donors across the country. In addition, he will attend an award ceremony in Washington, DC. Winners will be notified by April, 2010.

**NSA National Conference: Using Technology to Teach Forces and Motion**

Last March, Karen MacAulay and Elizabeth Kaplan (grade 7 science team) travelled to New Orleans to present at the National Science Teachers Association (NSTA) annual National Conference. The presentation was an interactive workshop in which participants experienced a series of lessons within Karen and Elizabeth’s Forces and Motion Unit. Karen and Elizabeth presented the scope and sequence of the unit and then had attendees experience pre-assessment, formative assessments, and labs. The culminating experience for attendees was to complete a lab activity using Vernier motion sensors. Karen and Elizabeth received positive feedback from workshop attendees and plan to submit another proposal to the NSTA in the future.

**Curriculum**

The middle school science curriculum continued to be revised moving from a spiral approach to course-specific subjects for each grade level; grade 6 will now concentrate on Astronomy, Earth Science and Ecology, grade 7 on Life Science, and grade 8 on Physical Science, including forces and motion and an introduction to chemistry.

Teachers in grades 6-12 met periodically to evaluate the content, skills and assessments used at each grade level in order to develop better progressions from one level to the next and to establish a uniform laboratory report format and grading rubric.

**The Ecology of Bonaire**

Mr. George Buckley, retired Watertown Science Coordinator, returned once again to the high school in order to organize his yearly ecological tour of the coral reefs of the Bonaire Marine Park in the Dutch Caribbean. Twelve students spent a week snorkeling and scuba diving in the crystal clear water of the reefs which encircle the island. They learned firsthand about the truly stunning array of reef fish, the coral that make up the reef and the importance of maintaining this beautiful reef ecosystem.
Social Studies Department (6-12)
The secondary social studies curriculum was reviewed and modified to align with the state-mandated frameworks, to support district, school and departmental goals, and to prepare students for success in the 21st century. The teaching staff addressed curriculum improvements, both in content and pedagogy, and assisted in the structural reorganization of the social studies department.

The teachers in grade 6 geography, grades 7 & 8 humanities, and grades 9-12 social studies actively participated in the evaluation of content revision, the scaffolding of student skills, and the coordination of assessment techniques across the curricula. Towards this end, teachers have worked together to complete curriculum mapping, to integrate technology into every lesson, and to participate in varied professional development opportunities.

In the second year of departmental reorganization, the English Language Arts and Social Studies Departments consolidated their professional development programs under the heading of Research and Information Literacy Skills. In conjunction with the district’s technology specialists, teachers crafted various projects and lesson studies which empower students to find, identify and analyze information.

The social studies department’s integration of technology into both instruction and assessment is ongoing. Teachers continue to create and use classroom websites, blogs, podcasts, and various curriculum software. At the high school, the recently refurbished computer lab serves as the nerve center for cyber-learning. At the middle school, mobile laptop carts enable teachers to bring technology to each student’s desk.

In grade 6, students study World Geography which emphasizes cultural as well as physical geography. The curriculum includes the study of Europe, Asia, Africa, and Australia. In grade 7, students study ancient civilizations, starting from early man and continuing through the Mesopotamian, Egyptian, Greek and Roman civilizations. In grade 8, students start with a “Facing History and Ourselves” unit which studies the Holocaust to explore fundamental historical questions and themes as well as to introduce guest speakers to the classroom. The curriculum broadens to include ancient China, the Middle East, the Middle Ages, and the Renaissance.

In grades 9 and 10, students engage in a rigorous, two-year program in United States history. The curriculum monitors successful student learning through data-driven analysis of common assessments, implementation of lesson studies, and utilization of standardized tests while preserving each student’s curiosity and personal interest in our nation’s story.

In grade 11, students interact with an experiential curriculum in World History which refines the broad topics of cultural diversity, political institutions and global humanitarian issues. The central focus of the course is the study of non-governmental organizations (NGOs). Some World History students received community service credit for their humanitarian efforts. In April, students also worked with the WHS Armenian Club and the Armenian National Committee to host an assembly on the Armenian genocide.

In grade 12, students selected from a variety of courses, including law, civics, psychology, economics, and Asian history. Qualifying students took the advanced placement psychology program. These courses connected soon-to-be graduates with numerous community resources such as the Project Youth Program, the annual State Government Day at the State House, the Voice of Democracy essay contest, the Massachusetts Bar Association and the Student Advisory Council to the Massachusetts Board of Education.

The social studies department worked with a number of curriculum resources. The Pathways to China Program provided students with the opportunity to learn about Chinese culture and possibly travel to China. Project Citizen provided materials and hosted competitions on civic education. Primary Source offered courses in content specific curricula as well as instructional resources. The Bill of Rights Institute conducted seminars on individual rights. The Association for Supervision and Curriculum Development presented experts in the field of student learning. The Global Education of Massachusetts consortium provided both seminars and teaching materials.

Social studies teachers maintained a close relationship with Watertown organizations such as the Veterans of Foreign Wars, the Watertown Citizens for Environmental Safety, the Historical Society of Watertown, the Armenian Library and Museum of America, as well as the Watertown Rotary Club, the Watertown Town Council, the Margaret Bainbridge Scholarship Foundation, and various religious and secular organizations.

In January, the department oversaw the Martin Luther King, Jr. essay competition, sponsored by the World in Watertown, at both the middle and high school, and the winning student essayists read their essays at the annual Unity Breakfast.

In all social studies classes, both students and teachers continued to work together to master content while cultivating critical-thinking skills, in an effort to become intelligent and well-informed citizens. Instruction and curricula strive to broaden student
achievement and to lay the foundation of lifelong learning where every student discovers knowledge and applies this knowledge toward personal success.

World Languages Department (6-12)

Due to retirements and transfers, Watertown Middle School has a brand new staff of world language teachers. The world language teachers at the high school have been working closely with the new middle school teachers to acclimate them to the district and to introduce them to the curriculum. In September of 2009, the first group of students who started the new grade 6 accelerated world language classes will become freshmen at the high school. The teachers at both schools have been meeting regularly to ensure a smooth transition. These freshmen will be the first class to start year three of the language that they began in grade 6. Students who started their language in grade 7 will begin year two of their language when they become freshmen at WHS.

The middle school language program has a new curriculum and new texts for Spanish and Italian. As the middle school students transition to the high school, the new curriculum series for both languages will also be phased into the upper level curriculum. Along with the many digital resources available in the new curriculum, foreign language teachers have been participating in a professional development course about using ePals. ePals is an online pen-pal program that brings together teachers and students from all parts of the globe.

In May, a Day of Celebration was held at Watertown High School. Students presented to their peers in other classes, showcasing a variety of projects in many languages, from original storybooks read by the authors, to studio-produced music videos on YouTube. Some students worked with Vera Ventura, Media teacher, to prepare their multimedia projects. All of the projects demonstrated hard work, growth in learning, and genuine talent. International foods, prepared by the students, added spice and flavor to the day.

The World Language Department is exploring how to expand the introduction of languages to grades K-5. The overarching goal is to have a K-12 World Language program in place in the next several years. Several administrators are looking into language programs in other districts, both locally and nationally, to see what type of program and what language(s) will best serve Watertown going into the future.

Educational Technology Department (K-12)

The Educational Technology Department is comprised of Library Media teachers, Educational Technology teachers, and Technical Services. The Educational Technology programs are designed to help students become independent learners, transform information, think creatively, problem solve, and communicate. This year various curriculum and technology initiatives enriched student learning and faculty development. Initiatives include:

• Implementing professional development Technology-in-Practice mini courses for faculty
• Continuing to support faculty planning and teaching with various curriculum and technology integration projects and digital resources
• Seeking and relaying to teachers media-rich, state-of-the-art lesson plans from free sources like Thinkfinity and Teacher’s Domain
• Using Measures of Academic Progress to assess student learning gains and to differentiate instruction
• Renovating School Libraries into Learning Commons
• Offering updated and relevant collections of resources in both print and non-print formats
• Partnering with innovative companies, such as FableVision, WGBH, and EnableMath

This year the Educational Technology Department is developing the next stage of the district’s innovative technology plan, called “Literacy21.” New and emerging technologies are enabling innovative education and fostering an excellent educational environment for all our students. Our Literacy21 Plan is driven by four key concepts that are changing and improving teaching and learning:

• The Internet is the invention.
• Students are creators and contributors.
• Teachers and students have a globalized curriculum where students talk with each other world-wide, and teachers share and learn from colleagues anywhere.
• Educators need a professional community to think together and improve practice.

Visit the Watertown Public Schools website, and the Teaching & Learning webpages in particular, for more information about how technology supports, enables, and enriches our curriculum and classroom practice.

English as a Second Language Program (K-12)

The Watertown Public Schools has a comprehensive educational program for English Language Learners (ELLs). The goal of the program is to provide students with the skills to function successfully in an English-speaking environment. There are two components to how ELLs are educated in the school district. The first component is English language development (ELD). ELD instruction facilitates proficiency in speaking, listening, reading and writing in social and academic settings. Teachers holding

95
ESL licenses teach ELD in district schools. The second component of how ELLs are educated in the school district involves sheltered English instruction (SEI). SEI is taught by classroom and content teachers and other staff who provide instruction to ELLs. SEI is an approach for helping ELLs learn required subject matter while at the same time promoting English language proficiency.

ESL Program Initiatives in 2009 have included professional development, curriculum development and translation services. The Massachusetts Department of Elementary and Secondary Education requires that all teachers of ELLs participate in a professional development program in order to work effectively with these students. Teachers of ELLs are expected to participate in the following four categories of professional development:

- Second Language Learning and Teaching
- Sheltering Content Instruction
- Assessment of Speaking and Listening
- Reading and Writing in Sheltered Content Classrooms

In response to this mandate, professional development programs for district staff who teach ELLs were provided. These professional development programs involved out of district courses offered by EDCO as well as courses within district schools.

The ESL Program staff developed an English language development (ELD) curriculum during scheduled professional development days in the school year and in a summer workshop. The ELD curriculum is differentiated for students at different levels of English proficiency. In addition, it is linked to English Language Proficiency Benchmarks and Outcomes for English Language Learners (ELPBO) and the Curriculum Frameworks.

The ESL program also implemented districtwide translation and interpretation services. Commercial firms were utilized for translations of school and district information and documents. A system of on-call interpreters was provided for parent/teacher conferences and school and district events.

Fine and Performing Arts Department (K-12)

The visual arts program has continued to expand both its traditional media and technology enhanced art program. Student enrollment requests for visual art courses at the high school increased for the 2009-2010 school year. Enrollment remains robust in the advanced studio arts classes, preparing student portfolios for collegiate art school admissions. The advanced computer design/web design program at WHS, led by Dan Dressler, is using state-of-the-art software, preparing students for potential careers in the digital graphic arts. Numerous examples of student art from all levels of the district are available for viewing online, both on the district website and on classroom websites. Several students won awards for their artwork at the annual Globe Scholastic Art Competition.

The annual K-12 all-school art show at the Watertown Mall in early March drew a large crowd at the opening reception. 2009 WHS graduate Sun Hee Uoo won First Place in the annual Watertown Savings Bank Calendar Art Contest, and two students, Adam Koot-Bascomb and Priscila Silva, were accepted through a portfolio and interview process to participate in the Art All-State Program at the Worcester Art Museum in May.

The music program continued to expand its offerings, led by increased usage of Orff instruments, keyboard skills training in the curriculum, and wider use of computerized music notation programs. Numerous examples of student performances are now posted on teacher websites. The music program has also seen increasing participation in the instrumental and vocal ensembles at the middle and high school levels. The music program presented concerts to enthusiastic audiences in May and December, as well as at the annual Bandarama Concert in the WHS Gymnasium in March. Several WMS students were selected, through competitive audition, for Massachusetts Music Educators Association Eastern District Junior Music Festival. The music ensembles and choruses performed concerts for members of the Watertown community at the Watertown Mall, the Town Hall, and the Memorial Day and September 11th ceremonies. The WHS Pep Band performed at home football games throughout the fall season and welcomed alumni performers to rejoin the group at the annual Thanksgiving Day game against Belmont.

Music teachers have made extensive use of the hand-held digital recorders, one for each building in the district. In addition to recording student presentations and classroom rehearsals and activities, teachers use the recorders for individual performance assessments and to upload student performances onto classroom websites for student homework and practice.

The WHS ensemble groups undertook several collaborations this year, including WHS Full Orchestra performances at Bandarama in March and at the Heritage Music Festival in New York City in early April. In addition to the Full Orchestra, the Women's Chorus, the A Capella Choir, and the String Ensemble all competed at the Heritage Music Festival in New York City, all winning silver medal awards. The WHS groups were chaperoned by ensemble directors Dan Jordan, Dan Wulf, and Dr. Frederik Schuetze, accompanied by Donna Calleja of the WHS art program and Dorothy Corriveau from the middle school.

In addition to playing at Bandarama in March, the vibrant strings program at the elementary level, led by Sharon Woodworth, and middle school level, led by Dr. Frederik Schuetze and Art Wallace, performed winter and spring concerts to enthusiastic audiences. The Bandarama concert included a performance by over 150 string players grades 4-12.

The 7th-8th grade band combined with the 7th-8th grade string orchestra to create a
Full Orchestra numbering over 60 players. Together, the band and string orchestra performed successfully at both the Spring and Winter Concerts, as well as at Bandarama. Bandarama featured over 300 instrumental musicians in grades 4-12 performing in a gala concert on the WHS Gymnasium floor before a large and enthusiastic audience.

The number of performers in the middle school chorus program, directed by Abigail Cordell, continued to rise to all-time highs. Members of the Girls Select Chorus won high honors at a music festival in Agawam, MA in the spring. The elementary choruses, under the direction of Sara Patashnick (Hosmer) and Anthony Spano (Lowell and Cunniff), performed at the all-elementary concert at the WHS auditorium in June, and at building-based concerts in December. The Hosmer chorus also sang during December at the Watertown Mall.

The drama program presented several highly successful shows, including Cole Porter's musical Anything Goes, directed by Beth Peters and WHS Chorus Director Dan Wulf. The fall saw a production of the comedy, The Importance of Being Uncle Roscoe, directed by middle school teacher Abigail Cordell. In the spring, the middle school drama program presented a musical for the first time in many years, Once On This Island, Jr., directed by Abigail Cordell.

The Fine and Performing Arts (FAPA) Department continued to devote professional development time and resources to its long-term curriculum articulation project, creating documents and unit plans demonstrating how FAPA curricula are conforming with state frameworks and building on prior student skills and experience. FAPA teachers continue to use individual classroom websites for announcements, homework, and interactive web-based learning for students and families. All FAPA teachers are enrolled in Technology in Practice classes offered by the district, and many are doing individual technology projects throughout the year. The long-range "Bolstering the Arts" document has been accepted by the Central Office, and FAPA is awaiting funding for many of its aspects. Some small grants have been received to purchase electronic keyboards and digital cameras, but larger projects and upgrades in departmental offerings are awaiting funding.

Physical Education and Health Department (PreK-12)

The physical education and health department successfully applied for the Carol White Physical Education Program (PEP) Grant in March 2009. Several months prior were devoted to developing a strategic plan for a Fit, Fun for Life Program in physical education.

In July 2009, Watertown Public Schools was awarded the PEP grant. In year one of this grant the physical education department received $408,474. During the grant application process, staff prepared curriculum that will improve fitness levels of all students and bring curriculum into 21st Century Learning. New activities, skill-based teaching strategies, and technology were the key initiatives for planning the goals and objectives.

Objective 1: By the end of three years, student will improve personal fitness levels by 25%.

Objective 2: Students will increase the amount of time spent active in physical education courses and therefore increase the amount of time they spend in moderate to vigorous physical activity.

Objective 3: Additional opportunities for professional development will be provided to physical education and health staff.

Technology has improved dramatically through the use of PE Manager Software and Fitness Testing through the Tri-Fit System and Software. Tracking student fitness data is now possible in grades 3-12. PE manager software is a tool for teachers to use for attendance, fitness data, and grading rubrics.

Elementary Level

The curriculum for elementary PE has been aligned to include fitness testing protocol, adventure curriculum, improved skill-based approach to teaching activities, heart rate monitors, and new adapted PE equipment. Additional adapted PE sections added in September have successfully given students who require APE appropriate skills and time to develop skills outside of regular PE classes.

By the end of January, new life skill-based activities will be implemented to include Snow Shoeing and Geo Fit (Dance). The Dance curriculum teaches nutrition and math while moving through dance.

Before- and after-school activity programs have increased due to PEP grant funding, providing students with jump rope, fit clubs, and other activity-based programs. In addition, collaboration with the Watertown Boys and Girls Club and Recreation Department has improved. After-school activities are structured to meet PE standards and supervised by trained staff.

Middle School Health and Adapted PE Guidance staff has been given .2 teaching duties to teach grade 6th health in order to increase health education. In addition, a guidance staff member with adapted PE experience was also been given a .1 position to assist APE.

Secondary Physical Education

The middle and high school curriculum has improved to teach 21st-century PE skills. Additional Adventure curriculum and training has been added that also provides after-school programs. High Elements have been added to both schools to give students exciting challenges and increase cooperative activities. Fitness testing through a high-tech Tri-Fit System and Polar Heart Rate Monitors is being used in order to teach students the importance of heart health and lifelong health. The technology enables
Additional funding provided by the PEP grant has made additional before- and after-school activities available. At the middle school, nutrition, cooking, adventure, fitness club, cross-country running, ping-pong, and dance have been successful. At the high school, outdoor exploring and Ultimate Frisbee have attracted student participants. The new fitness centers are also open for students to work on personal fitness. The Boys and Girls Club has also extended hours in order to increase student activity.

By the end of January, students at all levels will experience Geo Fit Dance, a new dance method using dance mats. Dance has been lacking in curriculum especially at the secondary level. SNOW SHOEING will also be taught to students in grades 3-12 in January. The PEP grant and the new fit, Fun for Life program will provide Watertown students and PE teachers with current trends for physical education and give students more choices to learn how to become fit and stay fit. As the department strives to strengthen knowledge of physical education in our schools and in the community, the goal is to improve lifelong physical fitness.

Student Services Programs (PreK-12)
Student Services Programs integrate all the services that support student growth and development. Watertown provides a comprehensive array of programs and services from pre-school through grade 12, including guidance, nursing, community education, and special education.

Guidance
The Watertown Guidance Program provides activities, interventions and services which assist students in achieving their maximum personal development, both as individuals and as learners. Guidance and counseling are vital components of the educational process which help students recognize their abilities and needs, and develop strategies to realize their full potential. The primary role of the guidance staff is to implement a program that will help all students acquire the educational, social, and vocational skills 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 the competencies necessary to lead productive, fulfilling lives.

Nursing
The school setting offers unique opportunities for children to learn healthy behaviors and to receive easily accessible, comprehensive health services. Each school has a full-time school nurse. The school nurses act as liaisons between homes, schools and the community regarding health concerns of students. The goal is twofold. First, we want to encourage healthy behaviors through education programs and mandated health screenings to prevent health issues from arising. Second, we strive to assess the chronic health needs of students and treat their acute needs so that students can reach their educational potential.

Community Education
Watertown Community Education includes Adult and Community Education evening classes, the Before-School Program at all three elementary schools, Courses for Kids at the elementary schools, the Hosmer Extended Day Program, the Cunniff Voyager Program, the Lowell Extended Day Program, before-school activities at the middle school and Summer School Programs for children PreK through grade 12. Our mission is to provide high quality programming that supports engagement in learning, positive youth behavior and promotes lifelong learning. Watertown Community Education is committed to building partnerships that meet the needs of the adults, families and children in Watertown.

The Adult and Community Education Program provides exciting, low-cost learning opportunities designed to answer the needs and interests of Watertown's diverse adult population. The Adult Program provides courses for working people and professionals, people returning to the workforce, newcomers to the United States, and people of all ages who seek a fun, active alternative to their usual evening routine. The program offers courses in a wide range of subjects including ceramics, drawing, watercolor, beading, mosaics, computer basics, zumba, floga, hula hooping, body revival, yoga, belly dancing, tap dancing, ballroom dancing, golf, aerobics, African drumming, estate planning, tree and scrub pruning, genealogy, financial aid, green insulation, getting organized and the History of Watertown.

In May 2009, Watertown Adult Education coordinated the sixth Town-wide Yard Sale in which over 100 families participated. By popular demand this is now a much-anticipated annual community event.

Before-School Programs offer quiet supervised activities for children grades PreK-5 before the regular school day begins.

Extended Day Programs provide safe and enriching after-school care for children Grades PreK-5 until 6:00 pm. Our program supports cognitive, social, emotional and physical development. The daily schedule includes homework time, gym or outside exercise time, computer time and arts and crafts. Enrichment activities vary from year to year but often include community service projects, nutrition and exercise workshops, puppet shows, face painting and special programs such as live animal shows and pony rides! Our instructors offered a variety of clubs during the year, such as gardening, jewelry, a Harry Potter book club, an art club, yoga, and cooking. We continued our community service outreach to the Women's Lunch Place in Boston, Warm Up America and the Afghan Project. In addition, the program offers coverage for early release days, full-day programming for
February and April vacations and eight weeks during the summer. The program also offers an emergency drop-off service for parent/guardians who may have a commitment or an urgent matter to attend to on occasion.

**Special Events**

In June, children in grades 3-5 at the Hosmer Extended Day Program were chosen by WGBH to participate in a photo shoot for the award-winning PBS television show *FETCH!*, a hands-on science and engineering show. The photos were made into a slideshow that lives within the online training to accompany the *FETCH!* television show and website (pbskidsgo.org/fetch). Hosmer Extended Day students also entered the Massachusetts Information Technology Division 2009 Kids Safe Online Poster Contest, open to all Massachusetts 4th and 5th grade students. The Commonwealth’s top three entries included one of our students. We also won 3rd place in the annual Watertown Mall Scarecrow Contest.

Courses for Kids is an after-school enrichment program offered at the elementary schools that provides classes such as art, scrabble, hands-on science, drumming, chess and karate. Language classes in French, Spanish and Chinese were added this year.

**Watertown Middle School Enrichment Clubs**

The middle school offers clubs such as the art mural club, the 3D art club, the rock band club, cooking and dance. The mural club participated in the Violence Transformed Exhibits sponsored by the Cloud Foundation. Their artwork was displayed at the Cloud Foundation gallery, at the Towne Gallery of Wheelock College and at the Massachusetts State House. In September 2009, they began working on a collage installation for the Children’s Hospital facility in Waltham and have completed several rocking chairs including one for the Watertown Library and the Children’s Family Network to be auctioned off. In July 2009, 13 middle school students participated in a Gardening Club to beautify the middle school courtyard. The class was co-taught by two certified teachers, a professional landscape designer/horticulturist, and a group of volunteers from the Watertown Citizens for Environmental Safety.

**Summer Program**

The Summer Program through Watertown Community Education helps families plan a summer full of enjoyable, varied, and meaningful activities for their children. This was the second year of our Summer Explorations Program, an eight-week, project-based learning program for all PreK-5 students. Academic courses for grade 6-12 students are designed for students who wish to improve a low or failing grade. The curriculum is geared toward building skills as well as meeting credit requirements and is based on the individual needs of the students enrolled.

**Special Education**

The Watertown Public Schools provides a variety of services designed to address the needs of students identified with a disability who require special education services.

**Preschool Programs**

*Integrated Preschool Program (Hosmer Early Steps Preschool)*

Integrated multi-aged classrooms are staffed according to the individualized needs of the students. The curriculum is designed to fulfill goals and objectives for pre-school students in their social, emotional, cognitive, language, and physical development. A collaborative team approach is utilized in this program that involves special education teachers, instructional assistants, consulting psychologists, occupational, physical and speech therapists. Parental involvement is critical to the success of this program. There are several instructional models including half-day and full-day programming, discrete specialized services, consultation to parents and community providers, and developmental screening. The Preschool Intake Review Team screens and assesses children aged three through five years based on a referral from early intervention programs, the medical community, parents or others. The pre-school staff works closely with the elementary principals and staff to assure smooth transitions and continuation of appropriate support services in the elementary school.

**Inclusion Programs**

*Elementary Schools*

Special education teachers provide services at each of the three elementary schools. Students who receive services typically have a diagnosis of a specific learning disability. In this program, teachers provide in-class support with some discrete out-of-class support in literacy and math. Development of instructional strategies, organizational skills, motivation, responsibility, and self-advocacy skills is emphasized. Specific social and emotional skills are addressed as needed. Students receive individualized instruction based on their evaluations/consultation with classroom teachers. Related services, such as speech and language, counseling, and occupational and physical therapy, may also be included.

Professional development, support and collaboration time are provided to team members working in the program. Ongoing home-school communication is built in to provide support and consultation.

Teachers promote the understanding of disabilities and strategies to help all diverse learners engage with peers.

*Middle School*

Inclusion services are designed for special education students with moderate to significant needs who are able to manage the grade level curriculum but require modifications. Students are assigned inclusion services that target the areas of disability. A special education teacher, instructional assistant, or Title I Tutor may provide inclusion support. IEP Teams determine the
frequency of inclusion services based upon individual needs.

The Academic Assistance Program is intended for both special and general education students who require re-teaching, pre-teaching and more exposure to content area curriculum. This program is co-taught with one special education teacher and two content area teachers. As a part of this program, students receive progress reports on a regular basis. All special education students are enrolled in this class every other day.

**High School**
Specialized instruction to support inclusion is provided by special education teachers who support students in their inclusion classes. These classes focus on organizational and study strategies to help students with disabilities succeed in general education classes. The learning format includes one-on-one instruction, small group instruction, monitoring and reinforcement, applied academics, homework strategies, evaluation of strategies and skills, and academic test monitoring.

The Academic Support program at Watertown High School is intended for both regular and special education students and offers daily support to students in grades 9-12 in all academic areas. The teacher and instructional assistant support students to complete projects, prepare for tests, organize assignments, and complete homework. Collaboration with teachers, guidance counselors, administration, parents and therapists is an important aspect of the support given to students in this program.

Watertown High School supports the transition of general and special education students who will be going into the workplace when they graduate. The Transition to Work Program recognizes and acknowledges the necessity for all students to be given the opportunity to gain exposure to the world of work while developing appropriate work behaviors, social and life skills. A job coach will be provided to assist students in their transition into the world of employment. The program works closely with community-based employers to enhance the experiences of participating students, supporting them in the development of skills and relationships that lead to successful transitions into the world of work.

**Specialized Services**
The following related services are offered at the pre-school, elementary, middle and high school levels to students who qualify for the specific services.
- Speech and Language Therapy
- Occupational Therapy
- Physical Therapy/Contracted Services
- Psychologists (testing and consultation services)
- Counseling, Clinician Support (one-to-one, group therapy by Wayside Youth and Family Services, Colony Care, The Academy of Physical and Social Development)
- Specialized Reading Instruction (Orton-Gillingham, Wilson Reading Program, one-on-one and small group instruction)
- Behavioral Consultation
- Behavioral/Social Services (Walker School Services)
- Vision Specialist Support (Contracted services, Carroll Center, New England College of Optometry)
- Instructional Tutoring (one-to-one or small group)

These services are typically provided in class. However, there are times when a student requires “discrete” out-of-class interaction. With all these related services, consultation to staff and parents and evaluation services are provided as needed.

**Four Strands of Intensive In-District Intervention**
Student Services has been establishing four strands of services to offer step-down and step-up services for students as well as respite, intensive short-term and long-term intervention. The four areas derive from observable service needs among students and from the trend for students to seek services out of district.

1) **Language-Based Learning Disabilities**

   A) At the elementary level, these would include students who have at least one Average WISC score and significant disabilities in multiple areas such as speech and language, reading or writing. The aim would be to service children for a few years with the intention of addressing the disability and returning them to the mainstream classroom. Without such a program, they never catch up. This program will start at the Lowell with early elementary students this fall and is for a district-wide population. It will occupy 2.5-3 hours per day.

   B) At the middle school level, those who had not been remediated would continue along with students who need the same type of teaching environment: small teacher/pupil ratio, spiraling, chunking, slower pace, such as children with Asperger's Disorder or NLD.

This is in place at Watertown Middle School with adjunct services for speech and language pragmatics, and a social skills group. Small classes are offered in Reading, Math, and English.

   C) At Watertown High School this fall, there will be a 9th grade strand of language-based classes for students moving up from the middle school. A speech and language/reading teacher will be hired for the high school and will consult with this program. The lead psychologist for the district, Barbara Gortych, will also consult and run a monthly seminar for staff.
2) Social-Emotional Disabilities

A) At the elementary level, there are no formal programs in place district-wide at this time. The elementary schools intervene with children with emotional disabilities. The Academy for Social and Physical Development works with students at the Hosmer and the Lowell and a social worker from Walker works at the Cunniff. However, when such difficulties expand, there is no step-up programming district-wide at this time.

There will be a prevention program starting this fall around separation anxiety. The impetus for this came from the experience of the Middle School Integrated Emotional Support Program (IESP). Mike Ferullo has already met with the guidance counselors to brainstorm around this issue.

B) The Middle School Integrated Emotional Support Program (IESP) is very successful. This program offers respite, drop-in services, 45-day evaluation services, and a substantially separate classroom with a certified teacher. Also attached to this program are Elizabeth Webb for counseling; Mike Ferullo of Colony Care for group work and consultation; Ken Berringer from the Academy, who provides interns, supervision, and consultation; and Barbara Gortych for assessment and consultation. There is a staff meeting once a week with the consultants and Jason DelPorto, Assistant Principal, Penelope Giannakopoulos, Team Chair; Marie Mele, Coordinator; and the staff.

For larger issues, there is a great deal of coordination with outside agencies, the courts, and therapists.

C) At the high school, the Counseling and Academic Program (CAP) addresses emotional issues with a somewhat different model than IESP. The CAP program offers one or two periods a day as respite and alternate setting as well as supporting student success in their academic subjects. It is staffed by a coordinator, two instructional assistants and a social worker.

At the Spring High School Retreat, further plans for expansion of services and interventions were developed. These will be pursued throughout the year.

3) Autism Spectrum Disabilities

While the majority of students experiencing autism in the district are in inclusion classes, there are some children who benefit from a semi-substantially separate setting.

A) At the elementary level, the autism program has been at the Cunniff. This year, older children will stay there, but younger children will be in a district-wide program at the Hosmer.

B) At the middle school, the numbers in the past did not warrant a special class but one will be established this fall for children on the spectrum.

C) As students from the middle school who require a more intensive program move to the high school, specialized programming will be developed. At the Spring High School Retreat, there was a good deal of planning and discussion around delivery and differentiation of services for students with low ability, autism, and neurodevelopmental disorders. It was also apparent from populations in the middle and elementary schools that the high school has to begin to develop increased services for these upcoming students.

4) Neurodevelopmental/Intellectual Disabilities

There is an expanding diagnostic category appearing at the pre-school and early elementary level: neurodevelopmental disorders. These include severe seizure disorders and neurological syndromes, which seem to be appearing in much greater numbers. These children are largely nonverbal in the early grades and need a great deal of intensive instruction for the most basic cognitive and academic skills. The following initiatives support these students.

A) There will be a Learning Support classroom at the Lowell this year for students in grades K to 2 and another at the Hosmer for students in grades 3 to 5. Class size will be small with a high teacher/student ratio. Speech and language therapists will be intimately involved daily.

B) The Learning Support Program at Watertown Middle School provides services to students with significant cognitive and developmental delays. Students are supported in learning the content for their grade level with modified curriculum and small group instruction. There is an added emphasis on the practical skills required for daily living.

C) The Learning Support Program at Watertown High School deals with a variety of struggling students. Further planning for differentiating interventions and programming is being discussed. Of particular interest to the staff were more vocational and life skills trainings and classes.
Election Summary Report

GENERAL ELECTION
WATERTOWN, MA
Summary For Jurisdiction Wide, All Counters, All Races

Registered Voters 21664 - Cards Cast 4964 22.91%
Num. Report Precinct 12 - Num. Reporting 12 100.00%

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Election Summary Report  
SPECIAL STATE PRIMARY  
WATERTOWN, MA  
Summary For Jurisdiction Wide, All Counters, All Races  

Registered Voters 21453 - Cards Cast 5359 24.98%  
Num. Report Precinct 12 - Num. Reporting 12 100.00%  

### SENATOR IN CONGRESS

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[Signatures]

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